

*SHALER AREA SCHOOL DISTRICT
Committee of the Whole Meeting
May 8, 2019 – Administration Building
Minutes*

The Board of School Directors of the Shaler Area School District held a Committee of the Whole Meeting on Wednesday, May 8, 2019, at the Shaler Area Administration Building, Glenshaw, PA, with Mr. Tim Gapsky, School Board Vice President, presiding. This meeting began at 7:43 p.m.

Board Members Present: Mrs. Suzanna Donahue
 Mr. James Fisher
 Mr. Tim Gapsky
 Dr. April Kwiatkowski
 Mr. Jason Machajewski
 Mrs. Jeanne Petrovich
 Mrs. Eileen Phillips
 Mr. Steve Romac

Not Present: Mr. James Tunstall

Others Present: Mr. Sean Aiken, Superintendent
 Dr. Bryan O'Black, Assistant Superintendent
 Ms. Sherri Ludwig, Director of Business Affairs
 Mr. Matt Hoffman, Solicitor
 Jake Solomon, Student Representative

Notice of this meeting was posted as required.

➤ Mr. Tim Gapsky called the meeting to order at 7:43 p.m.

Dr. O'Black then announced the following Education Items:

| <u>ITEM</u> | | <u>SUP</u> | <u>ACTION</u> |
|-------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|------------|---------------|
| <u>#</u> | <u>EDUCATION ITEMS RECOMMENDED FOR APPROVAL</u> | <u>#</u> | <u>TAKEN</u> |
| A.1 | Approve the adoption of the Pearson Education ReadyGEN K-5 English Language Arts program ©2016. Total cost of the program is \$380,292.91. | A.1 | _____ |
| A.2 | Approve the adoption of the Pearson Education MyPerspectives Grade 6 English Language Arts program ©2016. Total cost of the program is \$39,842.50. | A.2 | _____ |
| A.3 | Approve the second reading of the following new policy: a. Policy No. 311 – Reduction of Staff | A.3 | _____ |
| A.4 | Approve the second reading of the following revised policy: a. Policy No. 108 – Adoption of Textbooks | A.4 | _____ |

Dr. O'Black then announced the following Discussion Items:

Discussion Items:

1. Student Representatives – Jake Solomon shared the successful ticket sales for senior dinner and senior prom as well as the scheduled art show at the high school, concerts, end-of-the-year class fundraisers, and upcoming finals.
- Mr. Aiken then presented Jake with a gift and gratitude for his service as a student representative. Jake Solomon shared that he plans to attend Indiana University of Pennsylvania in the fall to study criminology and participate in track. He added that when fellow students found out about his position on the board, they came to him with items they wanted to share with the school board, which he said is what the position is all about.
2. Shaler Area Education Foundation – Dr. Kwiatkowski said the foundation recognizes the need for teachers to get their classrooms ready for the fall, so SAEF is offering 10 \$100-Classroom Ready Grants to teachers. The goal also is to get teachers familiar with the grant-writing process. Mr. Aiken added that the foundation is looking forward to hearing from grant recipients who plan to share how the SAEF grants have benefitted their classroom at a future meeting.

Dr. O'Black then announced the following Information Items:

Information Items:

1. The PA Department of Education has approved our request for an Emergency School Closing waiver for Reserve Primary School on February 25, 2019.
 2. PA Commission on Crime and Delinquency – School Safety and Security Program Grant- \$55,000. Dr. O'Black said there were 638 applicants and only 234 grants issued. The grant will be used at Shaler Area Elementary School.
 3. Remake Learning - \$1,000 grant – Shaler Area Elementary School Maker Space Program.
 4. Vaping Addiction & Your Child – Thursday, May 16, 2019 – 6:30 PM – Shaler Area Middle School Auditorium.
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- Mr. Gapsky thanked Mr. Aiken and Dr. O'Black for responding to the school board's challenge to address drug and addiction issues in the community. Mr. Aiken said the vaping issue is posing a challenge for Shaler Area students. Mr. Aiken also asked Jake Solomon to help promote the event at the high school level.
 - Dr. Kwiatkowski asked if Items A.1 and A.2 included wrap-around services. Dr. O'Black said the professional development is included in the cost.
 - Dr. O'Black also added that Information Item #3 will help support the maker space, an ongoing project at the elementary school.

Ms. Ludwig then announced the following Finance Items:

| ITEM # | FINANCE & OPERATION ITEMS RECOMMENDED FOR APPROVAL | SUP. # | ACTION TAKEN | | | | | | | | | | | | |
|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|------------------------|---------------------|--------------------------|-------------|------------------------|------------------|------------------------|--------------------|------------------------|--------------------|-----------------|--|--|
| C.1 | APPROVE FUND PROFILES | | | | | | | | | | | | | | |
| | A. General Fund – Schedule of Bills and Addendum | C.1A | | | | | | | | | | | | | |
| | B. Cafeteria Fund – Schedule of Bills | C.1B | | | | | | | | | | | | | |
| | C. Bond Fund – Schedule of Bills | C.1C | | | | | | | | | | | | | |
| | D. Budget Transfers | C.1D | | | | | | | | | | | | | |
| | E. Year-to-Date Financial Reports | C.1E | | | | | | | | | | | | | |
| | F. Fund Profiles and Investments | C.1F | | | | | | | | | | | | | |
| | G. Student Activity Funds & Investments – High School, Middle School, and Elementary School Accounts – January 1, 2019 through March 31, 2019 | C.1G | | | | | | | | | | | | | |
| C.2 | Cafeteria Operating Statement | C.2 | | | | | | | | | | | | | |
| C.3 | Approve the proposed 2019-20 A.W. Beattie Center Budget as approved by the A.W. Beattie Center Joint Operating Committee on April 25, 2019, totaling \$9,885,290. The Shaler Area School District share is as follows: | C.3 | | | | | | | | | | | | | |
| | <table><tr><td></td><td>2019-20 School Year</td><td>Change</td></tr><tr><td>Beattie Operating Budget</td><td>\$1,359,771</td><td>\$57,174</td></tr><tr><td>Debt Service</td><td>\$ 190,143</td><td>\$ 308</td></tr><tr><td>Total</td><td>\$1,549,914</td><td>\$57,482</td></tr></table> | | 2019-20 School Year | Change | Beattie Operating Budget | \$1,359,771 | \$57,174 | Debt Service | \$ 190,143 | \$ 308 | Total | \$1,549,914 | \$57,482 | | |
| | 2019-20 School Year | Change | | | | | | | | | | | | | |
| Beattie Operating Budget | \$1,359,771 | \$57,174 | | | | | | | | | | | | | |
| Debt Service | \$ 190,143 | \$ 308 | | | | | | | | | | | | | |
| Total | \$1,549,914 | \$57,482 | | | | | | | | | | | | | |
| C.4 | Recommend the award of the following bids that were opened on March 25, 2019: | C.4 | | | | | | | | | | | | | |
| | <table><tr><td>Art Supplies</td><td>Recommend as submitted</td></tr><tr><td>Consumable Products</td><td>Recommend as submitted</td></tr><tr><td>Lumber</td><td>Recommend as submitted</td></tr><tr><td>Science Supplies</td><td>Recommend as submitted</td></tr><tr><td>Physical Education</td><td>Recommend as submitted</td></tr></table> | Art Supplies | Recommend as submitted | Consumable Products | Recommend as submitted | Lumber | Recommend as submitted | Science Supplies | Recommend as submitted | Physical Education | Recommend as submitted | | | | |
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| Lumber | Recommend as submitted | | | | | | | | | | | | | | |
| Science Supplies | Recommend as submitted | | | | | | | | | | | | | | |
| Physical Education | Recommend as submitted | | | | | | | | | | | | | | |
| C.5 | Approve the appointment of Jeanne Hohlweg as District Treasurer effective July 1, 2019 through June 30, 2020. | | | | | | | | | | | | | | |
| C.6 | Approve the Pennsylvania Department of Education’s Division of Food and Nutrition Annual Food Service Management Company (FSMC) contract from July 1,2019 through June 30, 2020 with The Nutrition Group to provide the operation of the food service program for the District. This contract is renewable for each school year up to June 30, 2023. The Nutrition Group’s 2019-20 budget is approximately \$63K profit. | C.6 | | | | | | | | | | | | | |
| C.7 | Recommend the adoption of the 2019-20 Proposed Final Budget in accordance with Section 687 of the School Laws of Pennsylvania and requests authorization for the budget to be made available for public inspection for 10 days beginning not later than May 30, 2019. The 2019-20 Proposed Final Budget is estimated at \$88,718,892 with the levying of 23.5319 mills. Approval of the 2019-20 Final General Fund Budget is scheduled for June 19, 2019. | C.7 | | | | | | | | | | | | | |

| REVENUES | 2018-19 Final Budget | 2019-20 Proposed Final Budget |
|---------------------------------------------------------------------|-------------------------------------|----------------------------------------------|
| 6000-Local Sources | \$53,487,335 | \$55,236,100 |
| 7000-State Sources | \$27,978,578 | \$28,432,019 |
| 8000-Federal Sources | \$720,000 | \$1,046,000 |
| 9000-PSERS Retirement Reserve | | |
| 9000-Other (Fund Balance) | \$2,781,762 | \$4,004,773 |
| TOTAL REVENUES | \$84,967,675 | \$88,718,892 |
| | | |
| EXPENDITURES | 2018-19 Final Budget | 2019-20 Proposed Final Budget |
| 1100-Regular Instruction | \$36,645,769 | \$36,201,951 |
| 1200-Special Education Instruction | \$11,999,548 | \$13,512,557 |
| 1300-Vocational Education Instruction | \$1,587,725 | \$1,642,642 |
| 1400-Other Instructional Programs | \$1,444,435 | \$1,401,274 |
| 2100-Pupil Personnel | \$2,792,876 | \$3,625,817 |
| 2200-Instructional Staff Services | \$1,060,682 | \$1,744,645 |
| 2300-Administration | \$3,982,275 | \$4,093,863 |
| 2400-Pupil Health | \$1,237,227 | \$1,220,439 |
| 2500-Support Services-Business | \$865,027 | \$896,640 |
| 2600-Operation & Maintenance | \$7,714,118 | \$7,805,769 |
| 2700-Student Transportation | \$4,897,181 | \$5,552,876 |
| 2800-Support Services-Central | \$1,728,490 | \$1,559,479 |
| 2900-Other Support Services | \$65,000 | \$67,000 |
| 3200-Student Activities & Athletics | \$1,600,220 | \$1,630,603 |
| 3300-Community Services | \$34,750 | \$47,200 |
| 4600-Building Improvement | \$20,000 | \$20,000 |
| 5100-Refunds from Prior Years' Expenditures, Lease/Loan Payments | \$252,342 | \$201,173 |
| 5200-Debt Service Fund Transfer-Bonds | \$7,040,100 | \$7,494,964 |
| TOTAL EXPENDITURES | 484,967,675 | \$88,718,892 |

Ms. Ludwig then announced the following Discussion Items:

Discussion Items:

1. 2019-20 Food Service Contract and 2019-20 Budget – Kim Cassidy, regional director for The Nutrition Group, outlined the food service’s contract proposal, prices, reimbursement rates, revenues, etc. Ms. Cassidy said the biggest change will be that there is only one food service manager budgeted, however, there will be backup support available. This change will provide a large cost savings for the district. She also reported that the food service is on schedule to meet the current year’s budget. The following year’s budget includes a guaranteed profit of \$63,000.
2. 2019-20 Proposed Final Budget – Mrs. Donahue asked how much fund balance would be left if the district used the almost \$4 million budgeted to balance the 2019-20 budget. Ms. Ludwig explained the budgeting process for 2018-19 and how the district may not use all of the fund balance budgeted, which would increase the total fund balance available for the 2019-20 school year. Ms. Ludwig also outlined the historical use of fund balance by the district.

- Ms. Ludwig responded to questions about the A.W. Beattie budget (Item C.3) including the number of staff teachers and students in attendance. Mr. Aiken said the district is considering sending sophomores to A.W. Beattie for certain programs in future years.
- Mr. Gapsky then invited the board to speak on any other business.
 - There was none
- Mr. Gapsky then invited the public to speak on any other business.
 - Kendra Detwiler, of Lily Drive, introduced herself and a group of citizens in attendance who are interested in establishing a 501c3 community center in the former Jeffery Primary School building. The Generations Community Center would include all four municipalities in Shaler Area and provide space for indoor sports, senior and enrichment activities, and private functions. Ms. Detwiler said the proposed community center would honor the Kiwanis Club's intention that the property be reverted to recreational use if no longer a school. She added that the benefit of being a 501c3 is that the community center would not increase taxes, grants would become available, and donations would be tax deductible. Ms. Detwiler said the group is new, only two to three months old, but they have a founding board and are currently working through the 501c3 application process. The group also has a fiscal partner with NAMS. They have consulted with contractors on renovation estimates, utilities, liability, and insurance. They are doing their due diligence. They are developing a plan to keep the center sustainable and have looked at the Pine Richland Youth Center as an example of a nonprofit model. Ms. Detwiler added that before and after school care could be an option. The group is open to working with all stakeholders in a partnership for special events and needs. The group is at the point where they are prepared to see if their proposal would be entertained by the school board. Mr. Gapsky asked how the board is divided geographically. Ms. Detwiler said they are at the point to build their board to include representation from all municipalities. Mrs. Donahue asked if the group was interested in purchasing the property. Ms. Detwiler said yes, the group would like to purchase it or own it for this project. The long-range plans allow for some expansion. Dr. Kwiatkowski suggested the group look at Hosanna House which took over a school. Ms. Detwiler said the group is looking at something similar. Mr. Gapsky asked if the group would hire a facilities management group to run the center. Ms. Detwiler said it would be run by the board. Mr. Gapsky said the school board will establish a committee to discuss the Jeffery building's future and suggested a meeting. Mr. Aiken said having all four municipalities represented is important to the board and said the group can sit down with the special projects committee and consider some options. Mr. Romac asked if the board was prepared to make an offer. Ms. Libby Krepps, of Greenfield Road, said the group has withheld a specific number to this point, and the next step is to make a community call to action and call on the people who have expressed financial support. Ms. Krepps added that the goal is to minimize the cost of purchase to pay for renovations. She said they believe they have the interest from the community to put money behind it. Mr. Romac added that every decision eventually has to come before the full board for a vote. Mr. Gapsky said the district will set up a meeting with the community center board and move forward.

After no further items were presented, final adjournment occurred at 8:39 p.m.

Respectfully submitted,

Bethany Baker
Assistant Board Secretary