

Reorganization and Regular Board Meeting Minutes

Monday, December 5, 2016

7:00 p.m., Board Room – Panorama Village Building

240 Villa Crest Drive

State College, PA 16801

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Scott Etter, School Solicitor, called the Reorganization Meeting of the State College Area School District Board of School Directors to order at 7:05 p.m.

A copy of all materials distributed to board members for discussion and/or action are included with the official minutes, unless otherwise indicated.

Board members present: Amy Bader, Gretchen Brandt, Amber Concepcion, Dan Duffy, Penni Fishbaine, Scott Fozard, David Hutchinson, Jim Leous, Laurel Zydney

Board members absent:

Acting Board Secretary: Mary Kay Montovino

Solicitor: Scott Etter

Superintendent: Robert J. O'Donnell

District Personnel: Sara Bresler, Randy Brown, Katie Haisel, Laurie Korman, Nabil Mark, Colleen McCracken, Linda Pierce, Ed Poprik, Chris Rosenblum, Candace Smith, Nicole Steele, Donna Watson, Nick Zepp

Guests: Marion Sheridan

II. ELECTION OF TEMPORARY PRESIDENT

Ms. Concepcion announced a temporary president would be elected to then elect the president and vice-president. Ms. Concepcion moved and Mr. Fozard seconded to nominate Penni Fishbaine as the temporary president. Mr. Leous moved and Dr. Bader seconded to close the nominations for temporary president. All board members present voted aye with voice vote to close nominations. The motion passed and there was no discussion. With all board members present, Penni Fishbaine was elected unanimously with a voice vote as temporary president. The motion passed with no discussion.

III. ELECTION OF PRESIDENT

Ms. Fishbaine asked for a nomination for President. Mr. Leous moved and Ms. Zydney seconded to nominate Amber Concepcion as president. There was no discussion and no other motions. Mr. Fozard moved and Dr. Duffy seconded to close nominations. All board members present voted aye with voice vote to close nominations. The motion passed and there was no further discussion. With the motion moved and seconded to nominate Amber Concepcion as president above, all board members present voted aye on a roll call vote. Ms. Concepcion was unanimously elected as president and congratulations were given.

IV. ELECTION OF VICE-PRESIDENT

Dr. Duffy moved and Ms. Brandt seconded to nominate Jim Leous as vice-president. There was no discussion and no other motions. Dr. Bader moved and Ms. Fishbaine seconded to close nominations. All board members voted aye with voice vote to close nominations. The motion passed and there was no further discussion. With the motion moved and seconded to nominate Jim Leous as vice-president, all board members present voted aye on a roll call vote. Mr. Leous was unanimously elected as vice-president and congratulations were given.

V. REORGANIZATION ANNUAL APPOINTMENTS for 2017

Ms. Concepcion reviewed the annual appointment list and the following appointments were agreed upon for the 2017 year:

Positions

Federal Relations Network Representative	David Hutchinson
CIU Board Representative	Dan Duffy (position to 6/2017)
Alternate Representative	Laurel Zydney (position to 6/2017)
CIU Member at Large	David Hutchinson (position until 6/2017)
NSBA Liaison	David Hutchinson
PSBA Liaison	David Hutchinson
Legislative Chairperson	David Hutchinson
CARE Partnership	David Hutchinson
COG Liaison	Gretchen Brandt
Career and Technology Center Committee	Jim Leous
Committees of the Board:	
Communications	Amber, Jim, Laurel, Penni (3 or 4 members)
Culture, Climate, and Learning	Amy, David, Jim, Laurel (4 members)
Facilities and Grounds	Amber, Gretchen, Penni, Scott (4 members)
Finance and Audit	Amber, Amy, Dan, Scott
Policy Development	Dan, David, Gretchen, Jim

Citizens Advisory Committees:

CAC for Interscholastic Athletics Committee	Penni Fishbaine, Scott Fozard, Amy Bader (alternate)
CAC for Facilities Committee	Penni Fishbaine, Amber Concepcion
CAC for Finance Committee	Dan Duffy, Scott Fozard
CAC for Safety Committee	Dan Duffy, Gretchen Brandt
CAC for Technology Committee	Jim Leous
SCASD Education Foundation Representative	Penni Fishbaine

Mr. Hutchinson moved and Ms. Fishbaine seconded to approve the annual appointments as listed above. With the board members agreeing to the above listing of annual appointments for 2017, all board members present voted aye on a roll call vote. It was agreed upon unanimously.

VI. SCHOOL BOARD MEETING DATES for 2017

In accordance with the PA School Code, the following dates were recommended as School Board of Directors' meetings in 2017. The approved dates, time and location – 7:00 p.m., Board Room, 240 Villa Crest Drive, State College, PA – will be advertised in the Centre Daily Times. Ms. Fishbaine moved and Mr. Fozard seconded to approve the meeting dates as listed below. All board members present voted aye on a roll call vote. The following meeting dates were approved unanimously.

January 9 and 23, 2017	July 10 and 24, 2017
February 13 and 27, 2017	August 14 and 28, 2017
March 13 and 27, 2017	September 11 and 25, 2017
April 3 and 24, 2017	October 9 and 23, 2017
May 8 and 22, 2017	November 13 and 27, 2017
June 12 and 26, 2017	December 4 and 18, 2017

VII. ADJOURNMENT of the REORGANIZATION MEETING

Ms. Concepcion adjourned the reorganization meeting at 7:10 p.m. to begin the regular meeting.

VIII. CALL TO ORDER

Ms. Concepcion called the regular meeting of the State College Area School District Board of School Directors to order at 7:10 p.m. There were no changes to the agenda.

IX. COMMUNICATIONS

Dr. O'Donnell announced that there would be a public forum for a Memorial Field update on Monday, January 16, in the Board Room at the Panorama Village Administrative Center beginning at 7:00 p.m. Our school board is evaluating two design options to update the home bleachers, locker rooms, rest rooms and entrances, and the board welcomes the community's feedback on the project.

He noted we are offering an important two-part Straight Talk series for parents about social media and youth in January.

- The first program will be held at 7:00 p.m. on January 12 and is titled "Cell Phones and Other Devices: What Parents Should Know."
- The second program, scheduled for January 17 at 7:00 p.m., is a discussion of popular social media apps among youth and a chance to examine their impact in upsetting situations such as divorce, break-ups, moving and cyber-bullying.

Both programs will be held at the Mount Nittany Middle School library. C-Net will videotape both programs and they will be posted to the Straight Talk page on our web site.

Dr. O'Donnell congratulated State High's Pete Haffner who was named the Centre Daily Times' Male Athlete of the Fall Sports season for his contributions to the football team's 10-2 season. Pete was selected from all male athletes across the county's school districts. He finished with 545 rushing yards, and a team-high 14 rushing touchdowns and was named Co-Defensive MVP for the Mid Penn Conference Commonwealth Division. Congratulations Pete!

State High now has two new social media accounts. Please "like" them on Facebook and follow them on Twitter @statecollegeHS.

Dr. Bader added there will be an IB (International Baccalaureate) Programme forum this Wednesday beginning at 7:00 p.m. in the Board Room, Panorama Village Administrative Center. There will be a brief overview of the program for any parents or community members who are interested in learning more about the program.

X. PUBLIC COMMENT

Ms. Concepcion noted that each individual would be limited to comments of five (5) minutes as time permits for items on this agenda or related to Board business. The following audience member addressed the Board:

--Marion Sheridan, a resident of Ferguson Township and a retired teacher shared that she is a strong supporter of public education and is in favor of raising money for public education. She shared her concerns for the State College Area School District Education Foundation including publications and website containing inaccurate information, a lack of student and/or teacher representation and the cost of funding the Foundation. Dr. O'Donnell shared that an update on development would be on the December 19th School Board Meeting agenda.

XI. ROUTINE APPROVALS

A motion to approve the listing of Routine Approvals as presented.

--Policy Development Committee Meeting Notes November 22, 2016

--Board Regular Meeting Minutes November 28, 2016

--Non-Paying tuition student to complete senior year at SCASD per Policy 202

--Human Resources Recommendations (refer to attachment IV-D)

Ms. Fishbaine moved and Mr. Fozard seconded to approve the listing of Routine Approvals as presented. There was no discussion. With the motion moved and seconded above, all board members present voted aye on a roll call vote. The motion passed unanimously.

XII. PARAMETERS RESOLUTION for FUTURE DEBT FINANCING

A motion to approve the Parameters Resolution for Future Debt Financing as presented at the November 28, 2016 Board meeting. Ms. Fishbaine moved and Mr. Fozard seconded to approve the motion. Ms. Concepcion asked each board member if they had questions or needed further clarification. Ms. Watson and Mr. Brown were in attendance and Mr. Tom Beckett, financial advisor, was available by telephone to answer questions and/or provide clarification. After brief discussion and with the motion moved and seconded above, all board members present voted aye on a roll call vote. The motion passed unanimously.

XIII. REIMBURSEMENT RESOLUTION for FUTURE DEBT FINANCING

A motion to approve the Reimbursement Resolution for Future Debt Financing as presented at the November 28, 2016 Board meeting. Mr. Fozard moved and Ms. Fishbaine seconded to approve the motion. There was no discussion. With the motion moved and seconded above, all board members present voted aye on a roll call vote. The motion passed unanimously.

XIV. JOB DESCRIPTION for ASSISTANT DIRECTOR/CONSTRUCTION MANAGEMENT for PHYSICAL PLANT

A motion to approve the job description for Assistant Director/Construction Management for Physical Plant as presented at the November 28, 2016 Board meeting. Mr. Leous moved and Mr. Hutchinson seconded to approve the motion. Mr. Leous asked if we could add "*PE (Professional Engineering) license preferred but not required*" to the job description. Mr. Poprik noted that if we add that, then we should also include "*Architect preferred but not required*" to the job description. It was noted to add "*PE and/or Architect preferred.*" With the motion moved and seconded above to approve the job description, all board members present voted aye on a roll call vote. The motion passed unanimously.

XV. JOB DESCRIPTION for an ACCOUNTANT

A motion to approve the job description for an Accountant as presented at the November 28, 2016 Board meeting. Ms. Fishbaine moved and Dr. Duffy seconded to approve the motion. Board member spoke on clarification in the grant area for this job description and it was given. With the motion moved and seconded above, all board members present voted aye on a roll call vote. The motion passed unanimously.

XVI. DISTRICT GOAL CATEGORY: FACILITIES and GROUNDS

Elementary School Projects Calendar Update - Schedule Act 34 Hearing

Mr. Poprik shared a draft calendar with key dates for the Elementary School Projects. As with previous projects, the schedule will follow an internal 30-60-90% review as well as the PlanCon submission process with an eventual final approval target of September 25, 2017. A first public forum will be scheduled at each of the three elementary schools on separate nights before the 30% review to allow for additional public feedback prior to generating the first set of documents. There will also be project updates during Regular Board Meetings as well as the meetings shown on the proposed calendar.

One difference in this process is the need for Act 34 Hearings. These hearings were not necessary for the High School project due to the passing of the referendum. These hearings require specific project and financial data to be presented and are designed to be the official public feedback opportunity. The proceedings are transcribed by a court reporter and then filed as part of the PlanCon process. The draft

calendar shared suggests these hearings for June 13, 2017. The Board would take action to schedule and advertise the hearings in May. If the bids were to come in 8% or higher than projected for each project, we would be required to have another Act 34 Hearing. Mr. Poprik noted that is why we would have a contingency budget included in the project budget to handle this.

XVII. DISTRICT GOAL CATEGORY: FISCAL STEWARDSHIP

2017-18 Proposed Preliminary Budget

Donna Watson and Randy Brown reviewed the process for budget development for the 2017-18 school year including projected revenue and expenses. The proposed tax increase is 1.55%, which is the lowest since 2007-08 and well below the Act 1 index of 2.5%. They shared two options to consider in the budget timeline:

- Option 1: Apply for available exceptions to increase the real estate rate above the Act 1 index of 2.5% with an approval of a preliminary budget for 2017-18 by February 13, 2017.
- Option 2: Increase the real estate tax rate equal to or below the Act 1 index of 2.5%. This option would require adopting an Accelerated Opt Out Resolution prior to January 26, 2017 stating the district would not increase the tax rate by more than the Act 1 Index.

XVIII. DATA WAREHOUSE and ANALYTICS PROPOSAL

Vernon Bock and Nicole Steele explained what a Data Warehouse is and provided background information and what steps were taken to bring their recommendation to the Board. Mr. Bock wanted to educate and analyze our data and found out that our data is housed in many different places. Our current system does not integrate with our student system, it's very cumbersome to analyze this data and use it for educating our students. Under the leadership of Ms. Steele, our administrative and technology teams have evaluated 12 different vendors. They are recommending DecisionEd as the system to best suit our needs. Board members asked questions such as cost of implementation, support, where is the server housed, the implementation timeline, professional development and whether this vendor is financially sound.

There are no additional costs in year one, regardless of the amount of data imported, number of assessments, or number of data sources. Moving forward, the maintenance fee covers everything--no surprises. Timeline: Purchase the product prior to January 1, 2017; DecisionEd commences focus groups to assemble dashboards to meet specific needs and training. This item will be back as a Action Item on the December 19, 2016 regular board meeting agenda.

The board took a break from 9:38 to 9:47 p.m.

XIX. FIRST READING of NEW POLICY - SCHOOL CLIMATE/INCLUSIVE EXCELLENCE

Linda Pierce and David Hutchinson noted that a lot of contributions and input went into the draft of this new policy. It was developed to serve as the umbrella policy for all relevant District policies and to explicitly state the expectation that all State College Area School District community members deserve a respectful environment in which the diversity of their experiences and background is understood and valued. A few grammatical changes were made after the draft was posted and Board members were provided a copy with the changes at their places. Ms. Zydney noted the definition of School Climate is not clear and asked for committee members to take another look at this. Carlos Wiley, Director of the Paul Robeson Cultural Center, has been working with the committee as well as discussions at the Culture, Climate and Learning committee meetings. Board members shared and noted: primary concern is that this is really a culture and more a pillar than a policy, some of the basic language came from the National School Climate Council and Dr. O'Donnell added that this is a systematic and systemic process. Where are kids feeling excluded and/or included? Mr. Hutchinson added that we are not going to accomplish this the day after tomorrow, we hold ourselves to making progress, and there is always room for improvement. Board member noted that under Delegation of Responsibility, the language needs to be more positive. We have schools that are already doing this, should

be put in the present tense, i.e. "will have." Ms. Concepcion noted that this Policy will be included on the December 19 meeting agenda under Information/Discussion for a second reading.

XX. BOARD COMMITTEE REPORTS

--CAC for Safe Schools - Dr. Duffy noted there was an update on mental health including student responses to PA Student Mental Health Survey; "Why Try" session working with preventative mental health K-5; assessing large groups of students and breaking out into smaller groups; additional suicide prevention training; how to recognize the needs individuals may have and the upcoming Straight Talk Sessions.

--Upcoming Committee Meetings:

Facilities and Grounds Committee - December 7

Finance Audit Committee Meeting - December 15

Policy Development Committee Meeting - December 16

Culture, Climate and Learning Committee Meeting - December 20

XXI. FUTURE AGENDA PLANNING

December 19, 2016 Regular Meeting

**Action Items

Treasurer's Financial Reports for October 2016 (Routine Approval)

District Bills for November 2017 (Routine Approval)

High School Project Change Orders

Approve Data Warehouse and Analytics Proposal

**Information Discussion

District Goal Category: Student Learning

Updated Proposed 2017-2018 School Year Calendar

District Goal Category: Facilities and Grounds

High School Project Update

Elementary Projects Design Development

District Goal Category: Fiscal Stewardship

Development Update

XXI. ADJOURNMENT

Dr. Duffy moved and Ms. Fishbaine seconded to adjourn the meeting. All board members voted aye with a voice vote. The motion passed unanimously. Ms. Concepcion adjourned the State College Area School District Board of School Directors Regular meeting at 10:14 p.m.

Submitted by,

Mary Kay Montovino
Acting Board Secretary