

**November 26, 2018 Regular Board Meeting
Panorama Village Administrative Center
Meeting Room A - 7:00 p.m.
240 Villa Crest Drive
State College, PA 16801**

IV-C

I. CALL TO ORDER and PLEDGE of ALLEGIANCE

Ms. Concepcion called the State College Area School District Board of School Directors regular meeting to order at 7:11 p.m. She welcomed all attending and those viewing from home. Ms. Concepcion announced the Board held an executive session on November 12, 2018 on personnel, a legal matter, property, safety, and student discipline. With the agenda before them she asked board members for any changes; there were no changes.

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

Board members present: Amy Bader, Lori Bedell, Gretchen Brandt, Amber Concepcion, Dan Duffy, Scott Fozard (by phone for action items), David Hutchinson, Jim Leous, Laurel Zydney

Board members absent:

Board Secretary: Mary Jenn Dorman

Student Representative: Helena Hayes

Solicitor: Scott Etter

Superintendent: Robert O'Donnell

District Personnel: Randy Brown, Vernon Bock, Nabil Mark, Mardi McDonough, Linda Pierce, Ed Poprik, Chris Rosenblum, Will Stout, Fanessa Thompson, Donna Watson

Guests: Rick Bair, Nancy Gorgas, Tim Jones, Abby McGuire

II. COMMUNICATIONS

Ms. Concepcion announced the retirement of Wayne Duck with 31 years of service in the Physical Plant Department of the District. She gave the background on positions he held since hired in May 1988, read a statement from Mr. Poprik, and thanked Mr. Duck for his years of service and wished him the best in his retirement.

Dr. O'Donnell congratulated the 10 fall teams for their many triumphs and the football team wrapping up the fall season. We celebrated 10 District titles - District champion doubles team of Kelly Vandan and Catelyn Janac in girls tennis and cross country runner Kileigh Kane finished second overall in the state. He thanked all athletes for thrilling moments they provided and noted he was proud of all of them for their successes and for representing their programs and District with class during competitions.

Prior to the December 3 meeting, we will have the first recipients of the SCASD Education Foundation's Student Opportunity Grant in attendance for recognition. Both Boards will acknowledge these faculty members for the projects being funded by the grants and he looks forward to celebrate this opportunity.

III. PUBLIC COMMENT

There was no public comment.

IV. ROUTINE APPROVALS

A motion to approve the Routine Approval Listing as presented.

--Out-of-State/Overnight Student Travel

--Finance and Audit Committee Meeting Notes November 8, 2018

--Regular Board Meeting Minutes November 12, 2018

--Board Work Session on Goals and Priorities Minutes November 12, 2018

--Budget Transfers for October 2018

--Budget Amendment for 2018-2019 School Year - The annual budget included \$901,355.62, therefore, we are recommending that the 2018-19 budget be amended as indicated on the attached Schedule A to include \$142,097.38 not in the original budget. In addition, we are requesting approval to amend the 2018-19 general fund budget, as indicated on the attached Schedule B, to include the carryover for federal grants totaling \$143,069.30 from 2017-18.

--Addition to Fall 2018 listing for approved athletics officials

--Annual Club/Activities advisors and student treasurers

--DecisionEd Annual Maintenance Renewal beginning January 1, 2019

--Alcatel/Lucent Software License Upgrade

--Acceleron Group Software License - CTC Program for Automotive Technology

--Human Resource Recommendations (refer to attachment IV-L)

Dr. Duffy moved and Ms. Brandt seconded to approve the Routine Approval listing. There was no discussion. With the motion moved and seconded, all board members present voted aye on a roll call vote. The motion passed unanimously.

V. APPROVE POLICY 009 - POLICY INITIATION

A motion to approve Policy 009 - Policy Initiation as presented. Moved and seconded to approve the motion. There was no discussion. With the motion moved and seconded, all board members present voted aye on a roll call vote. The motion passed unanimously.

VI. APPROVE NEW POLICY 821 - WEAPONS

A motion to approve new Policy 821 - Weapons as presented. Ms. Bedell moved and Mr. Leous seconded to approve the motion. There was no discussion. With the motion moved and seconded, all board members present voted aye on a roll call vote. The motion passed unanimously.

VII. APPROVE RESOLUTION FOR ELECTRONIC SIGNATURE

A motion to approve the Resolution for Electronic Signature for the Superintendent for PDE e-Grant System. Ms. Bedell moved and Ms. Brandt seconded to approve the motion. Board members questioned if this would also be available for Ms. Concepcion and if there is special wording or coding to get in. This is for a specific department with PDE; Ms. Concepcion does have access for an electronic signature to sign off on Strategic Plan and there is a password. With the motion moved and seconded above, all board members present voted aye on a roll call vote. The motion passed unanimously.

VIII. APPROVE HIGH SCHOOL and ELEMENTARY SCHOOLS FFE

A motion to approve High School and Elementary Schools FFE purchases. Ms. Bedell moved and Mr. Leous seconded to approve the motion. Mr. Poprik noted there was no elementary piece and it was an incorrect heading. With the motion moved and seconded above, all board members present voted aye on a roll call vote. The motion passed unanimously.

IX. APPROVE HIGH SCHOOL PROJECT CHANGE ORDERS

A motion to approve High School Project Change Orders presented:

General Contractor CO #187, as a credit of \$4,630.48
 General Contractor CO #188, in the amount of \$4,803.07
 General Contractor CO #189, in the amount of \$15,042.00
 General Contractor CO #190, in the amount of \$7,550.55
 Electrical Contractor CO #124, in the amount of \$4,682.03
 Electrical Contractor CO #125, in the amount of \$18,720.10

Mr Leous moved and Dr. Duffy seconded to approve the motion. There was no discussion. With the motion moved and seconded, all board members present voted aye on a roll call vote. The motion passed unanimously.

Mr. Fozard disconnected by phone at 7:21 p.m.

X. DISTRICT GOAL CATEGORY: FACILITIES and GROUNDS

High School Project Update - Mr. Poprik noted that Nancy Gorgas and Tim Jones from Massaro were present to provide project updates. There will be one more update prior to winter break. Mr. Jones began with the High School Update and reviewed Phase 3: the music wing, gym up behind the track that will be finished next summer, auditorium, student success hub, the art wing, counseling offices will be ready to go with the week of December 10 being the final inspections for a move in December 15. He showed where media center where the band will be relocated temporarily. Phase 4 will be the locker room renovation, Delta building is up two stories, showed the cafeteria and need to get a cap on and will finish next summer. Mr. Jones reviewed the upcoming work, noted no reported accidents for 110 days, and explained that rain on Saturday affects Monday and Tuesday work. Board members noted the good decision to accelerate the guidance, media room and library and the value of going ahead with this and the effort is appreciated.

Elementary School Projects Update

Spring Creek - Ms. Gorgas reported on Spring Creek project and it is moving along showing brick, ground-face block and windows. In Unit A, they are framing for the administrative area, Unit C showed the interior, infrastructure for mechanics, library and roof installation going on. Showed the electrical work, mechanical systems, ductwork and piping, and site utilities. Overall, all is going well no reported accidents for 246 days, on schedule and will move in August as projected.

Radio Park - Ms. Gorgas reviewed the interior work in Unit C, the elevator progress that is behind and are currently installing material that came November 19. The hardscape is installed but not all due to getting the trailer out, will be nice for a playground. January 2 the students will move in, there will be a temporary office in the front, and a temporary library, cafeteria and gym while the last part is being worked on. Furniture arrives December 17 and inspections are December 14.

Corl Street - Where Phase 1 and Phase 2 meet, the brick is not installed. Ms. Gorgas showed Unit D with electrical work completed above the ceiling, the LGI with steel work for ceiling, and the above ceiling inspection. She reviewed the building veneer finishing up, sidewalks finished with elevation, the mechanical room going well, and there will be a temporary office along W. Highland Alley. Ms. Gorgas spoke on upcoming work and had an accident after 200-days and now without an accident for 18-days.

Mr. Poprik spoke on the working days over the winter break with only December 24 and 25 off So all will be ready for students the day after New Years. Board members asked about stairs shown at Corl Street and Ms. Gorgas noted there is a path that ties into the backside, the stairs are for quick access but there is a path that goes around to the back. And, spoke on Corl Street, the size and new openness is wonderful and appreciates the efforts for getting moved in.

XI. DISTRICT GOAL CATEGORY: FISCAL MANAGEMENT

Audit Financial Statement Review - Ms. Watson and Mr. Brown were at the table and introduced Rick Bair from Baker/Tilly. Mr. Bair noted he had gone over the statement with the Finance Committee, reviewed what was on pages 1-3, the Highest Opinion given on pages 4-17 with analysis and all did a very good job that contains short-term and long-term perspective. The MD&A is on page 10, he spoke on unfunded liability of PSERS and State college goes from a minus to a positive. Page 24 shows significant budget to actual and revenue exceeds budget \$2.5 million; the main driver is increase in Real Estate taxes. He spoke on expenditures of \$132 Million and missed the budget by \$600,000, and normally there is a 5% difference. The Budget is reflectual and great work was done. Page 39 shows breakdown of fixed assets and page 40 clarifies each bond out there and payment schedule. The last portion, page 64, shows the expenditure of Board Federal Award. There were no findings or questions that need to be brought to the Board's attention. The District has strong financial standing. Board member noted - "a clean bill of health" and appreciated the affirmative feedback. There were no questions.

Budget Development 2019-2020

Mr. Brown spoke on Capital Financing Capacity, a potential real estate tax increase and needing a decision by the end of January. He explained we could file with state or do the accelerated opt out. We will be keeping within the 2.3% Act 1 Index and will do no exception to raise above the 2.3% Index. Mr. Brown showed historical tax rates, average taxpayer increase, spoke on the specifics of revenue with estimate a little lower, and historical assessed value and is adjusted through the year. The expenses are a little lower, charter school decreased due to lower enrollments. The recommendation is to elect the resolution to stay in Act 1 Index and not applying for exceptions. This could decrease once we delve into this further. Board members discussed expenses with teachers hired to provide STEM, these being August charges and STEM teachers were prior to July 1, being forced into this even though we do not know the state budget, and would like to see us go lower again. Mr. Brown will show how much capacity we have, capital and funding projects we have and plan; and explained the last years were at Act 1 but the year before was lower due to two years previously being much higher. But, still have a lot of work to do. This budget does not assume any increase in staff and Dr. O'Donnell added there is increased enrollment in Autistic Support, they will go through the process this year, conversations will happen with the Board, have the student day change, and it being a different process this year than last year; do not have a lot of answers right now.

XII. DISTRICT CATEGORY: STRATEGIC PLAN

District Goals and Priorities for 2018-19 - Dr. O'Donnell shared this in early November and received feedback from the Board. The Board got to see the actions that administration are proposing for the year, had ranked, have had some go back and forth and some are multi-year. There are a lot of moving parts, not individual actions, most likely there will be updates but when something becomes an action, it will be brought to the Board. Board members commented, offered suggestions, and questioned for clarity or possibilities the following: a mental health component for safety for students; the school climate issue being addressed statewide; softening schools and being more welcoming - Dr. Chatters will be working on this; the Delta students being very included and specific things we can do for long-term; drills that can raise anxiety for students; and hard to see all in the document beng all mixed in and could it be separated into ongoing - multi-year, specific items, and yearly. Dr. O'Donnell noted most of what we do with preparedness is not with students; there has never been a full out drill. Buildings do have doors automated for handicapped, and discussions are occurring for how to manage with locked doors, and being a bigger issue before/after school. He thanked the Board for weighing

in on what to include or not and can better organize things. Strategic Goals are at the top, keeping multi-year things in front of the Board is very important, and aligning efforts to do pretty good things here. Mr. Stout added a comment regarding intensity and work ethic here along with supporting and being respectful on ways this also impacts the staff.

XIII. 2019-2020 DRAFT ACADEMIC CALENDAR

2019-2020 Academic Calendar - Draft - Dr. O'Donnell asked Mr. Stout and Mr. Bock to share an overview of the calendar with the Board. Mr. Stout noted 13 members of the calendar committee were present at their meeting two-weeks ago. They started with the previous year calendar and put this one together. It closely resembles the current year but there are some changes: March 2 is a proposed inservice date to be closer to the end of the elementary records day at the end of the marking period; moved April inservice days - April 3 and April 6 that are current conference days and folks on the committee thought it was important to have two consecutive days; discussed December 23 for school day or snow make-up day, it is a day off due to discussion of having low attendance; and conference days for the spring and should we continue to offer, may need more discussion for this one. Mr. Bock added he wants to hear from elementary teachers, parents, etc. A good conversation is needed and engage people for a solid decision and outcome. Dr. O'Donnell added the conversation with elementary teachers will provide different views and the best utilization of their time; Act 80 days allows the District to count inservice activities toward the 900 hours for elementary and 990 hour for secondary or 180 student days. Record days relates to the SCAEA Contract and where they fall. Discussion with questions, comments and or suggestions occurred on imbedded snow days and/or end of the year snow days, graduation date, three-day work week, five-day weekends, substitute problems, conference days in general for teachers and parents, spring break for many employed by PSU and not off, and many others, and having a school day prior to beginning a holiday. The calendar will be reviewed and brought back to the Board.

XIV. REORGANIZATION MEETING ITEMS

Items for Reorganization Meeting - Ms. Concepcion reviewed the materials for the reorganization meeting: adjustments for committee membership, meetings being on the first and third Mondays for 2019 instead of the second and fourth where possible. The reason for the meeting change is to free up the fourth Monday every month for Ms. Brandt and possibly others to attend the COG General Forum meeting and asked for any questions or concerns. There were a few comments from Board members in agreement and Ms. Concepcion did ask the solicitor if this would work for his scheduled and he confirmed it would. The annual interests and 2019 meeting dates will be voted on for approval at the Board Reorganization Meeting December 3, 2018.

XV. BOARD COMMITTEE MEETING REPORTS

-- Finance and Audit Committee - Dr. Duffy reported what was discussed, we went over tonight. --
 Communications Committee - Mr. Leous reported they reviewed the developing of the annual report; it is more visually appealing than last years; and it will be presented again prior to going out. Dr. Chatters spoke on her listening tour, accessibility issues, ways she has described her role, and has done a lot of meetings. She is very driven.

-- Upcoming Committee Meetings:

Culture, Climate and Learning Committee - Wednesday, November 8,

Facilities and Grounds Committee - Thursday, December 6

Finance and Audit Committee - Wednesday, December 19

XVI. BOARD REPORTS

--Central Intermediate Unit (CIU) Report - Dr. Duffy reported they met last week and discussed financials, the Director of Financial Services was a cause for concern and has been forwarded and approved by the Board. He starts tomorrow. Spoke on the Intermediate administrator goals and Guiding plan for work this year. The budget development cycle is the same as ours, there are no real requirements by the state, each IU does their own way, a lot is funded by the state and managed by PDE, and they are hoping to learn more with the new person.

--National School Boards Association (NSBA) Report/PA School Boards Association (PSBA)/Legislative - Mr. Hutchinson spoke on the School Safety Symposium he attended and will send handouts to the Board. He noted NSBA Conference last day is April 1 and all will be returning back to State College....may want to rethink meeting that night.

--Centre Region Council of Governments (COG) Liaison Report - Ms. Brandt spoke about Whitehall Road Park and the General Forum approved the pump station that is successful for developing the park. There are 4 phases and completion could be years from now. Steering Committee work will be a community survey to get concerns from residents, will pull from different municipalities, and will be a window of opportunity for the community to give input. There is a public meeting at the end of January and will be at the high school. Until they get the plan back, will not know needs and desires of the community and then we can decide what we would like to partner with.

--SCASD Education Foundation Liaison Report - Mr. Fozard reported on the grant process and will be awarded next week, resource for faculty as well, working on the Maroon and Gray Society Banquet, and working on Memorial Field.

--Citizens Advisory Committee (CAC) Liaison Reports

Athletics - No report

Facilities - No report

Finance - No report

School Health and Safety - Met October 24 and Ms. Schaper and Ms. Maxfield attended for wellness. Had an all hazards update on safety, spoke on impact of students with activities, perceived benefits of fence around the High School, update on counseling service, and implementation of restorative practices and restorative conferences to reconcile harm and differences.

Technology - No report. Mr Leous did report on the Borough Council meeting and transportation impact study. PSU has proposed a deck to be built by Buckhout Street/College Avenue and Beaver split out. It was asked if the District has been contacted but we have not been consulted and this could impact Corl Street traffic, but would not impact Westerly Parkway as much. Dr. O'Donnell noted he would speak with Mr. Poprik.

XVII. FUTURE AGENDA PLANNING

Ms. Concepcion noted the reorganization meeting is next Monday, December 3, 2018, followed by the Board regular meeting and noted items on the future agendas.

XVIII. ADJOURNMENT

Dr. Duffy moved and Ms. Brandt seconded to adjourn the meeting. With the motion moved and seconded, all board members present voted aye with a voice vote. (Mr. Fozard had disconnected previously by phone.) The motion passed unanimously. Ms. Concepcion adjourned the State College Area School District Board of school Directors regular meeting at 9:21 p.m. to an executive session.

Submitted by,

Mary Jenn Dorman, Board Secretary