

**July 25, 2016 Regular Board Meeting Minutes
Panorama Village Building - Meeting Room A
240 Villa Crest Drive
State College, PA 16801**

IV-F

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Ms. Concepcion called the State College Area School District Board of School Directors meeting to order at 7:07 p.m. She welcomed all in attendance and those viewing from home. Ms. Concepcion announced the Board held an executive session July 11, 2016 on personnel; and also held an executive session prior to this meeting on personnel. With the agenda before them, she asked board members if there were 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, Gretchen Brandt, Amber Concepcion, Penni Fishbaine, Scott Fozard (connected by phone for action items), David Hutchinson, Jim Leous, Laurel Zydney

Board members absent: Dan Duffy

Board Secretary: Mary Jenn Dorman

Student Representative: Lars DeLorenzi

Solicitor: Scott Etter

Superintendent: Robert O'Donnell

District Personnel: Deirdre Bauer, Randy Brown, Paije Davis, Dotty Delafield, Jacque Martin, Christine Merritt, Mary Kay Montovino, Linda Pierce, Jason Perrin, Ed Poprik, Alex Raup, Donna Reinhardt, Eugene Ruocchio, Donna Watson, Nick Zepp

Guests: Paul Harris, Barry Lauver, Kevin Nestor, Frank Ready, Terrill Salter

II. COMMUNICATIONS

Dr. O'Donnell noted he would be doing some communications along with Donna Watson on State High Project Financials. Dr. O'Donnell reflected on the Board's approvals from November 2015 with total costs and the breakdown of total costs for clarity. He reviewed from the project's pre-design estimate of \$115 million, through the key changes including: 60% design - the inclusion of Delta Middle Level Program, 90% design - increases in program design for performing arts and physical education/athletics, bid alternates, \$1,856,626 approval in project reductions, and that final project bids were higher than the final bid estimates. He shared where community members could find, on the District website, detailed timelines for decisions and documents regarding the high school project.

Ms. Watson noted that as the Board approved each iteration of cost, it was also included in the project cost. The Referendum amount, \$85 million, included a tax increase in 2015-16 and 2016-17 but there will be no further change in this tax for the remainder of the debt. She spoke on PlanCon reimbursement from the state and noted this process was not shown for tonight, but did provide the detail on taxes over many years. Ms. Concepcion added there was an increase to the scope with Delta, which currently resides in Fairmount Avenue building. She spoke on well-attended community forums and what the community wanted to see, planned debt process accordingly for elementary projects, and will be able to do these projects.

III. PUBLIC COMMENT

There was no public comment.

IV. ROUTINE APPROVALS

Ms. Concepcion noted that Item E would be postponed to the next meeting. The motion would be to approve the Routine Approval Listing minus Item E.

--Accept Finance and Audit Committee June 23, 2016 Meeting Notes

--Approve Board Regular Meeting Minutes June 27, 2016

--Accept Joint Communication and Facility & Grounds Committee Meeting Notes from July 6, 2016

--Board Work Session Minutes July 11, 2016

--Accept Policy Development Committee Meeting Notes

--District Bills for June 2016

--Bid award for Bretford Charging Carts to low bidder, SDF Professional Computers, in the amount of \$1,145 as presented

--Approve Microsoft License Participation Agreement with PA IU #13 in the amount of \$59,204/year for three years as presented

--Fifth Foreign Exchange Student and third non-Rotary Student from Germany for the 2016-2017 School Year

--Approve routine change orders #5, #6 and #7 for the Panorama Village project to Electrical Contractor in the amounts of \$2,616.17, \$810.64 and \$1,538.36 as presented

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

Mr. Leous moved and Mr. Hutchinson seconded to approve the Routine Approvals minus Item E. There was no discussion. With the motion moved and seconded, all board members present voted aye on a roll call vote. (Dr. Duffy was absent and Mr. Fozard was connected by phone.) The motion passed unanimously.

V. BID AWARD for BUS GARAGE DRAINAGE SWALE, PHASE II

A motion to approve the bid award for Bus Garage drainage swale Phase II to low bidder, R.C. Bowman, Inc., in the amount of \$50,800 as presented. Mr. Leous moved and Ms. Fishbaine 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. (Dr. Duffy was absent and Mr. Fozard was connected by phone.) The motion passed unanimously.

VI. CHANGE ORDERS for the HIGH SCHOOL PROJECT

A motion to approve change orders for the High School project as stated below:

General Contractor CO #24, in an amount not to exceed \$5,900.00

General Contractor CO #25, in an amount not to exceed \$1,000.00

General Contractor CO #26, in an amount not to exceed \$1,700.00

Site Contractor CO #07, as a credit of at least \$4,500.00

Ms. Fishbaine 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. (Dr. Duffy was absent and Mr. Fozard was connected by phone.) The motion passed unanimously.

Mr. Fozard disconnected by phone at 7:25 p.m.

VII. DISTRICT GOAL CATEGORY: FACILITIES and GROUNDS**High School Project Update**

Mr. Poprik noted he would review the slides with the absence of Mr. Jones. He reported they continue to be on schedule and reminded all this is the first year of a 40-month project. Mr. Poprik showed Units A, B, C and D; green areas represented the foundation poured, red meant not done and slab on grade was designated with yellow. He showed the overall progress with the first floor of each unit; the additional work being done in

the back lot of South for a retaining wall by the track; additional South building demolition; and the driver's education area being a permanent storm water retention area. Mr. Poprik explained a storm water conflict at the path of the storm water installation and showed a pipe that the storm water pipe was to go under but is in line to intersect. This needs adjusted and cost is possibly \$18,000.

Jeff Straub arrived 7:30 p.m.

Board members discussed: The storm water pipe situation, being on budget and on schedule, the contingency, and where the demolition is going to take place at the South building. Mr. Poprik reviewed the "look aheads" and noted there has been 52 days with zero accidents.

Student Representative Lars DeLorenzi spoke on the two pathways around the construction area and asked where the trailers would be located. Mr. Poprik noted that the stone pathways would remain there and will be better. There will be trailers on the South side that will be connected to the back of the building - side by side as one unit, and on the North side, the trailers will be on the grass between the parking lot and building, two separate that are double-wide. He explained what each trailer site would contain.

Another pending change order described by Mr. Straub and Mr. Lauver of Crabtree Rohrbaugh Associates (CRA) was the air compressor system for the CTC Program. The system was not meeting the amount of air needed and there is a need to upgrade the system and lines in shops. This change order will be approximately \$65,000. Mr. Straub explained the system upgrade that is now three separate units and energy efficient. Board members discussed: Catching this situation during the final phases of design and relying on both CRA and Massaro's judgments.

District Wide Facilities Master Plan - Elementary Update

Mr. Poprik reported the District did receive the DCED Grants for Radio Park and Houserville Elementary School projects. With the award of the grants done on July 1, in the 2016-2017 school year, they moved the requirements ahead a fiscal year that allows us to relook at the project calendar. The end date can be advanced, can extend bidding, have longer design and construction phases and extend the Board decision-making. Mr. Poprik provided calendars side-by-side to show the difference and recommended the Board consider postponing the August 15 Community Forum, have the September 19 Forum, and add a Forum for October 17. Ms. Concepcion went around the table for Board comments and all were pleased with the news of the grants and the extended timeline.

VIII. DISTRICT GOAL CATEGORY: STUDENT LEARNING

K-12 Curriculum Proposal: English and Language Arts

Ms. Concepcion noted this was reviewed in the Culture, Climate and Learning (CCL) Committee meeting last month and this being the first K-12 curriculum for the District. Dr. O'Donnell added this is consistent with the Policy developed by CCL for meaningful experiences for students. This is a good step with the policy and guidelines developed.

Ms. Bauer reported the process began in fall of 2013. Administrators and teachers are very excited about the work done for the K-12 curriculum with standards/grade and scope and sequence for the K-12 ELA. More work needs done with teachers for possible adjustments, a list of "look fors" for formal and informal observation of classroom, and the same with Library K-5. Ms. Martin provided a slide of an "iceberg" showing that per Policy 105, there are components that make up curriculum and Board approval is above the waterline (sea level) and under sea level, are the workings that could change and adjust. The Board is voting to approve the standards from the state. Ms. Bauer referred to know, do and understand that is more than the standard

and having students mastering the content. It is a well-delivered process with small group and whole group with a well-developed framework and not just about the book. Instructional practices bring curriculum to life.

Ms. Davis, librarian at Corl Street, and Ms. Delafield, librarian at Mount Nittany Middle School, were present since they were very instrumental in the K-5 Library curriculum. Ms. Merritt, English coordinator High School North, spoke on scope and sequence, creative writing and poetry, creative projects not being gone, and defining analysis and what that means. The high school level is more spelled out and defined. Board members commented: This was a tremendous accomplishment, a process to help us going forward, appreciated all the work and best practices, very clear how the linkage is for library as a curriculum area, and a very supportive effort. Asked for more explanation on the collaborate component and explanation was given for middle and elementary level. Student representative noted creativity being present, a surprising amount of analytical also and explained that analysis goes both ways. Not totally consistent, is organized topically and spoke on the American Dream Unit.

Board members took a break from 8:35 to 8:47 p.m.

IX. DISTRICT GOAL CATEGORY: FISCAL STEWARDSHIP 2016-2017 State Budget Update

Ms. Watson and Ms. Reinhardt were present to review the information on the 2016-2017 State Budget Update. Ms. Reinhardt presented the following information:

- There was a \$200 million increase in Basic Ed Funding
- \$20 million increase in Special Education Funding
- Level funding for Ready to Learn and Transportation
- Our District was in the top ten percent increase for Basic Ed Funding with a 9.1% increase

She explained that now two reports drive the revenue, Child Accounting Reports now drive Basic Education and Special Education funding revenue is driven by Act 16 reports. The number of students in classes is critical, poverty, ESL, and Charter Schools play into the formula, and she reviewed the updates to the School Code Bill.

The Board approved the District 2016-2017 General Fund Final Budget and with the 2016-2017 State Budget, we have an increase of \$643,989 that will be a Capital Reserve transfer. We will not be redoing the budget.

Substitute Teacher Report for 2015/16 School Year

Ms. Pierce noted that previous to July 2015, the District contracted STS to handle substitutes. A substitute coordinator was hired last year and started with a handful of people and approximately 399 have been hired over the year. The sub coordinator has been working to build a team with building secretaries to make a better process for all. She also has worked with computer services and now there is a chromebook in each building office to eliminate most paperwork and worked with departments to coordinate events and absences. Ms. Pierce spoke on the improved fill rate, the PSU partnership, and that the District is realizing a cost savings.

Ms. Pierce recommended the Board consider an increase for substitutes from \$90/day to \$95/day, also creating four full-time substitute positions (2 for the High School and one in each Middle School) to become part of the buildings and could lead to a better educational experience for students. Partial day absences would be easier to fill. Dr. O'Donnell added proposing to try for one-year and evaluate. Ms. Pierce recapped the following:

\$95/day for substitutes teachers - more in line of this region

\$25/hour for substitute nurses

Four full-time substitute positions (two in High School and one in each Middle School)

Discussion occurred: First step to get a total cost of this, would healthcare be available for the full-time sub teachers, they would be in SCAEA but discussions need to occur, there being an improvement over the fill

rate by STS, will need action on this, also will need a job description, maybe for the next meeting, and clarification regarding the substitute nurses.

X. BOARD COMMITTEE REPORTS

Communications and Facilities and Grounds Joint Meeting

Ms. Fishbaine reported they met regarding the forum that was coming up, having three-breakout groups, discussed impact of school size and to look at other Big Ten area schools.

Culture, Climate, and Learning

Mr. Hutchinson spoke on having one agenda item - what we want Learning Enrichment (LE) to look like five years from now. LE not being connected with Gifted Education like it was, establish guiding principles, and wherever possible to happen in the classroom environment. Look at resources to make this happen for every student in the classroom. The focus was K-8, decide philosophy and move forward. It was noted that LE at the High School works well.

Policy Development

Ms. Brandt reported the committee spoke on school climate, looking at framework for Policy 103 with 103.1, 103.2 to be part of the Inclusive Excellence Policy. Other discussion occurred on head lice, athletic programs, and student accident insurance. There are still other policies to look at in the near future.

Ms. Concepcion reviewed the upcoming committee meetings: Facilities and Grounds - August 3, Culture, Climate and Learning - August 17, and Policy Development - August 17

XI. REPORTS

--National School Boards Association (NSBA) Report/PA School Boards Association (PSBA)/Legislative

Mr. Hutchinson reported on the state budget and the charter reform beaten back, the PSBA Conference October 13-15 (Thursday, Friday and Saturday), the Delegate assembly being on Saturday afternoon this Year, and we will need a count of board members wanting to attend this year. Ms. Brandt, Ms. Zydney and Ms. Concepcion showed interest in being a Voting Delegate. The Platform Committee meets this weekend and our item is on the agenda to discuss.

--Centre Region Council of Governments (COG) Liaison Report - They are meeting tonight.

--Citizens Advisory Committee (CAC) Liaison Reports

CAC for Facilities - The committee prepared for the Forum.

There were no other CAC meetings held.

XII. FUTURE AGENDA PLANNING

Ms. Concepcion reviewed the August 8 agenda proposed items and the Board would need to vote on the Voting Delegates for PSBA Legislative Assembly. The August 15 Forum would be canceled and she would be absent for the August 22 meeting. Mr. Leous will run the August 22 meeting.

XIII. ADJOURNMENT

Ms. Zydney moved and Ms. Fishbaine seconded to adjourn the meeting. All board members present voted aye with a voice vote. The motion passed unanimously. (Dr. Duffy was absent and Mr. Fozard disconnected earlier by phone.) Ms. Concepcion adjourned the meeting at 9:38 p.m.

Submitted by,

Mary Jenn Dorman, Board Secretary