Minutes

Tuesday, June 16, 2015
7:00 PM

The Committee Meeting of the South Fayette Township Board of School Directors was called to order at 7:00 PM in the Pride Room of the Administration Building by Acting President Bill Newcomer with the Pledge of Allegiance.

Present: Teresa Burroughs, Jen Iriti, Alex Czaplicki (left at 8:20 PM), Len Fornella, Paul Brinsky, Bill Newcomer

Absent: Todd Petrillo, Lena Hannah, Alan Vezzi

Others: Fred Wolfe, Tucker Arensberg, P.C.; Dr. Bille P. Rondinelli, Superintendent; Assistant Superintendent Dr. Michael Loughead; Student Representative Paige Franjione; Director of Finance Brian Tony; Assistant Director of Finance Maria Brewer Aguilar; High School Principal Scott Milburn; Facilities Director Gene Manzini; Director of Transportation Donna Harshman, Athletic Director Mark Keener; Anne Beck, Harold Bowman, David Esposito, Eckles Architecture; Jeremy Beatty, Eckles Architecture; John Taormina, PJ Dick; Alex Felser, David Singer, and Cynthia Geisler, Superintendent’s Assistant/Board Secretary

Dr. Rondinelli announced the Township Zoning Hearing Board meeting will be held on July 22 at 7:00 PM and that she will be attending and the Board is invited to attend.

David Esposito, Eckles Architecture provided the Board with an update of the High School Construction Project. Areas reviewed included:

- PlanCon A/B conference call on May 27
- 20 Year Variance Request – June 8 video submitted to the PDE, June 10 received notice from PDE the request was ‘approvable’. The Board’s approval of Resolution 15-08 High School 20 Year Variance Request
- Act 34 Hearing Booklet draft which is awaiting approval from the PDE; the Board’s approval of Resolution 15-07 Act 34 Hearing with the maximum project cost and the maximum building construction cost; advertise for the Act 34 Hearing on June 26; and the Hearing date of July 20 at 7:00 PM in the High School Theatre
- Design Development drawings sent to PJ Dick and design development cost estimate and preliminary phasing schedule
- May 27 preliminary phasing/logistics meeting with Eckles, PJ Dick, Mr. Milburn and Mr. Manzini
- Investigation of the high school existing masonry sill issue which involved Harris Masonry, Eckles and Mr. Manzini, revealed the flashing was not extended beyond the bricks. The resolution was also discussed.
- Sanitary scoping conducted on June 11 revealed low spots; sonar was used to locate the gas and water lines
- Geotechnical engineering completed on June 16
- Resolution 15-07 Act 34 Hearing and Resolution 15-08 20 Year Variance Request need approved at the June 23 meeting
Upcoming township meetings
The Board discussed the differences between Dr. Stewman’s enrollment projections and the PDE projections and agreed Dr. Stewman’s should be included in the Act 34 Hearing Booklet. John Taormina, PJ Dick added they have received the documents from Eckles and will have a rough draft late June or early July.

Dr. Rondinelli briefly presented to the Board the idea of establishing an SRO Foundation and SRO Jeff Sgro will be at the June 23 meeting to discuss in detail.

Brian Tony presented the 2015-2016 insurance renewal rates and the cyber insurance quote.

Brian Tony reviewed the 2015-2016 Preliminary Budget and reminded the Board the final budget needs approved at the June 23 meeting. He presented the following four millage options:

- No increase = 25.2126 mills
- Increase to index, .6303 mills = 25.8429 mills
- Increase to index plus exception, .9042 mills = 26.1168
- Increase a flat .5 mill = 25.7126 mills

Mr. Tony also reviewed staffing and contingency expenses and concluded there is no budget update from the state.

Acting President Newcomer announced it is not normal for public comment at this time, but due to the importance of the budget he would allow Harold Bowman to speak.

Harold Bowman, Oakridge Road asked if the Newbury complex will save South Fayette. Acting President Newcomer responded unfortunately only the Township has that information and the District was hoping it would have generated revenue by now.

Acting President Newcomer commented he would prefer to stay within the index. The Board reviewed the decisions to be made items regarding the grounds. The Board also discussed the debt service payments for the High School Construction project.

**Minutes**

The Board considered approval of the Minutes from the following Board Meetings:

- Committee Meeting of the Board Tuesday, May 19, 2015
- Regular Board Meeting Tuesday, May 26, 2015

**Financial Reports**

The Financial Reports were provided to the Board for review and will be included on the agenda for approval at the Regular Meeting.

**Superintendent’s Monthly Report – Dr. Bille P. Rondinelli**

Dr. Rondinelli announced the Administrative Leadership Operational Planning goals will be reviewed with the Board at next week’s meeting and the theme for the 2015-2016 school year is Connectivity & Transformation. She added the following events were held or are up-coming:

- June 11 – Athletic Director Mark Keener, coaches, principals, and Mrs. Burroughs attended a session presented by Bernie Hoffman and Fred Wolfe regarding the extra-curricular policy, which will be updated
- June 15 – Dr. Rondinelli attended and was asked to present at the Digital Promise meeting held at the White House regarding Maker Movement. She presented the 3 minute WQED video. Dr.
Loughead, Avonworth and Elizabeth Forward School Districts and Gregg Behr from the Grable Foundation also attended.

- June 22-23 – Future Ready Summit being held at Pitt
- October Digital Promise Meeting in Pittsburgh being planned
- June 15 – 18 – Summer STEAM Institute funded by the Grable Foundation being held in 3 buildings
- Late June – AP Summer Institute being held on campus
- STEM Team recognized by the County Executive for their first place finish in the state STEM competition
- Former graduate Ashley Schmider selected as Miss Pennsylvania and will be participating in the Miss America Pageant
- Glow Run organizers Alana Blatz, Carly Evanish, and Taylor Timmons entered the project in the FBLA competition and finished 2nd at the State level. The event raised $18,235.74 and had 920 participants. Mrs. Iriti added the infrastructure for the event was very impressive and well organized.

**Business Office**

The Board agreed to vote on the first three motions from the Business Office section and the first motion from the Education section of the agenda.

Czaplicki seconded Iriti on the recommendation of the Superintendent, Assistant Superintendent Dr. Michael Loughead, Network Facilities Administrator Gene Manzini, and Director of Finance Brian Tony for Board approval to enter into a 3-year lease agreement with Communications Consulting, Inc. (CCI) to provide firewall services, email filter, internet filter and antivirus to accommodate the one to one initiative. The annual cost will now be $17,960.88, effective July 1, 2015 and is included in the 2015-2016 budget.

Brian Tony explained this was previously approved but was moved to non-bank qualified which increased the three annual payments by $7.00.

And on the recommendation of the Superintendent, Director of Finance Brian Tony, and Director of Pupil Personnel Dr. Nanci Sullivan for Board approval of the IDEA Section 619 Pass Through Funds from the Allegheny Intermediate Unit for the 2015-2016 school year in the amount of $785.00. These funds will be used for the Contracted Services for 5 year old students in Kindergarten who have an IEP.

And on the recommendation of the Superintendent for Board approval of the adoption of policies, procedures, and use of IDEA-Part B funds by the School District per the agreement with the Allegheny Intermediate Unit.

And on the recommendation of the Superintendent and Assistant Superintendent Dr. Michael Loughead for Board approval of the following textbooks. The textbooks will be on display for 30 days in the Administration offices for public view.

- Title: Collections
  Publisher: Houghton Mifflin Harcourt
  ISBN #: 978-0-544-08806-1
  Copyright Date: 2015

- Title: British Literature
  Publisher: Houghton Mifflin Harcourt
  ISBN #: 978-0-547-61842-5
  Copyright Date: 2012
SUSPENSION OF BUSINESS TO HEAR FROM RESIDENTS AND/OR TAXPAYERS ON THE ABOVE ITEMS

There were no comments at this time.

Voice Vote – All Yes

1. Consider the recommendation of the Superintendent and Director of Finance Brian Tony for Board approval to adopt the Final Budget for the 2015-2016 school year. The final budget revenue of $_______________ and expenses of $_______________ would balance with a ________ millage rate and borrowing from the fund balance in the amount of $_______________.

2. The Board considered the recommendation of the School District Solicitor, the Superintendent, and Director of Finance Brian Tony for Board approval to adopt Resolution 15-05, 2015 Homestead and Farmstead Exclusion, for the District to reduce property taxes, for qualified homestead/farmstead properties by $150.07 per home. In accordance with the Homestead Property Exclusion Program Act (part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006) the District must reduce property taxes beginning July 1, 2015.

3. The Board considered the recommendation of the Superintendent and Director of Finance Brian Tony for Board approval to adopt revised Resolution 15-06 for the 2015-16 school year permitting taxpayers to pay their real estate taxes in three (3) installments.

Mrs. Iriti asked for clarification on the resolution wording, it may be confusing as to the amount of each installment payment versus the overall cost. Anne Beck, Tax Collector responded the tax bill clearly states the installment amount due and that is the only amount that will be accepted for installment payments.

4. The Board considered the recommendation of the Superintendent and Director of Finance Brian Tony for Board approval to renew the following insurance policies for 2015-16 as proposed by the Wright Risk Management (WRM) and Highmark (HM) through the Gleason Agency, Inc. a division of Arthur J. Gallagher Risk Management Services Inc.

<table>
<thead>
<tr>
<th></th>
<th>2013-14</th>
<th>2014-15</th>
<th>2015-16</th>
</tr>
</thead>
<tbody>
<tr>
<td>Package, with Auto (WRM)</td>
<td>$122,162</td>
<td>$130,217</td>
<td>$120,894</td>
</tr>
<tr>
<td>Umbrella (WRM-$5,000,000 coverage)</td>
<td>$ 10,600*</td>
<td>$ 14,315</td>
<td>$ 10,925</td>
</tr>
<tr>
<td>Workers Compensation (HM)</td>
<td>$144,976</td>
<td>$158,298</td>
<td>$154,290</td>
</tr>
<tr>
<td>School Leaders Errors/Omissions (WRM)</td>
<td>$ 18,590</td>
<td>$ 19,523</td>
<td>$ 11,221</td>
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*2013-2014 level of coverage was $2,000,000

Sports and Student Accident Insurance – Bollinger Insurance Company, as follows:

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<tr>
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<th>2013-14</th>
<th>2014-15</th>
<th>2015-16</th>
</tr>
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<tbody>
<tr>
<td>Athletic Plan AAA – Primary</td>
<td>$ 15,073</td>
<td>$ 16,800</td>
<td>$18,312</td>
</tr>
<tr>
<td>Student Plan – School Time Coverage</td>
<td>$ 22</td>
<td>$ 30</td>
<td>$ 30</td>
</tr>
<tr>
<td>Student Plan – 24-hour coverage</td>
<td>$ 88</td>
<td>$ 113</td>
<td>$ 113</td>
</tr>
</tbody>
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**Informational:** The District was approved to receive their Annual Safety Committee Certification Renewal, which entitles the District to receive a 5% discount on their Worker’s Compensation rate for the 2015-2016 school year.
5. The Board considered the recommendation of the Superintendent and Director of Finance Brian Tony for Board approval to enter into an agreement with the Allegheny Intermediate Unit d/b/a Waterfront Learning Services to provide cyber educational needs for students for the 2015-2016 school year.

6. The Board considered the recommendation of the Superintendent and Director of Pupil Personnel Dr. Nanci Sullivan for Board approval to enter into a one year agreement with Chartiers MH/MR Center, Inc. to offer SAP services to adolescent students. The agreement is effective from September 1, 2015 through August 31, 2016.

7. The Board considered the recommendation of the Superintendent, Director of Finance Brian Tony, and Director of Pupil Personnel Dr. Nanci Sullivan for Board approval to enter into an agreement with Turtle Creek Valley (TCV) MH/MR to provide student assistance program liaison services for students in the 2015-2016 school year.

8. The Board considered the recommendation of the Superintendent, Director of Pupil Personnel Dr. Nanci Sullivan, and Director of Finance Brian Tony for Board approval to enter into an agreement with FamilyLinks to provide therapeutic services for students for the 2015-2016 school year.

9. The Board considered the recommendation of the Superintendent, Director of Pupil Personnel Dr. Nanci Sullivan, and Director of Finance Brian Tony for Board approval to enter into an agreement with Interim Healthcare Services to provide skilled nursing services to students effective August 2015 through August 2016.

10. The Board considered the recommendation of the Superintendent for Board approval of the following 2015-2016 tuition rates for non-resident students. This amount is determined by the Pennsylvania Department of Education accordance with the requirements of Section 2561 of the Pennsylvania School Code.

<table>
<thead>
<tr>
<th>Grade Range</th>
<th>Amount</th>
</tr>
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<tbody>
<tr>
<td>Grades 7 through 12</td>
<td>$9,669.94</td>
</tr>
<tr>
<td>Grades K through 6</td>
<td>$9,391.76</td>
</tr>
<tr>
<td>Kindergarten (1/2 elementary)</td>
<td>$4,695.88</td>
</tr>
</tbody>
</table>

11. The Board considered the recommendation of the Superintendent and Director of Maintenance Dean Stewart for Board approval to renew the 1-year Service Contract Agreement with Simplex Grinnel to perform annual fire alarm inspections, cleaning and sensitivity readings for the High School, Middle School, Intermediate School, Elementary School, and Stadium.

The Board asked for the cost of the agreement to be provided at the June 23 meeting.

12. The Board considered the recommendation of the Superintendent and High School Principal Scott Milburn for Board approval to enter into an agreement with the Southpointe Hilton Garden Inn to hold the 2016 Senior Banquet on Wednesday, June 1, 2016.

13. The Board considered the recommendation of the Superintendent, Director of Finance Brian Tony, and Tax Collector Anne Beck for Board approval of the provided list of Real Estate Refunds due to reduction in assessment and/or overpayment.

14. The Board considered the recommendation of the Superintendent for Board approval of the Educational Services Agreement with the Allegheny Intermediate Unit for the 2015-16 school year.


**Personnel**

Personnel items were discussed in Executive Session.

**Education**

1. The Board considered the recommendation of the Superintendent and Assistant Superintendent Dr. Michael Loughead for Board approval to adopt and purchase the following French textbooks and resources as listed. The textbooks were on display for one month in the Administration offices as required. The amount is budgeted in the 2015-2016 proposed final budget.

   - **Title:** La France contemporaine, 5th Edition  
     **Publisher:** Cengage Learning  
     **ISBN-13:** 9871305251083  
     **Copyright:** 2016

2. The Board considered the recommendation of the Superintendent and High School Principal Scott Milburn for Board approval to dispose of the textbooks listed below as per Board Policy 706.1. Book vendors will be contacted to see if there is any interest in purchasing the textbooks and/or they will be given to students who request a copy. If there is no interest from the book vendors/students, we will post the materials on eBay as appropriate prior to disposing.

   - **Basics of Speech**  
     **National Textbook Company**  
     **Copyright 1988**  
     **ISBN 0-8442-5507-6**  
     **40 Copies**

   - **English Composition and Grammar**  
     **Harcourt Brace Jovanovich**  
     **Copyright 1972**  
     **32 Copies**

**Transportation**

Donna Harshman provided the Board with an update on the Transfinder software training which included:

- Geo-coding students
- Adding bus stops and routes into the software
- Setting up Transfinder to talk to PowersSchool and the frequency

Ms. Harshman added there was slight incident the last day of school, a bus bumped into a mailbox and it has been resolved. The Board asked if the drivers can communicate with the software, Ms. Harshman answered that portion of the software was not purchased, but some of our students designed and created a prototype APP, used on one bus only, for parents of children in the Elementary and Intermediate schools to be able to track their children getting on and off the bus.

**Athletics**

Personnel items were discussed in Executive Session.
**Construction**

1. The Board considered approval to adopt Resolution 15-07 pursuant to Act 34 Maximum Building Construction Costs of $19,222,153 and the Act 34 Maximum Project Costs of $34,531,620 for the High School Additions and Alterations Project.

2. The Board considered approval to adopt Resolution 15-08, High School 20 Year Variance Request, requesting the Department of Education to approve the District’s request for a variance from the requirement so the proposed High School Additions and Alterations Project be reimbursable.

**Miscellaneous**

1. The Board considered the recommendation of the Superintendent and Administrators for Board approval to accept the provided list of gifts/donations.

**Expenditures**

Expenditures were submitted for Board review and will be placed on the agenda for approval at the Regular Board Meeting.

**Solicitor’s Report**

Mr. Wolfe informed the Board he has a few updates for Executive Session.

**SUSPENSION OF BUSINESS TO HEAR FROM RESIDENTS AND/OR TAXPAYERS**

Anne Beck, Township Tax Collector asked to provide a review of the tax collector’s office for 2014 and what’s new for 2015. Thank you to the tax payers, township, school district, and administrators for your help, support and patience in 2014, I learned a great deal. I submitted two expense reports for 2014 in accordance with the resolution passed by the Board in February 2013. One report sent with 2 appendices, one was approved for total amount of the expenditures was $13,373.23 and according to the resolution I was able to be reimbursed up to $7,000. I did receive that check and I thank you for that reimbursement. The second expense report that I prepared was for $1,323.18 and covered costs that are required to be reimbursed under the local tax collection law, namely the expenses of postage and printing of any notice required by the local tax collection law. I would ask that be approved some point in time. I have a copy of the expense report that I’ve already submitted to the Director of Finance. It has exactly what those expenses are along with receipts and why those are in compliance with things that are required to be reimbursed under the local tax collection law. I will leave that for the Board’s consideration. For 2015, this year is running much more smoothly. As of May 15 I have paid to the township roughly twice the amount of tax money I paid to them at the same time last year. Things went much more quickly in terms of collection. I expect to be able to do the same for the school. I’ve made several changes and improvements: I’ve created a website at annebeck.com (handed out information on what the website entails), it includes helpful information with links to websites and forms that taxpayers frequently request, such as if they want to apply for the Homestead exemption or the senior discount. Keeping in mind a lot of seniors do not go online and necessarily printing out the forms, sometimes they will have a family check on it for them, so those links are all available on the website. My second request is to be able to use the school logo on the website. When it was originally designed, it had the township logo on it, and I showed it to the township manager and he asked for the township logo to be removed because I collect taxes for both the township and for the school district. He felt I should have both logos on the website or neither. So I am requesting to be able to use the school logo along with the township logo on the website. Again something for the Board’s consideration at another time or at next week’s meeting. One feature of the website is online bill paying. The option was set-up and some taxpayers have used it to pay their township taxes, after they enter the pertinent information and finalize the
payment, a received email goes back to the taxpayer. I then access the information from the third party website and I enter the payments manually into my software. I’m hoping more people will take advantage of this option for payments of the school bills. The fee for the electronic payments is $1.50 and the credit card fee is 2.95%. These fees go to the third party who manages the online payment processing. I do not collect any fees personally for this service. It is being provided as a convenience, everyone is certainly welcome to still mail their payments or pay in person. I’ve already set up the office hours for the school tax bill collection which are listed on the website and that will take place at the Senior Center. I was surprised some seniors don’t know where it is. It is located in the back of the municipal building and has more adequate space and will be more comfortable for the taxpayers. I’d like to take this opportunity to pass along some feedback from the taxpayers. Many state they are very proud of this community and especially how well the schools are doing. However, some folks, especially the older folks, some who have lived their whole lives here, are struggling to keep up with the tax increases. The money they are paying for these taxes is not vacation money; it is their food and medicine money. One older woman told me her grandchildren don’t get Christmas presents because she has to pay her taxes. That is some of the feedback I get. You are not there to here this so I wanted to take this opportunity to pass along their sentiments for your consideration. I ask the Board to please consider those two specific requests which are the payment of those expenses in relation to things that are required to be reimbursed under the local tax collection law and the use of the school logo for the website. I would do that along with the township logo since I am collecting for both. Thank you.

Iriti seconded Fornella to suspend the meeting at 8:29 PM and enter into Executive Session to discuss personnel and/or legal issues.

Voice Vote – All Yes

Brinsky seconded Iriti to exit Executive Session at 10:23 PM and return to the committee meeting.

Voice Vote – All Yes

Brinsky seconded Iriti to adjourn the meeting at 10:23 PM.

Voice Vote – All Yes

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Cynthia Geisler, Board Secretary