



**LEECHBURG AREA BOARD OF SCHOOL DIRECTORS  
PUBLIC WORK SESSION/AGENDA SETTING MEETING MINUTES  
WEDNESDAY, APRIL 10, 2019 – 7:30 PM – HIGH SCHOOL LIBRARY**

**CALL TO ORDER:** The April 10, 2019 Public Work Session Meeting of the Leechburg Area Board of School Directors was called to order at 7:30 PM in the Leechburg High School Library by Mr. Neill Brady, Board President.

**PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE:** The Pledge of Allegiance was recited in unison and a Moment of Silence was observed.

**ROLL CALL:** Mr. Neill Brady, Mrs. Melanie Knight, Mrs. Danielle Lovelace, Mr. Darius Lovelace, Mr. Joseph Michadick, Mr. Anthony Shea, Ms. Candi Stewart and Mrs. Roxanne Thompson.

Mrs. Gina Bruno (vacation) was absent.

Also present were: Dr. David Keibler, K-5 Principal/Curriculum Director/Federal Programs Coordinator; Mr. Douglas Rodgers, 7-12 Principal/Secondary Curriculum Coordinator; Mr. Bradley Walker, Business Manager/Human Resources Director; Attorney Russell Lucas, School District Solicitor and Ms. Patricia Tarr, Board Secretary and Ms. Tiffany Nix, Superintendent.

**REMARKS BY VISITORS:** Visitors are welcome to comment on any agenda items at this time, provided it is understood that all remarks from the floor are subject to the same parliamentary procedure followed by the Board under the direction of the President. Discussion from the floor will not be entertained while action is being taken on Agenda items by the Board. Completed forms (blue forms for agenda items) will be collected for District records and will be used by the President in recognizing each speaker.

There were no visitors wishing to address the Board at this time.

**ADMINISTRATIVE REPORTS:**

- **AXIS Architecture, P.C. Renovation Update-**Craig Collins provided update on construction projects, resolved gym roof leak, performed roof flood with no further issues; being continually monitored and roofer will be contacted if any future issues arise. Typically two-year warranty discussed on patched roof beginning at substantial completion of project approximately two months ago. Door access control installations to be completed by Friday. Two contractors with remaining outstanding invoices. Returning next month to discuss athletic field options.
- **Principals' Reports-**Mr. Rodgers reported PSSA ELA/Math and Science Grades 3-8 testing from 04/24/19-05/01/19; Keystone Algebra, Biology and Literature (English 10) from 05/14/19-05/21/19; Eat Your Art Out event this Saturday; Taiko field trip tomorrow; Leechburg Education Foundation Golf Scramble 07/19/19 at Birdsfoot Golf Club; Girls' softball score 19-11 against Springdale; lobby painted blue by students, Leechburg sign and scroll made by Creation Nation students, older items will be donated to Leechburg Museum and completed by prom. Student Handbook addition proposed, official senior work release program, grade-level parameters for on-track seniors with required credits, cumulative 3.3 GPA, no participation below 90% attendance, bimonthly form completed by employer, community service hour requirements met and maximum

two periods at end of day. Will be included in proposed changes to the student handbook next month.

Dr. Keibler reported PSSA testing ELA/Math & Science Grades 3-8 04/24/19-05/03/19, elementary kindergarten screening on 05/14/19; sensory room; Armstrong County Resources available, housing and employment; field trips and concerts begin next week and Gettysburg trip preparation will begin with classroom history studies. ABC Create-three teachers trained through Code.org to tie into CIS Discoveries, coding with Python for real-world experience, targeting elementary bits, bots, hummingbird, and create storage area; open house being planned for staff; both grants due by end of April and Computer Science Certification for teachers following course to be added to current teaching certifications.

- Business Manager's Report-Mr. Walker reported on Government Software Services annual agreement at same cost as last year and roof top AC unit on Central Administration and Creation Nation, \$20,000 complete replacement this budget year at approximately half the cost.

#### **PERSONNEL:**

- Cafeteria Positions-Internally posted, positions being presented externally, applications due at end of next month.
- Resignation Due to Retirement-Paraprofessional
- Supplemental Positions-Assistant Girls Volleyball and Assistant Boys' Soccer
- Summer Workers-Technology and Custodial
- 2019-2020 Grade Point Resources Agreements-Special Education Director and School Psychologist-Review renewals of one-year contract, year three for both positions. School Psychologist cost minimally lower and Special Education Director cost the same.

Board recommendation to place action on the April 24, 2019 Regular Board Meeting.

#### **BUDGET AND FINANCE:**

- 2019-2020 Proposed Preliminary General Operating Budget Presentation-Reviewed five-year expenditure and revenue projections, expenditures defined by object, healthcare rates released next month, 2.5 PSERS increase 34.29% for 2019-2020 school year, projecting up to 37% in next few years, PDE Chart of Accounts reviewed, Expense Analysis of Fixed Costs budgeted \$11,601,401; Variable Costs budgeted \$3,749,238 including 265 Chromebook purchases for student and teacher use/van/clock system/AC unit; percentages of total budget expenditures; proposed custodial substitute wage increase; Revenue Sources in local, state and federal revenues, Act 1 Index 3.3%, one mill increase generates approximately \$75,000 in revenue, use of ACCESS funds as revenue source; Revenue Details including local, state and federal revenues and investment income, 1.9% interest on general funds; ACCESS funding history current balance \$237,914, spending history reviewed, reimbursements for specific special education services; Revenue Projections for no millage increase, 1% and 2% with slight increases due to STEB formula, deficiencies remain with three projections; state funding formula upon state budget finalization, County-assessed valuations, basic education and special education subsidies are not yet finalized; historical real estate rates from 2004-2005 through 2018-2019 years and proposed 2019-2020 budget; Fund Balance Analysis with \$335,179 deficit; currently committed fund balance, assigned (10-10.5%) fund balance and unassigned fund balance; final budget adoption by June 30, 2019; current budget margin; 2.5% projected fund balance increase with no local or

federal revenue increases, anticipated 1% increase in state revenues based on trends, debt service and one-time purchases in budget year; current revenue total \$15,015,201 (1.50% increase) and expenditure total \$15,350,379 (1.6% increase); Board thanked administrators and staff for working diligently to maintain expenditures; delinquent tax revenue approximately \$400,000-\$450,000 annually and budget timeline reviewed through finalization by June 30, 2019. Proposing adoption of Final General Operating Budget on June 12, 2019.

Discussion ensued regarding committed and assigned fund balances and estimated deficit projection. PowerPoint will be placed on the District Website upon Board approval of the Preliminary Budget with public inspection of 20 days prior to Board vote.

Board recommendation to place 2019-2020 Proposed Final General Operating Budget, advertise and place on display for public inspection for at least twenty (20) days according to Act 1 action the April 24, 2019 Regular Board Meeting.

- AXIS Pay Applications-One payment this month per Pay Summary submitted.
- Transportation Contract Proposal-Board provided information on nine-year projection, seven-year contract presented with price freezes in years 1 and 7, 2% flat increases in years 2-6, \$11,000-\$12,000 annual increase, 3.99% increase over seven years and no penalties for bus count changes.
- 2019-2020 Adelphoi Education, Inc. Day Treatment/Emotional Support/YES Agreement-Yearly agreement for services needed, currently no placements.
- Merakey Letter of Collaborative Agreement-Option to use, if needed, current placements.
- Copier Contract Proposal-ComDoc 5-year lease currently, Wilson Group proposing to install in June and July services begin, 5-year contract, \$15,000 savings, new machines opposed to refurbished and currently with Sharp machines. Includes maintenance and training, housing current machines until lease ends, meeting with ComDoc to review recently received proposal. Wilson Group providing exceptional customer service to date.
- Substitute Teacher Wage Rate-Source4Teachers- Currently \$90 per day until longevity increase to \$100. Proposing \$100 flat throughout year and highest rate in Armstrong County.
- Substitute Custodial Wage Rate-Remain competitive increasing rate from \$8.00 to \$9.00 per hour.

Board recommendation to place action on the April 24, 2019 Regular Board Meeting.

#### **FIELD TRIP REQUESTS:**

- Kathy Hooks-Intermediate Chorus-National Anthem for Little League Opening Day, Gilpin-Leechburg Park, Leechburg, PA-04/27/19
- Frank Komar/Michelle Ferretti/Mark Jones/Matt Barczykowski-Special Education Department (Grades 6-12)-Special Education Reward Field Trip-PNC Park, Pittsburgh, PA-05/08/19
- Tricia Shank-Spanish Club-Hispanic Dinner Cruise-Gateway Clipper, Pittsburgh, PA-05/28/19

Board recommendation to place action on the April 24, 2019 Regular Board Meeting.

#### **OVERNIGHT EXCURSION REQUESTS:**

- Jacob Mrochek-High School Band/Choir-Marching Band/Choir Performance, Disney World, Orlando FL-03/17/21-03/21/21-Preliminary

Board recommendation to place action on the April 24, 2019 Regular Board Meeting.

**FUNDRAISING REQUESTS:**

- Angelique Senko-Leechburg Colorguard-Coffee and Tea Sales-04/11/19-05/11/19

Board recommendation to place action on the April 24, 2019 Regular Board Meeting.

**ATHLETICS:**

- 2019-2020 Girls' Varsity Soccer Cooperative Sponsorship Agreement-Apollo-Ridge School Board has approved and Board approval needed for cooperative agreement in place from last school year.

Board recommendation to place action on the April 24, 2019 Regular Board Meeting.

**CURRICULUM:**

- Atlas Rubicon West, LLC License Software Agreement-Reviewed curriculum, current software uploaded in Ed-Insight and not properly utilized due to not relating to common core standards. Atlas Rubicon West in line with state standards and assessments available for curriculum mapping for curriculum writing. Professional Development provided at end of the current school year. Public online site available, as well, to view lesson plans for parents and teacher notes. Package includes online and onsite trainings. \$3,500 for students, \$50 maintenance fee and \$500 customer service annually. Dedicated teacher inservice days. PSSA results anticipated May 31<sup>st</sup>. Professional Development curriculum and safety trainings scheduled for next year. Program digital copies maintained. Breakdowns in subject areas, ability for teachers to collaborate, purposeful with instruction, continuity in departments, long-term continuity goals for future retirements and resignations.

Board recommendation to place action on the April 24, 2019 Regular Board Meeting.

**BOARD RELATED ISSUES:**

- Resolution Supporting Senate Bill 34 and House Bill 526 – Legislation proposed for cyber schools, costs, school choice remains \$3,500-\$4,500 limit to cyber school overages are parental/guardian obligation for remainder.

Board recommendation to place resolution on the April 24, 2019 Regular Board Meeting Agenda,

- 2019-2020 PSBA Membership – Increase of \$216 for All-Access program from last year.

Board recommendation to place action on the April 24, 2019 Regular Board Meeting.

- ARIN IU #28 Annual Convention of School Directors – Requested any other interested members contact Mrs. Tarr.

**PUBLIC COMMENTS-NON-AGENDA ITEMS:**

Shawna Johns, 329 Beale Avenue, Leechburg, PA 15656: Parking during afternoon elementary pick-up and blocking of roads.

Ms. Nix thanked Mrs. Johns for her suggestions that will be reviewed with principals. Designated bus lanes, blockages, Mrs. Johns plans to attend borough meeting next week regarding speeding on Second

Avenue, understands District has no authority over parking or speeding and very concerned. Administration met with Leechburg Borough Police and Mayor and changes implemented. Dr. Keibler offered to attend the Leechburg Borough Meeting next Tuesday. Pre-K drop-off changed to Siberian Avenue and working on changing times next school year.

**NEW BUSINESS:**

**A. CURRICULUM:**

1. Ms. Stewart made a motion, seconded by Mr. Shea to approve the Atlas Rubicon West LLC License Software Agreement effective May 1, 2019 through April 30, 2022 as presented in (Exhibit A1).

Voice Vote – Motion Carried.

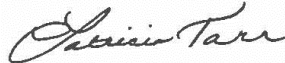
All Ayes.

Mrs. Bruno was absent.

Mr. Brady noted that student, Jake Blumer, named to 2<sup>nd</sup> Team Valley Football All-Stars and congratulated student for accomplishment.

ADJOURNED: On a motion by Ms. Stewart, seconded by Mr. Shea the April 10, 2019 Public Work Session Meeting adjourned at 9:30 PM.

Respectfully submitted,



Patricia Tarr  
Board Secretary