

SHIKELLAMY SCHOOL DISTRICT  
Sunbury, Pennsylvania

Work Session – February 2, 2017

A Work Session of the Shikellamy School District Board of Directors was held on Thursday, February 2, 2017 at 7:17 p.m. at the Island Park Administration Center. An executive session for personnel matters was held prior to the work session.

Board Members present were: Mrs. Cianflone, Mr. Garman, Mrs. Garman, Mr. Karpinski, Mr. Michaels, Mr. Shreck, Mr. Stepp, Dr. Walter and Mrs. Wiest

Others Present: Mr. Brett Misavage, District Superintendent  
Mr. David Sinopoli, Business Manager  
Mr. Douglas Benick, Director of Facilities  
Mrs. Abbey Walshaw-Wertz, Director of Education  
Mrs. Stephanie Michaels, Director of Special Education  
Mr. Michael Egan, Shikellamy High School School Principal  
Dr. Mary Murphy-Kahn, Shikellamy Middle School Principal  
Mr. Steve Renn, Shikellamy Middle School Assistant Principal  
Mrs. Susan Giberson, Beck Elementary School Principal  
Mr. Todd VanKirk, Chief Shikellamy Elementary School Principal  
Mrs. Angela Farronato, Oaklyn Elementary School Principal  
Mr. Roy Burns, Priestley Elementary School Principal  
Mr. Timothy Foor, Athletic Director (arrived at 7:31 pm)  
Mrs. Bethanne L. Zeigler, Board Recording Secretary

**PUBLIC COMMENT**

There was no public comment.

**TRANSPORTATION SOFTWARE**

The transportation software currently being used by the District was purchased in 1995. It is antiquated and cannot keep up with 911 services. The recommended software, transFinder, is a total cost of \$32,445.00, with the first payment of \$13,500 due February 28, 2017. The second payment of \$14,295 would be due July 30, 2017 and the next payment of \$4,650 would be due no later than February 28, 2019. An annual support fee of \$4,650 would be due in February, 2020 and every February thereafter. Secretaries and principal at the building level would have access to the program and it would be available through a phone application. After some discussion, it was agreed to add the item to the February voting agenda for consideration.

**REVIEW OF 2017/18 SCHOOL CALENDAR**

The 2017/18 proposed school was reviewed and after a brief discussion, it was agreed to add it to the voting agenda for consideration.

## **TECHNOLOGY PLAN**

Mr. Misavage began discussion by stating up until recently, over the years technology is an area which has been put off or was funded through building projects. This is an area where there has been inconsistencies. A few years ago the Board allowed the administration to make technology a line item, which has allowed for some sustainability. The administration is requesting additional Chromebooks for the Middle School and Elementary Buildings as well as necessary MacBook upgrades for the professional staff. This would add an additional 400 Chromebooks for the Middle School, creating a 1:1 in-house environment; meaning these Chromebooks would stay in-house and allow students the use of an assigned Chromebook throughout the school day. Currently the Middle School only has 270 Chromebooks shared by all grade levels. An additional 200 Chromebooks for mobile use in the Elementary buildings. (50 mobile devices for each building) were requested and an additional 120 Chromebooks to replace the outdated lab technology in each Elementary building. (30 devices for each elementary lab). For the Elementary lab upgrade, the replacement proposal will replace outdated and unwarranted desktop computer technology allowing elementary students the ability to utilize the Google platform easily in the lab. An additional 50 Chromebooks would be for use in the cyber program at the High School level. In addition to student technology, it is proposed to add professional staff upgrades to 350 MacBooks, which includes a memory upgrade from 4gb to 16gb, thus making them faster and able to keep up with Apple OS software requirements, web-based programs currently used and sustainability over the next two years. By upgrading their existing memory at \$82.00 per device, the district will be able to extend their life an additional two years at a very affordable cost. This enables the District time to research a replacement device and type, and potentially, a much more cost effective Google solution vs the higher cost for a replacement Apple device. In addition, to include any upgraded devices into the existing technology refresh planned for the 19/20 school year, the proposal includes trading in approx 110 of the remaining MacBooks for additional funding at \$400/device to help fund additional leasing costs. The goal is to continue to create a sustainable technology plan for the district and the administration believes this roll-out fits well into the refresh plan put in place two years ago; which included the HS 1:1 Chromebook, HS Lab upgrades and office staff upgrades at the secondary levels. This additional plan allows the district to continually refresh over 2,478 student and teacher devices at affordable costs and keep the district's technology current while meeting educational technology demands. In addition, transitioning to a more standard platform allows more efficient device management and security across the district. Proposed Yearly Cost of Lease \$54,430.92, which would be an addition of \$156,544.88 to the existing lease for a total of proposed yearly cost of lease equal to \$210,975.80.

Staff at the middle school has been trained on 1:1. There are three levels of users. Basic user, Level 2 users; who are able to create a document and presentation and send documents to students. The level 3 users are able to collaborate and have peer to peer, sketchup interaction, which is more student centered and more engaging. Dr. Murphy-Kahn explained, teachers are really receptive to it and many are having to get on waiting lists to use the equipments, as they are forced to share 270 Chromebooks. The

students would pick up the device in homeroom and return it at the end of the day. Most issues with the current Chromebooks have been factory defected batteries. Students have been purchasing the accidental insurance and the damage rate has been low. An elementary cart holds 50. They are laptops, so the carts are mobile.

### **NEW COURSES/NAME CHANGES**

Mrs. Walshaw-Wertz reviewed the list of requested new courses and course name changes.

1. Foundations of Video Production .5 credit (New)
2. Theatre - Fall Play Emphasis .5 credit (New)
3. Theatre-Spring Musical Emphasis .5 credit (New)
4. Pottery 1 - .5 credit (Name Change) formerly Pot-Luck Skills
5. Pottery 2 .5 credit (Name Change) formerly Pot-Luck Skills 2
6. 3D Sculpture - .5 credit (Name Change) formerly Putty - The Third Dimension
7. Principles of Accounting 1 credit (Name Change) formerly Accounting 1
8. Sports and Social Media Marketing .5 credit (Name Change) formerly Sports and Entertainment Marketing
9. Introduction to Theatre Arts .5 credit (Name Change) formerly Theatre Arts
10. Computer Aided Drafting 1 - 1 Credit (Name Change formerly Mechanical Drawing and CAD1
11. Computer Aided Drafting 2 - 1 Credit (Name Change) formerly Mechanical Drawing and CAD 2
12. Computer aided Drafting 3 - 1 Credit (Name Change) formerly Mechanical Drawing and CAD 3
13. Strength and Speed Training - .25 credit (Name Change) formerly Power Weight Training

None of the courses will require additional staffing. After a brief discussion, it was agreed to add the list to the February voting agenda for consideration.

### **2017/18 GOB PRELIMINARY BUDGET DISCUSSION**

Mr. Sinopoli reviewed the 2017/18 General Operating Preliminary Budget with the Board of Education.

#### **REVENUE - VS - EXPENDITURE**

Estimated Revenues \$45,285,533  
Estimated Expenditures (3.6% increase) (47,016,935)  
Budget Deficit \$ (1,731,402)  
2016-17 General Fund Budget adopted at \$45,365,221

#### **PRELIMINARY NUMBERS (BEFORE TAX INCREASE)**

Estimated Revenues \$45,285,533  
Estimated Expenditures \* (47,016,935)  
Budget Deficit (1,731,402)

Estimated Unassigned Fund Balance @ 6/30/17\* 1,544,927  
 Estimated Committed Fund Balance @ 6/30/17 822,282  
 Estimated Assigned Fund Balance @ 6/30/17 7,918,478  
 Estimated Available @ 6/30/17 10,285,687  
 Surplus Remaining @ 6/30/18 \$8,554,285  
 Maximum Unassigned Fund Balance Based on Budget \* \$3,761,355  
 2016-17 General Fund Budget adopted at \$45,365,221

**REFERENDUM EXCEPTIONS**

NOTE: PDE will only approve referendum exceptions if the school district demonstrates a need for exceptions by adopting a balanced preliminary budget that contains a tax rate increase in excess of the school district index.

Current Real Estate Tax Millage 87.0  
 Adjusted Index (Base Index 2.5%) 3.6%  
 Allowable Act 1 Increase Before Referendum Exceptions 3.13  
 Estimated Referendum Exceptions:  
 -Retirement \$75,080  
 -Special Education \$1,322,958 7.82  
 Total Real Estate Millage Increase Available for  
 Preliminary Budget Purposes 10.95 or \$1,958,221  
 1 Real Estate Mill = estimated \$178,833

**COMPARISON**

	Without Tax Increase	With Tax Increase
Estimated Revenues	\$45,285,533	\$47,016,935
Estimated Expenditures	<u>(47,016,935)</u>	<u>(47,016,935)</u>
Budget Deficit	(1,731,402)	-0-
Available Unassigned Fund Balance		
@ 6/30/17	<u>1,544,927</u>	<u>1,544,927</u>
	\$(186,475)	\$1,544,927

Maximum Fund Balance @ 6/30/18 Based on Budget \$3,761,355

A year ago, the fund balance was at approximately \$8,000,000. As a result, when the district redid the bonds, we were able to get good rates.

**POLICY - 201 - ADMISSION OF STUDENTS**

Based on the review at the January 4, 2017 work session, there were no follow up

questions or concerns. This policy will be added to the February voting agenda for second reading.

### **STADIUM RESTROOM DISCUSSION**

At the November 3, 2016 work session, the administration was given direction by the Board of Education to look into cost efficiency of demolition or renovation of the restroom/ticket area at the stadium. In consultation with a local contractor, it is the recommendation the building be demolished. The architect fee to oversee the project would be \$16,800. This cost would include the design, pre-bid and bidding. The estimated cost of the project is \$275,000, which does not include the architect fees. In order for the project to be complete before the first fall event, it would need to begin in June. Some Board Members believed the demolition project is unnecessary and could be managed through renovations. After a heated discussion, it was decided to add the item to the February voting agenda for consideration.

### **SMS CONCESSION STAND/RESTROOMS**

Although there was provisions for this in the original plans, it was removed. Mr. Benick worked with Mr. Gary Wolfe and Mr. Wolfe drew a preliminary sketch free of charge. Mr. Benick reached out to SUN Area Technical Institute and unfortunately they do not have the enrollment of students available to assist in the project. Once the middle school construction project closes out, Mr. Benick would like to put this this particular project out for bid. The supervision would be done by Mr. Benick and Mr. Wolfe.

### **ADVERTISING PLAN**

Similar to what some neighboring district are doing to raise money to offset athletic maintenance costs, Mr. Foor presented an advertising plan for the Shikellamy School District. Through funds generated by advertising, a local district was able to pay for a new press box at their football stadium. It is the hope of the administration, Shikellamy School District will be able to do something similar and generate revenue for renovations and maintenance of the District's athletic complexes.

The proposal offered different sponsorship levels. With the two levels, a sponsor would receive logo representation on district's athletic website, signage at the football stadium, high school gym and possibly middle school athletic complex. For the higher level of sponsorship, the individual would also receive game recognition, as well as radio public service announcements during live broadcasts. The sponsor would sign an agreement to be approved by Board of Education at a public meeting.

After some discussion, it was decided to only offer one level of sponsorship and remove the radio - public service announcement benefit. With the changes made, the Board authorized moving forward with the plan. Mr. Misavage will provide the Board Members with the updated proposal at the next meeting.

### **REVIEW REGULAR BOARD MEETING ACTION ITEMS**

The board reviewed the February 9, 2017 meeting agenda items.

## **ADMINISTRATORS**

Mr. Egan shared the following student accomplishments:

SUN Area Technical Institute District VI SKILLS USA Winners are as follows:

- Dalton Bloom - 1s Place Advanced Precision
- James Moll - 1s Place Collision
- Nick Snyder - 1st Place Electronics
- Kyleight Brittingham - 1st Place Cosmetology
- Derrick Kuenseler - 1st Place Advance Precision
- Angelique Reichner - Cosmetology Model for 1st place winner from Mid-West

Maggie Karpinski was recently elected at PA Lt. Governor of the Key Club. In addition, Mr. Egan recently received a letter of acknowledgement from Mrs. Carla Clark, Supervisor from Northumberland County Children & Youth, commending the students of the Key Club for their respectful behavior during the participation in the County's Christmas program.

Mr. Benick reported the floor tile work has been completed at the Shikellamy Middle School.

Mr. Misavage shared the High School was monitored for Keystones exam and they met all expectations.

## **ADJOURNMENT**

The meeting was adjourned at 9:02 p.m.