

CENTENNIAL BOARD OF SCHOOL DIRECTORS
Warminster, Pennsylvania

MINUTES of COMMITTEE OF THE WHOLE
HELD October 25, 2016

Mr. Kleinschmidt announced that the Board met in Executive Session after the last meeting to discuss legal and personnel matters.

1. WELCOME

1.1 CALL TO ORDER (Mr. Kleinschmidt)

A Committee of the Whole Meeting of the Centennial School Board was held October 25, 2016 in the Administration Building. The meeting was called to order by Mr. Kleinschmidt at 7:05 p.m.

1.2 ROLL CALL (Mr. Kleinschmidt)

The following Board members were present: Steven Adams, Kati Driban, Michael Hartline, Charles Kleinschmidt, Jane Schrader Lynch, Mark B. Miller, Dana Morgan, David Shafter.

Dr. Andrew Pollock was absent.

The following Administrative members were in attendance at the meeting: Dr. David Baugh, Dr. Jennifer Polinchock, Cathy Perkins, Dr. Dennis Best, Judith Hengst, Tim Trzaska, Chris Berdnik, AJ Juliani, Judy Markoski, Andrew Doster, Dr. Michael Donnelly, Shawanna Coles, Michael Van Buren, Julie Henrich.

A list of the members of the public who attended is attached.

1.3 PLEDGE OF ALLEGIANCE - Mr. Kleinschmidt

Mr. Kleinschmidt let the group in the Pledge of Allegiance.

1.4 COMMUNITY COMMENTS - Mr. Kleinschmidt

Mrs. Peggy Ann Cammarota spoke to the Board about the recently revised homework policy.

2. EDUCATION/PUPIL SERVICES

2.1 Items Presented for Information (Mrs. Schrader Lynch)

Note: The motions approving contracts shall not be construed as altering in any respect the terms, conditions, and limitations contained in any contract. No summary of the contract contained in the agenda or the minutes is intended to alter in any respect the terms, conditions, or limitations contained in any contract. In all instances, the terms, conditions, and limitations of the contract document(s) itself and not the summary shall control.

EDUCATION COMMITTEE – INFORMATION ITEMS	
2.1(a)	Multi-Tiered System of Supports (MTSS) Overview - Ms. Cathy Perkins and Ms. Judy Hengst
2.1(b)	Annual Measurable Achievement Objectives (AMAO) Update - Dr. Jennifer Polinchock
2.1(c)	2016 PSSA, Keystone and PVAAS Overview - Dr. David Baugh and Dr. Jennifer Polinchock

Ms. Judy Hengst spoke about item 2.1(a), Multi-Tiered System of Supports. She said an update to MTSS would be provided in February 2017.

Mr. Miller asked how the Board would be kept informed. Ms. Hengst said an update could be provided in December. Mr. Miller said he would like an update monthly and he would like a recap of the monthly meetings being held. Dr. Polinchock explained how the data teams meet at the buildings, and that it varies by grade level and by school. Ms. Hengst said weekly updates can be provided to the Superintendent. Mr. Hartline asked about how we communicate this information to parents. Ms. Cathy Perkins responded that teachers are creating a letter to be sent home to the parents. Mr. Hartline requested to see the data results and how the students are progressing over a three month time period.

Ms. Driban left the room at 7:24 p.m. and returned at 7:30 p.m.

Dr. Polinchock explained item 2.1(b), Annual Measurable Achievement Objectives AMAO.

Dr. Baugh presented on item 2.1(c), PSSA, Keystone and PVAAS. He said the principals will present in more detail at the November meeting. He explained the charts with the results and how the state arrives at the School Performance Profile score. Dr. Polinchock explained the three year averages. Dr. Baugh responded to a question from Mr. Adams regarding the scores of other districts and how to make sense of the data. Mr. Hartline asked what administration is doing to be sure that curriculum is being followed with fidelity. Dr. Baugh responded. Dr. Baugh said data teams are meeting with an action focus. Additional comments were made by Ms. Morgan, Mrs. Lynch and Mr. Miller. Mr. Hartline requested administration to come up with a clearly articulated plan.

Mr. Shaffer, community member, had questions on this topic. He asked about the effectiveness of the elementary math program as it has progressed from elementary to middle school to high school.

Mr. Hartline left the room at 8:29 p.m. and returned at 8:31 p.m.

Note: The motions approving contracts shall not be construed as altering in any respect the terms, conditions, and limitations contained in any contract. No summary of the contract contained in the agenda or the minutes is intended to alter in any respect the terms, conditions, or limitations contained in any contract. In all instances, the terms, conditions, and limitations of the contract document(s) itself and not the summary shall control.

2.2 Items presented for Approval Tonight (Mrs. Schrader Lynch)

Mrs. Lynch asked if Board members wanted any items pulled from the consent agenda. Ms. Driban requested item 2.2(d) be pulled from the agenda.

Mr. Miller read the following resolutions:

Be it resolved that the Centennial School District Board of School Directors approved the following:

	APPROVE	REJECT	NEW	RENEWAL	EDUCATION COMMITTEE – ACTION ITEMS
2.2(a)	X		X		Removal of <u>Computer Applications</u> as a course of study in the William Tennent High School Program of Studies beginning in the 2017-2018 school year; no cost to the District.
2.2(b)	X		X		Addition of <u>Academic Seminar</u> as a course of study in the William Tennent High School Program of Studies beginning in the 2017-2018 school year; District cost not to exceed \$2,000.00.
2.2(c)	X		X		Addition of <u>SAT Prep</u> as a course of study in the William Tennent High School Program of Studies beginning in the 2017-2018 school year; no cost to the District.
2.2(d)	X		X		Addition of <u>Senior Experience</u> as a unit of study in the William Tennent Program of Studies as part of twelfth grade English and Social Studies courses, for eligible students, beginning in the 2017-2018 school year; no cost to the District.
2.2(e)	X		X		Acceptance of the Federal Programs grant for Title I, Title II and Title III in the amount of \$907,814.00 for the 2016-2017 school year.

Motion by Mark B. Miller, second by Dana Morgan for items 2.2(a), (b), (c), and (e).

Final Resolution: Motion carries, 8-0-0.

Note: The motions approving contracts shall not be construed as altering in any respect the terms, conditions, and limitations contained in any contract. No summary of the contract contained in the agenda or the minutes is intended to alter in any respect the terms, conditions, or limitations contained in any contract. In all instances, the terms, conditions, and limitations of the contract document(s) itself and not the summary shall control.

2.2 Items Presented for Approval (continued)

Be it resolved that the Centennial School District Board of School Directors approved the following:

2.2(d)	X		X	Addition of <u>Senior Experience</u> as a unit of study in the William Tennent Program of Studies as part of twelfth grade English and Social Studies courses, for eligible students, beginning in the 2017-2018 school year; no cost to the District.
--------	---	--	---	--

Motion by Mark B. Miller, second by Michael Hartline for item 2.2(d) above. Ms. Driban had questions that were answered by Dr. Dennis Best.

Mr. Miller left the room at 8:44 p.m. and returned at 8:47 p.m.

Additional comments were made on this topic by Mrs. Lynch and Mr. Adams.

Final Resolution: Motion carries, 8-0-0.

2.3 Items to Carry Over to Regular Meeting (Mrs. Schrader Lynch)

None.

2.4 Community Comments (Mrs. Schrader Lynch)

None

Item 4.1 was handled at this point in the meeting since there was a presenter.

4. OPERATIONS

4.1 Items Presented for Information (Ms. Driban)

OPERATIONS COMMITTEE – INFORMATION ITEM	
4.1(a)	Presentation: Propane Buses by Bluebird

Mr. Berdnik introduced Jenna Van Harpen from Bluebird. She gave a presentation regarding purchasing propane buses.

Mrs. Lynch left the meeting at 8:55 p.m. and returned at 8:57 p.m.

Note: The motions approving contracts shall not be construed as altering in any respect the terms, conditions, and limitations contained in any contract. No summary of the contract contained in the agenda or the minutes is intended to alter in any respect the terms, conditions, or limitations contained in any contract. In all instances, the terms, conditions, and limitations of the contract document(s) itself and not the summary shall control.

Ms. Driban had a question about what size buses we can purchase and about the equipment we already have for our buses such as the snow scraper. Mr. Berdnik and Lori Meyer, Transportation Supervisor, responded. Additional questions came from Ms. Morgan, Mr. Adams, Mr. Hartline, and Mr. Shafter.

The meeting recessed at 9:22 p.m. and reconvened at 9:38 p.m.

Mr. Miller requested time at the next Executive Session to discuss the topic of 48 Swan Way for legal reasons.

4.2 Items Presented for Approval Tonight (Ms. Driban)

Be it resolved that the Centennial School District Board of School Directors approved the following:

	APPROVE	REJECT	NEW	RENEWAL	CHANGE(*)	OPERATIONS COMMITTEE – ACTION ITEMS
4.2(a)	X		X			Centennial Station Shuttle Service request for the use of three buses with drivers on December 18, 2016; District cost not to exceed \$600.00.
4.2(b)		X				Deployment System RFQ 2017-03 (Reject)
4.2(c)	X		X			Plan Con submission Part H for the Swan Way Project; no cost to the District.
4.2(d)	X		X			Eastern Pennsylvania Alliance for Clean Transportation Contract; District cost is contingent upon the Commonwealth of Pennsylvania’s Alternative Fuels Incentive Grant (AFIG) approval.
4.2(e)	X					Rescinding the award of Landscape Upgrades bid 2017-07 at McDonald Elementary School which was awarded to Archwild at the October 4, 2016 School Board meeting.

Note: The motions approving contracts shall not be construed as altering in any respect the terms, conditions, and limitations contained in any contract. No summary of the contract contained in the agenda or the minutes is intended to alter in any respect the terms, conditions, or limitations contained in any contract. In all instances, the terms, conditions, and limitations of the contract document(s) itself and not the summary shall control.

4.2(f)	X				X	Change order with Vollers, Excavating Contractor, for landscape upgrades at McDonald Elementary School, required by Warminster Township; District cost not to exceed \$38,813.00.

	APPROVE	REJECT	NEW	RENEWAL	CHANGE (*)	OPERATIONS COMMITTEE – ACTION ITEMS - SWAN WAY CHANGE ORDERS
4.2(g)	X				X	Change order EC2 for the Electrical Contractor, Pinnacle Electrical Construction, for added electrical receptacles for the Board room; District cost not to exceed \$25,642.70.
4.2(h)	X				X	Change order EC3 for the Electrical Contractor, Pinnacle Electrical Construction, for added power runs for cubicles in main office area; District cost not to exceed \$1,736.50.
4.2(i)	X				X	Change order EC4 for the Electrical Contractor, Pinnacle Electrical Construction, for branch circuits and feeders to two relocated electric panels; District cost not to exceed \$6,335.25.
4.2(j)	X				X	Change order EC5 for the Electrical Contractor, Pinnacle Electrical Construction, for the electrical work to provide split-system air conditioning unit to provide back-up cooling for the network operations center; District cost not to exceed \$2,879.60.
4.2(k)	X				X	Change order EC6 for the Electrical Contractor, Pinnacle Electrical Construction, for the electrical work to provide additional

Note: The motions approving contracts shall not be construed as altering in any respect the terms, conditions, and limitations contained in any contract. No summary of the contract contained in the agenda or the minutes is intended to alter in any respect the terms, conditions, or limitations contained in any contract. In all instances, the terms, conditions, and limitations of the contract document(s) itself and not the summary shall control.

						data lines for copiers, mail room equipment and power for the time management system; District cost not to exceed \$11,425.00.
4.2(l)	X				X	Change order EC7 for the Electrical Contractor, Pinnacle Electrical Construction for the electrical work associated with adding four (4) EZ Path Modules penetrating the walls of the network operations center; District cost not to exceed \$2,727.80.
4.2(m)	X				X	Change order GC2 for the General Contractor, Magnum, Inc., for the roof work associated with the additional split-system air conditioning installation; District cost not to exceed \$3,215.37.

Motion by Steven Adams, second by Dana Morgan to approve items 4.2(a) through 4.2(m).

Final Resolution: Motion carries, 8-0-0.

Ms. Driban requested 4.1(b) be handled at this point in the meeting.

4.1(b)	Committee of the Whole Discussion
--------	-----------------------------------

Ms. Driban said an Administrative Policy Committee meeting will be held next Tuesday after our regularly scheduled meeting to have the Committee of the Whole Discussion. She said it is a policy decision, not an operations item.

Discussion continued here with comments made by Mr. Shafter, Mr. Miller, Mrs. Lynch, Mr. Adams, Ms. Driban, Ms. Morgan and Mr. Hartline.

A motion was made by Mr. Miller to have the meeting to discuss the Committee of the Whole at the end of the November 1 Board meeting, with the President appointing an ad-hoc committee consisting of one member from each region to develop a draft of the policy to bring back to the Board. There was no second to this motion.

Motion by Chuck Kleinschmidt, second by Steven Adams, to make the discussion of the Committee of the Whole a new business item on the agenda item for the November 1 meeting.

Note: The motions approving contracts shall not be construed as altering in any respect the terms, conditions, and limitations contained in any contract. No summary of the contract contained in the agenda or the minutes is intended to alter in any respect the terms, conditions, or limitations contained in any contract. In all instances, the terms, conditions, and limitations of the contract document(s) itself and not the summary shall control.

Motion by Jane Schrader Lynch, second by David Shafter to call the question.

Final Resolution: Motion to call the question carries, 8-0-0.

Final Resolution on main motion to add Committee of the Whole as new business on November 1, Motion carries, 8-0-0.

3. FINANCE

3.1 Items Presented for Information (Mr. Shafter)

	FINANCE COMMITTEE – INFORMATION ITEMS
3.1(a)	September 2016 Internal Financial Statements
3.1(b)	PSDLAF Reports
3.1(c)	PDE Act 1 Calendar 2017-2018
3.1(d)	Draft Bus Replacement Schedule
3.1(e)	Internal Controls Follow-up
3.1(f)	Maintenance of Effort Notification
3.1(g)	Moody’s Investor Service
3.1(h)	CM Regent
3.1(i)	SDIC Safety Committee
3.1(j)	PNC Merchant Services PASBO Webinar
3.1(k)	Business Privilege Tax Request

Note: The motions approving contracts shall not be construed as altering in any respect the terms, conditions, and limitations contained in any contract. No summary of the contract contained in the agenda or the minutes is intended to alter in any respect the terms, conditions, or limitations contained in any contract. In all instances, the terms, conditions, and limitations of the contract document(s) itself and not the summary shall control.

3.1(l)	eCollect Business Privilege Audits
3.1(m)	PASBO Webinar

Mr. Berdnik provided background information on the above informational items.

3.2 Items Presented for Approval Tonight (Mr. Shafter)

None

3.3 Items to Carry Over to Regular Meeting (Mr. Shafter)

None

3.4 Community Comments (Mr. Shafter)

None

4. OPERATIONS

4.1 Items Presented for Information (Ms. Driban)

-	OPERATIONS COMMITTEE – INFORMATION ITEM
4.1(a)	Presentation: Propane Buses by Bluebird
-	-
4.1(b)	Committee of the Whole Discussion
-	-

4.2 Items Presented for Approval Tonight (Ms. Driban)

	APPROVE	REJECT	NEW	RENEWAL	CHANGE(*)	OPERATIONS COMMITTEE – ACTION ITEMS
4.2(a)	X	-	X	-	-	Centennial Station Shuttle Service request for the use of three buses with drivers on December 18, 2016; District cost not to exceed \$600.00.

Note: The motions approving contracts shall not be construed as altering in any respect the terms, conditions, and limitations contained in any contract. No summary of the contract contained in the agenda or the minutes is intended to alter in any respect the terms, conditions, or limitations contained in any contract. In all instances, the terms, conditions, and limitations of the contract document(s) itself and not the summary shall control.

4.2(b)		X				Deployment System RFQ 2017-03 (Reject)
4.2(c)	X		X			Plan Con submission Part H for the Swan Way Project; no cost to the District.
4.2(d)	X		X			Eastern Pennsylvania Alliance for Clean Transportation Contract; District cost is contingent upon the Commonwealth of Pennsylvania's Alternative Fuels Incentive Grant (AFIG) approval.
4.2(e)	X					Rescinding the award of Landscape Upgrades bid 2017-07 at McDonald Elementary School which was awarded to Archwild at the October 4, 2016 School Board meeting.
4.2(f)	X				X	Change order with Vollers, Excavating Contractor, for landscape upgrades at McDonald Elementary School, required by Warminster Township; District cost not to exceed \$38,813.00.

	APPROVE	REJECT	NEW	RENEWAL	CHANGE (*)	OPERATIONS COMMITTEE – ACTION ITEMS – SWAN WAY CHANGE ORDERS
4.2(g)	X				X	Change order EC2 for the Electrical Contractor, Pinnacle Electrical Construction, for added electrical receptacles for the Board room; District cost not to exceed \$25,642.70.
4.2(h)	X				X	Change order EC3 for the Electrical Contractor, Pinnacle Electrical Construction, for added power runs for cubicles in main

Note: The motions approving contracts shall not be construed as altering in any respect the terms, conditions, and limitations contained in any contract. No summary of the contract contained in the agenda or the minutes is intended to alter in any respect the terms, conditions, or limitations contained in any contract. In all instances, the terms, conditions, and limitations of the contract document(s) itself and not the summary shall control.

						office area; District cost not to exceed \$1,736.50.
4.2(i)	X				X	Change order EC4 for the Electrical Contractor, Pinnaele Electrical Construction, for branch circuits and feeders to two relocated electric panels; District cost not to exceed \$6,335.25.
4.2(j)	X				X	Change order EC5 for the Electrical Contractor, Pinnaele Electrical Construction, for the electrical work to provide split system air conditioning unit to provide back up cooling for the network operations center; District cost not to exceed \$2,879.60.
4.2(k)	X				X	Change order EC6 for the Electrical Contractor, Pinnaele Electrical Construction, for the electrical work to provide additional data lines for copiers, mail room equipment and power for the time management system; District cost not to exceed \$11,425.00.
4.2(l)	X				X	Change order EC7 for the Electrical Contractor, Pinnaele Electrical Construction for the electrical work associated with adding four (4) EZ Path Modules penetrating the walls of the network operations center; District cost not to exceed \$2,727.80.
4.2(m)	X				X	Change order GC2 for the General Contractor, Magnum, Inc., for the roof work associated with the additional split system air conditioning installation; District cost not to exceed \$3,215.37.

Note: The motions approving contracts shall not be construed as altering in any respect the terms, conditions, and limitations contained in any contract. No summary of the contract contained in the agenda or the minutes is intended to alter in any respect the terms, conditions, or limitations contained in any contract. In all instances, the terms, conditions, and limitations of the contract document(s) itself and not the summary shall control.

4.3 Items to Carry Over to Regular Meeting (Ms. Driban)

None.

4.4 Community Comments (Ms. Driban)

None

5. NEW BUSINESS – Be it resolved that the Centennial School District Board of School Directors:

5.1 Authorizes the watching of two presentations by vendors on November 1, 2016, in response to Guaranteed Energy Savings Performance Contract RRQ 2017-04 1) as consistent with the middle school feasibility study discussed publicly at the May 24, 2016 committee meeting, 2) as incorporated in the capital reserve fund plan of finance adopted on June 14, 2016, 3) as included on the September 27, 2016 Committee of the Whole meeting. Watching does not commit the Board to any action; this information is rather a means of 1) exploring options to save money through GESA, and 2) facilitating further the Board discussion to generate direction on the future of the middle schools. Should the concepts be of interest, the next step, after watching the presentations, would be to authorize the ZERO COST investment grade audit. To be clear, should the Board of School Directors determine that the best course of action is to refurbish the two existing buildings, the ESCO project could potentially offset a substantial portion of the building envelope, electrical, and mechanical deficiency corrections. At a later date – if the investment grade audit yields a project in part or in whole that is attractive to the Board of School Directors, a further vote would be necessary to develop a project scope and associated contract and applicable financing. Should the concepts not be of interest, the next step would be to reject all proposals (Mr. Shafter)

Motion by Mr. Shafter, second by Mr. Miller to approve item 5.1 as listed above.

Comments were made on item 5.1 by Mr. Shafter, Ms. Driban, Mr. Adams, Mr. Miller, Ms. Morgan, Mr. Hartline and Mr. Kleinschmidt. Dr. Baugh explained that all six vendors who submitted proposals were invited to make a presentation and five of them came to the second round of interviews. All five were rated and the top two were invited to make a more in-depth proposal.

Mrs. Lynch requested the Board vote next month on the middle schools. She asked that this be placed on the November 1 School Board agenda.

Mr. Berdnik explained that with an 8-0-0 vote on the capital budget on June 14, the Board approved making certain repairs.

Motion by Mr. Shafter, second by Mr. Miller to call the question on item 5.1.

Final Resolution: Motion carries, 8-0-0.

Note: The motions approving contracts shall not be construed as altering in any respect the terms, conditions, and limitations contained in any contract. No summary of the contract contained in the agenda or the minutes is intended to alter in any respect the terms, conditions, or limitations contained in any contract. In all instances, the terms, conditions, and limitations of the contract document(s) itself and not the summary shall control.

A roll call vote was taken on the motion to approve item 5.1. The results are as follows:
Mr. Shafter, Yes; Mr. Adams, Yes; Ms. Driban, No; Mr. Hartline, No; Mrs. Lynch, No; Mr. Miller, Yes; Ms. Morgan, Yes; Mr. Kleinschmidt, Yes.

Final Resolution: Motion carries, 5-3-0 with Ms. Driban, Mr. Hartline and Mrs. Lynch opposed.

6. ADJOURNMENT

6.1 The next meeting of the Committee of the Whole will be held Tuesday, November 22, 2016 at 7:00 p.m.

Motion by Michael Hartline, second by Jane Schrader Lynch to adjourn.

Final Resolution: Motion carries, 8-0-0.

The School Board Meeting was adjourned at 10:50 p.m.

Respectfully submitted,

Mary Anne Robold

Board Secretary

Note: The motions approving contracts shall not be construed as altering in any respect the terms, conditions, and limitations contained in any contract. No summary of the contract contained in the agenda or the minutes is intended to alter in any respect the terms, conditions, or limitations contained in any contract. In all instances, the terms, conditions, and limitations of the contract document(s) itself and not the summary shall control.

CENTENNIAL SCHOOL DISTRICT

School Board Meeting Sign-in Sheet

Date: 10/25/16

	NAME (Please print)	ADDRESS
1.	Michael Donnelly	Willow Dale ES
2.	Andy Doster	Log College Middle School
3.	Sharonna Coles	Davis Elementary
4.	Peggy Anne Cammarata	91 Buchanan Way Worminst
5.	Mike VanBuren	McDonald Elementary
6.	Jalie Henrich	WTHS
7.	Jenna VanHarpen	Blue Bird Bus.
8.	Robert A. Shaffer	1150 Mill Creek Rd Southampton PA
9.	J. J. J.	WTHS
10.	Judy Markoski	Admin BLDG
11.	Rosemarie Wrobel	Transportation
12.		
13.		
14.		
15.		
16.		
17.		
18.		
19.		
20.		