

OPERATIONS COMMITTEE
MINUTES
Wednesday, December 3, 2014

IN ATTENDANCE: Committee Chair Kati Driban, members Mark B. Miller, Dr. Andrew Pollock, and alternate Jane Schrader Lynch.

BOARD MEMBERS: None

STAFF: Dr. Joyce Mundy, Raymond Kase, Michael Kordelski

PUBLIC:

CALL TO ORDER:

Mrs. Driban called the Operations Committee meeting to order at 7:00 p.m.

MINUTES

Action: 2.1 Approval of minutes from meeting held November 5, 2014.

Motion by Andrew Pollock, second by Kati Driban.

Final Resolution: Motion Carries 3-0-0

Yes: Kati Driban, Andrew Pollock, Mark B Miller

FACILITIES

Action: 3.1 Newtown Road Preliminary Discussion – Kevin Reilly, County Builders, Inc.
(Action)

Ms. Driban introduced Mr. Kevin Reilly, Vice-President, County Builders, Inc.

Mr. Reilly reviewed the plans for the 11.124 acres under agreement with the District since February 2014, which required a subdivision and the 13.24 acres retained by Centennial School District where the ball fields are located. After meeting with Warminster Township, the Township is seeking a letter of deed restriction from the Centennial School District keeping the 13.24 acres retained by the District from being used for anything but school district use and that County Builders create a walking trail to replace the cinder track currently on the 11.124 acres. County Builders would include a walking trail around the property owned by County Builders and Centennial School District. The trail would be approximately a mile long for the communities use. The walking trail use would be included in the Home Association documents.

Without the deed restriction, the subdivision would not move forward.

Dr. Pollock made a motion to move to the full Board the letter supporting deed restriction of the 13.24 acres from further development other than school uses. Mr. Miller second motion for further discussion.

Mr. Reilly agreed to have his attorney write the letter of intent for the deed restriction and the District's attorney would approve before being presented to the Board.

Mrs. Lynch inquired whether County Builders would be agreeable to a letter of intent in return to making enhancements on the 13.24 acres. The District would itemize with a detailed enhancement to the ball fields with the expectation of having the details by the December 9, 2014 Board meeting.

Mr. Miller asked if Mr. Kase along with Mr. Kordelski could enlist the aid of Mr. Keddie to provide a detailed list of what the fields would need.

Ms. Driban asked for the motion to be voted on.

Dr. Mundy asked for clarification of what was needed for backup needed for the December 9, Board meeting. Mr. Reilly stated that a letter of deed restriction was needed to show to Warminster Township. Mr. Miller asked that Mr. Reilly's attorney draft the letter for the District's solicitor to approve.

Final Resolution: 3-0-0.

Yes: Kati Driban, Andrew Pollock, Mark B. Miller

Information: 3.2 Operations Update

Ms. Driban inquired whether Warminster Township was OK with the Address Installations being done within the next month or two. Mr. Kordelski replied that they were.

Ms. Driban inquired about the Final Certificate of Occupancy for McDonald Elementary School.

Mr. Kordelski reviewed some of the 35 items outstanding for the District to get a Final Certificate of Occupancy for the building. The District had met with the landscaper to review all 990 plantings on the property and to assess which were live and which were dead. A report will be issued from Gilmore and Associates, Inc., Warminster Township Engineering firm.

Mr. Miller inquired about Snow Duty Procedure and why the procedure was not brought before the Board for approval.

Dr. Mundy explained that this was an Administrative procedure not a policy procedure. It was an employee scheduling issue.

Dr. Pollock agreed that this was an Administrative scheduling procedure.

Ms. Driban suggested that the wording should be changed to employee schedule not a procedure.

Mr. Kordelski stated that the Klinger Middle School Phase "0" project was approved by the Board and the bid posting was posted to the District's website on November 25, 2014

The Committee asked when the Committee would see this back to Committee. Mr. Kordelski replied January 23, 2015. Ms. Driban suggested that the deadline dates be included on all backup for bids or RFP's presented to the Committee.

TECHNOLOGY

Action: 4.1 Technology Infrastructure Purchases

Mr. Kase gave a brief outline of needed technology infrastructure purchases for the school year. Mr. Kase explained that he was working with the Business Office as these are all predicated on budget transfers. The technology budget equipment lines had been used to provide laptops and desktops to schools this past summer.

Mr. Kase reviewed the list of items needed stating that there were two items for immediate deployment via the PA State Contract:

SAN (Storage Area Network) This is to add additional storage capacity for users – current SAN is out of storage
Servers – This is to create a robust server environment so that the District can create Sharepoint, Lync, nComputing and other applications. These servers should give the District enough capacity for the next year.

Mr. Kase would like to do this year.

Mr. Kase also explained that the District recently installed 30 projectors within the District classroom and would like to replace the projectors in classrooms that are currently having issues.

Ms. Driban inquired about the life of the projectors. Mr. Kase replied that 5 to 6 years would be the lifespan of the projectors since the projectors are a daily part of the curriculum.

The list of items is scheduled to go to the Finance Committee.

READ AT HOME

Information: 6.1 Middle School Feasibility Study RFI.

Mr. Miller suggested that the District include base line scope of work looking for and with the moratorium on plan con, not sure anyone would be able to comply with giving three year samples.

Ms. Driban explained that 6.2 and 6.3 are summary items for Administration Committees to keep Board informed.

Information: 6.2 Tech Advisory Summary

Information: 6.3 All Hazards Summary

Information: 6.4 Raptor – Monthly Repot

Ms. Driban asked Dr. Mundy to have a system for Administration to let the Board know if some threshold is crossed with any of these alerts. Otherwise some of the things that to come up are not really relevant since they are so old.

Mr. Miller asked if any of the serious offenders should be monitored after being escorted off District property in regards to bus stops, etc.

Dr. Mundy explained the procedure for any hits in raptor by the Administrative team.

Mr. Miller suggested that Administration contact law enforcement and make them aware.

ADJOURNMENT

Action: 5.1 Adjourn committee meeting - Next meeting is Wednesday, January 7, 2015 at 7:00 p.m.

Dr. Pollock made a motion to adjourn the Operations Committee meeting at 7:46 p.m.

Motion by Andrew Pollock, second by Mark B. Miller.

Final Resolution: Motion Carries 3-0-0

Yes: Kati Driban, Andrew Pollock, Mark B Miller

Respectfully submitted,

Raymond Kase
Interim Operations Manager