

**Operations Committee
Minutes
Wednesday, April 1, 2015**

IN ATTENDANCE: Committee Chair David Shafter, Dr. Andrew Pollock, Kati Driban

BOARD MEMBERS:

STAFF: Dr. Joyce Mundy, Timothy Trzaska, Raymond Kase, Lori Meyer

PUBLIC: Presenters

CALL TO ORDER

Mr. Shafter called the Operations Committee meeting to order at 7:00 p.m.

MINUTES

Action: 2.1 Approval of minutes from meeting held March 4, 2015

Dr. Pollock made a motion to move to the full Board, Mr. Shafter second.

Motion carried 2-0-1 [Kati Driban abstained since she was not present at the March 4 meeting.]

FACILITIES

3. Facilities

Action: 3.1 Middle Schools Feasibility Study Interviews

The following Architect firms presented:

- FVHD Architects, 1515 Lower Ferry Road, Trenton, New Jersey
- GKO Architects LLC, 12 East Butler Avenue, Suite 205, Ambler, PA
- Schrader Group Architects LLC, 161 Leverington Avenue, Suite 105, Philadelphia, PA
- Gilbert Architects, Inc., 626 N. Charlotte Street, Lancaster, PA 17603
- USA Architects, 1 S. 3rd Street, 7th Floor, Easton, PA 18042

After the presentations, Dr. Pollock inquired if Administration strongly recommended any of the candidates. Mr. Trzaska stated after doing research, he recommends Schrader Group Architects and USA Architects.

After a short discussion among the Committee and Mr. Trzaska, the following firms would be asked to present at the Board meeting on May 12, 2015:

- FVHD
- Schrader Group Architects
- USA Architects

The Committee requested that the presentation for the Board meeting be 10 minutes for each firm and their focus be on the Middle School and the needs of the students as they differ from elementary school and high school.

(The Committee recessed at 7:33 p.m.)

Meeting resumed at 7:42 p.m.

Mr. Shafter asked if anyone had any discussion on information items 3.2, 3.3 and 3.4.

Information: 3.2 Current Facility Projects

No discussion was needed.

Information: 3.3 Punch List for Certificate of Occupancy - McDonald

No discussion was needed.

Information: 3.4 New Parking Lot Plan - McDonald

Mr. Trzaska informed the Committee that Barry Isett & Associates had been in touch with the Township as to the different options for the parking lot. Currently collecting information for consideration to permitting reinforced turf with BT paving, curb, lights and storm water inlets that would otherwise be required by the Township zoning ordinance, SALDO, and storm water ordinance. Currently looking at an additional 70 parking spaces that would keep our Limit of Disturbance (LOD) below one acre. MPDES permit would not be required for a LOD under one acre.

TECHNOLOGY

Information: 4.1 Cable Channel

No discussion was needed.

Action: 4.2 SchoolMessenger Proposal

Mr. Trzaska informed the Committee that Administration was recommending to replace the current provider (Nixle) with SchoolMessenger for one year at a cost of \$8,400 for unlimited use. If the Committee approves the recommendation, Mr. Trzaska would bring the proposal to the Finance Committee on April 20 as an action for Board approval.

Ms. Driban inquired what the difference in cost was compared to Nixle.

Mr. Trzaska replied that Nixle was offered free of charge.

Ms. Driban made a motion to move to the Finance Committee for approval, Dr. Pollock seconded.

Motion carried 3-0-0.

Information: 4.3 Web Filtering

No discussion was needed.

Information: 4.4 Technology Advisory/Communications Committee

No discussion was needed.

TRANSPORATION

Action: 5.1 Sale of Bus #97

Mr. Trzaska stated that Blooming Glen Mennonite Church would like to purchase Bus #97 for the amount of \$2,000.00. Mr. Trzaska believed this was a fair price for the bus.

Ms. Driban made a motion to move to the full Board, Dr. Pollock seconded.

Motion carried 3-0-0.

Dr. Pollock inquired if replacement of buses would be on an upcoming agenda.

Mr. Trzaska replied that the District was looking to replace one 77 passenger bus and three to four passenger vans in the 2015-16 school year. Specifications are going out to bid and they are budgeted for in 2015-16.

Information: 5.2 Early Dismissal Schedule

Ms. Meyer stated that the early dismissal schedule was articulated to non-public schools, but an Emergency Early Dismissal Procedure was not given to the schools.

FOOD SERVICE

Action: 6.1 Meal Cost Increase

Mr. Trzaska stated that Administration was recommending an increase of a nickel (\$.05) increase for breakfasts and lunches at all schools for the 2015-16 school year.

A motion was made by Ms. Driban and seconded by Dr. Pollock.

Motion carried 3-0-0.

Mr. Shafter stated that the District needed to do something to increase participation in the School Lunch Program. He requested that for the next meeting, Administration prepare suggestions for ways to increase the participation.

Ms. Driban stated that the participation rate dropped when the new rules were mandated a few years ago.

ADJOURNMENT

Dr. Pollock made a motion to adjourn, Ms. Driban seconded.

Motion Carried 3-0-0.

7.1 The next Operations Committee meeting will be held Wednesday, May 13, 2015 at 7:00 pm

Respectfully submitted,

Timothy Trzaska
Operations Director

READ AT HOME

8. Read at Home

Information: 8.1 2014 Annual Report of Review Activity

Information: 8.2 Bid Timeline