

**SCHOOL DISTRICT OF THE BOROUGH OF WILKINSBURG
LEGISLATIVE MEETING
July 26, 2016**

The July 26, 2016 Legislative Meeting of the Wilkinsburg School District Board of Directors was called to order at 7:01pm by the Board President, Ed Donovan. The meeting was held in the Administration Building at 718 Wallace Avenue, starting with the Pledge of Allegiance. The following board members were in attendance: Klara K. Brown, Kathy Firestine, Michael A. Johnson, Joshua Miller, Debra Raubenstrauch, Beth Slaby, Kevin Urda, LaTonya Washington. Rick Liberto, Business Manager and Gavin Robb, of the firm Tucker Arensberg, P.C., were also present.

COMMUNICATIONS/CORRESPONDENCE

Mr. Donovan talked about the Pittsburgh Cares event planned for Friday, July 29, 2016 for volunteers to paint and do yard work at Turner Elementary School.

APPROVAL OF BOARD MINUTES

A motion was made by Michael Johnson, seconded by Beth Slaby to approve the minutes of the June 28, 2016 Legislative meeting.

The motion carried by unanimous vote.

BOARD GOVERNANCE

Let the record show that Executive Sessions for personnel purposes were held on June 28, 2016 and July 19, 2016.

A motion was made by Joshua Miller, seconded by Kathy Firestine to **TABLE** a vote to approve the BoardDocs End User Agreement, at a cost not to exceed \$9,000, for the period from September 1, 2016 through August 31, 2017. **attachment II. B**

The motion carried by unanimous vote.

A motion was made by Debra Raubenstrauch, seconded by Kathy Firestine to **TABLE** a vote to approve Klara Brown and Ed Donovan to attend the PASA-PSBA School Leadership Conference, October 13-15, in Hershey PA. . **attachment II. C**

The motion carried by unanimous vote.

A motion was made by Michael Johnson, seconded by Debra Raubenstrauch to approve the Keystone Purchasing Network Membership Application, at no cost to the district. **attachment II. D**

The motion carried by unanimous vote.

A motion was made by Kathy Firestine, seconded by Debra Raubenstrauch to **TABLE** a vote to approve Jeanne Taylor to attend the PSBA Board Secretary Conference, October 13 – 15, 2016 in Hershey, PA. At a cost to be determined when the rates are set by PSBA.

The motion carried by unanimous vote.

A motion was made by Michael Johnson, seconded by Debra Raubenstrauch to approve the collective bargaining agreement between the Wilkinsburg School District and the Wilkinsburg Education Association, effective July 1, 2015 through June 30, 2019. Terms and conditions per attached. **attachment II. G**

The motion carried by unanimous vote.

EDUCATION

A motion was made by Kathy Firestine, seconded by LaTonya Washington to approve a half-time instrumental music position for the 2016-17 school year at a cost not to exceed \$35,000 and to advertise the position.

The motion carried by unanimous vote.

A motion was made by Kathy Firestine, seconded by Debra Raubenstrauch to approve an Elementary Intramural program for the 2016-17 school year at a cost not to exceed \$6,000.

The motion carried by unanimous vote.

A motion was made by Debra Raubenstrauch, seconded by Kathy Firestine to approve the following resolutions of the Eastern Area Special Schools Joint Committee:

RESOLVED, that as authorized by Section 1704 of the Public School code of 1949, as amended, all voting on the affairs of the Joint Board of School Directors of Eastern Area Special Schools shall be conducted by **mail ballot**. (RESOLUTION NO. 2016-1)

RESOLVED, that the budget of the Eastern Area Special Schools for the 2016-2017 school year in the form appended hereto is hereby approved. (RESOLUTION NO. 2016-2)

RESOLVED, that the following are hereby elected officers of the Joint Board of School Directors of the Eastern Area Special School: Mrs. Stephanie Byrne—President, Mr. Stephen P. Puskar—Vice President, Mrs. Michele Gallagher—Secretary, PNC—Treasurer. (RESOLUTION NO. 2016-3) **attachment III. C**

The motion carried by unanimous vote.

A motion was made by Debra Raubenstrauch, seconded by LaTonya Washington to approve the ASSET STEM Membership Agreement, 2016-2017, at a cost not to exceed \$14,000.00. (professional development and kits). To be paid for with Federal Program funds. **attachment III. D**

The motion carried by unanimous vote.

A motion was made by Michael Johnson, seconded by Debra Raubenstrauch to approve the IDEA Section 619 Pass Through Use of Funds Agreement, 2016-2017. **attachment III. E**

The motion carried by unanimous vote.

TREASURER'S REPORT

A motion was made by LaTonya Washington, seconded by Kevin Urda to ratify and confirm the July 2016 General Fund payments of \$108,696.80 for benefits, and other operational expenses.

The motion carried by unanimous vote.

The following reports as of June 30, 2016 will be made a matter of record in the minutes:

- 1. Bank Reconciliations **attachment IV. B. 1**
- 2. Statement of Revenue & Expenditures **attachment IV. B. 2**
- 3. Year to Date Expenditure Summary – Function **attachment IV. B. 3**
- 4. Year to Date Expenditure Summary – Object **attachment IV. B. 4**
- 5. Year to Date Summary Report – Revenue **attachment IV. B. 5**

FINANCE

The Finance Committee met on Tuesday, July 19, 2016 at 5:30p.m.

Board members attending: Deb Raubenstrauch (Chair), Ed Donovan, Michael Johnson
Staff attending: Rick Liberto, John Frombach

Mr. Liberto reported the following:

- The buyers of Johnston School are requesting an extension on closing dates through September 9 as they need more time to secure some documents for financing. Closing will be 15 days later.
- Discussions with Verizon about placing a cell phone tower on top of the high school continue.
- Preliminary work on the FY16 audit will begin Aug 9-11. Auditors were in on July 19th to do testing. Based on what they saw, the audit should be completed by the end of October.
- A cash flow statement through August was reviewed. It was noted that charter school payments for the 14-15 school year were withheld from the most recent subsidy payment. To the best of our knowledge ALL charter school payments for ALL previous years have been paid. Effective the FY17 school year, all charter schools have been notified to bill the district directly.
- Based on current cash flow projections, the District will not need to secure a tax revenue anticipation note this year (TRAN).
- The District received notification that the first installment of the 15-16 Title I funds that were filed late (Dec) will be paid in July. The payment is \$421,892 and covers the period from Dec – Feb. The state still owes the District for March – June.
- The District’s negative fund balance, FY 15 deficit, declining enrollment and potential risk with the Pittsburgh Partnership resulted in S&P assigning a ‘BBB’ rating to the District with respect to refinancing the 2011 bond. Even with the low rating, the District will still save about the same amount of money due to changes in the economy. It was requested that the Business manager notify Piper Jaffray and S&P when the FY16 audit is finalized in October and ask for reconsideration of the rating.
- John Vogel from Tucker Arensberg will represent the District at all tax appeals that the District filed until the new staff member is trained.

Pittsburgh Partnership Monthly Reconciliation – Mr. Liberto reviewed the transition expenses incurred by the District which total \$55,784.39. There was no new report from PPS.

Review of Current Financial Statements

Bank Reconciliations - Mr. Liberto reviewed the General and payroll fund bank reconciliations through May.

Treasurer's Report - The check register for July was reviewed.

Monthly Financial Reports - There were no June financial reports to review. The June reports will be distributed at the Legislative meeting.

The meeting adjourned at approximately 6:50 p.m.

PERSONNEL

A motion was made by Michael Johnson, seconded by Joshua Miller to approve maternity leave for Teacher, Amber Hoyle for the 2016-2017 school year. **attachment VI. A**
The motion carried by unanimous vote.

A motion was made by Kathy Firestine, seconded by Debra Raubenstrauch to approve the retirement of Custodian, James Gibbs. **attachment VI. B**
The motion carried by unanimous vote.

A motion was made by Michael Johnson, seconded by Debra Raubenstrauch to approve additional work days for Shawn Johnston for the period of time from July 1, 2016 through July 29, 2016, in an amount not to exceed \$3,000.
The motion carried by unanimous vote.

A motion was made by Michael Johnson, seconded by Joshua Miller to approve additional work days for Guidance Counselors - Cally Dixon and Jordan Manos, for a total of 80 hours each, in an amount not to exceed \$2,900.
The motion carried by unanimous vote.

A motion was made by Debra Raubenstrauch, seconded by Joshua Miller to approve the elimination of the High School Principal position as a result of the closure of the Wilkinsburg Middle School/High School, effective immediately.
Mr. Urda abstained, the motion carried.

FACILITIES

A motion was made by Debra Raubenstrauch, seconded by Michael Johnson to approve the Permit for Use of School Property for the Wilkinsburg Athletic Association. **attachment VII. A**
The motion carried by unanimous vote.

A motion was made by Michael Johnson, seconded by Debra Raubenstrauch to approve the Permit for Use of School Property for the Coro Center, pending confirmation that all requirements have been met. **attachment VII. B**
The motion carried by unanimous vote.

COMMUNITY RELATIONS AND PARENT INVOLVEMENT

A motion was made by Kathy Firestine, seconded by Kevin Urda to approve the Back to School Event in an amount, not to exceed \$5,000.

The motion carried by unanimous vote.

POLICY AND PLANNING

none

PUBLIC COMMENTS

Wilkinsburg Borough Council member Paige Trice, of 1415 Clark Street, asked about the disposition of plaques, trophies and pictures that were displayed in the High School. Mr. Donovan explained that the items are being inventoried and will be displayed within the district, possibly in trophy cases in the Administration Building.

Wilkinsburg Borough Council member Pamela Macklin, of 1428 Marlboro Avenue, asked if the renovation plans are moving forward at the elementary schools. Mr. Donovan explained that the work has been delayed to ensure that prime contractors would be available. The work should be done by the beginning of the 2017 school year.

Ms. Macklin also inquired about a Board members property reassessment. Several board members provided explanations of the circumstances and timeline for how the reassessment proceeded.

SOLICITOR'S REPORT

Any questions about the Solicitor's Report should be directed to Mr. Frombach.

SUPERINTENDENT'S REPORT

none

BOARD MEMBER COMMENTS

Mr. Johnson shared that he had a meeting scheduled with Principals, later in the week, to begin planning the Back to School event. He will report back to the Board.

ADJOURNMENT

A motion was made by Kevin Urda, seconded by Kathy Firestine to adjourn the meeting at 8:07 pm.
The motion carried by unanimous vote.

Minutes Respectfully Submitted by:

Jeanne E. Taylor

Jeanne E. Taylor
School Board Secretary