

**NEW HOPE-SOLEBURY SCHOOL DISTRICT**  
**December 21, 2015**

A meeting of the New Hope-Solebury School District Board of Directors was held in the District Office Conference Room on Monday, December 21, 2015. Mr. Cowell, Board President, called the meeting to order at 6:33 p.m. and announced the meeting was being audio recorded. Ms. Gutter's 9<sup>th</sup> grade English class led members and guests in the Pledge of Allegiance.

The Secretary then called roll.

Members present: Mr. Cowell, Mr. Capriotti, Mrs. Deussing, Mr. Dougherty, Mrs. Gormley, Mrs. Keyes, Mr. McDonough, Mrs. Povacz

Members absent: Mrs. Weisbrot

Administrators present: Dr. Cortellessa, Mr. Hansel, Mr. Lechman, Mr. Lieberman, Mr. Malone, Mr. Radaszkiewicz, Ms. Rohn, Dr. Yanni, Mr. Silver

Mr. Cowell commented as follows:

- Going forward the meeting will be run by committee chairs. Each committee chair will move their portion of the agenda and ask for a second. This will be followed by a roll call vote rather than a consent vote.
- Agenda organization
  - Items are misplaced based on bylaws and Roberts rules.
  - Items are out of order – As an example the approval of minutes should be under old business.

**Approve Additions/Deletions/Modifications to Agenda**

- Added Mr. John Capriotti as member of the Special Education Committee
- Removed Tanya Rosenthal from Personnel section of the agenda.

**Student Reports**

Students Payton Taylor reported on activities at the Upper Elementary School.

Students Tara Cooney and Juliana Toohey reported on activities at the Middle School.

Student Hannah Singer and Briana McGarry reported on activities at the High School.

## **Superintendent/Assistant Superintendent Report**

Dr. Yanni presented his report which is attached and made a part of the permanent minute book.

## **Board Committees/Chairs/Liaisons 2016**

Mr. Cowell confirmed the following Committees/Chairs/Liaisons for 2016:

- **Curriculum Advisory Committee**  
Chair: Mrs. Keyes  
Member: Mrs. Deussing
- **Facilities Committee**  
Chair: Mr. Capriotti  
Members: Mr. Dougherty, Mrs. Povacz
- **Finance Committee**  
Chair: Mrs. Povacz  
Members: Mr. Capriotti, Mr. Dougherty
- **Policy/Human Resources Committee**  
Chair: Mr. McDonough  
Assistant Chair: Mrs. Deussing
- **Special Education Committee**  
Chair: Mrs. Gormley  
Member: Mr. Capriotti
- **Athletics/Student Activities Committee**  
Chair: Mrs. Weisbrot  
Members: Mr. Capriotti, Mrs. Gormley
- **Representative to Bucks County Intermediate Unit #22**  
Mrs. Weisbrot
- **Liaison to the Pennsylvania Schools Boards Association**  
Mr. Cowell

## Board Committee/Liaison Reports

- **Community Engagement Committee – No report.**
- **Curriculum Advisory Committee – No report.**
- **Facilities Committee – No report.**
- **Finance Committee – Mr. Cowell**
  - Audit report was given and it was an unmodified opinion – clean audit
  - 18 journal entries were recommended as a result of the turnover in Business Office
  - Mr. Lechman presented the fiscal dashboard as of November 30, 2015
    - Received 75% of budgeted revenues
    - No budget lines overspent
    - Expenditures were trending lower than previous years as a result of a budget freeze
  - Preliminary Budget presentation
    - Budget Gap Closure Subcommittee will be formed
      - Mission statement and parameters were set and shared with the audience by Mr. Cowell
      - Dr. Yanni has the summary document for this subcommittee
- **Policy Committee – No report.**
- **Special Education Committee – No report.**
- **Bucks County Intermediate Unit – No report.**
- **MBIT – No report.**
- **PSBA Liaison – No report.**

## New Business

### Discussion/Information Items

#### - **Auditors' Report June 30, 2015**

Mr. Lechman introduced Mr. Bill Hamilton and Ms. Karianne Tomosky of Mayer Hoffman McCann P.C. to present their report.

- A summary report of was provided to the Board.
- The report was already provided to the Finance Committee.
- Unmodified Opinion – clean audit
  - Reasonable assurance that financial statements are free from material misstatements
  - Internal Control Matters
    - 18 journal entries
    - New Accounting Policies and significant estimates
  - No disagreements with management
  - Questions
    - Mr. Cowell asked about pension liability and GASB 68.
      - Pension liability for district was \$51M.
      - This was a new GASB for this fiscal year and was implemented by all school districts across the state.

- Mr. Cowell asked about fund balance

- **2016-2017 Preliminary Budget Presentation**

Mr. Lechman presented the Preliminary Budget for the 2016-2017 fiscal year, giving a brief history of where we have been and where we are today. He discussed the budget process, Act 1 Index set at 2.4%, fund balance requirement-8% of total expenditures; stated the preliminary budget allows the flexibility to raise taxes beyond the index if we determine to do that to deal with some of the budget concerns we have this year; presented millage history, costs vs revenues, PSERS retirement costs, and an overview of budget process since August; stated that over the last 4 years we've created a gap of \$4 million dollars.

The Proposed Preliminary Budget property tax increase of 4.8% doubles the revenue of the index, taking into account that we apply and hope to be approved for exceptions; stated that \$630,000 is high and we would probably not be approved for that but we want to have it there in case; estimates about \$450,000 as the amount of exceptions that we would be approved for by the state; medical insurances are estimated at a 10.1% increase; about \$222,000 has been pulled out of the budget for building/departmental expenditures; a lot more work is required.

Mr. Lechman stated that the Preliminary Budget will be posted to the web site, and he reviewed the remaining steps required before final budget adoption in June.

### **Board Discussion (Agenda Items Only)**

Mrs. Deussing asked if a motion and vote was needed for board committees.

Mr. Cowell indicated it was not necessary

Mrs. Deussing referenced Policy 005 which states that school board committees are established through majority vote and suggested a motion for the Student Activities/Athletics Committee.

Upon a motion made by Mrs. Deussing, seconded by Ms. Keyes, the Board voted to approve the addition of the Athletics and Student Activities Committee.

### **Public Comment (Agenda Items Only)**

Mr. Ed Duffy commented about the budget situation, recommending that the presentation be provided to the community, including Solebury Township and New Hope Borough.

Mr. Cowell agreed and asked if Mr. Duffy knew the timeline for township and borough taxes. Members of the public stated it was already done in December.

## **Agenda Action Items**

### **A. Review and Approval of Minutes**

Upon a motion made by Mr. Dougherty, seconded by Mrs. Keyes, with Mr. Cowell, Mr. Capriotti, Mr. McDonough, Mrs. Gormley, and Mrs. Povacz abstaining, the Board voted to approve the November 16, 2015 Minutes of the Regular Meeting the Board of School Directors. Motion did not pass; minutes remain unofficial.

Upon a motion made by Mrs. Deussing, seconded by Mrs. Keyes, the Board voted to approve the minutes of the December 7, 2015 Minutes of the Reorganization Meeting of the Board of School Directors.

Upon a motion made by Mrs. Deussing, seconded by Mr. Dougherty, The Board voted as follows on Items B through D:

### **B. Finance**

1. Approve the Proposed Preliminary Budget for the 2016-2017 fiscal year as presented in the form attached.
2. Approve the attached Resolution Authorizing Proposed 2016-2017 Preliminary Budget Display and Advertising.
3. Accept the Auditors' Report for the year ended June 30, 2015.
4. Approve the investment of bond proceeds per the investment schedule provided by Pennsylvania Local Government Investment Trust (PLGIT).
5. Approve the Treasurer's Reports for October, 2015.
6. Approve and ratify the following list of bills totaling \$717,907.80.

2015-2016 Capital Projects Checks Between Meetings for Ratification  
Check Numbers – 301027 to 301029  
Totaling - \$5,640.00

2015-2016 General Fund Checks Between Meetings for Ratification  
Check Numbers – 10043284 to 10043292  
Totaling - \$33,064.25

2015-2016 Capital Projects Checks for Approval  
Check Numbers – 301030 to 301035  
Totaling - \$158,518.33

2015-2016 Officials Checks for Approval  
Check Numbers – 10043293 to 10043340  
Totaling – \$4,799.50

2015-2016 General Fund Checks for Approval  
 Check Numbers – 10043341 to 10043522  
 Totaling - \$515,885.72

7. Approve the following budgetary transfers for the 2015-2016 fiscal year:

Transfer from: Public Relations 10-2370-00-00-00-000-6-630 Food  
 Transfer to: School Board 10-2310-00-00-00-000-7-630 Food  
 Amount: \$500  
 Reason: To Cover Food For Executive Sessions/Board Meetings

8. Approve the IDEA-B Section 619 Use of Funds Agreement for 2015-2016, PDE Award Number H173A150090, Allocation \$576.00. \*

9. Approve an Educational Services Agreement in the form presented to the Board for Student No. 1123452776 for 2015-2016 school year in an amount not to exceed \$25,800 and for the 2016-2017 school year in an amount not to exceed \$27,000 and attorney’s fees not to exceed \$4,000.

**C. Personnel**

1. Ratify/approve the following personnel actions, contingent upon meeting all requirements of law and district policy:

RESIGNATION	POSITION	EFFECTIVE DATE
Altomare, Sheila	Substitute Nurse	12/1/15

LEAVES	POSITION	EFFECTIVE DATE
McGinniss, Katherine	Guidance Counselor UES	<b>Revised:</b> 12/15/15-5/13/16
Arslanian, George	Groundskeeper Operations Department	<b>Anticipated</b> 1/27/16-2/29/16
Wisniewski, Nancy	Special Education Teacher-Grade 7 MS	<b>Revised</b> 10/30/15-1/27/16

REASSIGNMENTS/ TRANSFERS	FROM	TO	EFFECTIVE	SALARY
Kinker (Buckman), Patricia	Part-time Cafeteria Worker 5 hrs./day-5 days/wk. LES	Part-time Cafeteria Worker 5.75 hrs./day-5 days/wk. UES	1/19/16	No Change
Karidas, Maria	Special Education Teacher – Grade 7 MS LTS	Instructional Assistant MS	12/15/15	Returns to IA Rate

APPOINTMENTS	POSITION	REASON	EFFECTIVE	SALARY	BENEFITS
Seier, Stephen *	High School Principal Act 93 Agreement	Transfer- Malone	TBD	\$127,500	Yes
Stack, Kelly	Guidance Counselor UES LTS	Leave- McGinniss	<b>Revised</b> 12/7/15- 5/16/16	No Change	Yes
Genner, Nelianne	Special Education Teacher – Grades 6/7 MS LTS	Leave – Wisniewski/ Morrash	12/14/15- 6/15/16	\$57,942 (prorated) M, Step 1	Yes
Donohue, Katelyn	Chemistry Teacher HS LTS	Leave – Ryan	12/1/15-TBD	\$47,664 (prorated) B, Step 01	No

2. Approve the following EDR contracts for the 2015-2016 school year:

<u>NAME</u>	<u>EXTRA DUTY RESPONSIBILITY</u>	<u>STIPEND</u>
<b><u>Athletics</u></b>		
Bruce Liberatore	Basketball 8th grade Boys	\$1,783.00
Val Maugle	Track & Field JV Winter	\$3,634.00
Zeke Stambovsky	Wrestling MS	\$1,783.00

**D. Policy & Program**

1. Approve the following Student Activity Proposal on a probationary one-year period with no stipend: Girls Forward Club.
2. Adopt the following School Board Meeting Schedule for 2016:

Monday, January 25, 2016 (Preliminary Budget Adoption)  
 Tuesday, February 16, 2016  
 Monday, March 14, 2016  
 Monday, April 18, 2016  
 Monday, May 16, 2016 (Proposed Final Budget Adoption)  
 Monday, June 6, 2016  
 Monday, June 20, 2016 (Final Budget Adoption)  
 No Meeting in July  
 Monday, August 22, 2016  
 Monday, September 19, 2016  
 Monday, October 17, 2016  
 Monday, November 14, 2016  
 Monday, December 5, 2016 (Reorganization Meeting)  
 Monday, December 19, 2016

### **Public Comment (Non-Agenda Items)**

- Melvin Band of Solebury commented on the following:
  - Trips for academics and athletics are treated equally.
  - Trips for activities
    - FBLA (Future Business Leaders of America) – paid double what they should pay for the Hershey Lodge.
    - Reservation deadline is January 2015 so this year would be the same time.
    - Stated we should cut out the middle people.
  - Asked for update and reaffirm that the parents are not to pay.
- Mr. Stephen Seier introduced himself.
- Dr. Michael McKenna introduced himself.

### **Board Discussion**

- Mrs. Deussing
  - On behalf Marnie Leasure of the Historical Society, she wanted to thank the School Board for collaboration in working with them
  - In relation to the Budget Gap Closure Subcommittee and looking at reduction of expenses, asked if we should we have a solicitor at all meetings unless there are critical items on the agenda?
  - Mr. Cowell stated well noted and would be reviewed.

### **Adjournment**

Upon a motion made by Mrs. Deussing, seconded by Mrs. Povacz, the Board voted to adjourn the meeting at 7:38 p.m.

Respectfully submitted,

Andrew Lechman  
Board Secretary