



Wyomissing Area School District

630 Evans Avenue, Wyomissing PA 19610

Facilities/Finance Committee

Tuesday, October 9, 2018

Community Board Room

Committee Chair: Karen McAvoy/Maria Ziolkowski

Committee Members: Laurie Waxler, Chris McCaffrey

Meeting Minutes

Attendees: Karen McAvoy, Chris McCaffrey, Melissa Phillips, Terrie Taylor, Maria Ziolkowski, Rob Scoboria, Mike Cafoncelli, and Mark Boyer

Committee Members Absent: Laurie Waxler

Public Attendees: Sign-in sheet attached

Facilities Meeting called to order by Karen McAvoy at 4:47 pm

Approval of Minutes

- Motion to approve the Facilities Committee minutes from September 10, 2018
- Resolved: Minutes from the meeting on September 10, 2018, were approved without modifications.

Public Comment: None

Old Business:

Facilities

- Flannery Field – Mr. Cafoncelli reviewed the revised scope and construction estimates of the project. The proposed parking lot was removed; the price of the storage shed was reduced \$40,000. If approved, he hopes to advertise for bids in January 2019. The shed is a commercial grade building. The information for the project will be shared with the track coaches again to ensure track and field regulations are met. The costs for professional services of \$85,800 to manage the project in addition to the construction costs will be on the October 22, agenda for approval. As a stipulation of the permit limiting the disturbance of an acre to the property, additional renovations to Flannery Field will not occur until a year or more after the current project; however, renovations to the track pavilion could be exempt from that limitation.
- Outdoor Classroom – The results of the teacher survey shared with the Board and faculty were in support of the project and offered additional points for clarification

and consideration such as scheduling and availability of technology. Mr. Cafoncelli received another design quote from Bogia Engineering for \$9,800 which is less than the \$12,000 estimate quoted by AEM Architects. Mrs. McAvoy suggested that the next steps would be to approve the design quote, secure bids, and finalize donations. Mrs. Taylor was concerned about setting a precedent funding student projects. Mr. Scoboria said this project passed through several levels of administrative approval before presenting it to the Board. Students should be encouraged to develop projects for the District and that funding could be determined on the merit of the project and its benefit to the District. He also added that the Environmental Club volunteered to maintain the area. Mrs. Phillips was concerned due to the location and questioned whether appropriate agencies were contacted regarding water run-off, etc. Mr. Cafoncelli said there were no present issues identified when initially discussed with the Borough. Angel Helm also confirmed that Jim McCarthy, Borough engineer was consulted as a first step when the project idea was developed. While Mr. McCaffrey generally supports the idea, he is concerned about the comparative amount of funds that could be used for curriculum writing instead. Mrs. Taylor said she would rather use that money to fund an aide position. Mrs. McAvoy said the money used would be out of the fund for one-time use for capital projects versus ongoing expenses of a position. Mr. McCaffrey also reiterated the need for additional safety and security measures. Mrs. Phillips asked if enough money wasn't raised through donations, would the District be expected to fund the rest. Joanna Helm said most of the project is already funded, but if not completely funded with donated funds, the project would not be done. The project will be on the October 22, agenda for further discussion.

- STEAM Area – Backordered Office Depot furniture items will be delivered October 12. Small punch list items are being addressed; however, the wing is fully operational.
- JSHS Phase II – The minor punch list items are being addressed daily after school hours.
- Safe Schools Advisory Committee/SRO Update – The District was rejected for both Safe Schools grants. Mr. Cafoncelli is investigating the reasons why to correct for future applications. We are guaranteed \$25,000 under the Act 44 grant with the ability to roll over some of the requested items from the Safe Schools grant into an additional competitive grant through Act 44. Most of the guaranteed grant money will be used for mental health services for students and professional development training for teachers to benefit more students. The balance will be used for equipment. The District was reluctant to apply the guaranteed grant money for the SRO as that position is still dependent on financial assistance from the Boroughs. In response to questions asked by Mrs. Phillips, Mr. Scoboria indicated that the District is moving forward with the additional cameras and visitor management system that was denied by the Safe Schools grant, and that the grant can be applied for on an annual basis. Discussion continued on the difficulty of making a decision on approving the outdoor classroom versus covering the expenses for safety and

security items identified by the Safe School Advisory Committee in the face of the denial of the grants.

New Business: None

Discussion Items:

- Feasibility Study – Mr. Cafoncelli and Mr. Boyer will write an RFP for the feasibility study examining K-12 facilities' use of classrooms and other spaces to improve efficiency. The proposals will be reviewed and discussed by administration before presentation to the Board that will outline costs, direction and timelines. The process will take several months. Mr. Boyer said that the RFP will seek analysis of enrollment versus building capacity and asked the Board if they had other suggestions to work into the scope of the RFP. Mrs. Phillips said she is concerned about additional enrollment from the new apartments being converted from the Arrow building and Narrow Fabrics building. Mrs. Taylor asked if reconfiguration of grade levels was a possibility.

Announcements: None

Adjournment: 5:45 pm

Respectfully submitted by Michael Cafoncelli, Director of Buildings and Grounds.

Finance Meeting called to order by Maria Ziolkowski at 5:45 pm

Approval of Minutes

- Motion to approve the Finance Committee minutes from September 10, 2018
- Resolved: Minutes from the meeting on September 10, 2018, were approved without modifications.

Public Comment: Kim Gent expressed her frustration that the Board seems to be rushing to approve the Outdoor Classroom while for five years the parent safety group has been requesting security glass at WHEC. Mr. Cafoncelli was never empowered by the Board to seek a second quote from a firm that specializes in safety glass for schools. She expressed concern that parents with high achieving students are pulling their children from the District, many parents are not supportive of the Outdoor Classroom, and while progress has been made at WHEC, there are still many needs to be addressed.

Old Business:

Finance

- The cash flow for 2018-19 is showing more revenue than projected because the tax payments were received earlier than usual. Expenditures are trending a little higher than projected, specifically the timing of a PSERS payment that was higher than projected.

- Payroll budget-to-actual projections are off due to a 27-pay cycle versus the normal 26-week cycle. The first teachers' pay was one cycle later than usual.
- Interest income dipped a little in September due to the rollover of CDs.
- The auditors are projecting the deficit for the 17-18 school year to be approximately \$600,000 which is better than expected. After the \$425,000 is covered by the unassigned fund balance or curriculum fund balance, the deficit will drop to \$200,000.
- The 18-19 budget was approved with a 2% tax increase and anticipated budget deficit of \$1.1 million. As of September, the deficit is projected to be \$812,000 which will help inform the budget process for 19-20. Mr. Boyer said we should receive \$45,000 more revenue than expected due to interest income and additional Title II funds. At this point expenditures are trending lower than expected due to savings in salaries.

New Business:

- Business Privilege Tax Update – The Board will need to approve three resolutions in December to implement the amendments. The amendments will need to be advertised prior to their approval.
- Two contracts will be on the agenda for approval: a renewal of the District's on-line manager of material safety data sheets, and a one-year renewal of the Delta Dental contract. Due to another rate increase, Mr. Boyer is exploring other options for dental insurance.
- There will be numerous budget transfers for approval, which by law cannot be requested until October 1.
- Basic Education Funding – Mr. Boyer attended a PASBO discussion on the funding inequities in the state. The fair funding formula that was developed four years ago only applies to new money. The 2014-15 year provided the baseline for Basic Education Funding. All new monies are distributed based on the formula. Even with the distribution of additional monies, the District is still one of the 25 most grossly underfunded school districts in PA. Mr. Scoboria and Mr. Boyer are investigating if another entity has a resolution the Board could adopt to present to legislators to request another method of closing the gap in underfunding. The burden is falling on our taxpayers to fund the District more than in any other district.

Announcements

Adjournment: 6:21 pm

Next Meeting Date: Monday, November 5, 2018

Respectfully submitted by Mark Boyer, Business Administrator