



WORK SESSION

05/02/2022 [07:00 PM-09:00 PM]

WORK SESSION

1. Pledge of Allegiance

Mr. Latham began the meeting at 7:00 pm with the pledge to the flag.

2. Roll Call

Members in attendance included: Bob Latham (President), Melanie Gurgiolo (Vice President), Josceylon Buchs, Neil Connelly, Randy Gale, Laurie Kennedy, Karen Mallah, Geoffrey McInroy, Dan Serfass (Superintendent) and Jeff Ammerman (Secretary). Greg Lamay was absent.

Community/Staff Attendees are available on the attached list.

3. Smartboards (Mr. Lownsbery)

Mr. Lownsbery explained that these smartboards are to replace those at the elementary schools that are at the end of their life. The smartboards in the Middle/High School were replaced a few years ago. There are 51 total to be replaced at the elementary level for a total expense of \$246,000. ESSER ARP funds are being used for this. Partnering with Visual Sound in Mechanicsburg. Requesting approval this evening in order to get the project moving.

Carrie Tafoya and Carrie Budman spoke to the need for the smartboards and how they will be used. Videos were shown of students using smartboards and talking about how they are useful.

There was discussion about professional development including live sessions. Technology Advisors also assist. The Board discussed future expenditures post ESSER funds. This is an expenditure which only happens approximately every 10 years. The software is included in the total.

4. Comprehensive Plan 2021 - 2024 (Mr. Serfass)

Mr. Serfass stated that the full plan is attached to the agenda and tonight he will do an overview. He went over the developmental process of the Comprehensive Plan. Currently in Phase 2. The Board will approve the plan in June. The next phase has to be submitted by November 20, 2023.

Mr. Connelly suggested making sure there were benchmarks. Mr. Serfass responded that those will be created in phase 3 after looking at the measureable results survey.

Mrs. Gurgiolo noted that many of the items listed in the plan already being done.

5. Textbook Adoption (Mr. Serfass)

Mr. Serfass stated that in accordance to policy 108 and the newly developed administrative regulation, this is the first textbook brought before the Board. Included in budget. The textbook has been vetted by the teacher, department chair and the high school principal. It's a book on astronomy and will be available in the superintendent's office in case anyone is interested in reviewing it before the vote next week.

6. 2022-2023 Proposed Final Budget (Mr. Ammerman)

Mr. Ammerman presented the Proposed Final Budget that will be up for vote next week.

There are still some unknowns such as state funding increases and health insurance rates. The information on the state funding should be out in June.

Reviewed fund balances. General fund balance will grow in 21-22. The Total General Fund Balance will be over \$11 million. Will end 21-22 with approximately \$400,000 in Capital Reserve Fund Balance. Went over the list of Capital Reserve items.

Mr. Connelly asked what the health premium is monthly. Mr. Ammerman responded that it is approximately \$200,000.

Mr. Latham asked how much of the General Fund is encumbered. Mr. Ammerman responded that there has to be a plan developed for this. About \$3 million was used to finish this building project.

Property tax reduction allocation has grown. Camp Hill's share is going up from \$263,000 to \$325,000. The school district passes that money along to the taxpayers by reducing the assessed value of the properties. This is recalculated every year so next year may not be the same.

Mr. Latham asked how much is collected in property tax annually. Mr. Ammerman responded that it is approximately \$14.5 million.

Mr. Ammerman stated that the Adjusted Act 1 Index is 3.9%. Recommending 2.5%.

Mrs. Kennedy noted that Camp Hill's Real Estate taxes are a bigger part of the school district's revenue compared to other school districts. It's about 60% of our revenue.

7. Auditor Recommendation (Mr. Ammerman)

Mr. Ammerman reported that there was an RFP for Auditor. Trout decided not to respond. There were two responses both from good companies. Boyer and Ritter came in lower and therefore is being recommended. It would be a 5 year engagement and approximately \$3,000 savings from what was paid this year.

8. Long Range Infrastructure Plan (Mrs. Martin)

Mrs. Martin reported that there was an RFP for a Long Range Infrastructure Plan. The District received four proposals. Mr. Ammerman, Mr. Serfass, Mrs. Czarnecki, Mrs. DeLong, Mr. Hakes and Mrs. Martin interviewed three of the candidates and decided to move forward with RLPS. The Administration is requesting approval to engage RPLS in preparing a Long Range Infrastructure Plan at the cost of \$21,990.

Mr. Gale stated that this was presented to the Building and Grounds Committee and they approve of the proposal.

9. Landscape and Outdoor Classroom Bid (Mrs. Martin)

Mrs. Martin put the Landscape and Outdoor Classroom out to bid and received two proposals. The Building and Grounds Committee decided the proposals were in excess of what they felt comfortable spending. Instead, the Literacy Garden will be extended to that space without hardscaping. The larger project may be revisited at a later time. The request is for the Board to reject both bids.

Mr. Connelly suggested the possibility of the CTC landscape architect students being involved.

Mrs. Kennedy stated that there was a joint Borough District meeting and they also discussed ideas for that area.

10. CAC for DEI By-Laws (Mrs. Gurgiolo)

Mrs. Gurgiolo reported that the CAC for DEI has been meeting monthly since January when the Board approved the committee and membership. The By-laws are attached. Meeting minutes are posted on the website.

The Board discussed the duties of the secretary and making sure there is continuity so minutes are not lost when someone new takes that position. The secretary's notes are submitted to the Community Engagement Committee, then taken back to the CAC for approval. After that approval, the minutes are posted.

11. Posting Committee Meeting Agendas Online (Mrs. Gurgiolo)

Mrs. Gurgiolo reported that currently agendas are being posted at the District Administration Office 24 hours prior to the meeting. Beginning in August, the agendas will be posted on the website, excluding attachments. The Community Engagement Committee supports this change. As a reminder, there is no public comment at committee meetings. Committee meetings are being zoomed, but not recorded.

The Policy Committee will discuss any necessary board procedure changes relating to this.

12. Public Session for Comment

Liz Reilly, appreciated the description of how the smartboards are used.

13. New Business

Minutes

13.a. Smartboards

Mr. Gale made a motion, seconded by Mrs. Kennedy to approve the Smartboards. The motion passed unanimously.

14. Adjournment

The meeting was adjourned at 8:45 p.m.

May 2, 2022 Work Session

Attendees

Kerry Martin

Brian Lownsbery

Megan Wert

Minke Kooistra

Micki Kautz

Scott Hoover

Annette

CM

Sharon Hanson

Rkeefer

Liz Reilly

James Willshier

Kate Murray

Jill Williamson

Betsy Gayner

Carrie Budman

Carrie Tafoya