

**EAST STROUDSBURG AREA SCHOOL DISTRICT
BOARD OF EDUCATION
FINANCE COMMITTEE MEETING
September 14, 2021
Administration Center Board Room & Via Zoom
5:30 P.M.
Minutes**

- I. The Chairman,** Rebecca Bear, called the Finance Committee meeting to order at 5:30 p.m. and led those present in the Pledge of Allegiance. Secretary, Patricia Rosado called the roll.
- II. Board Committee Members Present:** George Andrews, Rebecca Bear, Larry Dymond and Rich Schlameuss (attended virtually, signed off at 6:17 p.m.).

Board Non-Committee Members Present: Debbie Kulick.

School Personnel Present: Brian Baddick, Paul Bakner, Brian Borosh, Brad FitzPatrick, Diane Kelly, Craig Neiman, Craig Reichl, William Riker, Patricia Rosado and William Vitulli.

III. Community Members Present: None.

IV. Approval of Agenda and Minutes

RECOMMENDATION BY THE COMMITTEE:

Motion was made by George Andrews to approve the agenda for September 14, 2021, and with members of the Committee reserving the right to add to the agenda and take further action in the best interest of the District. Motion was seconded by Larry Dymond.

Motion was made by Richard Schlameuss to add on the agenda the discussion of purchasing disposable masks for students and staff for those that want it. One mask per day (several thousands) through the ESSER grant. Motion was seconded by George Andrews and carried unanimously, 4-0.

The agenda as amended was carried unanimously, 4-0.

RECOMMENDATION BY THE COMMITTEE:

Motion was made by George Andrews to approve the minutes of the August 9, 2021 meeting. Motion was seconded by Larry Dymond and carried unanimously, 4-0.

V. Items for Discussion:

a. Purchasing of Masks – up to \$10,000.00

Mrs. Bear asked if we currently provide masks for students or do have a supply on hand for schools that need them. She said she is aware that they have masks for the bus drivers to give out on the buses. Dr. Vitulli said the district has 900 black cloth masks leftover from last year and about 1,000 disposable masks for students. Mrs. Bear asked what is the district giving to the bus drivers. Dr. Vitulli said they are receiving disposable masks. Mr. Andrews asked if we have any clear masks. Dr. Vitulli said the district does not have clear masks. Mr. Andrews said we should purchase clear masks to assist the teachers who have students with certain disabilities. He said with his hearing disability, he does a lot of lip reading. Some students may have to do that, too. Mrs. Bear said that her understanding is that bus drivers will have disposable masks on their bus. Dr. Riker said they have disposable masks for drivers to give out to students who may need them. Mrs. Bear asked how many masks are available for the bus drivers. Dr. Vitulli said he does not know the exact amount. Mr. Bear said they voted on this item along with the Health and Safety plan and was told that they would be supplied to the drivers. Dr. Riker said the district is supplying masks to the drivers. Mr. Dymond asked do we have any idea of how many students come to school without a mask. Dr. Riker said based on the mask exemption, about 119 students come to school without a mask. Mrs. Bear said most students are coming in with masks except those that have an exemption. She asked Mr. Schlameuss if he would like to add anything to this discussion or explain his reasoning for asking for the purchase the masks. Mr. Schlameuss said his reasoning is due to the fact that some of the students come with a mask and they may get dirty especially with the younger children. It would be good to have available to all students a fresh mask so that the students can get a mask that is not contaminated with anything. We don't know how often their masks are being washed. He said his whole objective is to have a mask at the disposable of those kids that want to wear the clean and fresh mask. Less contamination in our schools lends to better health. Mrs. Bear said her thought as a mom is some kids hate the masks. Her daughter did not like wearing them but now she found a specific one that she will only wear. Now, if we buy them and ask them to wear the ones we buy, they may not want to wear it. Mr. Schlameuss said he not forcing them to wear it. It is for those who want them. Mr. Andrews said that we should offer but not make them wear them. Mr. Schlameuss said if they want to wear their own mask, they do not have to take the one that the district is offering them. Mrs. Bear said sometime they buy specific ones that they would only want to wear. Mr. Schlameuss said we are not trying to replace their masks. Mrs. Bear said I believe we should buy masks but not as many as he is suggesting. Mr. Schlameuss said he is fine with any amount but just wanted to have this discussion. Dr. Riker said based on the numbers that Dr. Vitulli came up with, we would need to buy 7,517 masks for every student and

staff. Mrs. Bear asked what is the cost. Dr. Riker said masks for 50 days total 375,850. The cost is approximately 50 cents, which would total of \$187,925.00. Mrs. Bear said that was her point that masks are very expensive. Mr. Schlameuss said he understands not everybody will want one so they should purchase 1/10 of that number. Dr. Riker said since Dr. Vitulli said we already have 900 for adults and 1,000 for elementary students, we have 1,900 masks based on those numbers. Mrs. Bear said we also have the masks for the buses. Dr. Riker said we can promote that masks are available to the students and staff. As we see numbers deplete, we will order more and keep monitoring the supplies. We should have a not-to-exceed open purchase order in order to do so. Mr. Andrews said we should not be discussing this at the Finance Committee meeting but at the Regular Board meeting. Dr. Riker said the Finance Committee can make the recommendation to the whole Board to consider. Mrs. Bear said what they are discussing is if the Committee believes this money is well spent, cost effective and good use of funds and not if we believe in masks or not. Mr. Andrews said and we should look at clear masks. Dr. Vitulli said the mask they looked at purchasing is a 3 ply and 95% effective but there may be other masks less expensive. Mr. Schlameuss said masks are good to have available for students and staff that may need it. If the Committee does not want to move forward, they can continue to have this discussion. Mrs. Bear said she is okay with it but not for every day. It is a lot of masks to store. They may forget about it in their inventory if all of them are not used. Mrs. Schlameuss said he believes Dr. Riker's statement is correct to have an open purchase order and order the masks as needed. Mrs. Bear said her assumption was that we were going to do this for the buses. Are we buying better masks than what the bus drivers have on their bus? Dr. Vitulli said the ones the district looked at is 95% effective. Mr. Schlameuss said they make masks like the one Mr. Dymond is wearing which are 90% effective. Mrs. Bear said she wants clarification of what mask they will be purchasing. Mr. Schlameuss said the mask should be something that covers the face and blocks out what it needs to. Mr. Andrews said that we only have 119 exemption forms and about 7,000 who are wearing masks. Dr. Riker said we have about 6,300 kids wearing a mask. Mr. Andrews said that based on the last meeting, he is surprised on the low number of individuals not wearing a mask. Mr. Schlameuss said that many people that attended the last meeting were not from our district and their kids do not attend our schools. Mr. Dymond asked if masks are readily available to purchase due to the virus coming back. Are supplies good? Dr. Riker said he does not know. He has not heard that it is a problem. Dr. Riker said if the Committee moves forward the purchase and the Board approves it on Monday, he will look to order them next week and purchase a decent supply. Mrs. Bear said her fear is if we order so many and then six months down the line they are not in use. Dr. Riker said it's worth purchasing ones that hospitals use so we can donate to them the ones we do not use. Mr. Andrews said it will still be a guestimate to buy. Mrs. Bear asked if we know how many students are taking advantage of the masks that are given out.

Dr. Riker said he does not know but they can find out. Mrs. Bear said sometimes kids or their parents forget to give them a mask. Mr. Neiman said the motion to forward to the Board should include an amount not to exceed. Mrs. Bear said it should not exceed 49 cents a mask. Mr. Neiman said he was thinking a total amount. An open purchase order with a certain amount. Mr. Dymond said when he and Mr. Schlameuss spoke, it was about purchasing a certain amount. Mrs. Bear said we should divide it up between adult sizes and children sizes because younger ones will be the ones needing them. Mr. Andrews asked if when the pandemic started all teachers received a mask. Shouldn't we give them some more now. Dr. Riker said we were offering 2 per quarter for staff and students and face shields for staff as well. We can still look at what to purchase. Mr. Andrews said they should buy clear ones for little kids so that the teachers can see what they are saying. Mr. Schlameuss said he is not recommending spending more than \$20,000. If the amount goes over, then it needs to come back to the Board. The ratio is based on the population of students and their expectation. Mr. Dymond asked how many are we buying. Dr. Riker said we have 1,900 now and we will wait to purchase more as they get depleted. Dr. Dymond said we should not buy more than 2,000. Mrs. Bear suggested getting about 1,000 now for adults and children. If we move it forward, we should see the sample of the masks before placing the order. Mr. Dymond said everybody knows what masks look like.

b. Districtwide HVAC Air Filters, quote - \$47,511.93

Mrs. Bear asked if the district purchases the filters on a regular basis. Mr. Neiman said that the requisition came in for approval and he held onto it due to the amount. He said he spoke to Mr. Ihle and was informed that this was spoken about previously at a Property/Facilities Committee meeting. This is done a couple of times a year. The filters were already purchased through a CoStar vendor. He wanted to bring it to the Finance Committee's attention. Mr. Andrews asked if Merv 13 are acceptable for commercial or should they be purchasing Merv 15. Mr. Neiman said he does not have an answer to his question. Mr. Andrews said this is a question for Mr. Ihle. Mrs. Bear said we cannot change the order because they were already bought. Mr. Dymond asked if they already received the filters. Mrs. Bear said she is assuming they did and that is why they are providing an invoice. Mr. Neiman said when the requisition came in, he flagged it but he does not know if the filters came in. This is a recurring purchase. Mr. Andrews asked if this item went to the Property/Facilities Committee first. Mr. Dymond said it did not. Dr. Riker said that is incorrect. At least 5 years ago, the Board discussed preventative maintenance. The district hired two maintenance people who replace these filters a couple times a year. The filters have been purchased every year since. They do not go through the Property/Facilities Committee meeting. This is a recurring purchase that happens each year. A discussion may be had if they are not going to allow the purchase

anymore. I don't believe you want to do that. They do not go before the Finance Committee or Property/Facilities Committee or the Board every time. There is a purchase because it's a recurring expense. What Mr. Neiman is asking is if you are ok with this so he does not have to bring it back again. He said Mr. Neiman nor he knows about Merv 8 or 13. You can change what you are purchasing but the process is a recurring expense. Mrs. Bear asked if this is the yearly expense. Dr. Riker said the expense occurs three times a year. Mrs. Bear said you can purchase now and then discuss your Merv 8 or 13 questions at the Property/Facilities Committee. Mr. Dymond said just because you buy and items three times a year, does not mean that you do not need to price compare each time. The pricing can be way off each time. If we do not check, we will continue to buy the higher price. Dr. Riker said Mr. Dymond is assuming that the district is not looking at the price each time they purchase the filters. Again, you need to discuss this issue at Property/Facilities Committee meeting to ensure that they are looking over the price. Mr. Dymond said in today's world, you can go online or on the phone and price compare. Dr. Riker said he is correct, but you do not know if this is occurring or not. Mr. Dymond said they do not see what is being ordered. Dr. Riker said he is correct because it is a recurring expense. Mr. Dymond asked for the previous price of the item. Dr. Riker said he does not know but we have all seen the pricing before. Mr. Andrews said it is a CoStar price. Mrs. Bear said he is correct and we are hoping that the company is doing their due diligence.

c. Portable Toilets for Athletic Fields, quote - \$8,640.00

Mr. Neiman said the rental of the Portable Toilets are a recurring charge that are placed across athletic fields across the district. There are two quotes that they provided. Mrs. Bear asked if it is the responsibility of the district to fill the hand sanitizers or is it the company's responsibility to do so. Do they come fully stocked? She has seen them empty. Mr. Dymond said the quote says they clean and restock the supplies. Mr. Schlameuss said it says that the price includes weekly service with restocking of supplies. Dr. Riker said again, and I am not speaking for Mr. Neiman, but he is just bringing this item to the Committee's attention. The toilets are being provided every year and that the district is doing their due diligence and are getting the best price. This will not be brought back to the Committee but it is just for their information. The only decision they can make is if they do not want to rent them again. Mrs. Bear said she does not believe they should stop it. Mr. Dymond said that he remembers when porta potties cost about \$5,000 to \$6,000 a year and the district received horrible service. The district would be billed per month but the porta potties sat there all winter doing nothing. Now we are making them pick them up and only get it when they need it. Mr. Dymond and Mrs. Bear said that the price looks reasonable.

d. Ice Machine for Lehman Athletics, quote - \$7,074.00

Mr. Neiman said that the Lehman Athletics office filled out a 611 form and are requesting an ice machine since the one that they have is not working. It is not a budgeted purchase and the expectation is that they will cover this purchase from some other area within their budget. Mrs. Bear said currently North and Lehman each have their own ice machine; therefore, they do not share one. They, however, share the gyms for athletic basis. Dr. Riker said he believes they do not share the ice machine because they just bought one for North. Mr. Dymond said that he believes they paid over \$10,000 for the one at High School North. Mrs. Bear said her question is if it is needed because normally North and Lehman share athletic items since they share the space. It is not like J. T. Lambert and High School South that cannot share. She is not trying to be do something different for the North area but Lehman and North are connected. Yes, Lehman has its own separate gym down the other end that they use but is it necessary to have two machines. If so, she agrees but can they survive with just one. Mr. Schlameuss asked if the one the H.S. North ice machine generate enough ice for both groups to use. Mrs. Bear said can we clarify this information before we order it. Dr. Riker said he continues to personally be challenged with the Athletic Department asking for things that have not been budgeted. If it breaks down unbeknownst to them, then it's fine to replace. This is a conversation yet to be had to see if this would be funded by St. Luke's. You would need to move it forward without that knowledge that it is coming from the Athletic budget or St. Luke's. The same goes for this item and the next one on the agenda. Mr. Dymond asked if 1,200 pounds of ice in 24 hours is enough ice. Dr. Riker said he does not know if that is enough or not. Mrs. Bear said they use a lot of ice. Mr. Dymond said restaurants use this much. Mrs. Bear said that this is not a restaurant. Mr. Dymond said the kids put stuff in cups and coolers. Mrs. Bear said that this is not for that it is for injuries. Mr. Schlameuss said the ice is also used for the Gatorade buckets for individual bottles as per the St. Luke's agreement, which said they would provide Gatorade bottles for kids to grab. Mrs. Bear said North does not get the Gatorade bottles. Mr. Schlameuss said he has seen the bottles at South. Mr. Schlameuss said we need to ask them if they need the ice machine. If they do not have one, what are they doing without it? Mrs. Bear said let's find out if they need it. Dr. Riker said if he finds out that what they have at North is not sufficient, would they want to purchase it. Mrs. Bear said she would be ok with purchasing it but to check with St. Luke's first.

e. John Deere Gator for JT Lambert Athletics, quote - \$10,199.47

Mrs. Bear asked if the current gator is broken or do they not have one. Dr. Riker said they do not have one. Mr. Bear asked what do they do right now when they travel with the stuff. Mr. Andrews said they have it on a tractor. Mr. Schlameuss said he has seen them pull up a trolley and pull it down from a cart. They have to push and pull items. Mrs. Bear said at the high school level, the athletic trainers

use the gators to get to from quickly with their supplies. Mr. Schlameuss said there are two different areas, the upper field and lower field. Mr. Craig Reichl said Mr. Schlameuss is correct. They are using a pulley cart trolley to get to the fields. They have a tractor that is used by the custodians. Mrs. Bear asked what do the trainers use to get from point A to point B quickly. Mr. Reichl said if they have injured students they use the trolley. At the high school level, they would need one tractor to get to different locations because it is a large area from the soccer field the football field. Mrs. Bear said what happens if at the high school they have an injured student, what would they use. Mr. Reichl said he is not sure. Mr. Bear said at the North High School level, they put them on one of gators to ride them back. Dr. Riker said that is correct. Mrs. Bear said as a parent, she would want them to have one of these for J. T. Lambert Intermediate in case someone gets hurt. She would want the trainers to get there as quickly as possible in order to have the student get transported in a safe manner off the field. Mr. Dymond said one of the schools has a gator with a structural thing in the back of it. Mrs. Bear said these are important to have at the schools for all athletics. Mrs. Bear asked if this item was budgeted. Dr. Riker said it was not. Mr. Dymond said we can ask St. Luke's for this item. Mrs. Bear said in order to be equitable, it is only fair for J. T. Lambert Intermediate to have one since Lehman, North and South have one. Unfortunately, it is not in the budget so we have to come up with about 20,000 for the gator and ice machine and we just raised taxes. We should get St. Luke's to pay for it or from grant money. She said she knows it is important for the kids' safety to have something like this due to the areas that our fields are situated. Dr. Riker said if you are going to move it forward, we need to know if it is contingent upon if St. Luke's covering the cost. If not, can we purchase with athletic funds? Mr. Andrews asked if we can purchase the items through the ESSER grant. Dr. Riker said he does not believe so. Mr. Schlameuss suggested purchasing it through St. Luke's funds first. Mrs. Bear suggested that the district first check with St. Luke's and let the Board know next week. Mr. Neiman said he does not know if St. Luke's will be able to get the district an answer by next week. If not, would they want to cover the expense with the athletic budget. Mrs. Bear said she does not believe they need it for the fall sports since they are in full swing. If we did approve it, it would not be for another week. How quickly would they get the gator. If we did it now, it would be dormant until spring. Mr. Andrews said we can probably wait. We should hear back from St. Luke's first. Mrs. Bear said it would not be needed until the spring. Mr. Dymond said the show rooms are empty and they need to get supplies. Mr. Schlameuss said we have time on this and we can wait. Mr. Schlameuss said he has to go back to his training so he will be signing off. He said he is in agreement and does not object to anything on the agenda. Mrs. Bear said they will move this item to see of if it can be purchased through St. Luke's first. This is not a rush since fall sports are almost over.

- f. Furniture for JTL Transition Cafe, quote - \$21,828.21

Mr. Baddick said the Pupil Service Department continues to expand the Work Based Learning and Transition Program at the secondary level. They completed the first opening of the cafe at High School South and will open North soon. Now they are working on the intermediate level starting with J. T. Lambert Intermediate. At the age of 14 and older, is when transition and activities have to begin. This is a budgeted item for this school year. They are using vendors that were used in the past as well as the same furniture model. He said the Committee members were provided with the breakdown of the furniture and the cost. He said that Mr. Craig Reichl is here tonight to speak about his involvement and to provide some feedback. He will inform you what we are doing and how we are doing it. This expense will be incurred by the ACCESS funding. Mr. Craig Reichl said they are using the room to assist the Special Ed students during their transition and as part of the PBIS System. Students are very excited. Mrs. Bear said the program that we do is wonderful. We had six students who were in the program at H.S. North and they all have full-time jobs. She said she saw a picture of them and they were actually baking stuff in the bakery at Kalahari. These programs are phenomenal. They make a difference in our children's future. Otherwise, they might not get skills in order to be successful. Mr. Baddick said his department are excited about this expansion.

- g. JTL Food Service Freezer Repair, quote - \$9,335.00

Mrs. Bear asked if the purchase of the Freezer was budgeted. Dr. Riker said it was budgeted for. Mrs. Bear asked if it is cheaper to repair it rather than buy a new one. Mr. Neiman said it is an expensive repair but this is a very large refrigeration unit. If we were to replace the entire freezer, it would cost close to \$40,000. From the Food Services Department perspective, it would make sense to repair it. Mrs. Bear said she sees that they are getting a one-year warranty for the parts, which is good. Mr. Dymond said that the vendor is a top notch vendor. Mr. Neiman said he reached out to other vendors but they were not interested in servicing the freezer.

- h. AFL Teleco Fiber Optic Testing Equipment, quote - \$9,925.00

Mr. Brian Borosh said the district needs fiber optic testing equipment now that we transitioned from a Lit Fiber Circuit (PenTeleData managed) to a Dark Fiber Circuit (ESASD managed). The district is in need of fiber optic testing equipment to test and troubleshoot the fiber optic circuits (dark fiber) it now manages. The district has been using the IU 20's equipment. He said they reached out to a couple vendors and the recommended one is AFL Teleco who gave us a demos and was able to test the equipment. Should we not have fiber optic testing equipment, it could take many hours to troubleshoot something. He said it would behoove us to purchase it. Three quotes were not obtained. They reached out to four different vendors and got two quotes back on different types of equipment.

The AFL Teleco equipment is what the IU 20, PenTeleData and Blue Ridge Cable TV uses; therefore, we are familiar with the Demo. The other company we considered did not provide a demo. The company is AccuTech and the amount is \$9,925. Mrs. Bear asked if this item was budgeted. Mr. Borosh said it was. Mrs. Bear asked if this will save us money and time in the long run. Mr. Borosh said it would save us time. Mrs. Bear said time is money. Mr. Borosh said by transitioning from a lit fiber circuit to a dark fiber circuit, we are saving about \$650,000. Mrs. Bear said we are not doing that many billable hours either or saving time for the ITEC staff to work on other items. Mr. Borosh said the IU is willing to help us but they are 45 minutes away; therefore, it would be a half day of learning lost. Mrs. Bear said this item will save the district money in many areas. Mr. Borosh said it is savings the district on efficiency time. Mr. Andrews said it will save us time because we do not have to wait for anybody; therefore, we would be able to stay up and running. Mr. Borosh said we would be able to look at the problem right away. Mr. Andrews said we are helping the community by keeping the district up and running. Mr. Borosh said the school community will be up and running. Mr. Andrews said the district would not need to wait on anyone to come and help us. Mr. Borosh said at this point and time when there is an internet outage or wide area network outage it is comparable to a power outage. We strive to have 99.9% uptime with all of our systems. This will help us to continue to operate should any type of issue occur.

VI. Recommendations by the Property & Facilities Committee

- a. D'Huy Engineering Invoices:
 - i. Additional Retainer Tasks (MSE School Leaks) – Invoice #53335, \$243.10
 - ii. Resica & Middle Smithfield Water Filtration – Invoice #53336, \$2,300.00
 - iii. High School South Pool Repairs – Invoice #53337, \$1,457.63
 - iv. High School North and Lehman Intermediate Window Replacement – Invoice #53338, \$2,160.00
 - v. Lehman Intermediate & Bushkill Elementary Flooring Replacement – Invoice #53339, \$6,112.25
 - vi. J.M. Hill Vestibule Renovation – Invoice #53340, \$643.55
- b. Applications for Payment
 - i. High School North & Lehman Intermediate Window Replacement – D&M Construction Unlimited – Application #2 \$2,250.00
 - ii. Lehman Intermediate Flooring – H&P Construction – Application #5 \$74,461.50
 - iii. J.M. Hill Vestibule – Bognet, Inc. – Application #4 \$29,812.50
 - iv. High School South Pool Repair – All State Technology – Application #1 \$121,500.00

Mrs. Bear asked if the pool will be ready for the students to use. Dr. Riker said the completion date that they are shooting for is October 1st.

- v. High School North and Lehman Intermediate Window Replacement – D&M Construction Unlimited – Application #3 \$95,729.73
 - vi. Bushkill Elementary Flooring – Cope Commercial Flooring – Application #4 \$85,132.80
 - vii. Bushkill Flooring Change Order #1 – Cope Commercial Flooring – Increase \$9,492.00
 - viii. Lehman Flooring Change Order #1 – H&P Construction – Decrease \$52,150.00
 - ix. High School South Pool Repairs Change Order #1 – All State Technology – Increase \$29,850.00
- c. Trailer Mounted Generator, Cooper Electric, quote - \$55,800.00
Mrs. Bear asked if we are paying for the generator since it says it is a quote. Dr. Riker said the quote was requested at the Property/Facilities Committee meeting in order to move forward and purchase. Dr. Riker said the next three items are also for purchasing.
- d. Colorado Time Systems Sport Scoreboards - \$36,450.
- e. Resica and Middle Smithfield Water Filtration –
- f. Mr. Bear asked if this water filtration is different than the one that was mentioned above. Dr. Riker said it is the same project, but this is the system that was presented at the Property/Facilities Committee in the amount of \$170,000.00, which is included in your packet. Mrs. Bear asked if this is in addition to what was paid as said above. Dr. Riker said it is.
- g. Current Projects List.
Mrs. Bear asked if the ones that are at 98% on the list, still need final payments. Others say 100%. Mr. Neiman said he is not quite sure about the purpose of this report nor does he know what they would like to see. He asked if they would want the projects removed once it is complete at the end of the year to balance out the sheets or do you want to look at the work in progress. Mrs. Bear said that the J.T. Lambert Flooring Replacement Project has had no payment since December of 2020; therefore, is this project done. Does it need to be on the report? Other projects such as the North/Lehman/Resica Roof Projects as well as Resica Flooring Project are at 98% and 91%. Are we finishing up or are we done? Mr. Neiman said his office can work with the Property/Facilities Committee to find out the status on this projects. Normally his office would work at the end of the school year to see where they are. Mrs. Bear said we have not made any payments for the North floor since June 29, 2021 and for the roof since June 30, 2020. The project is at 96%. She is assuming that they are done. Mr. Andrews said once they are at 100%, the project should be removed from the list. Mrs. Bear said the other project she mentioned have had no recent activity on them either.

Dr. Riker said there may be some punch list items that need to be done. He said he has to assume that Mr. Ihle is being diligent on keeping on top of the items on the list. Therefore, what you see is accurate. It indicates outstanding amounts. He said he has to believe that Mr. Ihle is working with Mr. Neiman and they are as you see them. The money is still there for the use of each project. In terms of the Property and Facilities Committee, they are not allowing payments until everything is completed. Mrs. Bear said she found it odd that it's been a while for the projects to be completed. She said she was just trying to understand the whole process. She wonders if they are not coming back or care that they have not finished. Mrs. Diane Kelly said that she spoke to Mr. Ihle and they went over the list. The H.S. North/Lehman and Resica Roof Project is complete. The water replacement for North and Lehman is also complete. The majority of the projects that are at 90% will be removed from the schedule as well. Mrs. Bear asked if the Lehman Water replacement will have a final payment of \$33,000 or whatever amount they billed. Mrs. Kelly said that according to her understanding, whatever is on the list is extra money because everything has been paid. These projects will be removed from the report.

VII. Recommendations by the Education P&R Committee

Dr. Vitulli said the Education Programs and Resources Committee forward the following items to the Finance Committee:

- a. Houghton Mifflin Harcourt - Leveled Readers pilot, quote - \$11,050 to be funded by ESSERs III
Dr. Vitulli said the Leveled Reader Pilot is new and it is for the ELA Program. They are piloting it for this year. It is 90% free since they are taking a different approach this year. We will try to keep it at the end of the trial since it is being purchased with the ESSER Grant.
- b. Acadience, quote - \$2,325 to be funded by ESSERs III
Dr. Vitulli said that Acadience was formerly called Dibels. They have been using this program at the district for at least 10 years. This is a required component for assessing students in their reading abilities. They have been using this program in elementary schools for many years. The district has all data available that they use to track the students.
- c. Discovery Education Services CIU20, quote - \$4,418.52
Dr. Vitulli said Discovery Education was purchased through an IU 20 Consortium. This is a streaming service that the district purchased annually for at least six years. It is highly used by both students and staff. He said he has reviewed the usage reports before he requested this purchase and the district is getting a 50% discount through the IU. The price is \$4,418 again. This is a budgeted item. Mr. Bear asked if he budgeted for nine originally and now we are saving money. Mr. Vitulli said we received a lesser amount from previous years. It is a discounted price through the IU 20.

- d. Furniture purchase for South High School, quote - \$26,814.56 funded by ATSI Grant
- e. Furniture purchase for North High School, quote - \$26,814.56 funded by ATSI Grant

Dr. Vitulli said they have ATSI Grant money, which needs to be spent by September 30th. If the money is not spent, it will be lost. The two high schools have been working very hard to find an adequate solution on how to use that money and they came up with the idea of purchasing unique and modern furniture to be utilized in our more basic classrooms. The classrooms would support a number of special education students and hence fall under the ATSI grant money category. They are identical quotes and will fill up two classrooms at each school. Dr. Vitulli said he sent sample pictures to the Committee members. They are similar to Mr. Baddick's furniture that he is buying for the cafes.

- f. SmartMusic - District subscriptions, quote - \$20,987.76 - 3 year subscription - 20% discount - funded by ESSERs III (other options exist, see attachments)
Dr. Vitulli said he was asked to go back and get a quote for multiple years for SmartMusic. The company is called Make Music. This request came from Mr. Bakner who is the District's Instrumental Chairperson. This subscription provides students an opportunity to practice virtually with a system that provides, basically, an orchestra at your fingertips. A child can be provided a piece of work that they need to work on and practice and go home and do that on their own pace. The request he received from the Finance Committee was to go back and get a quote on a cost for multiple years. Dr. Vitulli said he believes that the learning of instrumental music begins in the fourth grade. Mrs. Bear said the students learn the recorder in grade three and instrumental music in grade four. Dr. Vitulli said this quote of \$20,987.76 is for a three-year subscription at a discount rate of 20%, if we pay it in advance. It is for a total of 605 subscriptions over the next three years.

- g. SWPBS \$5 per student- school incentive programs, quote - \$31,240.00 - funded by ESSERs III
Dr. Vitulli said that this last item was brought to the Education Programs & Resources Committee last week and they are suggesting this purchase to stimulate school incentive programs in our School-wide Positive Behavior System. He said he is asking the Board to support a \$5 per child, per school to help incentivize our attendance, academics and behavior this coming year. Based on our current enrollment, the program would cost approximately \$31,240.00. This purchase is eligible through the ESSER Grant. Ms. Bear said she is glad that the vendor gave a discount with the instrumental purchase due to committing to a long-term contract. Dr. Vitulli said the savings is substantial and it is not a new program. Teachers have used it and found it to be highly successful and he knows it will be used a lot. Mr. Dymond asked if the progress is trackable. Do we know how many people are using it and for how many hours? Dr. Vitulli asked if he means how many are using the Smart Music. Mr. Dymond said he is speaking about Smart Music. Mr. Vitulli said he does not have the usage reports. He requested them but was not provided with anything as of yet. He is sure he can obtain some information

since it is software that can provide this information. Mrs. Bear said that there seems to be more subscriptions than in the past. Dr. Vitulli said the district felt they should get more subscriptions to give the more students this opportunity and purchase them through the ESSER grant. Mr. Dymond said he has no problems with purchasing this music item. He knows a student that does music online and does a fantastic job. He doesn't want to buy 605 subscriptions and find out that just 12 students are using it. Mrs. Bear said she is excited that they got a discount since it is something that the district started doing following the recommendation of the Board in order to get a discount if the district commits to more years as opposed to just one year on a contract. If ESSER is going to pay for three years, then why not use it. We should find a way to monitor and see the results after the three years. We can also determine how many subscriptions the district will need. Dr. Vitulli said at the end of the three years if the schools still want this program, they can place it in their building budget.

VIII. Public Participation - Limited to Items of Discussion

None

IX. Advisory Recommendations for Consideration by the Board of Education

1.

RECOMMENDATION BY THE COMMITTEE:

Motion was made by George Andrews to recommend that the Board consider for approval the following items: Motion was seconded by Larry Dymond and carried unanimously, 3-0.

- a. The purchase of disposable face masks for students and employees at a cost not to exceed \$10,000.
- b. The quote from Meier Supply Company for the purchase of District wide air filters, in the amount of \$47,511.93.
- c. The quote from Gotta Go Potties for the purchase of Portable Toilets, in the amount of \$8,640.00.
- d. The quote from PEMCO for the purchase of furniture for the JTL Transition Cafe, in the amount of \$21,828.21.
- e. The quote from Chapman Refrigeration for the repair of the JTL Food Service Walk in Freezer, in the amount of \$9,335.00.
- f. The quote from AFL Teleco for the purchase of Fiber Optic Testing Equipment, in the amount of \$9,925.00.

2.

RECOMMENDATION BY THE COMMITTEE:

Motion was made by George Andrews to recommend that the Board consider for approval the following Property/Facilities Committee items: Motion was seconded by Larry Dymond and carried unanimously, 3-0.

- a. D'Huy Engineering Invoices:
 - i. Additional Retainer Tasks (MSE School Leaks) – Invoice #53335, \$243.10
 - ii. Resica & Middle Smithfield Water Filtration – Invoice #53336, \$2,300.00
 - iii. High School South Pool Repairs – Invoice #53337, \$1,457.63
 - iv. High School North and Lehman Intermediate Window Replacement – Invoice #53338, \$2,160.00
 - v. Lehman Intermediate & Bushkill Elementary Flooring Replacement – Invoice #53339, \$6,112.25
 - vi. J.M. Hill Vestibule Renovation – Invoice #53340, \$643.55
- b. Applications for Payment
 - i. High School North & Lehman Intermediate Window Replacement – D&M Construction Unlimited – Application #2 \$2,250.00
 - ii. Lehman Intermediate Flooring – H&P Construction – Application #5 \$74,461.50
 - iii. J.M. Hill Vestibule – Bognet, Inc. – Application #4 \$29,812.50
 - iv. High School South Pool Repair – All State Technology – Application #1 \$121,500.00
 - v. High School North and Lehman Intermediate Window Replacement – D&M Construction Unlimited – Application #3 \$95,729.73
 - vi. Bushkill Elementary Flooring – Cope Commercial Flooring – Application #4 \$85,132.80
 - vii. Bushkill Flooring Change Order #1 – Cope Commercial Flooring – Increase \$9,492.00
 - viii. Lehman Flooring Change Order #1 – H&P Construction – Decrease \$52,150.00
 - ix. High School South Pool Repairs Change Order #1 – All State Technology – Increase \$29,850.00
- c. Trailer Mounted Generator, Cooper Electric, quote - \$55,800.00
- d. Colorado Time Systems Sport Scoreboards
- e. Resica and Middle Smithfield Water Filtration

3.

RECOMMENDATION BY THE COMMITTEE:

Motion was made by Larry Dymond to recommend that the Board consider for approval the following Education Programs & Resources Committee items: Motion was seconded by George Andrews and carried unanimously, 3-0.

- a. Houghton Mifflin Harcourt - Leveled Readers pilot, quote - \$11,050 to be funded by ESSERs III
- b. Acadience, quote - \$2,325 to be funded by ESSERs III
- c. Discovery Education Services CIU20, quote - \$4,418.52
- d. Furniture purchase for South High School, quote - \$26,814.56 funded by ATSI Grant
- e. Furniture purchase for North High School, quote - \$26,814.56 funded by ATSI Grant
- f. SmartMusic - District subscriptions, quote - \$20,987.76 - 3 year subscription - 20% discount - funded by ESSERs III (other options exist, see attachments)
- g. SWPBS \$5 per student- school incentive programs, quote - \$31,240.00 - funded by ESSERs III

X. Next Meeting - October 12, 2021

RECOMMENDATION BY THE COMMITTEE:

Motion was made by George Andrews to adjourn. Motion was seconded by Larry Dymond and carried unanimously, 3-0.

XI. Adjournment: 6:53 p.m.

Respectfully submitted,
Patricia L. Rosado
Board Secretary