

**EAST STROUDSBURG AREA SCHOOL DISTRICT  
BOARD OF EDUCATION  
FINANCE COMMITTEE MEETING  
June 13, 2022  
Administration Center Board Room and Via Zoom  
5:30 PM  
Minutes**

I. In the absence of the Chairperson, Richard Schlameuss, 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 (arrived at 5:33 p.m., Wayne Rohner and Richard Schlameuss.

**School Personnel Present:** Brian Baddick, Brian Borosh, Maria Casciotta (via Zoom), Diane Kelly, Matt Krauss, Edwin Malave, Craig Neiman, William Riker, Patricia Rosado, William Vitulli, and Barbara Wetherhold.

III. **Community Member Present:** Larry Dymond and Jacob Morris.

**Other:** Scott Harford – Penn State Facilities Engineering Institute (via Zoom)

IV. **Approval of Agenda and Minutes**

**RECOMMENDATION BY THE COMMITTEE:**

Motion was made by George Andrews to approve the agenda for June 13, 2022 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 Wayne Rohner and carried unanimously, 3-0.

**RECOMMENDATION BY THE COMMITTEE:**

Motion was made by George Andrews to approve the minutes of the May 9, 2022 meeting. Motion was seconded by Wayne Rohner and carried unanimously, 3-0.

V. **Items for Discussion:**

- a. Penn State Facilities Engineering Institute Presentation - Scott Harford  
Mr. Neiman said that last month the Committee heard from Provident Energy Consulting about what they are providing for the school district with reference to electricity and natural gas. I was asked to have Penn State Engineering prepare a presentation; therefore, Mr. Scott Harford is present on Zoom to present his PowerPoint presentation. Mr. Harford said thank you for the opportunity to present Penn State Facilities Engineering Institute's Program. My name is Scott Harford and I work with Penn State Facilities Engineering Institute. We are part

of the College of Engineering at Penn State University. If anybody has ever heard of us I would be greatly surprised other than Craig. Penn State has a number of institutions that have served different entities and our primary charter is that we service State Government as a consultant entity. Its relationship started back in 1948 when the University and State Government were having issues with boilers so they came to the Professors at Penn State University and said could you lend us some assistance. Since that point in time, we just added to our abilities of different services that are offered. Services range from what we are talking about today, which is electricity and natural gas procurement and facility assessment work for our clients in predominantly the Commonwealth. I'll be just focused on my area which is I am a manager of a COSTARS Program for electricity procurement. It is a little unique that the program is really owned by the Department of General Services of Bureau of Procurement. It is a little different than what you might be familiar with that relationship with COSTARS. You go to COSTARS to purchase an automobile or they are usually suppliers that then join as a supplier. We are different. This is actually their program and what we did, we started procurement services again in 2009 when recaps were removed. What we do here is we parallel exactly for State Government which is the same procurement process. Again on the government side what are we doing? We are procuring electricity and natural gas. Through this RFQ, we working with the Department of General Services and the Bureau of Procurement, we manage probably about 10,000 electric accounts and about 400 natural gas accounts. Everything you see in State Government from the Wine and Spirits Stores to the prisons we are touching that. The State System of Higher Education is a client and the Pennsylvania Turnpike. We have engaged with Penn State Health in Hershey. We have done some work with Bucks County School District.

#### Page 2 - PowerPoint Presentation – COSTARS Electricity Procurement Program

It's a Proven Professional procurement process conducted by the Dept. of General Services, DGS Bureau of Procurement, BOP using a Request for Quotation, RFQ process with prequalified suppliers under the Statewide Invitation to Qualify (ITQ) contract for energy supply.

All of the suppliers for electricity, have already agreed to the terms and conditions of the statewide contract, which is a little different than what you are doing on your own. You are actually being bound by the contracts of the supplier that you would ultimately be with or with your broker or dealer.

#### Page 3 - COSTARS Electricity Procurement Program

Suppliers enter bids into PSFEI's secure, web-based Energy Risk Management Application (ERMA) on closing bids day.

ERMA performs aggregated account analytics over multiple contract bids and terms to determine the optimum bid pricing and terms resulting in awarding of contracts on the same day bids are due.

This is a true apples to apples comparison of pricing. All bids happen at the same time.

If anyone has any questions, just stop me at any time.

#### Page 4 – Member Advantages

##### Transparent, Streamlined Procurement and Award Processes

- No Need for clients to assemble utility bills, issue an RFQ, review price quotes, review contract terms and conditions, or seek out management for signatures on contracts
- Standard Commonwealth of PA contract, the ITQ, with terms and conditions designed to protect YOU the COSTARS client!
- A pool of pre-qualified financially screened suppliers that will compete for your business.

#### Page 5 - Member Advantages

##### Energy and Procurement Professionals serving you

- Determine the best time to procure electricity
- Guidance throughout the process and answer questions
- Receive a Summary of Electric Procurement Results
- Avoided costs including current supply contract, regulated utility default pricing, and estimated annual/total avoid electric dollars customized for each client.

#### Page 6 – Member Advantages

##### COSTARS Price Transparency:

- PSFEI is compensated at \$0.001/kWh by the supplier
- No fee will be charged unless supplier contracts are awarded
- Many broker/marketers promote their services as “free”
- Broker/marketers are typically paid between \$0.001 to \$0.008/kWh
- Broker marketers are in the business to make a profit.

#### Page 7 – Program Results to Date

2021 – Procurement services provided to over 127 COSTARS members

representing over 1,580 electric accounts

Averaging more than \$600 per month in utility cost savings\*

Avoided total costs as of 2018 are over \$5.0M

#### Page 8 – Member Advantages

##### Electric Utility Bill Review:

- A free complimentary review of regulated electric utility bills and supply contracts
- Results to date have identified refundable incorrectly applied charges totaling over \$633,000 in refundable money. It’s usually sales tax. You do not have to pay sales tax.
  - + PSFEI will provide guidance to request/file for refunds

#### Page 9 – Member Advantages

PSFEI can provide best practices for participating members in the COSTARS electric procurement program exploring:

- On-site, behind-the-meter, renewable electric generation systems including solar, wind, and co-generation.
- Utility net metering regulations, managed electric supply, and renewable energy credits
- Sustainable and energy-efficient design concepts and associated utility rebate programs
- Pricing trends for regional Natural gas and Electric markets

Example: I worked with Center County Government. They put in a 1.2 megawatt solar array at their prison. We worked through the call through net metering. That is the ability where when you are making extra power, what do you do with it? The utility will buy that power back. The power is flowing right each way. You are either pushing it back out the extra or you are consuming it behind the meter. The Act 129 is the name of the program that every utility participates in in the entire State of Pennsylvania.

#### Page 10 – East Stroudsburg SD – Electric, Propane & NG Supplies

Electric Supply – Constellation New Energy, CNE – no issues – Under contract till June 2023

Natural gas supply – UGI Energy Services – no issues

Propane Supply – Sharp checking on charges for possible sales tax charge

Good news on your accounts. You are in good shape.

Pages 11 – 12 Electricity – The three pricing components that contribute to electric supply costs

- Energy is the energy. It's the kilowatt hour. That is one of the components you pay for.
- Capacity is the reservation of a generator. That is actually a charge that is built in that is set by an auction in the PGA. They know that cost like three years in advance of what the cost of the generator would be.
- Transmission is exactly like what you are thinking. It is the cost to get the electricity from. The generator to the utility then utility charges in the tariff to get it from their zone. At the edge of Met Ed to your building. That is what their compensation is for the transformer and the ability to train to move the electricity.
- Energy Charge – This charge is the cost to produce the energy or Kwh – predominantly the fuel costs.

Page 13 – Energy Pricing now through 2027

This chart is showing what the cost is of the electric futures so you can buy today. I can buy electricity for 12 months and know what the cost of the energy will be for the 12 months from a point in the future. Your contract is ending in June 2023. You can actually buy what they call a strip of power from that point forward in multiple years forward. On this chart, these are the different 12 months strips as of around June of this year. You can see this is the 2022 year. If you went out and bought energy, the energy component and you can see the prices of 1211 cents a kilowatt hour, that is what \$125 a megawatt or hundred dollars a megawatt hour equates, the green line on the chart. You can see that on the same day buying it in 2023 is lower. In 2024, 2025, 2026 and 2027 are more in the range of where we have been. Right now energy prices are very, very high. What does that mean.? I am going to skip through some pages, which contain the charting of the capacity transmission.

Page 18 – ESASD

PSFEI would recommend participation in the COSTARS Electric Procurement Program

Procurement strategy would be to secure longer-term supply contracts that allow for blending of lower pricing that is available in 2022 for years 2023, 2024, 2025, 2026 and 2027. The ESASD would want to go the route of looking at long-term contracts to blend in those future costs to give you something that gives your budget certainty into the future. That is the strategy that you would want to look at to get that blending effect.

Mrs. Bear asked are your fees similar to what we are currently paying the other company that does it. Mr. Harford said I think it is. Mr. Neiman said yes. Mr. Harford said they are one of the brokers that have it and disclose it. A lot of them don't. Mr. Neiman said when we last spoke you are not offering natural gas at this moment. We just locked in prices for the coming year. Mr. Harford said that is correct. Mr. Neiman asked is this a service that you may provide in the future. Mr. Harford said probably not in the COSTARS Program. I would venture to say, we would not offer that in the future either. The reason is that it requires a lot of work. We do not have natural gas. We found that we should probably stick to electricity on this side with COSTARS. We do offer natural gas to the Commonwealth and what I would always say to a client is, and I have clients that do this, if you want to attempt to do it yourself and not pay the broker fee. I had one client that could have saved \$10,000 a year. I would help guide you through that, meaning you can get quotes yourself. We could review the contracts. We could help you do that. Is that worth your time? That would be for you to decide, but I do offer those value added service too. We would just be compensated for the electric side which is the 10<sup>th</sup> on the penny. Just like I said, we have been looking at long-term contracts for the reason I talked about earlier. Mr. Schlameuss said about your Member Advantage Programs like the onsite behind the meter renewable energy electric generation systems. You would be able to consult with us and kind of give us some guidance as to how to proceed with

doing some kind of cogeneration program, as I understand it. Mr. Harford said if you wanted to do some onsite solar system, I could give you some guidance. We would have to look at the net metering for Met Ed. You have to make an application. How would you want to finance it? Do you want to do a power purchase agreement? Do you want to own it yourself? Do you want a combo of power purchase agreement? I could lend consultative services. We would not engage with you from a service standpoint. That would just be to help guide you through that. Some clients had a Facilities Manager who worked with a 3<sup>rd</sup> party consultant. We reviewed the quotes to see which ones would be advantageous so we just acted like an Independent Consultant to help them and guide them through to the decision. We don't have that as a formal service right now. It is a soft service. A value added service. We are engaged with the State who is looking at a huge project. It is a 150 megawatts. which is the largest State Government Project. Yours would be smaller. You might want to do something at one of the schools. Behind the meter net metering would be something that you would want to look at. We do not have the ability in Pennsylvania to do Community solar, which would mean you could put an array, build it and everybody could take a part in that array. It could be connected directly to Met Ed lines. We don't have the legislation in Pennsylvania to do that. All we could do is put it behind a school, behind the meter. That is called virtual metering which is good. With the excess power, you can go within a two-mile radius so any school or administration building should have it within a two-mile radius to feed that extra power through what they call virtual metering. As it stands, this is a standard protocol whether you are with Met Ed or Peco Energy Company or whoever they have virtual metering options with. Mr. Schlameuss said within your facilities engineering, you have an Energy Demand Management Team, is there a fee for this service. Mr. Harford is it not an Energy Management Team but a Facility Assessment Group. We did this for Central Bucks County. We went through every school from top to bottom with structural engineers, mechanical and electrical codes. We provided a report that we not only look for deficiencies but we really get into a lot of depth with that. We measure a lot of the ADA of the playgrounds and buildings. We then produce that report for Central Bucks so that they could create a master plan for their ADA compliance. You need to have a master plan. You have to know what it is. You would not have violations but you have things that aren't meeting code. You do not have to run out and do the right away. You need to have a plan so that you know what you have to do. We provided that. That is the service that is separate from procurement. If that would be something that you would want to get more information on, I would bring in an Associate Director in order to have that conversation. The service that we have is we see if there are deficiencies that are tied to RS means, which is an estimating program. It always has some life to it. If you go out and get a survey done and if you have it on paper, you know these are the deficiencies now and your next thing is what does it cost. We are not going to get to everything right away but our system ties into RS means, which is used in the industry to create estimates. This will always refresh that for you. We will then review the next year or two and take 10% and go back and look at those to see if those deficiencies were changed

or do we find new things. It's not just one time per se. It is a system that you can use to track what your cost would be to make those repairs. That is what I would recommend. I don't want to take up more of your group's time but we could have that conversation, too. With that service, we do not do any energy audits per se, but when we go out and find that there is a mechanical problem with a system that would lead you to better energy efficiency. We would recommend a place where you could go to LED fixtures. You can then calculate what the savings would be.

Mrs. Bear said thank you for the very informative presentation. Mr. Harford said if anyone has any more questions or need more information they can contact him through Mr. Neiman.

b. Food Service Update

Ms. Collevchio said I just want to give you a brief update. I'm pleased to report that since the start of the 2021/22 school year, the Food Service Department has served over 1 million meals to our students. Within that total, over 7,000 meals were provided to ESACA/Full Virtual students via our Meal Delivery Program. I would like to thank Ms. Damaris Robins and the Transportation Department for their assistance with this program. Despite the supply chain issues as well as the price increase for food and materials, we have been able to manage costs appropriately, leaving us with a health fund balance for this fiscal year. In addition, I want to make you aware that most of the COVID-19 waivers expired. Areas that our Department will see an impact include: Meal delivery and Grab and Go ending as well as free breakfast and lunch to all students, outside of the Summer Program, and a lower reimbursement rates for meals served. Guidance from the Pennsylvania Department of Education and Division of Food & Nutrition states that a positive fund balance will be vital in order to face so many of the "unknowns" that the next school year will bring especially with free meals to ALL children ending. At this time, I recommend no price increase for the paid breakfast and lunches. I would like to revisit this topic mid-December with the potential for a proposed increase beginning January 1, 2023. This way we would have a better idea if our fund balance has been negatively affected by the waivers ending. Again, as we head into more of a "norm" when it comes to the National School Breakfast and Lunch Program, I am pleased that our fund balance is in such good financial standing. Our Summer Meal Program begins on Wednesday, June 15, 2022 and ends on August 17, 2022. We have five open sites, which are H.S. South, Middle Smithfield Elementary, J. M. Hill Elementary, Dansbury Park and Stroud Park. We will also be serving students that are attending our in-person ELO and Steam R Programs as well as Head Start over the summer months. We have approximately 16 employees who have signed up to work the summer meal program. We are hopeful to continue to control food, paper and labor costs in order for the Summer Meal Program to be a break-even program as it has been in past years.

Mrs. Bear asked is there grant money again for the summer program like there was in the past. Ms. Collevchio said not for this summer. Mr. Neiman said as

Ms. Collevetchio said the Food Service Department is in a good place at the moment. The fund is the best it has been in recent years. The main concern, assuming that waivers don't get extended, although there may be a chance they will at the last minute, is just how do we kind of recondition students back into paying for meals, especially those that need to apply for the Free and Reduced Program. Our nightmare scenario is that on the first day of school the students have not gotten the applications in and run up meals. The plan is to get a big marketing campaign in in order to get those applications in. As Ms. Collevetchio said we will monitor this process in the fall. Mrs. Bear asked if there is a way to do the application process online rather than on paper. Mrs. Collevetchio said they are online. Mrs. Bear said we should do an email campaign early on. Mrs. Collevetchio said I have talked to Ms. Bauer and Mr. Forsyth's office about being proactive by connecting the application with registration as well as sending emails out and use other means of social media. One point I want to make is that there is a grace period, so the eligibility will not be until October 1<sup>st</sup>. This allow us a little bit more time once the student returns to in-person to get other ways of communication about the application process. Mrs. Bear said not having to do the application for two years, made it a lot easier for a lot of families. Mrs. Collevetchio said unfortunately, everybody is in the same boat but we are being proactive. Dr. Riker said I would like to publically say thank you. Mrs. Collevetchio has done a phenomenal job. These numbers speak to that so I just want to say thank you. Ms. Collevetchio said we have a great staff. Everybody pulled together to make it happen. Thank you.

- c. Cisco Duo MFA Software - Integra One Quote, \$14,400
- d. Cisco Duo MFA Tokens - Integra One Quote, \$38,145

Mr. Brian Borosh said MFA is Multifactor Authentication. It is a software. We are going to have to put in place for security means. It's a best practice and our insurance company feels that we should. What it is? Once you log into a device, you type your username and password in and you get a randomized number on a token. You would have to enter that in, which is a multi-factor process. You have one token so you would get one authentication method. We put a request for quotes. We received five back. IntegraOne was the lowest quote through COSTARS, which is the software piece at \$14,400. The next one is the hardware piece, which we did not do an RFQ for because we had to buy that through the same provider that came with the lowest price for the software. The \$38,145 is for the actual hardware token that we would issue to all staff, which is a total of 1,500 tokens for full-time and part-time staff members. Mrs. Bear asked how would it be. Would it be like an APP. Mr. Borosh said it would be like an USB stick with a screen that gets randomized numbers. Mrs. Bear said I know there are multiple ways of doing it. My current job does it on the laptop, others do it on the phone and others did it on a flash drive. Mr. Borosh said we feel with the initial roll out we should have a consistent means of offering it to the employees. As the batteries fail, break or if they get lost, we can offer them through use of the APP on their phone. I think it would be very difficult to try to support different



types of version of phones right out of the gate. Mrs. Bear said you would also need to have service on your phone. There are some challenges. We would just want to make sure it is successful for all employees. The Board will also be getting one due to your email account. Mr. Andrews asked if this will be a number that they type onto the computer. Mr. Borosh said yes. It would be after you log in. Mr. Andrews said a lot of people are doing this. Mr. Borosh said some people may have it on their Amazon account or personal emails. Mrs. Bear said she believes it is a good idea to have for protection, especially with all of the malware out there. Mr. Schlameuss asked so that is not for the equipment but just for the software. Mr. Borosh said it is for the software at \$14,400. That is the annual recurring cost. Then the tokens are the second item, which ties into the USB, which is \$38,145. Mr. Schlameuss and Mrs. Bear asked if students will be getting them, too. Mr. Borosh said only staff will get them. Mr. Schlameuss said so it is the software connection network. Mr. Borosh said Cisco Duo will be used to authenticate to the following systems immediately: Sapphire (SIS), Google, Microsoft Active Directory, computer login and VPN. Right now you can enable it on individual systems. This aggregates all those systems into one so you only have to do it once. Mr. Schlameuss so it is like our accounting software, for example. Mr. Borosh said yes. Mr. Andrews said you are saying it is similar to a USB stick. Mr. Borosh said it is not powered by USB. It's an internal battery with a life span of about two years. Every 30 seconds a random number appears and that will be powered on nothing. Mrs. Bear said this will only occur if we use a district's computer. Mr. Borosh said it occurs whenever you use your district email. Mr. Schlameuss said the reality is that many agencies are doing this in order to keep their insurance active and reduce or keep rates low. Mr. Borosh said our insurance company will not renew us unless we implement this. Chubb is our cyber insurance provider. Districts that had Travelers were told they needed to implement MFA last March (2021) for July 1, 2021 or their coverage would be dropped. Mr. Andrews said so it does not matter which computer you use because it will work anywhere. Mr. Schlameuss said it would also work on your cell phone.

e. Digital Assessment Library - Pearson Quote, \$19,685

Mr. Brian Baddick said I feel that I was just here not too long ago talking about the same topic. Here is the digital assessment library with a quote from Pearson in the amount of \$19,685. This is the program that our six psychologists, and pending a seventh one, use right now. They use this program digitally. It is used for testing for security purposes and confidentiality. This is a renewal and the price has not changed since last year. This is the only company that provides this type of service and this program. They do have the cornerstone on the library servers on psychological testing. I just wanted to come before you and share this with you and will answer any questions you may have.

f. Practical Assessment Exploration System - Quote, \$41,325.60

Mr. Baddick said I am going to introduce Mr. Matt Krauss who is with us this evening. He is our Director of Federal Programs and ACCESS. You hear a lot about ACCESS and with him tonight he is bringing from High School North, one of our special education teachers, Ms. Wetherhold who is going to talk about the next topic. This is a really exciting program. It is a new program that is coming through ACCESS. Mr. Matt Krause said good evening everyone. Good to see you all again. Ms. Barbara Wetherhold is a Life Skills teacher at H.S. North who wants to bring this program to our North campus. This is an awesome use of ACCESS funds. The whole intention of the ACCESS Program is to enhance and expand our Special Education Program. We have done a lot of work throughout the district to bring different things in like the sensory rooms, the sensory carts, fidget tools. At the Intermediate and Secondary Schools, they are working to enhance our Transition and Life Skills Program. At South, we have the apartment and coffee shop. At North, we opened the coffee shop that we use for ACCESS Learning. At J. T. Lambert Intermediate, they are working on a Coffee Café. Lehman Intermediate is working on a market place for Transition Students to run. Tonight's presentation is an addition to our Transition and Life Skills Program so far.

Good evening, as Mr. Krauss said I am Barbara Wetherhold. This is my first year at H.S. North but I have been in the district for 27 years. This year I have been working with the high school students at North. Mr. Krauss and I discussed bringing an apartment to High School North. We had allotted \$30,000 for this project through ACCESS. In some discussion with Mr. Krauss and my counterparts at High School South, we decided that we would rather go the Work Lab route. PAES stands for Performance Assessment and Exploration System. It is a simulated work environment. It is in a classroom and it is supposed to simulate all of the things that the kids would have access to in the general area of jobs. Unfortunately, when you are in a school setting, you are limited to what the school has available. Our students end up doing clerical work or custodial work. Some may help in the library but we are limited to what they can do. We are also limited on how we train them how to do them, how we monitor their growth and the instruction.

On the PowerPoint presentation you will see an example of what the classroom is supposed to look like.

Page 1 – PAES – Research – Based – Data-Driven – Age – Appropriate  
Transition Assessment of Employment Potential

- Practical Assessment Exploration System
- Convert typical classroom to a Work Experience Lab
- Teacher/Staff are Job Supervisors, Students are Employees
- Employees explore hundreds of Job and Life Skills in a Work Lab Setting
- Generalizable Work and Life Skills Needed for Entry Level Employment

- Emphasis on Independent Work and Appropriate Work Behaviors.

What you are going to find is that as we get further. Mr. Krauss and I were a little reserved on what the cost was going to be. It includes everything. The only thing that it does not include are the tables. It includes the work box that we receive and all the materials. There is no annual funding, except for a scanning equipment which helps monitor the children.

Page 2 – This is the biggest point. Why PAES?

- research based
- data driven
- individualized
- scope and sequence (approximately 300 leveled tasks)
- addresses the need for transition employment goals and instruction under PDE requirements
- provides work based learning for ESHS-N students as we have limited access to community job sites
- allows students who typically are unable to access MCTI authentic job training
- expands types of opportunities available and also allows them to access the general education classes in a different matter.






Page 3 – Who Will Benefit?

- Life Skills students (14-16) as participants
- Emotional Support students (currently up to 19) as participants and/or peer mentors
- Learning Support students (currently up to 50) as participants and/or mentors
- General Education students from Career Skills classes in a reverse inclusion model (up to 5 per semester) as participants and/or peer mentors

Because it is being purchased through ACCESS funds, we cannot give it over to the Career Skills students. However, we could share an inclusion model and get some of those regular education students in there to get the skills that they need and also be models, mentors or peer helpers with our students.

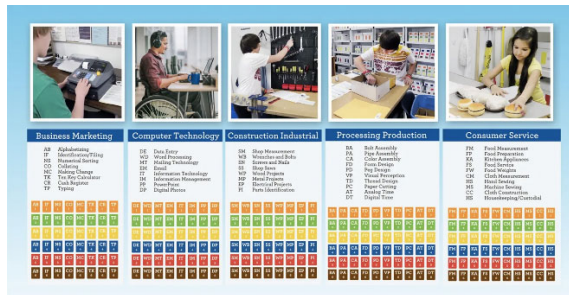
## Page 4 – The Information is right off the PAES website

**Educational Outcomes**  
When a student finishes with PAES®, teachers know:

-  what skills a student can actually perform
-  if student are competitive with the real world
-  what type of special assistance will be needed, if any
-  what work behaviors students have and which ones they need to develop
-  how to write better transition plans as vital information is now available

## Page 5 – Broken down into five different areas.

Each of those have under them the subcategories and all of those colored boxes represent tasks that are available to them, which include all of the materials, and the levels from Orange to Brown.



Business Marketing	Computer Technology	Construction Industrial	Processing Production	Consumer Service
<ul style="list-style-type: none"> <li>BM Alphabetizing</li> <li>BM Identifying/Sorting</li> <li>BM Inventory Sorting</li> <li>BM Cataloging</li> <li>BM Addressing/Stamping</li> <li>BM Faxing/Copying</li> <li>BM Locking/Unlocking</li> <li>BM Verifying</li> </ul>	<ul style="list-style-type: none"> <li>CT Data Entry</li> <li>CT Word Processing</li> <li>CT Spreadsheets</li> <li>CT Database Management</li> <li>CT Information Technology</li> <li>CT Information Management</li> <li>CT Project Plan</li> </ul>	<ul style="list-style-type: none"> <li>CI Area Measurement</li> <li>CI Area and Perimeter</li> <li>CI Area and Volume</li> <li>CI Area and Surface</li> <li>CI Area and Circumference</li> <li>CI Area and Perimeter</li> <li>CI Area and Volume</li> <li>CI Area and Perimeter</li> </ul>	<ul style="list-style-type: none"> <li>PP Bolt Assembly</li> <li>PP Bolt Assembly</li> <li>PP Bolt Assembly</li> <li>PP Bolt Assembly</li> <li>PP Bolt Assembly</li> <li>PP Bolt Assembly</li> <li>PP Bolt Assembly</li> <li>PP Bolt Assembly</li> </ul>	<ul style="list-style-type: none"> <li>CS Food Measurement</li> <li>CS Food Measurement</li> <li>CS Food Measurement</li> <li>CS Food Measurement</li> <li>CS Food Measurement</li> <li>CS Food Measurement</li> <li>CS Food Measurement</li> <li>CS Food Measurement</li> </ul>










For a typical student in a life skills setting, this could last a number of years for them to be prepared to go into the workforce. When they are finished, they have a portfolio on what they have done and how they have accomplished it with accommodations in order to take to the workplace.

Page 6 – 10 – I’m not going to get into all of these. There’s one of this breakdown for each of the categories. For an example if they like collating, it comes with a cash register. We can prepare our number of students in ninth or tenth grades to move into the Café or do typing. I’m not going to read all of it but if you wanted to, we can certainly access the links. On the next four slides, you will see the different categories.

PRACTICAL ASSESSMENT EXPLORATION SYSTEM		BUSINESS / MARKETING	
◆ Life Productions			
<b>AB - Alphabetizing</b>		<b>IF - Card Filing</b>	
AB1	Alphabetize 26 cards by 1st letter last name	IF1	Alphabetize 26 reference cards by book title
AB2	Alphabetize 52 cards by 2nd letter last name	IF2	Alphabetize 52 reference cards by book title
AB3	Alphabetize 55 cards by last name to 4th letter	IF3	Alphabetize 60 cards by book title
AB4	Locate and copy customer address / phone number	IF4	Alphabetize 70 cards by borrower & book title
AB5	Locate business suppliers address / phone number	IF5	Alphabetize 70 cards by author and title
AB6	Alphabetize 117 cards by last name	IF6	Alphabetize 60 cards by author, title & subject
<b>NS - Number Sorting and Sequence</b>		<b>CO - Collating</b>	
NS1	Sequence cards numbered 1 to 100	CO1	Make 10 stacks of paper w/ 5 pages in each stack
NS2	Sequence cards numbered by tens from 100-1000	CO2	Make 5 booklets - each with 10 pages
NS3	Order zip codes by 100's place – sort envelopes	CO3	Make 8 booklets, each w/ pages 1 through 5
NS4	Order zip codes by 1,000's place – sort envelopes	CO4	Make 10 booklets each w/ pages 1 - 10
NS5	Sequence personal checks by 10,000's place	CO5	Make 30 centerfold books w/ pages 1-16
NS6	Sequence cards by 100,000's place	CO6	Sort pages in collator by page # Make 10 booklets
<b>MC - Making Change</b>		<b>CR - Cash Register</b>	
MC1	Count pennies and nickels	CR1	Enter 2 digit numbers
MC2	Count pennies, nickels and dimes	CR2	Enter 2 and 3 digit numbers
MC3	Count pennies, nickels, dimes and quarters	CR3	Enter 2 & 3 digit numbers in 2 departments
MC4	Count pennies, nickels, dimes, quarters, half dollars	CR4	2 & 3 digits - 2 depts - count designated change
MC5	Figure amount of change customer should receive	CR5	2 & 3 digits - 2 depts - use void & subtotal keys
MC6	Figure amount of change & count back to customer	CR6	Multiple item key & count designated change
<b>TK - Ten Key Calculator</b>		<b>TP - Typing</b>	
TK1	Use home keys 4, 5 & 6	TP1	Type each home key four times
TK2	Use home keys and 0 key	TP2	Type each home key four times
TK3	Use home keys and 7	TP3	Use home keys to type short words
TK4	Use home keys and 8	TP4	Type words using home keys plus "b" & "c" keys
TK5	Use home keys and 9	TP5	Type words using home keys plus "b" & "c" keys
TK6	Use home keys and 1, 2, & 3 keys	TP6	Type words using home keys plus "b" & "c" keys

## Page 11 – What comes with it?

With each PAES® Lab purchased, you will receive:

-  Complete Curriculum Materials
-  Onsite Training
-  Business / Marketing Unit
-  Consumer / Service Unit
-  Processing / Production Unit
-  Optional Computer Technology Unit
-  PAES® Behavior Inventory
-  Computer Scoring Software
-  Applicable Data Collection Forms



## Final page – Our Total Cost

Email: [barbara-wetherhold@esasd.net](mailto:barbara-wetherhold@esasd.net)

From: Dave Cloninger

Quan.	Description	Total
1	<b>Practical Assessment Exploration System - 2020 Edition</b>	<b>33,195.00</b>
	Curriculum Component with Windows PC Based Scoring	
	Business/Marketing Component	
	Computer Technology Component	
	Construction/Industrial Component	
	Consumer/Service Component	
	Processing/Production Component	
	2 Days On-site Training	
	Travel Expense	1,000.00
	1 Year access for 3 emails to the Online Training Library	
	7 Shelving Units	
	1 Heavy Duty Workbench	
	Shipping and Handling	<u>2,335.60</u>
	<b>Total Investment</b>	<b><u>\$36,530.60</u></b>
	<b>Optional Items:</b>	
1	Premium Lab - Upgraded tools/equipment (When purchased with lab \$3,195)	3,795.00
1	Money Manager Program - One Time Fee - Token Economy	592.92
1	Repliated Reality - Annual fee - Online Token Economy	995.00
1	PAES Audio Job Cards - One Time Fee-\$1,036.00 When Purchased With Lab	1,295.00
1	PAES Scan App – Pre-Launch Price-One Year Subscription – Pre-Launch pricing good through July 31, 2022. Pre-launch first year renewal is \$1,000. Annual renewal thereafter is \$1,500 (Price after 8/1/2022 is \$5,000 w/\$1,500 renewals) Fulfilled by Life Productions Inc.	\$3,500.00

SDJ

Like us on  

Prices are good for 60 days.

\*\* \$30,000 was budgeted under ACCESS to create an apartment that would mirror the one at South. The apartment would benefit Only Life Skills students, and only in the area of daily living skills. This project has the potential to benefit up to approximately 100 students each semester. The total cost is \$41,325, including Audio job cards and PAES Scan app but not tables.

There is a video available for you to access. Thank you for considering this program for our students. Mr. Andrews asked does this take the place like when the kids go out to work at Lowes. Ms. Wetherhold said it does not. This program will get them ready to go into the workforce, especially for North students who are not near to any stores. Mr. Andrews asked would they also be able to work at Lowes. Ms. Wetherhold said yes. This program may be with students for about seven years. Mr. Andrews asked if the students that go out into the community are high school students. Ms. Wetherhold said yes. Mr. Schlameuss said you call this program an apartment. Ms. Wetherhold said that is a different program. H.S. South has an apartment, with laundry, kitchen, etc. We wanted to do this at H.S. North but decided this program would be a better use of our time. I also spoke to South and said if they are interested, they can also utilize this program for their students. In turn, we can go South and utilize their apartment. Mr. Andrews asked do you have an apartment up North. Ms. Wetherhold said we do not. We would like to have them use both. This program would be used to perform work on all day long. Mrs. Bear asked if their skills can be placed on their resumes. Ms. Wetherhold said yes. They can input what they have accomplished. Some, at least, have basic skills. Some are not life skills but have academic issues. This can assist them with help instead of going to MCTI. If they can get a

block or two of this program for one or two years, it will give them all of the skills to give to an employer. Mr. Andrew said these are different skills from MCTI. Mrs. Wetherhold said absolutely. MCTI is willing to take students but not all of our students have the level or ability to take MCTI classes. This is better use of their time. If they do the program from 8<sup>th</sup> through 9<sup>th</sup> grade, they may be ready for MCTI at 10<sup>th</sup> grade. We will be visiting another district to see how they are doing with this program. Dr. Riker said we always talk about equity, as Mr. Rohner frequently speaks about between both schools, I think it was a great presentation. Clearly it was well articulated of why the reason this program would be different at South vs. North. If you ask why we do not have an apartment at North, now you know why. This may be expanded to both schools. Mrs. Bear said I like that they said they can cross between the two schools. Dr. Riker said we would be happy to make that happen. Mr. Rohner said he would support providing the transportation to utilize all programs at both schools. I am equally excited about this program.

g. Commercial Insurance Proposal - 2022-23 1:11:31

Mr. Neiman said the Board has in front of them a summary of our insurance proposal for the 2022-23 school year by premium. There is a significant cost increase with the proposal in front of you. One of the largest factor that always drives the policy, is the replacement cost. The biggest component would be if we would lose one of our buildings, the cost of materials to replace that building factors into a significant portion of our property insurance. The premium increase and other things are up about 3%. I guess on our baseline, the market is up about five to ten percent at this point. We feel okay with the three percent kind of number. You will also note that we are expanding coverage that we did not have. First we did not previously have the pollution liability and remediation coverage. This provides third party liability and first party cleanup cost for the district, including cleanup coverage for mold. We noticed that we were the only district in Monroe County that does not currently carry this pollution liability coverage. The other coverage would be for the deadly weapon protection. This is a recommendation by our broker to add this. This is a liability policy for active shooter assailant situation. This is specifically developed to cover expenses incurred as a result of the violent event and resulting defense costs from litigation. Most schools do carry some form of this one way or another. This was one that was recommended for us to add to our policy. Mr. Rohner said I have one question. What is Inland Marine? Mr. Neiman said I will research that. Mr. Schlameuss said while Mr. Neiman researches I would like to ask Dr. Riker when we had the mold issue at Resica, how much did that cost to remediate. Dr. Riker said I cannot estimate. Mrs. Bear said it was a lot. Dr. Riker said it was and we submitted that to the insurance. They reviewed the factors to see if it was covered by the insurance. I believe it was. I would not know the cost for the staff that was also needed to remediate the issue. We hope to never have that again. I think that was the idea that even then it was as you remember that the Board moved to replace the lockers at the North and Lehman schools and that is when they found the problem that no one knew existed. Mr. Andrews said we are not going to turn off the air any more. Dr. Riker said we don't. Mr. Neiman said I do not know what the Inland Marine is as part of the property. Mr. Rohner said it is not that big of a deal I just wondered. Mr. Schlameuss said it may be for the wetlands.

Mr. Rohner asked is it for the baseball fields. Mr. Neiman said all I know that it is part of the insurance policy. Mr. Rohner said it went up \$30,000 and that is why I am asking. Mrs. Bear said the legal liability also went up a bunch. That can be driven from our student counts, believe it or not. I believe as we are coming off pandemic flows, more students are now showing up in our enrollment. That is the driver of the other legal liability and not the school legal liability. Mr. Schlameuss said the Inland Marine helps to cover products, materials and equipment that is transported on land. Dr. Riker said this coverage is meant to help protect business property that is moveable or used for transportation or communication purposes.

h. Designation of Depositories - 2022-23

Mr. Neiman said this is a standard motion. Annually, school districts are required to designate depositories for school funds. I included the roster for 2022-23 SY, which is the same as the 2021-22 SY. Mr. Rohner said I do not see the account of when we did the bond. Mr. Neiman said it is the First Keystone Community Bank. Mr. Rohner said it is a small fund. Mr. Schlameuss said it is \$250,000. Mrs. Bear said we were required to move that amount.

i. Homestead/Farmstead Resolution - 2022-23

Mrs. Bear said the Homestead/Farmstead Resolution is probably the same as every year. Mr. Neiman said there are no changes to the resolution other than the numbers are updated and again a significant increase in the discount for those that are eligible. Property owners will see the amount for this year is \$559.94 in 2022-23 SY compared to \$450.75 this year. Mrs. Bear asked if homeowners have to apply because they do not automatically get it. Mr. Neiman said that is correct.

j. Commitment of Fund Balance 2021-22

Mr. Neiman said in accordance with the Government Accounting Standards Board (GASB) Statement 54, the Board annually may commit or constrain a portion of fund balance for specified purposes which can include Capital Reserve Funds, PSERS or any other Board approved purpose with the amount to be determined following the close of the fiscal year but prior to the final audited financial statements being prepared. I included for you the assignments that were made effective June 30, 2021. The motion in front of you is the same as last year. Once the audit is finalized but prior to the finalization of the financial statements, I would come to this Committee and the Board with the recommendation for how we would assign the fund balance at that point. Mr. Rohner said these are the numbers that represent that. Mr. Neiman said these are the number from last year when the Board made the motion to assign them. Mrs. Bear asked are you anticipating something similar. Mr. Neiman said I would imagine it would look similar.

Nonspendable - that is when we have prepaid expenses that we need to reserve so funds that we would pay the item in the next fiscal year. Those funds have already been expended, so we earmark those in the fund balance.



Committed – this would be to cover our future PSERS retirement costs as well as healthcare costs. It ties back to the healthcare amount that we have been talking about previously with the health trust several months back.

Assigned – is where the budget is passed with a deficit. We need to earmark those funds that represent the deficit as well as earmark more for future budget expenditures and educational program amounts if there are big ticket items or things that will come up in the future.

Unassigned – would basically be amounts that are not assigned and that is an amount that really helps to facilitate cash flow throughout the year. That is an amount we had the unassigned percentage of the auditors and the State who look measure that as a percentage of our total expenditures. That was 5.2% last year and the 8% cap. We cannot go over on the unassigned fund balance, which is part of the reason why we wait for the numbers to be final so we can make some more deliberate decisions on the assignment of the fund balance.

k. Budget Transfers to Close 2021-22

Mr. Neiman said annually, the district works with local auditors to make all reconciling entries, budget, transfers, and final payments to close the fiscal year. Any payments will be presented for Board approval, as usual, and closing procedures will be completed with the independent auditor as required by the State and mandated auditing procedures. This is really just authorizing the Business Office to make budget transfers to close out the year. We will then bring all of those transfers to the Board for finalization of the numbers.

l. 2022-23 Final Budget Presentation

Mr. Neiman said the Board has in front of them the final budget presentation for this next fiscal year.

Page 2 – 2022-23 Final Budget Millage

<b>County</b>	<b>2021-20 Budget Millage</b>	<b>2022-23 Budget Millage</b>	<b>Change from Prior Year</b>
Monroe	31.27	30.79	-1.5%
Pike	123.39	128.33	4.0%

- Market Value increase in Pike County drives the State Tax Equalization Board (STEB) rebalancing formula and associated millage change. The increase is not driven from a Board action but rather from the STEB rebalancing formula.

Page 3 – Homestead/Farmstead Rebate

- On May 1, 2022 the Pennsylvania Department of Education announced a significant increase in the 2022-23 State Property Tax Reduction Allocation (SPTRA).
- The District allocation is \$5,475,082 in 2022-23 which is an increase of \$1,129,269 over the 2021-22 allocation of \$4,345,813.
- SPTRA reduces local property taxes as a result of the distribution of State gaming funds through the Taxpayer Relief Act, also known as Special Session Act 1 of 2006.
- The 2022-23 rebate of **\$559.94** compares to the 2021-22 rebate of **\$442.75** per Homestead/Farmstead resulting in a savings of **\$117.19** for all eligible properties.

Page 4 – 2022-23 Median Tax Bill

	Monroe	Pike
% of District	76.3%	23.7%
2021 Median Homestead Assessment	\$137,020	\$27,650
2021-22 Millage	31.27	123.39
2021-22 Tax Bill	\$4,284.62	\$3,411.73
2022-23 Millage	30.79	128.33
2022-23 Tax Bill	\$4,218.85	\$3,548.32
2021-22 Homestead Rebate	\$442.75	\$442.75
2022-23 Homestead Rebate	\$559.94	\$559.94
<b>Yearly Change in Median Bill include Homestead Rebate</b>	<b>-\$182.96</b>	<b>\$19.40</b>

Page 5 – 2022-23 Budget Comparison to Prior Year

	2021-22 Budget	2022-23 Proposed Final Budget	2022-23 Final Budget	\$ Change	% Change
Revenue	\$172,788,143	\$179,500,593	\$179,500,593	\$6,712,450	3.9%
Expenditures	\$177,316,960	\$184,359,728	\$185,776,981	\$8,460,021	4.8%
Revenue over Expenditures	(\$4,528,817)	(\$4,859,135)	<b><u>(\$6,276,388)</u></b>	(\$1,747,571)	27.8%
Beginning Fund Balance	\$48,745,190	\$44,216,373	\$44,216,373	(\$4,528,817)	-9.3%
Ending Fund Balance	\$44,216,373	\$39,357,238	\$37,939,985	(\$6,276,388)	-14.2%

There is still no State budget at this time; therefore, we are running on estimates especially for the Basic Ed and Special Ed funding. We hope to see something within next week or two. In the expenditure side, there has been an increase from the Proposed Final Budget. We are now at \$185 million. The biggest increase is due to additional staffing and collective bargaining agreement. The deficit we are proposing is \$6.3 million compared to \$4.8 million as stated in the

Proposed Final Budget. Mrs. Bear asked how have our charter school expenses increased. The email we got said some came back. We have more kids that came back so why is there an increase in charter school. Mr. Neiman said that was on an actual basis. Last year we spent \$9.3 million in charter schools in an actual basis. This year we budgeted \$8 million. I am hopeful that our actual charter school bill for this year will come in around \$8 million compared to last year. As I was building these numbers for our budget, I felt it would be fiscally prudent to assume a budget of \$9 million for next year. Obviously, if we don't see students going to charter schools and we bring students back, we won't spend that but this budget assumes a budget of \$9 million for next year, which is an increase of \$1 million compared to this year's budget. That is one of the items we won't know well into the summer of what the final charter school will be. We are reconciling all of the charter schools with the roster of the students in order to close out the year. We have not seen all of the bills yet from April or May. Some of these charter schools are working in arrears. That is one example. Another big item is salaries and benefits. We pay all of our employees over 26 pay periods. Some schools elect to pay teachers over 21 pay periods. We pay over 26 so a big part of the work that the Business Office will do over the summer is the accrual of those teachers' costs. We will pay and accrue about five pay periods worth of payroll until the June 30<sup>th</sup> fiscal year. At that time, we recognize the appropriate year salaries and benefits related to that contractual year. As you can imagine, going through 550 plus teachers and figuring out what the cost should be for not only their salary, but also their fringe benefits. That takes a big lift and that's another large number that is not in our financial statements at this point but will be as of June 30. That are just two examples of the big exercises that the Business Office does in addition to the audit that comes along with wrapping up the year. We try to finalize the numbers. Mrs. Bear asked do the charter schools have to let you know what you owe by the end of the school year. Mr. Neiman said no. We do our best to keep the books open and get the costs posted in the correct year as that is what the auditors prefer.

#### Page 6 – 2022-23 Budget Timeline

- December 20, 2021 – School Board Meeting
  - **Motion to not exceed the Act 1 Index**
- March 14, 2022 – Finance Committee Budget Presentation
- March 21, 2022 – School Board Budget Presentation
- May 9, 2022 – Finance Committee Budget Presentation
- May 16, 2022 – School Board Budget Presentation
  - **Proposed Final Budget Vote**
- June 13, 2022 – Finance Committee Budget Presentation
- June 20, 2022 – School Board Budget Presentation
  - **Final Budget Vote**

Mr. Neiman said he will give the same presentation to the Board next week and hopefully we will have the State budget numbers. If not, we will be passing a budget without them. Mrs. Bear said at least we have the funds to pay all of the bills because some districts do not. Mr.

Rohner asked is the State's deadline at the end of the month. Mr. Neiman said yes. Mrs. Bear said they do not always have to follow the deadline. Dr. Riker said they do not. Mr. Neiman said our deadline is June 30<sup>th</sup>. Mrs. Bear said everyone also has in front of them the General Fund Budget from 2022-23. If anyone has any questions, now is the time to ask them. Thank you for providing this information. It is very helpful.

**VI. Recommendations by the Property & Facilities Committee**

- a. D'Huy Engineering Invoices
  - i. Resica and Middle Smithfield Elementary Water Filtration – Invoice #55055 \$4,968.96
  - ii. High School North and Smithfield Elementary Flooring Replacement – Invoice #55056 \$1,852.77
  - iii. High School North Natatorium Roof Replacement – Invoice #55057 \$1,575.19
  - iv. High School South Turf Replacement – Invoice #55058 \$1,080.18
  - v. High School North Natatorium HVAC Replacement – Invoice #55059 \$833.51
- b. Applications for Payment
  - i. Smithfield Elementary Floor Renovation – Cope Commercial Flooring – Application #2 \$67,756.50
  - ii. High School North and Lehman Intermediate Window Replacement – D&M Construction – Application #12 \$4,716.00
  - iii. High School North Natatorium HVAC Replacement – ASL Refrigeration – Application #2 \$5,580.00
  - iv. JM Hill Vestibule – Bognet, Inc. – Application #8 \$9,556.58
- c. Change Order
  - i. JM Hill Vestibule – Bognet, Inc. – Change Order decrease \$7,954.41
- d. Smithfield Elementary Roof Replacement - David Maines & Associates Proposal, \$1,862,357.67
- e. Bushkill Elementary HVAC Project Change Order Request & Adjusted Payment Schedule
- f. High School North Pool Acid Wash – Main Line Commercial Pools Quote, \$3,553.80
- g. Smithfield Elementary Rubber Mats - Resilite The Mat Company Quote, \$6,740.40
- h. To solicit bids for the North Campus Stormwater Investigation
- i. Current Project List

Mr. Andrews said he is trying to figure out the total. It says the amount is approximately \$9.5 million on the original bids but in the bottom it says we spent \$3 million on the contract. Mrs. Bear asked where does it state that. On the recommendations list? Mr. Andrews said it is on the last page #8. I'm not saying it is wrong but I am trying to understand it. The original bid is \$9,436,571.22 and we spent \$3,084,729.11 so why does it say we have left on the contract \$613,868.51. Mrs. Bear said it may be that some projects have not been paid. Mr. Andrews asked Mr. Neiman to let him know what the answer is. Mrs. Bear

asked what is your question. Mr. Andrews said the original bid is \$9,436,571.22 and we spent \$3,084,729.11 so why does it say we have left on the contract \$613,868.51. How do we come up with the total that is left on the contract? Mr. Neiman said this is a manual report that is created specifically for the Board. I will have to go back to review it and get back to you.

Mrs. Bear said I am excited and glad that the doors were finally placed by the Library/Gym. She accessed them during graduation. Dr. Riker said they finished the doors on Tuesday of that week. Mrs. Bear said the doors looked very nice.

#### **VII. Recommendations by the Education Programs & Resources Committee**

- a. Pioneer Materials - Zaner Bloser Quote, \$51,218.13
- b. Subscription License - IXL Quote, \$20,866.00
- c. Subscription License – NoRedInk Quote, \$19,850.00

Dr. Vitulli said the above information are three simple requests. The first one was the materials that were used in our pioneering K-2 ELA program. The \$51,000 represents all of the materials that we use this year and the primary project that we need to pay for. The next item we talked about with MTSS and Interventions regarding Math at the elementary level. We would like to pursue a subscription to IXL, which is a very interesting program. It is an online program. We think we have good benefits from it. The last item is No Red Ink. This is a grammar writing item related the intermediate schools only. It has been used by a tremendous number of teachers through a free version over the years. This request comes from Mrs. Piperato for the intermediate schools. Mrs. Bear said she likes the NoRedInk program. They used it at Lehman Intermediate School when her children were there.

Mr. Neiman said in reference to Mr. Andrews' Current Project List question. It should say on that what is left on the contract is about \$6 million. That would be the difference between the beginning balance of \$9.5 million and the \$3 million that has been paid up to date. The amounts on page six did not carry down. I think we just have a simple formula error. Mrs. Bear said we have added a bunch of projects. The report used to be two pages but now there are a lot more pages to the report.

#### **VIII. Public Participation - Limited to Items of Discussion**

- A. Mr. Jacob Morris said my comments are in regards to the presentation by Penn State. What I see basically is the difference between a nonprofit and a for-profit broker in regards to procurement services. I was struck by the transparency of Penn State's presentation. They are not trying to sell anything. I have a feeling that their fee, the one tenth of a penny, is what is being charged across the board. I was struck by a couple of the things in their presentation, the team of engineers, the expertise permeating Penn State and that particular part of Penn State that provides these services. Also they procure for the whole State and a use State contracts. I know this has been discussed but in regards to what he is calling soft services, I think that is a tremendous value added for the district. Those soft services are worth a lot of money. One example is that D'Huy Engineering at the Property/Facilities Committee was

saying that they can get a vendor and the cost is \$5,000. Here Penn State would do a lot more without charging the district. You got a choice. You could pay money for a year. You could pay Provident who may or may not do a lot of the things that Penn State does with soft services. The School Board members and Administration has the ability to look deeper into the procurement process and follow the prequalification system that they got set up with vendors and to get bids exactly on time. They then have the algorithm of it all. It sounds like I would like a nonprofit better than a for-profit and for the district to get all very valuable services as part of a soft services for free.

**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 Food Services Prices, which remained the same as the previous year through December. Motion was seconded by Richard Schlameuss and carried unanimously, 4-0.

2.

**RECOMMENDATION BY THE COMMITTEE:**

Motion was made by Richard Schlameuss to recommend that the Board consider for approval the quote from IntegraOne for Cisco Duo for Multifactor Authentication Software in the amount of \$14,400. Motion was seconded by George Andrews and carried unanimously, 4-0.

3.

**RECOMMENDATION BY THE COMMITTEE:**

Motion was made by George Andrews to recommend that the Board consider for approval the quote from IntegraOne for Cisco Duo for Multifactor Authentication Tokens in the amount of \$38,145. Motion was seconded by Richard Schlameuss and carried unanimously, 4-0.

4.

**RECOMMENDATION BY THE COMMITTEE:**

Motion was made by George Andrews to recommend that the Board consider for approval the quote from Pearson for Digital Assessment Library in the amount of \$19,685. Motion was seconded by Richard Schlameuss and carried unanimously, 4-0.

5.

**RECOMMENDATION BY THE COMMITTEE:**

Motion was made by George Andrews to recommend that the Board consider for approval the quote from Talent Assessment Inc. for Practical Assessment Exploration System in the amount of \$41,325.60. To be funded by ACCESS. Motion was seconded by Richard Schlameuss and carried unanimously, 4-0.

6.

**RECOMMENDATION BY THE COMMITTEE:**

Motion was made by Richard Schlameuss to recommend that the Board consider for approval the 2022-23 insurance providers and premiums as presented in the total amount of \$975,292. Motion was seconded by George Andrews and carried unanimously, 4-0.

7.

**RECOMMENDATION BY THE COMMITTEE:**

Motion was made by Richard Schlameuss to recommend that the Board consider for approval the depositories for school funds for the 2022-23 fiscal year. Motion was seconded by George Andrews and carried unanimously, 4-0.

8.

**RECOMMENDATION BY THE COMMITTEE:**

Motion was made by George Andrews to recommend that the Board consider for approval the formal resolution as presented to the Board for the 2022 Homestead and Farmstead Exclusion. Motion was seconded by Richard Schlameuss and carried unanimously, 4-0.

9.

**RECOMMENDATION BY THE COMMITTEE:**

Motion was made by George Andrews to recommend that the Board consider for approval the authorization of the commitment of fund balance in amounts to be determined by the Administration following the completion of the annual audit and prior to the final financial statements in the event the District realizes a surplus from its operations following the close of the audited fiscal year 2021-2022. Motion was seconded by Richard Schlameuss and carried unanimously, 4-0.

10.

**RECOMMENDATION BY THE COMMITTEE:**

Motion was made by Richard Schlameuss to recommend that the Board consider for approval to authorize the Administration to make necessary budget transfers to close the 2021-22 fiscal year in conjunction with the District's independent audit. Motion was seconded by George Andrews and carried unanimously, 4-0.

11.

**RECOMMENDATION BY THE COMMITTEE:**

Motion was made by George Andrews to recommend that the Board consider for approval the following recommendations from the Property/Facilities Committee. Motion was seconded by Richard Schlameuss and carried unanimously, 4-0.

- a. D'Huy Engineering Invoices
  - i. Resica and Middle Smithfield Elementary Water Filtration – Invoice #55055 \$4,968.96
  - ii. High School North and Smithfield Elementary Flooring Replacement – Invoice #55056 \$1,852.77
  - iii. High School North Natatorium Roof Replacement – Invoice #55057 \$1,575.19
  - iv. High School South Turf Replacement – Invoice #55058 \$1,080.18
  - v. High School North Natatorium HVAC Replacement – Invoice #55059 \$833.51
- b. Applications for Payment
  - i. Smithfield Elementary Floor Renovation – Cope Commercial Flooring – Application #2 \$67,756.50
  - ii. High School North and Lehman Intermediate Window Replacement – D&M Construction – Application #12 \$4,716.00
  - iii. High School North Natatorium HVAC Replacement – ASL Refrigeration – Application #2 \$5,580.00
  - iv. JM Hill Vestibule – Bognet, Inc. – Application #8 \$9,556.58
- c. Change Order
  - i. JM Hill Vestibule – Bognet, Inc. – Change Order decrease \$7,954.41
- d. Smithfield Elementary Roof Replacement - David Maines & Associates Proposal, \$1,862,357.67
- e. Bushkill Elementary HVAC Project Change Order Request & Adjusted Payment Schedule
- f. High School North Pool Acid Wash – Main Line Commercial Pools Quote, \$3,553.80
- g. Smithfield Elementary Rubber Mats - Resilite The Mat Company Quote, \$6,740.40
- h. To solicit bids for the North Campus Stormwater Investigation

12.

**RECOMMENDATION BY THE COMMITTEE:**

Motion was made by Richard Schlameuss to recommend that the Board consider for approval the following recommendations from the Education Programs and Resources Committee. Motion was seconded by George Andrews and carried unanimously, 4-0.

- a. Pioneer Materials - Zaner Bloser Quote, \$51,218.13
- b. Subscription License - IXL Quote, \$20,866.00
- c. Subscription License - NoRedInk Quote, \$19,850.00



Mr. Rohner asked if he missed the motion for the final budget. Mrs. Bear said the committee does not approve the final budget. The Board will be approving the final budget at their Regular School Board meeting on Monday.

**X. Next Meeting - July 12, 2022**

Mrs. Bear said she will be attending the next meeting via Zoom. The meeting will be on Tuesday due to MCTI meeting on Monday.

**RECOMMENDATION BY THE COMMITTEE:**

Motion was made by Richard Schlameuss to adjourn. Motion was seconded by Wayne Rohner and carried unanimously, 4-0.

**XI. Adjournment: 7:12 p.m.**

Respectfully submitted,  
Patricia L. Rosado  
Board Secretary