

CHARTIERS VALLEY SCHOOL DISTRICT
MINUTES OF THE WORKSHOP/SPECIAL ACTION MEETING
OF THE
BOARD OF SCHOOL DIRECTORS

ADMINISTRATIVE OFFICES/DISTRICT ASSEMBLY ROOM

MARCH 14, 2017

The Board met in an Executive Session prior to the meeting to discuss legal and student matters.

1.0 MEETING OPENING

A. Call to Order

The Workshop/Special Action Meeting of the Charters Valley Board of School Directors was called to order at 6:50 p.m. by Mr. Mazzarini in the District Assembly Room.

B. Pledge of Allegiance

C. Roll Call

Present

Mr. Tony Mazzarini, President
Mrs. Patel, Vice President
Mr. Robert Kearney
Mr. Eric Kraemer
Mr. Mark Kuczinski
Mrs. Julie Murphy
Mr. Jeff Choura
Mr. Jamie Stevenson

Also Present

Dr. Brian White, Superintendent
Mr. Scott Seltzer, Assistant Superintendent
of School Leadership
Dr. Yvonne Hawkins, Assistant Superintendent
of Curriculum and Instruction
Mr. Nicholas Morelli, Director of Finance
and Support Operations
Mrs. Kara Droney, Director of Communications
and Partnerships
Mr. Don Palmer, Solicitor

Absent

Mrs. Sandy Zeleznik

D. Public Comments

Mrs. Sedlak shared her concerns about the DMG doing testing, and implored them not to have anyone do the testing except for the Psychologist, stating they are trained to do it. She also spoke of special education testing and the evaluation timeline and the Keystone exams.

2.0 SUPERINTENDENT'S REPORT/PRESENTATION

Dr. White introduced Andrew Bergman and Brenda Wineland from The Nutrition Group.

Mr. Andrew Bergman shared The Nutrition Groups Operation Action Plan for the District. He said that Brenda Wineland would now be taking over as Food Service Director and that Sara Zrimsek, Regional Assistant would also be involved with District support moving forward. Mr. Bergman stated that all food service workers have been retrained on HACCP. He stated that they had added an extra bread delivery to ensure the freshest bread and that they had implemented a Customer Concern Form that will allow all concerns to be recorded immediately so details are accurate and that the chain of command is followed and communicated properly and in a timely manner. Mr. Bergman said also said that they will hold additional training on kitchen safety and proper food storage for all kitchen staff. He said that all vegetables will be steamed and served in a 2 inch deep pan instead of the 4 inch, allowing for better inspection. The Nutrition Group has also implemented a Communication Plan in case a quality concern happens. They have also reached out to the Principals and the PTG in each building to set up meetings and presentations to review the menu items, upcoming events and to answer all questions and concerns.

Mrs. Patel asked if there was going to be ongoing training throughout the year.

Mr. Bergman said that they train prior to school starting and then refresher training when necessary.

2.1 Presentation-District Management Group.

Christopher Cleveland of the District Management Group said that their group started working with our District in the 2015/16 school year. They conducted interviews with the staff and held focus groups to see what they thought was working and how they were using their time to support students. Mr. Cleveland said that there were three main goals, improve student outcome, focus on operational efficiency and resource allocation. He said that they also offer professional development through Superintendent Summits and our leadership development meetings.

Mr. Cleveland said that the DMG commends the District on current practices that we have in place. He said that the staff work hard to ensure all students succeed and that the district is committed to effective elementary literacy education. Mr. Cleveland stated that the district is striving toward insuring that special-education teachers are dual-certified and that the district is using coaching to improve instructional practices. He said that what is very apparent is the districts emphasis on supporting social and emotional behavioral needs and that district leaders are striving for continuous improvement.

Mr. Cleveland said that the District Management Group is also working with faculty and staff to identify areas of opportunity for the district to improve supports for struggling students, specifically secondary math, special education, speech and language and psychologists being able to spend a greater percentage of their day one on one with students.

2.2 Monthly Construction Report

Mr. Day discussed the phasing dates and the schedule. He said that the MS was still at moderate risk, but the recovery plan is ongoing and risk is being reduced. The roofing is ongoing in Phase 1A and the exterior framing, sheathing, insulations system and air barrier in Phase 1A is at 95%. Mr. Day stated that the MEP rough-in is ongoing and the drywall has been started in the north east area. He said that aluminum windows and curtain walls are ongoing along with the SOD and SOG pours in Phase 1B. He stated that the storm detention system was also being installed.

Mr. Day said that at the High School, the Auditorium was done, the Performing Arts ceiling grid was complete and that the ceiling tile and ceramic has been started. He said that the linoleum flooring was anticipated for later next week. Mr. Day said that drywall was complete in Phase 1C and that in Phase 2B, the EMU Elevator shaft was complete and that the elevator rails and cab were anticipated in early April.

Mr. Stevenson asked if the Auditorium was 100% done, or if there were issues to still be worked out.

Mr. Day said that Rycon had one punch list thing left to do.

The board discussed the change orders and the contingency fund.

Mr. Stevenson asked about the Merit change order and said that it didn't have a fire alarm quote, wondering if they were able to verify the number that Merit used for the fire alarm.

Mr. Day said that they had and that the quote went down, it didn't make it in as an attachment.

The board continued to discuss the change orders and the project schedule.

3.0 CONSENT AGENDA

Mr. Mazzarini asked Mr. Kuczinski for a briefing on the finance meeting.

Mr. Kuczinski said that they discussed property tax assessments and initiating appeals.

Mr. Mazzarini said that the Solicitor was going to need some guidance from us because it is time sensitive for us to get these appeals processed.

4.0 ACTION/DISCUSSION

- 4.1 Motion to approve Merit Electrical Group High School Change Order #03 as listed below for an add of eleven thousand nine hundred thirty-two dollars and zero cents. Value = \$11,932.00.
- 4.2 Motion to approve Automated Logic Change Order #01 as listed for a deduct of six thousand six hundred eleven dollars and zero cents. Deduct Value = <6,611.00>.
- 4.3 Motion to approve Rycon Construction Change Order #05 as listed below for an add of eighteen thousand five hundred ninety-nine dollars and zero cents. Value = \$18,599.00.
- 4.4 Motion to approve Rycon Construction Change Order #06 as listed below for an add of eight thousand six hundred fifty-six dollars and zero cents. Value = \$8,656.00.
- 4.5 Motion to approve Rycon Construction Change Order #07 as listed below for an add of ten thousand ninety-five dollars and zero cents. Value = \$10,095.00.
- 4.6 Motion to approve Merit Electrical Group High School Change Order #01 as listed below for an add of four thousand seven hundred seventy-seven dollars and zero cents. Value = \$4,777.00

- 4.7 Motion to approve Mucci Construction Change Order #06 as listed for an add of four thousand eight hundred fifty-six dollars and zero cents. Value = \$4,856.00.
- 4.8 Motion to approve R&B Mechanical Change Order #01 as listed for an add of three thousand four hundred seventy-two dollars and zero cents. Value = \$3,472.00.

Mr. Mazzarini asked Mr. Kuczinski for a briefing on the finance meeting.

Mr. Kuczinski said that they discussed property tax assessments and initiating appeals.

Mr. Mazzarini said that the Solicitor was going to need some guidance from us because it is time sensitive to get these appeals processed and requested a motion and a vote.

Mr. Palmer read in the motion, which is an addition to the agenda.

- 4.9 Motion to approve the District's initiated appeals of 2017 real estate tax assessments based on property transactions in 2016 where the difference between the purchase price and the 2017 assessment reflects a lost revenue to the District in the amount of \$900.00 or more at the current 2016-2017 millage rate.

Motion to approve item 4.9 listed above.
MOVED by Mr. Kuczinski, seconded by Mr. Choura.
On a voice vote, the motion passed 7-1.

Mr. Mazzarini asked if Mr. Stevenson would like to state his reason for voting against item 4.9.

Mr. Stevenson said that we had enough appeals going on.

Motion to approve items 4.1 through 4.8 listed above.
MOVED by Mr. Kearney, seconded by Mr. Kuczinski.
On a voice vote, the motion passed 7-1.

Mr. Mazzarini asked if Mr. Choura would like to state his reason for voting against items 4.1 through 4.8.

Mr. Choura said again that he was not a big fan of change orders and that maybe the architects or someone made a mistake and the board is paying for them.

The board discussed a communication audit and pricing.

Mr. Choura did not think there was a need for it, stating that if the communication was bad, the seats in the board room would be filled. He said that he thinks the communication is good.

5.0 ADJOURNMENT

**Motion to adjourn the meeting at 9:04 p.m.
MOVED by Mr. Stevenson, seconded by Mr. Kearney.
On a voice vote, the motion passed unanimously.**

Respectfully submitted,

Nicholas D. Morelli
Board Secretary