

**Special Meeting**  
**Steel Valley School District Board of Directors**  
**Senior High School Library**  
**May 21, 2007**

The meeting was called to order by Mrs. Cannon, President, at 7:05 p.m.

Flag Salute

Roll Call

Upon roll call the following members were present:

Mr. Ducar, Mr. Heddleston, Mr. Ed McCallister, Mr. Tim McCallister, Mrs. Terrick, Mrs. Kubancsek and Mrs. Cannon

Absent: Mrs. Fedor (arrived at 7:15 p.m. and Mrs. Sloan arrived 7:30 p.m.)

Also Present: Dr. Kinavey, Mr. Fetzko (left the meeting at 7:53 p.m.), Ms. Sabo, Mr. Yaklich, Dr. Policastro, Mrs. Borges, Mr. Colebank

Dr. Kinavey made a PowerPoint presentation with recommendations to balance the budget. The proposed revenues are \$26,482,213 and the proposed expenditures are \$26,974,117.28 with a 3.2 millage increase. The Superintendent noted that the district is \$491,904 out of balance. He presented options to eliminate \$600,000-\$700,000 out of the expenditure budget. Dr. Kinavey added that this would give us a budgetary reserve of \$795,370 or \$677,370.

Dr. Kinavey proposed eliminating one secretarial position, reducing the books/periodicals and the advertising costs in the Superintendent's office. He also recommended filling the high school secretary vacancy by transferring a secretary to the high school. Eliminating the copy clerk, a special education aide, changing the status of the attendance residency clerk

to part-time and eliminating two (2) full-time custodial positions. The two vacant custodial positions will not be filled.

Dr. Kinavey continued with his recommendations to reduce the library textbook budget, eliminate the purchase of metal detectors from the general fund. This item may be taken from the capital projects fund. Reduce district security services, eliminate the donation to the Carnegie Library of Homestead, eliminate the resource officer and eliminate the interest on the tax anticipatory note. Removed Middle States Accreditation budget item by delaying the process one year at a \$19,500 savings.

In the Office of Pupil Personnel, Dr. Kinavey proposed a \$50,000 reduction in psychological services and an \$80,000 reduction in the outplaced contingency.

Dr. Kinavey recommended two options for kindergarten classes. Option A would move all kindergarten classes to the neighborhood schools (Park and Barrett). Option B would move Barrett kindergarten students to Barrett School with a savings of \$20,000 for the shuttle bus. Current enrollment in kindergarten is not firm yet.

Mr. Ed McCallister asked about the \$416,000 transportation costs still in budget. Dr. Kinavey stated that this is for special education students. Ms. Sabo noted that over \$500,000 is in the special education transportation budget. Mrs. Borges reflected on what types of students are transported. Mr. Ed McCallister asked if the district could group with other students. PA Coach does give us a bulk rate. Ms. Sabo will double-check the billing statements. Mrs. Borges establishes the transportation runs. Mr. Yaklich noted that there is some sharing of busing with another school district.

Mr. Ed McCallister questioned the costs for the special education outplaced students. Mrs. Borges noted that this list is for the 2006-07 school year only. Currently we are educating fifty students outside of our district. We started the year with 37 students educated out of the district and then eight students moved into the district with outside placements plus the 10 middle and high students placed during the school year.

There was discussion about regular education students being educated outside of the district schools. Dr. Kinavey stated there are 10 middle school and high school students who fit these criteria. The state pays for 60% of

approved private school placements. The district pays 40% and the actual cost is the number in the budget line item. The budgeted amount from 2005-06 has doubled in 2006-07 in special education. Mrs. Borges is recommending re-evaluation on special education to possibly bring students back to the district and control the cost for outplacing students.

The chronic disruptive students are being educated five hours per week, which is the minimum amount of hours. Some students receive their education at CIS Academy which is sometimes less expensive with more instructional hours. Principals are now aware of the costs and taking a harder look at options.

Mrs. Fedor asked if we have special needs students move into the district, will we have enough money to provide for them. Mrs. Borges noted that the team makes recommendations at the building level. Transportation is not offered unless it is truly necessary.

Mrs. Fedor noted that other districts are in the same situation. We are mandated to offer these services. We have made cuts in the past and brought all special education classes back into the district. Now we are looking at cutting the support services for this. Mrs. Fedor does not agree with the special education cuts.

Mrs. Borges explained the evaluation and child study process. If the district receives a school-based behavior grant for \$90,000 for this year, Mrs. Borges may be able to shift some of the psychological services to be paid from the grant. When a request to evaluate a student is received from a parent, we must evaluate. We have received more requests from the parochial and private school parents this year.

Mr. Ed McCallister noted that we would do what is necessary by law. Mrs. Borges reported that 15.1% of our student population is identified special education. The number of students has not changed much but the percentage has gone up because enrollment has decreased.

Mr. Tim McCallister asked about the duties of the psychologists. Mrs. Borges noted that psychologists attend meetings, evaluate students and write the report. Mrs. Borges stated that the psychologists do no billing. Mrs. Borges would not feel comfortable evaluating students without some

additional training and she has not evaluated students in 11 years. Mrs. Borges reads all evaluations after the psychologist writes the evaluation.

Mr. Ducar asked about the floating substitutes, technology, equipment repair, etc. He added that we have a large sum of money being donated by Mr. Campbell. Can any of the \$419,000 be reduced? Mr. Colebank stated that the hardware and software costs are built into the Campbell donation, but the consumables are in the budget. Mr. Colebank is buying in bulk rather than each building buying as a general supply to avoid waste. The technology budget is still at \$396,000 with Mr. Campbell's donation. The only reductions could be made in software or some hardware. The \$51,000 yearly lease would be absorbed by the donation. Software and licensing could be reduced. The EAP tutoring grant is absorbing the software packages. Mr. Colebank noted that when we receive the Campbell money, the technology budget could be reduced by \$100,000.

These figures are all based on a maximum tax increase. Mrs. Fedor noted that we have been asking Legal Tax Service for a report on delinquent liened real estate taxes since February. Mr. Fetzko brought a check to the district for over \$200,000 last week, but there was no breakdown with the check. Mr. Yaklich noted that each report would give a breakdown by borough. It is a problem when you are trying to estimate revenue. Mrs. Fedor does not have confidence in the revenue figures in the budget. Mr. Yaklich stated that the numbers are accurate. Another \$72,000 was delivered today for earned income tax. Mr. Fetzko reported to Mr. Yaklich that he had some trouble with the records he received. The former tax service company provided a report yearly to the district.

Mr. Yaklich reported that the revenue figures are a guess for earned income and delinquent real estate taxes. There are three more collections for April, May and June which are due. The \$750,000 estimated revenue is a close estimate.

Mrs. Terrick recommended scaling Mr. Vettel's services back to three days per week. His days have been reduced from 220 days to 200 days.

Mr. Ed McCallister asked about the security service reductions. Dr. Kinavey is recommending Option 3, which uses the services of seven guards. Mr. Schlanger would rather have the school resource officer and less security guards. Mrs. Terrick noted that having the presence of a police

officer and the police car out front has helped. Mr. Ed McCallister stated that the number of security guards could be reduced at the middle/high school complex.

Mr. Tim McCallister asked about the positions of dean of students. The middle school has a principal and a dean of students. The high school has a school resource officer, dean of students, assistant principal and a principal. The dean of students cannot suspend students or observe teachers. The principals and assistant principal can observe teachers and discipline students. Mrs. Terrick noted that we added a lot of administrators and feels we are top heavy. Mr. Tim McCallister feels a dean of students is needed in the middle school because there is no assistant principal.

There was discussion about the Board's decision to add two curriculum directors instead of an Assistant Superintendent. Mrs. Fedor and Dr. Kinavey added the reasons for this decision. Mrs. Terrick stated that she feels we need to look at this now.

Mrs. Fedor asked about the academic coaching positions and have these positions made a difference in test results. The coaches spend a lot of time with the teachers and that's what the research shows. Dr. Kinavey is not in favor of reducing academic coaching positions. He also added that Mr. Schlanger and the staff have good discipline in the high school and invited anyone to walk through the halls and you would see students engaged in the classrooms.

Mrs. Terrick noted that the residency checker has paid for her salary. She recently saved the district \$40,000. Dr. Kinavey noted that her enrollment duties are reduced during the school year. Mrs. Fedor disagreed that she should be full time. Mrs. Terrick noted that the position also needs to continue enforcing the residency policy.

Mrs. Terrick discussed the Athletic/Activities Director position as full time vs. part time. Mr. Ed McCallister asked that it come to a vote. Mrs. Cannon noted that we have fewer students than other districts who have a part-time Athletic Director. Dr. Kinavey added that what he presented is what he recommends to the Board. Mrs. Fedor noted that this would reduce the budget, raise taxes and have a reserve of funds.

There is room at Barrett to move the Kindergarten classrooms. To move Kindergarten students to Park School you would need to reduce the number of elementary classes in grades 1, 2 & 3. Dr. Kinavey stated that the best scenario is to move Barrett students to the Barrett Elementary School. Dr. Policastro noted that the kindergarten teachers do not receive services of reading and math coaches, attendance should increase if the students are housed at Barrett, more services for students such as Title I services, and children get to be with other children. We would only save \$20,000 with Option B. Dr. Kinavey noted that it doesn't make sense to suspend teachers for the 2<sup>nd</sup> semester.

Custodial position reduction would be two full-time positions. Currently, there are a total of 19 full time custodians; two substitutes are filling two vacancies. One of the custodians may retire and one is on workers' comp. Mrs. Fedor asked if we could eliminate the positions that are not filled. The positions would not be filled. This would reduce your custodial staff to 17 full time custodians.

We are applying for a grant for the metal detectors or use the capital projects funds. We have six metal detectors but only four are in working order. We are applying for a \$500,000 federal emergency grant. Could the resource officer's salary come out of that grant?

Dr. Kinavey stated that he is not comfortable reducing the staff. He will work with the Directors and staff members to work smarter.

Mr. Tim McCallister noted that increasing taxes is not a decision made easily.

It was noted that there needs to be diligence in the charter school costs. Dr. Kinavey will look closer in that area. Mrs. Fedor noted that we are stuck with the charter school problem due to legislation. The debt service will continue. Mr. Ducar noted that there would also be re-assessments down the road. The district already received the \$800,000 for the sale of Town Square. There are also appeals on the books. Mr. Yaklich received the blotter from Allegheny County and looked at the data. He talked with county officials about the figures not matching. He is unsure if the overall values for the boroughs are correct. The blotter and the values should be the same. The problem has never been corrected. Our values are down \$11 million from January til the current time, maybe due to appeals.

Dr. Kinavey reviewed his recommendations with the Board members for agreement:

Block #1 Superintendent's Office - No changes

Block #2 Secretarial/Aide Positions – Keep residency checker full-time

Block #3 Miscellaneous Items - Keep resource officer (option 3)

Block #4 Educational Staff – No changes

Block #5 Move Kindergarten Classes – Option B

By May 30 the budget needs approved and on display. Changes can be made before the final budget is passed by June 30.

Mr. Yaklich stated that the 2005-2006 cafeteria budget is \$36,000 in deficit. In future years the deficit will continue to rise. The district should think about ways to cut down on the deficit. He suggested increasing the food prices or removing the custodian from the cafeteria budget to the general fund budget. If the custodian is placed in the general fund budget, this needs decided before the general fund budget is approved this year. The cafeteria budget needs to be approved in June or July. The cafeteria budget does not need to be submitted to the state but it is included in the AFR.

### **Adjournment**

Mr. Ducar moved and Mr. Heddleston seconded a motion to adjourn the meeting.

Meeting ended at 9:30 pm.