Central Bucks School District Finance & Operations Committee Meeting Report
Thursday, June 18, 2026

Meeting location: CBSD Educational Services Center: 16 Welden Drive, Doylestown, PA 18901

In Attendance:
Rick Haring, Chairperson
David Comalli, Committee Member
Daniel Kimicata, Committee Member
Katrina Filiatrault, Board Member
Susan Gibson, Board Vice President (left at 9:09 p.m.)
Heather Reynolds, Board President
Charles Malone, Ed.D., Interim Superintendent
Kevin Spencer, Director of Operations
Tom Hanna, Capital Projects Manager
David Matyas, Interim Chief Financial Officer
Barbara Markowitz, Finance Director
Jason Jaffe, Director of Technology and Innovation
Margaret Baldwin, Solicitor
Greg Heleniak, Solicitor
Stephanie Radcliffe, School Board Secretary

1. Meeting Opening
A. Call to Order: The meeting was called to order at 7:07 p.m.
B. Public Comment: There was no public comment at the June 18, 2026 committee meeting.
C. Review of Previous Meeting Report: The previous Finance & Operations Committee Meeting Report was reviewed.

2. Business Recommendations for Approval at Next School Board Meeting
A. Adjustment of Assessment Appeals Policy: Solicitor Baldwin provided an overview of proposed policy changes. This policy provides the framework for evaluating properties that the school district may appeal the taxable value (assessed value). If a real estate property is potentially under-valued for taxing purposes based on recent financial data, the school district could consider an assessment appeal process through the County of Bucks. The property under consideration must meet the minimum financial threshold to ensure that court fees, appraisal fees, and legal fees, can be recovered by increasing the assessed value of a property. School district initiated assessment appeals is a way to increase revenues without a real estate millage increase. The policy focuses on real estate properties that are potentially underpaying their fair market value in school taxes rather than a broad millage-based tax increase. The policy will help offset the lost revenue the district has been seeing via the property owner initiated assessment appeals process. The Committee agrees to move this item to the full Board for a vote as "Policy 605.1 Central Bucks School District Initiated Tax Assessment Appeals" moving for First and Second Read.

B. Budget Update: Mr. Matyas provided an update on student enrollment, capital outlook, and staffing.

C. Approval of Technology Education Lumber: Central Bucks School District, following School Code guidelines, went out to bid for Technology Education Lumber supplies. The bid was advertised for three consecutive weeks and was also available on the Central Bucks School District website. One vendor requested the bid and one bidder responded. We are happy with the vendor that responded, O'Shea Lumber Company, as they have provided Central Bucks School District's lumber for many years at great pricing while providing superior service. The fiscal impact is $39,503.62. The Committee agrees to move this item to the full Board for a vote.

D. Approval of Caron Foundation Agreement for the 2026-2027 School Year: The Caron Foundation provides support for individuals potentially struggling with mental health and/or substance abuse needs. In the school settings, they provide consultation, assessment, and intervention resources to kids and teens. In Central Bucks, we have used the Caron Foundation to help supplement our Student Assistance Program teams in providing drug and alcohol assessments, at $400.00 per assessment, to students in need, as referred by the SAP teams and in coordination with parents/guardians. The Committee agrees to move this item to the full Board for a vote.

E. Approval of Remind Hub: Essentials Plan: Administration recommends the continued use of Remind as our official platform for staff to communicate with students at the secondary level. Remind provides a safe, consistent, and easy to use way for coaches, advisors, and activity leaders to share important updates while protecting personal contact information. Standardizing on one platform supports clear expectations, improves communication, and ensures a secure experience for both staff and students. The fiscal impact is $31,929.48. The Committee agrees to move this item to the full Board for a vote.

F. Approval of Canvas Learning Management System Contract Renewal: The district has utilized Canvas as its Learning Management System to support teaching and learning. Canvas provides a centralized platform for course content, assignments, communication, and assessment. It has become an essential instructional tool for teachers and students. Administration recommends approval of a five-year contract renewal with Instructure for the continued use of Canvas. The fiscal impact is $812,695.00. The Committee agrees to move this item to the full Board for a vote.

G. Approval of Arbiter Sports Software Subscription: Administration recommends a $13,910.00 contract with Arbiter Sports for a one-year renewal of the software subscription. The Committee agrees to move this item to the full Board for a vote.

H. Approval of Hometown Ticketing Contract: Administration recommends a $2,223.45, three-year contract with Hometown Ticketing for digital ticket and event management services. The Committee agrees to move this item to the full Board for a vote.

I. Approval of HUDL contract for all three high schools: Administration is seeking approval of a $45,000.00 agreement with Hudl to provide streaming video and related services for our athletic team broadcast, films for team training, and films to share with opposing teams. This streaming service can also be used to broadcast band cavalcades or other events that take place in the stadiums or main gymnasiums. The Committee agrees to move this item to the full Board for a vote.

J. Approval of Tier 1 Due Diligence Letter of Engagement for Services with Prescient Comply, LLC: Administration recommends a $2,500.00 pre-employment service to review the backgrounds of job candidates for select positions, which would be conducted in coordination with our solicitor's office. The Committee agrees to move this item to the full Board for a vote.

K. Approval of Meltwater Renewal for Communications Department: This is a renewal of a service the district has utilized since Fall 2024. In addition to providing traditional and social media monitoring and a nationwide, regularly updated database of reporters and media outlets' contact information, Meltwater is also able to automatically create and distribute coverage reports and digests to specified recipients daily, weekly, or as requested. The fiscal impact is $11,950.00. The Committee agrees to move this item to the full Board for a vote.

L. Approval of a Contract with Teleos Leaders for Cabinet Professional Development: Administration recommends a contract with Teleos for Cabinet Professional Development at a cost of $3,000.00 plus travel expenses. The Committee agrees to move this item to the full Board for a vote.

M. Approval of Consultant Agreement: Administration recommends a contract that provides for consulting services to the Superintendent and leadership team. The Superintendent and consultant will establish a mutually agreed upon schedule of meetings to discuss leadership topics and district priorities. The consultant will conduct half-day, or full day visits as needed to provide strategic feedback to the Superintendent, School Board, and/or administrative team. The consultant will provide additional advisory services as requested by the Superintendent. The fiscal impact will not exceed $12,250.00. The Committee agrees to move this item to the full Board for a vote.

N. Tax Rebate Program for Qualified Homeowners and Renters: Administration recommends approving a Resolution for a real estate tax rebate program for qualified homeowners and renters for the 2026-2027 fiscal year at a rate of 50% of the State Property Tax and Rent Rebate program. The Committee agrees to move this item to the full Board for a vote.

O. Approval of Depository Accounts: Administration recommends approving the Depository Accounts for fiscal year 2026-2027. The Committee agrees to move this item to the full Board for a vote.

P. Approval of Year-End Budget Transfers: Administration recommends approving the Budget Transfers for fiscal year 2025-2026. The Committee agrees to move this item to the full Board for a vote.

Q. Review of Financial Reports: Reports consist of Treasurer's Report, Investment Portfolio Report, and Ratification of Investments Report. The Committee agrees to move this item to the full Board for a vote.

3. Business Information Items

A. Forecast Review: To view the Forecast Review, please refer to Item 3A on the committee agenda.

4. Operational Support Services Recommendations for Approval at Next School Board Meeting

A. Approval of Johnson Controls Inc. Building Automation Systems Service Contract: Administration seeks approval of the $96,749.00 proposal for service from Johnson Controls Inc. for the district HVAC building automation system. The Committee agrees to move this item to the full Board for a vote.

B. Approval of Illuminated Integrations Proposal for Stage Curtains and Auditorium Lighting: Administration seeks approval of the $41,295.15 proposal from Illuminated Integration for the replacement of the stage curtain in the Lenape Middle School auditorium. The Committee agrees to move this item to the full Board for a vote.

C. Approval of Siemens Fire Alarm Device Replacement at Pine Run Elementary: Administration seeks approval of the $32,548.00 proposal from Siemens for the replacement of the fire alarm devices in Pine Run Elementary School. The Committee agrees to move this item to the full Board for a vote.

D. Approval of Johnson Controls Inc. Chiller Equipment Service Contract: Administration seeks approval of the $66,186.00 proposal from Johnson Controls Inc. for the HVAC Chiller Equipment service at various buildings for the 2026-2027 school year. The Committee agrees to move this item to the full Board for a vote.

E. Approval of Purchase of Donaldson Torit Dust Collector Equipment from SysTech Design Inc.: Administration seeks approval of the purchase of the replacement wood shop dust collection equipment at CB West from SysTech Design, Inc. in the amount of $52,387.00. The Committee agrees to move this item to the full Board for a vote.

F. Approval of Before & After School Childcare Rates for 26-27 School Year: Updated rates for the CB Youth Programs Before and After School Childcare rates reflect additional costs for staffing to meet the needs of the students that participate in the childcare program. This program is an extension of our school day, and the increased rates will cover the additional staffing to meet student needs and provide a smooth transition between the program and our regular school day. These rates were also compared to other area childcare programs administered by neighboring school districts. Proposed monthly rates: Full time AM/PM $600.00; Full time AM $350.00; Full time PM $500.00; Part time 4x AM: $150.00; Part time 8x AM $250.00; Part time 4x PM $200.00; Part time 8x PM $300.00. The Committee agrees to move this item to the full Board for a vote.

G. Approval of Walk-in Refrigerator & Freezer Condensing Units by Blejwas Associates: Administration seeks approval of the $61,557.16 proposal from Blejwas Associates for the replacement of the condensing units for the walk-in refrigerator and freezers at CB East, Pine Run, and Unami. The Committee agrees to move this item to the full Board for a vote.

H. Approval of Dish Washing Equipment for Groveland & CB West from Singer: Administration seeks approval for the $174,235.44 purchase of replacement kitchen dishwashers at CB West and Groveland. The Committee agrees to move this item to the full Board for a vote.

I. Building Utilization Discussion and Approval of Architectural & Demographic Services for Facilities Assessment and Operational Efficiencies: Administration seeks approval of the architectural services related to facility assessment update by KCBA Architects and demographic services related to district operational efficiencies and analysis of student populations by Future Think. The Committee agrees to move the KCBA item to the full Board for a vote at a fiscal impact of $18,625.00. The Committee agrees to Table the Future Think item; the Future Think item will not move forward to the full Board for a vote.

J. Discussion and Approval around Digital Scoreboard Purchases and Advertising: Administration and the Committee discussed digital scoreboards and advertising from OES Scoreboards - Power Ad and Formetco Scoreboards and Scoreboard Media. After discussion, the Committee asks for a side-by-side comparison of the expenses that would be involved for the repair of CB South's scoreboard. The Committee agrees to Table this item; this item will not move forward to the full Board for a vote.

K. Approval of Food Serving/Display and Drink Preparation Equipment for the new CB East and CB West Java City Locations within the Realignment Renovations: Administration seeks approval for the equipment purchase to fit out the new Java City locations at CB East and CB West as part of the realignment renovations. The fiscal impact is $142,254.78. The Committee agrees to move this item to the full Board for a vote.

L. Approval of Change Order for Asbestos Abatement & Air Monitoring Services for Work Above Ceilings at CB West Related to Construction: Administration seeks approval of a change order for asbestos abatement and air monitoring services related to renovation construction at CB West. The Committee agrees to move this item to the full Board for a vote.

M. Approval of Godshall Kane O'Rourke Architects Professional Services Proposal for East/Holicong Water Supply System: Administration seeks approval of architectural services with GKO Architects for construction administration of the new Water Supply System for CB East and Holicong. The fiscal impact is $34,000.00. The Committee agrees to move this item to the full Board for a vote.

N. Approval of Integrated Pest Management Proposal for 26/27 SY: Administration seeks approval for integrated pest management services to be provided by Northeast Exterminators for the 2026-2027 school year in the amount of $43,580.00. The Committee agrees to move this item to the full Board for a vote.

O. Approval of CB South Pool Observation Deck Railing Replacement: Administration seeks approval to award the replacement of the CB South Pool Guardrail Project to Walter Brucker & Co., Inc. in the amount of $137,716.00. The Committee agrees to move this item to the full Board for a vote.

5. Operational Support Services Information Items
A. Realignment Construction Update: To review an update of construction projects, please refer to Item 5A on the committee agenda.
B. Capital Projects Update: To review a summary of capital projects, please refer to Item 5B on the committee agenda.

6. Adjournment
A. Adjournment: The meeting was adjourned at 9:37 p.m.
B. Next Scheduled Meeting: August 13, 2026