

Central Bucks School District
Finance and Operations Committee Meeting Report

Thursday, September 10, 2026 7:00 PM

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

In Attendance:

David Comalli, Chairperson pro tempore

Katrina Filiatrault, Board member

Susan Gibson, Board member

Heather Reynolds, Board member

Karen Smith, Board member

Joanna Wexler, Ph.D., Superintendent

Charles Malone, Ed.D., Assistant Superintendent for Secondary

Helen Zaleski, Ed.D., Assistant Superintendent for Elementary

Wayne Gehris, Chief Financial Officer

Barbara Markowitz, Finance Director

Kevin Spencer, Director of Operations

Thomas Hanna, Capital Projects Manager

Stephanie Radcliffe, Board Secretary

1. CALL TO ORDER

Mr. Comalli called the meeting to order at 7:00 p.m.

Dr. Wexler announced that during committee meetings, members review items and decide whether to advance them for approval of the full Board, but since this evening we do not have a quorum, the items presented will move forward to the full Board with administration recommendation rather than committee recommendation.

2. PUBLIC COMMENT

Jennifer Bish, Buckingham, spoke about agenda item 7B, the demographic study consultant. Ms. Bish spoke about minimizing the impact on juniors and seniors. Ms. Bish spoke about feeder patterns for elementary to middle schools and from middle to high schools.

3. REVIEW OF PREVIOUS MEETING REPORT

The Committee Report from the previous meeting was reviewed.

4. PRESENTATION: Bucks County Tax Claim Bureau

Kristin Nielsen and Joe Cepparulo of the Bucks County Tax Claim Bureau presented to the Committee about a delinquent

tax claim service. The Tax Claim Bureau offers new technology to optimize collection processes. A 5% commission remains with the Bureau, and the remaining 95% is remitted to the taxing authorities. The taxing authority can decide to opt into a new method whereby the 5% commission would be paid by the delinquent property owner, and the 100% collected would be sent to the taxing authority. If the school board decided to opt-in to this service, it would approve a Resolution at a future school board meeting. This will be discussed again next month.

**5. FINANCE RECOMMENDATIONS FOR APPROVAL AT
NEXT SCHOOL BOARD MEETING**

5.A. Approval of Investment Portfolio & Treasurer's Report for July 2026 and Ratification of Investments Report for August 2026

Mrs. Markowitz reviewed the financial reports and the Committee agrees to move this to the full Board for a vote.

5.B. Approval of Membership in the Lehigh University School Study Council (LUSSC) in the amount of \$2,000.00

This membership would allow up to five Cabinet members to attend monthly professional learning opportunities that feature current topics impacting public education. The Committee agrees to move this to the full Board for a vote.

6. FINANCE INFORMATION ITEMS

6.A. Review Budget Variance Report for School Year 2025-26

To view the budget variance report, please refer to item 6A on the committee agenda.

7. OPERATIONS RECOMMENDATIONS FOR APPROVAL AT NEXT SCHOOL BOARD MEETING

7.A. Approval of Professional Services Contract for Mechanical Engineering Study for HVAC Systems at CB West

The Committee agrees to move this to the full Board for a vote.

7.B. Discussion and Selection of Demographic Consultant for Development of a 10-Year Demographic Projection for Central Bucks School District

Mr. Gehris shared a presentation with the Committee that highlighted a profile of the district including enrollment, staffing, and the student/teacher ratio. The 2025 data included 1,570 professional staff members and 16,941 students. While the cost per student was \$24,196.00, our revenue per student was \$23,701.00.

Mr. Spencer shared a presentation with the Committee that compared two demographic study proposals-PowerSchool and Pennsylvania Economy League(PEL).

Both of these presentations can be viewed by referring to Item 7B on the committee agenda.

Dr. Wexler shared that Administration is working on references and if all goes well, will recommend PEL for this new demographic study, and the Committee agrees to move this to the full Board for a vote.

8. OPERATIONS INFORMATION ITEMS

8.A. Capital Projects Update

To view the Capital Projects Update, please refer to Item 8A on the committee agenda.

8.B. Operations Summer Work Update and Recognition

Mr. Spencer thanked staff for the incredible amount of work that was done over the summer to prepare our schools for the new school year and for grade realignment.

8.C. Realignment Construction Update

Mr. Spencer discussed Certificates of Occupancy and that construction continues at the schools.

9. TRANSPORTATION AND FOOD SERVICE

9.A. Approval of Plumstead Christian School Transportation Agreement

Mr. Spencer recommends approving this 3-year Agreement for busing, and the Committee agrees to move this to the full Board for a vote.

9.B. Approval of New First Student Drivers for Transportation Services

The Committee agrees to move this list of First Student drivers to the full Board for a vote.

10. **ADJOURNMENT**

The meeting was adjourned at 8:58 p.m.

10.A. Next scheduled Finance & Operations Committee
Meeting: October 8, 2026