The Board of School Directors of the Shaler Area School District held a Combined Committee of the Whole/Voting Meeting on Wednesday, August 14, 2019, at the Shaler Area Administration Building, Glenshaw, PA, with Mr. Jim Tunstall, School Board President, presiding. This meeting began at 7:34 p.m.

Board Members Present:  
Mr. James Fisher  
Mr. Tim Gapsky  
Dr. April Kwiatkowski  
Mr. Jason Machajewski  
Mrs. Jeanne Petrovich  
Mrs. Eileen Phillips  
Mr. Steve Romac  
Mr. James Tunstall

Not Present:  
Mrs. Suzanna Donahue

Others Present:  
Mr. Sean Aiken, Superintendent  
Dr. Bryan O’Black, Assistant Superintendent  
Ms. Sherri Ludwig, Director of Business Affairs  
Mr. Matt Hoffman, Solicitor

Notice of this meeting was posted as required.

- Mr. Tunstall opened the meeting at 7:34 p.m. and recognized the Public to Speak on Agenda Items.  
  - There was none.
- Mr. Tunstall called the meeting to order at 7:34 p.m. and invited all to stand for the Pledge of Allegiance.
- Mr. Tunstall then announced items tabled or removed from the agenda:  
  - There were none.
- On a motion by Mr. Gapsky and a second by Dr. Kwiatkowski, the agenda was approved by all Board members in attendance.

Dr. O’Black then presented the following Personnel items for approval.

<table>
<thead>
<tr>
<th>ITEM #</th>
<th>PERSONNEL ITEMS RECOMMENDED FOR APPROVAL</th>
<th>SUP #</th>
<th>ACTION TAKEN</th>
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<tbody>
<tr>
<td>B.1</td>
<td>Approve the following <strong>Medical Sabbatical:</strong></td>
<td></td>
<td>Medical Sabbatical</td>
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<tr>
<td>a.</td>
<td>Jamie Gordon, Special Education teacher, Elementary School, for a Medical Sabbatical effective August 22, 2019 to January 17, 2020 (the 1st semester of the 2019-20 school year), and returning to work on or about January 21, 2020.</td>
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<tr>
<td>B.2</td>
<td>Approve the following FT 1.0 <strong>Professional Teacher (PE)</strong> for the 2019-20 school year as follows:</td>
<td></td>
<td>FT Professional Teacher</td>
</tr>
<tr>
<td>a.</td>
<td>Rachel Webb, a graduate of Westminster College, as a FT 1.0 PE English Language Arts teacher, Middle School, effective August 20, 2019, at a Bachelor’s+20 Step 7 salary level.</td>
<td></td>
<td>B.2a.</td>
</tr>
</tbody>
</table>
B.3 Approve the following **FT 1.0 Act 93 employees**:

a. Eric Stocklas, as a FT 1.0 Act 93 Computer/Network Technician, effective August 15, 2019, at a salary of $44,000 (prorated for actual days worked), including all salary and benefits entitled to an Act 93 employee.

b. Joseph Saxman, as a FT 1.0 Act 93 Computer/Network Technician, effective August 15, 2019, at a salary of $42,000 (prorated for actual days worked), including all salary and benefits entitled to an Act 93 employee.

B.4 Approve the following FT 1.0 **Long Term Substitute Teachers (LTS)**’s for the 2019-20 school year as follows:

a. Carrie Heim, a graduate of the University of Pittsburgh, as a FT 1.0 LTS Special Ed teacher, for Jamie Gordon, Elementary School, effective from August 20, 2019 to on or about January 17, 2020 (the 1st semester of the 2019-20 school year), at 85% of the Master’s Step 3 salary level (prorated).

b. Tyler Schultz, a graduate of Duquesne University, as a FT 1.0 LTS English Language Arts teacher, Middle School, effective August 20, 2019 to June 8, 2020, at 85% of a Master’s Step 1 salary level (prorated).

c. Tracy Tuchin, a graduate of Chatham University, as a FT 1.0 LTS Elementary Education teacher, Burchfield Primary, for Alyssa Cipriani, effective on or about August 20, 2019, to on or about June 8, 2020, at 85% of the Master’s Steps 1/2 salary level (prorated).

d. Lucy Bender, a graduate of the University of Pittsburgh, as a FT 1.0 LTS Elementary Education teacher, Elementary School, for Erica Kelly, effective August 20, 2019, to on or about June 8, 2020, at 85% of the Master’s Step 1 salary level (prorated).

B.5 Approve the following **FT Dean of Students** for the 2019-20 school year:

a. Christopher Catanese, Health & Physical Education teacher, Middle School, as a full-time Dean of Students, effective August 22, 2019 to June 8, 2020, at a stipend of $1,000 per month above the existing teacher’s salary.

B.6 Approve the following **Department Chair Coaches** for the 2019-20 school year. Compensation shall be in accordance with the terms of the Collective Bargaining Agreement.

**Health & Physical Education K-6**

a. Clint Waronsky (33.3%)
b. Stacy Adams (33.3%)
c. Peter Brough (33.3%)
B.7 Approve the following Supplemental Contracts for Coaches for the Fall Season of the 2019-20 school year:

**FOOTBALL (FALL)**
a. Volunteer Assistant
   Scott Hervoyavich  B.7a.

**GOLF (FALL)**
b. Girls Assistant Varsity  Michael Frisina  B.7b.
c. Girls Volunteer Assistant  Sharon Wolf  B.7c.

**SOCCER (FALL)**
d. Girls 7th – 8th – 9th Assistant  Amy Flanders  B.7d.

B.8 Approve the following Supplemental Contracts for Sponsors for the 2019-20 school year:

**Middle School**
Academic Team Leaders:
a. 7th Grade / Team Blue  Maria Swartzbaugh
b. 7th Grade / Team Red  Shelley West
c. 8th Grade / Team Blue  Sarah Neaves
d. 8th Grade / Team Red  Dennis Reagle

e. Majorettes  Ryan Kinzler

B.9 Approve the following Intern for the 2019-20 and 2020-21 school years:  Intern

a. Miharu Hadano, a graduate of Yokohama International University, as an Intern, working with Stephen Balsomico, Japanese teacher, High School, for the 2019-20 and 2020-21 school years, at no cost to the District.

B.10 Approve the following applicant in the Shaler Area Community Swim Program for the 2019-20 school year:

Shaler Area Community Swim Program

a. Lorenzo Basa, Instructor Aide  b. Olivia Bennie, Instructor Aide
c. Erikk McQuillan, Instructor Aide  d. Taylor Rawls, Instructor Aide
e. Anna Sholties, Instructor Aide  f. Emma Ranallo, Instructor Aide

B.11 Approve the following Day-to-Day Substitute Custodian for the 2019-20 school year:

Day-to-Day Substitute Custodian

a. Bradley Iannuzzi
A motion was made by Mr. Fisher with a second by Mrs. Petrovich, to approve Items B.1-11.

Dr. Kwiatkowski clarified that the majorette sponsor is similar to a coaching position. Dr. O’Black said the individual recommended for approval was hired as a high school math teacher and has experience in Pitt’s marching band program. Mr. Fisher questioned the difference in salaries in Item B.3. Dr. O’Black explained it was based on experience. After no further discussion, these items were then approved by a roll call vote.

Motion Carried: 8 aye; 0 nay, 1 absent

<table>
<thead>
<tr>
<th>Donahue</th>
<th>Fisher</th>
<th>Gapsky</th>
<th>Kwiatkowski</th>
<th>Machajewski</th>
<th>Petrovich</th>
<th>Phillips</th>
<th>Romac</th>
<th>Tunstall</th>
</tr>
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<tbody>
<tr>
<td>Absent</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
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The Voting Meeting concluded at 7:42 p.m.

Dr. O’Black then announced the following Education Items:

<table>
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<tr>
<th>ITEM #</th>
<th>EDUCATION ITEMS RECOMMENDED FOR APPROVAL</th>
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<tbody>
<tr>
<td>A.1</td>
<td>Approve the Shaler Area School District’s application and participation in the PA Department of Education’s Flexible Instructional Day (FID) program for a 3-year period beginning in 2019-20 per Act 64 of 2019. The number of flexible instructional days may not exceed five (5) days per school year.</td>
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<tr>
<td>A.2</td>
<td>Approve an agreement with the YMCA to provide Before and After School Care at Burchfield and Scott Primary Schools for the 2018-19 school year.</td>
</tr>
<tr>
<td>A.3</td>
<td>Approval to declare as surplus property various StoryTown materials ©2008, Harcourt School Publishers, no longer needed due to curriculum changes and to make these materials available for sale to used textbook buyers.</td>
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Dr. O’Black explained Item A.1 that the Department of Education ran a pilot program to provide school districts with the option of flexible instructional days for extenuating circumstances. The school districts would have lessons available online that are to be completed by students in a certain amount of time to receive credit for the school day when school would otherwise be closed, i.e. for a snow cancellation. Dr. O’Black said the district is working on creating the lessons, and once approved, the district will roll it out with staff.
Dr. O’Black then announced the following Discussion Item:

Discussion Item:

1. Shaler Area Education Foundation – Dr. Kwiatkowski said the foundation has established a stronger structure and has interviewed two more trustees, which will be approved in September. At the September meeting, teachers who have received SAEF grants will present on the benefit of the grant money for students. She added that the foundation will not host a 5K race on the morning of homecoming.

Dr. O’Black then announced the following Information Item:

Information Item:

1. Enrollment Update – Dr. O’Black gave updates for enrollment in grades K-3 at all schools. There are 321 kindergarten students across 15 sections; 315 first-grade students across 14 sections; 317 second-grade students across 14 sections; and 323 third-grade students across 14 sections. The administration is continuing to watch the numbers.

Mrs. Phillips asked if there is a cutoff date for new student registrations to guarantee that the student will be placed in their home school. Dr. O’Black explained that there is no guarantee, however the administration is looking at each enrollment. The administration looks to see if there are siblings in the school of residence, if the student has been in that school, etc. He said the district still has to provide transportation. He added that all the exceptions are included in the latest enrollment numbers. Dr. Kwiatkowski asked if the total enrollment is where the district anticipated being. Dr. O’Black said administration will look at Day 3 enrollment as a litmus test for where enrollment numbers will be.

Dr. Kwiatkowski asked if the YMCA program at Scott and Burchfield pays the district anything. Ms. Ludwig said they pay a monthly rent. Mr. Aiken said when the district met with the YMCA a few years ago to talk about the agreement that has been in place for 10 years, the agreement in front of the board is what was agreed upon. He said the board can choose to revisit it.

Ms. Ludwig then announced the following Finance Items:

<table>
<thead>
<tr>
<th>ITEM</th>
<th>FINANCE &amp; OPERATION ITEMS RECOMMENDED FOR APPROVAL</th>
<th>SUP. #</th>
<th>ACTION TAKEN</th>
</tr>
</thead>
<tbody>
<tr>
<td>C.1</td>
<td>APPROVE FUND PROFILES:</td>
<td></td>
<td></td>
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<tr>
<td>A.</td>
<td>General Fund – Schedule of Bills and Addendum</td>
<td>C.1A</td>
<td></td>
</tr>
<tr>
<td>B.</td>
<td>Cafeteria – Schedule of Bills</td>
<td>C.1B</td>
<td></td>
</tr>
<tr>
<td>C.</td>
<td>Bond Proceeds – Schedule of Bills</td>
<td>C.1C</td>
<td></td>
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<tr>
<td>D.</td>
<td>Year-to-Date Financial Reports</td>
<td>C.1D</td>
<td></td>
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<tr>
<td>E.</td>
<td>Fund Profiles and Investments</td>
<td>C.1E</td>
<td></td>
</tr>
<tr>
<td>C.2</td>
<td>Cafeteria Operating Statement</td>
<td>C.2</td>
<td></td>
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</tbody>
</table>
C.3 Approval of ABC Transit, Inc. Bus Drivers for the 2019-20 school year.

C.4 Approval of school of attendance exception applications for the 2019-20 school year (pending final enrollment).

C.5 Acknowledge receipt of the lists of unpaid taxes as submitted and further, the Board charges PA Municipal Service (PAMS) with the responsibility for delinquent tax collections.

**Background Information:**
The tax collectors responsible for collection of the real estate taxes have submitted lists of unpaid 2018 taxes for exoneration from collection and appointing PAMS for collection. The following represents unpaid taxes @ 06/30/2019.

<table>
<thead>
<tr>
<th>Municipality</th>
<th>Properties</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Etna Borough</td>
<td>216</td>
<td>$170,709.29</td>
</tr>
<tr>
<td>Millvale Borough</td>
<td>353</td>
<td>$259,707.74</td>
</tr>
<tr>
<td>Reserve Township</td>
<td>255</td>
<td>$189,769.94</td>
</tr>
<tr>
<td>Shaler Township</td>
<td>661</td>
<td>$1,048,419.90</td>
</tr>
</tbody>
</table>

C.6 Approve Tri-Cog Land Bank’s Notice of Proposed Property Disposition for Lot Block 165-P-59 address 1121 North Avenue, Millvale, PA 15209.

C.7 Approve the disposal of surplus technology equipment.

➢ Mr. Tunstall asked if the Land Bank was purchasing property in Item C.6. Mr. Fisher explained that the Land Bank already owns it but it will take some special considerations to demolish it due to asbestos. Then the land bank will sell the vacant land, possibly to a neighbor.

➢ Dr. Kwiatkowski asked if Item C.2 will be less this year due to salaries. Ms. Ludwig said the food services department reduced staff from two managers to one manager and negotiated a new contract. She said the cost going forward is probably not going to be a lessor amount. She also added that with the Burchfield freezer breaking and causing $12,000 of food loss as well as school being closed more than anticipated, the district will not receive any funds this year despite the contractual guarantee. Mr. Aiken said The Nutrition Group offered to come in and explain the losses to the board. Mr. Gapsky said he favored that.

Ms. Ludwig then announced the following Discussion Item:

**Discussion Item:**

1. School Resource Officer Contract with the Borough of Millvale.

➢ Mr. Aiken said the contract has been a labor of love for Millvale because the borough has been going through a negotiation with the police department. Last Tuesday, a new breakdown of numbers became available. The two groups thought it would be a similar 50/50 model, however the contract produced a higher salary than anticipated, so
Millvale suggested a different breakdown with the school district. The school district would pay for 10 months for the police officer and Millvale would cover two months or when the police officer was responding with Millvale. The Millvale SRO would be full time with the school district for 10 months. Mr. Aiken said the cost contribution is more than initially discussed with Millvale, however, administration still feels the Millvale SRO would be a great addition to the staff. Dr. O’Black said Millvale asking for 10 months of salary is a different pay structure from the district’s agreement with the Shaler Township Police Department. He added that Millvale will have to purchase an additional vehicle for the SRO. Mr. Aiken said the proposed SRO was a part-time officer for Millvale and will now be a full-time officer. Additional conversation occurred on the specific responsibilities of the SRO. Mr. Aiken said the administration will clarify some of the board’s questions concerning vehicle allowance, overtime, availability, the intergovernmental agreement, and a plan if the assigned SRO is unavailable. Mr. Tunstall said he understands the need for two different pay structures since Millvale is a smaller community without as many resources and added that he is very excited for the district to partner with Millvale. Dr. Kwiatkowski said at the end of the day, it is a great opportunity to partner with Millvale. Millvale made the commitment to the district to increase a full-time position for this SRO position.

- Mr. Gapsky then asked how much Central Catholic paid in 2017. Ms. Ludwig said it was $6,094.66 in paid expenses, gate receipts, ticket takers, etc.

- Mr. Tunstall then announced the following upcoming meetings:
  - Thursday, August 15, 2019
    - 6:00 p.m. – A.W. Beattie Committee, Babcock Blvd.
  - Wednesday, August 21, 2019
    - 6:00 p.m. – Executive Session
    - 7:15 p.m. – Voting Meeting

- Announcement of Past Executive Sessions was made by Mr. Tunstall.

- Mr. Tunstall then asked if there was any other business to come before the board.
  - Dr. Kwiatkowski asked why the district still pays for printing and mailing costs for the high school activities calendar when it is moving toward electronic distribution in every other area including report cards. Mrs. Petrovich said not every family has a computer. Dr. Kwiatkowski said her issue is with the entire cost of it when the same information could be put in a very accessible electronic format. She added that the calendar only covers four grades, which seems like a waste of funds. Mr. Aiken said the high school ordered 1,550 calendars for approximately $5,000 which comes out of the principal’s budget. He said he’d like to have a conversation with the whole board on their feelings. Mr. Gapsky said he agrees with Dr. Kwiatkowski. Dr. Kwiatkowski suggested charging for the calendars to offset the cost and having all of the information online. Mr. Tunstall said he understands both sides of the argument. Mr. Aiken asked if the question was why the calendar is not K-12 or why there is a print version of the calendar at all.
  - Dr. Kwiatkowski thanked the administrative staff for the new hires and commented on the high quality of teachers coming into the district.

After no further items were presented, on a motion by Mrs. Petrovich and second by Dr. Kwiatkowski, the Business Meeting was adjourned at 8:42 p.m.
Mr. Tunstall then invited the public to speak on any other business.

- Dorothy Petrancosta, of Skylark Drive, suggested putting the activities calendar on the agenda for October. She said it’s a great thing for discussion and said she’d like to see it go. Ms. Petrancosta also commented on the SRO’s cost of health insurance, if it is factored into the cost, it is the same if he works 1 hour or 100 hours. She said she feels a true-up is appropriate if he’s going to work in the municipality. She also asked about the UPMC signs around the track. She said the signs are giving the impression that UPMC provides its services for free to the district. Dr. Kwiatkowski said they are contracted and a lot of facilities do the same. Ms. Petrancosta also said the FID days have been in place in Butler County and they require technology. Dr. O’Black said the Seneca Valley policy states students have 10 instructional days to complete the assignments and if not, they will be marked absent. Ms. Petrancosta asked what the teachers would be doing during that time. Dr. O’Black said they would be monitoring the students online and grading and assessing the students’ work outside of their normal hours. He added that Shaler Area would propose a similar 10 days to complete assignments in its application. He also added that the majority of students in K-6 do have access to technology even though they are not part of the district’s 1:1 program.

When no one else approached the podium, the meeting’s Final Adjournment occurred at 8:52 p.m.

Respectfully submitted,

Bethany Baker
Assistant Board Secretary