SHALER AREA SCHOOL DISTRICT
Reorganization Meeting
December 4, 2019 – Administration Building
Minutes

The Board of School Directors of the Shaler Area School District held a Reorganization Meeting on Wednesday, December 4, 2019, at the Shaler Area Administration Office, Glenshaw, PA, with Mr. James Tunstall, School Board President, presiding. This meeting began at 7:19 p.m.

Board Members Present:	Mrs. Suzanna Donahue Mr. James Fisher Mr. Tim Gapsky Dr. April Kwiatkowski Mr. Jason Machajewski Mrs. Eileen Phillips Mr. Steve Romac Mr. James Tunstall
Not Present:	Mrs. Jeanne Petrovich
Others Present:	Mr. Sean Aiken, Superintendent Dr. Bryan O'Black, Assistant Superintendent Ms. Sherri Ludwig, Director of Business Affairs Dr. Kathleen Graczyk, Director of Student Services Mr. Matt Hoffman, Solicitor

Notice of this meeting was posted as required.

Mr. Tunstall called the meeting to order and asked the Board and audience to stand for the Pledge of Allegiance.

The re-elected Board members who were present, Mr. Fisher, Mr. Machajewski, Mrs. Phillips, and Mr. Tunstall, were sworn in by Sue McElhinny, notary public.

Mr. Hoffman asked for nominations for the office of President of School Board of Directors to serve until the first week of December 2020.

Dr. Kwiatkowski nominated Mr. Tunstall to serve as Board President. On a motion by Mrs. Donahue and a second by Dr. Kwiatkowski, the board approved to close the nominations.

Mr. James Tunstall was elected to the position of Board President to serve until the first week of December 2020 in an 8-0 vote.	ACTION: Elected by acclamation

Mr. Tunstall then called for nominations for Vice-President to serve until the first week of December 2020.

Mr. Fisher nominated Dr. Kwiatkwoski to serve as Vice-President. On a motion by Mrs. Phillips and a second by Mr. Romac, the board approved to close the nominations.

Dr. Kwiatkowski was elected to the position of Board Vice-President to serve until the first week of December 2020 in an 8-0 vote.	ACTION: Elected by acclamation

Mr. Tunstall then presented the following appointments:

- Appointment of Tucker Arensberg (Matthew Hoffman, lead attorney) as Solicitor and set annual retainer.
  - Proposed – Retainer of $850/month, with hourly rates of $165/hour for partners; $155/hour for associates; and $95/hour for paralegals.

On a motion by Mr. Romac and second by Mrs. Donahue, the appointment of Tucker Arensberg as Solicitor was approved in a 7-1 vote, with Mr. Gapsky dissenting.

ACTION: Appointed by acclamation

- Appointment of Earned Income Tax Collection to Keystone Municipal Collections for the Shaler Area School District in the four municipalities:
  - Borough of Etna
  - Borough of Millvale
  - Township of Shaler
  - Township of Reserve

On a motion by Mr. Fisher and second by Mrs. Donahue, the appointment of Earned Income Tax Collection to Keystone Municipal Collections for the District's four municipalities was approved by voice vote by all in attendance.

ACTION: Appointed by acclamation

- Appointment of the Delinquent Earned Income Tax Collector in the following municipalities:
  - Borough of Etna and Township of Shaler through Keystone Municipal Collections
  - Township of Reserve through Jordan Tax Service
  - Borough of Millvale through Borough of Millvale

On a motion by Mr. Romac and second by Mrs. Donahue, the appointment of Delinquent Earned Income Tax Collectors was approved by voice vote by all in attendance.

ACTION: Appointed by acclamation

- Appointment of Representatives to A.W. Beattie Career Center.

Mrs. Donahue nominated Mr. Fisher as A.W. Beattie Career Center. Mr. Fisher then nominated Mr. Tunstall as alternate. The motion was approved by voice vote by all in attendance.

ACTION: Appointed by acclamation

- Appointment of PSBA Legislative Chairperson.

Dr. Kwiatkowski nominated Mrs. Phillips as the PSBA Legislative Chairperson with a second by Mr. Fisher. The motion for Mrs. Phillips to be the PSBA Legislative Chairperson was approved by voice vote by all in attendance.

ACTION: Appointed by acclamation

- Authorize the use of the existing signature plates for the following accounts:
  - PA School District Liquid Asset Fund – PSDLAF (PNC Financial)
  - Construction, Renovation & Repair Services
  - General Fund Checking
  - Payroll Checking Account
  - Cafeteria Checking
  - Bond Construction Fund

On a motion by Mr. Fisher and second by Mr. Romac the authorization to use the existing signature plates was approved by voice vote by all in attendance.

ACTION: Approved by acclamation

- Select the date, time and place for regular meetings for January 2020 through December 2020. (See attached proposed schedule)

Mr. Aiken pointed out that some of the combined meetings had been eliminated for 2020 because it can be difficult to cover everything in one meeting per month. Mr. Aiken said January's meeting will remain combined because it had already been planned. Mr. Tunstall said that all of the Wednesdays are advertised as potential work sessions, so they can be added at any time. On a motion by Mr. Fisher and second by Mrs. Donahue, the 2020 Board Meeting schedule was approved by voice vote by all in attendance

ACTION: Approved by acclamation

- Discuss any early January Committee meetings that might need to be scheduled so they can be properly advertised.
  - There will be a Finance Committee meeting scheduled on January 8, 2020, as well as a board training, and an Education Committee meeting scheduled on January 29, 2020.

- Any other Business to come before the Board.
  - Dr. Kwiatkowski said that her term is about to come to an end for her position as school board representative on the Shaler Area Education Foundation board. She suggested that moving forward, that board position be moved to a similar calendar year cycle, instead of a fiscal year cycle, so that the position can be approved during the board's reorganization meeting.

- Adjournment of business portion of the Reorganization meeting.
  - On a motion by Dr. Kwiatkowski and a second by Mr. Romac, the business portion of the meeting was adjourned by voice vote by all in attendance at 7:30 p.m.

- Recognize the audience.
  - There was none.

- Final Adjournment
  - After no one approached the podium, the final meeting adjournment occurred at 7:30 p.m.

Respectfully submitted,

Bethany Baker
Assistant Board Secretary