

*SHALER AREA SCHOOL DISTRICT
COW/Special Voting Meeting
August 10, 2016 – Administration Building
Minutes*

The Board of School Directors of the Shaler Area School District held a Committee of the Whole/Special Voting Meeting on Wednesday, August 10, 2016, at the Shaler Area Administration Building, Glenshaw, PA, with Dr. April Kwiatkowski, School Board President, presiding. This meeting began at 7:15 p.m.

Board Members Present:

Mrs. Suzanna Donahue
Mr. James Fisher
Mr. Tim Gapsky
Dr. April Kwiatkowski
Mr. Jason Machajewski
Mrs. Jeanne Petrovich
Mrs. Eileen Phillips
Mr. Steve Romac
Mr. James Tunstall

Others Present:

Mr. Sean Aiken, Superintendent
Dr. Bryan O'Black, Assistant Superintendent
Ms. Sherri Ludwig, Director of Business Affairs
Mr. John Vogel, Solicitor

Notice of this meeting was posted as required.

- Dr. Kwiatkowski called the meeting to order at 7:15 p.m. and asked the Board and audience to stand for the Pledge of Allegiance.
- Dr. Kwiatkowski then recognized the Public to Speak on Agenda Items.
 - There was none.
- On a motion by Mr. Gapsky and a second by Mr. Romac, the following Minutes were approved by all in attendance:
 - Combined COW/Voting Meeting – July 13, 2016
- Dr. Kwiatkowski then announced items tabled or removed from the agenda:
 - Items B.5a & b and Item B.8d were tabled.
- On a motion by Mr. Fisher and a second by Mrs. Petrovich, the Personnel agenda with the three tabled items and Voting Meeting Finance agenda was approved by all Board members in attendance.

Dr. O'Black then announced the following Educational Items:

<u>Item</u> <u>#</u>	<u>EDUCATION ITEMS RECOMMENDED FOR APPROVAL</u>	<u>SUP</u> <u>#</u>	<u>ACTION</u> <u>TAKEN</u>
A.1	Approve the date of the Shaler Area School District's Kennywood School Picnic for Saturday, May 6, 2017.	A.1	<hr/>
A.2	Approve the contract with PA-Educator.net from July 1, 2016 thru June 30, 2017 at a cost of \$3,000.		<hr/>
A.3	Approve the first reading of the following revised policy: a. Policy No. 123.2 – Eligibility for Athletics & Competitive Extracurricular Activities	A.3	<hr/>

Dr. O'Black then announced the following Discussion Items:

Discussion Item:

1. Shaler Area Education Foundation – Dr. Kwiatkowski announced that the Foundation is moving forward with plans to hold a 5K run on the morning of Homecoming, Oct. 8, and that the Foundation is looking for sponsors.
 2. Enrollment Update – Dr. O'Black said the enrollment updates will be provided weekly leading up to the first day. As of that day, Kindergarten registration was 320 and slightly down from the previous year. The administration is looking at Burchfield and Rogers to monitor size.
- Mr. Romac said the changes made to the policy in Item A.3 seemed to contain some contradictions and asked that administration look at the policy before that month's voting meeting. Dr. Kwiatkowski asked how the required tutoring would be monitored. Dr. O'Black said there is a flexed teacher's schedule so there is someone in the building later who is dedicated to tutoring. Dr. O'Black said the goal is to pair the importance of academics with being eligible for athletics. Mr. Fisher said if a student raises his or her grade then he or she is eligible, but what happens in the second and third week if the grades do not improve? He said he would also like to see reports on how many are in tutoring for multiple weeks. Dr. Kwiatkowski said she wants to make sure the coaches are taking some responsibility in the revised policy as well.
- Jim McDermott, of Richard Drive, asked how the district will monitor the study hall use because tutoring in the after school program will be easier to monitor. Dr. Kwiatkowski also pointed out that teachers will need to update their gradebooks regularly. Mr. Romac asked what percentage of students are ineligible, and Mrs. Petrovich said there is a safety net in place to catch students before they get to the level of being ineligible that has been working.
- Bill Mitchell, a teacher and coach, said the policy would put more pressure on students because they won't want to go to tutoring. He said he does not have a problem supporting the policy as a coach. Mr. Clint Rauscher, athletic director, said the education of coaches on the new policy should be affective.
- Mrs. Petrovich asked how often 7th graders will meet with the Latin teacher this year. Mr. Aiken said the students are exposed to Latin within their rotation, or every 2 of 6 days, which is equal to about 20 sessions of Latin, French, Japanese and Spanish. In 8th grade, they make the choice as to which language they want to pursue. Dr. O'Black said there would be a 5-6 class reduction in the 7th grade exploratory courses and no reduction in Latin level 1. Mrs. Petrovich said she is concerned that students in a rotation may only see their Latin teacher once or twice a month. Dr. Kwiatkowski said that would only happen if they missed a class. Mr. Aiken said to justify hiring a third Latin teacher to teach two exploratory courses was not financially responsible. The 7th grade exploratory courses also are more to experience the language rather than in-depth language learning. Mrs. Petrovich said she was not in favor of reducing the language offered in any building. Mr. Aiken said the district is not reducing the language offering, just changing who will teach the language. Mrs. Petrovich said the district is pulling back on what its offering and she is not happy about it. Mr. Aiken said in looking at other districts, many do not teach Latin at all and Shaler Area has two very strong teachers who can teach the language. He then explained the 6-day rotation cycle and the goal of exploratory language courses and how they fit into the World language curriculums. Students will still have access to four years of levels 1-4 of the languages and college in high school or AP course offerings.

Ms. Ludwig then announced the following Finance Items:

<u>Item</u> <u>#</u>	<u>FINANCE AND OPERATION ITEMS RECOMMENDED FOR APPROVAL</u>	<u>Sup.</u> <u>#</u>	<u>ACTION</u> <u>TAKEN</u>
C.1	APPROVE FUND PROFILES:		
A.	General Fund – Schedule of Bills and Addendum	C.1A	_____
B.	Cafeteria – Schedule of Bills	C.1B	_____

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| C. CR&R – Schedule of Bills | C.1C | <hr/> |
| D. Bond Proceeds – Schedule of Bills | C.1D | <hr/> |
| E. Year-to-Date Financial Reports | C.1E | <hr/> |
| F. Fund Profiles and Investments | C.1F | <hr/> |
| G. Student Activity Funds & Investments - High School, <u>Middle School</u> , and Elementary School Accounts – April 1, 2016 through June 30, 2016 | C.1G | <hr/> |
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| C.2 Approval to rededicate and officially rename Titan Stadium to Lou Martig Stadium. This dedication is in honor of Lou Martig, a past graduate, teacher, coach and Athletic Director at Shaler Area School District. | | |
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| C.3 Approval of a contract between Shaler Area School District and Publishing Concepts LP (PCI) for the creation of a high school alumni directory. The creation of the directory is at no cost to the District. | C.3 | <hr/> |
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| C.4 Approval to award the contract for the Shaler Area Middle School Door Replacements, to _____ in the amount of \$ _____. Bid opening date is August 15, 2016. | C.4 | |
| | | |
| C.5 Approve attached list of Bus Stops for the 2016-17 school year. | C.5 | <hr/> |
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| C.6 Approval of additional school of attendance exception applications for the 2016-17 school year (pending final enrollment). | C.6 | <hr/> |
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| C.7 Approval of an extension to the current agreement with W.L. Roenigk to supplement the school district transportation services on an as needed basis for the 2016-17 school year. | C.7 | <hr/> |
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| C.8 Approval of an extension to the current agreement with ABC Transit to supplement the school district transportation services on an as needed basis for the 2016-17 school year. | C.8 | <hr/> |
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| C.9 Approve change orders with TPK Construction as follows: | | |
| a. Add alternate bid no. S-4 4' high vinyl coated chain-link fence and gates in lieu of reusing the existing fence around the perimeter of the track. Add \$38,230 | | |
| b. Replace the existing damaged double 12'W x 8' H gate at the south end of the ballfield. Add \$1,130 | | |
| c. Replace the existing north concrete retaining wall with a continuous masonry sectional wall and extending the hill slope in between (Option 3). Add \$68,520 | | |
| d. Delete Alternate Bid S-9 work, hillside preparation for turf logo. Deduct (\$15,250) | | <hr/> |
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| C.10 Approve change order with Field Turf USA, Inc. as follows: | | |
| a. Delete the hillside turf and logo work. Deduct (\$17,135) | | |
| | | |
| C.11 Acknowledge receipt of the lists of unpaid taxes as submitted and further, the Board charges PA Municipal Service 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 2015 taxes for exoneration from collection. A summary of these unpaid taxes is provided below.

Etna	190,390.87
Millvale	266,020.00
Reserve	186,679.72
Shaler Township	1,056,490.95
Total	1,699,581.54

- Dr. Kwiatkowski said that the Foundation is looking to establish an alumni directory as indicated in Item C.3 and that the Foundation would be covering a portion of the work needed for data entry. She asked that the information be reflected in the motion.
- Mrs. Donahue said at a previous meeting Mr. Gapsky stated the stadium is known as Lou Martig Stadium. Mr. Gapsky said that it was never an official motion by the school board, only a dedication. Dr. Kwiatkowski clarified that in 1995 the field was dedicated to Lou Martig. It didn't go to vote but was an agreement and in the minutes. Mr. Fisher said it was never voted on but everyone agreed that it would be the Lou Martig Field at Titan Stadium. Others have said only the scoreboard was dedicated to Lou Martig. The other facilities in the District: Biles Field, Matulevic Field, Duss Conference room, were voted on. The sign on the scoreboard was paid for by Pepsi. Mr. Gapsky said he is proposing naming it the Lou Martig Stadium. Mr. Romac asked if the board changes the name, does it preclude the district from selling naming rights to a sponsor. Mrs. Phillips asked why Mr. Gapsky is against the Lou Martig Field. Mr. Fisher said Lou Martig was a great guy, but he can also name four other people who could be honored by naming the stadium after them. He suggested leaving the field the way it is. Mrs. Petrovich said she does not support it and that she got calls from people who are not in favor of the change. Mr. Gapsky said he got calls in favor of the change. Mrs. Donahue said she would like to change the naming policy because the procedures seem arbitrary. Mr. Tunstall said he would like a public committee to discuss naming options. Mr. Vogel said the board could either vote then or decide through policy and have the policy committee establish procedures. Mrs. Donahue said she would like to set a precedent. Mrs. Petrovich said the board hasn't considered anyone else, and it's not giving a fair opportunity. Mrs. Donahue suggested the naming discussion go through the buildings and grounds committee or a special focus group committee because these are the community's buildings. Mr. Aiken said Mr. Gapsky followed current protocol and now the question is if this is the best way to name a facility in the district. Mr. Romac said he would support the rededication of the field to Lou Martig and vote on it to make it official. Additional discussion on the subject followed and the board took an unofficial straw poll as to whether or not to table Item C.2 in the Voting Meeting. Dr. Kwiatkowski said Mr. Gapsky followed the current board policy and the item should have the opportunity to go to a vote.
- Dr. Kwiatkowski asked if the amounts with the bus company contracts in Items C.7 and C.8 have changed. Ms. Ludwig said Roenigk increased \$0.95 and there was no change with ABC Transit. Mr. Gapsky asked if there was a need to vote on the transportation items that evening. Administrators said it was not necessary.
- Dr. Kwiatkowski asked how the board would vote on Item C.4 if the bids were only being opened on Aug. 15. She requested that the board members receive the bids as soon as they are opened.
- Mrs. Petrovich asked if the board was to delete the hillside logo work in Item C.9, what would replace it. Mr. Greer Hayden, with HHSDR Architects, said the base bid for the stadium project included a turf logo on the hillside. As work continued, the board indicated an interest in doing something with the wall at the north end of the field because it was in disrepair. HHSDR architects had been exploring various options to replace the wall and the plan is to cover the hillside in crown vetch. The plan would move the wall closer to the track and cover the hillside in a ground cover. Mr. Gapsky asked how long the wall would last if the district did nothing to it. Mr. Hayden said the wall is

starting to lean and there are some cracks in it, but would be structurally sound for 5 to 15 years. Mr. Hayden said the hillside was cut into when the track was first installed and the wall was put in at that time. Without the wall, there will be some drainage issues. Mr. John Kaib, supervisor of buildings and grounds, said the drainage behind the wall is shot and causes ponding in front of the wall. Mr. Fisher said when the wall was installed in the late 1980s, the property owner above was very concerned about the hillside. Mr. Hayden said the new wall would be about 125 feet. Dr. Kwiatkowski said with the new wall being lower, she had concerns about people sitting on it. Mr. Hayden said an option would be to install a fence on top of the wall and it could be added later. The narrowest point is 12.5 feet from the wall to the track. Mr. Romac asked about the cost, and Mr. Hayden said it is in line with where it should be. Mr. Hayden said there may be options for caps to keep kids off the wall. Mr. Romac then asked about the chain link fence. Mr. Hayden said the base bid included reinstalling the chain link fence the district has now. Mr. Hayden asked if there was still interest in putting up a vinyl fabric in lieu of chain link. Mr. Gapsky asked if it would be smart to get a quote from a local company. Mr. Romac said he would feel more comfortable getting a quote from another company. Mr. Hayden said the goal was to try to get the work under the TPK contract. If the district goes out to bid, then they will have to work with TPK. Mr. Romac said he requested the information months ago. Mr. Kaib said there is no money to the district for TPK to put everything back up and do the vinyl coated fence at a later date. The fence would include new posts and railing. The rest can wait a year or two because it is more for aesthetics. Mr. Romac asked why the district had to replace the gate. Mr. Kaib said it was damaged before construction started. R.C. Schultz, with Massaro Construction Management, said the popular choice for the black vinyl is because you can see through it or in a school color in which you cannot see through it. Mr. Hayden said the existing fence is in good condition and functional. Mr. Romac moved that board remove C.9a and C.9c from the agenda. After an informal straw poll, the board agreed. Mr. Romac suggested painting the wall for a new look. Dr. Kwiatkowski asked the district for some ideas for improvements to the wall.

Mr. Aiken then announced the following Personnel Items:

<u>ITEM</u> #	<u>PERSONNEL ITEMS RECOMMENDED FOR APPROVAL</u>	<u>SUP</u> #	<u>ACTION</u> <u>TAKEN</u>
B.1	Approve the following Resignations:		<u>Resignation</u>
a.	April Ford, Class II Paraprofessional, Marzolf Primary, effective August 2, 2016.		
b.	Naomi Pugliese, Class II Paraprofessional, Jeffery Primary, effective August 9, 2016.		
B.2	Approve the following Leaves of Absence (LOA):		<u>LOA</u>
a.	Jennifer Rowe, Elementary Education teacher, 3 rd Gr., Jeffery Primary, effective December 20, 2016, and returning to work on or about January 16, 2017 (non FMLA days) (she begins her FMLA leave on or about 9/22/16)		
B.3	Approve the following FT Act 93 employee:		
a.	Andrew Kraus, as a FT 1.0 Computer/Network Technician (replacing Richard Jardine), effective on or about August 10, 2016, upon receipt of current clearances, at a salary of \$35,000 (prorated for actual days worked), including all salary and benefits entitled to an Act 93 employee.	B.3a.	<u>FT Act 93</u> <u>employee FT Act</u> <u>93 employee</u>

- B.4 Approve the following **Long-Term Substitute (LTS)** teacher: LTS
- a. Mara Gilmartin, a graduate of Slippery Rock University, for an extension to her long-term substitute contract, for Jennifer Birch, Middle School, English, effective August 19, 2016 to on or about January 3, 2017, at a Bachelor's+10 Step 1-2 salary level, and calculated at the new LTS rates of 85% of salary step(s). **B.4a.**
- B.5 ~~Approve the following **part-time Dean of Students** for the 2016-17 school year:~~ TABLED
- a. ~~Adam Rosenwald, Health & Physical Education teacher, High School, as a part-time Dean of Students, effective August 19, 2016 to June 5, 2017, at a stipend of \$3,500 above the existing teacher's salary.~~
- b. ~~Christopher Catanese, Health & Physical Education teacher, Middle School, as a part-time Dean of Students, effective August 19, 2016 to June 5, 2017, at a stipend of \$3,500 above the existing teacher's salary.~~
- B.6 Approve a 3% salary adjustment, for Sean Aiken, Superintendent, effective retroactive to July 1, 2016. Salary adjustment
– Superintendent
- B.7 Rescind the following Supplemental Contracts for **Sponsors** for the 2016-17 School year: (in progress with Activities Directors) Rescind
Supplemental
Contract – Sponsors
- High School**
- a. Art Honor Society David Boyles (100%)
- Middle School**
- b. Intramurals: Running William Baine (50%)
- c. Intramurals: Volleyball, Co-ed William Baine (100%)
- d. Student Council Darla Gerlach (100%)
- e. Youth Court Darla Gerlach (100%)
- B.8 Approve the following Supplemental Contracts for **Sponsors** for the 2016-17 school year. Compensation will be according to the terms and conditions of the Collective Bargaining Agreement: Supplemental
Contract – Sponsors
- High School**
- a. Art Honor Society David Boyles (50%)
- b. Jeff Frank (50%)
- c. Intramurals: Frisbee Joe Laslavic (100%)
- d. ~~Silkline Sponsor Heather Heere (100%) (pending receipt of FBI Clearance)~~ **B.8d.**
- Middle School**
- e. Intramurals: Running Frank Bacco (100%)
- f. Intramurals: Volleyball, Co-ed Andrew Schrom (100%)
- g. 8th Grade/Team Blue Jerry Koller (50%)
- h. Dennis Reagle (50%)
- i. Junior Classic League Jessica Alexander (100%)

- B.9 Rescind the following Supplemental Contracts for **Coaches** for the 2016-17 school year.

Rescind
Supplemental
Contract – Coaches

Tennis (Fall)

- a. Girls Head Varsity Charles Mura

- B.10 Approve the following Supplemental Contracts for **Coaches** for the 2016-17 school year. Compensation will be according to the terms and conditions of the Collective Bargaining Agreement:

Supplemental
Contract – Coaches

Soccer(Fall)

- a. Volunteer 7-8-9th Gr.Coach Brennan Reynolds

B.10c.

- B.11 Approve the following day-to-day **Substitute Teachers** for the 2016-17 school year:

Day-to-Day
Substitute –
Teachers

- a. Scott Polcha, Health & Physical Education
b. Melanie Dean, Grades PK- & Special Education PK-12

- B.12 Approve the following in the **Shaler Area Community Recreation Swim Program:**

Shaler Area
Community Rec
Swim Program

- a. Eddie Sheets, Lifeguard (formerly an Instructor Aide)
b. April Suto, Instructor Aide
c. John Wiemann, Lifeguard (formerly an Instructor Aide)
d. Natalie Kurth, Lifeguard (formerly an Instructor Aide)
e. Daniel, Wigma, Instructor Aide, Lifeguard, Supervisor (former Swim employee, left in 2015-16 yr; now reactivating)

A motion was made by Mrs. Petrovich with a second by Mr. Gapsky, to approve Items B.1-4, B.6-7, B.8a-c, B.8e-i, B.9-12. After no further discussion, these items were then approved by a roll call vote.

Motion Carried: 9 aye; 0 nay

ACTION:
Approved
Items B.1-4,
B.6-7, B.8a-
c, B.8e-i,
B.9-12

Donahue	Fisher	Gapsky	Kwiatkowski	Machajewski	Petrovich	Phillips	Romac	Tunstall
Y	Y	Y	Y	Y	Y	Y	Y	Y

Ms. Ludwig then announced the following Finance Items:

<u>Item #</u>	<u>FINANCE AND OPERATION ITEMS RECOMMENDED FOR APPROVAL</u>	<u>Sup. #</u>	<u>ACTION TAKEN</u>
C.1	Recommend the approval of a change order with TPK Site Construction Contract to install a scratch (leveling) course caused after the milling of the existing asphalt, not to exceed cost of \$17,000.		<u>Change Order – TPK Contract</u>

Background

The existing track surface height at the turf edge varies in height and also the cross slope varies. Adjusting the milling thickness and installing the asphalt scratch coat will maintain a level surface at the turf/track edge and a consistent 1.5% slope across the track.

- Mr. Fisher asked for clarification. Mr. Hayden said around the perimeter of the track is a curb which is dead level, but the length and width of the track varies so they are modifying the milling operation for a 1.5 percent slope from the outside lane to the curb. Mr. Hayden said the subcontractor does not want to bring in the machine until he is guaranteed he will be paid. The milling is to start the following Friday. Some areas may have to add more asphalt. Mr. Fisher asked who will determine the 1.5 percent slope. Mr. Hayden said the GPS on the milling machine will determine the slope. Dr. Kwiatkowski said she doesn't understand why the issue was unforeseen and why the board is seeing this at the 13th hour. She said the crews are experts in the field and why didn't they see it. Mr. Hayden said they couldn't determine the condition of the asphalt until the rubber came off and it wasn't on the radar until it came to that point in the project. Mr. Schultz said the issue is an existing condition, which became more pronounced when the new curb when in. It wasn't a problem with the grass field. Dr. Kwiatkowski said she doesn't like that every time she turns around something needs to be signed or the timeline will be off.

A motion was made by Mr. Fisher with a second by Mrs. Petrovich, to approve Item C.1. After no further discussion, this item was then approved by a roll call vote.

ACTION:
Approved
Item C.1

Motion Carried: 9 aye; 0 nay

Donahue	Fisher	Gapsky	Kwiatkowski	Machajewski	Petrovich	Phillips	Romac	Tunstall
Y	Y	Y	Y	Y	Y	Y	Y	Y

Dr. Kwiatkowski then announced the following upcoming meetings:

- Wednesday, August 17, 2016
 - 7:00 p.m. – Voting Meeting
- Thursday, August 18, 2016
 - 6:00 p.m. – A.W. Beattie Committee, Babcock Blvd.

The announcement of past executive sessions was made by Dr. Kwiatkowski:

- August 10, 2016

Dr. Kwiatkowski then asked if there was any other business to come before the board.

- Mr. Fisher said the A.W. Beattie Career Center meeting would be the first after the summer break.
- Mr. Romac said with crown vetch a lot of underground soil wears away and asked if a tree may be needed to stabilize the hillside.

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- Dr. Kwiatkowski asked for a new timeline for the stadium project. Mr. Hayden said there would be another meeting on Tuesday to finalize the new timeline. Generally, milling will start on Friday and the void area would be completed, as the material will be delivered on Friday. The asphalt and milling will be completed by the 19th then there will be 3 weeks of cure time. The week of Sept. 12 will start the track surface installation and Sept. 30 in the drop-dead date. Turf installation will begin on the 22nd and the crews will work straight through so all work is done by Sept. 5. When the spray coating is done on the track, the fence and turf will be covered and crews will have to work around windy conditions. The fence will be installed after paving is done. The lights will be energized on Aug. 20.
- Mr. Romac asked if lights would be directed at the field events. Mr. Kaib said light 3 would light up that corner. Dr. Kwiatkowski said it was requested that lights illuminate the entire area as discussed in the focus group meetings. Mr. Hayden said he would review the plans. Mr. Kaib said he understood it to be to a safety issue and the light would go out 50 feet or so.
- Mr. Romac said there was talk of opening the field area for parking and asked if it was surveyed out. Mr. Hayden said the survey was done and he would revisit the stormwater plan.

After no further items were presented, on a motion by Mr. Gapsky and second by Mr. Romac, the COW/Special Voting Meeting was adjourned at 9:12 p.m.

Dr. Kwiatkowski then recognized the public to speak on any non-agenda item:

- There was none

When no one approached the podium, the meeting's Final Adjournment occurred at 9:12 p.m.

Respectfully submitted,

Bethany Baker
Assistant Board Secretary