

*SHALER AREA SCHOOL DISTRICT  
Combined COW/Voting Meeting  
July 15, 2015 – Administration Building  
Minutes*

The Board of School Directors of the Shaler Area School District held a Combined COW/Voting Meeting on Wednesday, July 15, 2015, at the Shaler Area Administration Office, Glenshaw, PA, with Mr. John Fries, School Board President, presiding. This meeting began at 7:33 p.m.

Board Members Present:                   Mr. William Coutts  
  Mrs. Suzanna Donahue  
  Mr. James Fisher  
  Mr. John Fries  
  Mr. Tim Gapsky  
  Mrs. Susan Hunt  
  Dr. April Kwiatkowski  
  Mrs. Jeanne Petrovich  
  Mr. Steve Romac

Others Present:                               Dr. Vic Morrone, Acting Superintendent  
  Mrs. Kara Eckert, Assistant to the Superintendent  
  Dr. Bryan O’Black, Director of Curriculum and Technology  
  Mr. Charles Bennett, Director of Business Affairs  
  Mr. Gary Mignogna, Director of Human Resources  
  Mr. William Watson, Director of Pupil Services  
  Mr. Matt Hoffman, Solicitor

Notice of this meeting was posted as required.

- Mr. Fries recognized the Public to Speak on Agenda Items.
  - There were none.
  
- Mr. Fries called the meeting to order at 7:33 p.m. and asked the Board and audience to stand for the Pledge of Allegiance.
  
- On a motion by Dr. Kwiatkowski and a second by Mr. Fisher, the following Minutes were approved by a unanimous voice vote:
  - Special Voting Meeting – 6/10/15
  - Committee of the Whole Meeting – 6/17/15
  - Voting Meeting – 6/24/15
  
- Mr. Fries then announced items tabled or removed from the agenda:
  - There were none.
  
- On a motion by Mr. Coutts and a second by Mrs. Petrovich, the agenda was approved by all Board members in attendance.

Mrs. Eckert then announced the following Educational Items:

<u>Item</u>		<u>SUP</u>	<u>ACTION</u>
#	<u>EDUCATION ITEMS RECOMMENDED FOR APPROVAL</u>	#	<u>TAKEN</u>
A.1	Approve the first reading of the following revised policies: a. Policy No. 222 – Tobacco Use b. Policy No. 227 – Controlled Substances/Paraphernalia	A.1	<u>1<sup>st</sup> Reading</u> <u>– revised</u> <u>policy</u>

- Dr. Tim Royall, Shaler Area High School principal, said the reason for revising the policies is because of the changing technology of electronic smoking devices and the definition of disposable and refillable in the policies. Currently, electronic cigarettes are listed in the tobacco policy and disposable electronic cigarettes will remain under the policy, but the revision would make refillable vape pens part of the controlled substances/paraphernalia policy because of the way the devices can be used. Dr. Royall said students have found a way to create butane hash oil, derived from marijuana, to be used in refillable vape pens. Mr. Fries asked if the administration would be discussing this change with the students. Dr. Royall said it would be part of the first day orientation and placed on the web. He also recommended the Middle School and Elementary School administration talk to students about it. Mr. Fisher said policies 323 and 423 also should be updated to reflect the change. Dorothy Petrancosta, a Shaler resident, said vape pens also are an issue at football games and the issue needs to be addressed not just with the students but also with everyone on school property. Dr. Morrone suggested putting something on the District’s website and doing a blitz. Mr. Coutts said the District needs to empower all of its employees to feel comfortable and confident enforcing the policy.

Mrs. Eckert then announced the following Information Item:

Information Items:

1. Shaler Area Education Foundation Update – Dr. Kwiatkowski said the next meeting is moved to July 30 and will include discussions of a potential kick-off rally for next school year. Dr. Royall said the Foundation planned to have a table at homecoming and also is planning a gala event to celebrate Shaler Area and introduce the Foundation.
- Members of the School Board then thanked Mrs. Eckert for her service to the District. Mrs. Eckert said it was her last School Board meeting and appreciated the Board’s well wishes.

A motion was made by Mr. Fisher with a second by Mrs. Petrovich, to approve Item A.1.

After no further discussion, the Education items were approved by a roll call vote.

Motion Carried: 9 aye; 0 nay

ACTION:  
Approved  
Items A.1

Coutts	Donahue	Fisher	Fries	Gapsky	Hunt	Kwiatkowski	Romac	Petrovich
Y	Y	Y	Y	Y	Y	Y	Y	Y

Mr. Mignogna then presented the following Personnel items for approval.

<u>ITEM</u>	<u>SUP</u>	<u>ACTION</u>
#	#	<u>TAKEN</u>
B.1		<u>LOA</u>
Approve the following <b>Leaves of Absence (LOA’s)</b> :		
a.		
Maria Cavaliere, Science teacher, High School, for a leave of absence, effective August 20, 2015 to June 3, 2016 (the entire 2015-16 school year), and returning to work at the beginning of the 2016-17 school year.		
b.		
Jill Campbell, Elementary Ed. teacher, Elementary School, for a leave of absence, effective August 20, 2015 to June 3, 2016 (the entire 2015-16 school year), and returning to work at the beginning of the 2016-17 school year.		

- B.2 Approve the following **Resignation:** Resignation
- a. Conrad J. Wieloch III, FT Custodian, Buildings & Grounds, effective July 2, 2015.
- B.3 Rescind the following **Professional Employee (PE):** Professional Employee - rescind
- a. Maria McCormick, FT 1.0 School Librarian, Elementary School.
- B.4 Approve the following FT 1.0 **Temporary Professional Employees (TPE's):**
- a. Morgan Cashell, a graduate of Slippery Rock University, as a FT 1.0 TPE Special Education (Emotional Support) teacher, Middle School, effective August 18, 2015, at a Master's Step 1 salary level. **B.4a.** Temporary Professional Employees
- b. Allan Tinkey, a graduate of Western Governors University, as a FT 1.0 TPE Special Education teacher, High School, effective August 18, 2015, at a Bachelor's Step 1-2 salary level. **B.4b.**
- c. Allison Koser, a graduate of the University of Pittsburgh, as a FT 1.0 TPE School Librarian, Elementary School, effective August 18, 2015, at a Master's Step 2 salary level. (Replacing Maria McCormick) **B.4c.**
- B.5 Approve the following **Long-Term Substitute (LTS) Teachers:** LTS
- Alyssa Cerminara, a graduate of Slippery Rock University, as a FT 1.0 LTS Elementary Education teacher, for Julie Becker, effective August 18, 2015 to on or about June 3, 2016 (the entire 2015-16 school year), at a Bachelor's Step 1 salary level. **B.5**
- B.6 Approve salary increases for **Act 93 Administrators**, as per the Act 93 Agreement (supplement attached), effective for the 2015-16 school year. **B.6** Act 93 Administrator salary increases
- B.7 Approve the renewal contract for Charles Bennett, Director of Business Affairs, effective from November 24, 2015 to November 23, 2020. **B.7** Contract renewal – Charles Bennett
- B.8 Approve the following **Changes in Status** from Temporary Professional Employee (TPE) to Professional Employee (PE) for the following teachers: Change in Status
- | <b>Name</b>      | <b>Start Date</b> |
|------------------|-------------------|
| Cassandra Dudley | 8/27/2012         |
| Therasa Joseph   | 8/27/2012         |
| Ashley DiCriscio | 8/27/2012         |
| John Fusecko     | 8/27/2012         |
- B.9 Renee Catanzaro, a graduate of Indiana University of Pennsylvania, as a part-time School Psychologist effective from September 1, 2015 through August 31, 2016 at \$31.00 per hour, not to exceed \$35,000 a year. Part-time school psychologist

A motion was made by Mr. Coutts with a second by Mr. Romac to approve Item B.1-9.

After no further discussion, these items were then approved by a roll call vote.

ACTION:  
Approved  
Item B.1-9

Motion Carried: 9 aye; 0 nay

Coutts	Donahue	Fisher	Fries	Gapsky	Hunt	Kwiatkowski	Romac	Petrovich
Y	Y	Y	Y	Y	Y	Y	Y	Y

Mr. Bennett then presented the following Finance items for approval:

<u>Item #</u>	<u>FINANCE AND OPERATION ITEMS RECOMMENDED FOR APPROVAL</u>	<u>Sup. #</u>	<u>ACTION TAKEN</u>
C.1	<b>APPROVE FUND PROFILES:</b>		
	A. General Fund – Schedule of Bills and Addendum	C.1A	<u>Fund Profiles</u>
	B. Cafeteria Fund – Schedule of Bills	C.1B	
	C. Cafeteria Fund Operating Statement	C.1C	
	D. Year-to-Date Financial Reports	C.1D	
	E. Budget Transfers	C.1E	
	F. Fund Profiles and Investments	C.1F	
C.2	Approve the attached Attendance Exception Request for the five Primary Schools. (Pending final district enrollment)	C.2	<u>Exception Request</u>
C.3	Approve architect contract with HHSDR	C.3	<u>Architect contract</u>

- Mr. Bennett thanked the School Board for approving his contract and for allowing him to continue at Shaler Area. He also acknowledged his staff, saying any success he has had has been a result of the work of this support staff.
- Mr. Bennett said for C.1 the only concern is that the District will not receive any state subsidy until the budget is passed. Mr. Bennett said the District is in good financial condition until December or January at the worst and will not have to take out a loan to make payroll like some school districts. Mr. Bennett also said there are 112 exceptions in C.2, which is a lot of students. All of the exceptions are pending District enrollment. Mrs. Eckert added that in 11 cases, there are Burchfield and Rogers students requesting to attend the opposite school, which for the coming school year are both housed in the same building. Mrs. Eckert said the practice of granting exceptions gets to be a lot of work and upkeep for District staff and the issue is one that should be looked at in the future. The current maximum class size for kindergarten is 25 students. Discussion occurred between Mrs. Eckert and the School Board members to clarify how exceptions work on a year-to-year basis. Mr. Bennett said Matt Hoffman finalized the contract between the District and HHSDR for C.3. Mr. Hoffman said the contract is written in anticipation of having a construction manager for the project. Discussion occurred to make sure the District was putting itself in the best possible position to avoid delay claims. Mr. Fisher requested that a clause to ensure the District receives a copy of all of the paperwork pertinent to the project be included in the contract.

Mr. Bennett then presented the following Acknowledgement item:

Acknowledgement:

Single Audit Report approved by the Commonwealth of Pennsylvania Office of the Budget – Mr. Bennett said the audit dealt with federal programs.

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A motion was made by Mr. Fisher with a second by Mrs. Hunt, to approve Items C.1-3.

ACTION:  
Approved  
Items C.1-3

After no further discussion, this item was then approved by a roll call vote.

Motion Carried: 9 aye; 0 nay

Couts	Donahue	Fisher	Fries	Gapsky	Hunt	Kwiatkowski	Romac	Petrovich
Y	Y	Y	Y	Y	Y	Y	Y	Y

Mr. Fries then announced the following upcoming meetings:

- Wednesday, August 12, 2015 – Voting Meeting
  - Executive Session – 6:00 p.m.
  - Public Session – 7:30 p.m.
- Wednesday, August 19, 2015 – Voting Meeting
  - Executive Session – 6:00 p.m.
  - Public Session – 7:30 p.m.
- Thursday, August 20, 2015
  - 6:00 p.m. – A. W. Beattie Committee, Babcock Blvd.

➤ Mr. Fisher added that there is a special Beattie meeting next Thursday, July 23.

The announcement of past executive sessions was made by Mr. Fries:

- July 15, 2015

Mr. Fries then asked if there was any other business to come before the board.

➤ Mr. Romac said the Athletics’ websites need to be updated with current information, coaches, schedules and directions. Bethany Baker, communications specialist, said she has been in discussions with Clint Rauscher, athletic director, about the issue and reported that Mr. Rauscher was meeting with all of the coaches regarding the issue that week.

After no further items were presented, on a motion by Mr. Gapsky and second by Mr. Coutts, the Business Meeting was adjourned at 8:40 p.m.

Mr. Fries 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 8:40 p.m.

Respectfully submitted,

Bethany Baker  
Assistant Board Secretary