

*SHALER AREA SCHOOL DISTRICT
Committee of the Whole Meeting
September 9, 2020 – Hybrid
Minutes*

The Board of School Directors of the Shaler Area School District held a Committee of the Whole Meeting on Wednesday, September 9, 2020, in a hybrid format, in person at the Shaler Area Middle School library, 1810 Mt. Royal Blvd, and on Zoom, a virtual meeting platform, with Mr. Jim Tunstall, School Board President, presiding. This meeting began at 7:24 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. James Tunstall called the meeting to order at 7:24 p.m.

Dr. O’Black then announced the following Education 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 new policies: a. Policy No. 317.2 – Educator Misconduct b. Policy No. 617.1 – Credit Cards c. Policy No. 815.2 – Use of Livestream Video on School District Property d. Policy No. 824 – Maintaining Professional Adult/Student Boundaries	A.1	_____
A.2	Approve the first reading of the following revised policies: a. Policy No. 203 – Immunizations & Communicable Diseases b. Policy No. 803 – School Calendar	A.2	_____
A.3	Approve the second reading of the following revised policies: a. Policy No. 103 – Discrimination/Title IX Sexual Harassment Affecting Students b. Policy No. 104 – Discrimination/Title IX Sexual Harassment Affecting Staff	A.3	_____

- Mr. Gapsky requested discussion on the credit card policy. Ms. Ludwig said the district doesn't want people to use their personal credit cards for certain items. She will be the only authorized user, with the option of adding one additional authorized user from her office. The card will not be given out to anyone and will only be used within the business office. Ms. Ludwig said there are fuel credit cards for the facilities department—one per vehicle. Mr. John Kaib, supervisor of Buildings and Grounds, explained that each vehicle has a code. Mr. Gapsky suggested that each employee should have a code as well, similar to county employees.
- Dr. Kwiatkowski asked if Policy No. 824 was a PSBA policy. Dr. O'Black said it is a PSBA policy and in accordance with Title IX regulations.

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

Information Items:

1. Student Representative – Zoe Babbit was not present.
2. Shaler Area Education Foundation – Dr. Kwiatkowski said the new executive officers are in place and the Foundation is accepting applications for grants. Mr. Aiken added that the Foundation canceled its September meeting.
3. Back to School 2020 – Mr. Aiken & Dr. O'Black provided an update on the district's preparations for the start of school and the first two days in the virtual instruction model. Mr. Aiken thanked the staff for all of the work leading up to the start of the school year with its approach to professional development and gaining skills over the summer. He said that all of the hard work and the staff's willingness to go above and beyond has paid off. Mr. Aiken said there have been some technology challenges, but the IT team has been working around the clock to address issues. Dr. O'Black said the teaching staff, students, and parents have shown resilience. The teachers are reporting a high level of engagement especially in live lessons. Ms. Ludwig said the district is able to offer free breakfast and lunch to all students out of three different sites while in the virtual instruction model: Christ Lutheran Church, Emmanuel Lutheran Church, and Shaler Area High School. Ms. Ludwig said in the first day, more students came to Christ Lutheran Church than the Food Service Department has estimated, so they had to be sent to the high school to pick up meals. The numbers were adjusted for day two. Ms. Ludwig said the district will receive a flat fee for all meals served. The contract with The Nutrition Group requires the district to pay administration fees, which are prorated. The only difference is that the district will only have to pay for food and hours worked. Ms. Ludwig said it's possible that the district guarantee would change. Dr. Kwiatkowski said the district's relationship with The Nutrition Group is more important and asked that any changes come before the board to review. Dr. Graczyk said her department is working to coordinate services for Shaler Area students in 16 different schools with various models of instruction. She said her department is still working on the details of live instruction for students with more intensive and complex needs with the goal of preventing regression. Mr. Clint Rauscher, athletic director, said it has been challenging to keep up with the changing restrictions to determine capacity limits for each athletic event and if the district can accommodate spectators. Mr. Rauscher commended the coaches for being diligent with the athletic health and safety plan. Mr. Rauscher also reported that the cameras to live stream events at Titan Stadium and Gym A at the high school will be calibrated that week and ready for use. Mr. Rauscher explained that live streaming events at Biles Field was challenging because of the distance required to run cables and the Wi-Fi signal that is blocked by trees. He said he is looking into alternatives. He said he will look at the Stadium size tomorrow to determine options for spectators. Mr. Rauscher said there will still be EMS at the games but fewer police. Mr. Aiken added that administration will meet that week to discuss expectations for games and events. He added that it is frustrating because it varies district to district. Dr. Kwiatkowski asked about enforcing social distancing and capacity limits. Mr. Rauscher said that it can be controlled with tickets. Dr. Kwiatkowski asked if there were any concerns with IEPs needing to be amended in the different learning environments. Dr. Graczyk said it is challenging in the virtual learning environment, but they are looking at how best to move forward. She said the school psychologists are working within the middle school library to do some evaluations. Mr. Fisher asked what percentage of teachers are doing asynchronous

lessons and which are reporting to the buildings. Mr. Aiken said about 30 to 50 percent of teachers are reporting to the classrooms for some portion of the school day. He said some teachers are going live more frequently than others. Additionally, teachers hold consultation hours to tutor and help answer questions. The building principals are monitoring this. He said he has heard from some parents who want more live instruction, but the district also recognizes that excess screen time for primary and elementary students may not be the best option. Mr. Gapsky asked if all students were equipped with everything they need to learn. Mr. Aiken said the district is still working through some technology issues. The district is also expecting a shipment of iPads in the next week and all kindergarten students will have a device. He acknowledged the amount of work that the technology department has contributed. Mr. Aiken said the district received the hotspots and the social workers are distributing them to students and families to prevent any barriers to instruction. Mr. Aiken said the district is still working through what recording looks like in hybrid. Dr. Kwiatkowski acknowledged Mr. Rauscher and the coaches and the UPMC trainers for the athletic health and safety plan and the successful fall sports season. Mr. Gapsky also commended the Buildings and Grounds Department.

Ms. Ludwig then announced the following Finance Items:

<u>ITEM</u> #	<u>FINANCE & OPERATION ITEMS RECOMMENDED FOR APPROVAL</u>	<u>SUP</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	_____
C.	Bond Proceeds – Schedule of Bills	C.1C	_____
D.	2019 Bond Proceeds – Schedule of Bills	C.1D	_____
E.	Year-to-Date Financial Reports	C.1E	_____
F.	Fund Profiles and Investments	C.1F	_____
C.2	Approve the attached list of Bus Stops for the 2020-21 school year.	C.2	_____
C.3	Approval of ABC Transit additional personnel.	C.3	_____
C.4	Approve additional school of attendance exception applications for the 2020-21 school year (pending final enrollment).	C.4	_____
C.5	Approve the disposal of surplus equipment – Jeffery Primary sign.		_____
C.6	Approve the submission of Plancon Part K, “Project Refinancing” for the Bonds, Series of 2020 and authorize the Board Secretary to sign the necessary documents for submittal to the Pennsylvania Department of Education.	C.6	_____

- Mr. Romac asked about the vehicle maintenance and repairs because it seemed like a larger amount of money. Mr. Kaib said the dump truck had trouble with the bed all winter and they finally found a company that would address the back end of the truck. Mr. Romac said he was concerned with the large expenditures with trucks and asked if there were any other anticipated needs. Mr. Kaib said there were vehicles in the budget, but they decided to wait. He said the district will get a couple of years out of the truck.
- Mr. Romac also asked if the board was approving the activities accounts for next week. Ms. Ludwig said it is not.

- Mr. Tunstall then invited the board to speak on any other business.
 - Mr. Romac said since Homecoming had to be canceled because of the pandemic if anything was planned in place of the traditional activities. Mr. Aiken said all Homecoming events are canceled for the year, and he hasn't talked to the high school about any other events planned.
 - Mrs. Donahue asked about the 50th year celebration. Mr. Aiken said those plans are to be determined. He said the planning committee talked about kicking off the celebration in the spring, leading up to commencement and moving all of the activities to next year so the district can honor and celebrate the 50th anniversary.
 - Mr. Romac also asked about the fall play. Mr. Aiken said the fall play is being done with small pods of students. They will still have a fall play, but it will be streamed or recorded for the public.

- Mr. Tunstall then recognized the public to speak on any other items:
 - There was none.

After no further items were presented, final adjournment occurred at 8:29 p.m.

Respectfully submitted,

Bethany Baker
Assistant Board Secretary