

*SHALER AREA SCHOOL DISTRICT
Reorganization Meeting
December 2, 2020 – Virtual
Minutes*

The Board of School Directors of the Shaler Area School District held a Reorganization Meeting on Wednesday, December 4, 2020, on Zoom, a virtual meeting platform, with Mr. James Tunstall, School Board President, presiding. This meeting began at 7:12 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
- Dr. Kathleen Graczyk, Director of Student Services
- Mr. Matt Hoffman, Solicitor
- Catherine Clark, Student Representative

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.

- On a motion by Mr. Gapsky and a second by Mr. Romac, the following motion was approved by all in attendance:
 - Motion to suspend any applicable Shaler Area School District policies in order to authorize the conduct of this special voting meeting of the Board of School Directors via telephone conference in consideration of the public health concerns and governmental directives arising from the COVID-19 pandemic. Notice of such action, along with information as to how members of the public may access the telephone conference meeting, previously was posted at the District Administration office and to the District website.

Mr. Hoffman asked for nominations for the office of President of School Board of Directors to serve until the first week of December 2021.

Mr. Romac nominated Mr. Tunstall to serve as Board President. Dr. Kwiatkowski seconded the nomination. On a motion by Mr. Romac and a second by Mr. Gapsky, 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 2021 in an 9-0 vote.

ACTION:
Elected by
acclamation

Mr. Tunstall then called for nominations for Vice-President to serve until the first week of December 2021.

Mrs. Donahue nominated Dr. Kwiatkowski to serve as Vice-President. Mr. Gapsky seconded the nomination. On a motion by Mrs. Donahue and a second by Mr. Gapsky, 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 2021 in an 9-0 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 Mrs. Phillips 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 Mrs. Phillips and second by Mr. Gapsky, 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. Gapsky and second by Dr. Kwiatkowski, the appointment of Delinquent Earned Income Tax Collectors was approved by voice vote by all in attendance. **ACTION:**
Appointed by acclamation

- Appointment of Local Service Tax (LST) Collectors in the following municipalities to Keystone Municipal Collections:
 - Borough of Etna
 - Borough of Millvale
 - Township of Shaler
 - Township of Reserve

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On a motion by Mr. Gapsky and second by Mrs. Donahue, the appointment of Local Service Tax (LST) Collectors 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 Representatives to A.W. Beattie Career Center.

Dr. Kwiatkowski nominated Mr. Fisher as A.W. Beattie Career Center Representative with Mr. Tunstall as an alternate. Mr. Gapsky seconded the motion. The motion was approved by voice vote by all in attendance.

ACTION:
Appointed by acclamation

- Appointment of PSBA Legislative Chairperson.

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

ACTION:
Appointed by acclamation

- Appointment of a Representative to the Shaler Area Education Foundation.

Mr. Gapsky nominated Mrs. Phillips as the Representative to the Shaler Area Education Foundation. Dr. Kwiatkowski nominated Mr. Romac who declined the nomination. The motion for Mrs. Phillips to be the Representative to the Shaler Area Education Foundation 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 Dr. Kwiatkowski and second by Mrs. Donahue 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 2021 through December 2021. (See attached proposed schedule)

Mrs. Phillips recommended moving the December 2021 meeting back by one week to December 8. Mr. Hoffman said the board could approve the dates as presented with the exception of the Reorganization meeting being rescheduled for December 8. On a motion by Dr. Kwiatkowski and second by Mrs. Donahue, the 2021 Board Meeting schedule was approved as amended by voice vote by all in attendance

ACTION:
Approved by acclamation

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- Discuss any early January Committee meetings that might need to be scheduled so they can be properly advertised.
 - There were none.

- Any other Business to come before the Board.
 - Mr. Gapsky said he saw the fall play “Little Women” and the students did very well given all of the challenges they faced and needing to social distance and wear masks. He said student representative Zoe Babbitt did an amazing job

- Adjournment of business portion of the Reorganization meeting.
 - After no additional business to come before the board, Mr. Tunstall adjourned business portion of the meeting 7:26 p.m.

Respectfully submitted,

Bethany Baker
Assistant Board Secretary