

SHALER AREA SCHOOL DISTRICT
Voting Meeting
February 15, 2017 – Administration Building
Minutes

The Board of School Directors of the Shaler Area School District held a Voting Meeting on Wednesday, February 15, 2017, at the Shaler Area Administration Building, Glenshaw, PA, with Dr. April Kwiatkowski, School Board President, presiding. This meeting began at 7:01 p.m.

Board Members Present: Mr. James Fisher
 Mr. Tim Gapsky (by phone)
 Dr. April Kwiatkowski
 Mr. Jason Machajewski
 Mrs. Jeanne Petrovich
 Mr. Steve Romac
 Mr. James Tunstall

Board Members Not Present: Mrs. Eileen Phillips
 Mrs. Suzanna Donahue

Others Present: Mr. Sean Aiken, Superintendent
 Dr. Bryan O'Black, Assistant Superintendent
 Mr. Gary Mignogna, Director of Human Resources
 Ms. Sherri Ludwig, Director of Business Affairs
 Mr. Matt Hoffman, Solicitor

Notice of this meeting was posted as required.

- Dr. Kwiatkowski recognized the Public to Speak on Agenda Items.
 - There were none.
- Dr. Kwiatkowski called the meeting to order at 7:01 p.m. and invited all to stand for the Pledge of Allegiance.
- Dr. Kwiatkowski then yielded the floor to Mr. Aiken and Dr. O'Black for a special presentation.
- Mr. Aiken said the District likes to recognize teachers, students and coaches who make an impact on the District, and this month he introduced to the board and thanked the fall sports' varsity head coaches.
 - John Brough
 - Chris Catanese
 - Justin Eskra
 - Adam Hunter
 - Jonathan LeDonne
 - Amanda O'Connor
 - Samantha Smyers
 - Brian Duermeyer
- Dr. Kwiatkowski said she has children in the District and has seen the impact the coaches make on a daily basis. She thanked them on behalf of the board.
- On a motion by Mr. Fisher and a second by Mr. Romac, the following Minutes were approved by all in attendance:
 - Combined COW/Voting Meeting – January 18, 2017
- Dr. Kwiatkowski then announced items tabled or removed from the agenda:
 - There were none.

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- Dr. O’Black then introduced the math focus leadership team who have worked to put a lens on the math program: Lori Robinet Mish, Paul Stadelman, Jess Sapsara, Chrissy Gurekovich, Tom Misko and Marty Martynuska who was filling in for Shannon Howard. The team talked about changes in the curriculum and how the changes will allow math teachers to go deeper into the curriculum and build on lessons. The team talked about the more focused approach they will be taking for all students, the professional development that will be applied and the research-based interventions.
- Mrs. Petrovich praised the work the math focus group team has done and is doing and suggested that the team consider presenting their work at a conference.
- Mr. Aiken pointed out that there are three different levels and schools involved in the process and it will go a long way to bridge the gap between buildings. He said the team is having important conversations that will make an impact moving forward. He thanked them for their work.
- Dr. Kwiatkowski asked if the textbooks the District is using are appropriate. Dr. O’Black said the textbooks are more surface level learning and the work done in the classroom is what will build depth.
- On a motion by Mrs. Petrovich and a second by Mr. Romac, the agenda was approved by all Board members in attendance.

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

<u>Item #</u>	<u>EDUCATION ITEMS RECOMMENDED FOR APPROVAL</u>	<u>SUP #</u>	<u>ACTION TAKEN</u>
A.1	Approve the Shaler Area School District Calendar for the 2017-18 school year.	A.1	<u>2017-18 District Calendar</u>
A.2	Approve the PA School Code, Section 1502 Resolution – Official Local School District Holidays for the 2017-18 school year as follows: November 24, 2017 December 26, 2017 December 29, 2017 March 30, 2018	A.2	<u>Official District Holidays</u>
A.3	Approve the dates of Extended School Year (ESY) for 2017: July 6 – 7, 2017 July 10 – 14, 2017 July 17 – 21, 2017 July 24 – 27, 2017		<u>ESY Dates</u>
A.4	Approve the dates of the Shaler Area STEAM Camp for June 12 – 15, 2017 to be held at the Shaler Area Elementary School.		<u>STEAM Camp Dates</u>
A.5	Approve the contract with Grade Point Resources to provide special education behavior specialist supports from March 6, 2017 to June 1, 2018 at a cost of \$84,500 pending review by our Solicitor. (This will replace the previous contract voided by Glade Run Lutheran Services.)	A.5	<u>Grade Point Resources Contract</u>

- A.6 Approve the following out-of-district class trip:
- a. Varsity Boys Volleyball travel to State College, PA – April 28-29, 2017 to participate in the State College Boys Volleyball Invitational. Booster Cost: Approximately \$3,000 to be offset by district-approved fundraisers. Cost to the district approximately \$500.

A.6 Out-of-District Trip

➤ Dr. O’Black said the District received notice that day that two Shaler Area High School teachers who were named semifinalists in the PA Teacher of the Year contest: Greg Mason and Kristin Tepshich.

A motion was made by Mrs. Petrovich with a second by Mr. Tunstall, to approve Items A.1-6.

Mr. Romas asked if the approvals for class trips could be submitted with more lead time to give students more opportunity to fundraise. After no further discussion, these items were then approved by a roll call vote.

ACTION:
Approved
Items A.1-6

Motion Carried: 7 aye; 0 nay

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

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

<u>ITEM</u> #	<u>PERSONNEL ITEMS RECOMMENDED FOR APPROVAL</u>	<u>SUP</u> #	<u>ACTION</u> <u>TAKEN</u>
B.1	Approve the following Retirement:		<u>Retirement</u>
a.	Jacqueline Mozzetti, Class IA Administrative Secretary, Information Systems, Central Office, effective at the end of the work day on March 31, 2017.		
B.2	Approve the following FT 1.0 Clerical employee:		<u>FT 1.0 Clerical</u>
a.	Rebecca Kusar, as a FT 1.0 Class I Transportation/Business Office Support Administrative Secretary, Central Office, effective February 16, 2017.	B.2a.	
B.3	Approve a Summer Employment Program for up to 30 students to assist in the District’s custodial and maintenance work beginning May 1, 2017.		<u>Summer</u> <u>Employment</u> <u>Program</u>
B.4	Approve the following supplemental contracts for Coaches for the 2016-17 school year (Spring Sports Season). Compensation will be according to the terms and conditions of the Collective Bargaining Agreement.		<u>Supplemental</u> <u>Contracts –</u> <u>Coaches</u>
	Lacrosse (Spring)		
a.	Boys JV	Isaiah Wilson	B.4a.
b.	Boys Volunteer Assistant	John Albright	B.4b.
c.	Boys Volunteer Assistant	Daniel Ireland	B.4c.

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- d. **Girls Interim Head Varsity Lacrosse (1-year contract – 2016-17)** Bethany Snider **B.4d.**
- e. Girls JV Abby Spriggs **B.4e.**
- f. **Softball (Spring)**
Assistant JV Megan Daley (50%) **B.4f.**
- g. **Track (Spring)**
Boys Assistant Varsity Timothy Storino
h. Girls Assistant Varsity Scott Hughes **B.4h.**
- B.5 Approve the following Supplemental Contracts for **Spring Head Coaches** for the **2017-18** school year (they were previously approved through the 2016-17 school year; this adds a year, to provide them with a 2-year contract): Supplemental Contracts – Head Coaches
- a. **Baseball (Spring)**
Head Varsity Coach Brian Junker
- b. **Softball (Spring)**
Head Varsity Coach Andy Palmer
- c. **Tennis (Spring)**
Boys Head Varsity Coach Brian Duermeyer
- d. **Track (Spring)**
Boys Head Varsity Coach James Ryan
- e. **Volleyball (Spring)**
Boys Head Varsity Coach Paul Stadelman
- B.6 Rescind the following Supplemental Contracts for **Sponsors** for the 2016-17 school year: Rescind Supplemental Contracts – Sponsors
- a. **Elementary School**
Book Club Melissa Lamb (50%)
b. Kim Carhart (50%)
- c. **Middle School**
8th Grade/Team Blue Jerry Koller (50%)
d. Dennis Reagle (50%)
- B.7 Approve the following Supplemental Contract for **Sponsors** for the 2016-17 school year Supplemental Contracts – Sponsors
- a. **Elementary School**
Book Club Kim Carhart (100%)
- b. **Middle School**
8th Grade/Team Blue Dennis Reagle (100%) (retro to 1/18/17)

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B.8 Approve the following day-to-day **Substitute Teachers** for the 2016-17 school year:

Day-to-Day Substitute – Teachers

- a. Ashley Chiarmonite, English 7-12
- b. Danielle McDonald, Grades 4-8 (All Subjects 4-6 and English, Lang. Arts & Reading 7-8)
- c. Bethany Snider (pending Emergency Certificate in Japanese)
- d. Thea Holzworth, Art K-12 & Principal K-12
- e. Elizabeth Webb, Social Studies 7-12

B.9 Approve the following day-to-day **Substitute Clerical** employee for the 2016-17 school year:

Day-to-Day Substitute – Clerical

- a. Kati Dongilli

A motion was made by Mr. Fisher with a second by Mr. Romac, to approve Items B.1-2, B.4-5a, B.5c-e, B.6-9.

ACTION:
Approved
Items B.1-2,
B.4-5a, B.5c-
e. B.6-9

Dr. Kwiatkowski thanked Ms. Mozzetti for her service and congratulated her on her retirement. After no further discussion, these items were then approved by a roll call vote.

Motion Carried: 7 aye; 0 nay

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

A motion was made by Mr. Romac with a second by Mrs. Petrovich, to approve Item B.3.

ACTION:
Approved
Item B.3

Mr. Gapsky said he believed 30 students are too many. After no further discussion, this item was then approved by a roll call vote.

Motion Carried: 6 aye; 1 nay

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

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A motion was made by Mr. Romac with a second by Mrs. Petrovich, to approve Item B.5b.

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

ACTION:
Approved
Item B.5b

Motion Carried: 6 aye; 1 nay

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

Ms. Ludwig 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	APPROVE FUND PROFILES:		
	A. General Fund – Schedule of Bills and Addendum	C.1A	<u>Fund Profiles</u>
	B. Cafeteria Fund – Schedule of Bills	C.1B	
	C. Budget Transfers	C.1C	
	D. Year-to-Date Financial Reports	C.1D	
	E. Fund Profiles and Investments	C.1E	
	F. CR&R – Schedule of Bills	C.1F	
	G. Bond Proceeds – Schedule of Bills	C.1G	
C.2	Cafeteria Fund Operating Statement	C.2	<u>Cafeteria Fund</u>
C.3	Approval of the Shaler Area School District's Audit Report and Financial Statements for year ending June 30, 2016 as prepared by Hosack, Specht, Muetzel and Wood, LLP.	C.3	<u>Audit Report</u>
C.4	Motion to consent to Borough of Millvale's Amended Petition of Exonerate and Strike Tax Liens of the School District (GD 16-24691), except for Lots 79-C-120, 79-C-201-01 and 79-C-120-02. Consent shall be given also to these lots if the Solicitor advises upon further review.	C.4	<u>Exonerate Tax Liens</u>
C.5	To approve a change order as follows with Nello Construction for the Rogers Primary Project:	C.5	<u>Nello Change Order</u>
	a. Install a rock toe at the fill area below the new rear retaining wall as recommended by Geotechnical Engineer at a final cost not to exceed \$161,332.		
	<u>NOTE:</u> This construction change directive was approved at the October 19, 2016 voting meeting in the amount to not exceed \$161,400.00. The funds for this change order will come from the field quantity allowances in the contract and the contingency line item in the project budget.		
C.6	Approval of the Memorandum of Understanding with the Allegheny County Department of Human Services, Office of Children, Youth and Families	C.6	<u>MOU with CYE</u>

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(CYE) agreement. The purpose of this agreement is to establish procedures and agreed upon processes between Shaler Area School District and CYF to ensure the provision of services to optimize academic success for children and youth in foster care who are enrolled in the LEA.

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| <p>C.7 Approval of the transportation procedures established with the Allegheny County Department of Human Services, Office of Children, Youth and Families (CYF). Based on this school placement decision, the LEA will work collaboratively with CYF and placement agencies to identify and establish the most cost-effective method of transport.</p> | <p>C.7 <u>Transportation Procedures with CYF</u></p> |
| <p>C.8 Approve the property damage release with R&B Contracting and Excavation sustained during the Primary School Construction. The total payment recovery will be \$11,179.05 which is the cost of the repairs.</p> | <p>C.8 <u>Payment Recovery</u></p> |
| <p>C.9 To approve a contract with BSN Sports for the BSN Sports Rewards Program for the purchase and supply of apparel, footwear and equipment offered for sale by BSN, for use by the District and athletic programs.</p> | <p>C.9 <u>BSN Sports Contract</u></p> |
| <p>C.10 Recommend the Board approve the partial exoneration of current and delinquent taxes due, tax liens, penalties, interest and costs upon property located at 1326 Walters Avenue, Shaler Township, Pittsburgh Pennsylvania, 15209, Block & Lot No. 165-K-133, in furtherance of the proposed conveyance of the property from the Estate of Rose Marie Wiskowski to Sharon Zaborowski for the purchase price of at least \$20,000 provided that: (1) similar approval is provided by Allegheny County and Township of Shaler and; (2) the exoneration is approved by the Court of Common Pleas of Allegheny County pursuant to a petition to compromise taxes.</p> | <p>C.10 <u>Partial Exoneration of Delinquent Taxes</u></p> |

Information Item:

- Pre Act 32 delinquent earned income tax collection for the Borough of Millvale will be collected with a no fee structure by the Borough of Millvale until all taxes are collected.

A motion was made by Mr. Fisher with a second by Mrs. Petrovich, to approve Items C.1, C.3-10.

Mr. Gapsky clarified Item. C.9, and Dr. Kwiatkowski requested additional information on Item C.8. Dr. Kwiatkowski also asked about the open change orders for Titan Stadium. Mr. Hoffman said per the contract, claims can be made for up to 4 years until the final payment is made. Dr. Kwiatkowski also asked what steps were taken to address items in the auditor’s letter. Ms. Ludwig said there are some procedural items the District is addressing. After no further discussion, these items were then approved by a roll call vote.

ACTION:
Approved
Items C.1,
C.3-10

Motion Carried: 7 aye; 0 nay

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

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A motion was made by Mrs. Petrovich with a second by Mr. Romac, to approve Item C.2.

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

ACTION:
Approved
Item C.2

Motion Carried: 5 aye; 2 nay

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

- Dr. Kwiatkowski then announced the following upcoming meetings:
 - Thursday, February 23, 2017
 - 6:00 p.m. – A. W. Beattie Committee, Babcock Blvd.
 - Wednesday, March 1, 2017
 - 6:00 p.m. – Buildings & Grounds Committee
 - 7:00 p.m. – Policy Committee
 - Wednesday, March 8, 2017 – Committee of the Whole Meeting
 - Executive Session – 6:00 p.m.
 - Public Session – 7:00 p.m.
 - Wednesday, March 15, 2017 – Voting Meeting
 - Executive Session – 6:15 p.m.
 - Public Session – 7:00 p.m.

- Announcement of Past Executive Sessions was made by Dr. Kwiatkowski.

- Dr. Kwiatkowski then asked if there was any other business to come before the board.
 - Mr. Fisher said the Beattie Board discussed closing the Kiddie Tech program due to declining enrollment and increased costs to run the program. The board tabled the action to close the program and created a focus group to look at the program. Mr. Fisher also said that the Land Bank advisory meeting took place in which the bylaws were discussed. He said he was not able to make the meeting but would follow-up with An Lewis.
 - Mr. Romac asked for an update on the track surface. Mr. John Kaib, supervisor of Buildings and Grounds, said the company took back part of the turf and found the water pipe causing a water problem. It was repaired and everything was put back in place. Mr. Aiken said ATT Sports has taken full responsibility for the discoloration of the track surface and will be coming back to correct it.
 - Mr. Romac asked if the District will limit public use of the track when lacrosse teams are using the facility. Mr. Aiken said for safety, the District feels it’s imperative that there be no one using the track when lacrosse teams are using the facility.
 - Dr. Kwiatkowski announced the Taste of Shaler Area fundraiser on March 25 and announced the Foundation’s request for applications for grants will be posted soon.

After no further items were presented, on a motion by Mrs. Petrovich and second by Mr. Romac, the Business Meeting was adjourned at 8:26 p.m.

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

- There was none.

When no one else approached the podium, the meeting’s Final Adjournment occurred at 8:26 p.m.

Respectfully submitted,

Bethany Baker
Assistant Board Secretary