

SHALER AREA SCHOOL DISTRICT
Voting Meeting
February 17, 2016 – Administration Building
Minutes

The Board of School Directors of the Shaler Area School District held a Voting Meeting on Wednesday, February 17, 2016, at the Shaler Area Administration Office, Glenshaw, PA, with Dr. April Kwiatkowski, School Board President, presiding. This meeting began at 7:11 p.m.

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

Not Present: Mrs. Suzanna Donahue
 Mrs. Jeanne Petrovich

Others Present: Mr. Sean Aiken, Superintendent
 Dr. Bryan O’Black, Assistant Superintendent
 Mr. Peter J. Camarda, Acting Director of Business Affairs
 Mr. Gary Mignogna, Director of Human Resources
 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 7:11 p.m. and asked the Board and audience to stand for the Pledge of Allegiance.

- Mr. Aiken and Dr. O’Black recognized the Shaler Area Competitive Cheerleading Squad for their accomplishments during the 2015-16 season including:
 - WPIAL: Placed 3rd (out of 29 teams) in WPIAL Medium Varsity Division in January. Qualified to compete in PIAA competition
 - PIAA: Placed 3rd (out of 37 teams) in the PIAA Medium Varsity Division in Hershey. Qualified to compete at Nationals in Orlando.
 - Nationals: Placed 15th (out of 57 teams) in the UCA High School Nationals Medium Varsity Division. Invited to compete in Worlds.
 - Worlds: Placed 2nd in the High School Worlds Medium Varsity Division.Senior members of the squad as well as coaches Phyllis Schatz and Becky Troppman accepted the recognition on behalf of the entire team.

- On a motion by Mr. Fisher and a second by Mr. Romac, the following Minutes were approved by a unanimous voice vote:
 - Combined COW/Voting Meeting – January 13, 2016

- Dr. Kwiatkowski then announced items tabled or removed from the agenda:
 - There were none.

- On a motion by Mr. Gapsky and a second by Mr. Romac, the agenda was approved by all Board members in attendance.

February 17, 2016 – Voting Meeting

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

<u>Item</u> #	<u>EDUCATION ITEMS RECOMMENDED FOR APPROVAL</u>	<u>SUP</u> # Board Only	<u>ACTION</u> <u>TAKEN</u>
A.1	Approve an adjudication for Student #1 for the 2015-16 school year		<u>Adjudication</u> <u>Student #1</u>
A.2	Approve the Shaler Area School District Calendar for 2016-17	A.2	<u>2016-17 Calendar</u>
A3	Approve the PA School Code, Section 1502 Resolution – Official Local School District Holidays for the 2016-17 school year as follows: November 25, 2016 December 23, 2016 December 27, 2016 April 14, 2017		<u>Official District</u> <u>Holidays 2016-17</u>
A.4	Approve the dates of Extended School Year (ESY) for 2016: July 5 – 8, 2016 July 11 – 14, 2016 July 18 – 21, 2016 July 25 – 28, 2016		<u>Extended School</u> <u>Year</u>
A.5	Approve the first reading of the following revised policies: a. Policy No. 115 – Career & Technical Education b. Policy No. 116 – Tutoring c. Policy No. 137 – Home Education Programs d. Policy No. 138 – ESL/Bilingual Education Program e. Policy No. 212 – Reporting Student Progress f. Policy No. 317 – Conduct/Disciplinary Procedures	A.5	<u>Revised Policies</u> <u>– 1st Reading</u>
A.6	Approve the following out-of-district/overnight trips: a. Eighth Grade travel to Mt. Vernon Estate and Gardens – April 1, 2016 to visit George Washington’s home. Cost per student approximately \$65. Cost to the district 3 substitute teachers for one day. b. National Latin Honor Society travel to Penn State University – May 20-22, 2016 to participate in academic, artistic and athletic competitions centered around the Roman culture. Cost per student approximately \$225 to be off-set by district-approved fundraisers. Cost to the district 4 substitute teachers for one day.	A.6	<u>Out-of-</u> <u>District/Overnight</u> <u>Trips</u>

February 17, 2016 – Voting Meeting

A motion was made by Mr. Romac with a second by Mr. Gapsky, to approve Items A.1-6.

Dr. Kwiatkowski questioned if department chairs had been consulted with the revisions to Policy No. 115. Dr. O’Black said the revisions focused more on approved tech. ed. programs outside of the district. After no further discussion, this item was then approved by a roll call vote.

ACTION:
Approved
Item A.1-6

Motion Carried: 7 aye; 0 nay

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

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

<u>ITEM</u>	<u>SUP</u>	<u>ACTION</u>
# <u>PERSONNEL ITEMS RECOMMENDED FOR APPROVAL</u>	#	<u>TAKEN</u>
B.1 Approve the following Resignations :		<u>Resignation</u>
a. Nicole Fuchs, Elementary Education teacher, Elementary School, effective retroactive to the end of the work day on January 18, 2016.		
b. Cameron Saddler, Class II Paraprofessional, High School, effective retroactive to the end of the work day on January 26, 2016.		
c. Douglas Hastings, Custodian, effective at the end of the work day on February 19, 2016.		
B.2 Approve the following Leaves of Absence (LOAs) :		<u>LOA</u>
a. Christopher Lisowski, Art teacher, High School, for an unpaid Parental Leave of Absence, effective for the entire 2016-17 school year, and returning to work at the beginning of the 2017-18 school year.		
b. Rachel Stimmel, Elementary Ed teacher, Elementary School, for an extension to her unpaid Parental Leave of Absence from March 1, 2016 to April 1, 2016.		
B.3 Approve the following 1.0 FT Long Term Substitute (LTS) teachers:		<u>LTS – Teachers</u>
a. Jennifer Hall, a graduate of Slippery Rock University, as a 1.0 FT LTS Elementary Ed teacher, Elementary School, for Nicole Fuchs, effective retroactive to January 18, 2016 to the end of the second semester of the 2015-16 school year, at a Bachelor’s Step 3 salary level (prorated).	B.3a.	
b. Ashley Sattler, a graduate of Robert Morris University, as a 1.0 FT LTS Elementary Ed teacher, Elementary School for Rachel Stimmel extension of her leave of absence, effective February 18, 2016 to April 1, 2016 (Ashley has been the extended day-to-day substitute since 11/2/15), at a Bachelor’s Step 1 salary level (prorated)	B.3b.	

February 17, 2016 – Voting Meeting

- B.4 Approve a **Summer Employment Program** for up to 30 students to assist in the District’s custodial and maintenance work beginning May 1, 2016. Summer Employment Program
- B.5 Rescind the following Supplemental Contract for **Coaches** for the 2015-16 school year: Rescind Supplemental Contract – Coaches
- a. **Baseball (Spring)**
9th Grade Coach Justin Yeckel
- B.6 Approve the following Supplemental Contract for **Head Coach** for the 2015-16 and 2016-17 School years (**2-year contract**): Supplemental Contract – Head Coach
- a. **Tennis (Spring)**
Boys Head Varsity Coach Brian Duermeyer
- B.7 Approve the following Supplemental Contracts for **Coaches** for the 2015-16 school year: Supplemental Contract – Coaches
- a. **Baseball (Spring)**
Head 9th Gr. Morgan Singletary
Head 8th Gr. Patrick Walsh **B.7b.**
Assistant 9th Gr. William Schleicher **B.7d.**
Assistant 8th Gr. William Junker
- e. **Softball (Spring)**
Assistant JV (50%) Beverly Bauer **B.7e.**
- B.8 Approve the following day-to-day **Substitute Teachers** for the 2015-16 school year: Day-to-Day Substitute – Teachers
- a. Haley Dudt-Mulzet, Early Childhood PK-4
b. Patricia Clanton, Registered Nurse
c. Shawna Douglas, Registered Nurse
d. Dora Gentile, Registered Nurse
e. Jacqueline Irvin, Registered Nurse
f. Nathaniel Medic, Health & Physical Education
- B.9 Approve the following day-to-day **Substitute Clerical** for the 2015-16 school year: Day-to-Day Substitute – Clerical
- a. Amber Colamarino
- B.10 Approve the following in the **Shaler Area Community Recreation Swim Program**: Shaler Area Community Rec Swim employees
- a. Abigail Banze, Instructor
b. Tyler Murray, Lifeguard
c. Shane Cafardi, Volunteer, Adaptive Aquatics for Heath
d. Jonathan Curcio, Volunteer, Adaptive Aquatics for Heath

February 17, 2016 – Voting Meeting

- e. Olivia DiBon, Volunteer, Adaptive Aquatics for Heath
- f. Jessica Hannes, Volunteer, Adaptive Aquatics for Heath
- g. Nick Montanari, Volunteer, Adaptive Aquatics for Heath
- h. Matthew Schietroma, Volunteer, Adaptive Aquatics for Heath
- i. Nathan Stauffer, Volunteer, Adaptive Aquatics for Heath

A motion was made by Mr. Romac with a second by Mr. Machajewski, to approve Items B.1-3, B.5-10.

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

Motion Carried: 7 aye; 0 nay

ACTION:
Approved
Items B.1-3;
B.5-10

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

A motion was made by Mr. Fisher with a second by Mr. Romac, to approve Items B.4.

Mr. Romac asked if there are any limitations to what the student summer employees can or can't do. Mr John Kaib, supervisor of buildings and grounds, said students are placed based on their abilities and interests and then also partnered with maintenance staff who teach them other skills. Mr. Fisher asked if the department uses all 25 to 30 students. Mr. Kaib confirmed that to be the case and said one year the district decreased total participation in the program to 20 students and the department was not able to complete all of the necessary work in time for the start of school. After no further discussion, these items were then approved by a roll call vote.

ACTION:
Approved
Items B.4

Motion Carried: 6 aye; 1 nay

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

Mr. Camarda 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.	CR&R – Schedule of Bills	C.1C	
D.	Fund Profiles and Investments	C.1D	
E.	Year-to-Date Financial Reports	C.1E	
F.	Cafeteria Fund Operating Statement	C.1F	
G.	Student Activity Funds & Investments - High School, Middle School, and Elementary School Accounts – October, 1 2015 through December 31, 2015	C.1G	
H.	Budget Transfers	C.1H	
I.	Bond Proceeds – Schedule of Bills	C.1I	

- C.2 Approve agreement with AKS to provide supplemental transportation as needed. C.2 AKS agreement

- C.3 RESOLVED, the Board authorizes the Shaler Area School District to enter into the attached Service Order and sign an E-rate Letter of Agency with Allegheny Intermediate Unit 3 at a cost not to exceed \$1,000.00 per month (prior to E-rate discounts) effective July 1, 2016 through June 20, 2021, in accordance with the terms and conditions of Service Order; that the Board authorizes AIU3 to enter into a Master Service Agreement with DQE Communications, and authorizes AIU3 apply for E-Rate funding on behalf of the District for the RWAN services. The Board further authorizes the extension of the Service Order for up to an additional five years in the event that the Allegheny Intermediate Unit in consultation with the District exercises the right to extend the Master Service Agreement with DQE Communications. C.3 E-rate Letter of Agency with AIU3 for RWAN services

- C.4 Approval of the Shaler Area School District's Audit Report and Financial Statements for year ending June 30, 2015 as prepared by Hosack, Specht, Muetzel and Wood, LLP. C.4 Audit Report and Financial Statements

- C.5 Recommend approval of a contract North Star Contracting Group for Asbestos Abatement at the existing Rogers Primary School in the amount of \$61,900, to be paid from Bond Proceeds. C.5 North Star Contracting Group contract

- C.6 Recommend approval to authorize Wallace & Pancher, Inc. to prepare Sewage Facilities Planning Module for the Rogers Project per their proposal in the amount of \$4,500, to be paid from Bond Proceeds. C.6 Wallace & Pancher sewage facilities planning contract

- C.7 Approve the agreement with Pro Grass LLC to remove, excavate, and install synthetic turf in the batting cage area of Hilltop Field at Shaler Area High School. Cost to the district \$6,975.00, to be paid from CR&R. C.7 Pro Grass LLC agreement

Mr. Camarda then presented the following Informaiton item:

Information: A RFP for Construction Management Services for the Rogers Project will be issued shortly with the expectation for approval of a contract in March 2016.

A motion was made by Mr. Gapsky with a second by Mr. Romac, to approve Items C.1-7.

Dr. Kwiatkowski asked if the boosters with club sports schedule their own buses and if so, she asked that the district share the information in Item C.2. Mr. Camarda said he will send the information to the athletic director. Mr. Tunstall asked if North Star had done work for the district in the past. Mr. Camarda said the district was provided with a good review of their work. After no further discussion, these items were then approved by a roll call vote.

ACTION:
Approved
Items C.1-7

Motion Carried: 7 aye; 0 nay

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

February 17, 2016 – Voting Meeting

Dr. Kwiatkowski then announced the following upcoming meetings:

- Thursday, February 25, 2016
 - 6:00 p.m. – A.W. Beattie Committee, Babcock Blvd.
- Wednesday, March 9, 2016 – Committee of the Whole Meeting
 - 6:00 p.m. – Executive Session
 - 7:00 p.m. – Public Session
- Wednesday, March 16, 2016 – Voting Meeting
 - 6:15 p.m. – Executive Session
 - 7:00 p.m. – Public Session

Dr. Kwiatkowski added that there will be a special focus group meeting for the Titan Stadium on Monday, Feb. 29, at 4 p.m. in the Duss Conference Room.

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

- February 10, 2016

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

- Mr. Fisher said the next A.W. Beattie meeting will be the following week.
- Dr. Kwiatkowski announced the upcoming Shaler Area High School musical “The Addams Family” and the Shaler Area Middle School musical “Legally Blonde JR.”
- Dr. Kwiatkowski also recognized Mr. Clint Rauscher, athletic director, who is coming up on his first anniversary of employment with the district, for working to change the culture in the athletic department. She said as a parent she wanted to publicly note that it’s appreciated.

After no further items were presented, on a motion by Mr. Machajewski and second by Mr. Gapsky, the Business Meeting was adjourned at 7:37 p.m.

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

- Dorothy Petrancosta, of Skylark Drive, asked why the teacher contract was not posted online. Dr. Kwiatkowski responded that it would be posted July 1 when it goes into effect. Ms. Petrancosta thanked Dr. Kwiatkowski then continued that Mr. Kaib had a lot of retirements out of his department and there are a number of items in the district that need to be maintained. She said that she felt Mr. Kaib needed some help and it was something the district should look at.

When no one approached the podium, the meeting’s Final Adjournment occurred at 7:40 p.m.

Respectfully submitted,

Bethany Baker
Assistant Board Secretary