

*SHALER AREA SCHOOL DISTRICT*  
*Voting Meeting*  
*May 18, 2016 – Administration Building*  
*Minutes*

The Board of School Directors of the Shaler Area School District held a Voting Meeting on Wednesday, May 18, 2016, at the Shaler Area Administration Office, Glenshaw, PA, with Dr. April Kwiatkowski, School Board President, presiding. This meeting began at 7:06 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
- Mr. Peter J. Camarda, Acting Director of Business Affairs
- Mr. Gary Mignogna, Director of Human Resources
- Ms. Sherri Ludwig, Director of Business Affairs
- Mr. John Vogel, Solicitor

Notice of this meeting was posted as required.

- Dr. Kwiatkowski called the meeting to order at 7:06 p.m. and turned the floor over to Mr. Aiken and Dr. O'Black.
- Mr. Aiken and Dr. O'Black recognized Shaler Area students for their accomplishments:
  - Three Shaler Area Middle School eighth-graders were selected to present at the 2016 International Green Schools Conference and Expo on March 31 at the David L. Lawrence Convention Center. **Elisa Gabriel, Michaela Brining and Mia Fantozzi** discussed "Hydroponics in Your School: Grow Edible, Healthy Crops in Water Indoors." The middle school students were selected to present at this conference alongside teachers and industry leaders. This year's selection process was highly competitive with more than 130 submissions and only 40 proposals accepted.
  - Two Shaler Area High School students placed at the state level in the SkillsUSA competition. These students also attend A.W.Beattie and were tested in their skill area as part of the competition:
    - **Josh Lignoski** placed 1st in Medical Terminology at the state level and will be moving on to compete at the national level later this year.
    - **Shane Davis** placed 4th in sheet metal.
- Dr. Kwiatkowski recognized the Public to Speak on Agenda Items.
  - There were none.
- Dr. Kwiatkowski called the meeting to order at 7:14 p.m. 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 Minutes were approved by all in attendance:
  - Committee of the Whole Meeting – April 13, 2016
  - Voting Meeting – April 20, 2016
  - Special Voting Meeting – April 27, 2016
  - A. W. Beattie Joint Committee – April 28, 2016
  - Buildings & Grounds Committee – May 4, 2016

*May 18, 2016 – Voting Meeting*

- Dr. Kwiatkowski then announced items tabled or removed from the agenda:
  - There were none.
- On a motion by Mr. Fisher 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</u> <u>TAKEN</u>
A.1	Approve a Disciplinary Action for Student #6 for the 2015-16 school year.	Board Only	<u>Disciplinary</u> <u>Action</u>
A.2	Request that the Allegheny County Office of Behavioral Health add Pyramid Healthcare, Inc. to their approved drug and alcohol service providers. Pyramid Healthcare Inc. will provide drug and alcohol assessment and counseling for students at Shaler Area High School and Middle School through parents’ insurance.	A.2	<u>Approved Drug &amp;</u> <u>Alcohol Provider</u>
A.3	Approve the contract with Glade Run Lutheran Services to provide mental health services to Shaler Area students from August 24, 2016 to June 6, 2017 at a cost of \$69,010 to be paid through ACCESS.	A.3	<u>Contract with</u> <u>Glade Run</u> <u>Lutheran Services</u>
A.4	Approve the guarantee of 14 seats at Adelphoi Education Services at Millvale Alternative Education Program for the 2016-17 school year.	A.4	<u>Adelphoi</u> <u>Education</u> <u>Services Program</u>
A.5	Approve the first reading of the following new policy: <ul style="list-style-type: none"> <li>a. Policy No. 823 – Administering Naloxone</li> </ul>	A.5	<u>New Policy – 1<sup>st</sup></u> <u>Reading</u>

A motion was made by Mr. Romac with a second by Mrs. Donahue, to approve Items A.1-5.

Dr. Kwiatkowski requested that the per student price be added to the minutes for Item A.4, which is as follows: \$77.18 for regular education; \$84.98 for special education; \$143.53 for emotional support. After no further discussion, this item was then approved by a roll call vote.

ACTION:  
Approved  
Items A.1-5

Motion Carried: 9 aye; 0 nay

Donahue	Fisher	Gapsky	Kwiatkowski	Machajewski	Petrovich	Phillips	Romac	Tunstall
Y	Y	Y	Y	Y	Y	Y	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 <b>Retirements</b> :		<u>Retirements</u>																		
	<b><u>Voluntary Retirement Incentives-Teachers</u></b>																				
	<table border="0"> <thead> <tr> <th style="text-align: left;"><u>Name</u></th> <th style="text-align: left;"><u>School</u></th> <th style="text-align: left;"><u>Effective Date</u></th> </tr> </thead> <tbody> <tr> <td>a. Maria Cavaliere</td> <td>High School</td> <td>End of the 2015-16 school yr.</td> </tr> <tr> <td>b. Sally Donnelly</td> <td>Elementary School</td> <td>End of the 2015-16 school yr.</td> </tr> <tr> <td>c. Cynthia Dougherty</td> <td>Elementary School</td> <td>End of the 2015-16 school yr.</td> </tr> <tr> <td>d. Phyllis Schatz</td> <td>High School</td> <td>End of the 2015-16 school yr.</td> </tr> <tr> <td>e. JoAnn Walsh</td> <td>Elementary School</td> <td>End of the 2015-16 school yr.</td> </tr> </tbody> </table>	<u>Name</u>	<u>School</u>	<u>Effective Date</u>	a. Maria Cavaliere	High School	End of the 2015-16 school yr.	b. Sally Donnelly	Elementary School	End of the 2015-16 school yr.	c. Cynthia Dougherty	Elementary School	End of the 2015-16 school yr.	d. Phyllis Schatz	High School	End of the 2015-16 school yr.	e. JoAnn Walsh	Elementary School	End of the 2015-16 school yr.		
<u>Name</u>	<u>School</u>	<u>Effective Date</u>																			
a. Maria Cavaliere	High School	End of the 2015-16 school yr.																			
b. Sally Donnelly	Elementary School	End of the 2015-16 school yr.																			
c. Cynthia Dougherty	Elementary School	End of the 2015-16 school yr.																			
d. Phyllis Schatz	High School	End of the 2015-16 school yr.																			
e. JoAnn Walsh	Elementary School	End of the 2015-16 school yr.																			
B.2	Approve the following <b>Leaves of Absence (LOA's)</b> for the 2016-17 school year:		<u>LOAs</u>																		
a.	Jennifer Birch, English teacher, Middle School, for an extension to her unpaid parental leave of absence effective May 31, 2016, and returning to work on or about January 3, 2017.																				
b.	Shannon Romeo, Math teacher, Middle School, for an unpaid parental leave of absence, effective August 19, 2016 to June 5, 2017 (the entire 2016-17 school year), and returning to work at the beginning of the 2017-18 school year.																				
B.3	Approve the following employees for the <b>Summer School Program</b> , held at the Middle School/High School, effective from 6/13/16 to 7/14/16, at an hourly rate of \$27.00, per the Collective Bargaining Agreement:		<u>Summer School</u> <u>Program</u> <u>Employees</u>																		
a.	Summer School Coordinator/Supervisor <b>High School Program</b>	David DiPasquale																			
b.	Science & Math Instructor	Jeff Ward																			
c.	English & Social Studies Instructor <b>Middle School Program</b>	Jared Dahlgren																			
d.	English Instructor (AM Only)	Brian Duermeyer																			
e.	Math & Science Instructor (PM Only)	Darren Herrle																			
B.4	Approve the renewal Agreement of Dan Morgan, Educational Consultant, LLC., to provide Special Education Transition Planning services for the 2016-17 school year, at a cost of \$18,135.00.		<u>Spec. Ed.</u> <u>Transition</u> <u>Planning</u> <u>Services</u>																		
B.5	Approve the employment of all Special Education, Speech and Gifted teachers for summer evaluations, Individual Education Plan (IEP) writing and curriculum writing (cost estimate \$15,000, including Social Security and other payroll costs).		<u>Spec. Ed.,</u> <u>Speech &amp; Gifted</u> <u>Teachers for</u> <u>Summer Work</u>																		
B.6	Approve the following Supplemental Contracts for <b>Coaches</b> for the 2016-17 school year:		<u>Supplemental</u> <u>Contracts –</u> <u>Coaches</u>																		

**Basketball (Fall)**

- a. Girls 7<sup>th</sup>-8<sup>th</sup> Assistant Gina Mullen
- b. Girls 7<sup>th</sup>-8<sup>th</sup> Assistant Tom Kline

**Cross Country (Fall)**

- c. 9<sup>th</sup> – 10<sup>th</sup> Assistant William Baine
- d. 7<sup>th</sup> – 8<sup>th</sup> Assistant Cecilia Petro

**Football (Fall)**

- e. Assistant Varsity Cameron Saddler
- f. Assistant Varsity Steve Buches
- g. Assistant Varsity Brian Tarrant
- h. Assistant Varsity Dan Gigler
- i. Assistant JV Randy Meyers
- j. Assistant JV Edward Tozzi
- k. Head 9<sup>th</sup> Cory Williams
- l. Assistant 9<sup>th</sup> Craig Steedle
- m. Head 7<sup>th</sup> – 8<sup>th</sup> James Ryan
- n. Assistant 7<sup>th</sup> – 8<sup>th</sup> Allan Tinkey
- o. Assistant 7<sup>th</sup> – 8<sup>th</sup> Louie Iezzi
- p. Assistant 7<sup>th</sup> – 8<sup>th</sup> Morgan Singletary
- q. Volunteer Assistant Jordan Popinski
- r. Volunteer Assistant Anthony Morocco
- s. Volunteer Assistant Tyler Bills
- t. Volunteer Assistant Bernie O'Brien
- u. Volunteer Assistant Jesse Della Valle

**Golf (Fall)**

- v. Boys Assistant Varsity Peter Brough

**Soccer (Fall)**

- w. Boys JV Nick Kolarac
- x. Boys 7<sup>th</sup> – 8<sup>th</sup> – 9<sup>th</sup> Assistant Dan Monahan
- y. Girls JV Carlo Prati
- z. Girls 7<sup>th</sup> – 8<sup>th</sup> – 9<sup>th</sup> Assistant William Ament
- aa. Girls 7<sup>th</sup> – 8<sup>th</sup> – 9<sup>th</sup> Assistant Robert Yarnot

**Tennis (Fall)**

- bb. Girls Assistant Brian Duermyer

**Faculty Managers (Fall)**

- cc. Gr. 9-12 Faculty Mgr. Douglas Kepreos
- dd. Gr. 7-8 Faculty Mgr. George Alexander

B.7 Approve the employment of the following **Extended School Year (ESY) employees** for **summer employment**, as needed. (Cost estimate is \$40,000 including Social Security and other payroll costs.)

ESY Employees

a. Primary ESY Program at Jeffery Primary

Julie Igims (Supervisor/Teacher)  
Karen Tobias (Classroom/Academic Teacher)

Kim Armstrong (Nurse)  
Andrew Sieber (Counselor/Social Skills)

May 18, 2016 – Voting Meeting

John Brough (Classroom/AcademicTeacher)      Marti Beer (Speech Clinician-Both Programs)  
 Cassandra Dudley (SpEd/Life SkillsTeacher)      Peter Brough (Phys Ed Teacher)

b. **Secondary ESY Program at the Middle School**

Kim Young (Supervisor/Teacher)      Christina Erdlen (Nurse)  
 Nichol Myros (Classroom/AcademicTeacher)      Linda Hrynyszak (Counselor/Social Skills)  
 Melissa Grom (SpEd/Life Skills Teacher)      Marti Beer (Speech Clinician-Both Programs)  
 Michelle Elias (SpEd/Life Skills Teacher)      Mike Chmielewski (Phys Ed Teacher)

c. **Substitutes for Both Programs:**

Amanda Carter      Krista Wirth  
 Erica Landau      William Schleicher

B.8 Approve the following students for **temporary summer employment** for 2016, according to the provisions set forth in the **Summer Employment Program**, adopted by the Board on February 17, 2016, allowing up to 30 summer student employees. 27 applicants were approved at the April 20, 2016 Board Meeting, and all subsequent applicants will be approved in numbered order in the event that previously-approved students decline the position, then the next numbered applicant will be called .

Summer Employment Program

- 28. Luke Nethen
- 29. Joseph Mason
- 30. Malena Wasson
- 31. Emily Plantania
- 32. Nathaniel Sellers

B.9 Approve the following day-to-day **Clerical substitute** for the 2015-16 school year:

Day-to-Day Substitutes – Clerical

- a. Rebecca Kusar

B.10 Approve the following day-to-day **Custodial substitute** for the 2015-16 school year:

Day-to-Day Substitutes – Custodial

- a. Michael Heiry

A motion was made by Mrs. Petrovich with a second by Mr. Romac, to approve Items B.1-7, 9-10.

ACTION:  
Approved  
Items B.1-7;  
9-10

Dr. Kwiatkowski asked if there was a ceiling for Item B.5. Mr. Mignogna said the listed price is the ceiling. Mrs. Donahue also asked what ESY is used for. Mr. Aiken said it was for students with special needs. After no further discussion, these items were then approved by a roll call vote.

Motion Carried: 9 aye; 0 nay

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

- Mr. Aiken congratulated the five employees who are retiring under the retirement incentive and thanked them for their service to the students.

A motion was made by Mr. Fisher with a second by Mrs. Petrovich, to approve Item B.8.

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

ACTION:  
Approved  
Item B.8

Motion Carried: 8 aye; 1 nay

Donahue	Fisher	Gapsky	Kwiatkowski	Machajewski	Petrovich	Phillips	Romac	Tunstall
Y	Y	N	Y	Y	Y	Y	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	<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. Budget Transfers	C.1C	
	D. Cafeteria Fund Operating Statement	C.1D	
	E. Year-to-Date Financial Reports	C.1E	
	F. Fund Profiles and Investments	C.1F	
	G. Student Activity Funds & Investments - High School, Middle School, and Elementary School Accounts – January 1, 2016 through March 31, 2016	C.1G	
	H. CR&R - Schedule of Bills	C.1H	
	I. Bond Fund – Schedule of Bills	C.1I	
C.2	Approval of the A.W. Beattie Career Center 2016-17 Budget. The Shaler Area School District share is as follows:	C.2	<u>A.W. Beattie Budget 2016-17</u>

	2016-17 School Year	Change
Beattie Operating Budget	\$1,244,827	(\$37,453)
Capital Budget	\$3,365	(\$773)
Debt Service	\$212,566	\$360
<b>Total</b>	<b>\$1,460,758</b>	<b>(\$37,866)</b>

C.3	Recommend the award of the following bids that were opened on March 28, 2016.	C.3	
	Art Supplies	Recommend as submitted	<u>Award</u>
	Consumable Products	Recommend as submitted	<u>Supply Bids</u>
	Lumber	Recommend as submitted	
	Science Supplies	Recommend as submitted	
	Physical Education	Recommend as submitted	

Total bids awarded are contingent upon the availability of funds within the 2016-17 General Fund Budget.

C.4 Approval of the Pennsylvania Department of Education’s Division of Food And Nutrition Annual Food Service Management Company (FSMC) renewal year contract with The Nutrition Group to provide the operation of the food service program for the District. Approval of The Nutrition Group’s budget which includes a guaranteed profit to the District in the amount of \$12,663. Approval of the price increases incorporated in the budget as follows:

C.4 Food Service Budget

<b>Breakfast</b>	<b>2015-16 (\$0.10 Increase)</b>	<b>2016-17</b>	<b>Change</b>
Type “A” Breakfast (Primary/Elementary)	\$1.10	\$1.20	\$0.10
Type “A” Breakfast (Secondary)	1.35	1.35	-
<b>Lunch</b>	<b>2015-16 (\$0.10 Increase)</b>	<b>2016-17</b>	<b>Change</b>
Primary/Elementary Lunch	2.10	2.15	\$0.05
Secondary Lunch	2.35	2.40	\$0.05
Adult Lunch	3.85	3.90	\$0.05

C.5 Approval to appoint Gary Mignogna as District Treasurer effective July 1, 2016 through June 30, 2017.

District Treasurer

C.6 Recommend the award of the following contract through the Keystone Purchasing Network #201203-01 for new synthetic turf construction for the Titan Stadium improvement.

Award Turf Construction

a. **For Synthetic Turf Construction, to FieldTurf USA, Inc.** in the amount of **\$429,314**, including the following Alternate Bids:

Alt Bid: Extended Maintenance Agreement	\$25,000
Alt Bid: Cryogenic Rubber Infill	<u>\$50,502</u>
Total Alternates	\$75,502
Base Bid	\$353,812
<b>Total Bid Award</b>	<b>\$429,314</b>

C.7 Approval Bond/Note Resolution.

C.7 Approve Bond/Note

A motion was made by Mr. Gapsky with a second by Mrs. Petrovich, to approve Items C.1-3, 5, 7.

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

Motion Carried: 9 aye; 0 nay

ACTION:  
Approved  
Items C.1-3,  
5, 7

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

A motion was made by Mrs. Petrovich with a second by Mr. Fisher, to approve Item C.4.

ACTION:  
Approved  
Item C.4

Dr. Kwiatkowski asked why the district is raising prices for a second year in a row. Mr. Aiken said the district needs to look at its reimbursement from the state and the district needs to move closer to that amount. It's still a fair lunch price. Mr. Joe Geisweidt, The Nutrition Group Director of Operations, said the pay mill equity calculator is part of the Healthy Hunger Free Kids Act and is about \$3.40 for a free lunch. The state requires districts move toward where the state is. After no further discussion, this item was then approved by a roll call vote.

Motion Carried: 8 aye; 1 nay

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

A motion was made by Mr. Romac with a second by Mr. Gapsky, to approve Item C.6.

ACTION:  
Approved  
Item C.6

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

Motion Carried: 6 aye; 3 nay

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

Ms. Ludwig then presented the following Information item:

Information:

The Building and Grounds Department will be working on several summer projects which include door replacements at Shaler Area Middle School for approximately \$26K, concrete work at Shaler Area High School for approximately \$32K, asphalt sealing at Marzolf Primary Schools for approximately \$9K, security vestibule at Marzolf Primary School for approximately \$15K and a power capacitor study at Shaler Area High School for approximately \$10K and equipment for approximately \$30K.

- Mrs. Petrovich asked about the power capacitor at the High School. Administration explained the study and Mr. John Kaib, supervisor of buildings and grounds, said years ago Duquesne Light would do it for free but they no longer provide the service and recommend using Eaton. It will take six weeks and will tell the district how much power is circulating at the high school. It was last done years ago prior to construction. Mr. Kaib added that it costs the district money by not having it and will help to better distribute energy throughout the building. It costs the district about \$18,000 per year by not having it.
- Mr. Romac asked about the concrete work at the High School. Mr. Kaib said it's a 3-year project and each year a section is done to make the sidewalks safe for senior citizens and students. At the other schools, patching work will be completed. Mr. Kaib said he'd like to finish the project this summer.
- Dr. Kwiatkowski asked about the doors at the middle school and if they are up to code. Mr. Kaib said the price listed is for the best doors and all of which are exterior doors.



*May 18, 2016 – Voting Meeting*

- Mr. Romac asked why the asphalt sealing does not include the playground. Mr. Kaib said it doesn't need to be done this year.
- Mr. Kaib said the Marzolf mousetrap is set for this summer. The doors are in stock and the crew will have to relocate the office. Mr. Aiken said this work will address a safety concern.
- Mr. Kaib added that arrangements have been made to decrease the wear and tear on the asphalt during the Titan Stadium project and the Rogers project site will include wheel washes. He said all the doors and concrete work will go out for bid and the other project will get quotes.

Dr. Kwiatkowski then announced the following upcoming meetings:

- Thursday, May 26, 2016
  - 7:00 p.m. – Beattie Senior Recognition Night (SAHS Auditorium)
- Wednesday, June 8, 2016
  - 7:00 p.m. – Committee of the Whole Meeting
- Wednesday, June 15, 2016
  - 7:00 p.m. – Voting Meeting

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

- May 11, 2016
- May 18, 2016

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

- Mr. Fisher said the Beattie senior recognition night was a great event but clarified that it is on Wednesday, May 25, and the Beattie meeting was on Thursday, May 26, at 7 p.m. at A.W. Beattie.

After no further items were presented, on a motion by Mrs. Petrovich and second by Mr. Gapsky, the Business Meeting was adjourned at 7:46 p.m.

Dr. Kwiatkowski then turned the floor over to Mr. Aiken who read a brief statement acknowledging that earlier in the day the administration learned of misinformation and untruth being shared via social media regarding the music program K-12. He stressed that the district plans to collaborate with all stakeholders to review the music department. Mr. Aiken said that the administration would review all open positions in lieu of furloughing.

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

- Lisa Malloy, of Anderson Road, thanked the board for not furloughing any teachers. She said it must be difficult to come to board meetings and come under fire but assured the board members they are appreciated. Ms. Malloy said she worked with the president of the teachers' union and community members to draft a letter to local legislators in favor of education funding. She also provided contact information to key legislators. She said her message is that the legislation needs to pass the 2016-17 budget in a timely manner. She encouraged others to share the letter.
- Jamie Murphy, of Highlander Heights Drive, said she was in attendance to speak about the rumors in the music department and argued that the students shouldn't feel any financial problems. Ms. Murphy said she doesn't want any program to change. Mr. Aiken reiterated that there was no truth to the social media post. Administration met with the music department in a collaborative meeting to discuss the music program. One person left the meeting and decided to share something completely untrue with the intent of getting parents upset and coming out to the meeting. Dr. Kwiatkowski thanked the parents for attending and being involved even if under false pretenses.

*May 18, 2016 – Voting Meeting*

- Dorothy Petrancosta, of Skylark Drive, asked if anyone at the meeting with the music department was not employed by the school district. She said she couldn't understand how people can get away with what they are doing in this situation. If similar behaviors happened in the private industry there would be disciplinary action. She said last week teachers said they are ready to work hard then the following week; there is more poor behavior. Ms. Petrancosta said the bad behavior needs to be met with consequences and accountability.

When no one approached the podium, the meeting's Final Adjournment occurred at 7:59 p.m.

Respectfully submitted,

Bethany Baker  
Assistant Board Secretary