

SHALER AREA SCHOOL DISTRICT

Voting Meeting

August 16, 2023 – Hybrid

Minutes

The Board of School Directors of the Shaler Area School District held a Voting Meeting on Wednesday, August 16, 2023, in a hybrid format, in person at the Shaler Area Administrative Offices, Glenshaw, PA, and on Zoom, a virtual meeting platform, with Dr. April Kwiatkowski, School Board President, presiding. This meeting began at 7:35 p.m.

Board Members Present:

- Ms. Elizabeth Dunn
- Mr. James Fisher
- Mr. Tim Gapsky
- Mr. Edward Kress
- Dr. April Kwiatkowski
- Mr. Jason Machajewski
- Mrs. Jeanne Petrovich
- Mrs. Eileen Phillips
- Mr. James Tunstall

Others Present:

- Dr. Sean Aiken, Superintendent
- Dr. Bryan O'Black, Deputy Superintendent
- Mrs. Sherri Jaffee, Director of Business Affairs
- Mr. John Vogel, Solicitor

Notice of this meeting was posted as required.

- Dr. Kwiatkowski opened the meeting at 7:35 p.m.
- Dr. Kwiatkowski then recognized the Public to Speak on Agenda Items.
 - There was none.
- Dr. Kwiatkowski then called the meeting to order at 7:35 p.m. and invited all in attendance to stand for the Pledge of Allegiance.
- On a motion by Mrs. Petrovich and a second by Mr. Tunstall, the following Minutes were approved by all in attendance:
 - Combined COW/Voting Meeting – July 19, 2023
- Dr. Kwiatkowski then announced items tabled or removed from the agenda:
 - There were none.
- On a motion by Mr. Fisher and a second by Mrs. Petrovich, the agenda was approved by all Board members in attendance.

Dr. O'Black then presented the following Education items for approval:

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| <u>ITEM</u> # | <u>EDUCATION ITEMS RECOMMENDED FOR APPROVAL</u> | <u>SUP</u> # | <u>ACTION</u> <u>TAKEN</u> |
|------------------|---|-----------------|-------------------------------------|
| A.1 | Approve the AIU Services Agreement and Special Education Addendum for the 2023-24 school year. | A.1 | <u>AIU Services Agreement 23-24</u> |
| A.2 | Approve a Letter of Agreement between the Human Services Administration Organization (HSAO) and the Shaler Area School District to provide services for the Student Assistance Program for the 2023-24 school year. | A.2 | <u>HSAO Agreement 2023-24</u> |
| A.3 | Approve the second reading of the following revised policy: Policy No. 808 – Food Services | A.3 | <u>Revised Policy 808</u> |

- Dr. Kwiatkowski asked if there were any questions about the Education Agenda.
 - Dr. Kwiatkowski asked if there were any significant changes to the contract in A.2. Dr. O’Black stated that there were no changes. Dr. Aiken added that HSAO has been very supportive to the district and came to 143 day and the end of year celebration.

A motion was made by Mr. Gapsky with a second by Ms. Dunn, to approve Items A.1-A3

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

Motion Carried: 9 aye; 0 nay

ACTION:
Approved
Items A.1-
A.3

| Dunn | Fisher | Gapsky | Kress | Kwiatkowski | Machajewski | Petrovich | Phillips | Tunstall |
|------|--------|--------|-------|-------------|-------------|-----------|----------|----------|
| Y | Y | Y | Y | Y | Y | Y | Y | Y |

Dr. O’Black 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 FT 1.0 Temporary Professional Employees: | | <u>TPE’s</u> |
| a. | Lauren Miller, a graduate of St. Vincent’s College, as a FT 1.0 TPE, Elementary Education teacher, replacing K. Carhart, Elementary School, effective August 16, 2023, at a Bachelor’s Step 2 salary level. | B.1a | |
| B.2 | Approve the following FT 1.0 Clericals: | | <u>Clerical Employees</u> |
| a. | Christine Pilyah, as a FT 1.0 Class II Paraprofessional, effective August 22, 2023. | B.2a | |
| b. | Rebecca Guthrie, as a FT 1.0 Class II Paraprofessional, effective August 22, 2023. | B.2b | |
| c. | Jessica Bauer, as a FT 1.0 Class II Paraprofessional, effective August 22, 2023. | B.2c | |

- B.3 Approve the following **Leave of Absence (LOA)** for the 2023-24 school year: LOA
 - a. Kimberly Campuzano, Elementary Education teacher, Marzolf Primary, for a Leave of Absence (LOA), effective from November 14, 2023 to January 15, 2024 (the **non-FMLA** portion of her leave).

- B.4 Approve the following **Building Substitutes** per the terms and conditions as outlined in the Memorandum of Understanding between the Shaler Area School District and Shaler Area Education Association effective for the 2023-23 school year, except as noted below: Building Subs
 - a. ~~Middle School~~ **Blaire Hunter REMOVED FROM AGENDA**
 - b. Elementary School Lori Howe
 - c. Marzolf Primary Marilyn Margolin (1st semester of 2023-24 school year)

- B.5 Approve the following **Day-to-Day Substitute Teacher** for the 2023-24 school year: Day-to-Day Sub.
 - a. Karen Finke, Elementary Ed (retiree)

- B.6 Approve the following **Day-to-Day Clericals** for the 2023-24 school year: Day-to-Day Clericals
 - a. Mary Woodrum
 - b. Teresa Greno

- B.7 Approve the following Applicants in the **Shaler Area Community Swim Program:** Community Swim Program
 - a. Jordan Warner, Instructor Aide
 - b. Ava Melocchi, Instructor Aide

- Dr. Kwiatkowski asked if there were any questions about the Personnel Agenda.
 - There were none.

A motion was made by Mr. Gapsky with a second by Mr. Tunstall to approve Items B.1-B.4b,c, B.5-B.7

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

Motion Carried: 8 aye; 0 nay

ACTION:
Approved
Items B-1-
B.4b,c, B.5-
B.7

| Dunn | Fisher | Gapsky | Kress | Kwiatkowski | Machajewski | Petrovich | Phillips | Tunstall |
|------|--------|--------|-------|-------------|-------------|-----------|----------|----------|
| Y | Y | Y | Y | Y | Y | Y | Y | Y |

Mrs. Jaffee then presented the following Finance items for approval:

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| <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 | <u>Fund Profiles</u> |
| B. | Cafeteria Fund – Schedule of Bills | C.1B | |
| C. | 2019 Bond Proceeds – Schedule of Bills | C.1C | |
| D. | Year-to-Date Financial Reports | C.1D | |
| E. | Fund Profiles and Invest | C.1E | |
| C.2 | Cafeteria Operating Statement | C.1 | <u>Café Operating Statement</u> |
| C.3 | Approve school of attendance exception applications for the 2023-24 school year (pending final enrollment). | C.3 | <u>Attendance Exceptions</u> |
| C.4. | Approve ABC Transit, Inc. Bus Drivers for the 2023-24 school year. | C.4 | <u>Bus Drivers</u> |
| C.5 | Approval to award the iPad Buy Back program to Coretek. | C.5 | <u>iPad Buy Back</u> |
| C.6 | Approve the contract with Douglas Equipment for the Scott Primary Steamer in the amount of \$24,583 upon Solicitor review. | C.6 | <u>Steamer</u> |
| C.7 | Approve the contract with Raffle Construction for Matulevic Field site work in the amount of \$98,370 pursuant to solicitor review. REJECTED | | <u>Bid Rejected</u> |
| C.7 | Motion to reject bids for Matulevic Field site work and authorize the administration to readvertise the bid. | | <u>Readvertise Bid</u> |

- Dr. Kwiatkowski asked if there were any questions about the Finance Agenda.
 - Mr. Kress asked when do we need to complete the work on Matulevic Field. Mr. Kaib feels that it should be done in September as the field needs to be seeded and sodded. Mr. Gapsky stated that we need to decide what we want to do with the field. He contacted the Pirates inquiring about a donation and was told they mainly do work with Miracle Field. He also wondered if the boosters could help with the cost of the repairs. Mr. Gapsky asked Mrs. Jaffee if this work was affordable. Mrs. Jaffee stated that it was not in the budget but if the board approved the contract it would come out of the fund balance. Mrs. Petrovich asked if we used some of our fund balance to balance the budget. Mrs. Jaffee said that we used about \$1.7 million. Mr. Machajewski feels that this work needs to be done to make the field playable and safe. Mr. Tunstall would like to have a representative here from the company to explain what they want to do. He also asked if it was possible to rebid the project. Mr. Vogel explained that the board could reject C.7 and authorize the administration to readvertise the bids. Mr. Kress asked how quickly a new bid could be advertised. Mr. Vogel said a new bid could be brought back to the board next month. Ms. Dunn would like to see more options.

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A motion was made by Mrs. Petrovich with a second by Ms. Dunn to approve Item C.1-C.6.

Motion Carried: 9 aye; 0 nay

ACTION:
Approved
Items C.1-
C.6

| Dunn | Fisher | Gapsky | Kress | Kwiatkowski | Machajewski | Petrovich | Phillips | Tunstall |
|------|--------|--------|-------|-------------|-------------|-----------|----------|----------|
| Y | Y | Y | Y | Y | Y | Y | Y | Y |

A motion was made by Mr. Tunstall with a second by Mrs. Petrovich to reject the bids on the Matulevic Field site work and authorize the administration to readvertise the bids.

Motion Carried: 8 aye; 1 nay

ACTION:
Approved
C.7

| Dunn | Fisher | Gapsky | Kress | Kwiatkowski | Machajewski | Petrovich | Phillips | Tunstall |
|------|--------|--------|-------|-------------|-------------|-----------|----------|----------|
| Y | Y | N | Y | Y | Y | Y | Y | Y |

- Dr. Kwiatkowski then announced the following upcoming meetings:
 - Thursday, August 17, 2023
 - 6:00 p.m. – A.W. Beattie Joint Operating Committee
 - Wednesday, September 12, 2023 – Committee of the Whole Meeting
 - 6:00 p.m. – Executive Session
 - 7:15 p.m. – Public Meeting
 - Wednesday, September 20, 2023 – Voting Meeting
 - 6:30 p.m. – Executive Session
 - 7:15 p.m. – Public Meeting

- The 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. Gapsky asked how many air conditioning units there were in the schools. Mrs. Jaffee gave the breakdown by building: Marzolf – 16, Burchfield – 12, Reserve – 4, Middle School – 22, Elementary School – 26.
 - Dr. Aiken stated that our new teachers started today and Monday, August 21st will be the kick-off for all teachers. Sunday Funday for incoming 4th graders transitioning to the elementary school was held on Sunday and was very successful.
 - Ms. Dunn announced that for the third year in a row Millvale Hometown Tattoo & Piercing will do a back-to-school free haircut for students.

After no further items were presented, on a motion by Mr. Gapsky and second by Ms. Dunn, the Business Meeting was adjourned at 8:55 p.m.

- Dr. Kwiatkowski then recognized the public to speak before the board.
 - Todd Schiffhauer, 136 Marion Ave., expressed appreciation that the board is looking into the safety of Matulevic Field. He would like to see the entire infield done – no shortcuts – and about 15 feet of the outfield.

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- Dorothy Petrancosta, 148 Skylark Drive, is appalled that anyone can have a bid spec ready by next week. She doesn't believe that the administrators do not have the time or the depth to write a proper bid.
 - Vince DeLeonibus, 800 Glenn Ave., would be willing to work with the board on fundraising.
- Dr. Kwiatkowski then recognized the remote audience to speak before the board.
- There was none.

The meeting's Final Adjournment occurred at 9:04 p.m.

Respectfully submitted,

Sherri M. Jaffee
Board Secretary