

SHALER AREA SCHOOL DISTRICT

Voting Meeting

January 20, 2021 – Hybrid

Minutes

The Board of School Directors of the Shaler Area School District held a Voting Meeting on Wednesday, January 20, 2021, in a hybrid format, in person at the Shaler Area Middle School library, 1810 Mt. Royal Blvd, and on Zoom, a virtual meeting platform, with Mr. Jim Tunstall, School Board President, presiding. This meeting began at 7:21 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
- Mr. Matt Hoffman, Solicitor

Notice of this meeting was posted as required.

- Mr. Tunstall opened the meeting at 7:21 p.m.
- Mr. Tunstall recognized the Public to Speak on Agenda Items.
 - There was none.
- Mr. Tunstall then called the meeting to order at 7:21 p.m. and invited all in attendance to stand for the Pledge of Allegiance.
- Dr. Aiken then recognized the school board members with a proclamation and certificates in honor of School Board Recognition Month and thanked the board members for their service, especially this year amid the pandemic.
- On a motion by Dr. Kwiatkowski and a second by Mr. Romac, the following Minutes were approved by all in attendance:
 - Board Reorganization Meeting – December 2, 2020
 - Combined COW/Voting Meeting – December 2, 2020
 - Special Voting Meeting – December 9, 2020
- On a motion by Mr. Gapsky and a second by Mrs. Donahue, 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.

January 20, 2021 – Voting Meeting

- Mr. Tunstall then announced items tabled or removed from the agenda:
 - There were none.
- On a motion by Mr. Romac 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:

<u>ITEM</u> #	<u>EDUCATION ITEMS RECOMMENDED FOR APPROVAL</u>	<u>SUP</u> #	<u>ACTION</u> <u>TAKEN</u>
A.1	Approve the Shaler Area High School Course Description Handbook for the 2021-22 school year.	A.1	<u>High School Course Description Handbook</u>
A.2	Approve the first reading of the following new policies: <ul style="list-style-type: none"> a. Policy No. 218.3 – Discipline of Student Convicted/Adjudicated of Sexual Assault b. Policy No. 253 – Dating Violence 	A.2	<u>New Policies – 1st Reading</u>

A motion was made by Mr. Fisher with a second by Mr. Romac, to approve Items A.1-2.

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

ACTION:
Approved
Items A.1-2

Motion Carried: 9 aye; 0 nay

Donahue	Fisher	Gapsky	Kwiatkowski	Machajewski	Petrovich	Phillips	Romac	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 Retirements:		<u>Retirements</u>
a.	George Rees, Custodian, High School, effective retroactive to the end of the workday on January 4, 2021.		
b.	Frederick Illig, Custodian, High School, effective retroactive to the end of the workday on January 8, 2021.		
c.	Robert Gasowski, Maintenance, Bldg. & Grounds, effective at the end of the workday on February 26, 2021.		

January 20, 2021 – Voting Meeting

- B.2 Approve the following **Medical Sabbaticals:** Medical Sabbaticals
- a. James Stearns, Science teacher, High School, for an extension to his current Medical Sabbatical, effective February 18, 2021 to on or about June 14, 2021, returning to work at the beginning of the 2021-22 school year.
 - b. Kathryn Wilcox, Librarian, High School, for a Medical Sabbatical, effective January 27, 2021 to on or about June 14, 2021, (the 2nd semester of the 2020-21 school year), returning to work at the beginning of the 2021-22 school year.
 - c. Douglas Schramm, Special Education teacher, High School, for an extension to his current Medical Sabbatical, effective January 27, 2021 to on or about June 14, 2021 (the 2nd semester of the 2020-21 school year) returning to work at the beginning of the 2021-22 school year.
- B.3 Approve the following FT 1.0 **Long-Term Substitute teachers (LTS's)** for the 2020-21 school year: LTS
- a. Jordan Harris, a graduate of Thiel College, for an extension to her current FT 1.0 LTS contract, Spanish, for J. Vittorino, at the Middle School, effective January 27, 2021 to on or about June 14, 2021 (the 2nd semester of the 2020-21 school year), at 85% of a Bachelor's Step 1 salary level (prorated). **B.3a.**
 - b. Melissa Thomas, a graduate of Slippery Rock University, for an extension to her current FT 1.0 LTS contract, Elementary Education, at the Elementary School, effective January 27, 2021 to on or about June 14, 2021 (the 2nd semester of the 2020-21 school year), at 85% of a Bachelor's+20, Step 3 salary level (prorated). **B.3b.**
 - c. Joshua Rectenwald, a graduate of Slippery Rock University, as a FT 1.0 LTS, Business Education, at the High School, effective retroactive to October 12, 2020 to on or about June 14, 2021, at 85% of the Bachelor's Step 2 salary level (prorated). **B.3c.**
 - d. Alexandra Barr, a graduate of Point Park University, as a FT 1.0 LTS, Mid-Level Science, for Sondra Jodkin, Middle School, effective January 27, 2021 to on or about June 14, 2021 (the 2nd semester of the 2020-21 school year), at 85% of a Bachelor's Step 1 salary level (prorated) **B.3d.**
 - e. Carrie Heim, a graduate of the University of Pittsburgh, for an extension to her current FT 1.0 LTS contract, for Doug Schramm, Special Education, at the High School, effective from January 27, 2021 to on or about June 14, 2021 (the 2nd semester of the 2020-21 school year), at 85% of the Master's Step 3 salary level (prorated). **B.3e.**
- B.4 Approve the following **PT 0.5 Custodian:** PT 0.5 Custodian
- a. Judy Daughrity, as a PT 0.5 Custodian, effective on or about January 21, 2021. **B.4a.**

- B.5 Approve the following **Interns** for the 2020-21 school year: Interns
- a. Amber MacCarthy, University of Pittsburgh, as a Social Work Intern, with LeeAnn Guido, High School, for the 2nd semester of the 2020-21 school year, at no cost to the District. **B5a.**
 - b. Kristen Kaminski, Indiana University of Pennsylvania, for a School Counseling Practicum, with Maryann Swartz, Scott Primary, for the 2nd semester of the 2020-21 school year, at no cost to the District. **B.5b.**
- B.6 Approve the following Supplemental Contract for **Sponsors** for the 2020-21 school year: Supplemental Contract
– Sponsors
- MIDDLE SCHOOL**
- a. Academic Team Leaders Frank Bacco (retro to November 1, 2020)
7th Grade – Team Blue
- HIGH SCHOOL**
- b. Director Anthony Martello **B.6b.**
 - c. Asst. (Vocal Coach) Jennifer Birch
 - d. Asst. (Choreographers) Carly Otte (50%) **B.6d.**
 - e. Stage Productions Club Anne Louden
- B.7 Approve the following Supplemental Contracts for **Coaches** for the 2020-21 school year: Supplemental Contract
– Coaches
- Wrestling (Winter)**
- a. Volunteer Assistant Coach E. Frank Morado
- B.8 Approve Craig Wilkins as **District Representative** for Olivia Wilkins for **Gymnastics** for the 2020-21 school year, at no cost t the District. District Representative
for Gymnastics
- B.9 Approve the following **Day-to-Day Substitute Teachers** for the 2020-21 school year: Day-to-Day Substitute
– Teachers
- a. Julia Natalia, English 7-12 (retroactive to 1/19/21)
 - b. Rebecca Mutschler, Math 7-12 (retroactive to 1/14/21)

A motion was made by Dr. Kwiatkowski with a second by Mrs. Romac, to approve Items B.1-3, 5-9.

Dr. O’Black thanked all of the retirees for their commitment to the district and wished them well. Dr. Kwiatkowski asked if the academic team leaders have moved all work to a virtual format. Dr. O’Black said at the middle school there is a period in the school day or it is held virtually. After no further discussion, these items were then approved by a roll call vote.

ACTION:
Approved
Items B.1-3,
5-9

Motion Carried: 9 aye; 0 nay

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

A motion was made by Mrs. Donahue with a second by Mr. Machajewski, to approve Item B.4.

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

ACTION:
Approved
Item B.4

Motion Carried: 8 aye; 1 nay

Donahue	Fisher	Gapsky	Kwiatkowski	Machajewski	Petrovich	Phillips	Romac	Tunstall
Y	Y	Y	N	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</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. Bond Proceeds – Schedule of Bills	C.1C																
	D. Budget Transfers	C.1D																
	E. Year-to-Date Financial Reports	C.1E																
	F. Fund Profiles and Investments	C.1F																
C.2	Cafeteria Fund Operating Statement	C.2	<u>Cafeteria Operating Statement</u>															
C.3	The Administration recommends acknowledging receipt of the lists of unpaid taxes as submitted and further, the Board charges the appointed Tax Collectors with the responsibility for delinquent tax collections. Collections will occur until the Administration advises the Tax Collectors the date of which they will turn over collections to Pennsylvania (PA) Municipal Services (PAMS).	C.3	<u>Unpaid Taxes List Receipt</u>															
<table border="1"> <thead> <tr> <th>Municipality</th> <th>Number of Properties</th> <th>Face Value</th> </tr> </thead> <tbody> <tr> <td>Etna Borough</td> <td>271</td> <td>\$ 247,584.56</td> </tr> <tr> <td>Millvale Borough</td> <td>464</td> <td>\$ 614,385.67</td> </tr> <tr> <td>Reserve Township</td> <td>284</td> <td>\$ 255,106.07</td> </tr> <tr> <td>Shaler Township</td> <td>909</td> <td>\$1,809, 020.44</td> </tr> </tbody> </table>				Municipality	Number of Properties	Face Value	Etna Borough	271	\$ 247,584.56	Millvale Borough	464	\$ 614,385.67	Reserve Township	284	\$ 255,106.07	Shaler Township	909	\$1,809, 020.44
Municipality	Number of Properties	Face Value																
Etna Borough	271	\$ 247,584.56																
Millvale Borough	464	\$ 614,385.67																
Reserve Township	284	\$ 255,106.07																
Shaler Township	909	\$1,809, 020.44																
C.4	Approval of the Base Bid and Alt Bid #1 to Tri-Star Motors for the purchase of the Ford 2020 F350 Truck w/stake body & snowplow in the amount of \$47,743.	C.4	<u>Truck Purchase</u>															
C.5	Approve the use of national and state cooperative procurement programs for the calendar year 2021, including Keystone Purchasing Network (KPN), CoStars, PEPPM, and the Association of Educational Purchasing Agencies (AEPA).		<u>National and State Cooperative Procurement Programs</u>															

C.6 Approve a resolution to authorize the district to not raise taxes in an amount that exceeds the Act 1 index for the 2021-22 budget.

C.6 Act 1 Index t

C.7 Approve the resolution relating to the compensation for the real estate tax collection for the four years 2022 through 2026.

Real Estate Tax
Collection
Compensation

Etna Borough	\$ 9,204.00
Millvale Borough	\$ 9,204.00
Reserve Township	\$ 9,204.00
Shaler Township	\$21,840.00

Cost of statements, preparation, forms expenses, surety bond, postage costs, and other reasonable expenses, where applicable, to be shared equally with each municipality. The elected tax collectors will provide their own office and office assistants. The elected tax collectors must follow all procedures and rules as defined by Act 48, Local Tax Collection Law. District reporting rules and regulations must also be followed.

C.8 Approve an amendment to the agreement with ANG Real Estate, LLC as follows: The parties agree that the period of the VERIFICATION OF ZONING FOR PROPOSED USE CONTINGENCY is extended to the same duration as, and shall run concurrent with, the 90-day CHANGE OF ZONING/MUNICIPAL APPROVAL FOR PROPOSED USE CONTINGENCY.

C.8 ANG Real Estate
Agreement
Amendment

A motion was made by Mr. Fisher with a second by Mrs. Petrovich, to approve Items C.1-8.

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

ACTION:
Approved
Items C.1-8

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. Tunstall then announced the following upcoming meetings:
 - Thursday, January 21, 2021
 - 6:00 p.m. – A. W. Beattie Committee, Babcock Blvd.
 - Wednesday, February 10, 2021
 - 6:00 p.m. – Executive Session
 - 7:15 p.m. – Committee of the Whole Meeting
 - Wednesday, February 17, 2021
 - 6:15 p.m. – Executive Session
 - 7:15 p.m. – Voting Meeting

January 20, 2021 – Voting Meeting

- Announcement of Past Executive Sessions was made by Mr. Tunstall.

- Mr. Tunstall then asked if there was any other business to come before the board.
 - Dr. Kwiatkowski asked about updated SAT information and how to school counselors are communicating with upperclassmen.

After no further items were presented, on a motion by Mr. Romac and second by Mr. Gapsky, the Business Meeting was adjourned at 7:39 p.m.

Mr. Tunstall then recognized the public to speak on any non-agenda item:

- Sarah Nelson, of Oakmoor Drive, asked if Shaler Area knows the amount it will receive as part of the stimulus award money and what it will do with the money. Ms. Ludwig said Shaler Area would receive \$1.8 million. Dr. Aiken said the district has had several conversations with administrators and principals about where the district can best use the money. Ms. Nelson also asked where the district stood with budget cost reductions or if it was spending more. Dr. Aiken said it is too early in the school year to determine. The district has just started the budgetary process for next year. Ms. Nelson then asked about a teacher at the elementary school and what would happen with the position. Mr. Hoffman said the district cannot discuss the status of an employee. Dr. Aiken said the district can't speak to personnel issues, but there is a long-term substitute in the classroom for the remainder of the year.

When no one else approached to speak, the meeting's Final Adjournment occurred at 7:50 p.m.

Respectfully submitted,

Bethany Baker
Assistant Board Secretary