

SHALER AREA SCHOOL DISTRICT
Voting Meeting
March 20, 2019 – Administration Building
Minutes

The Board of School Directors of the Shaler Area School District held a Voting Meeting on Wednesday, March 20, 2019, at the Shaler Area Administration Building, Glenshaw, PA, with Mr. James 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 Romic
- 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. and turned the meeting over to Mr. Aiken and Dr. O'Black who recognized students and staff for their achievements:
 - Ethan Carter, PMEA All-State Concert Band
 - Marissa Fukas, PMEA All-State Orchestra
 - Zachary Spondike, PMEA All-State Jazz Band
 - Shaler Area Middle School cast, crew, and directors for the musical "Grease"
 - Shaler Area Middle School cast, crew, orchestra, and directors for the musical "Beauty and the Beast"
- Mr. Tunstall recognized the Public to Speak on Agenda Items.
 - There was none.
- Mr. Tunstall called the meeting to order at 7:46 p.m. and invited all to stand for the Pledge of Allegiance.
- On a motion by Mrs. Petrovich and a second by Mr. Gapsky, the following Minutes were approved by all in attendance:
 - Committee of the Whole Meeting – February 13, 2019
 - Voting Meeting – February 20, 2019
- Mr. Tunstall then announced items tabled or removed from the agenda:
 - There were none.
- On a motion by Mrs. Petrovich and a second by Mrs. Donahue, the agenda was approved by all Board members in attendance.

Dr. O'Black then announced the following Education Items:

<u>ITEM</u> <u>#</u>	<u>EDUCATION ITEMS RECOMMENDED FOR APPROVAL</u>	<u>SUP</u> <u>#</u>	<u>ACTION</u> <u>TAKEN</u>
A.1	Approve a lease agreement with the Allegheny Unit DART Program at Burchfield Primary School from July 1, 2019 to June 30, 2020.	A.1	<u>DART Program</u> <u>Lease Agreement</u>
A.2	Approve a Data Use Agreement with Carnegie Mellon University to enable CMU to perform an academic research project related to identifying key instructional strategies to achieve high growth among K-12 students.	A.2	<u>Data Use</u> <u>Agreement with</u> <u>CMU</u>
A.3	Approve the first reading of the following revised policies: a. Policy No. 006 – Meetings b. Policy No. 103 – Non-Discrimination in School & Classroom Practices c. Policy No. 103.1 – Non-Discrimination – Qualified Students with Disabilities d. Policy No. 104 – Non-Discrimination in Employment & Contract Practices e. Policy No. 810 – Transportation f. Policy No. 818 – Contracted Services/Background Checks g. Policy No. 918 – Title I Parent Involvement	A.3	<u>1st Reading –</u> <u>Revised Policies</u>
A.4	Approve the following out-of-district travel: a. Future Business Leaders of America (FBLA) students travel to Hershey, PA – April 8-10, 2019 – to attend business related workshops and events and to compete on a state level. Three students plan to attend. Cost per student approximately \$495. No cost to the district.	A.4	<u>Out-of-District</u> <u>Travel</u>

A motion was made by Mrs. Donahue with a second by Mrs. Petrovich, to approve Items A.1-4.

Dr. Kwiatkowski clarified Item A.2. Mr. Aiken confirmed that all that would be reviewed is benchmark data and math improvement scores. There is a total of four districts involved in the program. After no further discussion, these items were then approved by a roll call vote.

ACTION:
Approved
Items A.1-4

Motion Carried: 9 aye; 0 nay

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

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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 Leave of Absence (LOA) :		<u>LOA</u>
a.	Erica Kelly, an Elementary Ed teacher, Elementary School, for a leave of absence, effective October 16, 2019 and returning to work at the beginning of the 2020-21 school year (the non-FMLA portion of her leave).		
B.2	Approve the following FT 1.0 Temporary Professional Employee (TPE) for the 2018-19 school year:		<u>TPE</u>
a.	Steven Baleno, a graduate of the University of Pittsburgh, as a FT 1.0 TPE, Japanese teacher, Middle School/High School, replacing Gerra Gembarosky, effective March 21, 2019, at a Master’s Steps 3/4 salary level (prorated).	B.2a.	
B.3	Approve the following FT 1.0 Custodian :		<u>Custodian</u>
a.	Sharon Hindle, as a FT 1.0 Custodian, effective April 4, 2019.	B.3a.	
B.4	Approve the following Long-Term Substitute (LTS) teachers:		<u>LTS – Teachers</u>
a.	Danielle McDonald, a graduate of Carlow University, for an extension to her LTS contract, as an Elementary Education teacher, Marzolf Primary, for Samantha Sullivan, effective April 24, 2019 to on or about June 10, 2019, at a Bachelor’s Step 1 salary level (prorated).	B.4a.	
b.	Amanda Walters, a graduate of Pennsylvania State University, as a FT 1.0 LTS Elementary Education teacher, Scott Primary, for Lisa Scarnati, effective retroactive to January 3, 2019 to on or about June 10, 2019, at a Bachelor’s Step 1 salary level (prorated).	B.4b.	
B.5	Approve the following FT 1.0 Intern :		<u>Intern</u>
a.	Kristen Stout, a graduate of California University of Pennsylvania, as a FT 1.0 Intern, School Psychologist, effective for the 2019-20 school year, at a salary of \$10,000.	B.5a.	
B.6.	Rescind the following Supplemental Contracts for Sponsors for the 2018-19 school year:		<u>Rescind Supplemental Contracts – Sponsors</u>
	Middle School		
a.	Drama Club Jennifer Birch (50%)		
b.	Jill Millard (50%)		
B.7	Approve the following Supplemental Contract for Sponsors for the 2018-19 school year:		<u>Supplemental Contracts – Sponsors</u>
	Middle School		
a.	Drama Club Jill Millard (100%)		

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- B.8 Approve the following Supplemental Contract for **Coaches** for the 2018-19 and 2019-20 school years: Supplemental Contracts – Coaches
- Track (Spring) (2-Yr. Contract)**
- a. Girls Head Varsity Coach Timothy Storino
- b. **Lacrosse (Spring) (1-Yr. Position)**
Boys Volunteer Coach Jonah Soucy **B.8b.**
- B.9 Approve the following day-to-day **Substitute Teachers** for the 2018-19 school year: Day-to-Day Substitute – Teachers
- a. Jamie Hodge, Registered Nurse
- b. Nicole White, Elementary Education K-6 (also applying as Clerical Substitute)
- B.10 Approve the following day-to-day **Substitute Custodian** for the 2018-19 school year: Day-to-Day Substitute – Custodian
- a. Alex McComb
- B.11 Approve the following day-to-day **Substitute Clericals** for the 2018-19 school year: Day-to-Day Substitute – Clericals
- a. Jessica Bal
- b. Dawn Gasbarro
- c. Nicole White
- B.12 Approve the following applicant in the **Community Recreation Swim Program** for the 2018-19 school year: Community Rec. Swim Program
- a. Austin Murray, Instructor Aide and Volunteer in the Adaptive Aquatics Prog.

A motion was made by Mr. Romac with a second by Dr. Kwiatkowski, to approve Items B.1-7, B.8b, B.9-12.

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

Motion Carried: 9 aye; 0 nay

ACTION:
Approved
Items B.1-7,
B.8b, B.9-12

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

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

Mr. Gapsky said he will vote no because he doesn't agree with the interview process. He said he doesn't like that students are pulled out of class to interview coaches. He said he sees the point, but he doesn't like it. Mr. Aiken clarified that the students participate in the interview process but do not interview the coaches. After the candidate leaves, the students provide their feedback because the district values the student voice. After no further discussion, this item was then approved by a roll call vote.

ACTION:
Approved
Item B.8a

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 & 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. Year-to-Date Financial Reports	C.1D	
	E. Budget Transfers	C.1E	
	F. Fund Profiles and Investments	C.1F	
C.2	Cafeteria Operating Statement	C.2	<u>Cafeteria Operating Statement</u>
C.3	Approve the proposed 2019-20 Allegheny Intermediate Unit Program of Services Budget in the amount of \$2,144,656. The Allegheny County (AIU3) school districts' total contribution to the budget is \$1,811,545. The Shaler Area School District contribution to the Program of Services Budget is estimated to be \$60,845 and will be determined by PDE according to District Aid Ratio and Weighted Average Daily Membership (WADM).	C.3	<u>AIU Program of Services Budget</u>
C.4	Approve additional ABC Transit Personnel.	C.4	<u>ABC Transit Personnel</u>
C.5	Approve a resolution authorizing reimbursement to the general fund from bond proceeds for preliminary capital project expenditures to comply with requirements of the Internal Revenue Code of 1986, as amended.	C.5	<u>Reimbursement Authorization</u>
C.6	Approve the cost of the Biles Field turf replace in the amount of \$524,128.31 with the contractor Field Turf. The pricing structure is based on utilizing the co-operative costing from Keystone Purchasing Network, (KPN) pending solicitor approval of the final contract. Subject to a notice to proceed following completion of the subsurface inspection and remediation if needed	C.6	<u>Biles Field Turf Replacement</u>

C.7 Approve the disposition of surplus equipment from the Athletics Department C.7 Surplus Equipment

A motion was made by Mrs. Donahue with a second by Mrs. Petrovich, to approve Items C.1-7.

Mr. Romac asked that a statement be added to Item C.6 to include verbiage related to completion of a subsurface inspection. The amendment was agreed to in the motion. Dr. Kwiatkowski asked for clarification on Item C.5. Ms. Ludwig explained it gave the district the ability to reimburse itself with bond money if expenses are incurred before the bond is received. Mr. Romac also asked for clarification on Fund Profile expenditures. After no further discussion, these items were then approved by a roll call vote.

ACTION:
Approved
Items C.1-7

Motion Carried: 9 aye; 0 nay

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

- Mr. Tunstall then announced the following upcoming meetings:
 - Wednesday, March 27, 2019
 - 6:00 p.m. – Buildings and Grounds Committee Meeting
 - Thursday, March 28, 2019
 - 6:00 p.m. – A.W. Beattie Committee, Babcock Blvd.
 - Wednesday, April 17, 2019 – Combined COW/Voting Meeting
 - 6:00 p.m. – Executive Session
 - 7:15 p.m. – Public Session
 - Wednesday, April 24, 2019
 - 6:00 p.m. – Education Committee Meeting
 - 7:30 p.m. – Finance and Budget Committee 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.
 - Mr. Fisher asked if there was any consideration to holding a school board meeting at A.W. Beattie. After a discussion, Mr. Aiken said he would see what availability A.W. Beattie had to host them.
 - Mr. Romac asked what was on the Buildings and Grounds Committee meeting agenda. Mr. Aiken listed a number of items for discussion. Mr. Tunstall asked if there was a plan for Buildings and Grounds vehicle replacement. Ms. Ludwig said the department is to provide a needs list and replacement plan. Next year's budget does include a vehicle and trailer. Mr. Fisher added that if the district does decide on a food service vehicle, he would like to see that it's a better deal for the district to purchase it than for food service to provide it.
 - Mr. Romac asked if the district could add interior doors at SAES to the Buildings and Grounds conversation. Dr. Kwiatkowski added that there is a concern with safety with the doors at SAES but is curious if that is the only building with those issues and concerns.
 - Dr. Kwiatkowski asked when the food service bid closed. Dr. O'Black said The Nutrition Group was the only provider to submit a proposal and the district has already completed the first review and is waiting for them to

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provide answers to some clarifying questions. The district will then score the company based on a rubric and come to the board in April with a recommendation.

- Dr. Kwiatkowski also asked when the proposed Millvale charter school would submit their proposal. Mr. Aiken said possibly in April. The charter proposal would have to come before the school board first.
- Mrs. Donahue thanked all of the board members who attended the Meet and Greet events with the teachers. Mr. Aiken added that the board turnout was great and more teachers were involved in the process this year. Dr. Kwiatkowski thanked Suzanna for organizing the Meet and Greet.
- Dr. Kwiatkowski also expressed her disappointment that there were more school board members than high school administrators at the recent Meet the Titans event to recognize spring sports athletes. She commended High School Activities Director Mindy Thiel and Athletic Director Clint Rauscher for putting in the effort to organize the event.

After no further items were presented, on a motion by Mrs. Donahue and second by Mrs. Petrovich, the Business Meeting was adjourned at 8:25 p.m.

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

- There was none.

When no one approached the podium, the meeting's Final Adjournment occurred at 8:25 p.m.

Respectfully submitted,

Bethany Baker
Assistant Board Secretary