

SHALER AREA SCHOOL DISTRICT

Voting Meeting

May 19, 2021 – Hybrid

Minutes

The Board of School Directors of the Shaler Area School District held a Voting Meeting on Wednesday, May 19, 2021, in a hybrid format, in person at the Shaler Area Administration Building, Glenshaw, PA, and on Zoom, a virtual meeting platform, with Mr. Jim Tunstall, School Board President, presiding. This meeting began at 7:25 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:

- Dr. 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 7:25 p.m.
- Mr. Tunstall then recognized the Public to Speak on Agenda Items.
 - There was none.
- Mr. Tunstall then called the meeting to order at 7:25 p.m. and invited all in attendance to stand for the Pledge of Allegiance.
- On a motion by Mr. Romac and a second by Mrs. Petrovich, the following Minutes were approved by all in attendance:
 - Committee of the Whole Meeting – April 14, 2021
 - Voting Meeting – April 21, 2021
 - Special Voting Meeting – April 28, 2021
- On a motion by Mrs. Donahue and a second by Mr. Fisher, 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.
- 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.

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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 dates of Extended School Year (ESY) for Summer 2021: July 6 to July 29, 2021 – Monday thru Thursday 9:00 to 12:00 daily.		<u>ESY 2021 Dates</u>
A.2	Approve the dates of the Shaler Area Summer Literacy & Math Program for grades K-8: August 2 to August 13, 2021.		<u>Summer Literacy & Math Program</u>
A.3	Approve a Memorandum of Understanding with the Private Industry Council of Westmoreland/Fayette, Inc. from August 1, 2021 to June 30, 2022 for Pre-K Counts services at Marzolf Primary School, Reserve Primary School and Scott Primary School.	A.3	<u>MOU with Private Industry Council of Westmoreland/Fayette, Inc.</u>
A.4	Approve the contract with Grade Point Resources to provide four behavior specialist consultants to service the district for the 2021-22 and 2022-23 school years.	A.4	<u>Grade Point Resources Contract</u>

➤ Mrs. Petrovich asked why Item A.2 was only 10 days. Dr. O’Black said it was a kick start program for back to school and would run roughly 8:30 to 11 a.m.

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

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

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.	Dante Orsini, Math teacher, High School, effective at the end of the workday June 14, 2021.		
b.	Celine Lanier, Administrative Secretary, Reserve Primary, effective at the end of the workday on June 18, 2021.		

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- c. Karl Blackstock, Custodian, Reserve Primary, effective at the end of the workday July 31, 2021.

B.2 Approve the following **Resignations**:

Resignations

- a. Danielle Grimaldo, Guidance Counselor, High School, effective retroactive to May 1, 2021.
- b. Alexandra Myroniuk, Elementary Education teacher, Marzolf Primary, effective at the end of the workday on June 14, 2021.
- c. Zachary Young, PT Custodian, effective at the end of the workday May 15, 2021.

B.3 Approve the following **Leaves of Absence (LOA's)**:

LOAs

- a. Lisa Megliorino, Business Education teacher, High School, for an extension to her current unpaid leave of absence, effective August 11, 2021 to on or about January 26, 2022 (the first semester of the 2021-22 school year).
- b. Samantha Sullivan, Elementary Ed teacher, Scott Primary, for an extension to her current unpaid leave of absence, effective retroactive from April 1, 2021 and returning to work on May 3, 2021.

B.4 Approve the following FT 1.0 **Temporary Professional Employees (TPE's)**:

FT 1.0 TPEs

- a. Annie Bozzo, a graduate of Syracuse University, as a FT 1.0 TPE, Elementary Education, Elementary School, effective August 17, 2021, at a Bachelor's Step 3 salary level. **B.4a.**
- b. Carrie Heim, a graduate of the University of Pittsburgh, as a FT 1.0 TPE, Art, Elementary School, effective August 17, 2021 at a Master's Steps 6/7 salary level. **B.4b.**
- c. Riley Young, a graduate of Pennsylvania State University, as a FT 1.0 TPE, Spanish, Middle & High Schools, effective August 17, 2021, at a Bachelor's Step 3 salary level. **B.4c.**

B.5 Approve the following FT 1.0 **Custodian**:

FT 1.0 Custodian

- a. Manoj Basnet, as a FT 1.0 Custodian, replacing John Jazbinsek at the High School, effective May 26, 2021. **B.5a.**

B.6 Approve the following Supplemental Contract for **Head Coaches** for the **2021-22** and **2022-23** school years

Supplemental Contract – Head Coaches

GOLF (Fall) (2-yr Contracts)

- a. Boys Head Varsity Golf Christopher Catanese
- b. Girls Head Varsity Golf Tony Prodent

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B.7 Approve the following employees for the High School/Middle School **Summer School Program**, at the High School/Google Classroom, effective from 6/23/21 to 7/28/21, at an hourly rate of \$27.00, per the Collective Bargaining Agreement:

Summer School
Program Employees

- | | | |
|----|-------------------------------------|-------------------|
| a. | Coordinator/Supervisor | David DiPasquale |
| b. | Science & Math Instructor-SAHS | Rebecca Mutschler |
| c. | English & Social Studies Inst.-SAHS | Steven Karscig |
| d. | English Instructor - SAMS | Tina Cafasso |
| e. | Math & Science - SAMS | Maria Swartzbaugh |
| f. | Math & Science - SAMS | Steven Baleno |

B.8 Approve the following 7 students for **temporary summer employment** for 2021, according to the provisions set forth in the **Summer Employment Program** (up to 30 students), adopted by the Board on April 21, 2021 Agenda.

Temporary Summer
Employment
Program

- | | | |
|----|------------------|--------------------|
| | Name: | Start Date: |
| a. | Maddox Mawhinney | June 14, 2021 |
| b. | Taylor Rawls | June 14, 2021 |
| c. | John Higgins | June 14, 2021 |
| d. | Aiden Bayne | June 14, 2021 |
| e. | Michael Bushem | June 14, 2021 |
| f. | Justin Kristoff | June 14, 2021 |
| g. | Samuel Baird | June 14, 2021 |

B.9 Approve the **Independent Consultant Contracts** for the following School Psychologists from July 1, 2021 to June 30, 2022:

Independent
Consultant Contracts

- | | | |
|----|-------------------|--------------|
| a. | Susan Mszyco | B.9a. |
| b. | Patricia Robinson | B.9b. |
| c. | Jennifer Skirtich | B.9c. |
| d. | Chelsea Gyke | B.9d. |

B.10 Approve the following Day-to-Day **Substitute Teachers** for the 2020-21 school year:

Day-to-Day
Substitute Teachers

- a. Lauren Miller, Grades 4-8 and Special Ed PK-8
- b. Emily Bright, Grades PK-4 and Special Education PK-8
- c. Jill Inscho, Elementary K-6, English 7-12 and Hearing Impaired

A motion was made by Mr. Romac with a second by Mr. Gapsky, to approve Items B.1-5; B.7-10.

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

Motion Carried: 9 aye; 0 nay

ACTION:
Approved
Items B.1-5,
B.7-10

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

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

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

ACTION:
Approved
Item B.6

Motion Carried: 7 aye; 2 nay

Donahue	Fisher	Gapsky	Kwiatkowski	Machajewski	Petrovich	Phillips	Romac	Tunstall
Y	Y	N	Y	Y	N	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 Fund – 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 Operating Statement	C.2	<u>Cafeteria</u> <u>Operating</u> <u>Statement</u>												
C.3	Approve the proposed 2021-22 A.W. Beattie Center Budget as approved by the A.W. Beattie Center Joint Operating Committee on April 22, 2021, totaling \$10,342,641. The Shaler Area School District share is as follows:	C.3	<u>2021-22 A.W.</u> <u>Beattie Center</u> <u>Budget</u>												
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"></th> <th style="width: 35%;">2021-22 School Year</th> <th style="width: 35%;">Change</th> </tr> </thead> <tbody> <tr> <td>Beattie Operating Budget</td> <td style="text-align: right;">\$1,304,224</td> <td style="text-align: right;">(\$27,023)</td> </tr> <tr> <td>Debt Service</td> <td style="text-align: right;">\$ 189,869</td> <td style="text-align: right;">(\$309)</td> </tr> <tr> <td style="text-align: right;">Total</td> <td style="text-align: right;">\$1,494,093</td> <td style="text-align: right;">(\$27,332)</td> </tr> </tbody> </table>		2021-22 School Year	Change	Beattie Operating Budget	\$1,304,224	(\$27,023)	Debt Service	\$ 189,869	(\$309)	Total	\$1,494,093	(\$27,332)		
	2021-22 School Year	Change													
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Debt Service	\$ 189,869	(\$309)													
Total	\$1,494,093	(\$27,332)													
C.4	Recommend the award of the following bids that were opened as listed:	C.4	<u>Award Bids</u>												
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td style="width: 30%;">Art Supplies</td> <td>Recommend as submitted – 04/07/2021</td> </tr> <tr> <td>Consumable Products</td> <td>Recommend as submitted – 04/07/2021</td> </tr> <tr> <td>Science Supplies</td> <td>Recommend as submitted – 04/07/2021</td> </tr> <tr> <td>Physical Education</td> <td>Recommend as submitted – 04/07/2021</td> </tr> <tr> <td>Uniforms</td> <td>Recommend as submitted – 03/03/2021</td> </tr> </tbody> </table>	Art Supplies	Recommend as submitted – 04/07/2021	Consumable Products	Recommend as submitted – 04/07/2021	Science Supplies	Recommend as submitted – 04/07/2021	Physical Education	Recommend as submitted – 04/07/2021	Uniforms	Recommend as submitted – 03/03/2021				
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Uniforms	Recommend as submitted – 03/03/2021														
C.5	Approve the appointment of Jeanne Hohlweg as District Treasurer effective July 1, 2021 through June 30, 2022.		<u>District Treasurer</u> <u>Jeanne Hohlweg</u>												
C.6	Approve the following insurance policies for the 2021-22 fiscal year:	C.6	<u>Insurance</u>												

Policies for the
2021-22 Fiscal
Year

Type of Policy	Company	2021-222
Property	Utica	\$78,734
Liability	Utica	\$56,948
Crime/Terrorism	Utica	\$10,769
Total Package		\$146,451
Automobile	Utica	\$6,671
Package & Fire Loss, B&M		\$153,122
Flood-Butler Plank	Utica	\$3,776
Umbrella	Utica	\$10,596
Student Accident Insurance	Utica	\$28,319
Property Total		\$195,813
Worker's Compensation	UPMC	\$204,769
Total Property & Worker's Compensation		\$400,582

C.7 Approve the Pennsylvania Department of Education’s Division of Food and nutrition Annual Food Service Management Company (FSMC) renewal year contract with the Nutrition Group’s budget does not include a guarantee due to the decreases in meals served projected to continue into the 2021-22 school year.

C.7 PDE’s FSMC
Renewal Year
Contract with The
Nutrition Group

C.8 Approve the proposal from Jordan Tax Service, Inc for the preparation of the 2021 school real estate tax bills for the Shaler Area School District for the Etna Borough, Millvale Borough, and Shaler Township in the amount of \$.35 per tax bill which amounts to approximately \$6,300 and \$1.75 per installment payment process.

C.8 Jordan Tax
Service, Inc.
Proposal for the
2021 Real Estate
Tax Bills

(NOTE: Additional services of stuffing envelopes will be an additional \$150 for Etna Borough and Millvale Borough and \$300 for Shaler Township.)

- Mr. Romac asked about the difference in the numbers in Item C.3 between the packet and the motion. Ms. Ludwig said it was an error that will be corrected in the motion.
- Dr. Kwiatkowski asked if the no guarantee means the district could owe The Nutrition Group or if it means there will not be any positive. Ms. Kim Cassidy, regional manager for The Nutrition Group, said there are so many variables and unknowns. The loss isn’t a realistic number, but they can’t budget for next year and give an accurate number so the budget is the worst-case scenario.

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A motion was made by Mr. Fisher with a second by Mr. Romac, 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, May 27, 2021
 - 6:00 p.m. – A. W. Beattie Committee, Babcock Blvd.
- Wednesday, June 9, 2021
 - 6:00 p.m. – Executive Session
 - 7:15 p.m. – Committee of the Whole Meeting
- Wednesday, June 16, 2021
 - 6:15 p.m. – Executive Session
 - 7:15 p.m. – 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.

- Mr. Gapsky asked where the district stands on the weight room and outside participation. Dr. Aiken said that he will check, but he doesn't believe the district has reopened to the public. Mr. Gapsky suggested that it might be a good time to transition to student-only use for the high school fitness center. Dr. Aiken said he would gather additional information to provide to the board.
- Mrs. Petrovich said she would like to make a motion in what the district can do to assist the startup of the Boys and Girls Club in Etna. Dr. Lisa Abel-Palmieri and Melissa Fuller with the Boys and Girls Club were present to talk about the program. Dr. Abel-Palmieri said they were originally approached by Etna to see if they would be willing to open a program in Etna. About 50 children expressed interest in the first 48 hours of the survey being open. The summer program is focused on specialty programs and classes at the All Saints site. It will expand to 3- and 4-year-old preschool programming in the fall. Ms. Fuller said the program will be K-8 from 9 a.m. to 2 p.m. June 21 to July 16 and lunch will be provided. Dr. Aiken asked if Etna mentioned any ESSER money that the municipality can attain. Dr. Abel-Palmieri said Etna would be interested in any resources. Mr. Fisher asked what kind of financial support they received from Millvale. Dr. Lisa Abel-Palmieri said they received no funds from Millvale. Mr. Tunstall asked about past Block Grants. Dr. Lisa Abel-Palmieri said they have received them in the past in the city of Pittsburgh because of poverty levels and funding. Mr. Gapsky asked if the district could help with furniture. Dr. Aiken said he would like to learn what their needs are at All Saints. Mrs. Petrovich asked about Peachjar, the district's electronic flyer distribution system. Dr. Aiken said it could be sued to share information on the program.
- Dr. Kwiatkowski said in speaking with residents many express that they don't know about things going on in the district. She said the Zoom board meetings make it easier but asked if the district could forward the minutes to councils as well as upcoming important dates. Dr. Aiken said it was a good idea.
- Mr. Gapsky said the Class of 2020 tree dedication is this Saturday. Dr. Aiken said it would be nice to see students come back to be honored.
- Mr. Fisher said the Land Bank sold six more properties.

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After no further items were presented, on a motion by Mr. Fisher and second by Mr. Romac, the Business Meeting was adjourned at 8:02 p.m.

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

- There was none.

When no one else approached to speak, the meeting's Final Adjournment occurred at 8:03 p.m.

Respectfully submitted,

Bethany Baker
Assistant Board Secretary