

*SHALER AREA SCHOOL DISTRICT
Voting Meeting
August 19, 2020 – Virtual
Minutes*

The Board of School Directors of the Shaler Area School District held a Voting Meeting on Wednesday, August 19, 2020, on Zoom, a virtual meeting platform, with Dr. April Kwiatkowski, School Board Vice President, presiding. This meeting began at 7:20 p.m.

Board Members Present: Mr. James Fisher
 Mr. Tim Gapsky
 Dr. April Kwiatkowski
 Mr. Jason Machajewski
 Mrs. Jeanne Petrovich
 Mrs. Eileen Phillips
 Mr. Steve Romac

Not Present: Mrs. Suzanna Donahue
 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.

- Dr. Kwiatkowski opened the meeting at 7:20 p.m.
- Dr. Kwiatkowski recognized the Public to Speak on Agenda Items.
 - There was none.
- Dr. Kwiatkowski then called the meeting to order at 7:20 p.m. and invited all in attendance to stand for the Pledge of Allegiance.
- On a motion by Mr. Fisher and a second by Mr. Romac, the following Minutes were approved by all in attendance:
 - Special Voting Meeting – July 1, 2020
 - Combined COW/Voting Meeting – July 15, 2020
- On a motion by Mrs. Phillips and a second by Mr. Gapsky, 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.
- 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. Gapsky, 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 a settlement agreement for Student #1 for the 2020-21 school year.	A.1	<u>Settlement Agreement</u>
A.2	Approve the IDEA Section 619 Pass-Through Funds from the Allegheny Intermediate Unit for the 2018-19 school year in the amount of \$4,760. Funds will be used for contracted services for Kindergarten students who have an IEP.		<u>IDEA Funds</u>
A.3	Approve an agreement with Glade Run Lutheran Services to provide Day Student Education during the 2020-21 school year.	A.3	<u>Glade Run Lutheran Services Agreement</u>
A.4	Approve the revised school district calendar for the 2020-21 school year.	A.4	<u>Revised School District Calendar</u>
A.5	Approve the first reading of the following revised policies: a. Policy No. 103 – Discrimination/Title IX Sexual Harassment Affecting Students b. Policy No. 104 – Discrimination/Title IX Sexual Harassment Affecting Staff	A.5	<u>Revised Policies – 1st Reading</u>

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

Mr. Romac and Dr. Kwiatkowski clarified the changes made to the district calendar. Dr. Kwiatkowski asked about the IDEA funds and reporting. Ms. Ludwig said the report is not complex. The district is required to accept the funds, identify what they will be used for, and at the end of the year, confirm the funds were used for the stated purpose. After no further discussion, these items were then approved by a roll call vote.

ACTION:
Approved
Items A.1-5

Motion Carried: 7 aye; 0 nay

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

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 Retirement :		<u>Retirement</u>
a.	Judith Kramer, Class IA-RN, High School, effective August 20, 2020.		

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- B.2 Approve the following **Medical Sabbatical** for the 2020-21 school year: Medical Sabbatical
- a. Douglas Schramm, Special Education teacher, High School for a Medical Sabbatical effective for the first semester of the 2020-21 school year.
- B.3 Approve the following FT 1.0 **Temporary Professional Employee (TPE)**: TPE – Certified School Nurse
- a. Darcy Lutz, BSN, a graduate of Eastern University, as a FT 1.0 TPE, Certified **B.3a.** School Nurse, replacing Lori Matz, Marzolf & Reserve Primary Schools, effective August 28, 2020, at a Bachelor’s+10, Step 2 salary.
- B.4 Approve the following FT 1.0 **Long-Term Substitute (LTS) for the 2020-21** LTS – Teacher school year:
- a. Carrie Heim, a graduate of the University of Pittsburgh, as a FT 1.0 LTS **B.4a.** Special Education teacher, for Douglas Schramm, High School, effective from August 28, 2020 to on or about January 22, 2021 (the first semester of the 2020-21 school year), at 85% of the Master’s Step 3 salary level (prorated).
- B.5 Approve the following **Department Chair Coach** for the 2020-21 school Department Chair Coach year:
- a. Beth Zelinko, Guidance K-6
- B.6 Approve the following Supplemental Contract for **Coaches** for the **Fall** Supplemental Contract – Coaches **Season** of the 2020-21 School year. Compensation will be in accordance with the Collective Bargaining Agreement. Contracts may be prorated to services rendered as a result of potential school closures and activity cancellations related to the COVID-19 pandemic.
- SOCCER (FALL)**
- a. Boys JV Frank Masi **B.6a.**
- B.7 Approve the following **1.0 FT Dean of Students** for the 2020-21 school year: Dean of Students
- Christopher Catanese, Health & Physical Education teacher, Middle School, as a 1.0 Full-time (FT) Dean of Students, effective September 1, 2020 to on or about June 14, 2021 (the 2020-21 school year), at a stipend of a \$7,000 annually above his existing teacher’s salary.

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

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

ACTION:
Approved
Items B.1-7

Motion Carried: 7 aye; 0 nay

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

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:		<u>Fund Profiles</u>															
A.	General Fund – Schedule of Bills and Addendum	C.1A																
B.	Cafeteria – Schedule of Bills	C.1B																
C.	Bond Proceeds – Schedule of Bills	C.1C																
D.	2019 Bond Proceeds – Schedule of Bills	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 – January 1, 2020 – March 31, 2020 – April 1, 2020 and June 30, 2020.	C.1G																
C.2	Cafeteria Operating Statement	C.2	<u>Cafeteria Operating Statement</u>															
C.3	Approve school of attendance exception applications for the 2020-21 school year (pending final enrollment).	C.3	<u>School of Attendance Exceptions</u>															
C.4	Acknowledge receipt of the lists of unpaid taxes as submitted and further, the Board charges PA Municipal Service (PAMS) with the responsibility for delinquent tax collections.	C.4	<u>Lists of Unpaid Taxes & Delinquent Tax Collections</u>															
	<u>Background Information:</u>																	
	The tax collectors responsible for collection of the real estate taxes have submitted lists of unpaid 2019 taxes for exoneration from collection and appointing PAMS for collection.																	
	The following represents unpaid taxes as of 06/30/2020:																	
	<table border="1"> <thead> <tr> <th>Municipality</th> <th>Properties</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Etna Borough</td> <td>217</td> <td>\$ 183,211.71</td> </tr> <tr> <td>Millvale Borough</td> <td>347</td> <td>\$ 232,464.79</td> </tr> <tr> <td>Reserve Township</td> <td>264</td> <td>\$ 195,019.12</td> </tr> <tr> <td>Shaler Township</td> <td>646</td> <td>\$ 1,070,361.12</td> </tr> </tbody> </table>			Municipality	Properties	Amount	Etna Borough	217	\$ 183,211.71	Millvale Borough	347	\$ 232,464.79	Reserve Township	264	\$ 195,019.12	Shaler Township	646	\$ 1,070,361.12
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Shaler Township	646	\$ 1,070,361.12																
C.5	Approve change order HC-1 to Lugaila Mechanical, Inc. for unused field quantity allowances for the SAES HVAC construction.	C.5	<u>Change Order to Lugaila Mechanical, Inc</u>															
	Deduct: \$3,100																	

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A motion was made by Mr. Gapsky with a second by Mrs. Petrovich, to approve Items C.1a-f, C.2-5.

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

Motion Carried: 7 aye; 0 nay

ACTION:
Approved
Items C.1a-
f, C.2-5

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

A motion was made by Mr. Fisher with a second by Mrs. Petrovich, to approve Item C.1g.

After no further discussion, this item was then not approved by a roll call vote.

Motion Carried: 3 aye; 4 nay

ACTION:
Not
Approve
Item C.1g

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

- Mr. Hoffman clarified that the monies spent in Item C.1g are monies already spent. The voting item is a report of these funds. He said the motion doesn't pass, and the district can revisit the item when all nine board members are present or address the concerns of those who voted against.

- Dr. Kwiatkowski then announced the following upcoming meetings:
 - Thursday, August 20, 2020
 - 6:00 p.m. – A. W. Beattie Joint Operating Committee
 - Wednesday, September 9, 2020 – Committee of the Whole Meeting
 - 6:00 p.m. – Executive Session
 - 7:15 p.m. – Public Meeting
 - Wednesday, September 16, 2020 – Voting Meeting
 - 6:15 p.m. – Executive Session
 - 7:15 p.m. – Public Meeting

- 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 about how A.W. Beattie planned to operate. Mr. Fisher said it will be a hybrid program with a full virtual option for families. Mr. Aiken said Shaler Area students will attend Monday and Tuesday in the hybrid model. Mr. Fisher said about 30 students opted for the full virtual model. Mr. Aiken said Mr. Heasley, A.W. Beattie executive director, attended the high school's Town Hall meeting last week to answer questions from parents and students. Mr. Aiken said that A.W. Beattie has been able to meet the needs of all programs in the hybrid and virtual models. Mr. Gapsky asked about transportation for Beattie students. Mr. Aiken said that the district will transport A.W. Beattie students regardless of whether the district is in virtual or hybrid, and Beattie has expanded the opportunity for students to drive to school.

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- Mr. Fisher said the Land Bank sold its first property, a vacant lot, which he hopes is the first of many properties that will be sold. He also announced that it will be his last year on the Land Bank. He will have served his term limit and will be off the board in November. Dr. Kwiatkowski thanked Mr. Fisher for the time and effort he put in to making the Land Bank successful for the district.

After no further items were presented, on a motion by Mrs. Phillips and second by Mr. Gapsky, the Business Meeting was adjourned at 7:43 p.m.

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

- Dr. Kwiatkowski apologized for not asking her question earlier in the meeting, but she requested an update on the district's plan to provide children with meals especially during remote learning. Mr. Aiken said the district plans to serve meals out of the district food service department but a site hasn't been determined yet. The district is still exploring possibilities. The current requirements state that the district must serve meals out of one of the district schools and it cannot host an off-site service location. Ms. Ludwig said the state Department of Education is going to apply for a waiver with the USDA to serve at other sites. While it's not a formal answer, she said she is hopeful. Ms. Ludwig said if the district can explore community sites it will because it feels they will be more beneficial to students.

When no one else approached to speak, the meeting's Final Adjournment occurred at 7:47 p.m.

Respectfully submitted,

Bethany Baker
Assistant Board Secretary