

*SHALER AREA SCHOOL DISTRICT
Voting Meeting
September 19, 2018 – Administration Building
Minutes*

The Board of School Directors of the Shaler Area School District held a Voting Meeting on Wednesday, September 19, 2018, at the Shaler Area Administration Building, Glenshaw, PA, with Dr. April Kwiatkowski, School Board President, presiding. This meeting began at 7:06 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.

- Dr. Kwiatkowski recognized the Public to Speak on Agenda Items.
 - There was none.
- Dr. Kwiatkowski called the meeting to order at 7:06 p.m. and invited all to stand for the Pledge of Allegiance.
- Dr. Kwiatkowski then turned the floor over to Mr. Aiken and Dr. O'Black who recognized 31 students who were named AP Scholars.
- On a motion by Mrs. Donahue and a second by Mr. Romac, the following Minutes were approved by all in attendance:
 - Voting Meeting – August 8, 2018
 - Committee of the Whole Meeting – August 8, 2018
 - Voting Meeting – August 15, 2018
- 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. Donahue, the agenda was approved by all Board members in attendance.

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

<u>ITEM</u> #	<u>EDUCATION ITEMS RECOMMENDED FOR APPROVAL</u>	<u>SUP</u> #	<u>ACTION</u> <u>TAKEN</u>
A.1	Approve an agreement with the Western PA School for Blind Children to provide vision services for Shaler Area students for the 2018-19 school year.	A.1	<u>Western PA School</u> <u>for Blind Children</u> <u>Agreement</u>

September 19, 2018 – Voting Meeting

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| <p>A.2 Approve an agreement with Emergency Preparedness Associates, LLC (OneStar) to conduct a Threat and Hazard Identification and Risk Assessment for each school building at a cost of \$1,440; and to review the SASD Emergency Operations Plan at a cost of \$4,500. (Total cost \$5,940)</p> | <p>A.2 <u>Emergency Preparedness Associates Agreement</u></p> |
| <p>A.3 Approve the date of the Shaler Area Kennywood School Picnic for Saturday, May 4, 2019.</p> | <p>A.3 <u>Kennywood School Picnic Date</u></p> |
| <p>A.4 Approve the second reading of the following revised policy:
 a. Policy No. 707 – Use of Facilities</p> | <p>A.4 <u>Revised Policy – 2nd Reading</u></p> |

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

Dr. O’Black responded to questions from the board to explain that Item A.1 accommodates four students, and the district did apply for a grant for Item A.2 but the district will move forward regardless of receiving grant money. 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 Retirement :		<u>Retirement</u>
a.	Diana Rock, Special Education teacher, Scott Primary, effective at the end of the workday, December 14, 2018.		
B.2	Approve the following Leave of Absence (LOA) :		<u>LOA</u>
a.	Amy Shine, Elementary Education teacher, Marzolf Primary, for a leave of absence effective on or about February 1, 2019 and returning to work on or about April 24, 2019 (the non-FMLA portion of her leave).		
B.3	Approve the following Sabbatical :		<u>Sabbatical</u>
a.	Gerra Gembarosky, Japanese teacher, Middle School, for an extension to her Medical Sabbatical , effective October 10, 2018 and returning to work on February 28, 2019. (90 work days)		

September 19, 2018 – Voting Meeting

- B.4 Approve the following FT 1.0 **Custodian**: Custodian
- a. Donald Luffey, as a FT 1.0 Custodian, replacing Jason Pokorny, effective September 20, 2018 **B.4a.**
- B.5 Rescind the following FT 1.0 **Long-Term Substitute (LTS)** teacher: Rescind LTS – Teacher
- a. Daniel Wyant, as a FT 1.0 LTS Special Education teacher, for Ashley DiCriscio, High School, effective for the first semester of the 2018-19 school year.
- B.6 Approve the following FT 1.0 **Long-Term Substitute (LTS)**: LTS – Teacher
- a. Stephen Baleno, a graduate of the University of Pittsburgh, for an extension to his Long-Term Substitute (LTS) contract, Japanese teacher, Middle School, for Gerra Gembarosky, effective October 11, 2018 to on or about February 28, 2019, at 85% of the Master’s Step 3 salary level (prorated).
- B.7 Approve the Supplemental Contract for **Grade Level Chair Coach** – Grades K-3 (Non-Building Specific Positions) for the 2017-18 school year. Compensation will be in accordance with the terms of the Collective Bargaining Agreement. Supplemental Contract – Grade Level Chair Coach
- Grade Level/Curriculum**
- a. ELA / Social Studies – Kdg. Victoria Zima
- b. Math / Science – Kdg. Nicole McDonald
- B.8 Rescind the following Supplemental Contract for **Coaches** for the 2018-19 school year: Rescind Supplemental Contract – Coaches
- FOOTBALL (FALL)**
- a. Assistant 7th – 8th Gr. Coach Scott Hughes
- b. Assist 9th Gr. Coach Nicholas Martier
- B.9 Approve the following Supplemental Contracts for **Coaches**: Supplemental Contract – Coaches
- FOOTBALL (FALL)**
- a. Assistant 7th – 8th Coach Roger Rech
- b. Assistant 9th Gr. Coach Bryan Gary **B.9b.**
- c. Volunteer Coach Jesse Hayward
- SOCCER (FALL)**
- d. Volunteer Coach Shane Rings **B.9d.**
- B.10 Approve the following Supplemental Contracts for **Sponsors** for the 2018-19 School year: Supplemental Contract – Sponsors

Middle School

Academic Team Leader:

- a. 7th Grade/Team Red Jessica Sapsara
- b. Japanese Club Steven Baleno

B.11 Approve the following Day-to-Day **Substitute Teachers** for the 2018-19 school year:

Day-to-Day
Substitute -
Teachers

- a. Elizabeth Anglum, Elementary K-6
- b. Robert Vogel, Elementary K-6
- c. Meaghan Parsons, Gr. PK-4

B.12 Approve the following Day-to-Day **Substitute Clericals** for the 2018-19 school year:

Day-to-Day
Substitute -
Clericals

- a. RoseAnn Kopczynski
- b. Kathy Mayhle
- c. Kathleen Kobert

B.13 Approve the following applicants in the **Shaler Area Community Recreation Swim Program**:

Community Rec.
Swim Program

- a. Aidan Brophy, Instructor Aide
- b. Isabella Cercone, Instructor Aide
- c. Sarah Faour, Instructor Aide
- d. Zander Hill, Instructor Aide & Volunteer in the Adaptive Swim Program

B.14 Approve the **Interim PIMS Coordinator Contract** for Beth Bauer, at \$40 per hour, not to exceed 30 hours per week, effective on or about September 20, 2018 (pending receipt of current clearances).

B.14 Interim PIMS
Coordinator
Contract

A motion was made by Mr. Fisher with a second by Mrs. Donahue, to approve Items B.1-14.

Dr. Kwiatkowski asked about the duration of the contract in Item B.14. Dr. O'Black explained that the district will keep the position through the end of the school year and possibly for transition purposes. The employee's hours will be approved by the department supervisor. After no further discussion, these items were then approved by a roll call vote.

ACTION:
Approved
Items B.1-14

Motion Carried: 9 aye; 0 nay

Donahue	Fisher	Gapsky	Kwiatkowski	Machajewski	Petrovich	Phillips	Romac	Tunstall
Y	Y	Y	Y	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 – Schedule of Bills	C.1B	
C.	Bond Proceeds – Schedule of Bills	C.1C	
D.	Year-to-Date Financial Reports	C.1D	
E.	Fund Profiles and Investments	C.1E	
C.2	Approve the attached list of Bus Stops for the 2018-19 school year.	C.2	<u>Bus Stops</u>
C.3	Approve a waiver of a right of way along Wetzel Road to the PA Department of Transportation (PennDOT). The property is jointly owned by the Township of Shaler, Shaler Area School District, and the County of Allegheny and is approximately 1/10 acre.	C.3	<u>PennDOT Right of Way Waiver</u>
C.4	For purposes of the solicitation of sealed bids from bidders interested in the purchase of the former Jeffery Primary School, approval of: (a) the Solicitation For Bids; (b) the Bid Form, and (c) the Terms and Conditions of Sale, as appended hereto.	C.4	<u>Former Jeffery Primary Bid Solicitation</u>

For Information:

The Administration and Solicitor are authorized and directed to take such actions as are consistent with the foregoing resolution and necessary for the solicitation of sealed bids from bidders interested in the purchase of the former Jeffery Primary School.

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

Dr. Kwiatkowski asked about the reason for approving bus drivers and bus stops. Mr. Hoffman said it is a Pennsylvania Department of Education requirement. Dr. O’Black added that there were not many changes to the bus stops this year. After no further discussion, these items were then approved by a roll call vote.

ACTION:
Approved
Items C.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. Kwiatkowski then announced the following upcoming meetings:

- Thursday, September 27, 2018
 - 6:00 p.m. – A. W. Beattie Committee, Babcock Blvd.
- Wednesday, October 10, 2018 – Committee of the Whole Meeting
 - Executive Session – 6:00 p.m.
 - Public Session – 7:00 p.m.

September 19, 2018 – Voting Meeting

- Wednesday, October 17, 2018 – Voting Meeting
 - Executive Session – 6:15 p.m.
 - Public Session – 7:00 p.m.

➤ 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. Tunstall said the 2018 Report to the Community was very well done.
- Mr. Romac thanked Mr. Gapsky for including Ryan Sullivan in the Millvale Days parade.
- Mr. Aiken announced Etna's mural unveiling the coming weekend to celebrate its 150th anniversary. Shaler Area High School students worked on the mural with an artist in residence. The high school marching band also will be in the parade.
- Dr. Kwiatkowski requested recycling bins at the fields and especially at homecoming. Mr. Aiken said there is some question to how the township will discern recycling moving forward but the district is looking into it.
- Dr. Kwiatkowski added that the Foundation still is taking registrations for the 5K.

After no further items were presented, on a motion by Mr. Romac and second by Mrs. Donahue, the Business Meeting was adjourned at 7:34 p.m.

Dr. Kwiatkowski 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 7:34 p.m.

Respectfully submitted,

Bethany Baker
Assistant Board Secretary