

*SHALER AREA SCHOOL DISTRICT*  
*Voting Meeting*  
*October 21, 2020 – Hybrid*  
*Minutes*

The Board of School Directors of the Shaler Area School District held a Voting Meeting on Wednesday, October 21, 2020, 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 7:22 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

Not Present:                               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 7:22 p.m.
- Dr. Kwiatkowski recognized the Public to Speak on Agenda Items.
  - There was none.
- Dr. Kwiatkowski then called the meeting to order at 7:22 p.m. and invited all in attendance to stand for the Pledge of Allegiance.
- On a motion by Mr. Romac and a second by Mr. Machajewski, the following Minutes were approved by all in attendance:
  - Committee of the Whole Meeting – September 9, 2020
  - Voting Meeting – September 23, 2020
- On a motion by Mrs. Petrovich and a second by Mr. Romac, 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. Gapsky 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 TAKEN</u>
A.1	Approve an educational services agreement with the Allegheny Intermediate Unit’s Alternative Education Program to provide special education and regular education services during the 2020-21 school year.	A.1	<u>AIU Alternative Edu. Program Services Agreement</u>
A.2	Approve the agreement with the Boys & Girls Club of Western PA to provide Before and After School Enrichment at Scott Primary School beginning on October 12, 2020 and ending on June 11, 2021.	A.2	<u>Boys &amp; Girls Club of Western PA Agreement</u>
A.3	Approve the first reading of the following new policies: a. Policy No. 309.1 – Telework b. Policy No. 318 – Attendance & Tardiness	A.3	<u>New Policies – 1<sup>st</sup> Reading</u>
A.4	Approve the first reading of the following revised policies: a. Policy No. 209 – Health Examinations/Screenings (Pupils) b. Policy No. 314 – Physical Examination (Employees) c. Policy No. 907 – School Visitors	A.4	<u>Revised Policies – 1<sup>st</sup> Reading</u>
A.5	Approve the second reading of the following new policies: a. Policy No. 317.2 – Educator Misconduct b. Policy No. 617.1 – Credit Cards c. Policy No. 815.2 – Use of Livestream Video on School District Property d. Policy No. 824 – Maintaining Professional Adult/Student Boundaries	A.5	<u>New Policies – 2<sup>nd</sup> Reading</u>
A.6	Approve the second reading of the following revised policies: a. Policy No. 203 – Immunizations & Communicable Diseases b. Policy No. 803 – School Calendar	A.6	<u>Revised Policies – 2<sup>nd</sup> Reading</u>

A motion was made by Mrs. Petrovich with a second by Mrs. Donahue, to approve Items A.1-6.

Mrs. Petrovich clarified that the enrichment program in Item A.2 is the childcare program. Mr. Aiken said the Boys & Girls Club has been offering it since January when YMCA consolidated its program into one location. Dr. Kwiatkowski asked if there were any other policies coming related to attendance. Mr. Aiken said the PA Department of Education has provided some information but nothing from PSBA. Dr. O’Black said the main focus is on flexibility. After no further discussion, these items were then approved by a roll call vote.

ACTION:  
Approved  
Items A.1-7

Motion Carried: 8 aye; 0 nay

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

Dr. O’Black then presented the following Personnel items for approval:

<u>ITEM</u>		<u>SUP</u>	<u>ACTION</u>
#	<u>PERSONNEL ITEMS RECOMMENDED FOR APPROVAL</u>	#	<u>TAKEN</u>
B.1	Approve the following <b>Retirement:</b>		<u>Retirement</u>
a.	Anna Ziegler, Class II Paraprofessional, effective retroactive to October 5, 2020.		
B.2	Approve the following <b>Resignation:</b>		<u>Resignation</u>
a.	Mary Pruhs, Librarian, Marzolf Primary and the High School, effective at the end of the workday October 9, 2020.		
B.3	Approve the following <b>Sabbaticals:</b>		<u>Sabbaticals</u>
a.	James Stearns, Science teacher, High School, for a Medical Sabbatical, effective October 2, 2020 to February 18, 2021.		
b.	Ben Shannon, English teacher, High School, for a Medical Sabbatical, effective October 12, 2020 to February 26, 2021.		
c.	Sondra Jodkin, Science teacher, Middle School, for an Educational Sabbatical effective for the 2 <sup>nd</sup> Semester of the 2020-21 school year.		
B.4	Approve the following <b>PT 0.5 Custodians:</b>		<u>PT 0.5 Custodians</u>
a.	Mark Ford, effective October 5, 2020	<b>B.4a.</b>	
b.	Mark Heslet, effective October 5, 2020	<b>B.4b.</b>	
c.	Zachary Young, effective October 5, 2020	<b>B.4c.</b>	
B.5	Approve the following Supplemental Contracts for <b>Coaches</b> for the 2020-21 school year:		<u>Supplemental</u> <u>Contracts – Coaches</u>
	<b>Basketball (Winter)</b>		
a.	Boys Head Varsity	Robert Niederberger	
b.	Girls Head Varsity	Cornelious Nesbit	
c.	Boys Varsity Assistant	Anton Constantino	<b>B.5c.</b>
d.	Boys JV	Shawn Hartle	
e.	Boys 9 <sup>th</sup> Assistant	Doug Kepreos	
f.	Boys 7 <sup>th</sup> – 8 <sup>th</sup> Assistant	Ron Phillips	
g.	Boys 7 <sup>th</sup> – 8 <sup>th</sup> Assistant	Bradley Tambellini	<b>B.5g.</b>
h.	Boys Volunteer Asst. Coach	Matthew Brungo	
i.	Girls Varsity Assistant	Paul Jenkner	
j.	Girls JV	Paige Quinn	
k.	Girls 9 <sup>th</sup> Assistant	Kelsey Wilcox	
l.	Girls 7 <sup>th</sup> – 8 <sup>th</sup> Assistant	David Spell	
m.	Girls Varsity Volunteer Coach	Carly Harris	

- Bowling (Winter)**  
n. Boys Head Varsity Shawn Pilyih
- Swimming (Winter)**  
o. Boys/Girls Head Varsity Abi May (2-Year Contract- 2020-2022)
- Indoor Track (Winter)**  
p. Boys/Girls Head Varsity Shawn Ryan  
q. Boys/Girls Assistant Tim Storino
- Wrestling (Winter)**  
r. Assistant Varsity Eric Fulmer  
s. Head 7<sup>th</sup> – 8<sup>th</sup> – 9<sup>th</sup> Richard Catalano  
t. Assistant 7<sup>th</sup> – 8<sup>th</sup> – 9<sup>th</sup> Rob Taylor  
u. Volunteer Assistant Drew D’Agostino

B.6 Rescind the following Supplemental Contract for **Sponsors** for the 2020-21 school year:

Rescind  
Supplemental  
Contract – Sponsors

**Middle School**

- a. Academic Team Leader/7<sup>th</sup> Gr-Team Blue Melissa Matlock
- B.7 Approve the following **Day-to-Day Substitute Teachers** for the 2020-21 school year:
- a. Joshua Bartosh, Music K-12 (retro to 10/12/20)  
b. Gavin Hohn, Health & Physical Ed (retro to 10/12/20)  
c. Steven Karscig, English 7-12 (retro to 10/4/20)  
d. Spencer Marnich, Gr. PK-4 (retro to 10/12/20)  
e. Joshua Rectenwald, Social Studies 7-12 (retro to 10/12/20)  
f. Meagan White, English 7-12, (retro to 9/28/20)  
g. Kailey Woistman, Gr. PK-4, Special Ed PK-8 (retro to 10/12/20)  
h. Tina Cafasso, English 7-12, Com. 7-12, Tech. Ed PK-12 (retro to 10/9/20)  
i. McKayla Stoddart, Library Science PK-12 (retro to 10/14/20)  
j. Samantha Hornyak, Elementary School Counselor (retro to 10/19/20)

Day-to-Day  
Substitute – Teachers

B.8 Approve the following **Day-to-Day Substitute Clerical** for the 2020-21 school year:

Day-to-Day  
Substitute – Clerical

- a. Sarah Wesolek, Registered Nurse (RN) (paid at the RN Rate)
- B.9 Approve the following **Day-to-Day Substitute Custodians** for the 2020-21 School year:
- a. Joshua Corcoran

Day-to-Day  
Substitute –  
Custodian

A motion was made by Mrs. Donahue with a second by Mrs. Petrovich, to approve Items B.1-3, B.5-8.

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

Motion Carried: 8 aye; 0 nay

ACTION:  
Approved  
Items B.1-3,  
B.5-8

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

A motion was made by Mr. Gapsky with a second by Mr. Machajewski, to approve Items B.4, B.9.

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

Motion Carried: 7 aye; 1 nay

ACTION:  
Approved  
Items B.4,  
B.9

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

Ms. Ludwig then presented the following Finance items for approval:

<u>ITEM</u>		<u>SUP</u>	<u>ACTION</u>
<u>#</u>	<u>FINANCE &amp; OPERATION ITEMS RECOMMENDED FOR APPROVAL</u>	<u>#</u>	<u>TAKEN</u>
C.1	<b>APPROVE FUND PROFILES:</b>		
	A. General Fund – Schedule of Bills and Addendum	C.1A	<u>Fund Profiles</u>
	B. Cafeteria Fund – Schedule of Bills	C.1B	
	C. 2019 Bond Fund – Schedule of Bills	C.1C	
	D. Year-to-Date Financial Reports	C.1D	
	E. Fund Profiles and Investments	C.1E	
C.2	Approve additional ABC Transit, Inc. Bus Drivers for the 2020-21 school year.	C.2	<u>ABC Transit Bus Drivers</u>
C.3	Approve change order RC-1 to TRS Roofing, Inc. for the final contract amount adjustment for unused field quantity allowances for the SAES Roof Replacement. (Deduct: \$91,416)	C.3	<u>TRS Roofing Change Order</u>
C.4	Approve change order PC-1 to Shipley Brothers Construction, Inc. for the final contract amount adjustment for unused field quantity allowances and the deletion of two roof drains for the SAES Roof Replacement. (Deduct: \$17,214)	C.4	<u>Shipley Brothers Construction Change Order</u>

*October 21, 2020 – Voting Meeting*

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

ACTION:  
Approved  
Items C.1-4

Dr. Kwiatkowski asked about the start of the school year with ABC Transit. Mr. Aiken said it is going well, but the company is still shorthanded. The arrival and dismissal times and going well. At times, the company has struggled with the extracurricular and athletic runs, but everything is going well so far. After no further discussion, these items were then approved by a roll call vote.

Motion Carried: 8 aye; 0 nay

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

- Dr. Kwiatkowski then announced the following upcoming meetings:
  - Wednesday, November 11, 2020 – Committee of the Whole Meeting
    - 6:00 p.m. – Executive Session
    - 7:15 p.m. – Public Meeting
  - Wednesday, November 18, 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. Romac asked about an evaluation of the Buildings and Grounds Department. Mr. Aiken said the PASBO presentation was postponed in order to focus on the start of school. Ms. Ludwig said PASBO will come out to the district and evaluate the school district specifically a custodial and facilities review. It is an extensive process to look at all of the information, layout, procedures, tour all buildings, and complete the independent study. The district will use the results to allocate resources. The initial onsite visit will take less than a week and then their turnaround time depends on how quickly the district can collect all requested information. Ms. Ludwig estimated that it would take no more than 2-3 months. Mr. Romac asked when the district could start. Mr. Aiken said the district hasn't determined a start date yet. He said that they know it will be a commitment from the Buildings and Grounds Department so they want to make sure the department will have the time to focus on the requests. Mr. Romac also asked for the cost for the study. Ms. Ludwig said she will provide the cost and the list of requested information on Friday. Mr. Romac asked that the board continue the discussion next month after it has additional information.
  - Mr. Gapsky said he would like to see the district honor Reserve Primary teacher Ms. Young, who passed away unexpectedly. He felt that naming something in the district may be a way to honor her. He also publicly thanked the church in Etna and the Boys and Girls Club for helping to hand out food to the district students.
  - Dr. Kwiatkowski asked about having lights on the American flags in the district. Mr. Aiken said John Kaib, supervisor of buildings and grounds, has a solution that he is working to install that week.

After no further items were presented, on a motion by Mr. Romac and second by Mrs. Petrovich, the Business Meeting was adjourned at 7:52 p.m.

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

- Nathan Fine, of Scobbo Drive, said there was a concern earlier in the week with a teacher who traveled to a state identified by the PA Dept. of Health as having high case counts of COVID-19 and returned to the classroom prior to quarantining for 14 days. He said parents would like to know what the policy is for teachers. Mr. Aiken said the district is aware that the teacher traveled out of state but the teacher followed all protocols for teachers to return to the classroom. Mr. Fine said he could only find information for students who travel. Mr. Aiken explained that there are different procedures internally for employees because of concerns with substitute teachers. The teacher in question did follow all protocols. Mr. Aiken said the district is not able to manage all 4,000 students and therefore the district recommends students quarantine for 14 days if they travel. Mr. Aiken said he is not able to go into details, but he can say that the teacher followed district protocol. Dr. Kwiatkowski explained the difference between a policy, which comes before the board, and processes which are operational and used to affect a certain situation. Mr. Aiken said many of the processes are specific to COVID-19.

When no one else approached to speak, the meeting's Final Adjournment occurred at 8:00 p.m.

Respectfully submitted,

Bethany Baker  
Assistant Board Secretary