

*SHALER AREA SCHOOL DISTRICT*

*Voting Meeting*

*May 18, 2022 – Hybrid*

*Minutes*

The Board of School Directors of the Shaler Area School District held a Voting Meeting on Wednesday, May 18, 2022, in a hybrid format, in person at the Shaler Area Administration Building, Glenshaw, PA, and on Zoom, a virtual meeting platform, with Dr. April Kwiatkowski, School Board President, presiding. This meeting began at 7:52 p.m.

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

Board Members Absent:                   Mrs Elizabeth Dunn  
  Mr. James Tunstall

Others Present:                            Dr. Sean Aiken, Superintendent  
  Dr. Bryan O’Black, Deputy Superintendent  
  Mrs. Sherri Jaffee Director of Business Affairs  
  Mr. John Vogel, Solicitor

Notice of this meeting was posted as required.

- Dr. Kwiatkowski opened the meeting at 7:15 p.m.
- Dr. O’Black then introduced the following students to be recognized by the school board for their accomplishments.
  - Aidan McKern, Joshua Fedorek, Nathan Lambert, Michael Ulery, Bradley Yeager, and Jeremy Hofmann attained the rank of Eagle Scout.
  - The Barr family—juniors Mackenzie and Madison and fourth-grader Lucy—spearheaded a successful districtwide service project to collect school and art supplies for students in Ukraine. The Barr family belongs to St. George Ukrainian Catholic Church, which is operating the fundraising efforts in coordination with Maidan of Dignity Charitable Foundation, Kyiv, Ukraine. With the support of the entire school district community, the Barr family loaded four SUVs with close to 10,000 school supplies and collected \$2,000 to go toward supporting the collection. The supplies collected will benefit a school of 2,000 students that is operating in an underground facility as the war rages around the country.
- Dr. Kwiatkowski then recognized the Public to Speak on Agenda Items.
  - There was none.
- Dr. Kwiatkowski then called the meeting to order at 7:27 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. Kress, the following Minutes were approved by all in attendance:
  - Combined COW/Voting Meeting – April 6, 2022
- Dr. Kwiatkowski then announced items tabled or removed from the agenda:
  - There were none
- On a motion by Mr. Kress and a second by Mr. Fisher, 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 TAKEN</u>
A.1	Approve the Shaler Area School District’s application and participation in the PA Department of Education’s Flexible Instructional Day (FID) program for a 3-year period beginning in 2022-2023 per Act 64 of 2019. The number of flexible instructional days may not exceed five (5) days per school year.	A.1	<u>PDE FID Program Application</u>
A.2	Approve the dates of the Extended School Year (ESY) program – July 11 to August 4, 2022 (Monday-Thursday) 9:00 a.m. to 12:00 p.m. at Scott Primary School.		<u>ESY Program Dates</u>
A.3	Approve the dates of the Titan Summer Literacy Camp for grades K-5 – July 25 to August 11, 2022 (Monday-Thursday) 8:30 a.m. to 11:30 a.m.		<u>Titan Summer Literacy Camp Dates</u>
A.4	Approve the second reading of the following revised policies: a. Policy No. 115 – Vocational Technical Education b. Policy No. 137 – Home Schooling	A.4	<u>2<sup>nd</sup> Reading – Revised Policies</u>

- Dr. Kwiatkowski asked for details on Item A.3. Dr. O’Black said the camp is a continuation of a program started last year. It will be a blend of in-person and online programming facilitated by SASD teachers. Enrollment information will be shared with families at the end of the school year. Parents expressed interest in having a break immediately after school. The camp will be open to all students.

A motion was made by Mrs. Petrovich with a second by Mr. Kress, 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: 7 aye; 0 nay; 2 absent

Dunn	Fisher	Gapsky	Kress	Kwiatkowski	Machajewski	Petrovich	Phillips	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 TAKEN</u>
B.1	Approve the following <b>Retirements</b> :		<u>Retirements</u>
a.	Sandra Gasowski, Class I Administrative Secretary, High School, effective at the end of the workday on June 30, 2022.		
b.	Kathleen McGinn, Class II Paraprofessional, High School, effective at the end of the workday on June 6, 2022.		

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- c. Amy Brunick, Class II Paraprofessional, High School, effective at the end of the workday on June 6, 2022.
- d. Edward DiPofi, PT Fitness Center Coordinator, effective at the end of the workday on May 27, 2022.
- B.2 Approve the following **Resignation:** Resignation
  - a. James Majewski, Custodian, Middle School, effective retroactive to the end of the workday on April 29, 2022., **B.3a.**
- B.3 Approve the following **FT 1.0 Clerical:** FT 1.0 Clerical
  - a. Kristen Maher, as a FT 1.0 Class IA-RN/LPN, Elementary School, replacing Kaylen Schaffer, effective on or about May 19, 2022. **B.3a.**
- B.4 Approve the following **FT 1.0 Custodian:** FT 1.0 Custodian
  - a. Daniel Rothwell, as a FT 1.0 Custodian, replacing James Majewski, Middle School, effective on or about May 19, 2022. **B.4a.**
- B.5 Approve the following employees for the High School/Middle School **Summer School Program**, at the High School/Google Classroom, effective from 6/13/22 to 7/14/22, at an hourly rate of \$27.00, per the Collective Bargaining Agreement: HS/MS Summer School Program Employees
  - a. Coordinator/Supervisor David DiPasquale
  - b. Science & Math Instructor-SAHS Erika Steiner
  - c. English & Social Studies Inst.-SAHS Steven Karscig
  - d. English Instructor - SAMS Brian Duermeyer
  - e. Math & Science/SAMS Steven Baleno
- B.6 Approve the **Independent Consultant Contracts** for the following School Psychologists from July 1, 2022 to June 30, 2023: School Psychologists Independent Consultant Contract
  - a. Susan Mszyco **B.6a.**
  - b. Patricia Robinson **B.6b.**
  - c. Jennifer Skirtich **B.6c.**
  - d. Chelsea Gyke **B.6d.**
  - e. Micalla Mikus **B.6e.**
  - f. Kera Recce **B.6f.**
- B.7 Approve the supplemental contracts for **Department Chairs** for the **2022-23** school year. Compensation will be in accordance with the terms of the Collective Bargaining Agreement. **B.7** Supplemental Contracts – Department Chairs
- B.8 Approve the supplemental contracts for **Grade Level Chair Coaches – Grades K-3 (Non-Building Specific Positions)** for the **2022-23** school year. Compensation will be in accordance with the terms of the Collective Bargaining Agreement. **B.8** Supplemental Contracts – Grade Level Chair Coaches

- B.9 Approve the supplemental contracts for **Building Support Coaches-Technology** for the **2022-23** school year. Compensation shall be in accordance with the terms of the Collective Bargaining Agreement. **B.9** Supplemental Contracts – Building Support Coaches – Technology
- B.10 Approve the following 6 students for **temporary summer employment** for 2022, according to the provisions set forth in the **Summer Employment Program** (up to 30 students), adopted by the Board on March 16, 2022: Temporary Summer Employees
- | <b>Name:</b>        | <b>Start Date:</b> |
|---------------------|--------------------|
| a. Justin Kristoff  | June 6, 2022       |
| b. Maddox Mawhinney | June 6, 2022       |
| c. Tyler Schivins   | June 6, 2022       |
| d. Aiden Williams   | May 19, 2022       |
| e. Ethan Williams   | June 6, 2022       |
| f. Khader Barry     | June 6, 2022       |
- B.11 Approve the following applicants in the Shaler Area **Community Rec Swim Program**, as **Adaptive Aquatics Program Volunteer Aides**: Community Rec Swim Program Volunteer Aides
- a. Samantha Hennen (retroactive to 4-24-22)  
b. Taylor Rawls (retroactive to 4-24-22)
- B.12 Approve the following Day-to-Day **Substitute Teachers** for the 2021-22 school year: Day-to-Day Substitute – Teachers
- a. Camryn Camp, Grades PK-4 (retroactive to May 2, 2022)  
b. Amy Vasil, Elementary K-6 (retroactive to May 11, 2022)  
c. Sydney Bollinger, Social Studies 7-12 (retroactive to May 11, 2022)  
d. Anna Steen, Grades PK-4 (retroactive to May 12, 2022)
- B.13 Approve the following **Day-to-Day Substitute Custodian** for the 2021-22 school year: Day-to-Day Substitute – Custodian
- a. James Templin
- B.14 Approve a Memorandum of Understanding between the Shaler Area School District and Shaler Area Education Association effective August 15, 2022 through August 15, 2027. **B.14** MOU
- B.15 Approve the following supplemental contracts for **Coaches** for the Fall Season of the 2022-23 school year: Supplemental Contract – Coaches
- CROSS COUNTRY (FALL)**
- |  |              |
|--|--------------|
| a. <b>Boys/Girls Head Varsity Coach</b>        | Justin Eskra |
| b. 7 <sup>th</sup> – 8 <sup>th</sup> Assistant | Rachel Webb  |

**FOOTBALL (FALL)**

- c. **Head Varsity Coach** James Ryan
- d. Assistant Varsity Joseph Laslavic
- e. Assistant Varsity John Tortorea
- f. Assistant Varsity Michael Steinmetz
- g. Assistant Varsity Ken Fitzpatrick
- h. Assistant JV Robert Ravenstahl
- i. Assistant JV Jason Filo
- j. Head 7<sup>th</sup> – 8<sup>th</sup> T. J. Wiley
- k. Assistant 7<sup>th</sup> – 8<sup>th</sup> James Hellinger
- l. Assistant 7<sup>th</sup> – 8<sup>th</sup> William Mitchell
- m. Assistant 7<sup>th</sup> – 8<sup>th</sup> Ben Yeckel
- n. Volunteer Asst. Coach James Smith **B.15n.**
- o. Volunteer Asst. Coach William Hartung
- p. Volunteer Asst. Coach Matt Bendel

**GOLF (FALL)**

- q. Boys Assistant Varsity Brad Stone

**SOCCER (FALL)**

- r. Boys JV Chad Palucka
- s. Boys 7<sup>th</sup> – 8<sup>th</sup> -9<sup>th</sup> Assistant Dante Ohm **B.15s.**
- t. Boys 7<sup>th</sup> – 8<sup>th</sup> – 9<sup>th</sup> Assistant Kyle Petering
- u. Girls JV Samantha Bahorich **B.15u.**
- v. Girls 7<sup>th</sup> – 8<sup>th</sup> - 9<sup>th</sup> Assistant Amy Flanders
- w. Girls Volunteer Asst. Rob Yarnot

**TENNIS (FALL)**

- x. **Girls Head Varsity Coach** Brian Duermeyer
- y. Girls Assistant David DiPasquale

**VOLLEYBALL (FALL)**

- z. Girls 9<sup>th</sup> Laurie Cortazzo

**FACULTY MANAGERS  
(FALL TO SPRING)**

- aa. Faculty Manager 9-12 Doug Kepreos
- bb. Faculty Manager 7-8 George Alexander

- Mr. Kress asked about the MOU and comparable salaries. Dr. Aiken shared the information in Friday’s Board Report. Dr. Kwiatkowski said she was not at the meeting last month and was not prepared to vote and therefore would abstain. She clarified that it is not that she doesn’t approve, she just doesn’t feel prepared to vote.

A motion was made by Mr. Fisher with a second by Mrs. Petrovich, to approve Items B.1-B.13, B.15

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

Motion Carried: 7 aye; 0 nay; 2 absent

**ACTION:**  
**Approved**  
**Items B.1-**  
**B.13, B.15**

Dunn	Fisher	Gapsky	Kress	Kwiatkowski	Machajewski	Petrovich	Phillips	Tunstall
Absent	Y	Y	Y	Y	Y	Y	Y	Absent

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

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

ACTION:  
Approved  
Items B.14

Motion Carried: 6 aye; 0 nay; 2 absent; 1 abstain

Dunn	Fisher	Gapsky	Kress	Kwiatkowski	Machajewski	Petrovich	Phillips	Tunstall
Absent	Y	Y	Y	Abstain	Y	Y	Y	Absent

Mrs. Jaffee then presented the following Finance Items:

<u>ITEM</u> <u>#</u>	<u>FINANCE &amp; OPERATION ITEMS RECOMMENDED FOR APPROVAL</u>	<u>SUP.</u> <u>#</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	
	G. Student Activity Funds & Investments – High School, Middle School, and Elementary School – January 1, 2022 – March 31, 2022	C.1G	
C.2	Cafeteria Operating Statement	C.2	<u>Cafeteria Operating Statement</u>
C.3	Approve the proposed 2022-23 A.W. Beattie Center Budget as approved by the A.W. Beattie Center Joint Operating Committee on April 28, 2022, totaling \$10,691,066. The Shaler Area School District share is as follows:	C.3	<u>A.W. Beattie Budget</u>

	2022-23 School Year	Change
Beattie Operating Budget	\$1,272,298	(\$31,926)
Debt Service	\$ 189,886	\$17
<b>Total</b>	<b>\$1,462,184</b>	<b>(\$31,909)</b>

C.4	Recommend the award of the following bids that were opened as listed:	C.4	<u>Award Bids</u>
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Art Supplies	Recommend as submitted – 03/30/2022
Consumable Products	Recommend as submitted – 03/30/2022
Science Supplies	Recommend as submitted – 03/30/2022
Physical Education	Recommend as submitted – 03/30/2022
Lumber	Recommend as submitted – 03/30/2022

C.5	Approve the appointment of Jeanne Hohlweg as District Treasurer effective July 1, 2022 through June 30, 2023.	<u>District Treasurer</u>
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C.6 Approve the following insurance policies for the 2022-23 fiscal year:

C.6 Insurance Policies

Type of Policy	Company	2022-23
Property	Utica	\$79,583
Liability	Utica	\$58,964
Crime/Terrorism	Utica	\$14,532
<b>Total Package</b>		<b>\$150,079</b>
Automobile	Utica	\$7,171
<b>Package &amp; Fire Loss, B&amp;M</b>		<b>\$157,250</b>
Flood-Butler Plank	Utica	\$4,166
Umbrella	Utica	\$11,236
Student Accident Insurance	Utica	\$28,319
Cyber	Utica	\$26,522
<b>Property Total</b>		<b>\$227,493</b>
<b>Worker's Compensation</b>	UPMC	<b>\$198,014</b>
<b>Total Property &amp; Worker's Compensation</b>		<b>\$425,507</b>

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.

C.7 PDE FSMC  
Renewal Year  
Contract

C.8 Approval to dispose of technology surplus equipment as per attached list.

C.8 Surplus Technology  
Equipment

C.9 Approve additional ABC Transit Personnel.

C.9 ABC Transit  
Personnel

C.10 Approve the proposal from Jordan Tax Service, Inc for the preparation of the 2022 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 \$5,800 and \$1.75 per installment payment process. (NOTE: Additional services of stuffing envelopes will be an additional \$150 for Etna Borough and Millvale Borough and \$300 for Shaler Twp.)

C.10 Jordan Tax Service  
Proposal

A motion was made by Mrs. Petrovich with a second by Mr. Fisher, to approve Items C.1a-f, C.2-10

Dr. Kwiatkowski clarified Item C.5 that Ms. Hohlweg has been district treasurer since Mr. Gary Mignogna retired. Dr. Kwiatkowski also asked about the one-year renewal in Item C.7. Ms. Jaffee said this is the third or fourth renewal as required by PDE. The district has a 4-year contract with The Nutrition Group but the paperwork has to be filed annually with the state. After no further discussion, these items were then approved by a roll call vote.

ACTION:  
Approved  
Items C.1a-f,  
C.2-10

Motion Carried: 7 aye; 0 nay; 2 absent

Dunn	Fisher	Gapsky	Kress	Kwiatkowski	Machajewski	Petrovich	Philips	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 approved by a roll call vote.

ACTION:  
Approved  
Item C.1G

Motion Failed: 5 aye; 2 nay; 2 absent

Dunn	Fisher	Gapsky	Kress	Kwiatkowski	Machajewski	Petrovich	Philips	Tunstall
Absent	Y	N	Y	N	Y	Y	Y	Absent

- Dr. Kwiatkowski then announced the following upcoming meetings:
  - Thursday, May 26, 2022
    - 6:00 p.m. – A.W. Beattie Joint Operating Committee
  - Wednesday, June 1, 2022
    - 5:30 p.m. – Athletic Committee
  - Wednesday, June 8, 2022 – Committee of the Whole Meeting
    - 6:00 – Executive Session
    - 7:15 – Public Meeting
  - Wednesday, June 15, 2022 – Voting Meeting
    - 6:15 – Executive Session
    - 7:15 – 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. Fisher reminded the board members to cast their Beattie ballots.
  - Dr. Aiken reminded the board of A.W. Beattie’s senior recognition event on June 1 at Martorelli Stadium in North Hills.
  - Mr. Gapsky clarified the Athletic Committee date and time. Dr. Aiken explained that it was moved to accommodate the Beattie graduation event and then outlined the challenges and schedule conflicts with scheduling that meeting.

After no further items were presented, on a motion by Mr. Gapsky and second by Mrs. Petrovich, the Business Meeting was adjourned at 7:50 p.m.

- Dr. Kwiatkowski then recognized the public to speak on any non-agenda item:
  - Dr. Aiken reminded the board of the 143 Day event on Monday. It will be the first annual event for 143 Day and a districtwide event. Thursday night will be senior awards at the high school auditorium at 7 p.m. There also are four teams competing the next evening in WPIAL playoffs.



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- Dr. Kwiatkowski said a parent expressed concerns with the temperatures being forecasted in the 90s and only having the bottle filling stations open in the buildings. Dr. Aiken said the administration talked with the principals about the forecasted temperatures that morning and students will be encouraged to bring water bottles. Mr. Machajewski suggested providing cups for students who forget water bottles.

When no one else approached to speak, the meeting's Final Adjournment occurred at 7:57 p.m.

Respectfully submitted,

Sherri M. Jaffee  
Board Secretary