

PENN-TRAFFORD SCHOOL DISTRICT  
Harrison City, Pennsylvania

October 8, 2018

The Board of School Directors of the Penn-Trafford School District held its regular board meeting in the LGI Room at Penn-Trafford High School, Harrison City, PA on Monday, October 8, 2018.

Mr. Philip Kochasic, Board President called the meeting to order at 7:00 p.m. The following members were present: Mrs. Toni Ising, Mr. Phil Kochasic, Dr. Scott Koscho (arrived at 7:04 p.m.), Mr. Bill Leonard, Mr. Jim Matarazzo, Mr. Richard Niemiec, Mr. Nick Petrucci, Mr. Martin Stovar, Mrs. Joan Wehner, Board Secretary, Mr. Michael Brungo, Solicitor, Dr. Matthew Harris, Superintendent, Mr. Scott Inglese, Assistant Superintendent, and Mr. Greg Karazsia, Director of Student Learning Supports. Mr. Shaun Rinier, PTEA Representative was also present.

A motion was made by Mr. Stovar and seconded by Mr. Petrucci to approve the minutes of the regular meeting held on Monday, September 10, 2018 as presented. Motion carried.

**INFORMATION**

Dr. Harris reported the following:

- The Division of Federal Programs is recognizing Harrison Park and McCullough elementary schools as two top performing Title I schools.
- Our school district received a \$60,000 Safe Schools grant from the state for our SRO program.
- This year's Deer Valley trip was a success.
- We will be honoring Military and First Responders at a reception prior to the October 19th football game.
- The Saint Barbara's Church "after party" provides students with a safe place to gather after our home football games, and they typically draw 350-400 students.

**RECOGNITION OF VISITORS**

Cub Scout Pack 236, Den #7 (St. Barbara's) was in attendance and the members asked various questions of the board including 1) Why is there no detention at Sunrise Elementary?; 2) Why do teachers sometimes move/change grade?; 3) Why do board members serve?; 4) Why can't students eat in class?; 5) Why are there only two 5th grade classes at Sunrise Elementary?; 6) How much money do board members get paid?; 7) Why can't students run in the halls?; 8) Why

is there more than one school nurse? The board answered their questions and Dr. Harris encouraged the boys to contact the School District for assistance with future projects.

A motion was made by Mr. Niemiec and seconded by Mr. Petrucci to approve the treasurer's report for the month of September 2018 and the high school extracurricular fund report for the month of September 2018 as presented and make them a part of the official minutes of this meeting.

Roll call vote: Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mr. Kochasic: yes. Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

A motion was made by Mr. Niemiec and seconded by Mr. Matarazzo to approve the payment of bills for the month of October 2018.

Roll call vote: Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Mr. Kochasic: yes. Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

### **EXECUTIVE SESSION**

Mr. Kochasic announced that an executive session was held prior to the meeting to discuss teacher negotiations, personnel matters concerning staffing, confidential student matters and to receive information on budget update and Buildings and Grounds committee.

### **ATHLETICS AND EXTRACURRICULAR**

A motion was made by Dr. Koscho and seconded by Mrs. Ising to approve the following volunteer coaches effective immediately. Extracurricular volunteers must have their Act 34, 151, and waivers on file at the Administration Building. All coaching volunteers must have Act 34, 151, and 114 waivers on file with the Athletic Director.

- a. Kyle Hoogstraten - Volunteer Girls Volleyball Coach
- b. James Brymn - Volunteer Girls Basketball Coach

Motion carried.

A motion was made by Dr. Koscho and seconded by Mr. Petrucci to employ the following personnel. New employment is contingent upon the receipt of all necessary certification documentation and the acceptance of Act 34,151, and 114 waivers from the Commonwealth of Pennsylvania. Employment is effective for the 2018-2019 season unless otherwise noted.

- a. Martha Corna – Co-Sponsor FBLA at a salary per negotiated PTEA agreement

- b. Christina Wukich – Co-Sponsor FBLA at a salary per negotiated PTEA agreement
- c. Lacey Wagner - Yearbook Sponsor at Penn Middle School at a salary per negotiated PTEA agreement
- d. Olivia Rizzo - Girls Varsity Assistant Basketball Coach district-wide at a salary per negotiated PTEA agreement

Roll call vote: Mr. B. Leonard: yes; Mr. D. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. Kochasic: yes. Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

A motion was made by Dr. Koscho and seconded by Mr. Matarazzo to accept the following resignations:

- a. James Brymn – Girls Varsity Assistant Basketball coach and 8th Grade Girls Basketball Coach at Trafford Middle School effectively immediately
- b. Brian Hyland - 8th Grade Girls Assistant Basketball Coach at Penn Middle School effective immediately
- c. Olivia Rizzo - Junior High Girls Basketball Coach effective immediately

Motion carried.

### **BUDGET AND FINANCE**

A motion was made by Mr. Stovar and seconded by Mr. Petrucci to authorize the administration to make payments amounting to \$14,625.00 for credits earned by professional employees in accordance with the negotiated agreement. The list was presented to the Board showing the individual payments due and will be filed with the official minutes of this meeting.

Roll call vote: Mr. D. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. Kochasic: yes. Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

A motion was made by Mr. Stovar and seconded by Mr. Niemiec to authorize the following to serve on the WIU Joint Purchasing Consortium for Multi-Purpose Paper and Fuel:

- a. Mr. Brett Lago – Representative
- b. Mrs. Joan Wehner – Alternate Representative

Roll call vote: Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: absent; Mr. Kochasic: yes. Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

A motion was made by Mr. Stovar and seconded by Mr. Matarazzo to grant the administration permission to advertise jointly as a member of the Westmoreland IU Joint Purchasing

Consortium for the purchase of supplies in the following categories for the 2019-2020 school year:

- a. Multi-Purpose Paper
- b. Unleaded Gasoline and Diesel Fuel

Roll call vote: Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: absent; Mr. Matarazzo: yes; Mr. Kochasic: yes. Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

### **EMPLOYEE RELATIONS/NEGOTIATIONS/TRANSPORTATION**

A motion was made by Mrs. Ising and seconded by Mr. Stovar to approve a six-year contract with the Penn-Trafford Education Association effective July 1, 2018 through June 30, 2024. A copy of the agreement will become a part of the official board minutes.

Roll call vote: Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: no; Mr. D. Leonard: absent; Mr. Matarazzo: no; Mr. Niemiec: yes; Mr. Kochasic: yes. Result of vote: 6 yes; 2 no; 1 absent. Motion carried.

Mr. B. Leonard, Mr. Matarazzo, Mr. Inglese, Mrs. Ising, and Mr. Petrucci commented on the contract and the negotiation process.

### **PERSONNEL AND CURRICULUM**

A motion was made by Mr. Petrucci and seconded by Mr. Niemiec to approve the list of additional substitute teachers and resigning substitute teachers for the month of October 2018.

Motion carried.

A motion was made by Mr. Petrucci and seconded by Mr. Stovar to employ the following personnel. New employment is contingent upon the receipt of all necessary documentation and the acceptance of Act 34, 151, and 114 waivers from the Commonwealth of Pennsylvania within 30 days.

- a. Hope Kober – Building Aide / Lunchroom Aide at Harrison Park Elementary effective September 10, 2018 at \$10.25/hour
- b. Beth Biroscak – Building Aide / Lunchroom Aide at Harrison Park Elementary effective September 18, 2018 at \$10.25/hour
- c. Olivia Rizzo - Substitute for Brian Hyland at Penn Middle School effective September 19, 2018 to October 17, 2018 at the substitute daily rate of \$105/day
- d. Olivia Rizzo - Super Sub district-wide effective October 18, 2018 to May 31, 2019 at the substitute daily rate of \$105/day
- e. Marina Ferrari - Super Sub district-wide effective October 1, 2018 to May 31, 2019 at the substitute daily rate of \$105/day

- f. Peter Yannopoulos - Super Sub district-wide effective October 1, 2018 to May 31, 2019 at the substitute daily rate of \$105/day
- g. Abigail Stewart - Paraprofessional at Penn Middle School effective October 8, 2018 at \$10.25/hour
- h. Suzanne Simon - Substitute SLA for Emilie Shogan at Level Green Elementary effective October 1, 2018 to the end of the first semester at the substitute daily rate of \$105/day
- i. Suzanne Simon - Substitute for Maria MacArthur at Sunrise Elementary effective February 19, 2019 to May 31, 2019 at \$105/day for consecutive days 1-30 and \$115/day beginning on the 31st consecutive work day

Roll call vote: Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Kochasic: yes. Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

A motion was made by Mr. Petrucci and seconded by Mr. Stovar to accept the following resignations:

- a. Michelle Botti - Substitute SLA district-wide effective October 3, 2018
- b. Sandra Kerna - Building Aide at Penn-Trafford High School effective October 1, 2018
- c. Patricia Sichko - PCA at Penn Middle School effective September 17, 2018
- d. Dianne Zollner - Paraprofessional at McCullough Elementary effective September 26, 2018

Motion carried.

A motion was made by Mr. Petrucci and seconded by Mr. Niemiec to approve the following leave requests:

- a. Samantha Foster - Intermittent FMLA leave from October 15, 2018 to January 7, 2019
- b. Karrie Gutwald - FMLA leave from November 14, 2018 to November 30, 2018
- c. Brian Hyland - FMLA leave from September 19, 2018 to October 17, 2018
- d. Maria MacArthur - FMLA leave from February 19, 2019 to May 17, 2019 then unpaid leave from May 20, 2019 to May 31, 2019
- e. Ashley Pechunka - FMLA leave from March 18, 2019 to May 3, 2019

Roll call vote: Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mr. Kochasic: yes. Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

A motion was made by Mr. Petrucci and seconded by Mr. Stovar to authorize the administration to approve any new parent volunteers in accordance with past practices and policies. Volunteers will be used only where the teacher and/or principal approves and all volunteers will have Act 34, 151, and 114 clearances on file.

Roll call vote: Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Mr. Kochasic: yes. Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

## **POLICY/PUBLIC RELATIONS/LEGISLATIVE/TITLE II**

A motion was made by Mr. Matarazzo and seconded by Mr. Stovar to accept and file the minutes of the Superintendent's Information/Committee meeting held on September 4, 2018.

Motion carried.

A motion was made by Mr. Matarazzo and seconded by Mr. Niemiec to tentatively approve the following board policies, board operations guidelines and administrative regulations:

- a. 006 Meetings
- b. 006-BOG-0 Public Notice of Board Meetings
- c. 006-BOG-1 Official Board Minutes
- d. 006-BOG-2 Abstention for Conflict of Interest
- e. 108 Adoption of Textbooks
- f. 108-AR-0 Review/Evaluation/Selection of Textbooks
- g. 108-AR-1 Textbook Evaluation Form
- h. 108-AR-2 Textbook Recommendation Form
- i. 108-AR-3 Disposal of Textbooks
- j. 719 Unmanned Aircraft/Drones

Roll call vote: Mr. B. Leonard: yes; Mr. D. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. Kochasic: yes. Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

A motion was made by Mr. Matarazzo and seconded by Mr. Stovar to rescind the following board operations guideline and administrative regulations:

- a. 006-BOG-2 Abstention from Voting
- b. 108-AR-1 Criteria for Evaluation Textbooks
- c. 209.1-AR-1 Emergency Care Plan
- d. 209.1-AR-5 Food Allergies
- e. 210-AR-0 Medication Guidelines
- f. 210-AR-1 Clinical Guidelines for Anaphylaxis

Roll call vote: Mr. D. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. Kochasic: yes. Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

## **SOLICITOR'S REPORT**

Mr. Brungo announced that he had distributed a written report to the board prior to the meeting.

**PTEA REPRESENTATIVE**

Mr. Rinier said a few words regarding the contract and completion of the negotiations.

**ADJOURNMENT**

A motion was made by Mr. B. Leonard and seconded by Mrs. Ising to adjourn the meeting at 7:50 p.m.