

PENN-TRAFFORD SCHOOL DISTRICT
Harrison City, Pennsylvania

April 16, 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, April 16, 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, Mr. Bill Leonard, Mr. Jim Matarazzo, Mr. Richard Niemiec, Mr. Nick Petrucci, Mr. Martin Stovar, Mr. Brett Lago, 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. B. Leonard and seconded by Mr. Matarazzo to approve the minutes of the regular meeting held on Monday, March 12, 2018 as presented. Motion carried.

INFORMATION

Dr. Harris reported the following:

- Sunrise Elementary will no longer be used as a polling site; residents will now vote at the Paintertown Fire Department. In the past, we always canceled school on election day due to safety concerns. We will not need to take that day off this November and will adjust the calendar later on in the meeting.
- A “Reimagining Our Westmoreland” meeting is taking place from 6-8 pm tonight.
- Grease was a great success and sold out on Saturday and Sunday (April 14-15).
- Invitations for Senior Project presentations were distributed to the board members.
- The Penn-Trafford Video Department received an Emmy award for best high school broadcast.

A motion was made by Mr. Petrucci and seconded by Mr. Niemiec to approve the treasurer’s report for the month of March 2018 and the high school extracurricular fund report for the month of March 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. Matarazzo and seconded by Mr. Niemiec to approve the payment of bills for the month of April 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 collective bargaining matters, personnel matters, retirement replacements, disciplinary matters, confidential student matters and to receive information regarding budget, school security updates, softball field renovation and energy savings program update.

ATHLETICS AND EXTRACURRICULAR

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

- a. Lisa Konopka – Assistant Cheerleader Sponsor district-wide effective for the 2018-2019 season

Motion carried.

A motion was made by Dr. Koscho and seconded by Mr. Petrucci to approve the following volunteer coach effective immediately unless otherwise noted. 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. Nicola Ionadi - Volunteer Boys Basketball Coach

Motion carried.

A motion was made by Dr. Koscho and seconded by Mr. Niemiec 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 2017-18 season unless otherwise noted.

- a. Lisa Konopka - Cheerleader Sponsor at Trafford Middle School for the 2018-2019 season at a salary per negotiated contract
- b. Ashley Temple - Spring Musical Set Painting Coordinator for the 2017-2018 season at a salary of \$388.00

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.

BUDGET AND FINANCE

A motion was made by Mr. Stovar and seconded by Dr. Koscho to accept and approve the Audited Financial Statements and Single Audit for the Penn-Trafford School District for the 2016-2017 school year as submitted by Zelenkofske Axelrod, LLC. A copy of the audit will be filed in the Business Office.

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. Petrucci to award the following bids in accordance with the Joint Purchasing Agreement with the Westmoreland Intermediate Unit #7 Joint Purchasing Consortium for the 2018-2019 school year to the companies with the lowest bid where specifications were met. A copy of the individual awards will be filed in the district's business office.

- a. Gasoline and Diesel Fuel: Guttman Energy
- b. Multi-Purpose Paper: W. B. Mason

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. B. Leonard to adopt a resolution approving the 2018-19 proposed budget for the Central Westmoreland Career & Technology Center in the amount of \$8,991,397.00. The anticipated cost to the Penn-Trafford School District is \$504,596.74.

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.

A motion was made by Mr. Stovar and seconded by Mrs. Ising to approve the Student Services Interagency Agreement with the Westmoreland Intermediate Unit #7 from July 1, 2018 through June 30, 2019.

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

BUILDINGS AND GROUNDS/SAFETY

A motion was made by Mr. Matarazzo and seconded by Mr. Niemiec to approve the paving of a new walkway around the high school softball field. The contract will be awarded to JM Paving at a cost of \$14,300.00.

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.

FOOD SERVICE

A motion was made by Mr. Niemiec and seconded by Dr. Koscho to renew the contract with Aramark for the 2018-19 school year.

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.

PERSONNEL AND CURRICULUM

A motion was made by Mr. Petrucci and seconded by Dr. Koscho to approve the list of additional substitute teachers and support personnel for the month of April 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.

A motion was made by Mr. Petrucci and seconded by Mr. Matarazzo 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. Mandy Bonnell - PCA for the Special Education Van (afternoon run) effective March 22, 2018 for the remainder of the 2017-18 school year at \$11.35/hour.
- b. Alexander Culbertson - Super Substitute district-wide effective March 26, 2018 through May 25, 2018 at the daily sub rate of \$100/day.
- c. Sara Watt - LTS for SLA Katelyn Reinhart at Sunrise Elementary effective May 8, 2018 through May 29, 2018 at the daily sub rate of \$100/day.
- d. Alesha Ferrett - Keystone Tutor at Penn-Trafford High School effective April 3, 2018 through May 11, 2018 at the daily sub rate of \$100/day.

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. Petrucci and seconded by Mr. Niemiec to approve the following leave requests:

- a. Amy Mastrippolito – Intermittent FMLA leave from April 10, 2018 through April 10, 2019
- b. Katelyn Reinhart - FMLA leave from May 10, 2018 through August 2, 2018
- c. Dorothy Sullivan - FMLA leave from May 16, 2018 through June 25, 2018
- d. Brenda Wolesslagle - FMLA leave from April 27, 2018 through May 7, 2018

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. Petrucci and seconded by Mrs. Ising to accept the following resignations:

- a. Kimberly Rugh - Library Aide at McCullough Elementary School effective at the end of the 2017-18 school year
- b. Edward Chatterton - Special Education Van Driver district-wide effective April 13, 2018

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. Petrucci and seconded by Mr. B. Leonard to approve the RESOLUTION OF THE PENN-TRAFFORD SCHOOL DISTRICT ADOPTING THE ADJUDICATION IN THE MATTER OF T.T. The resolution will be attached to and become an official part of the meeting minutes

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.

A motion was made by Mr. Petrucci and seconded by Mrs. Ising to approve the following make-up day as designated on the approved school calendar and change for the 2017-2018 school year:

School Closed Due to Inclement Weather
Wednesday, March 21, 2018

Makeup Day
April 3, 2018

Roll call vote: Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: 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 Dr. Koscho to authorize the administration to request three (3) eight-hour days and two (2) two-hour early dismissal days from the Department of Education under Act 80 for the 2018-2019 school year. The release

time will be used for teacher in-service, parent conferences, curriculum development and long-range plan activities.

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. Niemiec to approve a change in the 2018-2019 school calendar, moving the Act 80 in-service day from Tuesday, November 6, 2018 to Monday, November 5, 2018. November 6 will be a regular school day.

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.

POLICY/PUBLIC RELATIONS/LEGISLATIVE/TITLE II

A motion was made by Mr. Matarazzo and seconded by Dr. Koscho to accept and file Information/Committee meeting minutes of March 5, 2018. Motion carried.

A motion was made by Mr. Matarazzo and seconded by Mr. Petrucci to approve the Student Assistance Program Agreement for the 2018-2019 school year between the Penn-Trafford School District, the Westmoreland County Drug and Alcohol Commission, and the Westmoreland County Behavioral Health and Development Services Program. The district agrees to cooperate in the development of the Student Assistance Program initiative in accordance with current Student Assistance Program Guidelines of the Commonwealth of Pennsylvania.

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.

A motion was made by Mr. Matarazzo and seconded by Mr. Niemiec to give final approval to the following board policies, attachments, and administrative regulations. A copy of these policies, attachments, and regulations will become an official part of the minutes of this meeting.

- a. 247 - Hazing
- b. 311 - Reduction of Staff
- c. 324-AR-0 - Personnel Files
- d. 702-AR-1 - Intent to Give Form
- e. 835.1 - Procurement Plan - Food Service

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. Niemiec to tentatively approve the following board policies and administrative regulations:

- a. 217-AR-2 - Early Graduation
- b. 626-Attachment - Procurement

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 had distributed a written report to the board prior to the meeting.

ADJOURNMENT

A motion was made by Mr. Niemiec and seconded by Mr. Matarazzo to adjourn the meeting at 7:19 p.m.