

PENN-TRAFFORD SCHOOL DISTRICT
Harrison City, Pennsylvania

March 12, 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, March 12, 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. Dallas 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 Karaszia, Director of Student Learning Supports. Mr. Shaun Rinier, PTEA Representative and Mr. Colton Pikovsky, Student Union Representative were also present.

A motion was made by Mr. Niemiec and seconded by Mr. Matarazzo to approve the minutes of the regular meeting held on Monday, February 12, 2018 as presented. Motion carried.

INFORMATION

Dr. Harris invited the following people to share information:

- Mrs. Kathy Kelly-Garris brought two students to discuss an impact project the students are working on through the Chic-Fil-A Leadership Academy. They are holding an event for senior citizens at the high school cafeteria on April 21, 2018 from 3:00-5:00 pm. The event offers music, food and camaraderie. Admission to the event is free.
- Mr. David Cornelius spoke about March being Music in the Schools month. He highlighted the successes of the Penn-Trafford band program this year before inviting the high school jazz band to play a tribute to Mr. Rogers' Neighborhood.
- Mrs. Nancy Pecora was recognized for her 50 years of service with the Penn-Trafford cafeteria and was honored with a cake and a song by the jazz band.
- Colton Pikovsky shared an update on the Mock Trial team moving on to the State competition as well as an update on the Drama Club production of Grease.
- Mr. Jeff Newsome provided an update on the Robotics Team.

Dr. Harris provided an update on school safety procedures and new initiatives which are being added. He then invited Penn Township Police Chief Otto to share his thoughts on the current status of Penn-Trafford School safety and initiatives to continue working together for safer schools.

RECOGNITION OF VISITORS

Mr. Martin Schneider addressed the board to ask what can be done about lack of handicapped accessibility at the girls' softball field. Mr. Inglese will discuss the matter with Mr. Hetrick and Mr. Bracco.

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

Roll call vote: Mr. D. Leonard: yes; 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: 9 yes; 0 no; 0 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 March 2018.

Roll call vote: Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: yes; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mr. Kochasic: yes. Result of vote: 9 yes; 0 no; 0 absent. Motion carried.

EXECUTIVE SESSION

Mr. Kochasic announced that an executive session was held prior to the meeting to discuss personnel matters, confidential student matters and collective bargaining and to receive information regarding student activities, school violence program and a career advisory event.

ATHLETICS AND EXTRACURRICULAR

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

- a. Johnnie Barnes – Volunteer Track coach effective February 20, 2018
- b. Jay Tray – Volunteer Track coach effective February 20, 2018
- c. Richard Leviere - Volunteer Softball coach effective February 20, 2018
- d. Shane Phillips - Volunteer Boys Basketball coach effective February 20, 2018
- e. Hayley Kachris - Volunteer Lacrosse coach effective February 20, 2018
- f. Julie Ryan - Volunteer Lacrosse coach effective February 20, 2018

Motion carried.

A motion was made by Dr. Koscho and seconded by Mrs. Ising to approve the following volunteer coaches 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. Joseph Sullivan - Volunteer Track Coach
- b. Olivia Rizzo - Volunteer Softball Coach

Motion carried.

BUDGET AND FINANCE

A motion was made by Mr. Stovar and seconded by Mr. D. Leonard to approve the General Operating Budget for the Westmoreland Intermediate Unit #7 for the Fiscal Year July 1, 2018 to June 30, 2019 in the total amount of \$5,492,220.00. The Penn-Trafford School District's contribution will be \$23,030.41.

Roll call vote: Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: yes; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Mr. Kochasic: yes. Result of vote: 9 yes; 0 no; 0 absent. Motion carried.

BUILDINGS AND GROUNDS/SAFETY

A motion was made by Mr. D. Leonard and seconded by Mr. Niemiec to approve the following roofing projects:

- a. Penn Middle School at a cost of \$931,194 to Garland / DBS
- b. Sunrise Elementary School at a cost of \$488,238 to Garland / DBS

Roll call vote: Mr. B. Leonard: yes; Mr. D. Leonard: yes; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. Kochasic: yes. Result of vote: 9 yes; 0 no; 0 absent. Motion carried.

PERSONNEL AND CURRICULUM

A motion was made by Mr. Petrucci and seconded by Mr. D. Leonard to approve the list of additional substitute teachers and support personnel for the month of March 2018. Motion carried.

A motion was made by Mr. Petrucci and seconded by Mr. D. Leonard 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. Autumn Fazio - PCA for the Special Education Van (morning run) effective February 21, 2018 at \$16.10/hour.

- b. Nicole Jordan - Health Room Technician at Level Green Elementary, working two days per week for the 2017-2018 school year effective February 19, 2018 at \$17.30/hour.
- c. Jennifer Chobirko - Substitute Health Room Technician at Level Green Elementary, working two days per week for the 2017-2018 school year effective February 19, 2018 at \$17.30/hour.
- d. Stephanie Troutman - PSSA Small Group Testing Sub at Sunrise Elementary effective April 9, 2018 through April 20, 2018 at the sub daily rate of \$100/day.
- e. Marina Ferrari - PSSA Small Group Testing Sub at Sunrise Elementary effective April 9, 2018 through April 20, 2018 at the sub daily rate of \$100/day.
- f. Suzanne Simone - PSSA Small Group Testing Sub at Sunrise Elementary effective April 9, 2018 through April 20, 2018 at the sub daily rate of \$100/day.
- g. Emily Sybesma - PSSA Small Group Testing Sub at McCullough Elementary effective April 9, 2018 through April 27, 2018 at the sub daily rate of \$100/day.
- h. Gina Pipak - PSSA Small Group Testing Sub at McCullough Elementary effective April 10, 2018 through April 27, 2018 at the sub daily rate of \$100/day.
- i. Thomas Stanko - PSSA Small Group Testing Sub at Trafford Middle effective April 9, 2018 through April 26, 2018 at the sub daily rate of \$100/day.
- j. Sydney Greyno - PSSA Small Group Testing Sub at Penn Middle effective April 9, 2018 through April 26, 2018 at the sub daily rate of \$100/day.
- k. Nancy Shaw - PSSA Small Group Testing Sub at Penn Middle effective April 9, 2018 through April 26, 2018 at the sub daily rate of \$100/day.
- l. Amy Altenbaugh - PSSA Small Group Testing Sub at Penn Middle effective April 9, 2018 through April 26, 2018 at the sub daily rate of \$100/day.

Roll call vote: Mr. D. Leonard: yes; 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: 9 yes; 0 no; 0 absent. Motion carried.

A motion was made by Mr. Petrucci and seconded by Mrs. Ising to accept the following retirement resignations effective the end of the 2017-18 school year unless otherwise noted:

- a. Larry Cooper - Health & Physical Education Teacher effective June 11, 2018
- b. Lorna Cushman - Health Room Technician effective February 2, 2018
- c. Elissa DeBiase - Special Education Teacher
- d. Patricia Kearns - Music Teacher
- e. Keith Reger - Elementary Teacher
- f. John Shusteric - Health & Physical Education Teacher
- g. Linda Zello - Elementary Teacher

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: yes; Mr. Kochasic: yes. Result of vote: 9 yes; 0 no; 0 absent. Motion carried.

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

- a. Andrea Frescura – FMLA leave from August 17, 2018 through November 9, 2018

- b. Andrea Frescura - Unpaid leave from November 12, 2018 through December 21, 2018
- c. Stephen Weir – FMLA leave from April 20, 2018 through April 27, 2018
- d. Cristy Rizzardi - Extension of FMLA leave from February 23, 2018 through March 22, 2018 for half-days alternating AM and PM
- e. Gregory Darragh - Extension of unpaid medical leave from March 6, 2018 through April 15, 2016
- f. Gregory Keefer - FMLA leave from February 22, 2018 through March 23, 2018
- g. Renee Myers - Revised dates for FMLA leave from January 29, 2018 through March 19, 2018

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: yes; Mr. Matarazzo: yes; Mr. Kochasic: yes. Result of vote: 9 yes; 0 no; 0 absent. Motion carried.

A motion was made by Mr. Petrucci and seconded by Mr. Matarazzo to approve the request of Mr. Jim Rocco to take the Penn-Trafford Boys Basketball Team to the Kreul Classic Basketball Tournament in Coral Springs, Florida from Wednesday, December 19, 2018 - Sunday, December 23, 2018. The cost to the district will be \$350.00 for the tournament entry fee and approximately \$432 for transportation to and from the airport.

Roll call vote: Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: yes; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Kochasic: yes. Result of vote: 9 yes; 0 no; 0 absent. Motion carried.

A motion was made by Mr. Petrucci and seconded by Mrs. Ising to approve the Penn-Trafford High School Concert Percussion band trip to Highland Heights, KY from March 23, 2018 to March 25, 2018.

Roll call vote: Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: yes; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Kochasic: yes. Result of vote: 9 yes; 0 no; 0 absent. Motion carried.

POLICY/PUBLIC RELATIONS/LEGISLATIVE/TITLE II

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

A motion was made by Mr. Matarazzo and seconded by Mr. Petrucci 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. 808 - Food Services
- b. 808 Attachment
- c. 808-AR-1

- d. 819 - Suicide Awareness, Prevention and Response
- e. 819-AR-0
- f. 819-AR-0 Attachment 1
- g. 819-AR-0 Attachment 2

Roll call vote: Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: yes; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mr. Kochasic: yes. Result of vote: 9 yes; 0 no; 0 absent. Motion carried.

A motion was made by Mr. Matarazzo and seconded by Mr. D. Leonard to tentatively approve the following board policies and administrative regulations.:

- 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: Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: yes; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Mr. Kochasic: yes. Result of vote: 9 yes; 0 no; 0 absent. Motion carried.

A motion was made by Mr. Matarazzo and seconded by Mr. Petrucci to rescind the following board policy:

- a. 310 - Abolishing a Position

Roll call vote: Mr. B. Leonard: yes; Mr. D. Leonard: yes; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. Kochasic: yes. Result of vote: 9 yes; 0 no; 0 absent. Motion carried.

A motion was made by Mr. Petrucci and seconded by Mr. D. Leonard to appoint Jim Matarazzo as PSBA voting delegate for the 2018-19 school year.

Roll call vote: Mr. D. Leonard: yes; 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: 9 yes; 0 no; 0 absent. Motion carried.

TAXES/INSURANCE/CENSUS

A motion was made by Mr. B. Leonard and seconded by Mr. Matarazzo to exonerate the following tax collectors from collecting said real estate taxes in the amounts indicated remaining on the 2017 tax duplicates. The list of delinquents has been forwarded to the Westmoreland County Tax Claim Bureau for collection and a list is on file in the school district office.

- a. Mr. Lawrence Wojcik, Penn Township \$556,800.36
- b. Mr. James Kerrigan, Trafford Borough \$103,365.13
- c. Mrs. Suzanne Dreistadt, Penn Borough \$ 28,768.88

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: yes; Mr. Kochasic: yes. Result of vote: 9 yes; 0 no; 0 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. D. Leonard to adjourn the meeting at 8:28 p.m.