

PENN-TRAFFORD SCHOOL DISTRICT
Harrison City, Pennsylvania

August 8, 2016

The Board of School Directors of the Penn-Trafford School District held its regular board meeting in Room 106/107 at Penn-Trafford High School, Harrison City, PA on Monday, August 8, 2016.

Mr. Nick Petrucci, 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. Dallas Leonard, Mr. Jim Matarazzo, Mr. Richard Niemiec, Mr. Nick Petrucci, Mr. Martin Stovar, Dr. Jay Tray, 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. Kochasic and seconded by Mr. Leonard to approve the minutes of the regular meeting held on Monday, June 13, 2016 as presented. Motion carried.

RECOGNITION OF VISITORS

Ms. Christine Snyder addressed the board as a representative of Protect PT to encourage the school district to become educated on current and proposed gas development and allow Protect PT to send fliers home with the students. Mr. Petrucci stressed that the school district will not get involved in any situations that might bring litigation against the district. Dr. Harris also explained that the district has a process in place in case of any emergencies.

A motion was made by Mr. Niemiec and seconded by Mr. Leonard to approve the treasurer's report for the months of June and July 2016 and the high school extracurricular fund report for the months of May and June 2016 as presented and make them a part of the official minutes of this meeting. Motion carried.

A motion was made by Mr. Niemiec and seconded by Mr. Matarazzo to approve the payment of bills for the month of August 2016.

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

Mr. Petrucci announced that an executive session was held prior to the meeting to discuss personnel including hiring of professional and nonprofessional staff, receive legal advice on pending litigation, and to receive information on various matters including student handbooks, funding increases, workforce development, district enrollment figures, and policy revisions.

ATHLETICS AND EXTRACURRICULAR

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

- a. Martin Casper – Head/Lead Teacher at Harrison Park
- b. Doug Kelly – 7th Grade Boys Basketball Coach at Penn Middle School
- c. Sean McCartney – 9th Grade Asst. Boys Basketball Coach and Varsity Boys Asst. Volleyball Coach
- d. Sabrina Oberkofler – Yearbook Sponsor/Penn Middle School effective July 21, 2016
- e. Erica Smith – Jr. High Girls Asst. Volleyball Coach effective August 1, 2016

Motion carried.

A motion was made by Dr. Koscho and seconded by Mr. Niemiec to approve the opening of the two assistant varsity baseball coaching positions effective immediately.

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

A motion was made by Dr. Koscho and seconded by Mr. Kochasic to employ the athletic and extracurricular personnel for the 2016-17 school year as presented to the Board. Salaries will be determined in accordance with the negotiated agreement. 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.

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

A motion was made by Dr. Koscho and seconded by Mr. Kochasic to approve the list of volunteer coaches as presented to the board. All coaching volunteers must have Act 34, 151, and 114 waivers on file with the Athletic Director. Motion carried.

BUDGET AND FINANCE

A motion was made by Mr. Kochasic and seconded by Mr. Niemiec to approve the expenditures for the high school renovation project for the month of August 2016 according to the schedule.

a. Axis Architecture	\$ 9,801.63
b. Bob Biter	\$ 87,716.73
c. Lobar, Inc.	\$ 624,149.46
d. Massaro Construction	\$ 20,500.00
e. Todd Devin Food Equipment, Inc.	\$ 222,237.79

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

A motion was made by Mr. Kochasic and seconded by Dr. Koscho to approve the School Resource Officer Program Agreement for the 2016-17 school year.

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

A motion was made by Mr. Kochasic and seconded by Mr. Matarazzo to approve the Penn-Trafford School District's contributions to the area libraries for the 2016-17 school year as follows:

a. Penn Area Library	\$ 5,600.00
b. Trafford Community Public Library	\$ 2,400.00
c. Manor Public Library	\$ 1,600.00

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

A motion was made by Mr. Kochasic and seconded by Mr. Niemiec to approve the following change order requests:

a. Remove abandoned gas piping in parent drop-off area	\$ 856.00
b. Brick/concrete repairs to chimneys, auditorium sidewalks, brick repair in back of school, dumpster area wall repair and cap replacement, removal of old nursery wall	\$20,389.00
c. Parent drop off undercut and fill	\$43,278.29

d. Owner requested sink in Room B204	\$ 1,680.00
e. RFI #284 HVAC units in C107 & C110 to be on separate circuits	\$ 2,011.00
f. Panel SPB conductor	\$ 3,694.00
g. Breaker trip unit for Panel KL	\$ 266.00
h. Pool lighting to be connected as emergency lighting	\$ 1,038.00
i. RFI #269 electrical connection to ACCU H126 not shown on drawings	\$ 955.00
j. Remove and reinstall electrical devices after RFP is installed	\$ 2,120.00
k. Café data/power connections and toaster relocation	\$ 1,887.00
l. Light switch changes required by the inspector in mechanical rooms	\$ 1,065.00

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

A motion was made by Mr. Kochasic and seconded by Dr. Koscho to approve the purchase of a WeatherBug Outdoor Alerting System with installation at a cost of \$8,940.00.

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

BUILDINGS AND GROUNDS/SAFETY

A motion was made by Mr. Leonard and seconded by Mr. Kochasic to approve the list of substitute custodians for the 2016-17 school year. A copy will be filed with the official minutes of this meeting. Motion carried.

EMPLOYEE RELATIONS/NEGOTIATIONS/TRANSPORTATION

A motion was made by Mrs. Ising and seconded by Mr. Leonard to approve the list of bus drivers and substitutes as presented by First Student for the 2016-17 school year. A copy will be filed with the official minutes of this meeting. Motion carried.

A motion was made by Mrs. Ising and seconded by Mr. Kochasic to approve the SEIU Contract effective July 1, 2016 through June 30, 2020 as presented to the board. A copy will be filed with the official minutes of this meeting.

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

A motion was made by Mrs. Ising and seconded by Mr. Leonard to approve the renewal of administrative contracts for Dr. Matthew Harris, Superintendent, Mr. Scott Inglese, Assistant Superintendent, and Mr. Brett Lago, Director of Business Affairs effective July 1, 2017 through June 30, 2021.

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

FOOD SERVICE

A motion was made by Dr. Tray and seconded by Mr. Kochasic to approve the list of cafeteria personnel for the 2016-17 school year as presented by Aramark Education. A copy will be filed with the official minutes of this meeting. Motion carried.

A motion was made by Dr. Tray and seconded by Mr. Kochasic to adopt the following resolution by the Board of School Directors for the 2016-17 school year with regard to the "Free and Reduced Lunch Program":

"BE IT RESOLVED that the Penn-Trafford School District agrees to participate in the National School Lunch Program and to receive commodities donated by USDA and accepts the responsibility for providing free and reduced price meals in accordance with the Pennsylvania Department of Education guidelines to eligible children in all schools under the district's jurisdiction. The Penn-Trafford High School will not participate in the National School Lunch Program during the 2016-17 school year."

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

A motion was made by Dr. Tray and seconded by Mr. Leonard to approve Turner Dairy as the milk supplier for the 2016-17 school year.

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

PERSONNEL AND CURRICULUM

A motion was made by Mr. Stovar and seconded by Dr. Koscho to designate the following administrators as official raters of professional personnel in the Penn-Trafford School District for the 2016-17 school year:

- Dr. Matthew Harris
- Mr. Scott Inglese
- Mr. Gregory Karazsia
- Mr. Tony Aquilio
- Mr. Greg Capoccioni
- Mrs. Karin Coiner
- Mr. Daniel DiNapoli
- Mr. Joseph A. Marasti, Jr.
- Mr. Jim Simpson
- Mr. Roger Sullivan
- Mr. Jeff Swartz

Motion carried.

A motion was made by Mr. Stovar and seconded by Dr. Koscho to approve the list of substitute teachers and support personnel for the 2016-17 school year. A copy will be filed with the official minutes of this meeting. Motion carried.

A motion was made by Mr. Stovar and seconded by Mr. Kochasic to approve the teacher assignments for the 2016-17 school year as recommended by the administration. A copy of the assignments will be filed with the official minutes of this meeting. The administration is further authorized to notify teachers of their permanent assignments in accordance with the negotiated agreement.

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

A motion was made by Mr. Stovar and seconded by Mr. Kochasic to approve the following leave request:

- a. Clare Donnelly – Grade 2 at McCullough – Learning sabbatical for the 2016-17 school year; Beth Caswell to be the long term sub

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

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

- a. Tammy Ross – Spec. Ed Classroom Instructional Aide effective immediately
- b. Erica Smith – Paraprofessional effective August 1, 2016
- c. Stephanie Troutman – Grade 3 teacher at Sunrise Estates effective October 23, 2016

Motion carried.

A motion was made by Mr. Stovar and seconded by Mr. Matarazzo to employ the following personnel effective August 22, 2016. 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.

Teacher:

<u>Name</u>	<u>Level</u>	<u>Step</u>	<u>Salary</u>
a. Bethany Smyda	B	/ 2	\$43,100

Student Learning Assistants (at a salary of \$28,000):

- a. Mackenzie McGuire – Harrison Park
- b. Ashley Ulicne – Level Green

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

A motion was made by Mr. Stovar and seconded by Mr. Kochasic to approve the Student Handbook for Penn-Trafford High School for the 2016-17 school year as presented to the board. A copy of the handbook will be made a part of the official minutes of this meeting.

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

A motion was made by Mr. Stovar and seconded by Dr. Koscho to employ Ms. Amy Kelly as Assistant Principal at Penn-Trafford High School effective August 9, 2016 at an annual salary of \$92,000.00. The annual contract is for twelve months and includes all fringe benefits covered by the administrative compensation package and any other provisions included in her personal contract.

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

A motion was made by Mr. Stovar and seconded by Mr. Leonard to designate Ms. Amy Kelly as an official rater of professional personnel in the Penn-Trafford School District for the 2016-17 school year.

Roll call vote: Dr. Koscho: yes; Mr. Leonard: yes; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Stovar: yes; Dr. Tray: yes; Mrs. Ising: yes; Mr. Kochasic: yes; Mr. Petrucci: 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. Kochasic to accept and file the minutes of the Superintendent's Information/Committee Meeting held on Monday, June 6, 2016. Motion carried.

A motion was made by Mr. Matarazzo and seconded by Mr. Niemiec to give final approval to Board Policy #609 Investment of District Funds, #808 Food Services, and Administrative Regulations #808-AR-4 Public Notification and Civil Rights Complaint Procedure and #808-AR-5 Professional Standards for Food Service Personnel.

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

A motion was made by Mr. Matarazzo and seconded by Mr. Niemiec to approve an exception to Policy #239 Foreign Exchange Students allowing the district to accept four (4) foreign exchange students for the 2016-17 school year rather than the maximum of three (3) students as per the policy.

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

A motion was made by Mr. Matarazzo and seconded by Mr. Niemiec to approve the addendum to PTARC's Intergovernmental Agreement of Cooperation. This addendum amends the bylaws to provide the qualifications for appointment to the Commission.

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

ADJOURNMENT

A motion was made by Mr. Kochasic and seconded by Mr. Niemiec to adjourn the meeting at 7:40 p.m. Motion carried.

Board President

Board Secretary