

PENN-TRAFFORD SCHOOL DISTRICT

Harrison City, Pennsylvania

September 14, 2015

I. CALL TO ORDER – Pledge of Allegiance to the Flag

II. ROLL CALL

PRESIDENT: MAY I HAVE A MOTION TO APPROVE THE MINUTES OF AUGUST 10, 2015?

III. APPROVAL OF MINUTES: Motion by _____, seconded by _____, that the minutes of the regular meeting held on Monday, August 10, 2015 be approved as presented.

QUESTION?

PRESIDENT: QUESTION BEING CALLED FOR - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED.

IV. INFORMATION – Dr. Harris

a. Trevor Somes – Student Union Representative

V. RECOGNITION OF VISITORS

PRESIDENT: MAY I HAVE A MOTION TO APPROVE THE TREASURER'S REPORT AND THE HIGH SCHOOL EXTRACURRICULAR FUND REPORT?

VI. TREASURER'S REPORT: Motion by _____, seconded by _____ that the treasurer's report for the month of August 2015 and the high school extracurricular activity fund reports for June and July 2015 be approved as presented and made a part of the official minutes. **(Appendix A)**

QUESTION?

PRESIDENT: QUESTION BEING CALLED FOR - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED.

PRESIDENT: MAY I HAVE A MOTION TO APPROVE THE LIST OF BILLS FOR THE MONTH OF SEPTEMBER?

VII. PAYMENT OF BILLS: Motion by _____, seconded by _____ that the list of bills for September 2015 be paid as presented.

QUESTION?

PRESIDENT: QUESTION BEING CALLED FOR - THIS WILL BE A ROLL CALL VOTE - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED. Result of vote: ___ yes; ___ no; ___ absent.

VIII. OLD BUSINESS

IX. EXECUTIVE SESSION

X. NEW BUSINESS:

A. ATHLETICS AND EXTRACURRICULAR – Dr. Koscho

1. Move to accept the following resignation:

- a. Julianne Bost – Asst. Track Coach – Trafford Middle School

seconded by _____. QUESTION?

PRESIDENT: QUESTION BEING CALLED FOR - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED.

2. Move 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.

- a. John Delancey – Interim 7th/8th Grade Boys Head Soccer Coach
- b. Kathy Kelly-Garris – NHS Sponsor at Penn-Trafford High School
- c. Jamie Riston – Band Director at Trafford Middle School
- d. Rick Steele – News Crew/Video Production Sponsor at Penn Middle
- e. Tina Stewart – Drama Guild Assistant Sponsor/Fall

seconded by _____. QUESTION?

PRESIDENT: QUESTION BEING CALLED FOR - THIS WILL BE A ROLL CALL VOTE - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED. Result of vote: ___ yes; ___ no; ___ absent.

3. Move to approve the list of volunteer coaches as presented to the board. All coaching volunteers must have Act 34, Act 151, and Act 114 waivers on file with the Athletic Director. A copy of this list will become an official part of the minutes of this meeting. ***(Appendix B)***

seconded by _____. QUESTION?

PRESIDENT: QUESTION BEING CALLED FOR - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED.

B. BUDGET AND FINANCE – Mr. Kochasic

1. Move to approve the proposed activities and budgets for the 2015-16 school year for the high school and middle school student organizations in accordance with the recommendations of the Auditor General’s Office. Budgets and activities were reviewed and recommended by the Business Manager and filed in the district’s business office.

seconded by _____. QUESTION?

PRESIDENT: QUESTION BEING CALLED FOR - THIS WILL BE A ROLL CALL VOTE - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED. Result of vote: ___ yes; ___ no; ___ absent.

2. Move to authorize the administration to advertise jointly with the Intermediate Unit #7 Joint Purchasing Board to seek bids on the following for the 2016-2017 school year and that the Board Officers and Administration be authorized to execute all necessary documents.
- a. General Supplies
 - b. Unleaded Gasoline and Diesel Fuel

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - THIS WILL BE A ROLL CALL VOTE - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED. Result of vote: ___ yes; ___ no; ___ absent.

3. Move to approve the expenditures for the high school renovation project for the month of August 2015 according to the schedule.

a. Axis Architecture	\$ 9,801.63
b. Bob Biter Electrical (AFP #11)	\$ 296,805.27
c. Garland (roof at Sunrise)	\$ 670,826.10
d. Lobar, Inc. (AFP #13)	\$ 689,803.72
e. Massaro Construction	\$ 20,500.00 (August)
f. Tri-State Video Services	\$ 48,240.03 (September)
g. Vrabel Plumbing	\$ 80,045.64 (June)
h. Vrabel Plumbing (AFP #11)	\$ 218,815.79 (July)
i. Vrabel Plumbing (AFP #12)	\$ 128,326.34 (August)
j. Whitby, Inc. (AFP #14)	\$ 214,771.36

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - THIS WILL BE A ROLL CALL VOTE - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED. Result of vote: ___ yes; ___ no; ___ absent.

4. Move to approve the following change orders:

a. PCO EC-033/MC-007: RFI 168 Ductwork and power per RFI #168	\$6,477.00
b. PCO GC-062: Volleyball equipment returned	- \$1,454.00

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - THIS WILL BE A ROLL CALL VOTE - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED. Result of vote: ___ yes; ___ no; ___ absent.

5. Move to approve WIU eAcademy Program Membership Fee of \$16,000 for the 2015-16 school year.

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - THIS WILL BE A ROLL CALL VOTE - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED. Result of vote: ___ yes; ___ no; ___ absent.

C. BUILDINGS AND GROUNDS/SAFETY – Mr. Leonard

1. Move to accept the following retirement resignation:

a. Alfred Scheller – Custodian at Trafford Schools effective August 3, 2015

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED.

2. Move 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.

a. Bob Zilen – Custodian at Penn-Trafford High School effective 9/15/15 at \$15.20/hour

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - THIS WILL BE A ROLL CALL VOTE - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED. Result of vote: ___ yes; ___ no; ___ absent.

D. EMPLOYEE RELATIONS/NEGOTIATIONS/TRANSPORTATION – Mrs. Ising

E. FOOD SERVICE – Dr. Tray

F. PERSONNEL AND CURRICULUM – Mr. Petrucci

1. Move to approve the list of additional substitute teachers and support personnel for the month of September 2015. **(Appendix B)**

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED.

2. Move to authorize the administration to continue using parent volunteers from the 2014-15 approved list unless there is a discontinuation of service. Volunteers will be used only with the teacher's and/or principal's approval. All volunteers must have Act 34, 151, and 114 clearances on file.

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - THIS WILL BE A ROLL CALL VOTE - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED. Result of vote: ___ yes; ___ no; ___ absent.

3. Move to accept the following resignations:

- a. Malissa Cheplick – Student Learning Assistant at Penn Middle School effective immediately
- b. Jodi Newhouse – Special Education Instructional Aide at PTHS effective 8/24/15
- c. Rosemary Schuster – Lunchroom Aide at Level Green Elementary effective 8/27/15; will be placed on sub list

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED.

4. Move 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.

Special Education Instructional Aides:

- a. Sarah Carlson – Penn Middle School effective 8/14/15 at a salary of \$28,000 (pro-rated based on start date)
- b. Michelle Close – PTHS effective 8/14/15 at a salary of \$28,000 (pro-rated based on start date)
- c. Holly Makin – PTHS effective 8/24/15 at a salary of \$28,000

Paraprofessionals (effective 8/27/15 at \$10.35/hour):

- a. Melissa Hackenberg – Penn Middle School
- b. Victoria Hoel – Penn Middle School
- c. Leslie House – McCullough Elementary
- d. Kelly Reese – Trafford Middle School District

Lunchroom Aide:

- a. Candace Nehrig – Level Green Elementary effective 8/27/15 at \$11.10/hour

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - THIS WILL BE A ROLL CALL VOTE - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED. Result of vote: ___ yes; ___ no; ___ absent.

5. Move to approve the following leave requests:

- a. Julianne Bost – unpaid medical leave from August 6 – September 30, 2015; LTS will be Brittany Ring
- b. Breann Haywood – FMLA leave and an additional 62 days unpaid leave from December 1, 2015 – May 20, 2016; LTS to be determined
- c. Brett Lago – FMLA leave from July 27 – September 25, 2015
- d. Kerri Thomas – FMLA leave from November 16, 2015 – January 8, 2016; LTS to be determined
- e. Melissa Wise – Learning sabbatical 2nd semester from January 18 – May 31, 2016; LTS will be Christine Goldsworthy

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - THIS WILL BE A ROLL CALL VOTE - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED. Result of vote: ___ yes; ___ no; ___ absent.

G. POLICY/PUBLIC RELATIONS/LEGISLATIVE/TITLE II – Mr. Newell

1. Move to accept and file the minutes of the Superintendent's Information/Committee meeting held on Monday, August 3, 2015.

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED.

H. TAXES/INSURANCE/CENSUS – Mr. Stovar

I. SOLICITOR'S REPORT – Mr. Michael Brungo

J. PTEA REPRESENTATIVE – Mr. Shaun Rinier

- XI. ADJOURNMENT – Motion by _____, seconded by _____ that the meeting be adjourned at _____ PM. Motion _____.

DATE TO REMEMBER

Information/Committee Meeting
Monday, October 5, 2015 – 7:00 PM
Room 106/107
Penn-Trafford High School