

PENN-TRAFFORD SCHOOL DISTRICT  
Harrison City, Pennsylvania

February 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, February 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, 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 Karazsia, Director of Student Learning Supports.

A motion was made by Mr. Niemiec and seconded by Dr. Koscho to approve the minutes of the regular meeting held on Monday, January 15, 2018 as presented. Motion carried.

**INFORMATION**

Dr. Harris welcomed band instructor, Mr. Cornelius, and some of his band and color guard students who invited the board and public to their Fat Tuesday concert on Tuesday evening at the high school. They also reported on their show at Norwin High School last Saturday where both color guards performed well. They invited the board and public to attend their show at Penn-Trafford on Feb 24th at which 61 groups will compete.

Mr. Van Patter from Aramark was present to update the board on the food service program. At the high school, there is emphasis on breakfast with new offerings like breakfast burritos, waffles, and smoothies. Elementary schools are participating in a "Be a Hero" program to encourage good behavior. Middle schools are focusing on food quality and innovative ingredients. Financially, Aramark is operating at negative profit for the year, but they are ahead of last year and expect to break even by the end of the school year. National school breakfast week is in March.

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

A motion was made by Mr. Petrucci and seconded by Mr. Niemiec to approve the payment of bills for the month of February 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.

### **EXECUTIVE SESSION**

Mr. Kochasic announced that an executive session was held prior to the meeting to discuss collective bargaining with teachers, superintendent and assistant superintendent evaluations, personnel matters and confidential student matters, and to receive information regarding energy conservation measures, expense comparison for the past two years, health insurance cost analysis and district goals.

### **ATHLETICS AND EXTRACURRICULAR**

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

- a. Meghan Smith - Varsity Girls Soccer Assistant Co-Coach effective January 30, 2018
- b. Cynthia Burger - Trafford Middle School Cheerleader Sponsor effective February 1, 2018.

Motion carried.

A motion was made by Dr. Koscho and seconded by Mr. Matarazzo 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. Megan Hudak - Boys Assistant Tennis Coach at a salary of \$3,072.00
- b. Jessica Sharik - Change from Co-Asst. to Assistant Girls Varsity Soccer Coach for the 2018-19 season at a salary of \$3,356.00

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 Dr. Koscho and seconded by Mr. Petrucci 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. Jessica Larson - Volunteer Dance Team Coach
- b. Gregory Martz - Volunteer Rifle Team Coach
- c. Michael Smith - Volunteer Varsity Girls Softball Coach
- d. Nancy Happel - Volunteer Girls Lacrosse Coach
- e. Chad Hershberger - Volunteer Girls Field Hockey Coach for 2018-2019 season

Motion carried.

A motion was made by Dr. Koscho and seconded by Mr. Niemiec to approve new pilot Warriorettes dance team at Penn Trafford High School effective immediately. Motion carried.

### **BUDGET AND FINANCE**

A motion was made by Mr. Stovar and seconded by Mr. Matarazzo to authorize the administration to make payments amounting to \$15,116.40 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: 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. Stovar and seconded by Mr. Matarazzo to approve a lease agreement with Apple Computers amounting to \$59,754.20 per year over four years for the lease of teacher laptops.

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. Stovar and seconded by Mr. Petrucci to award the contract for a wireless upgrade to replace old end-of-support access points throughout the district to Ideal Integrations in the amount of \$64,087.20 after E-Rate deductions (pre E-Rate cost is \$106,812).

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.

### **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 January 2018. Motion carried.

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

- a. Barbara Feathers - FMLA leave from August 20, 2018 through September 21, 2018
- b. Amy Mastrippolito - FMLA leave from February 19, 2018 through March 2, 2018
- c. Sara Oliver - FMLA leave from August 20, 2018 through October 31, 2018

- d. Janet Postupac - Intermittent FMLA leave from October 31, 2017 through October 31, 2018
- e. Cristy Rizzarda - FMLA leave from January 15, 2018 through February 22, 2018
- f. Carol Tinsley – Revised dates for medical leave from February 20, 2018 to March 9, 2018
- g. Greg Darragh - Extension of FMLA leave from February 14, 2018 to March 5, 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: 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 Dr. Koscho 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. Beth Caswell – LTS for Special Ed. Instructional Aide Gina Bocianski at McCullough Elementary effective March 12, 2018 through May 25, 2018 at daily sub rate of \$100 per day
- b. Alexander Culbertson - Super Sub at Penn-Trafford High School effective January 29, 2018 through February 26, 2018 at daily sub rate of \$100 per day
- c. Thomas Stanko - Super Sub district wide effective February 19, 2018 through March 6, 2018 at daily sub rate of \$100 per day
- d. Lacey Wagner - Super Sub district wide effective February 12, 2018 through April 30, 2018 at daily sub rate of \$100 per day
- e. Sara Watt - PSSA Tutor at McCullough Elementary effective February 12, 2018 through April 27, 2018 at daily sub rate of \$100 per day
- f. Sara Watt - Super Sub district wide effective April 30, 2018 through May 25, 2018 at daily sub rate of \$100 per day
- g. Terri Filkosky - Lunchroom Aide (job share with alternating weeks 3 days/2 days) at Penn Middle School effective February 13, 2018 at hourly rate of \$11.10

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 Dr. Koscho to accept the following resignation:

- a. Jennifer Dillman - Lunchroom Aide at Penn Middle School effective January 26, 2018

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 Dr. Koscho to issue professional contracts to the following teachers in accordance with Section 1108 of the School Laws of

Pennsylvania. These teachers have satisfactorily completed three (3) years of teaching in the Penn-Trafford School District.

- a. Jaclyn Bartko
- b. Deborah Ragan

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.

A motion was made by Mr. Petrucci and seconded by Mr. Niemiec to approve the following out-of-state conference requests:

- a. Glen Cooper - Board of Certification Maintenance of Certification Meeting to fulfill duties as appointed member of committee in Omaha, NE from April 6-8, 2018 at a cost to the district of \$100 for substitute teacher.
- b. Glen Cooper - Korey Stringer Institute 7th Annual Gala to receive life saving service award to recognize exceptional service aimed to improve policies and advocate adoption of policies to reduce sudden death in sports in New York, NY from May 10-11, 2018 at a cost to the district of \$200 for substitute teacher.
- c. Robert McCracken, David Babik, Jason Wawrzeński, Philip Moses and Jaclyn Bartko – Summit Regional Meeting to review Summit Personalized Learning Platform in Newark, NJ from March 22-23, 2018 at a cost to the district of \$400 for substitute teachers.

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. Petrucci and seconded by Dr. Koscho to approve the following band trip requests:

- a. Concert percussion group to perform at WGI Regionals in Indianapolis, IN on March 9-11, 2018 at a cost of \$2,000.00 to the district. Any additional costs will be covered by the Penn-Trafford Band Parents Association.
- b. Indoor color guard to perform at the WGI East Power Regionals in Bethlehem, PA on March 16-18, 2018 at a cost of \$2,000.00 to the district. Any additional costs will be covered by the Penn-Trafford Band Parents Association.
- c. Senior band trip to attend workshops and rehearsals in Lake Buena Vista, Florida on April 25-29 at a cost of \$420 to the district. Any additional costs will be covered by the Penn-Trafford Band Parents Association.

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. Petrucci and seconded by Dr. Koscho to approve the following make-up day as designated on the approved school calendar and change for the 2017-2018 school year:

- a. School Closed Due to Inclement Weather      Makeup Day  
Tuesday, January 30, 2018                              Monday, February 19, 2018
- b. Act 80 Day on Monday, February 19, 2018 will be changed to Act 80 Day on Tuesday, January 30, 2018

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.

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

A motion was made by Mr. Matarazzo and seconded by Dr. Koscho to accept and file the Information/Committee meeting minutes of January 8, 2018. Motion carried.

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

- 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: 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. Matarazzo and seconded by Mr. Niemiec to give final approval to the following board policy. A copy of this policy will become an official part of the minutes of this meeting.

- a. 302 - Employment of Superintendent/Assistant Superintendent

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. Matarazzo and seconded by Mr. Niemiec to rescind the following administrative regulation and attachment:

- a. 819-AR-1
- b. 819-AR-1 Attachment 3

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.

### **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. Petrucci to adjourn the meeting at 7:35 p.m.