

PENN-TRAFFORD SCHOOL DISTRICT
Harrison City, Pennsylvania

September 8, 2014

The Board of School Directors of the Penn-Trafford School District held its regular board meeting in the cafeteria at Penn-Trafford High School, Harrison City, PA on Monday, September 8, 2014 at 7:00 p.m.

Mrs. Toni Ising, Board President called the meeting to order at 7:04 p.m.

She reported that a brief executive session was held prior to the meeting to discuss potential sale and/or purchase of real estate, to receive legal advice on a contract matter, to discuss collective bargaining with teachers, and to discuss personnel matters including hiring professional staff and support staff.

**EXECUTIVE SESSION
ANNOUNCED**

The following board members were present: Mrs. Toni Ising, Mr. Philip Kochasic, Dr. Scott Koscho, Mr. Dallas Leonard, Mr. Bruce Newell, Mr. Richard Niemiec, Mr. Martin Stovar, Dr. Jay Tray, Mr. Brett Lago, Board Secretary, Mr. Mike Brungo, Solicitor, Dr. Matthew Harris, Superintendent, Mr. Scott Inglese, Assistant Superintendent, and Mr. Gregory Karazsia, Director of Student Learning Supports. Mr. Lucas Johnson, Student Union Representative was also present.

ROLL CALL

A motion was made by Mr. Kochasic and seconded by Mr. Newell that the minutes of the regular meeting held on Monday, August 11, 2014 be approved as presented. Motion carried.

**SECRETARY'S
REPORT ACCEPTED**

COMMUNICATIONS

Mr. Lago read a letter to Dr. Harris from Mr. Petrucci, President of the Trafford Recreation Board. Mr. Petrucci expressed his and the board's gratitude for allowing the them to use the Trafford Middle School for their annual auction fundraiser. They raised \$7,195.50 to provide recreation activities and to improve playgrounds and parks.

INFORMATION

Mr. Lucas Johnson gave the board an update of the activities at the high school including an ALS ice bucket challenge and their plans for homecoming.

**STUDENT UNION
REPORT**

Dr. Harris announced that he attended the PTARC meeting this afternoon. It was determined at that meeting that the Penn-Trafford School District will be taking back ownership of PTARC's Proskin building in Level Green.

PTARC UPDATE

A motion was made by Mr. Newell and seconded by Dr. Koscho that the treasurer's report for the month of August 2014 and the high school extracurricular activity fund report for July 2014 be approved as presented and made a part of the official minutes. Motion carried.

**TREASURER'S
REPORT ACCEPTED**

A motion was made by Mr. Kochasic and seconded by Mr. Newell that the list of bills for September 2014 be paid as presented.

**SEPTEMBER 2014
BILLS APPROVED FOR
PAYMENT**

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

ATHLETICS AND EXTRACURRICULAR

RESIGNATIONS ACCEPTED

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

- a. Nicholas Mastroianni – Jr. High Assistant Baseball Coach effective September 2, 2014
- b. Frank Pecora – 7th Grade Boys Basketball Coach at Penn Middle effective August 7, 2014
- c. Steve Weir – 8th Grade Boys Basketball Coach at Penn Middle effective August 19, 2014

Motion carried.

PERSONNEL EMPLOYED

A motion was made by Dr. Koscho and seconded by Mr. Newell to employ the following athletic and extracurricular personnel effective September 9, 2014. 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. Sabrina Boura – Yearbook Sponsor at Penn Middle
- b. Cynthia Dutt – Co-Chair for Science (6-8) at Trafford Middle
- c. Stephanie Martini – 7th/8th Grade Girls Assistant Volleyball Coach at Penn Middle
- d. Kimberly Stefkovich – SADD Sponsor at Penn-Trafford High School
- e. Jason Stewart – Co-Chair for Science (6-8) at Penn Middle
- f. Jason Wawrzeaniak – Traces Sponsor at Penn-Trafford High School

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

BUDGET AND FINANCE

SCHOOL ACTIVITIES AND BUDGETS APPROVED

A motion was made by Mr. Kochasic and seconded by Mr. Newell to approve the proposed activities and budgets for the 2014-15 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.

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

ADMIN AUTHORIZED TO SEEK BIDS WITH WIU#7

A motion was made by Mr. Kochasic and seconded by Mr. Leonard to authorize the administration to advertise jointly with the Westmoreland IU #7 Joint Purchasing Board to seek bids on the following for the 2015-2016 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

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

A motion was made by Mr. Kochasic and seconded by Mr. Newell to approve the expenditures for the high school renovation project for the month of August 2014 according to the schedule.

**AUGUST 2014
RENOVATION
EXPENDITURES
APPROVED**

- a. Axis Architecture \$ 9,801.63
- b. Massaro Construction \$41,000.00 (July & August)
- c. Tri-State Video Services \$18,268.55
- d. Whitby, Inc. \$64,820.34

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

A motion was made by Mr. Kochasic and seconded by Mr. Newell to approve the Westmoreland IU #7 eAcademy Program Membership Fee of \$16,000 for the 2014-2015 school year.

**E-ACADEMY FEE
APPROVED FOR
PAYMENT**

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

PERSONNEL AND CURRICULUM

A motion was made by Mr. Leonard and seconded by Mr. Kochasic to approve the list of additional substitute teachers and support personnel for the month of September 2014. Motion carried.

**SUBS AND SUPPORT
PERSONNEL
APPROVED**

A motion was made by Mr. Leonard and seconded by Mr. Kochasic to authorize the administration to continue using parent volunteers from the 2013-14 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.

**PARENT VOLUNTEER
LIST APPROVED**

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

A motion was made by Mr. Leonard and seconded by Dr. Koscho to approve the following leave requests:

**LEAVE REQUESTS
APPROVED**

- a. Elissa DeBiase – Penn Middle – FMLA leave from September 2-30, 2014; long-term sub will be Malissa Cheplick
- b. Brandon Pyles – Penn Middle – FMLA leave from October 8-21, 2014
- c. Nicolette Stoup – PTHS – FMLA leave from December 17, 2014 to March 2, 2015

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

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

**RESIGNATIONS
ACCEPTED**

- a. John DeMaria – Special Ed Job Coach at Penn-Trafford High School effective August 11, 2014
- b. Linda Loughner – Paraprofessional at Penn Middle effective August 21, 2014
- c. Heather McElroy – Paraprofessional at Penn Middle effective August 21, 2014
- d. Sarah Stewart – Art teacher district wide effective August 20, 2014

Motion carried.

**CONFERENCE
REQUESTS APPROVED
FOR LARRY COOPER**

A motion was made by Mr. Leonard and seconded by Mr. Newell to approve the following out-of-state conference requests for Mr. Larry Cooper at no cost to the district:

- a. NFHS Sports Medicine Advisory Committee meetings in Indianapolis, IN from October 11-13, 2014 and April 25-27, 2015
- b. NATA Joint Committee Meeting in Dallas, TX from January 23-25, 2015
- c. NATA/ACSSM Collaborative Solutions for Safety in Student Activities in New York, NY from March 26-27, 2015

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

**EXPULSION
AGREEMENTS
APPROVED**

A motion was made by Mr. Leonard and seconded by Mr. Newell to approve Expulsion Agreements for Student #EX201415001 and Student #EX201415002 as submitted to the board.

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

**RESIGNATION
ACCEPTED FOR
PATRICIA CAMPAGNA**

A motion was made by Mr. Leonard and seconded by Mr. Newell to accept the resignation of Patricia Campagna according to the severance agreement that is hereby approved as part of this resolution effective September 8, 2014 contingent upon receipt of the signed release by Wednesday, September 10, 2014.

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

**EMPLOYMENT OF
PERSONNEL**

A motion was made by Mr. Leonard and seconded by Mr. Kochasic 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. Teachers:
Employment is effective September 9, 2014 to teach in area of his/her respective certification and as assigned by the administration. Employment is contingent upon the receipt of a signed contract.

<u>Name</u>	<u>Level / Step</u>	<u>Salary</u>
Patrick Griffith	B / 3	\$44,100

- b. Business Office Specialist
 - Carol Smolka – effective September 9, 2014 at \$17.50/hour

- c. Special Education Job Coach
 - Linda Loughner – PTHS – effective August 20, 2014 at \$14/hour
- d. Paraprofessional
 - Beth Eades – Penn Middle – effective August 25, 2014 at \$10.05/hour
- e. Lunchroom Aides (at \$10.80/hour)
 - Dana Barkefelt – Trafford Elementary – effective September 9, 2014
 - Kimberly Boyle – Trafford Schools – effective August 21, 2014

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

A motion was made by Mr. Leonard and seconded by Mr. Kochasic to approve the Memorandum of Understanding with the Penn-Trafford Education Association.

MOU APPROVED WITH PTEA

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

POLICY/PUBLIC RELATIONS/LEGISLATIVE/TITLE II

A motion was made by Mr. Newell and seconded by Mr. Kochasic to accept and file the minutes of the Superintendent’s Information/Committee meeting held on Monday, August 4, 2014. Motion carried.

INFO/COMMITTEE MEETING MINUTES ACCEPTED & FILED

A motion was made by Mr. Newell and seconded by Dr. Tray to give final approval to Board Policy #248 Unlawful Harassment and #249 Bullying as presented to the board. A copy of these policies will be made a part of the official minutes of this meeting.

REVISED POLICIES 248 AND 249 APPROVED

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

A motion was made by Mr. Newell and seconded by Mr. Kochasic to tentatively approve the following board policies and administrative regulations as presented to the board:

POLICIES TENTATIVELY APPROVED

- 102 Academic Standards
- 105 Curriculum
- 105.1 Review of Instructional Materials by Parents/Guardians/Students
- 106 Guides for Planned Instruction
- 107 Adoption of Planned Instruction
- 108 Adoption of Textbooks
- 109 Resource Materials
- 119 Current Events
- 121 Field Trips
- 124 Alternate Instruction Courses
- 140 Charter Schools
- 203.1 HIV Infection
- 216-AR-0 Student Records
- 235 Student Rights and Responsibilities
- 235.1 Surveys
- 246 Student Wellness
- 804 School Day

- 810.2 Transportation – Video/Audio Recording
- 810-AR-4 Student Conduct on Buses
- 913 Nonschool Organizations/Individuals/Groups

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

SOLICITOR'S REPORT

Mr. Brungo reported that he would submit a written report to Dr. Harris for distribution to the board.

ADJOURNMENT

ADJOURNMENT

A motion was made by Mr. Kochasic and seconded by Mr. Leonard that the meeting be adjourned at 7:23 p.m. Motion carried.

Board President

Board Secretary