

PENN-TRAFFORD SCHOOL DISTRICT
Harrison City, Pennsylvania

December 2, 2014

The Board of School Directors of the Penn-Trafford School District held its organization board meeting in the cafeteria at Penn-Trafford High School, Harrison City, PA on Tuesday, December 2, 2014 at 7:00 p.m.

Mrs. Toni Ising, Board President called the meeting to order at 7:12 p.m. The following members were present: Mrs. Toni Ising, Mr. Philip Kochasic, Dr. Scott Koscho, Mr. Dallas Leonard, Mr. Bruce Newell, Mr. Richard Niemiec, Mr. Nick Petrucci, Mr. Martin Stovar, Dr. Jay Tray, Mr. Brett Lago, Board Secretary, Ms. Judy Shopp, Solicitor, Dr. Matthew Harris, Superintendent, Mr. Scott Inglese, Assistant Superintendent, and Mr. Gregory Karazsia, Director of Student Learning Supports. Mr. Shaun Rinier, PTEA Representative was also present.

ROLL CALL

Mrs. Ising was appointed temporary chairperson for the organization meeting.

**TEMPORARY CHAIR
SWORN IN**

Mrs. Ising asked for nominations for the Office of President of the Board of School Directors for 2015.

Mr. Petrucci nominated Mr. Niemiec for the Office of President. Since there were no other nominations, a motion was made by Mr. Petrucci and seconded by Mr. Kochasic that the nominations be closed for the Office of President.

**NOMINATIONS FOR
PRESIDENT**

The chair conducted a voice vote and Mr. Niemiec was elected unanimously.

**MR. NIEMIEC ELECTED
PRESIDENT**

Mr. Niemiec assumed the chair.

Mr. Niemiec called for nominations for the Office of Vice President of the Board of School Directors for 2015.

Mr. Petrucci nominated Mr. Stovar for the Office of Vice President. Since there were no other nominations for the Office of Vice President, a motion was made by Mr. Petrucci and seconded by Dr. Tray that the nominations be closed for the Office of Vice President.

**NOMINATIONS FOR
VICE PRESIDENT**

The chair conducted a voice vote and Mr. Stovar was elected unanimously.

**MR. STOVAR ELECTED
VICE PRESIDENT**

A motion was made by Mr. Petrucci and seconded by Dr. Koscho to establish date/time/place for the regular monthly board and superintendent's information/committee meetings for 2015. Meetings will be held in the cafeteria at Penn-Trafford High School, Harrison City, PA beginning at 7:00 p.m. unless otherwise noted. All meetings are open to the public. Any changes will be posted on the district's website.

**MEETING SCHEDULE
APPROVED FOR 2015**

INFORMATION/COMMITTEE MEETINGS **REGULAR BOARD MEETINGS**

Monday, January 5
Monday, February 2
Monday, March 2
Tuesday, April 7
Monday, May 4
Monday, June 1

Monday, January 12
Monday, February 9
Monday, March 9
Monday, April 13
Monday, May 11
Monday, June 8

(NO MEETINGS IN JULY)

Monday, August 3
Tuesday, September 8
Monday, October 5
Monday, November 2

Monday, August 10
Monday, September 14
Monday, October 12
Monday, November 9
Tuesday, December 1

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

**SECRETARY
AUTHORIZED TO USE
FACSIMILE SIGNATURE
OF NEW PRESIDENT**

A motion was made by Mr. Petrucci and seconded by Dr. Koscho to authorize the Secretary of the Board of School Directors, Brett Lago, to use the facsimile signature of Mr. Niemiec, newly elected President of the Board of School Directors and to further authorize the secretary to file the required documents with the Department of Education. Motion carried.

**DR. TRAY APPOINTED
LEGIS. COUNCIL REP
AND MR. NEWELL AS
ALTERNATE REP**

A motion was made by Mr. Leonard and seconded by Mr. Petrucci to appoint Dr. P. Jay Tray as the District's Legislative Council Representative and Mr. Bruce Newell as the alternate representative. Motion carried.

ADJOURNMENT

A motion was made by Mrs. Ising and seconded by Mr. Kochasic that the organization meeting be adjourned at 7:15 p.m. Motion carried.

Mr. Richard Niemiec, Board President called the regular meeting to order at 7:16 p.m. The following members were present: Mrs. Toni Ising, Mr. Philip Kochasic, Dr. Scott Koscho, Mr. Dallas Leonard, Mr. Bruce Newell, Mr. Richard Niemiec, Mr. Nick Petrucci, Mr. Martin Stovar, Dr. Jay Tray, Mr. Brett Lago, Board Secretary, Ms. Judy Shopp, Solicitor, Dr. Matthew Harris, Superintendent, Mr. Scott Inglese, Assistant Superintendent, and Mr. Gregory Karazsia, Director of Student Learning Supports. Mr. Shaun Rinier, PTEA Representative was also present.

ROLL CALL

A motion was made by Mr. Kochasic and seconded by Mr. Petrucci that the minutes of the regular meeting held on Monday, November 10, 2014 be approved as presented. Motion carried.

**SECRETARY'S
REPORT APPROVED**

INFORMATION

The following students were honored as Students of the Month for December:

- Talitha Brobst – Level Green Elementary School
- Angelique Morante – Trafford Middle School
- Katelynn Powell – Penn-Trafford High School

**STUDENTS OF THE
MONTH ANNOUNCED**

After the principals introduced their students, they were awarded certificates. The board members congratulated them and they had their pictures taken for the newspaper.

Dr. Harris introduced Mr. Alex Graziani who addressed the board regarding the PTARC building on behalf of the Penn Township Board of Commissioners. He expressed their interest in working together with the school board regarding the future of the PTARC building and asked for the board's input. Mr. Les Mlakar, Township Solicitor also addressed the board asking for the board's concurrence with the Township.

Mr. Richard Rattigan, Chief of the Level Green Volunteer Fire Department addressed the board regarding the mortgage on the PTARC property and their interest in the building.

Mr. Inglese introduced Mr. Michael Seice and Mr. Stan Caroline from Penn Township Sewage Authority who addressed the board regarding the sewage issue at the high school.

Mr. Nate Mallory of Massaro Construction gave an update on the construction project at the high school.

Mr. Greg Saraceni gave an update on additions and changes to the Program of Studies for 2015.

A motion was made by Mr. Newell and seconded by Mr. Kochasic to give approval to pay the list of bills for the month of December 2014.

**APPROVAL GIVEN TO
PAY BILLS FOR
DECEMBER 2014**

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

Mr. Niemiec announced that an executive session was held prior to the meeting to receive information and to discuss personnel and legal matters.

**EXECUTIVE SESSION
ANNOUNCED**

BUDGET AND FINANCE

EXPENDITURES APPROVED FOR RENOVATION PROJECT

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 November 2014 according to the schedule.

a. Axis Architecture	\$ 9,801.63
b. Massaro Construction	\$ 20,500.00
c. Lobar, Inc.	\$ 579,162.87
d. Whitby, Inc.	\$ 300,484.71
e. Vrabel Plumbing Co.	\$ 29,943.00
f. Tri-State Video Services	\$ 32,655.02
g. Fiber & Cable Specialists	\$ 4,050.00

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

CHANGE ORDERS APPROVED

A motion was made by Mr. Kochasic and seconded by Mr. Newell to approve the following change orders:

- a. #COR 44-PCO PC-002 in the amount of \$1,198 for rerouting a storm line;
- b. #COR 45-PCO PC-003 in the amount of \$54,982 for relocating a fire protection line and domestic water line currently underneath the new Annex;
- c. #COR 01-PCO MC-001 in the amount of \$10,851 for mechanical changes required to provide a fully functional heating and cooling system.

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

BUILDINGS AND GROUNDS/SAFETY

ADMIN AUTHORIZED TO WORK WITH PENN TWP SEWAGE AUTHORITY

A motion was made by Mr. Leonard and seconded by Mr. Petrucci to authorize the administration on behalf of the School Board to work with the Penn Township Sewage Authority to analyze and fix the immediate problem recommended by the Sewage Authority and to continue to work with the Sewage Authority on the design of the larger replacement process to the extent the Sewage Authority is willing and their schedule will allow.

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

PERSONNEL AND CURRICULUM

SUB TEACHERS AND SUPPORT PERSONNEL APPROVED FOR DECEMBER

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 December 2014. Motion carried.

PROGRAM OF STUDIES APPROVED FOR 2015-16

A motion was made by Mr. Petrucci and seconded by Mr. Newell to approve the Penn-Trafford High School Program of Studies for 2015-2016.

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

A motion was made by Mr. Petrucci and seconded by Mr. Leonard to approve the expulsion of Student #EX201415005 per the terms of the agreement.

**EXPULSION
APPROVED**

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

A motion was made by Mr. Petrucci and seconded by Mr. Newell to approve the following practicum/field experience assignments:

**PRACTICUM
ASSIGNMENTS
APPROVED**

<u>Coop. Professional</u>	<u>Intern</u>	<u>Area</u>	<u>Dates</u>
Lauren Trall	Brianna Edwards	Counselor K-5	January 2015 – May 2015 300 hours
Linnea Sherman	Deanna Patrick	Counselor 6-8	January 2015 – May 2015 300 hours

Motion carried.

A motion was made by Mr. Petrucci and seconded by Mr. Newell to employ the following personnel. Employment is contingent upon the receipt of a signed contract no later than Friday, December 5, 2014, the subsequent receipt of all necessary certification documentation, and the acceptance of Act 34, 151, and 114 waivers from the Commonwealth of Pennsylvania.

**PERSONNEL
EMPLOYED**

Teachers:

Employment is effective as noted to teach in areas of their respective certification and as assigned by the administration.

<u>Name</u>	<u>Level / Step</u>	<u>Salary</u>	<u>Effective Date</u>
Jackie Fawcett	M / 9	\$52,797	To be determined
Deborah Ragan	M / 2	\$44,017	December 20, 2014

Special Education Classroom Instructional Aide:

- a. Katie Sandella – at Penn Middle School effective December 3, 2014 at a salary of \$28,000 prorated.

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

POLICY/PUBLIC RELATIONS/LEGISLATIVE/TITLE II

A motion was made by Mr. Newell and seconded by Mrs. Ising to accept and file the minutes of the Superintendent’s Information/Committee meeting held on Monday, November 3, 2014. Motion carried.

**INFO/COMMITTEE
MINUTES ACCEPTED**

A motion was made by Mr. Newell and seconded by Mr. Leonard to appoint the following Recreation Board Representatives:

**REC BOARD REPS
APPOINTED**

- a. Penn Township Rep – Mr. Philip Kochasic and Dr. Scott Koscho
- b. Trafford Borough Rep – Mr. Nick Petrucci
- c. Penn Borough Rep – Dr. Jay Tray

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

**PTARC REPS
APPOINTED**

A motion was made by Mr. Newell and seconded by Mr. Kochasic to appoint the following as PTARC Representatives:

- a. Mr. Nick Petrucci
- b. Dr. Matthew Harris
- c. Mr. Greg Capoccioni

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

**POLICY #252 DATING
VIOLENCE
TENTATIVELY
APPROVED**

A motion was made by Mr. Newell and seconded by Mr. Leonard to tentatively approve Board Policy #252 Dating Violence as submitted to the board.

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

TAXES/INSURANCE/CENSUS

**ACT 1 TAX RESOLUTION
APPROVED FOR 2015-
2016**

A motion was made by Mr. Stovar and seconded by Dr. Tray to approve the Resolution limiting any Fiscal Year 2015-2016 tax increase to an amount no greater than the Pennsylvania Department of Education Index. A copy of the resolution will be filed with the official minutes of this meeting.

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

ADJOURNMENT

ADJOURNMENT

A motion was made by Mrs. Ising and seconded by Mr. Petrucci to adjourn the meeting at 8:32 p.m. Motion carried.

Board President

Board Secretary