

PENN-TRAFFORD SCHOOL DISTRICT
Harrison City, Pennsylvania

August 11, 2014

The Board of School Directors of the Penn-Trafford School District held its regular board meeting in the library at Penn-Trafford High School, Harrison City, PA on Monday, August 11, 2014 at 7:00 p.m.

Mrs. Toni Ising, Board President called the meeting to order at 7:04 p.m. The following members were present: Mrs. Toni Ising, Mr. Dallas Leonard, Mr. Bruce Newell, Mr. Richard Niemiec, Mr. Nick Petrucci, Mr. Martin Stovar, Mr. Brett Lago, Board Secretary, Mr. Mike Brungo, Solicitor, Dr. Matthew Harris, Superintendent, Mr. Gregory Karazsia, Director of Student Learning Supports, and Mr. Scott Inglese. Mr. Sean Rinier was also present.

ROLL CALL

A motion was made by Mr. Leonard and seconded by Mr. Petrucci that the minutes of the regular meeting held on Thursday, June 19, 2014 be approved as presented. Motion carried.

**SECRETARY'S
REPORT ACCEPTED**

INFORMATION

Mr. Inglese presented information regarding On-Hand Schools to the board.

A motion was made by Mr. Leonard and seconded by Mr. Petrucci that the treasurer's report for the months of June and July 2014 and the high school extracurricular fund report for the months of May and June 2014 be approved as presented and made a part of the official minutes. Motion carried.

**TREASURER'S
REPORTS ACCEPTED**

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

**AUGUST 2014 BILLS
APPROVED FOR
PAYMENT**

Roll call vote: Mr. Kochasic: absent; Dr. Koscho: absent; Mr. Leonard: yes; Mr. Newell: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Dr. Tray: absent; Mrs. Ising: yes. Result of vote: 6 yes; 0 no; 3 absent. Motion carried.

EXECUTIVE SESSION

Mrs. Ising announced that an executive session was held prior to the board meeting to discuss the sale or purchase of real estate, teacher negotiations, hiring of personnel, and to receive other information.

**EXECUTIVE SESSION
ANNOUNCED**

ATHLETICS AND EXTRACURRICULAR

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

**RESIGNATIONS
ACCEPTED**

- a. Tracy McDonald – 7th/8th Grade Girls Assistant Volleyball Coach
- b. Phillip Moses – SADD Sponsor
- c. Silvia Paesano – Cross Country Coach at Penn Middle School
- d. Louise Vranesevic – Clarinet Instructor – Summer Band Camp

Motion carried.

**SUMMER BAND CAMP
REPLACEMENT
EMPLOYED**

A motion was made by Mr. Petrucci and seconded by Mr. Leonard to employ the following replacement for Summer Band Camp. 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. Jennifer Sager – Clarinet Instructor

Roll call vote: Dr. Koscho: absent; Mr. Leonard: yes; Mr. Newell: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Dr. Tray: absent; Mr. Kochasic: absent; Mrs. Ising: yes. Result of vote: 6 yes; 0 no; 3 absent. Motion carried.

**PERSONNEL
EMPLOYED FOR
2014-2015**

A motion was made by Mr. Petrucci and seconded by Mr. Newell to employ the athletic and extracurricular personnel for the 2014-2015 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. A copy of this list will be made a part of the official minutes.

Roll call vote: Mr. Leonard: yes; Mr. Newell: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Dr. Tray: absent; Mr. Kochasic: absent; Dr. Koscho: absent; Mrs. Ising: yes. Result of vote: 6 yes; 0 no; 3 absent. Motion carried.

**VOLUNTEER
COACHES APPROVED**

A motion was made by Mr. Petrucci and seconded by Mr. Leonard to approve the following volunteer coaches:

- a. Alex Novotney – Volunteer Boys Assistant Soccer Coach/Middle School
- b. Sam Vasy – Volunteer Girls Assistant Soccer Coach

Motion carried.

BUDGET AND FINANCE

**JULY 2014
RENOVATION
EXPENDITURES
APPROVED**

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

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|-----------------------------|------------------------------|
| a. Axis Architecture | \$109,171.63 (June and July) |
| b. Lobar, Inc. | \$448,402.50 |
| c. Massaro Construction | \$ 20,500.00 |
| d. Tri-State Video Services | \$ 34,310.33 |
| e. Whitby, Inc. | \$ 56,160.00 |

Roll call vote: Mr. Newell: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Dr. Tray: absent; Mr. Kochasic: absent; Dr. Koscho: absent; Mr. Leonard: yes; Mrs. Ising: yes. Result of vote: 6 yes; 0 no; 3 absent. Motion carried.

**PDE'S APPROVAL OF
PLANCON PART F
ACKNOWLEDGED**

A motion was made by Mr. Newell and seconded by Mr. Leonard to acknowledge receipt of PDE's approval of PlanCon Part F construction documents.

Roll call vote: Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Dr. Tray: absent; Mr. Kochasic: absent; Dr. Koscho: absent; Mr. Leonard: yes; Mr. Newell: yes; Mrs. Ising: yes. Result of vote: 6 yes; 0 no; 3 absent. Motion carried.

**SARP & CO. RENEWAL
AGREEMENT
APPROVED**

A motion was made by Mr. Newell and seconded by Mr. Petrucci to approve the renewal agreement with Sarp & Company. The proposed fees for their services will be \$22,400 for fiscal year ending June 30, 2014; \$22,975 for fiscal year ending June 30, 2015; and \$23,750 for fiscal year ending June 30, 2016.

Roll call vote: Mr. Petrucci: yes; Mr. Stovar: yes; Dr. Tray: absent; Mr. Kochasic: absent; Dr. Koscho: absent; Mr. Leonard: yes; Mr. Newell: yes; Mr. Niemiec: yes; Mrs. Ising: yes. Result of vote: 6 yes; 0 no; 3 absent. Motion carried.

A motion was made by Mr. Newell and seconded by Mr. Petrucci to approve the Penn-Trafford School District's contributions to the area libraries for 2014-15 as follows:

- a. Penn Area Library \$7,000
- b. Trafford Community Public Library \$3,000
- c. Manor Public Library \$2,000

CONTRIBUTIONS TO LIBRARIES APPROVED

Roll call vote: Mr. Stovar: yes; Dr. Tray: absent; Mr. Kochasic: absent; Dr. Koscho: absent; Mr. Leonard: yes; Mr. Newell: yes; Mr. Niemiec: no; Mr. Petrucci: yes; Mrs. Ising: yes. Result of vote: 5 yes; 1 no; 3 absent. Motion carried.

Mr. Newell asked Mr. Lago to review the bond issue for the board.

A motion was then made by Mr. Newell and seconded by Mr. Petrucci to adopt a bond resolution authorizing the incurring of non-electoral debt not to exceed \$16,400,000 in general obligation bonds.

BOND RESOLUTION ADOPTED FOR NON-ELECTORAL DEBT

Roll call vote: Dr. Tray: absent; Mr. Kochasic: absent; Dr. Koscho: absent; Mr. Leonard: yes; Mr. Newell: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes. Result of vote: 6 yes; 0 no; 3 absent. Motion carried.

A motion was made by Mr. Newell and seconded by Mr. Leonard to approve the payment for the first year of On-Hand Schools in the amount of \$25,000.

PAYMENT FOR ON-HAND SCHOOLS APPROVED

Roll call vote: Mr. Kochasic: absent; Dr. Koscho: absent; Mr. Leonard: yes; Mr. Newell: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Dr. Tray: absent; Mrs. Ising: yes. Result of vote: 6 yes; 0 no; 3 absent. Motion carried.

BUILDINGS AND GROUNDS/SAFETY

A motion was made by Mr. Leonard and seconded by Mr. Newell to approve the list of substitute custodians for the 2014-2015 school year. A copy will be filed with the official minutes of this meeting. Motion carried.

SUBSTITUTE CUSTODIANS APPROVED

A motion was made by Mr. Leonard and seconded by Mr. Newell to approve the replacement of four sets of bleachers at the Penn Middle School gymnasium by C. M. Eichenlaub at a cost of \$34,972.00. Mr. Inglese added that the bleachers might not be ready for fall, so anyone who wants to attend the games should bring lawn chairs until the bleachers are installed sometime in October or November.

REPLACEMENT OF BLEACHERS AT PENN MIDDLE APPROVED

Roll call vote: Dr. Koscho: absent; Mr. Leonard: yes; Mr. Newell: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Dr. Tray: absent; Mr. Kochasic: absent; Mrs. Ising: yes. Result of vote: 6 yes; 0 no; 3 absent. Motion carried.

EMPLOYEE RELATIONS/NEGOTIATIONS/TRANSPORTATION

A motion was made by Mr. Niemiec and seconded by Mr. Leonard to approve the list of bus drivers and substitutes as presented by First Student for the 2014-2015 school year. A copy will be filed with the official minutes of this meeting. Motion carried.

BUS DRIVERS AND SUBS APPROVED

FOOD SERVICE

ARAMARK CAFETERIA PERSONNEL APPROVED

A motion was made by Mr. Stovar and seconded by Mr. Leonard to approve the list of cafeteria personnel for the 2014-2015 school year as presented by Aramark Education. A copy will be filed with the official minutes of this meeting. Motion carried.

FREE AND REDUCED LUNCH RESOLUTION ADOPTED

A motion was made by Mr. Stovar and seconded by Mr. Petrucci to adopt the following resolution by the Board of School Directors for the 2014-2015 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."

Roll call vote: Mr. Leonard: yes; Mr. Newell: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Dr. Tray: absent; Mr. Kochasic: absent; Dr. Koscho: absent; Mrs. Ising: yes. Result of vote: 6 yes; 0 no; 3 absent. Motion carried.

TURNER DAIRY APPROVED AS MILK SUPPLIER

A motion was made by Mr. Stovar and seconded by Mr. Leonard to approve Turner Dairy as the milk supplier for the 2014-2015 school year.

Roll call vote: Mr. Newell: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Dr. Tray: absent; Mr. Kochasic: absent; Dr. Koscho: absent; Mr. Leonard: yes; Mrs. Ising: yes. Result of vote: 6 yes; 0 no; 3 absent. Motion carried.

PERSONNEL AND CURRICULUM

OFFICIAL RATERS DESIGNATED

A motion was made by Mr. Petrucci and seconded by Mr. Newell that the following administrators be designated official raters of professional personnel in the Penn-Trafford School District for the 2014-2015 school year:

- Dr. Matthew Harris
- Mr. Scott Inglese
- Mr. Greg Karazsia
- Mr. Tony Aquilio
- Mr. Greg Capoccioni
- Mrs. Karin Coiner
- Mr. Dan DiNapoli
- Mr. Joe Marasti
- Mr. Greg Saraceni
- Mr. Jim Simpson
- Mr. Roger Sullivan
- Mr. Jeff Swartz

Motion carried.

TEACHER ASSIGNMENTS APPROVED

A motion was made by Mr. Petrucci and seconded by Mr. Leonard to approve the teacher assignments for the 2014-2015 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. Petrucci: yes; Mr. Stovar: yes; Dr. Tray: absent; Mr. Kochasic: absent; Dr. Koscho: absent; Mr. Leonard: yes; Mr. Newell: yes; Mrs. Ising: yes. Result of vote: 6 yes; 0 no; 3 absent. Motion carried.

A motion was made by Mr. Petrucci and seconded by Mr. Newell to approve the list of substitute teachers and support personnel for the 2014-2015 school year. A copy of the list will be filed with the official minutes of this meeting. Motion carried.

**SUBS & SUPPORT
PERSONNEL LIST
APPROVED**

A motion was made by Mr. Petrucci and seconded by Mr. Leonard to approve the following intern assignment:

**INTERN ASSIGNMENT
APPROVED**

California University:

<u>Cooperating Professional</u>	<u>Intern</u>	<u>Area</u>	<u>Dates</u>
Tracy Dulemba (SE) (district wide)	Rebecca Kuklar	Speech/Language Pathology	8/25/14-12/23/14

Motion carried.

A motion was made by Mr. Petrucci and seconded by Mr. Newell 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.

**PROFESSIONAL
CONTRACTS ISSUED
TO MCGRAW AND
STOUP**

- a. Megan McGraw
- b. Nicolette Stoup

Roll call vote: Mr. Petrucci: yes; Mr. Stovar: yes; Dr. Tray: absent; Mr. Kochasic: absent; Dr. Koscho: absent; Mr. Leonard: yes; Mr. Newell: yes; Mr. Niemiec: yes; Mrs. Ising: yes. Result of vote: 6 yes; 0 no; 3 absent. 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 all necessary certification documentation and the acceptance of Act 34,151, and 114 waivers from the Commonwealth of Pennsylvania.

**EMPLOYMENT OF
PERSONNEL**

- a. Teachers:

Employment is effective August 18, 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.

**TEACHERS
EMPLOYED**

<u>Name</u>	<u>Level / Step</u>	<u>Salary</u>
Sabrina Boura	M / 2	\$44,017
Christina Bozzuto	M / 3	\$45,017
Nicole Burtch	B+25 / 9	\$52,151
Brittany Grabski	B / 3	\$44,100
Brett Kymer	B+25 / 1	\$21,302
Nicholas Mastroianni	M / 2	\$44,017
Stephanie Miller	B+25 / 3	\$44,404
Jodi Nee	B / 3	\$44,100
Dorothy Sullivan	M / 3	\$45,017

**SLA'S APPROVED FOR
2014-15**

- b. Student Learning Assistants: (effective 8/18/14 at a salary of \$28,000)
- Dawn Brady – Harrison Park Elementary
 - Cindy Burger – Trafford Elementary
 - Heather Getkin – Level Green Elementary
 - Kristy Hartman – Sunrise Estates Elementary
 - Jennifer Kopacko – Harrison Park Elementary
 - Richard Nese – Trafford Elementary
 - Deborah Ragan – Penn Middle
 - Tara Raymond – Level Green Elementary (a.m.) / McCullough Elementary (p.m.)
 - Brittany Ring – Trafford Middle
 - Annmarie Rodrigues – McCullough Elementary
 - Bethany Smyda – Harrison Park Elementary
 - Stephanie Troutman – Sunrise Estates Elementary
 - Tracy Wolf – Penn-Trafford High School

**SPEC ED CLASSROOM
INSTRUCTIONAL AIDES
EMPLOYED for 2014-15**

- c. Special Education Classroom Instructional Aides: (effective 8/18/14 at a salary of \$28,000)
- Rebecca Mitchell – Penn Middle
 - Shannon O'Connor – Penn-Trafford High School
 - Tammy Ross – Penn Middle

**LIBRARY AIDES
EMPLOYED**

- d. Library Aides: (effective 8/21/14 at \$10.80/hour)
- Janet Johnston – Trafford Middle
 - Megan Lenart – Sunrise Estates Elementary
 - Alexander Miller – Penn Middle

**BUILDING AIDES
EMPLOYED**

- e. Building Aides: (effective 8/21/14 at \$9.75/hour)
- Pam French – Trafford Middle
 - Cherie Gaal – Sunrise Estates Elementary

**PARAPROFESSIONALS
EMPLOYED**

- f. Paraprofessionals: (effective 8/21/14 at \$10.05/hour)
- Heather McElroy – Penn Middle
 - Melinda Noll – Penn Middle
 - Megan Sansonetti – Penn Middle

**LONG-TERM SUBS
EMPLOYED**

- g. Long Term Subs: (effective 8/18/14)
- Brittany Ring (SLA) – LTS for Julianne Bost at Trafford Middle School at SLA rate – 1st semester 2014-15
 - Michael Molchan – LTS for Brittany Ring (SLA) at Trafford Middle School at daily substitute rate – 1st semester 2014-15

Roll call vote: Mr. Stovar: yes; Dr. Tray: absent; Mr. Kochasic: absent; Dr. Koscho: absent; Mr. Leonard: yes; Mr. Newell: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mrs. Ising: yes. Result of vote: 6 yes; 0 no; 3 absent. Motion carried.

**STUDENT HANDBOOKS
APPROVED**

A motion was made by Mr. Petrucci and seconded by Mr. Leonard to approve the student handbooks for the 2014-2015 school year.

Roll call vote: Dr. Tray: absent; Mr. Kochasic: absent; Dr. Koscho: absent; Mr. Leonard: yes; Mr. Newell: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes. Result of vote: 6 yes; 0 no; 3 absent. Motion carried.

A motion was made by Mr. Petrucci and seconded by Mr. Newell to accept the resignation of Michael Garet according to the severance agreement that is hereby approved as part of this resolution effective August 12, 2014.

RESIGNATION ACCEPTED FOR MICHAEL GARET

Roll call vote: Mr. Kochasic: absent; Dr. Koscho: absent; Mr. Leonard: yes; Mr. Newell: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Dr. Tray: absent; Mrs. Ising: yes. Result of vote: 6 yes; 0 no; 3 absent. Motion carried.

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

RESIGNATIONS ACCEPTED FOR BORO, KOLEK, MODZELEWSKI AND PIPAK

- a. Anne Boro – retiring as Building Aide at Sunrise Elementary effective July 28, 2014
- b. Rachel Kolek – Special Education teacher effective July 28, 2014
- c. Shanna Modzelewski – Paraprofessional at Penn Middle effective July 9, 2014; will be put on the sub list
- d. Gina Pipak – Paraprofessional at Sunrise Elementary effective August 5, 2014; will continue as a substitute teacher

Motion carried.

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

LEAVE REQUESTS APPROVED FOR FOX, MOOG AND SCIALDONE

- a. Jeffrey Fox – Music teacher at Penn Middle, Harrison Park and McCullough Elementary effective August 18-August 29, 2014
- b. Vera Moog – Custodian at Penn Middle effective June 16-September 16, 2014
- c. William Scialdone – Maintenance Department effective July 28-August 15, 2014

Roll call vote: Dr. Koscho: absent; Mr. Leonard: yes; Mr. Newell: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Dr. Tray: absent; Mr. Kochasic: absent; Mrs. Ising: yes. Result of vote: 6 yes; 0 no; 3 absent. Motion carried.

POLICY/PUBLIC RELATIONS/LEGISLATIVE/TITLE II

A motion was made by Mr. Newell and seconded by Mr. Petrucci to accept and file the minutes of the Superintendent's Information/Committee meeting held on Monday, June 2, 2014. Motion carried.

INFO/COMMITTEE MEETING MINUTES ACCEPTED/FILED

A motion was made by Mr. Newell and seconded by Mr. Leonard to approve Policy #137 and Administrative Regulation #137-AR to allow a student enrolled in a home education program to have the option of taking courses being offered at the district school they would normally attend.

POLICY #137 AND #137-AR APPROVED REGARDING HOME EDUCATION

Roll call vote: Mr. Leonard: yes; Mr. Newell: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Dr. Tray: absent; Mr. Kochasic: absent; Dr. Koscho: absent; Mrs. Ising: yes. Result of vote: 6 yes; 0 no; 3 absent. Motion carried.

A motion was made by Mr. Newell and seconded by Mr. Petrucci to tentatively approve revised Policy #248 Unlawful Harassment and revised Policy #249 Bullying as submitted to the board.

POLICY #248 AND #249 TENTATIVELY APPROVED

Roll call vote: Mr. Newell: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Dr. Tray: absent; Mr. Kochasic: absent; Dr. Koscho: absent; Mr. Leonard: yes; Mrs. Ising: yes. Result of vote: 6 yes; 0 no; 3 absent. Motion carried.

**DR. TRAY APPOINTED
PSBA VOTING
DELEGATE**

A motion was made by Mr. Newell and seconded by Mr. Leonard to appoint Dr. Jay Tray as PSBA voting delegate for the 2014-2015 school year. Motion carried.

SOLICITOR'S REPORT

Mr. Brungo's report was distributed to the board.

PTEA REPRESENTATIVE

Mr. Rinier commented on the negotiations.

ADJOURNMENT

A motion was made by Mr. Newell and seconded by Mr. Leonard to adjourn the meeting at 7:46 p.m. Motion carried.

Board President

Board Secretary