

PENN-TRAFFORD SCHOOL DISTRICT
Harrison City, Pennsylvania

December 5, 2016

The Board of School Directors of the Penn-Trafford School District held its organization/regular board meeting in Room 106/107 at Penn-Trafford High School, Harrison City, PA on Monday, December 5, 2016.

Mr. Nick Petrucci, Board President called the organization meeting to order at 7:00 p.m. with the pledge of allegiance. The following members were present: Mrs. Toni Ining, Mr. Phil Kochasic, Dr. Scott Koscho, Mr. Dallas Leonard, Mr. Jim Matarazzo, Mr. Richard Niemiec, Mr. Nick Petrucci, Mr. Martin Stovar, Mr. Brett Lago, Board Secretary, Ms. Christina Lane, Solicitor, Dr. Matthew Harris, Superintendent, Mr. Scott Inglese, Assistant Superintendent, Mr. Greg Karazsia, Director of Student Learning Supports, Mr. Tony Aquilio, Mr. Roger Sullivan, and Mr. Dan DiNapoli.

Mr. Petrucci appointed Mr. Lago as Temporary Chairperson for the organization meeting.

Mr. Lago called for nominations for the Office of President of the Board of School Directors for 2017.

Mr. Petrucci nominated Mr. Stovar for the Office of President. Since there were no other nominations, a motion was made by Mr. Petrucci and seconded by Mr. Kochasic to close the nominations for the Office of President.

Mr. Lago conducted a voice vote and Mr. Stovar was unanimously elected as President for 2017. Mr. Lago congratulated Mr. Stovar and Mr. Stovar assumed the chair.

Mr. Stovar called for nominations for the Office of Vice President of the Board of School Directors for 2017.

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

The chair conducted a voice vote and Mr. Kochasic was unanimously elected as Vice President for 2017.

A motion was made by Mr. Matarazzo and seconded by Dr. Koscho to establish date/time/place for the regular monthly board and superintendent's information/committee meetings for 2017. Meetings will be held in Room 106/107 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.

INFORMATION/COMMITTEE MEETINGS

Tuesday, January 3
Monday, February 6
Monday, March 6
Monday, April 3
Monday, May 1
Monday, June 5

REGULAR BOARD MEETINGS

Monday, January 9
Monday, February 13
Monday, March 13
Monday, April 10
Monday, May 8
Monday, June 12

(NO MEETINGS IN JULY)

Monday, August 7
Tuesday, September 5
Monday, October 2
Monday, November 6

Monday, August 14
Monday, September 11
Monday, October 9
Monday, November 13
Monday, December 4

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

A motion was made by Mr. Kochasic and seconded by Dr. Koscho to authorize the Secretary of the Board of School Directors, Mr. Lago to use the facsimile signature of Mr. Martin Stovar, 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.

A motion was made by Mr. Niemiec and seconded by Dr. Koscho to appoint Mr. Jim Matarazzo as the District's Legislative Council Representative and Mrs. Toni Ising as the Alternate Representative. Motion carried.

A motion was made by Mr. Kochasic and seconded by Mr. Leonard to adjourn the organization meeting at 7:06 p.m. Motion carried.

The Board of School Directors of the Penn-Trafford School District held its regular board meeting in Room 106/107 at Penn-Trafford High School, Harrison City, PA on Monday, December 5, 2016.

Mr. Martin Stovar, Board President called the regular meeting to order at 7:06 p.m. The following members were present: Mrs. Toni Ising, Mr. Phil Kochasic, Dr. Scott Koscho, Mr. Dallas Leonard, Mr. Jim Matarazzo, Mr. Richard Niemiec, Mr. Nick Petrucci, Mr. Martin Stovar, Mr. Brett Lago, Board Secretary, Ms. Christina Lane, Solicitor, Dr. Matthew Harris, Superintendent, Mr. Scott Inglese, Assistant Superintendent, Mr. Greg Karazsia, Director of Student Learning Supports, Mr. Tony Aquilio, Mr. Roger Sullivan, and Mr. Dan DiNapoli.

A motion was made by Mr. Kochasic and seconded by Mr. Niemiec to approve the minutes of the regular meeting held on Monday, November 14, 2016 as presented. Motion carried.

INFORMATION

The following students were honored as Students of the Month:

- Ava Teaman – Level Green Elementary
- Jonathan Judy – Trafford Elementary
- Maya Roman – Trafford Middle School
- Natasha Popovich – Penn-Trafford High School

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 reviewed the school calendar for the 2017-2018 school year.

Mr. Aquilio reviewed the changes to the Penn-Trafford High School Program of Studies for the 2017-2018 school year.

Dr. Harris announced that Mr. Bruce Newell was the only applicant for the Region II vacancy. There had been other applicants, but after checking with the township it was determined that they did not reside in Region II. That being the case, a motion was made by Mr. Kochasic and seconded by Dr. Koscho to approve Mr. Bruce Newell to the Region II director's seat being vacated by Dr. P. Jay Tray.

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

Dr. Harris announced the White Christmas Sing-A-Long to be held on Friday evening, December 9, 2016 at the high school. They will be accepting donations of toys for Toys for Tots or food for the local food banks.

Dr. Harris also announced that the public meeting scheduled for January 23, 2017 has been cancelled. They will be developing an on-line survey to gather input from the community. He will have further information at the January meeting.

Mrs. Ising announced that the Scholarship Committee will be sponsoring a vendor show on December 17, 2016 from 9:00 a.m. to 2:30 p.m. at the high school. The proceeds will go toward scholarships for the non-traditional students who may not qualify for a four-year college program.

A motion was made by Mr. Kochasic and seconded by Mr. Niemiec to approve the treasurer's report for the month of November 2016 and the high school extracurricular fund report for the month of October 2016 as presented and made a part of the official minutes of this meeting. Motion carried.

A motion was made by Mr. Niemiec and seconded by Mr. Matarazzo to approve the payment of bills for the month of December 2016.

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

Ms. Lane announced that an executive session was held prior to the meeting to discuss matters of personnel matters and real estate matters. They also received information on curriculum development and the school district calendar for 2017-2018.

ATHLETICS AND EXTRACURRICULAR

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

- a. Crystal Bodnar – Spring Musical Props Coordinator effective immediately
- b. Kelly Keibler – Jr. High Girls Head Volleyball Coach effective immediately
- c. Alex Miller – Newspaper Sponsor/Penn Middle School effective December 6, 2016

Motion carried.

A motion was made by Dr. Koscho and seconded by Mr. Niemiec to employ the following personnel effective immediately. 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. Thomas Chrise – 9th Grade Assistant Baseball Coach at a salary of \$2,887.00

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

A motion was made by Dr. Koscho and seconded by Mr. Petrucci to approve the following volunteer coaches effective immediately. All coaching volunteers must have Act 34, 151, and 114 waivers on file with the athletic director.

- a. Nick Caparoso – Volunteer Wrestling Coach
- b. Larry Vecchi – Volunteer Baseball Coach

Motion carried.

BUDGET AND FINANCE

A motion was made by Mr. Kochasic and seconded by Mrs. Ising to approve the expenditures for the high school renovation project for the month of November 2016 according to the schedule.

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| a. DeGol Carpet | \$ 4,800.32 |
| b. Todd Devin Food Service | \$ 30,374.05 |

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

BUILDINGS AND GROUNDS/SAFETY

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

- a. Tammy Lee – Custodian at Level Green Elementary School effective January 16, 2017

Motion carried.

PERSONNEL AND CURRICULUM

A motion was made by Mr. Petrucci and seconded by Mr. Kochasic to approve the list of additional substitute teachers and support personnel for the month of December 2016. Motion carried.

A motion was made by Mr. Petrucci and seconded by Mr. Matarazzo to approve the Penn-Trafford High School Program of Studies for 2017-2018 as presented to the board.

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

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

- a. Pamela Albert – Intermittent FMLA leave from November 16, 2016 to November 16, 2017
- b. Donald Cymmerman – Change in leave dates from January 30, 2017 to April 21, 2017
- c. Andrea Frescura – FMLA leave from March 30, 2017 to May 30, 2017
- d. David Nejak – Extension of FMLA leave from November 22, 2016 to December 1, 2016
- e. Lloyd Overly – FMLA leave from November 7 to November 18, 2016
- f. Colleen Stephans – Intermittent FMLA leave from November 14, 2016 to November 14, 2017

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

A motion was made by Mr. Petrucci and seconded by Mr. Kochasic to adopt the 2017-2018 School Calendar as recommended by the Superintendent and make it a part of the official minutes. The 2017-2018 school year will begin with an In-Service Day on Monday, August 21, 2017 and will officially terminate on June 30, 2018. The last day of instruction for Grades K-11 will be Friday, May 25, 2018 unless it becomes necessary to extend the school calendar because of weather conditions, emergencies or other urgent reasons.

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

A motion was made by Mr. Petrucci and seconded by Mr. Niemiec to adopt the 2017-2018 Service Employees' Calendar and make it a part of the official minutes. The calendar with 246 working days and fourteen (14) paid holidays makes a work year of 260 days. Yearly employees will be paid for 260 days including the paid holidays.

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

A motion was made by Mr. Petrucci and seconded by Mr. Matarazzo to issue a professional contract to the following teacher in accordance with Section 1108 of the School Laws of Pennsylvania. This teacher has satisfactorily completed three (3) years of teaching in the Penn-Trafford School District.

- a. Maria Frontz

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

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

- a. Stephanie Bondra – Paraprofessional at Penn Middle School effective December 6, 2016
- b. John Gutwald – Super Sub at PTHS effective November 22, 2016 due to a full time job offer
- c. Alex Miller – Library Aide at Penn Middle School effective December 6, 2016

Motion carried.

A motion was made by Mr. Petrucci and seconded by Mr. Niemiec 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. Lori Bajich – Long term substitute for Melissa Matis at Trafford Middle School at sub daily rate effective November 29, 2016
- b. Stephanie Bondra – Library Aide at Penn Middle School at \$11.10/hour effective December 6, 2016
- c. Marina Ferrari – Substitute Super Sub at Sunrise Estates Elementary School from November 29, 2016 to February 10, 2017 replacing Katelyn Reinhart at sub daily rate
- d. Tiffany Ott – Super Sub at PTHS effective November 29, 2016 at sub daily rate replacing John Gutwald
- e. Katelyn Reinhart – Long-term sub for Tara Guerrieri at Sunrise Estates Elementary School from November 29, 2016 to February 10, 2017 at sub daily rate
- f. Patricia Sichko – Paraprofessional at Penn Middle School at \$10.35/hour effective November 30, 2016
- g. Ashley Temple – Substitute Super Sub for Kim Zombek at Trafford Elementary School from November 23, 2016 to February 22, 2017 at sub daily rate
- h. Kim Zombek – Long term sub for Denise Doyle at Trafford Elementary School from November 23, 2016 to February 22, 2017 at sub daily rate

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

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

St. Vincent College

<u>Cooperating Professional</u>	<u>Student Teacher</u>	<u>Area</u>	<u>Dates</u>
Tiffany Smith (PTHS)	Brennen Hoffer	Social Studies	Pre-student teacher: 1/16/17 to 5/5/17 Student teacher: Fall Semester 2017-18

Motion carried.

POLICY/PUBLIC RELATIONS/LEGISLATIVE/TITLE II

A motion was made by Mr. Matarazzo and seconded by Mr. Niemiec to accept and file the minutes of the Superintendent’s Information/Committee meeting held on Monday, November 7, 2016. Motion carried.

A motion was made by Mr. Matarazzo and seconded by Mrs. Ising to appoint the following Recreation Board Representatives:

- a. Penn Township Rep – Mr. Phil Kochasic and Dr. Scott Koscho
- b. Trafford Borough Rep – Mr. Nick Petrucci

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

A motion was made by Mr. Matarazzo and seconded by Dr. Koscho to appoint the following as PTARC Representatives:

- a. Mr. Nick Petrucci
- b. Dr. Matt Harris
- c. Mr. Greg Capoccioni
- d. Mr. Stanley Rudge
- e. Mr. Mike Ginsberg (Alternate)

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

TAXES/INSURANCE/CENSUS

A motion was made by Mr. Niemiec and seconded by Mr. Petrucci to approve the Tax Resolution Act I Taxpayer Relief Act limiting the tax increase for the 2017-2018 fiscal year to 3.3%. A copy of this resolution will be filed with the official minutes of this meeting.

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

SOLICITOR'S REPORT

Ms. Lane reported that a summary of the matters they had handled had been circulated to the board.

ADJOURNMENT

A motion was made by Mr. Kochasic and seconded by Mr. Matarazzo to adjourn the meeting at 8:05 p.m. Motion carried.

Board President

Board Secretary