

PENN-TRAFFORD SCHOOL DISTRICT
Harrison City, Pennsylvania

November 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, November 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. 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, and Mr. Scott Inglese, Assistant Superintendent. Colton Pikovsky, Student Union Representative was also present.

A motion was made by Mr. Niemiec and seconded by Mr. Matarazzo to approve the minutes of the regular meeting held on Monday, October 8, 2018 as presented. Motion carried.

INFORMATION

Colton Pikovsky provided an update on High School activities, including athletics, mock trial, drama guild and Senior projects.

Dr. Harris provided the board with the following updates:

- The board will be asked to approve "Shape the Sky" to present a program at the High School (three audiences: students, staff and parents).
- The Penn Township police conducted a canine search at the high school last Friday. No narcotics were found, but one Juul (vaping device) was discovered.
- PMS Drama Club will present "Charlie Brown Christmas" next week.
- Athena Konidaris, a PTHS student, will participate in the 2018 Macy's "Great American Marching Band".

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

A motion was made by Mr. D. Leonard and seconded by Mrs. Ising to approve the payment of bills for the month of November 2018.

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

EXECUTIVE SESSION

Mr. Kochasic announced that an executive session was held prior to the meeting to discuss personnel matters and to receive information on district level plan and PVASS data.

ATHLETICS AND EXTRACURRICULAR

A motion was made by Dr. Koscho and seconded by Mr. Niemiec 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 2018-19 season unless otherwise noted.

- a. Patrick Konopka - Athletic Department Assistant district wide effective October 9, 2018 at a salary of \$4,380.00 which shall be pro-rated based on date of hire
- b. Anthony Maniccia - Boys Basketball Junior High Head Coach at a salary of \$3,910.00
- c. Kimberly Stefkovich - Co-Prom Coordinator at Penn-Trafford High School at a salary of \$759.50
- d. Tami Thornton - Co-Prom Coordinator at Penn-Trafford High School at a salary of \$759.50

Roll call vote: Dr. Koscho: yes; Mr. B. Leonard: absent; 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: 8 yes; 0 no; 1 absent. Motion carried.

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

- a. Steven Freas - Volunteer Boys Basketball Coach districtwide effective immediately

Motion carried.

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

- a. Chris Casper – Junior High Boys Basketball Coach effective September 21, 2018

Motion carried.

BUDGET AND FINANCE

A motion was made by Mr. Stovar and seconded by Mr. Niemiec to approve the purchase of 93 Precision Workstations (T3420 SFF) from Dell EMC at a cost of \$924.00 each (\$85,932.00 total).

Roll call vote: Mr. B. Leonard: absent; 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: 8 yes; 0 no; 1 absent. Motion carried.

BUILDINGS AND GROUNDS/SAFETY

A motion was made by Mr. D. Leonard and seconded by Mr. Matarazzo to approve the following expenditure for a change order on the Penn Middle School exterior insulation finish system (EIFS) project:

- a. Repairs and recoat at East Elevation Area B \$8,036.00

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: absent; Mr. Kochasic: yes. Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

A motion was made by Mr. D. Leonard and seconded by Mrs. Ising to approve Reynolds Energy Services, Inc. as the ESCo contractor and to have Reynolds Energy Services, Inc. provide audit services (design and pricing) for projects as directed by the District. Approval will include authorization for the Administration and Solicitor to finalize and execute the Investment Grade Audit Agreement at no cost to the district.

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

PERSONNEL AND CURRICULUM

A motion was made by Mr. Petrucci and seconded by Mr. Niemiec to approve the list of additional substitute teachers and support personnel for the month of November 2018.

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. Stacey Colamarino – Lunchroom Aide at Penn Middle School effective October 10, 2018 at \$10.25/hour
- b. Samantha Foster - Special Education Teacher at Penn Middle School effective October 24, 2018 at \$44,517 (Masters - Step 2) which will be prorated based on date of hire
- c. Rachel Gill - Paraprofessional at McCullough Elementary School effective October 22, 2018 at \$10.35/hour
- d. Sandra Kline - LTS for open PCA position at Level Green Elementary effective October 15, 2018 at \$11.00/hour
- e. Jackie Ritchey - Building Aide at Penn-Trafford High School effective October 15, 2018 at \$10.25/hour
- f. Suzanne Simon - Special Education Certified Instructional Aide at McCullough Elementary School effective October 31, 2018 at \$28,000 which will be prorated based on date of hire
- g. Nicole Ziringer - Substitute Student Learning Assistant for Emilie Shogan at Level Green Elementary School effective November 1, 2018 through the end of 1st semester at substitute daily rate of \$105/day

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

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

- a. Nancy Beck – Intermittent FMLA leave from October 12, 2018 to October 11, 2019
- b. Jacqueline Geibel – FMLA leave from November 12, 2018 to February 15, 2019
- c. Christy Reddy - FMLA leave from October 22, 2018 to November 10, 2018
- d. Heather Scavinsky - FMLA leave from March 20, 2019 to May 28, 2019

Roll call vote: Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: absent; Mr. D. Leonard: yes; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Kochasic: 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 accept the following resignations:

- a. Samantha Foster - SECIA at McCullough Elementary School effective October 24, 2018
- b. Leslie House - Paraprofessional at Level Green Elementary School effective November 9, 2018
- c. Olivia Rizzo - Super-Sub district wide effective October 19, 2018

Motion carried.

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

Carlow University:

<u>Co-op Teacher</u>	<u>Student Teacher</u>	<u>Area</u>	<u>Dates</u>
Kerri Thomas	Brittney Leonard	Early Childhood Education	10/22/18 - 3/1/19
Breann Haywood	Alexandra Patter	Early Childhood Education	10/22/18 - 3/1/19
Amy Babik	Destiny Stenson	Early Childhood Education	10/22/18 - 3/1/19

Duquesne University:

<u>Co-op Teacher</u>	<u>Student Teacher</u>	<u>Area</u>	<u>Dates</u>
Andrea Frescura	Josina Bols	Elementary Music	3/4/19 - 4/26/19

Slippery Rock University:

<u>Co-op Teacher</u>	<u>Student Teacher</u>	<u>Area</u>	<u>Dates</u>
Sharon Phillips-Spada	Allison Domer	English	1/22/19 - 5/9/19
Nicole Burtch	Julia Galdo	Spanish	1/22/19 - 5/9/19

St. Vincent College:

<u>Co-op Teacher</u>	<u>Student Teacher</u>	<u>Area</u>	<u>Dates</u>
Desiree Alba	Shirley Gentile	Spanish	1/14/19 - 5/3/19
Phillip Moses	Joshua Reist	Social Studies	1/14/19 - 5/3/19

Motion carried.

A motion was made by Mr. Petrucci and seconded by Mr. Matarazzo to approve the request for an outside speaker at Penn-Trafford High School at a cost of \$1,500. This cost will come out of Penn-Trafford High School's budget.

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

A motion was made by Mr. Petrucci and seconded by Dr. Koscho to approve the request of Mr. David Cornelius to take the Penn-Trafford Marching Band to perform in California from April 22, 2019 to April 28, 2019 at no cost to the district except transportation to/from the airport.

Roll call vote: Dr. Koscho: yes; Mr. B. Leonard: absent; 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: 8 yes; 0 no; 1 absent. Motion carried.

POLICY/PUBLIC RELATIONS/LEGISLATIVE/TITLE II

A motion was made by Mr. Matarazzo and seconded by Mr. D. Leonard to accept and file the minutes of the Superintendent's Information/Committee meeting held on October 1, 2018.

Motion carried.

A motion was made by Mr. Matarazzo and seconded by Mr. D. Leonard to appoint Mr. Nick Petrucci as CWCTC Joint Operating Committee Representative for 2019.

Motion carried.

A motion was made by Mr. Matarazzo and seconded by Dr. Koscho to give final approval to the following board policies, operations guidelines and administrative regulations. A copy of these policies, operations guidelines, and regulations will become an official part of the minutes of this meeting.

- a. 006 Meetings
- b. 006-BOG-0 Public Notice of Board Meetings
- c. 006-BOG-1 Official Board Minutes
- d. 006-BOG-2 Abstention for Conflict of Interest
- e. 108 Adoption of Textbooks
- f. 108-AR-0 Review/Evaluation/Selection of Textbooks
- g. 108-AR-1 Textbook Evaluation Form
- h. 108-AR-2 Textbook Recommendation Form
- i. 108-AR-3 Disposal of Textbooks
- j. 719 Unmanned Aircraft/Drones

Roll call vote: Mr. B. Leonard: absent; 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: 8 yes; 0 no; 1 absent. Motion carried.

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

- a. 246 - School Wellness
- b. 311 - Reduction in Staff
- c. 806 - Child Abuse
- d. 808 - Food Services
- e. 810.3 – School Vehicle Drivers
- f. 810.3-AR-0 – Drug Use and Alcohol Misuse Prevention
- g. 810.3-AR-1 – Receipt of Drug/Alcohol Information
- h. 810.3-AR-2 – Reasonable Cause/Reasonable Suspicion Form

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: absent; Mr. Kochasic: yes. Result of vote: 8 yes; 0 no; 1 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. D. Leonard and seconded by Dr. Koscho to adjourn the meeting at 7:30 p.m. Motion carried.