

PENN-TRAFFORD SCHOOL DISTRICT

Harrison City, Pennsylvania

September 11, 2017

7:00 p.m.

I. CALL TO ORDER – Pledge of Allegiance to the Flag

II. ROLL CALL

PRESIDENT: MAY I HAVE A MOTION TO APPROVE THE MINUTES OF AUGUST 14, 2017?

III. APPROVAL OF MINUTES: Motion by _____, seconded by _____, that the minutes of the regular meeting held on Monday, August 14, 2017 be approved as presented.

QUESTION?

PRESIDENT: QUESTION BEING CALLED FOR - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED.

IV. INFORMATION – Dr. Harris

V. RECOGNITION OF VISITORS

PRESIDENT: MAY I HAVE A MOTION TO APPROVE THE TREASURER'S REPORT AND THE HIGH SCHOOL EXTRACURRICULAR FUND REPORT?

VI. TREASURER'S REPORT: Motion by _____, seconded by _____ that the treasurer's report for the month of August 2017 and the high school extracurricular activity fund report for June 2017 be approved as presented and made a part of the official minutes.

QUESTION?

PRESIDENT: QUESTION BEING CALLED FOR - THIS WILL BE A ROLL CALL VOTE - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED. Result of vote: ___ yes; ___ no; ___ absent.

PRESIDENT: MAY I HAVE A MOTION TO APPROVE THE PAYMENT OF BILLS FOR THE MONTH OF SEPTEMBER?

VII. PAYMENT OF BILLS: Motion by _____, seconded by _____ to approve the payment of bills for the month for September 2017.

QUESTION?

PRESIDENT: QUESTION BEING CALLED FOR - THIS WILL BE A ROLL CALL VOTE - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED. Result of vote: ___ yes; ___ no; ___ absent.

VIII. OLD BUSINESS

IX. EXECUTIVE SESSION

X. NEW BUSINESS:

A. ATHLETICS AND EXTRACURRICULAR – Dr. Koscho

1. Move to accept the following resignations:

- a. Jay Miller – 9th Grade Assistant Baseball Coach effective September 4, 2017
- b. Lea Wentroble – Swim Coach/Assistant effective August 31, 2017

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED.

2. Move to approve the following volunteer coaches. All coaching volunteers must have Act 34, 151, and 114 waivers on file with the Athletic Director.

- a. Lisa Popovich – Volunteer Girls Golf Coach
- b. Michael Powers – Volunteer Boys Soccer Coach
- c. Lea Wentroble – Volunteer Swim Coach

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED.

B. BUDGET AND FINANCE – Mr. Kochasic

1. Move to approve the proposed activities and budgets for the 2017-18 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.

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - THIS WILL BE A ROLL CALL VOTE - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED. Result of vote: ___ yes; ___ no; ___ absent.

2. Move to approve the agreement with Forecast5 Analytics in the amount of \$12,500.

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - THIS WILL BE A ROLL CALL VOTE - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED. Result of vote: ___ yes; ___ no; ___ absent.

3. Move to approve the transfer of PlanCon funds in the amount of \$1,080,000 from the General Fund to the Capital Improvement Fund.

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - THIS WILL BE A ROLL CALL VOTE - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED. Result of vote: ___ yes; ___ no; ___ absent.

C. BUILDINGS AND GROUNDS/SAFETY – Mr. Matarazzo

D. EMPLOYEE RELATIONS/NEGOTIATIONS/TRANSPORTATION – Mrs. Ising

E. FOOD SERVICE – Mr. Niemiec

F. PERSONNEL AND CURRICULUM – Mr. Petrucci

1. Move to approve the list of additional substitute teachers and support personnel for the month of September 2017.

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED.

2. Move to authorize the administration to continue using parent volunteers from the 2016-17 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.

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - THIS WILL BE A ROLL CALL VOTE - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED. Result of vote: ___ yes; ___ no; ___ absent.

3. Move to accept the following resignations:

- a. Kathleen Pitacciato – Lunchroom aide at Penn Middle School
- b. Eva Sims – Building Aide at Penn-Trafford High School

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED.

4. Move to approve the following leave requests:
 - a. Tim Buxton – Intermittent FMLA leave request from September 1, 2017 to August 31, 2018
 - b. Carole Diable – Intermittent FMLA leave request from September 5, 2017 to September 4, 2018
 - c. Holly Makin – FMLA leave request from September 29 to November 10, 2017
 - d. Mark Martini – FMLA leave request from September 7 to September 22, 2017; sub will be Alex Culbertson
 - e. Sabrina Oberkofler – Unpaid leave request from November 14 to December 13, 2017; sub will be Donald Cole

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - THIS WILL BE A ROLL CALL VOTE - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED. Result of vote: ___ yes; ___ no; ___ absent.

5. Move to approve the request for an outside speaker at Harrison Park Elementary School at a cost of \$4,800. This cost will come out of Harrison Park's budget.

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - THIS WILL BE A ROLL CALL VOTE - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED. Result of vote: ___ yes; ___ no; ___ absent.

6. Move to approve the following intern placement:

Indiana University of Pennsylvania:

<u>Coop. Professional</u>	<u>Intern</u>	<u>Area</u>	<u>Dates</u>
Christine Zona (MC)	Haley Auld	School counseling	8/28/17-12/15/17 (20 hours)

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED.

7. Move 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. Donna Berardinelli – Lunchroom Aide at Penn Middle School sharing position with Jennifer Dillman at \$11.10/hour effective immediately
 - b. Tanya Bosack – Building Aide at Sunrise Estates Elementary at \$10.05/hour effective August 24, 2017
 - c. Jennifer Dillman – Lunchroom Aide at Penn Middle School sharing position with Donna Berardinelli at \$11.10/hour effective immediately
 - d. Shannon Moorhead – Building Aide at Penn-Trafford High School at \$10.05/hour effective August 24, 2017
 - e. Kathleen Pitacciato – Paraprofessional at McCullough Elementary at \$10.35/hour effective August 24, 2017

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - THIS WILL BE A ROLL CALL VOTE - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED. Result of vote: ___ yes; ___ no; ___ absent.

8. Move to appoint the following school physician and dentist for the Penn-Trafford School District for the 2017-18 school year:
 - a. Dr. Kevin Wong at a salary of \$12,000
 - b. Dr. Thomas Gates (dentist) - \$2.50 per student

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - THIS WILL BE A ROLL CALL VOTE - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED. Result of vote: ___ yes; ___ no; ___ absent.

- G. POLICY/PUBLIC RELATIONS/LEGISLATIVE/TITLE II – Mr. Matarazzo
 1. Move to accept and file the minutes of the Superintendent’s Information/Committee meeting held on Tuesday, August 8, 2017.

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED.

2. Move to give final approval to the following board policies, attachments, and administrative regulations. A copy of these policies, attachments, and regulations will become an official part of the minutes of this meeting.
 - a. 138-AR-6 Exit Criteria for English Learners
 - b. 204-AR-6 School Attendance Improvement Plan Form
 - c. 626 Federal Fiscal Compliance
 - d. 626-Attachment A Federal Funds
 - e. 626-Attachment B Procurement
 - f. 626-Attachment C Cash Management
 - g. 626-Attachment D Allowability of Costs
 - h. 626-Attachment E Subrecipient Monitoring
 - i. 702 Gifts, Grants, Donations

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - THIS WILL BE A ROLL CALL VOTE - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED. Result of vote: ___ yes; ___ no; ___ absent.

3. Move to give tentative approval to the following board policy:
 - a. 117 Homebound Instruction

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - THIS WILL BE A ROLL CALL VOTE - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED. Result of vote: ___ yes; ___ no; ___ absent.

- H. TAXES/INSURANCE/CENSUS – Mr. Newell
- I. SOLICITOR’S REPORT – Mr. Michael Brungo
- J. PTEA REPRESENTATIVE – Mr. Shaun Rinier
- XI. ADJOURNMENT – Motion by _____, seconded by _____ that the meeting be adjourned at _____ PM. Motion carried.

<p style="text-align: center;"><u>DATE TO REMEMBER</u></p> <p style="text-align: center;">Information/Committee Meeting Monday, October 2, 2017 at 7:00 PM Room 106/107 Penn-Trafford High School</p>
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