

PENN-TRAFFORD SCHOOL DISTRICT
Harrison City, Pennsylvania

September 11, 2017

The Board of School Directors of the Penn-Trafford School District held its regular board meeting in the School Board Room at Penn-Trafford High School, Harrison City, PA on Monday, September 11, 2017.

Mr. Phil Kochasic, Board Vice 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. Jim Matarazzo, Mr. Richard Niemiec, Mr. Nick Petrucci, Mr. Brett Lago, Board Secretary, Ms. Christina Lane, Solicitor, Dr. Matthew Harris, Superintendent, Mr. Scott Inglese, Assistant Superintendent, and Mr. Greg Karazsia, Director of Student Learning Supports. Mr. Shaun Rinier, PTEA 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, August 14, 2017 as presented. Motion carried.

A motion was made by Mrs. Ising and seconded by Mr. Niemiec to approve the treasurer's report for the month of August 2017 and the high school extracurricular fund report for the month of June 2017 as presented and make them a part of the official minutes of this meeting.

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

A motion was made by Dr. Koscho and seconded by Mr. Niemiec to approve the payment of bills for the month of September 2017.

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

An executive session was held prior to the meeting to receive information on personnel and contracts, district enrollment, and consolidation of buildings.

ATHLETICS AND EXTRACURRICULAR

A motion was made by Dr. Koscho and seconded by Mr. Matarazzo 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

Motion carried.

A motion was made by Dr. Koscho and seconded by Mrs. Ising 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

Motion carried.

BUDGET AND FINANCE

A motion was made by Dr. Koscho and seconded by Mr. Petrucci 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.

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

A motion was made by Dr. Koscho and seconded by Mrs. Ising to approve the agreement with Forecast5 Analytics in the amount of \$12,500.

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

A motion was made by Dr. Koscho and seconded by Mr. Niemiec to approve the transfer of PlanCon funds in the amount of \$1,080,000 from the General Fund to the Capital Improvement Fund.

Roll call vote: Mr. Matarazzo: yes; Mr. Newell: absent; Mr. Niemiec: yes; Mr. Petrucci: yes; Mrs. Ising: yes; Mr. Kochasic: yes; Dr. Koscho: yes; Mr. Leonard: absent; Mr. Stovar: absent. Result of vote: 6 yes; 0 no; 3 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 September 2017.

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

A motion was made by Mr. Petrucci and seconded by Dr. Koscho 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.

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

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

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

Motion carried.

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

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

A motion was made by Mr. Petrucci and seconded by Mrs. Ising 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.

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

A motion was made by Mr. Petrucci and seconded by Mr. Matarazzo 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)

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 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 School 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 School at \$10.35/hour effective August 24, 2017

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

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

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

POLICY/PUBLIC RELATIONS/LEGISLATIVE/TITLE II

A motion was made by Mr. Matarazzo and seconded by Dr. Koscho to accept and file the minutes of the Superintendent’s Information/Committee meeting held on Tuesday, August 8, 2017. Motion carried.

A motion was made by Mr. Matarazzo and seconded by Dr. Koscho 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

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

A motion was made by Mr. Matarazzo and seconded by Mr. Petrucci to give tentative approval to the following board policy:

- a. 117 Homebound Instruction

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

SOLICITOR'S REPORT

Ms. Lane reported that a written report had been provided to the board.

ADJOURNMENT

A motion was made by Mr. Niemiec and seconded by Mr. Matarazzo to adjourn the meeting at 7:10 p.m. Motion carried.

Board Vice President

Board Secretary