

PENN-TRAFFORD SCHOOL DISTRICT
Harrison City, Pennsylvania

September 10, 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, September 10, 2018.

Mr. Philip Kochasic, Board President called the meeting to order at 7:02 p.m. The following members were present: Mrs. Toni Ising, Mr. Phil Kochasic, Dr. Scott Koscho, Mr. Bill Leonard, 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, Mr. Scott Inglese, Assistant Superintendent, and Mr. Greg Karazsia, Director of Student Learning Supports. Mr. Shaun Rinier, PTEA Representative and Mr. Colton Pikovsky, Student Union Representative, were also present.

A motion was made by Mr. Matarazzo and seconded by Mr. Petrucci to approve the minutes of the regular meeting held on Monday, August 20, 2018 as presented. Motion carried.

INFORMATION

Dr. Harris provided the following information:

He introduced the family of Brian Meyers, a 1995 Penn-Trafford graduate who is currently serving his 24th year in the military. Brian recently presented the district with a flag which is now displayed in the High School hallway.

He thanked the township emergency management crew for their assistance during today's flooding in the district.

He provided an update from the PTARC meeting which was held prior to the School Board meeting.

He commended the St. Barbara's Church for their After Party on September 7. The event was attended by 375 students after the football game.

He shared some information about the TDA rubric / Thompson Model as well as the Soft Skill initiative.

Will Van Patter from Aramark provided a brief update on the district's food service program.

Colton Pikovsky provided an update on high school events, including fall musical and college applications.

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

A motion was made by Mr. B. Leonard and seconded by Mr. Petrucci to approve the payment of bills for the month of September 2018.

Roll call vote: Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: yes; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mr. Kochasic: yes. Result of vote: 9 yes; 0 no; 0 absent. Motion carried.

EXECUTIVE SESSION

Mr. Kochasic announced that an executive session was held prior to the meeting to discuss personnel, teachers contract and two confidential student matters and to receive information on the current conditions of the roads due to weather, energy saving program, Post Office title reversion and the proposed turnpike interchange.

ATHLETICS AND EXTRACURRICULAR

A motion was made by Dr. Koscho and seconded by Mr. Matarazzo 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. Doug Kelly - Assistant Varsity Boys Basketball Coach district wide at a salary per negotiated PTEA contract

Roll call vote: Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: yes; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mr. Kochasic: yes. Result of vote: 9 yes; 0 no; 0 absent. Motion carried.

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

- a. Anthony Kobus – Assistant Varsity Boys Basketball Coach district wide effective August 13, 2018
- b. Doug Kelly - 9th Grade Head Boys Basketball Coach district wide effective August 13, 2018
- c. Sara Carlson - Yearbook Co-Sponsor at Penn Middle School effective August 20, 2018

Motion carried.

BUDGET AND FINANCE

A motion was made by Mr. Stovar and seconded by Mrs. Ising to approve the proposed activities and budgets for the 2018-2019 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. B. Leonard: yes; 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: 9 yes; 0 no; 0 absent. Motion carried.

BUILDINGS AND GROUNDS/SAFETY

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

a. Repair and recoat North elevation	\$1,000
b. Cut EIFS on roof returns and install new EIFS	\$3,840
c. Recoat two areas around corners	\$2,160

Roll call vote: Mr. B. Leonard: yes; 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: 9 yes; 0 no; 0 absent. Motion carried.

A motion was made by Mr. D. Leonard and seconded by Mrs. Ising to appoint Dr. Matthew Harris as School Safety and Security Coordinator effective August 23, 2018, in compliance with Pennsylvania Act 44 of 2018. This title is required by the Pennsylvania Department of Education. The school safety and security coordinator is tasked with reviewing the school entity's policies and procedures, coordinating training and resources for students and staff, coordinating school safety and security assessments, making reports to the Board of Education on current safety and security practices of the school, and serving as the liaison to the statewide School Safety and Security Committee, the Pennsylvania Department of Education, law enforcement and other organizations on matters of school safety and security.

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: yes; Mr. Kochasic: yes. Result of vote: 9 yes; 0 no; 0 absent. Motion carried.

A motion was made by Mr. D. Leonard and seconded by Mr. Matarazzo to approve the Trafford School Resource Officer Program Agreement for 2018-2019.

Roll call vote: Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: yes; Mr. Kochasic: yes. Result of vote: 9 yes; 0 no; 0 absent. Motion carried.

PERSONNEL AND CURRICULUM

A motion was made by Mr. Petrucci and seconded by Dr. Koscho to approve the list of additional substitute teachers for the month of September 2018.

Motion carried.

A motion was made by Mr. Petrucci and seconded by Mr. B. Leonard 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. Jeffrey Stancombe - Custodian (position #2, 3:00 pm - 11:00 pm) at Trafford Middle School effective October 1, 2018 at the rate of \$15.20/hour
- b. Amy Bergman - Substitute for Kathy Kelly-Garris at Penn-Trafford High School effective October 2, 2018 to November 2, 2018 at the substitute rate of \$105/day
- c. Rachel Saxinger - Substitute for SLA Alice Kleinschmidt at Harrison Park Elementary School effective August 23, 2018 to November 30, 2018 at the substitute rate of \$105/day
- d. Sandra Kerna - Building Clerk at Penn-Trafford High School effective October 1, 2018 at the rate of \$15.20/hour

Roll call vote: Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: yes; Mr. Matarazzo: yes; Mr. Kochasic: yes. Result of vote: 9 yes; 0 no; 0 absent. Motion carried.

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

- a. Katherine Kelly-Garris – FMLA leave from October 4, 2018 to November 2, 2018
- b. Shane Masterson – FMLA leave from August 15, 2018 to September 4, 2018
- c. Gregory Darragh - Extension of unpaid medical leave from August 10, 2018 to December 31, 2018

Roll call vote: Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: yes; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Kochasic: yes. Result of vote: 9 yes; 0 no; 0 absent. Motion carried.

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

- a. Amy Lanyi - Building Aide / Lunchroom Aide at Harrison Park Elementary effective August 31, 2018
- b. Katelyn Pratt - Long-Term Substitute at Harrison Park Elementary effective August 20, 2018 *[to accept SLA position]*
- c. Terri Filkosky - Lunchroom Aide at Penn Middle School effective September 14, 2018

Motion carried.

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

Seton Hill University

<u>Cooperating Teacher</u>	<u>Intern</u>	<u>Areas</u>	<u>Dates</u>
Kerry Hetrick	Ryan Grieco	Athletic Office	Dec. 2018 - Jan. 2019

Motion carried.

A motion was made by Mr. Petrucci and seconded by Mr. Matarazzo to approve the contract for Joan Wehner, Assistant Director of Business Affairs, effective July 1, 2018.

Roll call vote: Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: yes; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Kochasic: yes. Result of vote: 9 yes; 0 no; 0 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 August 13, 2018.

Motion carried.

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

- a. 210.1 - Possession/Administration of Asthma Inhalers/Epinephrine Auto-Injectors

- b. 210.1-AR-0 - Epinephrine Auto-Injector Opt Out Form
- c. 810 - Transportation
- d. 810-AR-0 - Motor Vehicle Idling
- e. 810-AR-1 - Student Transportation
- f. 810-AR-2 - Bus Schedules/Bus Stops
- g. 810-AR-3 - Transportation Change Request
- h. 810-AR-4 - Student Conduct on Buses and School Vehicles
- i. 810-AR-5 - Bus or School Vehicle Conduct Incident Report
- j. 810-AR-6 - Transportation for School Related Trips
- k. 810-AR-8 - School Bus Accidents
- l. 810-AR-9 - Driver's Accident Report
- m. 810-AR-10 - School Bus Accident Report
- n. 810-AR-11 - School Bus/School Vehicle Incident Information Form
- o. 818 - Contracted Services Personnel

Roll call vote: Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: yes; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mr. Kochasic: yes. Result of vote: 9 yes; 0 no; 0 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 Mr. Matarazzo to adjourn the meeting at 7:44 p.m.