

PENN-TRAFFORD SCHOOL DISTRICT
Harrison City, Pennsylvania

November 9, 2015

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, November 9, 2015.

Mr. Richard Niemiec, Board President called the meeting to order at 7:08 p.m. The following members were present: Mrs. Toni Ising, Mr. Phil Kochasic, Dr. Scott Koscho, Mr. Dallas Leonard, Mr. Bruce Newell, Mr. Richard Niemiec, Mr. Nick Petrucci, Mr. Martin Stovar, Dr. Jay Tray, 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. Greg Capoccioni, Mr. Jim Simpson, Mr. Joe Marasti, Mrs. Karin Coiner, and Mr. Shaun Rinier, PTEA Representative were also present.

A motion was made by Mr. Kochasic and seconded by Mr. Newell to approve the minutes of the regular meeting held on Monday, October 12, 2015 as presented. Motion carried.

INFORMATION

Since this was Mr. Newell's last meeting as a member of the Board of School Directors and in recognition of his service to the board, Dr. Harris reviewed the board's accomplishments during his ten years of service and presented him with a gift. Both Mr. Kochasic and Mr. Petrucci spoke of Mr. Newell's service on the board.

Mr. Capoccioni reported on the MCL Conference he had attended with Mr. Aquilio, Mr. Moses, Mr. Davis and Mrs. Hetrick. They did three presentations on programs they had in place at the high school to incorporate mass customized and personalized learning. Mr. Simpson, Mr. Sullivan, and Mr. Marasti visited a school district outside of Philadelphia to observe what they are doing regarding mass customized and personalized learning.

The following students were honored as Students of the Month:

- Renata McKinnon – 3rd grader at McCullough Elementary School
- Ryan Mickey – 8th grader at Penn Middle School
- Savanna Perkey – 10th grader at 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.

Mr. Alex Graziani presented the board with information on the growth in Penn Township and new developments that are currently being built or are planned for the district.

A motion was made by Mr. Newell and seconded by Mrs. Ising to approve the treasurer's report for the month of October 2015 and the high school extracurricular fund report for the month of September 2015 as presented and to make it a part of the official minutes of this meeting. Motion carried.

A motion was made by Mr. Newell and seconded by Mr. Leonard that the list of bills for November 2015 be paid as presented.

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

ATHLETICS AND EXTRACURRICULAR

A motion was made by Dr. Koscho and seconded by Mr. Leonard 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. Somer Daniels – Track Coach/Asst. at Trafford Middle School at a salary of \$3,347 effective immediately (had been interim assistant track coach)
- b. Larry Hohman – Assistant Jr. High Wrestling Coach at a salary of \$3,682 effective immediately
- c. Anthony Kobus – Assistant Varsity Boys Basketball Coach at a salary of \$4,595 effective immediately
- d. Teresa Northcraft – Assistant Band Instructor at a salary of \$604 retroactive to the beginning of the school year
- e. Jennifer Sager – Assistant Band Instructor at a salary of \$604 retroactive to the beginning of the school year

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

A motion was made by Dr. Koscho and seconded by Mr. Newell 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. Edward Colletta – Volunteer Softball Coach
- b. Michael Granata – Volunteer Ice Hockey Coach
- c. Chris Hartman – Volunteer Jr. High Wrestling Coach
- d. Kendall Marasti – Volunteer Softball Coach
- e. Paul Pevornik – Volunteer Ice Hockey Coach
- f. Glen Scholze – Volunteer Ice Hockey Coach
- g. Nick Yackovich – Volunteer Coach for Rifle Team

Motion carried.

A motion was made by Dr. Koscho and seconded by Mr. Newell to approve the proposal for a Girls Lacrosse Club as submitted to the board. This club would be no cost to the district and would complement the boys lacrosse program.

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

BUDGET AND FINANCE

A motion was made by Mr. Kochasic and seconded by Mr. Newell to approve the expenditures for the high school renovation project for the month of October 2015 according to the schedule.

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| a. Apple iMacs (21) for video class | \$ 41,349.00 |
| b. Axis Architecture | \$ 9,801.63 |
| c. Bob Biter Electrical | \$ 193,370.84 |
| d. Lobar, Inc. | \$ 646,924.63 |
| e. Massaro Construction | \$ 20,500.00 |
| f. Public Safety | \$ 2,268.00 |
| g. Tri-State Video Services | \$ 16,080.01 |
| h. Vrabel Plumbing Co. | \$ 76,921.50 |
| i. Whitby, Inc. | \$ 131,261.16 |

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

A motion was made by Mr. Kochasic and seconded by Mr. Newell to approve the following change orders:

a. Electrical for library work room	\$ 874.00
b. Electrical for auditorium knee wall	\$ 1,664.00
c. Electrical and phone for Special Education	\$ 643.00
d. Larger breaker for the RTU M103 & M106	\$ 3,730.00
e. Larger feeder to increase load of Panel HAP	\$ 8,259.00
f. Electrical for vestibule M108 cabinet unit heater	\$ 570.00
g. Auditorium lobby light fixtures	\$ 2,518.00
h. Fitness Center wire mold	\$ 6,309.00
i. Stage back door to double doors	\$ 0.00
j. Auditorium lobby ceiling	\$ 2,956.97
k. Guidance room changes	\$ 2,849.55
l. Delete galvanized clay box liners	\$ (700.00)
m. Team Room locker change	\$ 2,549.60
n. Replacement of heat trace near Chiller #3	\$ 3,130.45
o. Removal of radiant heaters in kitchen	\$ 193.16
p. GRV in D209, E210 & E211	\$ 3,997.35
q. Additional ductwork and Louver D108 & D109	\$ 3,117.45
r. Removal of CUH in Vestibule G115	\$ 711.36
s. Replacement of CW piping	\$ 2,070.01
t. Double check valve for chilled water feed	\$ 454.83
u. Relocation of Chiller Evaporators	\$ 6,000.00

TOTAL: \$ 51,178.84

Roll call vote: Mr. Newell: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Dr. Tray: yes; Mrs. Ising: yes; Mr. Kochasic: yes; Dr. Koscho: yes; Mr. Leonard: yes; Mr. Niemiec: 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 Mr. Newell to approve the list of additional substitute teachers and support personnel for the month of November 2015. Motion carried.

A motion was made by Mr. Petrucci and seconded by Mr. Newell 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. Michelle Botti – Super sub at Trafford Middle School at substitute daily rate effective October 13, 2015
- b. Liz Carter – Student Learning Assistant for ½ day a.m. at Level Green Elementary and ½ day p.m. at McCullough Elementary effective November 10, 2015 at a salary of \$21,000

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

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

- a. Melissa Candee – Orton-Gillingham comprehensive training conference on dyslexia in Akron, OH from November 16-20, 2015 at a cost of \$975 to the district.
- b. Glen L. Cooper:
 - NATA Secondary School Athletic Trainers Committee Meeting in Boston from January 8-10, 2016 at no cost to the district. Mr. Cooper is presenting three topics as chair of the committee.
 - Collaborative Solutions for Safety in Sports in Indianapolis from March 21-23, 2016 at no cost to the district. Mr. Cooper is a planning member and participant in this project to promote safety in athletics.
 - Board of Certification Maintenance of Certification Work Group from April 1-2, 2016 in Omaha, Nebraska at no cost to the district. Mr. Cooper is an appointed member of the task force.
- c. Steve Vinton – “Introduction to Premier Pro CC” training conference in Washington, D.C. from November 9-11, 2015 at a cost of \$1,495.00 to the district.

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

A motion was made by Mr. Petrucci and seconded by Mr. Newell to accept the following resignation:

- a. Victoria Hoel – Paraprofessional effective November 2, 2015.

Motion carried.

POLICY/PUBLIC RELATIONS/LEGISLATIVE/TITLE II

A motion was made by Mr. Newell and seconded by Mrs. Ising to accept and file the minutes of the Superintendent’s Information/Committee meeting held on Monday, October 5, 2015. Motion carried.

A motion was made by Mr. Newell and seconded by Mr. Leonard to appoint Mr. Nick Petrucci as CWCTC Joint Operating Committee Representative for 2015-16.

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

A motion was made by Mr. Newell and seconded by Dr. Koscho to give final approval to the following revised policies and administrative regulations as presented to the board. These policies and regulations were tentatively approved at the October 12, 2015 board meeting. A copy of these policies and regulations will be made an official part of the minutes of this meeting.

- 113.3 Screenings and Evaluations
- 116 Tutoring
- 116-AR-0 Private Tutoring
- 127 Assessment System
- 127-AR-3 Assessment Strategies
- 137 Home Education Programs
- 137-AR-0 Home Education Programs
- 137-AR-1 Parent/Guardian Letter-Home Education
- 137-AR-2 Affidavit of Supervisor of Home Education Program (Elementary)
- 137-AR-3 Affidavit of Supervisor of Home Education Program (Secondary)
- 138 ESL Bilingual Education Program
- 138-AR-0 ESL Bilingual Education Program
- 138-AR-6 Exit Criteria for Limited English Proficient (LEP) Students/English Language Learners (ELL)
- 212 Reporting Student Progress
- 212-AR-0 Reporting Student Progress

- 819 Suicide Awareness, Prevention and Crisis Response Procedures
- 819-AR-0 Suicide and Crisis Response Procedures
- 819-AR-1 Suicide Risk Guidelines and Procedures
- 918 Title I Parental Involvement

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

A motion was made by Mr. Newell and seconded by Mr. Leonard to approve the District Level Comprehensive Plan for 2016-2019 as presented to the board. A copy of this plan will become an official part of the minutes of this meeting.

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

A motion was made by Mr. Newell and seconded by Dr. Koscho to approve the district's participation in the Westmoreland County Forum for Workforce Development as submitted to the board. A copy of this resolution will become an official part of the minutes of this meeting.

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

ADJOURNMENT

A motion was made by Mr. Newell and seconded by Mr. Leonard to adjourn the meeting at 8:29 p.m. Motion carried.

Board President

Board Secretary