

PENN-TRAFFORD SCHOOL DISTRICT  
Harrison City, Pennsylvania

September 12, 2016

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, September 12, 2016.

Mr. Nick Petrucci, 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. Jim Matarazzo, Mr. Richard Niemiec, Mr. Nick Petrucci, Dr. Jay Tray, Mr. Michael Brungo, Solicitor, Dr. Matthew Harris, Superintendent, Mr. Scott Inglese, Assistant Superintendent, and Mr. Greg Karazsia, Director of Student Learning Supports. Mr. Trent Somes, Student Union Representative was also present.

A motion was made by Mr. Kochasic and seconded by Dr. Koscho to approve the minutes of the regular meeting held on Monday, August 8, 2016 as presented. Motion carried.

**INFORMATION**

Mr. Trent Somes, Student Union Representative reported the following high school activities:

- Homecoming is the weekend of September 23, 2016 and they are busy with their preparations.
- The feedback on the cafeteria renovations has been very positive. Some of the comments were that there is a higher quality of food being served and the lines are moving faster so the students have more time to eat their lunches.
- After a tour of the cafeteria with Aramark, Mr. Somes is going to suggest moving the salad bar to a more prominent location so the students know they have that choice.

**RECOGNITION OF VISITORS**

Mr. Andy Rowe addressed the board regarding the sign at the entrance of the high school. Mr. Inglese answered his questions.

A motion was made by Mr. Kochasic and seconded by Mr. Niemiec to approve the treasurer's report for the month of August 2016 and the high school extracurricular fund report for the month of July 2016 as presented and make them a part of the official minutes of this meeting. Motion carried.

A motion was made by Mr. Kochasic and seconded by Mrs. Ising to approve the payment of bills for the month of September 2016.

Roll call vote: Mrs. Ising: yes; Mr. Kochasic: yes; Dr. Koscho: yes; Mr. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Stovar: absent; Dr. Tray: yes; Mr. Petrucci: yes. Result of vote: 7 yes; 0 no; 2 absent. Motion carried.

Mr. Brungo announced that an executive session was held prior to the meeting to discuss personnel and a confidential student matter. They also received information on various items including basic education funding, food service funding, the bond issue, WIU joint bidding, dual enrollment options, and the configuration of classrooms at Trafford.

**ATHLETICS AND EXTRACURRICULAR**

A motion was made by Dr. Koscho and seconded by Mr. Niemiec to accept the following resignations effective immediately except where noted:

- a. Lou Cortazzo – 9<sup>th</sup> Grade Asst. Baseball Coach
- b. Luc Dewolfe – Volunteer Golf Coach
- c. David Flavius – 7<sup>th</sup>/8<sup>th</sup> Grade Boys Asst. Soccer Co-Coach effective August 24, 2016
- d. Amy Kelly – Summer Learning Camp Coordinator and Drama Guild Co-Sponsor/Spring

Motion carried.

A motion was made by Dr. Koscho and seconded by Mr. Kochasic to approve the splitting of the assistant varsity girls soccer coach position with Chris Bartko as co-coach (previously coach) and employing Kelsey Botti as co-coach (previously volunteer). They will each receive half of the \$3,290.00 allotted for the position at a salary of \$1,645.00 each.

Roll call vote: Mr. Kochasic: yes; Dr. Koscho: yes; Mr. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Stovar: absent; Dr. Tray: yes; Mrs. Ising: yes; Mr. Petrucci: yes. Result of vote: 7 yes; 0 no; 2 absent. Motion carried.

A motion was made by Dr. Koscho and seconded by Mr. Kochasic 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 immediately unless otherwise noted.

- a. Lisa Abreu – 9<sup>th</sup> Grade Asst. Boys Basketball Coach at a salary of \$3,758.00
- b. John Carlisle – 7<sup>th</sup>/8<sup>th</sup> Grade Boys Asst. Soccer Coach at a salary of \$2,545.00 effective August 24, 2016 (was previously co-coach)
- c. Lou Cortazzo – Asst. Varsity Baseball Coach at a salary of \$3,682.00
- d. Jennifer Haberberger – Drama Guild Sponsor/Spring at a salary of \$3,530.00 (was previously co-sponsor)
- e. Frank LaCava – Asst. Varsity Baseball Coach at a salary of \$3,682.00
- f. Matt Lago – Asst. Varsity Wrestling Co-Coach at a salary of \$2,157.50
- g. Katie Sandala – Newspaper Sponsor/Penn Middle School effective 8/25/16 at a salary of \$466.00
- h. Kenny Trumbetta – Asst. Varsity Wrestling Co-Coach at a salary of \$2,157.50

Roll call vote: Dr. Koscho: yes; Mr. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Stovar: absent; Dr. Tray: yes; Mrs. Ising: yes; Mr. Kochasic: yes; Mr. Petrucci: yes. Result of vote: 7 yes; 0 no; 2 absent. Motion carried.

A motion was made by Dr. Koscho and seconded by Mrs. Ising to approve the following volunteer coach effective immediately:

- a. Brad Broman – Volunteer Director/Fall Play effective immediately

Motion carried.

## **BUDGET AND FINANCE**

A motion was made by Mr. Kochasic and seconded by Dr. Koscho to approve the proposed activities and budgets for the 2016-17 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: Mr. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Stovar: absent; Dr. Tray: yes; Mrs. Ising: yes; Mr. Kochasic: yes; Dr. Koscho: yes; Mr. Petrucci: yes. Result of vote: 7 yes; 0 no; 2 absent. Motion carried.

A motion was made by Mr. Kochasic and seconded by Dr. Koscho to authorize the administration to advertise jointly with the Intermediate Unit #7 Joint Purchasing Board to seek bids on the following for the 2017-2018 school year and that the Board Officers and Administration be authorized to execute all necessary documents.

- a. Paper

Roll call vote: Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Stovar: absent; Dr. Tray: yes; Mrs. Ising: yes; Mr. Kochasic: yes; Dr. Koscho: yes; Mr. Leonard: absent; Mr. Petrucci: yes. Result of vote: 7 yes; 0 no; 2 absent. Motion carried.

A motion was made by Mr. Kochasic and seconded by Mrs. Ising to approve the expenditures for the high school renovation project for the month of August 2016 according to the schedule:

a. Axis Architecture	\$ 9,801.75 (final payment)
b. Bob Biter Electrical	\$ 56,684.71
c. Lobar, Inc.	\$ 675,757.19
d. Massaro Construction	\$ 20,500.00
e. McFarland Kistler	\$ 1,320.00
f. Vrabel Plumbing	\$ 54,592.20
g. Whitby, Inc.	\$ 52,979.11

Roll call vote: Mr. Niemiec: yes; Mr. Stovar: absent; Dr. Tray: yes; Mrs. Ising: yes; Mr. Kochasic: yes; Dr. Koscho: yes; Mr. Leonard: absent; Mr. Matarazzo: yes; Mr. Petrucci: yes. Result of vote: 7 yes; 0 no; 2 absent. Motion carried.

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

a. Installation of masonry at chase in girls locker room	\$ 945.93
b. Credit for kitchen equipment final clean	\$ (800.00)
c. Site lighting conduit/wiring damaged excavation at Parent Drop Off (T&M)	\$ 3,744.00
d. Extend ER power for access key cards at main entrance	\$ 949.00

Roll call vote: Mr. Stovar: absent; Dr. Tray: yes; Mrs. Ising: yes; Mr. Kochasic: yes; Dr. Koscho: yes; Mr. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes. Result of vote: 7 yes; 0 no; 2 absent. Motion carried.

A motion was made by Mr. Kochasic and seconded by Dr. Koscho to approve WIU eAcademy Program Membership Fee of \$16,000 for the 2016-17 school year.

Roll call vote: Dr. Tray: yes; Mrs. Ising: yes; Mr. Kochasic: yes; Dr. Koscho: yes; Mr. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Stovar: absent; Mr. Petrucci: yes. Result of vote: 7 yes; 0 no; 2 absent. Motion carried.

A motion was made by Mr. Kochasic and seconded by Mr. Niemiec to authorize the incurring of non-electoral debt by the issuance of general obligation bonds in an aggregate principal amount not to exceed six million dollars (\$6,000,000) to be used for district wide capital improvements.

Roll call vote: Mrs. Ising: yes; Mr. Kochasic: yes; Dr. Koscho: yes; Mr. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Stovar: absent; Dr. Tray: yes; Mr. Petrucci: yes. Result of vote: 7 yes; 0 no; 2 absent. Motion carried.

### **PERSONNEL AND CURRICULUM**

A motion was made by Mr. Matarazzo and seconded by Mr. Kochasic to approve the list of additional substitute teachers and support personnel for the month of September 2016. Motion carried.

A motion was made by Mr. Matarazzo and seconded by Mr. Kochasic to authorize the administration to continue using parent volunteers from the 2015-16 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. Kochasic: yes; Dr. Koscho: yes; Mr. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Stovar: absent; Dr. Tray: yes; Mrs. Ising: yes; Mr. Petrucci: yes. Result of vote: 7 yes; 0 no; 2 absent. Motion carried.

A motion was made by Mr. Matarazzo and seconded by Mrs. Ising to accept the following resignation:

- a. Susan Kerr – Nurse at Harrison Park effective August 22, 2016

Motion carried.

A motion was made by Mr. Matarazzo and seconded by Mr. Kochasic to approve the following leave requests:

- a. Laurie Donatelli – FMLA leave from 8/22/16 to 11/14/16
- b. Denise Doyle – FMLA leave from 11/29/16 to 2/22/17
- c. Tracy Dulemba – FMLA leave from 1/3/17 to 1/10/17; learning sabbatical from 1/11/17 to end of 2016-17 school year
- d. Joan Spehar – Intermittent FMLA leave from 9/1/16 to 8/30/17

Roll call vote: Dr. Koscho: yes; Mr. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Stovar: absent; Dr. Tray: yes; Mrs. Ising: yes; Mr. Kochasic: yes; Mr. Petrucci: yes. Result of vote: 7 yes; 0 no; 2 absent. Motion carried.

A motion was made by Mr. Matarazzo and seconded by Mr. Kochasic to approve the following conference requests for Glen Cooper at no cost to the district:

- a. NFHS Sports Medicine Advisory Committee Meeting in Indianapolis, IN – October 8-10, 2016
- b. 2016 National Health Science Curriculum Conference in Louisville, KY – October 12, 2016
- c. NATA Mid-Year Meeting in Dallas, TX – January 27-29, 2017

Roll call vote: Mr. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Stovar: absent; Dr. Tray: yes; Mrs. Ising: yes; Mr. Kochasic: yes; Dr. Koscho: yes; Mr. Petrucci: yes. Result of vote: 7 yes; 0 no; 2 absent. Motion carried.

A motion was made by Mr. Matarazzo and seconded by Mr. Niemiec to approve the following intern placement:

**California State University**

<u>Cooperative Professional</u>	<u>Intern</u>	<u>Area</u>	<u>Dates</u>
Dan DiNapoli	Alexandria Christoforetti	Principal	8/29/16-12/16/16 (180 hours)

Motion carried.

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

**Paraprofessionals** (effective 8/25/16 at \$10.35/hour):

- a. Randy Burger – Trafford Middle
- b. Amy Campbell – PTHS
- c. Becky Lingenfelter – PTHS
- d. Cathleen Migliorini – Penn Middle
- e. Amy Worthington – Trafford Elementary

**PCA's** (effective 8/25/16 at \$11.35/hour):

- a. Haley Auld – 3.5 hour non-union position at McCullough
- b. Kristen Bramson – PTHS

**SLA:**

- a. Shelby Stock – McCullough and Harrison Park effective 8/22/16 at a salary of \$28,000 for the 2016-17 school year

**Special Ed Instructional Aide:**

- a. Alexis Ciacco – Trafford Schools effective 8/22/16 at a salary of \$28,000 for the 2016-17 school year

**Long-Term Substitute Teachers** (effective 8/22/16 at sub daily rate):

- a. Miles Edmiston – Social Studies at Penn Middle School
- b. Kristie Killen – French at Penn Middle and Trafford Middle Schools
- c. Kelly Rerko – Spanish at Penn Middle and Trafford Middle Schools
- d. Ashley Temple – Special Ed Instructional Aide at Trafford Schools

**Nurse/Health Room Technicians:**

- a. Debora Momeyer – Health Room Technician at Harrison Park at \$18.50/hour effective 8/25/16
- b. Michelle Stukus – Long-term substitute Certified School Nurse from 8/25/16 to 11/14/16 at \$19.30/hour and Health Room Technician four days per week beginning 11/15/16 at \$19.30/hour

**Lunchroom Aide:**

- a. Marcia Gill – Trafford Schools effective 8/25/16 at \$11.10/hour

Roll call vote: Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Stovar: absent; Dr. Tray: yes; Mrs. Ising: yes; Mr. Kochasic: yes; Dr. Koscho: yes; Mr. Leonard: absent; Mr. Petrucci: yes. Result of vote: 7 yes; 0 no; 2 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 Monday, August 1, 2016. Motion carried.

A motion was made by Mr. Matarazzo and seconded by Dr. Koscho to adopt a resolution authorizing Dr. Harris to use an e-signature for PDE Division of Federal Programs.

Roll call vote: Mr. Niemiec: yes; Mr. Stovar: absent; Dr. Tray: yes; Mrs. Ising: yes; Mr. Kochasic: yes; Dr. Koscho: yes; Mr. Leonard: absent; Mr. Matarazzo: yes; Mr. Petrucci: yes. Result of vote: 7 yes; 0 no; 2 absent. Motion carried.

A motion was made by Mr. Matarazzo and seconded by Mr. Niemiec to tentatively approve revised Board Policy #249 Bullying to include cyberbullying and cyberharassment and a revised form for Administrative Regulation #204-AR-1 Truancy.

Roll call vote: Mr. Stovar: absent; Dr. Tray: yes; Mrs. Ising: yes; Mr. Kochasic: yes; Dr. Koscho: yes; Mr. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes. Result of vote: 7 yes; 0 no; 2 absent. Motion carried.

**TAXES/INSURANCE/CENSUS**

A motion was made by Mr. Niemiec and seconded by Mr. Matarazzo to approve the request made by the Borough of Manor to exonerate the delinquent taxes and the payment of the 2016 real estate taxes for property recorded in the Office of the Recorder of Deeds in and for Westmoreland County, Pennsylvania as listed.

Tax Map Number: Brandywine Plan of Lots 19-01-12-0-052

This parcel of real estate contains stormwater detention facilities for the Woods of Brandywine Plan of Lots. The previous owner failed to pay taxes on the property and a Tax Sale has been scheduled for September 12, 2016.

Roll call vote: Dr. Tray: yes; Mrs. Ising: yes; Mr. Kochasic: yes; Dr. Koscho: yes; Mr. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Stovar: absent; Mr. Petrucci: yes. Result of vote: 7 yes; 0 no; 2 absent. Motion carried.

**ADJOURNMENT**

A motion was made by Mr. Kochasic and seconded by Mr. Niemiec to adjourn the meeting at 7:33 p.m.  
Motion carried.

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Board President

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Assistant Board Secretary