

PENN-TRAFFORD SCHOOL DISTRICT  
Harrison City, Pennsylvania

June 11, 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, June 11, 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. 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 was 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, May 14, 2018 as presented. Motion carried.

**INFORMATION**

Dr. Harris introduced John Sakoian, our security consultant for Command Excellence, who provided a summary of their services which include assessment, training, and drills.

Dr. Harris passed out information about Penn Township Community Development, and Mr. Inglese provided a summary of the Penn Township Community Development meeting which he attended on Friday (June 8).

Mr. Inglese updated the board on the \$6.3 million bond issue (about \$4.8 million of which has been spent). Pending projects which total about \$1.6 million include: roof at Harrison Park, stage updates at Penn Middle School and Trafford Middle School, fire alarm upgrades, door upgrades, McCullough multi-purpose room apron, standing water at Level Green, kitchen equipment and Penn Middle School freezer. These projects should all be completed by the end of next summer. Plancon reimbursements will be used to help complete these projects.

The administration provided an update on goals. Mr. Karazsia spoke about Student Assistance Program and Career Development. Mr. Inglese provided an update on 21st Century learning, and Dr. Harris spoke about the reading program goals.

A motion was made by Mr. Petrucci and seconded by Mr. Niemiec to approve the treasurer's report for the month of May 2018 and the high school extracurricular fund report for the month of

May 2018 as presented and make them a part of the official minutes of this meeting. Motion carried.

A motion was made by Dr. Koscho and seconded by Mr. Petrucci to approve the payment of bills for the month of June 2018.

Roll call vote: Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mr. Kochasic: yes. Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

### **EXECUTIVE SESSION**

Mr. Kochasic announced that an executive session was held prior to the meeting to receive information from safety consultants and to attend to personnel matters.

### **ATHLETICS AND EXTRACURRICULAR**

A motion was made by Dr. Koscho and seconded by Mr. Matarazzo to approve the following volunteer coaches effective immediately. Extracurricular volunteers must have their Act 34, 151, and waivers on file at the Administration Building. All coaching volunteers must have Act 34, 151, and 114 waivers on file with the Athletic Director.

- a. Lauren Carothers – Volunteer Cheer Coach effective immediately

Motion carried.

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

- a. Aaron Norris – 9th Grade Assistant Boys Basketball Coach effective May 15, 2018
- b. Elizabeth Carter - Varsity Assistant Girls Field Hockey Coach effective May 22, 2018
- c. MaryBeth Smyda - Volunteer Cheerleading Coach effective May 25, 2018.

Motion carried.

### **BUDGET AND FINANCE**

A motion was made by Mr. Stovar and seconded by Dr. Koscho to recommend that the 2018-2019 school district budget and schedules in the total amount of \$56,558,807.00 properly advertised in accordance with the School Laws of Pennsylvania, be adopted and filed in the official board minutes to include the following taxes as shown in the budget.

- a. Real Estate Tax: At a rate of **83.75** mills [**\$8.375** on each one hundred dollars (\$100) assessed valuation of taxable property]. The real estate tax rate for the Allegheny County portion located in Trafford Borough is **15.77** mills.
- b. Per Capita Tax (Section 679, School Laws of Pennsylvania) at a rate of five dollars (\$5.00) on each eligible resident.
- c. Act 511 Taxes:
- |                                   |         |
|-----------------------------------|---------|
| Per Capita Tax                    | \$10.00 |
| Occupation Resident Tax           | \$10.00 |
| Local Services Tax                | \$52.00 |
| Realty Transfer Tax               | 1%      |
| Earned Income and Net Profits Tax | 1%      |

**THE 2018-2019 BUDGET BREAKDOWN IS AS FOLLOWS:**

<u>REVENUE:</u>	6000 SERIES (LOCAL SOURCES)	\$ 30,225,674
	7000 SERIES (STATE SOURCES)	\$ 25,920,418
	8000 SERIES (FEDERAL SOURCES)	\$ 413,241
	9000 SERIES (INTERFUND TRANSFERS)	\$ 0
		\$ 56,559,333

<u>EXPENDITURES:</u>	1100 – Regular Programs	\$ 28,156,105
	1200 – Special Programs	4,490,384
	1300 – Vocational Education	515,000
	1400 – Other Instructional Programs	52,905
	2100 – Pupil Personnel Services	2,035,063
	2200 – Support Services (Instructional)	685,350
	2300 – Support Services (Administration)	3,796,676
	2400 – Health Services	612,063
	2500 – Business Services	620,420
	2600 – Custodial (Maintenance)	6,153,856
	2700 – Transportation	3,302,429
	2800 – Support Services (Central)	957,653
	2900 – Other Support Services	95,275
	3200 – Student Activities	1,916,685
	3300 – Community Services	50,000
	5100 – Debt Service	2,978,943
	5200 – Fund Transfer Out	140,000
		\$ 56,558,807

Estimated Beginning Fund Balance: \$ 4,500,000  
(July 1, 2018)

Budgeted Revenues (2018-2019): \$ 56,559,333

**BUDGETED TOTAL REVENUES: \$ 61,059,333**

Budgeted Expenditures (2018-2019): \$ 56,558,807

**ESTIMATED EXPENDITURES:** \$ 56,558,807

**ESTIMATED ENDING FUND BALANCE:** \$ 4,500,526  
(June 30, 2019)

A motion was made by Mr. Petrucci and seconded by Mr. Matarazzo to amend the original motion and add one mill to cover some school repair projects at our aging buildings because no millage is set aside for capital improvements. Discussion ensued.

Roll call vote on the amended motion: Dr. Koscho: no; Mr. B. Leonard: no; Mr. D. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: no; Mr. Petrucci: yes; Mr. Stovar: no; Mrs. Ising: no; Mr. Kochasic: no. Result of vote: 2 yes; 6 no; 1 absent. Motion failed.

Roll call vote on the original motion: Mr. B. Leonard: yes; Mr. D. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. Kochasic: yes. Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

A motion was made by Mr. Stovar and seconded by Mrs. Ising to grant the administration permission to advertise for bids for those items and projects requiring competitive bidding according to statute and appearing in the 2018-2019 school year budget as well as the current construction budget.

Roll call vote: Mr. D. Leonard: absent; 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: 8 yes; 0 no; 1 absent. Motion carried

A motion was made by Mr. Stovar and seconded by Mr. B. Leonard to authorize the administration to pay all end-of-the-year invoices which are a part of the 2017-2018 school district operations and were included in the current budget and to make end-of-the-year budgetary transfers.

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: absent; Mr. Kochasic: yes. Result of vote: 8 yes; 0 no; 1 absent. Motion carried

A motion was made by Mr. Stovar and seconded by Mr. Petrucci to name the following banks as depositories for the 2018-19 school year for the accounts as listed below:

**S&T BANK, Irwin 15642**  
PTSD General Fund Account  
PTSD Payroll Fund

PTSD Tax Account  
PTSD Cafeteria Checking Account  
PTSD Cafeteria Money Market Account  
PTSD Athletic Fund Checking Account  
PTHS Spring Musical  
PTHS Fall Drama  
PTHS Technology Fund  
Penn Middle School Account  
Trafford Middle School Account  
Harrison Park Elementary School Account  
Level Green Elementary School Account  
Sunrise Estates Elementary School Account  
Trafford Middle Drama Club Account  
PTSD DARE Program

**PNC BANK**

PTHS Activities Fund Account  
McCullough Student Council Activity Fund  
PTSD Deer Valley Account  
Easy Procure Account

**PLGIT ACCOUNT**

General Fund Account

**PSDLAF ACCOUNT**

General Fund Account  
Cafeteria Fund Account  
2017 Capital Projects Fund  
Building Improvement Fund

**PENNSYLVANIA TREASURER'S INVEST PROGRAM**

General Fund Account

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: absent; Mr. Matarazzo: yes; Mr. Kochasic: yes.  
Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

A motion was made by Mr. Stovar and seconded by Mr. Petrucci to authorize the administration to make payments amounting to \$8,533.20 for credits earned by professional employees in accordance with the negotiated agreement. The list, as presented to the Board showing the individual payments due, will be filed with the official minutes of this meeting.

Roll call vote: Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Kochasic: yes. Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

A motion was made by Mr. Stovar and seconded by Dr. Koscho to assign \$2,000,000 of fund balance for future retirement and/or building project expenses.

Roll call vote: Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Kochasic: yes. Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

### **BUILDINGS AND GROUNDS/SAFETY**

A motion was made by Mr. Matarazzo and seconded by Mrs. Ising to approve contract with Full Service Network in the amount of \$3,445.97 per month or \$41,351.64 annually for a period of sixty months for a new districtwide phone system.

Roll call vote: Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mr. Kochasic: yes. Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

A motion was made by Mr. Matarazzo and seconded by Mr. Petrucci to approve the proposals from Pittsburgh Stage for stage upgrades at Penn Middle School and Trafford Middle School as follows:

- a. Penn Middle School: \$138,267.00
- b. Trafford Middle School: \$135,141.00

Roll call vote: Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Mr. Kochasic: yes. Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

### **FOOD SERVICE**

A motion was made by Mr. Niemiec and seconded by Mr. Matarazzo to approve the following breakfast and lunch prices for the 2018-2019 school year.

Elementary	\$ 2.25
Elementary (Premium)	\$ 2.60
Middle School	\$ 2.95
High School	Main Course Meal - \$3.50
	All other items priced individually
Breakfast	\$ 1.30 (no change)

Reduced Breakfast	\$ .30 (no change)
Reduced Lunches	\$ .40 (no change)
Adult	\$ 3.95 (no change)

Roll call vote: Mr. B. Leonard: yes; Mr. D. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. Kochasic: yes. Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

A motion was made by Mr. Niemiec and seconded by Dr. Koscho to approve the following milk prices for the 2018-2019 school year. There will be no increase from 2017-2018.

White	\$ .70/half pint (no change)
Chocolate	\$ .70/half pint (no change)

Roll call vote: Mr. D. Leonard: absent; 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: 8 yes; 0 no; 1 absent. Motion carried.

### **PERSONNEL AND CURRICULUM**

A motion was made by Mr. Petrucci and seconded by Mr. Matarazzo to approve the list of additional substitute teachers and support personnel for the month of June 2018.

Motion approved.

A motion was made by Mr. Petrucci and seconded by Mr. Niemiec to approve the tentative assignments of professional personnel as presented by the Superintendent for the 2018-2019 school year. For the most part, the assignments were recommended by the principals. Final assignments will be reviewed and approved by the Board prior to the deadline date of August 17, 2018.

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: absent; Mr. Kochasic: yes. Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

A motion was made by Mr. Petrucci and seconded by Mr. Niemiec to employ the following school physicians and dentist for the Penn-Trafford School District for the 2018-2019 school year:

- a. Dr. Kevin Wong at a salary of \$12,000
- b. Dr. Viharika Bakshi - \$3.00 per student
- c. Dr. Thomas Shaw (dentist) - \$2.50 per student

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: absent; Mr. Matarazzo: yes; Mr. Kochasic: yes. Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

A motion was made by Mr. Petrucci and seconded by Niemiec to accept and file the tentative official ratings for instructional personnel for the 2017-2018 school year as determined by the principals and superintendent. Final official ratings will be approved upon receipt of state data.

Roll call vote: Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Kochasic: yes. Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

A motion was made by Mr. Petrucci and seconded by Mr. Niemiec to extend supplemental contracts to the following personnel for the 2018-2019 school year as recommended by the Superintendent. Salaries are to be determined per the negotiated contract.

<b><u>Counseling (186 days)</u></b>	<b><u>Counselor</u></b>
15 days	Megan McGraw
15 days	Hunter Owen
15 days	Linnea Sherman
15 days	Melissa Sutmire
6 days	Lauren Traill
15 days	Penn Middle School Counselor
6 days	Christine Zona

Roll call vote: Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Kochasic: yes. Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

A motion was made by Mr. Petrucci and seconded by Mr. Matarazzo to authorize the administration to post, advertise, interview, and hire candidates for any vacancy that occurs prior to the August meeting.

Roll call vote: Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mr. Kochasic: yes. Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

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

- a. Kathleen Bruno – FMLA leave from October 1, 2018 to January 4, 2019
- b. Kathleen Bruno – unpaid leave from January 7, 2019 to May 28, 2019
- c. Jamie Hoffman - FMLA leave from September 24, 2018 to November 21, 2018
- d. Samantha Redinski - FMLA leave from April 23, 2018 to May 29, 2018



- e. Amanda Rogers - FMLA leave from August 17, 2018 to November 9, 2018
- f. Amanda Rogers - unpaid leave from November 12, 2018 to January 31, 2019
- g. Lea Wentroble - FMLA leave from August 17, 2018 to September 11, 2018

Roll call vote: Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Mr. Kochasic: yes.  
Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

A motion was made by Mr. Petrucci and seconded by Mr. Niemiec to approve the following textbooks for the 2018-2019 school year which are in the textbook budget according to the textbook cycle:

- a. Title: HMH PSYCHOLOGY STUDENT RESOURCE PACKAGE 1 YEAR PRINT & 6 YEAR DIGITAL  
Publisher: Houghton Mifflin Harcourt  
Grade Level: 10-12  
Class: Behavioral Science  
Cost: \$2,872.50
- b. Title: HMH PSYCHOLOGY DIGITAL STUDENT RESOURCE PKG 6-YEAR 2018 ED  
Publisher: Houghton Mifflin Harcourt  
Grade Level: 10-12  
Class: Behavioral Science  
Cost: \$3,099.00
- c. Title: HMH PSYCHOLOGY TEACHER RESOURCE PACKAGE PRINT & 6 YEAR DIGITAL 2018 ED  
Publisher: Houghton Mifflin Harcourt  
Grade Level: 10-12  
Class: Behavioral Science  
Cost: \$317.00
- d. Title: HMH SOCIOLOGY STUDENT RESOURCE PKG 1 YEAR & 6 YEAR DIGITAL 2018 ED  
Publisher: Houghton Mifflin Harcourt  
Grade Level: 10-12  
Class: Behavioral Science  
Cost: \$2,872.50
- e. Title: HMH SOCIOLOGY DIGITAL STUDENT RESOURCE PKG 6 YEAR 2018 ED  
Publisher: Houghton Mifflin Harcourt  
Grade Level: 10-12  
Class: Behavioral Science  
Cost: \$3,099.00
- f. Title: HMH SOCIOLOGY TEACHER RESOURCE PACKAGE PRINT & 6 YEAR DIGITAL 2018 ED

Publisher: Houghton Mifflin Harcourt  
Grade Level: 10-12  
Class: Behavioral Science  
Cost: \$317.00

Roll call vote: Mr. B. Leonard: yes; Mr. D. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. Kochasic: yes.  
Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

A motion was made by Mr. Petrucci and seconded by Mr. Matarazzo to revise the compensation rate for van drivers for the 2018-2019 school year from starting rate of \$15.00/hour and maximum rate of \$15.20/hour to starting rate of \$12.00-\$15.00/hour and maximum rate of \$15.20/hour.

Roll call vote: Mr. D. Leonard: absent; 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: 8 yes; 0 no; 1 absent. Motion carried.

A motion was made by Mr. Petrucci and seconded by Mrs. Ising to approve a stipend of \$3,000 for AESOP/Frontline sub caller retroactive for the 2017-2018 school year to Danielle Smith.

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: absent; Mr. Kochasic: yes.  
Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

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

- a. Stephanie Bondra - Newspaper Sponsor at Penn Middle School effective May 24, 2018

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 documentation and the acceptance of Act 34, 151, and 114 waivers from the Commonwealth of Pennsylvania within 30 days.

- a. Stanley Joyce - Custodian position #8 at Penn-Trafford High School effective July 1, 2018 at a 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: absent; Mr. Matarazzo: yes; Mr. Kochasic: yes.  
Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

## **POLICY/PUBLIC RELATIONS/LEGISLATIVE/TITLE II**

A motion was made by Mr. Matarazzo and seconded by Mr. B. Leonard to accept and file the minutes of the Superintendent's Information/Committee meeting held on Monday, May 7, 2018.

Motion carried.

A motion was made by Mr. Matarazzo and seconded by Mr. Niemiec to continue the resolution adopted on June 14, 1979 providing for a change in the roll call procedures for matters as outlined in Section 508 of the Public School Code of 1949 during the 2018-2019 school year. A copy of the resolution was filed with the June 14, 1979 board minutes.

Roll call vote: Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Kochasic: yes. Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

A motion was made by Mr. Matarazzo and seconded by Mr. Niemiec to continue the bond coverage for the Secretary of the Board of School Directors, Mr. Brett Lago and the Assistant Secretary of the Board of School Directors, Mrs. Joan Wehner in the amount of \$50,000 for the 2018-2019 school year.

Roll call vote: Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Kochasic: yes. Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

A motion was made by Mr. Matarazzo and seconded by Mr. B. Leonard to grant permission to School Board Members, Secretary, Solicitor, and District Administrators on a case-by-case basis to attend the Annual Convention of the National School Boards Association, the American Association of School Administrators, or any other educational convention during the 2018-2019 school year which will be of educational or financial advantage to the Penn-Trafford School District. In addition, the Superintendent may approve any conference or workshop for any staff member which is conducted in the Commonwealth of Pennsylvania. An itemized verified statement of expenditures will be maintained in the business office and made a part of the record following all conference or workshops attended.

Roll call vote: Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mr. Kochasic: yes. Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

A motion was made by Mr. Matarazzo and seconded by Dr. Koscho to authorize the administration to submit the Federal Program applications (such as Title I, Title II-A, Title IV) for the 2018-2019 school year.

Roll call vote: Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Mr. Kochasic: yes. Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

A motion was made by Mr. Matarazzo and seconded by Mr. Petrucci to approve participation in the Curriculum and Non-Instructional Resource Services Department - Westmoreland Intermediate Unit #7 Co-op Drug-Free Schools and Communities Act of 1986 for the 2018-2019 school year.

Roll call vote: Mr. B. Leonard: yes; Mr. D. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. Kochasic: yes. Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

A motion was made by Mr. Matarazzo and seconded by Mr. Niemiec to adopt Attachment A of the IDEA-B P.L. 108-446 Rider Program Narrative for the 2018-2019 school year as requested by the Westmoreland Intermediate Unit:

The Penn-Trafford School District hereby gives notice of its adoption of the Westmoreland Intermediate Unit's policies and procedures under the federal requirements of 34 CFR PART 300<sup>1</sup>. A copy of the policies and procedures are maintained for review in the administrative offices. The IU-adopted policies and procedures are implemented to fulfill the requirements of 22 PA Code Chapter 14 and the regulatory requirements under the Individuals with Disabilities Education Act – Part B. The Subgrantee has in effect policies and procedures whereby the SEA may, through corrective action for failure to comply with Part B of the act, exercise its general supervisory authority to withhold all direct or indirect subsidies for special education and related services provided by the SEA to public agencies with the responsibility to offer a free appropriate public education to eligible children [20 U.S.C. Section 1412 (11), 34 C.F.R. Section 300.151, and 34 C.F.R. Section 300.608].

Roll call vote: Mr. D. Leonard: absent; 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: 8 yes; 0 no; 1 absent. Motion carried.

A motion was made by Mr. Matarazzo and seconded by Mr. Niemiec 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. 138 - Language Instruction Educational Program for English Learners
- b. 138-AR-0 - Language Inst. Educational Program for English Learners
- c. 138-AR-1- English Learner Engagement & Communication

- d. 138-AR-2 - Home Language Survey
- e. 138-AR-3 - English Learner Identification Procedure
- f. 138-AR-4 - English Language Development Program Waiver Form
- g. 138-AR-5 - English Language Dev. - Parental Reinstatement Request
- h. 138-AR-6 - State Required Reclassification, Monitoring & Redesignation
- i. 105 - Curriculum
- j. 239 - Foreign Exchange Students
- k. 918 - Title I Parent and Family Engagement
- l. 918-AR-1 - Checklist for School-Parent and Family Meetings
- m. 918-AR-3 - School-Parent and Family Compact

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: absent; Mr. Kochasic: yes.  
Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

A motion was made by Mr. Matarazzo and seconded by Mr. Niemiec to tentatively approve the following board policy:

- a. 827 - Conflict of Interest

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: absent; Mr. Matarazzo: yes; Mr. Kochasic: yes.  
Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

A motion was made by Mr. Matarazzo and seconded by Dr. Koscho to rescind the following board policies:

- a. 833 - Cash Management
- b. 835 - Procurement
- c. 835.1 - Procurement Plan - Food Service

Roll call vote: Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Kochasic: yes.  
Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

### **TAXES/INSURANCE/CENSUS**

A motion was made by Mr. B. Leonard and seconded by Mr. Petrucci to award All Sports Insurance for 2018-2019 to Bollinger Specialty Group with coverage as follows:

All Sports Insurance: Plan 1, Premium \$9,726.00; \$100 Excess Plan.

Roll call vote: Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Kochasic: yes.  
Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

A motion was made by Mr. B. Leonard and seconded by Mr. Niemiec to award Student Accident Insurance for 2018-2019 to Bollinger Specialty Group with coverage as follows:

	<b>Premiums</b>	
	<u>School Time</u>	<u>24-Hour Coverage</u>
All Students K-12	\$30.00/year	\$113.00/year

Roll call vote: Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mr. Kochasic: yes. Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

A motion was made by Mr. B. Leonard and seconded by Mr. Matarazzo to adopt the Homestead and Farmstead Exclusion Resolution effective July 1, 2018. A complete copy of the resolution will be filed with the official minutes of this meeting.

Roll call vote: Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Mr. Kochasic: yes. Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

A motion was made by Mr. B. Leonard and seconded by Dr. Koscho to authorize the continuance of the following tax resolutions and taxes for the 2018-2019 school year. A complete copy of these resolutions will be filed with the official minutes of this meeting.

- Section 679 Per Capita Tax

**Act 511:**

- Per Capita Tax
- Occupational Residence Tax
- Earned Income and Net Profits Tax
- Realty Transfer Tax
- Local Services Tax

Roll call vote: Mr. B. Leonard: yes; Mr. D. Leonard: absent; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. Kochasic: yes. Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

A motion was made by Mr. B. Leonard and seconded by Mr. Matarazzo to adopt the following resolution:

“BE IT RESOLVED AND IT IS HEREBY RESOLVED by the Board of School Directors of the Penn-Trafford School District that there is hereby assessed, levied, and imposed for the fiscal year beginning July 1, 2018 and ending June 30, 2019, a tax on all real estate in the district subject to taxation at the rate of **83.75** mills [**\$8.375** for each ONE HUNDRED DOLLARS (\$100)] of assessed valuation of taxable property.) The real

estate tax rate for the Allegheny County portion located in Trafford Borough is **15.77** mills.”

Roll call vote: Mr. D. Leonard: absent; 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: 8 yes; 0 no; 1 absent. Motion carried.

A motion was made by Mr. B. Leonard and seconded by Mr. Stovar to approve the sale of property from the Unsold Property Repository as listed below:

Tax Map No: 55-10-13-0-061  
Property Address: 3301 Constitution Street  
Prospective Buyers: Brian W. Mears and Jacqueline E. Mears  
Amount of Bid: \$1,565.00

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: absent; Mr. Kochasic: yes.  
Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

#### **SOLICITOR'S REPORT**

Mr. Brungo had distributed a written report to the board prior to the meeting.

#### **PTEA REPRESENTATIVE**

Mr. Rinier gave a brief update on projects.

#### **ADJOURNMENT**

A motion was made by Mr. Petrucci and seconded by Mr. Stovar to adjourn the meeting at 8:23 p.m.