

PENN-TRAFFORD SCHOOL DISTRICT
Harrison City, Pennsylvania

September 10, 2018
7:00 p.m.

I. **CALL TO ORDER**

II. **ROLL CALL**

III. **APPROVAL OF MINUTES**

PRESIDENT: MAY I HAVE A MOTION TO APPROVE THE MINUTES OF AUGUST 20, 2018?

Motion by _____, seconded by _____, that the minutes of the organization/regular meeting held on Monday, August 20, 2018 be approved as presented.

QUESTION?

PRESIDENT: QUESTION BEING CALLED FOR - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED.

IV. **INFORMATION** – Dr. Harris

V. **RECOGNITION OF VISITORS**

VI. **TREASURER'S REPORTS**

PRESIDENT: MAY I HAVE A MOTION TO APPROVE THE TREASURER'S REPORT AND THE HIGH SCHOOL EXTRACURRICULAR FUND REPORT?

Motion by _____, seconded by _____, that the treasurer's report for August 2018 and the high school extracurricular fund report for August 2018 be approved and made a part of the official minutes. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - THIS WILL BE A ROLL CALL VOTE - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED.

Result of vote: ___ yes; ___ no; ___ absent.

VII. **PAYMENT OF BILLS**

PRESIDENT: MAY I HAVE A MOTION TO APPROVE THE PAYMENT OF BILLS FOR THE MONTH OF SEPTEMBER 2018?

Motion by _____, seconded by _____, to approve the payment of bills for the month of September 2018. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - THIS WILL BE A ROLL CALL VOTE - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED.

Result of vote: ___ yes; ___ no; ___ absent.

VIII. **OLD BUSINESS**

IX. **EXECUTIVE SESSION**

X. **NEW BUSINESS:**

A. **ATHLETICS AND EXTRACURRICULAR** – Dr. Koscho (*Appendix A*)

1. Move 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

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - THIS WILL BE A ROLL CALL VOTE - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED. Result of vote: ___ yes; ___ no; ___ absent.

2. Move 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

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED

B. **BUDGET AND FINANCE** – Mr. Stovar

1. Move 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.

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - THIS WILL BE A ROLL CALL VOTE - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED. Result of vote: ___ yes; ___ no; ___ absent.

C. BUILDINGS AND GROUNDS/SAFETY – Mr. Dallas Leonard

1. Move 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

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - THIS WILL BE A ROLL CALL VOTE - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED. Result of vote: ___ yes; ___ no; ___ absent.

2. Move 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.

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - THIS WILL BE A ROLL CALL VOTE - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED. Result of vote: ___ yes; ___ no; ___ absent.

3. Move to approve the Trafford School Resource Officer Program Agreement for 2018-2019.

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - THIS WILL BE A ROLL CALL VOTE - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED. Result of vote: ___ yes; ___ no; ___ absent.

D. EMPLOYEE RELATIONS/NEGOTIATIONS/TRANSPORTATION – Mrs. Ising

E. FOOD SERVICE – Mr. Niemiec

F. PERSONNEL AND CURRICULUM – Mr. Petrucci (*Appendix A*)

1. Move to approve the list of additional substitute teachers for the month of September 2018.

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED.

2. Move 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

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - THIS WILL BE A ROLL CALL VOTE - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED. Result of vote: ___ yes; ___ no; ___ absent.

3. Move 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

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - THIS WILL BE A ROLL CALL VOTE - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED. Result of vote: ___ yes; ___ no; ___ absent.

4. Move 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

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - THIS WILL BE A ROLL CALL VOTE - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED. Result of vote: ___ yes; ___ no; ___ absent.

5. Move 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

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED.

6. Move to approve the contract for Joan Wehner, Assistant Director of Business Affairs, effective July 1, 2018.

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - THIS WILL BE A ROLL CALL VOTE - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED. Result of vote: ___ yes; ___ no; ___ absent.

G. POLICY/PUBLIC RELATIONS/LEGISLATIVE/TITLE II – Mr. Matarazzo

1. Move to accept and file the minutes of the Superintendent's Information/Committee meeting held on August 13, 2018.

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED.

2. Move 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.
- 210.1 - Possession/Administration of Asthma Inhalers/Epinephrine Auto-Injectors
 - 210.1-AR-0 - Epinephrine Auto-Injector Opt Out Form
 - 810 - Transportation
 - 810-AR-0 - Motor Vehicle Idling
 - 810-AR-1 - Student Transportation
 - 810-AR-2 - Bus Schedules/Bus Stops
 - 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

seconded by _____. **QUESTION?**

PRESIDENT: QUESTION BEING CALLED FOR - THIS WILL BE A ROLL CALL VOTE - ALL IN FAVOR OF THE MOTION SAY AYE - ALL OPPOSED NO - MOTION CARRIED. Result of vote: ___ yes; ___ no; ___ absent.

H. TAXES/INSURANCE/CENSUS – Mr. Bill Leonard

I. SOLICITOR'S REPORT – Mr. Michael Brungo

J. PTEA REPRESENTATIVE – Mr. Shaun Rinier

XI. ADJOURNMENT - Motion by _____, seconded by _____ that the meeting be adjourned at _____ p.m. Motion carried.

DATE TO REMEMBER

Information/Committee Meeting
Monday, October 1, 2018 at 7:00 p.m.
Room 106/107
Penn-Trafford High School