

**PENN-TRAFFORD SCHOOL DISTRICT**  
Harrison City, Pennsylvania

March 12, 2018  
7:00 p.m.

**MOTIONS**

I. **CALL TO ORDER**

II. **ROLL CALL**

III. **APPROVAL OF MINUTES**

**PRESIDENT: MAY I HAVE A MOTION TO APPROVE THE MINUTES OF FEBRUARY 12?**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the minutes of the organization/regular meeting held on Monday, February 12, 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 February 2018 and the high school extracurricular fund report for February 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 MARCH 2018?**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the payment of bills for the month of March 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 accept the following resignations

- a. Johnnie Barnes – Volunteer Track coach effective February 20, 2018
- b. Jay Tray – Volunteer Track coach effective February 20, 2018
- c. Richard Leviere - Volunteer Softball coach effective February 20, 2018
- d. Shane Phillips - Volunteer Boys Basketball coach effective February 20, 2018
- e. Hayley Kachris - Volunteer Lacrosse coach effective February 20, 2018
- f. Julie Ryan - Volunteer Lacrosse coach effective February 20, 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 approve the following volunteer coaches effective immediately unless otherwise noted. 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. Joseph Sullivan - Volunteer Track Coach
- b. Olivia Rizzo - Volunteer Softball Coach

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 General Operating Budget for the Westmoreland Intermediate Unit #7 for the Fiscal Year July 1, 2018 to June 30, 2019 in the total amount of \$5,492,220.00. The Penn-Trafford School District's contribution will be \$23,030.41.

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 roofing projects:

- a. Penn Middle School at a cost of \$931,194 to Garland / DBS

- b. Sunrise Elementary School at a cost of \$488,238 to Garland / DBS

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 and support personnel for the month of March 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. Autumn Fazio - PCA for the Special Education Van (morning run) effective February 21, 2018 at \$16.10/hour.
  - b. Nicole Jordan - Health Room Technician at Level Green Elementary, working two days per week for the 2017-2018 school year effective February 19, 2018 at \$17.30/hour.
  - c. Jennifer Chobirko - Substitute Health Room Technician at Level Green Elementary, working two days per week for the 2017-2018 school year effective February 19, 2018 at \$17.30/hour.
  - d. Stephanie Troutman - PSSA Small Group Testing Sub at Sunrise Elementary effective April 9, 2018 through April 20, 2018 at the sub daily rate of \$100/day.
  - e. Marina Ferrari - PSSA Small Group Testing Sub at Sunrise Elementary effective April 9, 2018 through April 20, 2018 at the sub daily rate of \$100/day.
  - f. Suzanne Simone - PSSA Small Group Testing Sub at Sunrise Elementary effective April 9, 2018 through April 20, 2018 at the sub daily rate of \$100/day.
  - g. Emily Sybesma - PSSA Small Group Testing Sub at McCullough Elementary effective April 9, 2018 through April 27, 2018 at the sub daily rate of \$100/day.
  - h. Gina Pipak - PSSA Small Group Testing Sub at McCullough Elementary effective April 10, 2018 through April 27, 2018 at the sub daily rate of \$100/day.
  - i. Thomas Stanko - PSSA Small Group Testing Sub at Trafford Middle effective April 9, 2018 through April 26, 2018 at the sub daily rate of \$100/day.
  - j. Sydney Greyno - PSSA Small Group Testing Sub at Penn Middle effective April 9, 2018 through April 26, 2018 at the sub daily rate of \$100/day.
  - k. Nancy Shaw - PSSA Small Group Testing Sub at Penn Middle effective April 9, 2018 through April 26, 2018 at the sub daily rate of \$100/day.

- I. Amy Altenbaugh - PSSA Small Group Testing Sub at Penn Middle effective April 9, 2018 through April 26, 2018 at the sub daily rate of \$100/day.

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 accept the following retirement resignations effective the end of the 2017-18 school year unless otherwise noted:
  - a. Larry Cooper - Health & Physical Education Teacher effective June 11, 2018
  - b. Lorna Cushman - Health Room Technician effective February 2, 2018
  - c. Elissa DeBiase - Special Education Teacher
  - d. Patricia Kearns - Music Teacher
  - e. Keith Reger - Elementary Teacher
  - f. John Shusteric - Health & Physical Education Teacher
  - g. Linda Zello - Elementary Teacher

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 approve the following leave requests:
  - a. Andrea Frescura – FMLA leave from August 17, 2018 through November 9, 2018
  - b. Andrea Frescura - Unpaid leave from November 12, 2018 through December 21, 2018
  - c. Stephen Weir – FMLA leave from April 20, 2018 through April 27, 2018
  - d. Cristy Rizzardi - Extension of FMLA leave from February 23, 2018 through March 22, 2018 for half-days alternating AM and PM
  - e. Gregory Darragh - Extension of unpaid medical leave from March 6, 2018 through April 15, 2016
  - f. Gregory Keefer - FMLA leave from February 22, 2018 through March 23, 2018
  - g. Renee Myers - Revised dates for FMLA leave from January 29, 2018 through March 19, 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 request of Mr. Jim Rocco to take the Penn-Trafford Boys Basketball Team to the Kreul Classic Basketball Tournament in Coral Springs, Florida from Wednesday, December 19, 2018 - Sunday, December 23, 2018. The cost to the

district will be \$350.00 for the tournament entry fee and approximately \$432 for transportation to and from the airport.

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. Accept and file Information/Committee meeting minutes of February 5, 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, attachments, and administrative regulations. A copy of these policies, attachments, and regulations will become an official part of the minutes of this meeting.
  - a. 808 - Food Services
  - b. 808 Attachment
  - c. 808-AR-1
  - d. 819 - Suicide Awareness, Prevention and Response
  - e. 819-AR-0
  - f. 819-AR-0 Attachment 1
  - g. 819-AR-0 Attachment 2

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 tentatively approve the following board policies and administrative regulations.:
  - a. 247 - Hazing
  - b. 311 - Reduction of Staff
  - c. 324-AR-0 - Personnel Files
  - d. 702-AR-1 - Intent to Give Form
  - e. 835.1 - Procurement Plan - Food Service

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 rescind the following board policy:

a. 310 - Abolishing a Position

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 appoint Jim Matarazzo as PSBA voting delegate for the 2018-19 school year. (Mr. Stovar to move)

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**

1. Move to exonerate the following tax collectors from collecting said real estate taxes in the amounts indicated remaining on the 2017 tax duplicates. The list of delinquents has been forwarded to the Westmoreland County Tax Claim Bureau for collection and a list is on file in the school district office.

a. Mr. Lawrence Wojcik, Penn Township \$556,800.36  
b. Mr. James Kerrigan, Trafford Borough \$103,365.13  
c. Mrs. Suzanne Dreistadt, Penn Borough \$ 28,768.88

**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.

**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, April 9, 2018 at 7:00 p.m.  
Room 106/107  
Penn-Trafford High School