

PENN-TRAFFORD SCHOOL DISTRICT
Harrison City, Pennsylvania

May 14, 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, May 14, 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. Dallas 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. Colton Pikovsky, Student Union Representative and Mr. Shaun Rinier, PTEA Representative were also present.

A motion was made by Mr. Petrucci and seconded by Dr. Koscho to approve the minutes of the regular meeting held on Monday, April 16, 2018 as presented. Motion carried.

INFORMATION

Dr. Harris announced that this evening's meeting is not being recorded. He also shared that Mr. Vinton and the PT Video class won an Emmy last month for the Telethon. Newtek decided to do a story on Penn-Trafford in their magazine and are also donating equipment worth \$90,000 to our studio.

Dr. Harris distributed the PTARC summer brochure, noting that Mr. Petrucci was a founding member of PTARC back in 2001.

Colton Pikovsky reported that many sports are getting underway with their summer camps. All around, he shared that the 2017-2018 school year was great from his perspective as a student.

Dr. Harris shared updates on Spring sports teams advancing to playoffs; Boys Volleyball, Softball and Baseball will play this week.

Mr. Inglese recognized students who will be entering the military.

Representatives from the American Legion Post 331 of Trafford presented the American Legion Military Certificates of Commendation to John Gay and Sam Factor.

A motion was made by Mr. Niemiec and seconded by Mr. D. Leonard to approve the treasurer's report for the month of April 2018 and the high school extracurricular fund report for the month of April 2018 as presented and make them a part of the official minutes of this meeting. Motion carried.

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

Roll call vote: Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: absent; Mr. D. Leonard: yes; 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 discuss pending litigation matters, collective bargaining, personnel and staffing and confidential student matters and to receive information on other matters including military recognition, keystone scores, energy savings and security walk-throughs.

ATHLETICS AND EXTRACURRICULAR

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

- a. Frank LaCava - Assistant Varsity Baseball Coach for the 2017-2018 season

Motion carried.

A motion was made by Dr. Koscho and seconded by Mr. D. Leonard 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. Frank LaCava - Volunteer Baseball Coach
- b. Cory Stanford - Volunteer Boys Basketball Coach

Motion carried.

A motion was made by Dr. Koscho and seconded by Mr. Matarazzo 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. Megan Cumberledge - Assistant Cheerleader Sponsor district wide for the 2018-2019 season at a salary per negotiated contract

Roll call vote: Dr. Koscho: yes; Mr. B. Leonard: absent; Mr. D. Leonard: yes; 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 amend the contract with Excelsa Health to provide a third Athletic Trainer (ATC) at the following rates for the remaining years of the contract:

- a. 2018-2019 \$47,000
- b. 2019-2020 \$47,000
- c. 2020-2021 \$47,000
- d. 2021-2022 \$49,000

Roll call vote: Mr. B. Leonard: absent; Mr. D. Leonard: yes; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: abstained; Mr. Kochasic: yes. Result of vote: 7 yes; 0 no; 1 abstained; 1 absent. Motion carried.

BUDGET AND FINANCE

A motion was made by Mr. Stovar and seconded by Mrs. Ising to designate S&T Bank and/or its successor as Treasurer of the Penn-Trafford School District for the 2018-2019 school year at no cost to the district.

Roll call vote: Mr. D. Leonard: yes; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. 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 approve the following compensation rates for aides, health room technicians, van drivers, substitute teachers, and substitute support personnel for the 2018-19 school year:

	<u>Starting Rate</u>	<u>Maximum Rate</u>
Library Aides	\$11.10/hour	\$15.00/hour
Lunchroom Aides	\$10.25/hour	\$14.50/hour
Health Room Technicians(RN)	\$17.30/hour	\$20.00/hour
Building Aides (3-hour)	\$10.25/hour	\$14.50/hour
Van Drivers	\$15.00/hour	\$15.20/hour

Current Employees:

Aides, Health Room Technicians, and Van Drivers who were employed during the 2017-18 school year will receive an increase of \$0.20/hour.

Substitute Wages:

Substitute SLA's (day-to-day basis):	\$105.00/day
Substitute teachers (day-to-day basis):	\$105.00/day

Short Term/Long Term Substitute Teachers:

Short term/long term substitute teachers are substitute teachers employed in the same teaching position for more than 30 consecutive working days. Substitute teachers employed in such a position will be required to perform all of the duties of a regular teacher. Salary: \$100.00/day for the first 30 days; \$115.00/day beginning with the 31st working day; the daily rate approved per the PTEA for full-time substitute teachers, beginning with the 94th working day. **There will be no retroactive pay.**

Other Substitute Personnel:

Building aide	\$10.00/hour
Clerk	\$10.00/hour
Custodian	\$10.00/hour
Library aide	\$10.00/hour
Lunchroom aide	\$10.00/hour
PCA	\$10.50/hour
Paraprofessional	\$10.00/hour
Van driver	\$10.00/hour
Health Room Tech (RN)	\$17.30/hour
IT Support (<i>students</i>)	\$9.75/hour

Roll call vote: Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: absent; Mr. D. 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. D. Leonard to award the contract for seventy Acer chromebooks for Penn and Trafford Middle Schools to CDW-G in the amount of \$19,244.40.

Roll call vote: Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: absent; Mr. D. Leonard: yes; Mr. Matarazzo: 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. D. Leonard to approve the list of additional substitute teachers and support personnel for the month of May 2018.

Motion carried.

A motion was made by Mr. Petrucci and seconded by Dr. Koscho 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. Lacy Wagner - Math Tutor at Penn Middle School effective 5/1/18 through 5/25/18 at the daily sub rate of \$100/day.
- b. Michael Barnes - Student Summer Help (grass cutting) district wide effective 5/29/18 at a rate of \$9.75/hour.
- c. Christian Eckberg - Student Summer Help (grass cutting) district wide effective 5/29/18 at a rate of \$9.75/hour.

Roll call vote: Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: absent; Mr. D. Leonard: yes; 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 approve the following leave requests:

- a. Gregory Darragh - Extension of unpaid medical leave from 4/15/18 to 6/10/18
- b. Denise Doyle - Intermittent FMLA Leave from 4/6/18 to 4/27/18 then intermittent as needed
- c. Greg Keefer - FMLA Leave from 4/9/18 to 4/27/18
- d. Timothy Peonoske - FMLA leave from 4/9/18 to 7/3/18
- e. Kelly Reilly - FMLA leave from 8/17/18 to 11/9/18 then unpaid leave from 11/12/18 to 5/28/19
- f. Michele Ressler - Intermittent FMLA leave from 4/10/18 to 4/10/19
- g. Brenda Wolesslagle - Revised dates of FMLA leave from 4/10/18 to 5/11/18

Roll call vote: Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: absent; Mr. D. Leonard: yes; 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 Dr. Koscho to authorize the administration to issue "Reasonable Assurance of Employment" notices to all eligible employees for the 2018-2019 school year.

Motion carried.

A motion was made by Mr. Petrucci and seconded by Dr. Koscho to approve the opening of the Co-Department Chair/Math 6-8 position at Trafford Middle School due to the removal of Gary Bacco as Co-Department Chair.

Roll call vote: Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: absent; Mr. D. Leonard: yes; 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. D. Leonard to approve the following textbooks for the 2018-2019 school year which are in the textbook budget according to the textbook cycle:

- a. Title: Deutsch Aktuell Level 2 Student Edition Print Workbook
Publisher: EMC Publishing LLC
Grade Level: 10-12
Class: German 3
Cost: \$798.00

- b. Title: DEUTSCH AKTUELL - DEUTSCH 7E 2 TXT W/MLTPLAT EBK + iCULTURE 6-YR DIGITAL
Publisher: EMC Publishing LLC
Grade Level: 10-12
Class: German 3
Cost: \$3,718.00

- c. Title: ASI SE DICE LEVEL 4 STUDENT EDITION
Publisher: McGraw Hill Education
Grade Level: 11-12
Class: Spanish 4
Cost: \$2,062.80

Roll call vote: Dr. Koscho: yes; Mr. B. Leonard: absent; Mr. D. Leonard: yes; 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 Dr. Koscho to approve the following intern assignment:

Point Park University:

<u>Cooperating Professional</u>	<u>Intern</u>	<u>Area</u>	<u>Dates</u>
Karin Coiner	Jeffrey Fox	Principal	Aug - Dec 2018

Roll call vote: Mr. B. Leonard: absent; Mr. D. Leonard: yes; 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 approve the request of Ms. Katie Caruso and Ms. Kristie Lynn to take the Penn-Trafford Competitive Cheerleading Team to the UCA National High School Cheerleading Championships in Orlando, Florida from Friday, February 8, 2019 - Tuesday, February 12, 2019. The cost of the trip will be paid for entirely by the group's booster organization and students' families.

Roll call vote: Mr. D. Leonard: yes; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. 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 approve the expulsion agreement for Student #EX201718001 as presented to the board.

Roll call vote: Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: absent; Mr. D. Leonard: yes; 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.

POLICY/PUBLIC RELATIONS/LEGISLATIVE/TITLE II

A motion was made by Mr. Matarazzo and seconded by Mr. D. Leonard to accept and file Information/Committee meeting minutes of April 9, 2018.

Motion carried.

A motion was made by Mr. Matarazzo and seconded by Mr. Niemiec to approve the list of graduates (338) of the "Class of 2018" as submitted by Mr. Tony Aquilio, Principal of Penn-Trafford High School, pending satisfactory completion of all the requirements for graduation as prescribed by the Commonwealth of Pennsylvania and the Penn-Trafford School District. A copy of the list will be filed with the official minutes of this meeting.

Roll call vote: Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: absent; Mr. D. 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. Petrucci to approve Chapter 339 K-12 Comprehensive School Counseling Program.

Roll call vote: Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: absent; Mr. D. Leonard: yes; 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 Mr. Petrucci to give final approval to the following board policy attachment and administrative regulation. A copy of the attachment and regulation will become an official part of the minutes of this meeting.

- a. 217-AR-2 - Early Graduation
- b. 626-Attachment - Procurement

Roll call vote: Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: absent; Mr. D. Leonard: yes; 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. Petrucci to tentatively approve the following board policies and administrative regulations:

- 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. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: absent; Mr. D. Leonard: yes; 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. Petrucci to rescind the following administrative regulations:

- a. 918-AR-0 - Title I Parental Involvement
- b. 918-AR-2 - District Level Parent and Family Involvement Compact

Roll call vote: Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: absent; Mr. D. Leonard: yes; 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.

SOLICITOR'S REPORT

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

ADJOURNMENT

A motion was made by Mr. D. Leonard and seconded by Dr. Koscho to adjourn the meeting at 7:49 p.m.