

PENN-TRAFFORD SCHOOL DISTRICT
Harrison City, Pennsylvania

December 4, 2017

The Board of School Directors of the Penn-Trafford School District held its organization/regular board meeting in Room 129 at Penn-Trafford High School, Harrison City, PA on Monday, December 4, 2017.

Mr. Martin Stovar, 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. 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, Mr. Greg Karazsia, Director of Student Learning Supports, Mr. Tony Aquilio, Mr. Sullivan and Mr. DiNapoli. Mr. Shaun Rinier, PTEA Representative was also present.

Mr. Stovar appointed Mr. Lago as Temporary Chairperson for the organization meeting.

District Judge Helen Kistler administered the Oath of Office to new and re-elected board members: Mrs. Toni Ising, Mr. Bill Leonard, Mr. Richard Niemiec and Mr. Martin Stovar.

Mr. Lago called for nominations for the Office of President of the Board of School Directors for 2018.

Mr. Petrucci nominated Mr. Kochasic for the Office of President. Since there were no other nominations, a motion was made by Mrs. Ising and seconded by Dr. Koscho to close the nominations for the Office of President.

Mr. Lago conducted a voice vote and Mr. Kochasic was unanimously elected as President for 2018. Mr. Lago congratulated Mr. Kochasic and Mr. Kochasic assumed the chair.

Mr. Kochasic called for nominations for the Office of Vice President of the Board of School Directors for 2018.

Mr. Petrucci nominated Dr. Koscho for the Office of Vice President. Since there were no other nominations, a motion was made by Mr. Niemiec and seconded by Mr. Matarazzo that the nominations be closed for the Office of Vice President.

The chair conducted a voice vote and Dr. Koscho was unanimously elected as Vice President for 2018.

A motion was made by Mr. Matarazzo and seconded by Mr. Niemiec to establish date/time/place for the regular monthly board and superintendent's information/committee meetings for 2018. Meetings will be held in Room 106/107 at Penn-Trafford High School, Harrison City, PA beginning at 7:00 p.m. unless otherwise noted. All meetings are open to the public. Any changes will be posted on the district's website.

INFORMATION/COMMITTEE MEETINGS

Monday, January 8
Monday, February 5
Monday, March 5
Monday, April 9
Monday, May 7
Monday, June 4

REGULAR BOARD MEETINGS

Monday, January 15
Monday, February 12
Monday, March 12
Monday, April 16
Monday, May 14
Monday, June 11

(NO MEETINGS IN JULY)

Monday, August 13
Tuesday, September 4
Monday, October 1
Monday, November 5

Monday, August 20
Monday, September 10
Monday, October 8
Monday, November 12
Monday, December 3

Roll call vote: Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: yes; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mr. Kochasic: yes. Result of vote: 9 yes; 0 no; 0 absent. Motion carried.

A motion was made by Mr. Niemiec and seconded by Dr. Koscho to authorize the Secretary of the Board of School Directors, Mr. Lago to use the facsimile signature of Mr. Philip Kochasic, newly elected President of the Board of School Directors and to further authorize the secretary to file the required documents with the Department of Education. Motion carried.

A motion was made by Mr. Niemiec and seconded by Dr. Koscho to appoint Mr. Jim Matarazzo as the District's Legislative Council Representative and Mrs. Toni Ising as the Alternate Representative. Motion carried.

A motion was made by Mr. Niemiec and seconded by Dr. Koscho to adjourn the organization meeting at 7:16 p.m. Motion carried.

The Board of School Directors of the Penn-Trafford School District held its regular board meeting in Room 129 at Penn-Trafford High School, Harrison City, PA on Monday, December 4, 2017.

Mr. Kochasic, Board President called the meeting to order at 7:17 p.m. The following members were present: Mrs. Toni Ising, Mr. Phil Kochasic, Dr. Scott Koscho, Mr. Bill Leonard, 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, Mr. Greg Karazsia, Director of Student Learning Supports, Mr. Tony Aquilio, Mr. Roger Sullivan, and Mr. Dan DiNapoli. Mr. Shaun Rinier, PTEA Representative was also present.

A motion was made by Mr. Niemiec and seconded by Dr. Koscho to approve the minutes of the regular meeting held on Monday, November 13, 2017 as presented. Motion carried.

INFORMATION

Dr. Harris explained the Student of the Month program, stressing the great honor of being chosen for this designation. The December 2017 students of the month were introduced by Mr. DiNapoli, Mr. Sullivan and Mr. Aquilio and are:

Madison Heinack (Trafford Elementary)
Maclaren Cenci (Level Green Elementary)
Taylor Jones (Trafford Middle School)
Cody Schmidt (Penn-Trafford High School)
Kylie Schmidt (Penn-Trafford High School)

The School Calendar for 2018-2019 runs from Thursday, August 23, 2018 through Friday, May 24, 2019. There was some discussion about changing the day prior to Thanksgiving (Wednesday, November 21) from a regular school day to an Act 80 day with early dismissal for students.

Mr. Aquilio discussed the Program of Studies for Penn-Trafford High School. He explained three new classes which will be added: Theatrical Set Design, Fashion Design, and AP Computer Programming. A minor change will be made to the Calculus program; Calc 1 students currently have 5 point weighted scale and Pitt credit. Some students opted not to take the Pitt credits, so next year the course will be split to offer an Honors (4.5 weighted scale) in addition to the Pitt option (5 point weighted scale).

The school principals updated the board on upcoming holiday assemblies. Mr. Aquilio spoke about the upcoming Make-A-Wish Telethon, Spring Musical "Grease" and Keystone exams which are going on this week.

Mr. Matarazzo shared plans for the Polar Express sing-a-long and movie event which will take place on Sunday, December 10 at 4:00 pm.

A motion was made by Dr. Koscho and seconded by Mr. Niemiec to approve the high school extracurricular fund report for the month of October 2017 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 December 2017.

Roll call vote: Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: yes; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mr. Kochasic: yes. Result of vote: 9 yes; 0 no; 0 absent. Motion carried.

EXECUTIVE SESSION

Mr. Kochasic announced that an executive session was held prior to the meeting to discuss personnel matters, staff evaluations, contract negotiations, and assessment appraisal litigation. The board also received information regarding budget data and renovation matters.

ATHLETICS AND EXTRACURRICULAR

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

- A. Nicholas Padezan – Asst. Varsity Wrestling Coach
- B. Michael Haas – Spring Musical Set Design Coordinator

Motion carried.

A motion was made by Dr. Koscho and seconded by Mr. Petrucci to employ the following personnel effective immediately. 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. Shane Bush – Asst. Varsity Track Coach at a salary of \$4,535.00
- B. Gregory Johnston – Spring Musical Set Design Coordinator at a salary of \$388.00
- C. Matthew Lago – Change from Co-Asst. Wrestling Coach to Asst. Varsity Wrestling Coach at a salary of \$4,401.00
- D. Kenneth Trumbetta – Change from Co-Asst. Wrestling Coach to Asst. Varsity Wrestling Coach at a salary of \$4,401.00
- E. Amy Winchell – Spring Musical Costume Coordinator at a salary of \$388.00

Roll call vote: Dr. Koscho: yes; Mr. B. Leonard: yes; 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: 9 yes; 0 no; 0 absent. Motion carried.

A motion was made by Dr. Koscho and seconded by Mr. Niemiec to approve the following volunteer coaches effective immediately. All coaching volunteers must have Act 34, 151, and 114 waivers on file with the athletic director.

- A. Shelly Garris – Volunteer Gymnastics Coach
- B. Nicholas Padezan – Volunteer Asst. Wrestling Coach

Motion carried.

PERSONNEL AND CURRICULUM

A motion was made by Mr. Petrucci and seconded by Mrs. Ising to approve the list of additional substitute teachers and support personnel for the month of December 2017. Motion carried.

A motion was made by Mr. Petrucci and seconded by Dr. Koscho to approve the Penn-Trafford High School Program of Studies for 2018-2019 as presented to the board.

Roll call vote: Mr. B. Leonard: yes; 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: 9 yes; 0 no; 0 absent. Motion carried.

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

- A. Alberta Markilinski – FMLA leave from December 15, 2017 to January 12, 2018
- B. Nicholas Mastroianni – FMLA leave from January 2, 2018 to January 17, 2018
- C. Alison Siniawski – Unpaid medical leave from November 13, 2017 to May 25, 2018
- D. Gregory Darragh – FMLA leave from November 21, 2017 to February 13, 2018
- E. Tanya Koelsch – FMLA leave from December 4, 2017 to December 28, 2017

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: yes; Mr. Kochasic: yes. Result of vote: 9 yes; 0 no; 0 absent. Motion carried.

A motion was made by Mr. Petrucci and seconded by Mr. Matarazzo to adopt the 2018-2019 School Calendar as recommended by the Superintendent and make it a part of the official minutes. The 2018-2019 school year will begin with an In-Service Day on Monday, August 20, 2018 and will officially terminate on June 30, 2019. The last day of instruction for Grades K-11 will be Friday, May 24, 2019 unless it becomes necessary to extend the school calendar because of weather conditions, emergencies or other urgent reasons. The board made one adjustment to change November 21, 2018 from a regular school day to an Act 80 day with early dismissal for students.

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: yes; Mr. Kochasic: yes. Result of vote: 9 yes; 0 no; 0 absent. Motion carried.

A motion was made by Mr. Petrucci and seconded by Mr. Matarazzo to adopt the 2018-2019 Service Employees' Calendar and make it a part of the official minutes. The calendar with 246 working days and fourteen (14) paid holidays makes a work year of 260 days. Yearly employees will be paid for 260 days including the paid holidays.

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: yes; Mr. Matarazzo: yes; Mr. Kochasic: yes. Result of vote: 9 yes; 0 no; 0 absent. Motion carried.

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

- A. Larry Cooper – Eastern Athletic Trainers Association Clinical Symposium in Boston, MA from January 4-5, 2018 to fulfill duties as elected officer of Executive Board at no cost to the district.
- B. Cindy Dutt – National Field Hockey Coaches Association in Lake Mary, Florida from January 10-12, 2018 to attend the coaching clinic to enhance coaching skills at an approximate cost of \$1,000.

Roll call vote: Mr. Petrucci: yes; Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: yes; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Kochasic: yes. Result of vote: 9 yes; 0 no; 0 absent. Motion carried.

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

- A. Emily Atkins – PCA at Level Green Elementary School effective December 8, 2017

Motion carried.

A motion was made by Mr. Petrucci and seconded by Mr. Matarazzo 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. Shari Matus – PCA at McCullough Elementary School at \$11.35/hour effective 11/21/2017
- B. Roberta Faulk-Johnson – Half Day Math Tutor at Penn-Trafford High School at the Sub Daily rate of \$50 per half day from 10/30/17-12/4/17

Roll call vote: Mr. Stovar: yes; Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: yes; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Kochasic: yes. Result of vote: 9 yes; 0 no; 0 absent. Motion carried.

POLICY/PUBLIC RELATIONS/LEGISLATIVE/TITLE II

A motion was made by Mr. Matarazzo and seconded by Mr. Niemiec to accept and file the minutes of the Superintendent's Information/Committee meeting held on Monday, November 6, 2017.

Motion carried.

A motion was made to appoint the following Recreation Board Representatives:

- A. Penn Township Rep – Mr. Philip Kochasic and Dr. Scott Koscho
- B. Trafford Borough Rep – Mr. Nick Petrucci

Roll call vote: Mrs. Ising: yes; Dr. Koscho: yes; Mr. B. Leonard: yes; Mr. D. Leonard: yes; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: yes; Mr. Stovar: yes; Mr. Kochasic: yes. Result of vote: 9 yes; 0 no; 0 absent. Motion carried.

A motion was made by Mr. Matarazzo and seconded by Dr. Koscho to appoint the following as PTARC Representatives.

- A. Mr. Nick Petrucci
- B. Dr. Matthew Harris
- C. Mr. Greg Capoccioni
- D. Mr. Stan Rudge
- E. Mr. Mike Ginsberg (Alternate)

Roll call vote: Dr. Koscho: yes; Mr. B. Leonard: yes; 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: 9 yes; 0 no; 0 absent. Motion carried.

A motion was made by Mr. Matarazzo and seconded by Dr. Koscho to appoint Mr. Bill Leonard as the WIU Board Representative effective December 2017.

Roll call vote: Mr. B. Leonard: yes; 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: 9 yes; 0 no; 0 absent. Motion carried.

A motion was made by Mr. Matarazzo and seconded by Dr. Koscho to approve the following Board Policies and Administrative Regulation:

- A. 004 BOG-7 Oath Certificate
- B. 103 Nondiscrimination in School and Classroom
- C. 103.1 Nondiscrimination-Qualified Students with Disabilities
- D. 103.1-AR-0 Nondiscrimination-Qualified Students with Disabilities
- E. 104 Nondiscrimination in Employment Practices

F. 150 Title I-Comparability of Services

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: yes; Mr. Kochasic: yes. Result of vote: 9 yes; 0 no; 0 absent. Motion carried.

TAXES/INSURANCE/CENSUS

A motion was made by Mr. D. Leonard and seconded by Mr. Niemiec to approve the Tax Resolution Act I Taxpayer Relief Act limiting the tax increase for the 2018-2019 fiscal year to 3.1%. A copy of this resolution 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: yes; Mr. D. Leonard: yes; Mr. Kochasic: yes. Result of vote: 9 yes; 0 no; 0 absent. Motion carried.

SOLICITOR'S REPORT

Mr. Brungo announced that he was asked to be a member of the Commonwealth Education Blueprint Strategic Planning Committee which is being spearheaded by PSBA. The committee is in the process of gathering data and resources to come up with an education plan to be presented to school districts throughout the commonwealth, the Department of Education, state legislators, etc. He informed the board that there will be a meeting in March with school directors and superintendents in the North Hills; he will be asking our board and administration to attend and share their thoughts. More details will follow. Mr. Brungo had distributed a written report to the board prior to the meeting.

PTEA REPRESENTATIVE

Mr. Rinear informed the board that he is aware of several people who are willing to pay tuition to attend the Penn-Trafford School District and suggested that the board consider it. The board will take the suggestion under advisement.

ADJOURNMENT

A motion was made by Mr. Petrucci and seconded by Dr. Koscho to adjourn the meeting at 8:11 p.m. Motion carried.