

PENN-TRAFFORD SCHOOL DISTRICT

Harrison City, Pennsylvania

October 13, 2014

I. CALL TO ORDER – Pledge of Allegiance to the Flag

II. ROLL CALL

PRESIDENT: MAY I HAVE A MOTION TO APPROVE THE MINUTES OF SEPTEMBER 8?

III. APPROVAL OF MINUTES: Motion by _____, seconded by _____, that the minutes of the regular meeting held on Monday, September 8, 2014 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

A. Lucas Johnson – Student Union Representative

B. Students of the Month

V. RECOGNITION OF VISITORS

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

VI. TREASURER'S REPORT: Motion by _____, seconded by _____, that the treasurer's report for the month of September and the high school extracurricular fund report for the month of August be approved as presented and made a part of the official minutes.

QUESTION?

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

PRESIDENT: MAY I HAVE A MOTION TO APPROVE THE LIST OF BILLS FOR THE MONTH OF OCTOBER?

VII. PAYMENT OF BILLS: Motion by _____, seconded by _____, that the list of bills for October 2014 be paid as presented.

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

1. Move to accept the following resignation:

- a. Mary Pat Arzenti – Assistant Volleyball Coach at Trafford Middle School effective September 29, 2014

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. Chris Casper – 7th Grade Boys Basketball Coach at Penn Middle School effective immediately
- b. Doug Kelly – 8th Grade Boys Basketball Coach at Penn Middle School effective immediately
- c. Patrick Lynn – 7th Grade Boys Basketball Coach at Trafford Middle School effective immediately

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 volunteer coach. All coaching volunteers must have Act 34, Act 151, and Act 114 waivers on file with the Athletic Director.

- a. Larry Hohman – Volunteer Assistant High School Wrestling 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. Kochasic

1. Move to authorize the administration to make payments amounting to \$20,970.30 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.

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 approve the expenditures for the high school renovation project for the month of September 2014 according to the schedule.

a. Axis Architecture	\$ 9,801.63
b. McFarland Kistler & Assoc.	\$ 1,320.00
c. Lobar, Inc.	\$723,445.53
d. Whitby, Inc.	\$112,432.41
e. Bob Biter Electrical Ent.	\$261,980.64
f. Vrabel Plumbing Co.	\$216,639.00

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 Lease Agreement with Pitney Bowes for postage equipment at a cost of \$314.94/month for 60 months.

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 purchase of a van to transport our life skills and special needs students for on-the-job training. The cost of the van is approximately \$31,000 and will be purchased with Access funds.

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 formally approve the School Resource Officer Agreement.

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. Leonard

D. EMPLOYEE RELATIONS/NEGOTIATIONS/TRANSPORTATION – Mr. Niemiec

E. FOOD SERVICE – Dr. Tray

F. PERSONNEL AND CURRICULUM – Mr. Petrucci

1. Move to approve the list of additional substitute teachers and support personnel for the month of October 2014.

seconded by _____. **QUESTION?**

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

2. Move to authorize the administration to approve any new parent volunteers in accordance with past practices and policies. Volunteers will be used only where the teacher and/or principal approves and all volunteers will have Act 34, 151, and 114 clearances on file.

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 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. Malissa Cheplick –Special Education Classroom Instructional Aide at Level Green Elementary effective October 1, 2014 at a salary of \$23,333.33
 - b. Kristie Killen – Paraprofessional at Penn Middle School effective September 9, 2014 at \$10.05/hour
 - c. Sarah Mihalic – Special Education Classroom Instructional Aide at McCullough Elementary effective October 13, 2014 at a salary of \$22,129.03

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. Deja Barton – FMLA leave from January 5, 2015 – March 2, 2015
 - b. Meredith Hodge – FMLA leave from January 16, 2015 – April 16, 2015; unpaid leave from April 17, 2015 – January 3, 2016
 - c. Patricia Menz – Extension of 90 day unpaid medical leave from July 30, 2014 – October 30, 2014
 - d. Vera Moog – Extension of 90 day unpaid medical leave from September 18 – December 18, 2014
 - e. Constance Vaskov – Intermittent FMLA leave from August 29, 2014 – August 28, 2015

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 extern assignment:

<u>Cooperating Professional</u>	<u>Extern</u>	<u>Area</u>	<u>Dates</u>
Heather Colgan (district wide)	Sarah Loughner	Speech Pathology	1/5/15-3/13/15 150 hours

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 Kelsey Morgan for early release and graduation with the Class of 2016. Kelsey has been recommended by the High School Principal and the Superintendent. Verification will be on file June 3, 2016 that Kelsey has fulfilled all State and district requirements for graduation in accordance with State law and district policies.

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.

7. Move to approve the expulsions of Students #EX201415003 and #EX201415004.

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.

8. Move to accept the following retirement resignation:

a. Jan Perkins – effective January 13, 2015

seconded by _____. **QUESTION?**

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

- G. POLICY/PUBLIC RELATIONS/LEGISLATIVE/TITLE II – Mr. Newell

1. Move to accept and file the minutes of the Superintendent's Information/Committee meeting held on Tuesday, September 2, 2014.

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 revised board policies and administrative regulations (AR) as presented to the board. These policies were tentatively approved at the September 8, 2014 meeting. A copy of these policies and regulations will be filed with the official minutes of this meeting.

- 102 Academic Standards
- 105 Curriculum
- 105.1 Review of Instructional Materials by Parents/Guardians/Students
- 106 Guides for Planned Instruction
- 107 Adoption of Planned Instruction
- 108 Adoption of Textbooks
- 109 Resource Materials
- 119 Current Events
- 121 Field Trips
- 124 Alternate Instruction Courses
- 140 Charter Schools
- 203.1 HIV Infection
- 216-AR-0 Student Records
- 235 Student Rights and Responsibilities
- 235.1 Surveys
- 246 Student Wellness
- 804 School Day
- 810.2 Transportation – Video/Audio Recording
- 810-AR-4 Student Conduct on Buses
- 913 Nonschool Organizations/Individuals/Groups

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 revised board policies and administrative regulations (AR):

- 000 Board Policy/Procedure/Administrative Regulations
- 002 Authority and Powers
- 003-BOG-2 Policy Deliberation Questions
- 004 Membership
- 005-BOG-7 Functions of Standing Committees
- 100 Comprehensive Planning
- 100-AR-0 Comprehensive Planning
- 101 Mission Statement/Vision Statement/Shared Values
- 112 Guidance Counseling
- 113 Special Education
- 114 Gifted Education
- 114-AR-0 Gifted Education
- 114-AR-1 Notice of Parental Rights for Gifted Students
- 114-AR-2 Permission to Evaluate
- 114-AR-3 Gifted Written Report
- 114-AR-4 Invitation to Participate in a Gifted Team Meeting

- 114-AR-5 Gifted Individualized Education Plan (GIEP)
- 114-AR-6 Notice of Recommended Assignment (NORA)
- 114-AR-7 Notice of Intent to Reevaluate
- 114-AR-8 Due Process Complaint Notice
- 114-AR-9 Mediation Request Form
- 146 Student Services
- 146-AR Student Services Plan (deleted)
- 146-AR-1 Student Services Staff
- 200-AR-0 Enrollment of Students
- 217 Graduation Requirements
- 222 Student Tobacco Use
- 232 Student Involvement in Decision Making
- 323 Employee Tobacco Use
- 333 Professional Development
- 333-AR-0 Professional Development
- 602-AR-0 Budget Planning
- 602-AR-1 Needs Assessment
- 701 Facilities Planning
- 919 Report Cards (deleted)

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. Newell

1. Move to appoint Mr. Lawrence M. Wojcik, Jr. as Per Capita and Occupation Residence Tax Collector for 2014-2015.

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.

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 _____ PM. Motion _____.

DATE TO REMEMBER

Information/Committee Meeting
Monday, November 3, 2014 – 7:00 p.m.
Penn-Trafford High School Cafeteria