

PENN-TRAFFORD SCHOOL DISTRICT
Harrison City, Pennsylvania

May 9, 2016

The Board of School Directors of the Penn-Trafford School District held its regular board meeting in Room 106/107 at Penn-Trafford High School, Harrison City, PA on Monday, May 9, 2016.

Mr. Nick Petrucci, 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, Dr. Jay Tray, 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. Greg Capoccioni, Mr. Jim Simpson, Mrs. Karin Coiner, and Mr. Shaun Rinier were also present.

A motion was made by Mr. Niemiec and seconded by Mrs. Ising to approve the minutes of the regular meeting held on Monday, April 11, 2016 as presented. Motion carried.

INFORMATION

The following students were honored as Students of the Month:

- Gracie Eshelman – 5th grader at Sunrise Estates Elementary School
- Rio Scarcelli – 8th grader at Penn Middle School
- Cheyenne Kelly – Senior at Penn-Trafford High School

After the principals introduced their students, they were awarded certificates. The board members congratulated them and they had their pictures taken for the newspaper.

Mr. Capoccioni presented the following students who are enlisting in the military upon graduation:

- Cody Sadler – Navy
- Matt Shirey – Marines
- Zack Spanbauer – Marines
- Tyler Kramer – Army
- James McCloskey – ROTC - IUP
- Robert Milburn – Marines
- Tyler Beavers – Army
- Jacob Frye – ROTC Air Force
- Casey Campbell – Air Force

Staff Sergeant Matthew Shook, area recruiter for the Marine Corp came forward. He asked the audience to rise as he read an acceptance letter to Matt Shirey who had passed all the requirements and has been accepted for enlistment in the US Marine Corp. There was a reception following the presentations.

Dr. Harris reported on a recent accident involving a First Student bus. A message was sent out to the parents.

Mr. Inglese discussed the technology purchase and explained that there is no new money going into this purchase.

RECOGNITION OF VISITORS

The following residents addressed the board:

- Ms. Christine Snyder regarding the drilling issue;
- Ms. Judi Danser regarding the high school band activities;
- Ms. Gillian Graber regarding flyers she would like to distribute for educational workshops on the drilling issue;
- Mr. Ed Blotzer regarding the budget.

A motion was made by Mr. Kochasic and seconded by Mr. Matarazzo to approve the treasurer's report for the month of April 2016 and the high school extracurricular fund report for the month of March 2016 as presented and make them a part of the official minutes of this meeting.

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

A motion was made by Mrs. Ising and seconded by Mr. Kochasic to approve the payment of bills for the month of May 2016.

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

An executive session was held prior to the meeting to discuss personnel, labor negotiations, confidential student matters, litigation matters, and to receive information.

ATHLETICS AND EXTRACURRICULAR

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

- a. Patricia Blahovec – CAP Sponsor effective June 27, 2016
- b. Janice Howard – Scholarship Co-coordinator effective June 4, 2016
- c. Janice Howard – Student Union Sponsor effective June 4, 2016
- d. Teresa Northcraft – Assistant Band Instructor effective immediately

Motion carried.

A motion was made by Dr. Koscho and seconded by Mr. Kochasic 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. Luc DeWolfe – Volunteer Coach/Girls Golf
- b. Taylor Dohar – Volunteer Coach/ Field Hockey

Motion carried.

BUDGET AND FINANCE

A motion was made by Mr. Kochasic and seconded by Mr. Niemiec to adopt a resolution approving the proposed 2016-17 budget for the Central Westmoreland Career & Technology Center in the amount of \$9,080,123. The anticipated cost to the Penn-Trafford School District is \$477,362.87.

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

A motion was made by Mr. Kochasic and seconded by Mr. Matarazzo to approve the following compensation rates for aides, health room technicians, substitute teachers, and substitute support personnel for the 2016-17 school year:

Starting Wages:

Library Aides	\$11.10/hour
Lunchroom Aides	\$11.10/hour
Health Room Technicians	\$17.30/hour (includes substitute rate)
Building Aides (3-hour)	\$10.05/hour

Current Employees:

Aides and health room technicians who were employed during the 2015-16 school year will receive an increase of \$0.30/hour.

Substitute Wages:

Teachers (day-to-day basis): \$100.00/day
SLA's (day-to-day basis): \$100.00/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; \$172.00/day beginning with the 94th working day. **There will be no retroactive pay.**

Other Substitute Personnel:

Clerks \$9.75/hour
Custodians \$9.75/hour
Library Aides \$9.75/hour
Lunchroom Aides \$9.75/hour
Building Aides \$9.75/hour
Classroom Aides \$9.75/hour

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

A motion was made by Mr. Kochasic and seconded by Mr. Niemiec to designate S&T Bank and/or its successor as Treasurer of the Penn-Trafford School District for the 2016-17 school year at no cost to the district.

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

A motion was made by Mr. Kochasic and seconded by Mrs. Ising to approve the expenditures for the high school renovation project according to the schedule:

- a. Axis Architecture \$ 9,801.63
- b. Bob Biter Electrical Ent. \$102,850.52
- c. Lobar, Inc. \$115,183.98
- d. Massaro Construction \$ 20,500.00
- e. PEMCO (student furniture) \$ 58,972.00
- f. Public Safety \$ 2,389.95
- g. Tri-State Video Services \$ 16,080.01
- h. Tri-State Video Services \$ 23,782.75 (auditorium audio system upgrade)
- i. Vrabel Plumbing Co. \$108,537.50
- j. Whitby, Inc. \$ 44,817.68

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

A motion was made by Mr. Kochasic and seconded by Mr. Niemiec to approve the following change order requests as submitted by Massaro Construction. The change orders are not to exceed the costs listed.

- a. Modify windows at Tech Ed classrooms \$ (3,102.20)
- b. Eliminate two walls in office in kitchen #119 \$ (3,023.57)
- c. RFI #257 bulkheads in kitchen \$ 1,531.77

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| d. Kitchen equipment deletion | \$ (419.12) |
| e. Life Skills restroom plumbing (T&M) | \$ 3,270.00 |
| f. RFI #242 Panel MDS-3 | \$ 18,502.00 |

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

A motion was made by Mr. Kochasic and seconded by Dr. Koscho to accept and adopt the amended feasibility study dated April 4, 2016.

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

A motion was made by Mr. Kochasic and seconded by Mr. Matarazzo to authorize the administration to prepare and submit PlanCon Part A and B to the State for new facility projects.

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

A motion was made by Mr. Kochasic and seconded by Mrs. Ising to approve the purchase of computers for the 2016-17 school year at a cost of \$999,015.04 to the district. Funds will be taken from the technology budget, Apple buybacks, expiring leases, and English textbook funds over the next four years.

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

BUILDINGS AND GROUNDS/SAFETY

A motion was made by Mr. Leonard and seconded by Mr. Kochasic to employ the following personnel:

- a. James McCutcheon – Custodian at Penn-Trafford High School from 11 p.m. – 7 a.m. Sunday through Thursday effective July 1, 2016 at \$15.20/hour

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

PERSONNEL AND CURRICULUM

A motion was made by Mr. Stovar and seconded by Dr. Koscho to approve additional substitute teachers and support personnel for the month of May 2016. Motion carried.

A motion was made by Mr. Stovar and seconded by Mr. Matarazzo to authorize the administration to issue “Reasonable Assurance of Employment” notices to all eligible employees for the 2016-17 school year. Motion carried.

A motion was made by Mr. Stovar and seconded by Mr. Kochasic to employ the following summer help:

IT help at \$9.75/hour effective May 10, 2016:

- a. Ken Koehn
- b. Mitchell Plute
- c. AJ Reau

Grounds help at \$9.75/hour effective May 16, 2016:

- a. Jack Brady
- b. Zachary Freilino
- c. Brian McDonough

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

A motion was made by Mr. Stovar and seconded by Mr. Kochasic to approve the following FMLA leave requests:

- a. Kathleen Bruno – FMLA leave from August 19 to November 14, 2016; unpaid leave from November 15 to December 17, 2016
- b. Jessica Padezan – FMLA leave from August 19 to November 14, 2016
- c. Richard Romanishin – Intermittent FMLA leave from April 4, 2016 to April 3, 2017
- d. Jackee Stagno – FMLA leave from April 5 to May 31, 2016; Beth Caswell will be her sub.
- e. Stephanie Troutman – FMLA leave from August 19 to October 23, 2016
- f. Rhonda Wolfhope – FMLA leave from May 11 to June 30, 2016

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

A motion was made by Mr. Stovar and seconded by Mr. Kochasic to approve the following intern assignment:

California University of Pa.:

<u>Cooperating Admin.</u>	<u>Intern Name</u>	<u>Area</u>	<u>Dates</u>
Jody DiMiceli	Melissa Dilla	School Psych.	2016-17 school year

Motion carried.

A motion was made by Mr. Stovar and seconded by Mr. Matarazzo to accept the following resignation effective April 15, 2016:

- a. Margaret Hines – Paraprofessional at Trafford Middle School due to the fact that the student no longer requires paraprofessional services

Motion carried.

A motion was made by Mr. Stovar and seconded by Mr. Kochasic to employ the following professional employees effective August 19, 2016 to teach in areas of their respective certification and as assigned by the administration. Employment is contingent upon the receipt of a signed contract no later than Friday, May 13, 2016 and the subsequent receipt of all necessary certification documentation and the acceptance of Act 34, 151, and 114 waivers from the Commonwealth of Pennsylvania.

<u>Name</u>	<u>Level / Step</u>	<u>Salary</u>
a. Dawn Brady	M / 4	\$46,367
b. Amanda Hawk	M / 2	\$44,017

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

A motion was made by Mr. Stovar and seconded by Mr. Kochasic to approve the following textbook for the 2016-17 school year that are in the textbook budget according to the textbook cycle:

- a. Title: Deutsch Aktuell
Publisher: EMC World Languages
Copyright: 2017
Class: German
Cost: TBD

Roll call vote: Mr. Stovar: yes; Dr. Tray: yes; Mrs. Ising: yes; Mr. Kochasic: yes; Dr. Koscho: yes; Mr. Leonard: yes; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Petrucci: 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 Mrs. Ising to accept and file the minutes of the Superintendent’s Information/Committee Meeting held on Monday, April 4, 2016. Motion carried.

A motion was made by Mr. Matarazzo and seconded by Mr. Niemiec to approve the list of graduates (319) of the “Class of 2016” 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: Dr. Tray: yes; Mrs. Ising: yes; Mr. Kochasic: yes; Dr. Koscho: yes; Mr. Leonard: yes; Mr. Matarazzo: yes; Mr. Niemiec: yes; Mr. Stovar: yes; Mr. Petrucci: yes. Result of vote: 9 yes; 0 no; 0 absent. Motion carried.

A motion was made by Mr. Matarazzo and seconded by Mr. Kochasic to give final approval to Board Policy #123.4 Naloxone Administration as submitted to the board. A copy of this policy will become an official part of the minutes of this meeting.

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

A motion was made by Mr. Matarazzo and seconded by Mr. Niemiec to tentatively approve Local Board Procedures #004 Membership and #011 Principals of Governance and Leadership.

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

PTEA REPRESENTATIVE

Mr. Rinier commented on the amount of money the district will be receiving from the State.

ADJOURNMENT

A motion was made by Mr. Kochasic and seconded by Mr. Niemiec to adjourn the meeting at 8:10 p.m. Motion carried.

Board President

Board Secretary