

CARLYNTON SCHOOL DISTRICT

Voting Meeting November 20, 2018 Carlynton Jr.-Sr. High School Cafeteria – 7:00 pm

MINUTES

The Carlynton School District Board of Education held its regular voting meeting November 20, 2018 in the cafeteria of the Carlynton Junior-Senior High School. Board President Jim Schriver, Vice President Joe Appel, Treasurer Marissa Mendoza, and Directors Jude Frank, George Honchar, Leanne O'Brien, David Roussos, Christine Simcic, and Kelly Zaletski were present for the meeting. Also present were Acting Superintendent Joseph Dimperio, Solicitor Bill Andrews, Director of Fiscal Affairs Chris Juzwick, and administrators Lauren Baughman, Michael Loughren, and Ed Mantich. The audience was comprised of one member of the press and two individuals.

CALL TO ORDER - *President Schriver called the meeting to order at 7:07 pm. Principal Lauren Baughman led the Pledge of Allegiance. The roll was called by recording secretary Michale Herrmann. All board members were present.*

PUBLIC COMMENT ON BUSINESS BEFORE THE BOARD: *None*

APPROVAL OF MINUTES:

Director Zaletski moved, seconded by Director O'Brien, to approve the minutes of the October 16, 2018 finance committee meeting;

The minutes of the October 16, 2018 regular voting meeting;

And the minutes of the November 13, 2018 finance committee meeting. **By a voice vote, the motion carried 9-0.**

REPORTS:

- **Executive Session** – *President Schriver said the board met in executive session on November 13, 2018 to discuss real estate and personnel matters; they also met prior to this meeting to discuss personnel, real estate, and other matters.*
- **Administrative Reports**
 - **Superintendent's Report** – *Dr. Dimperio wished a happy and relaxing thanksgiving holiday to all.*
 - **Business/Finance** – *Mr. Juzwick acknowledged the Annual Financial Report on the agenda, and noted \$270,000 in revenue.*
 - **Principals** – *Mrs. Baughman said kindergarten class sizes at Carnegie are manageable and she continues to monitor ESL numbers; Mr. Loughren announced the fall play will open November 29, the positive behavior program recognized students by way of a pizza party; and staff delivered 13 turkey dinners to families.*

Minutes of October 16, 2018
Finance Meeting

Minutes of October 16, 2018
Regular Meeting
Minutes of November 13,
2018 Finance Meeting

➤ Committee Reports

- Parkway West CTC – Director Appel reported a recruiting day will be held January 10 with a career exploration day on January 18, 2019.
- Pathfinder – Director Honchar deferred to Solicitor Andrews to explain the bidding process for the new roof at the school.
- SHASDA – Director Frank said the guest speaker at the meeting was Jocelyn Kramer who discussed legalese and staff protocol for use of social media
- Legislative/PSBA – Director Simcic attended a day at the PSBA conference, attending sessions about fundraising, community engagement, and referendums.

I. Miscellaneous

Director Mendoza moved, seconded by Director Frank, to approve the additions to the 2018-2019 Conference and Field Trips Requests as submitted; (Miscellaneous Item #1118-01 REVISED)

The Board Meeting Schedule for meeting dates beginning January 2019 and ending December 2019; (Miscellaneous Item #1118-02 REVISED)

And the Cooperative Sponsorship Agreement between the District and Bishop Canevin High School for participation with the Carlynton boys' and girls' varsity track team. (Miscellaneous Item #1118-03) **By a voice vote, the motion carried 9-0.**

II. Finance

Director Honchar moved, seconded by Director Mendoza, to approve the October 2018 bills in the amount of \$684,397.03 as presented;

Move all but eight percent of the general fund balance to an assigned fund balance for the 2018-2019 school year for future expenditures related to PSERs health care benefits, and building renovations, retroactive to June 30, 2018, as directed by the auditors;

The appraisal services agreement submitted by Valuation Engineers, Inc., including the fee schedules as presented in Part I, Part II, Part III, and Part IV; (Finance Item #1118-01)

The estimate for general maintenance to the Crafton Athletic Field ball field at a cost of \$4,945 as presented; (Finance Item #1118-02)

The invoice for work completed to date to the sink hole located near Honus Wagner Field in the amount of \$9,840 as submitted; (Finance Item #1118-03)

The Athletic Fund Report for the month ending September 30, 2018 with an ending balance of \$18,304.86; (Finance Item #1118-04)

The Activities Fund Report for the month ending September 30, 2018 with an ending balance of \$76,655.39; (Finance Item #1118-05)

Conference and Field Trip Requests

2019 Board Meeting Calendar

Coop-Sponsorship Agreement with BCHS

October 2018 Bills

Assigned Fund Balance

Valuation Engineers Appraisal Agreement

Maintenance to Crafton Ball Field

Invoice for Sink Hole

Athletic Fund Report – September 2018

Activities Fund Report – September 2018

The Athletic Fund Report for the month ending October 31, 2018 with an ending balance of \$20,678.82; (Finance Item #1118-06)	Athletic Fund Report October 2018
The Activities Fund Report for the month ending October 31, 2018 with an ending balance of \$72,670.36; (Finance Item #1118-07)	Activities Fund Report – October 2018
To acknowledge the administration’s completion and submission of the District’s Annual Financial Report for the school year 2017-2018 to the Pennsylvania Department of Education; (Finance Item #1118-08)	Annual Financial Report Submission
The proposal from JAB Consulting (Jody Buchheit Spolar) to conduct a District staffing analysis to commence in January 2019 at a cost not to exceed \$4,710 as presented. (Finance Item #1118-09) By a voice vote, the motion carried 9-0.	JAB Consulting – Staffing Analysis
III. Personnel	
Director Mendoza moved, seconded by Director Simcic, to approve the additions and deletions to the 2018-2019 Supplemental Athletic List as presented; (Personnel Item #1118-01 REVISED)	2018-2019 Athletic Supplemental List
The additions to the 2018-2019 Day to Day Substitute List as presented; (Personnel Item #1118-02)	Additions to the D-D Sub List
Assign Jordon Roussos to the position of long-term substitute at Crafton Elementary School under the terms of the Carlynton Federation of Teachers Collective Bargaining Unit Agreement, effective November 19, 2018; (Personnel Item #1118-03)	LTS at Crafton Elementary – Jordon Roussos
The Leave of Absence Memorandum of Understanding for Employee CFT1819-09 as submitted; (Personnel Item #1118-04)	MOU Leave of Absence
The Leave of Absence Request for Employee CFT1819-10 as submitted; (Personnel Item #1118-05)	Leave of Absence
The reassignment of Anthony Krause to the position of custodian at the junior-senior high school under the terms of the Custodial-Maintenance Collective Bargaining Unit Agreement; (Personnel Item #1118-06)	HS Custodian – Anthony Krause
The letter of resignation submitted by Linda Manion, Crafton Elementary lunchroom/playground aide, as submitted; (Personnel Item #1118-07)	Resignation – Linda Manion
The assignment of Mande Zarvis to the position of lunchroom/ playground aide at Carnegie Elementary, retroactive to November 5, 2018, under the terms of the Secretary-Cafeteria-Aides Collective Bargaining Unit Agreement; (Personnel Item #1118-08)	Carnegie L/PG Aide
The assignment of Pamela Stone to the after-school position of math and ELA instructor for a student, one hour per week per subject, at the per diem rate; (Personnel Item #1118-09)	Math/ELA Instructor – Pamela Stone

The reassignment of Krystal Arthur to the position of general food service worker at Carnegie Elementary, a 4.5 hour per day assignment under the terms of the Secretary-Cafeteria-Aides Collective Bargaining Unit Agreement; (Personnel Item #1118-10)

Food Service Worker,
Carnegie – Krystal Arthur

The reassignment of Rob Charley to the No. 11 custodial position at Crafton Elementary School and Jacqueline Gamble to a daytime custodial position at Crafton Elementary under the terms of the Custodial-Maintenance Collective Bargaining Unit Agreement;

Custodial Reassignments –
Rob Charley and Jacqueline
Gamble

The assignment of Jamie Sonnie to the after-school position of ESL instructor at the junior-senior high school, Monday through Thursday from 3:15 pm to 4:15 pm at an hourly rate of \$30. (Personnel Item #1118-11) **By a voice vote, the motion carried 9-0 on all items except the motion to approve Jordon Roussos as a long-term substitute, in which Director Roussos abstained.**

ESL Instructor – Jamie
Sonnie

Director Mendoza moved, seconded by Director Zaletski, to approve the salary adjustment for the 2018-2019 school year retroactive to July 1, 2018 for the following administrators as presented:

Act 93 Salary Adjustments

- Rachel Andler
 - Lauren Baughman
 - Marsha Burleson
 - Rachel Gattuso
- (Personnel Item #1118-12)

A monthly stipend for Kimberly Holdcroft for duties and responsibilities as transportation coordinator for the 2018-2019 school year, retroactive to July 1, 2018;

Transportation Coordinator
– Monthly Stipend

A salary adjustment for confidential secretaries Michale Herrmann and Catherine Kovach for the 2018-2019 school year, retroactive to July 1, 2018;

Confidential Secretaries
Salary Adjustment

The additional assignment of responsibilities to Acting Superintendent Joseph Dimperio to conduct the Superintendent Search for the District at an additional compensation of \$3,000;

Superintendent Search – Dr.
Dimperio

The resignation of Carnegie Elementary lunchroom/playground aide Mande Zarvis, effective immediately; (Personnel Item #1118-13)

Resignation – Mande
Zarvis

The assignment of after-school reading or math tutors at Carnegie and Crafton Elementary Schools to the following teachers at an hourly stipend of \$35 funded by a Ready-to-Learn grant:

After-School Tutors in
Reading and Math –
Carnegie Elementary

- Mary Campbell
 - Susan Cantwell
 - Renee Gaydos
 - Brian Harewicz
 - Kathy Helfrick
 - Amanda Meyers
 - Elaine Retcofsky
 - Jordon Roussos
 - Amy Rynn
- (Personnel Item #1118-14 REVISED)

And assign Tanja Berkhouse to the position of Lunchroom/Playground Aide at Crafton Elementary consistent with the terms of the Secretary-Cafeteria-Aides Collective Bargaining Unit Agreement. (Personnel Item #1118-15) **By a voice vote, the motion carried 9-0 except the item to approve Jordon Roussos as an after school tutor, in which Director Roussos abstained.**

L/PG Aide Crafton – Tanja Berkhouse

IV. Student Services

Director Mendoza moved, seconded by Director Zaletski, to approve the agreement for students Daphne Kalimon and Azjia Gardner to represent Carlynton by competing as independent gymnasts in the WPIAL gymnastics division for the 2018-2019 school year under the training and direction of Christine Gulakowski's All-Star Athletics and Gymnastics as presented; (Student Services Item #1118-01)

Independent Student Gymnasts Agreement

The proposed trip for French students to travel to France, June 10-18, 2019, as presented, at no cost to the District. (Student Services Item #1118-02)

Student Trip to France

And the proposed spring trip for the Carlynton Marching Band to travel to New York City, April 26-28, 2019, as presented, at no cost to the District. (Student Services Item #1118-03) **By a voice vote, the motion carried 9-0.**

Marching Band Trip to NYC

V. Policy

Director Mendoza moved, seconded by Director Simcic, to approve the first reading of Finance Policies 611 through 626 per the full PSBA policy review. (Policy Item #1118-01) **By a voice vote, the motion carried 9-0.**

Finance Policies 611-626 – Final Reading

OLD BUSINESS: *None*

NEW BUSINESS: *None*

OPEN FORUM: *Director Honchar expressed the need to videotape board meetings.*

ADJOURNMENT:

With no further business, Director Mendoza moved for adjournment at 7:43 pm, seconded by Director Honchar. **By a voice vote, the motion carried 9-0.**

Respectfully submitted,

Christopher Juzwick, Board Secretary

Michale Herrmann, Recording Secretary