

**CARLYNTON SCHOOL DISTRICT**  
**Agenda Setting/Committee/Voting Meeting**  
**January 4, 2016**  
**Carlynton Jr.-Sr. High School Library – 7:30 pm**

**MINUTES**

The Carlynton School District Board of Education held its agenda setting/committee/voting meeting January 4, 2016 in the library of the junior-senior high school. Those in attendance included President Jim Schriver, Vice President Joe Appel, Treasurer Marissa Mendoza and Directors Monica Dugan, Antriece Hart, George Honchar, LeeAnne Mitchell-O'Brien, Nyra Schell and Kelly Zaletski. Also present at the meeting was Superintendent Gary Peiffer, Solicitor Bill Andrews and Administrators Carla Hudson, Hillary Mangis, Ed Mantich and John McAdoo. The audience was comprised of one person and one member of the press.

**CALL TO ORDER** – *The meeting was called to order at 7:30 pm by President Schriver; audience member and district employee Karen Eonta led the pledge. The roll was called by recording secretary Michale Herrmann; all members of the board were present.*

**PUBLIC COMMENT ON BUSINESS BEFORE THE BOARD:** *None*

**RECEPTION**- *Dr. Peiffer commended the board for their service and offered some light refreshments in honor of School Board Recognition Month. President Schriver recessed the meeting at 7:33 pm. The meeting was reconvened at 7:50 pm.*

**APPROVAL OF MINUTES:**

Director Appel moved, seconded by Director Honchar, to approve the minutes of the December 7, 2015 Reorganization Meeting as presented;

*And the minutes of the December 7, 2015 Regular Voting Meeting as presented. **By a voice vote, the motion carried 9-0.***

**REPORTS:**

- **Executive Session** – *Director Schriver reported that contracts, litigation, personnel and real estate matters were discussed in the closed session held prior to the meeting.*
- **Administrative Reports**
  - **Superintendent's Report** – *Dr. Peiffer said the district should be receiving \$3.4 million from the state which will help the district to meet its budgetary needs for a few months. Governor Wolf has announced he will sign a 2016-2017 budget on February 2, Dr. Peiffer reported.*
  - **Business Manager Report** – *Mr. Christy concurred with Dr. Peiffer's report, adding that the \$3.4 million will boost the district's budget to approximately \$10 million. Therefore, he does not anticipate the need to borrow money at this time. Mr. Christy distributed the annual audit report from the offices of Hosack, Specht, Muetzel and Wood, adding that a representative from the accounting firm will provide a brief presentation related to the report at the next board meeting. President Schriver encouraged all board members to bring the document to the*

December 7, 2015  
Reorganization Minutes

December 7, 2015 Minutes

January 27<sup>th</sup> board meeting. Mr. Christy provided an explanation about a line item under Finance related to the tax collector for Rosslyn Farms. He also recommended that the board seek the referendum exception to increase taxes above the index when passing the preliminary budget at the end of the month.

- Pupil Services Report – Dr. Mangis said the rewriting of the Special Education plan is continuing and the January parent meeting will focus on the connection between nutrition and learning.
- Curriculum/Data Report – Mr. Mantich read a letter from an East Allegheny biology teacher asking for advice in raising the School Performance Profile (because our students perform well in the particular subject area). He said the teachers were very helpful in formulating a helpful response.
- Principals' Report - Mr. McAdoo said a local benefactor provided some \$1,500 in clothing which was separated and offered as Christmas gifts to approximately 40 students. He added that the winter sports season is kicking into high gear and encouraged board members to attend events to support the athletes.

Mrs. Hudson said she is working with staff and Crafton Elementary in developing the ELA curriculum using a cycle of evaluation to align with standards. Teachers have reviewed and narrowed down two math series and a representative from each company will present at the next in-service. Carnegie finished up with the DIBELS benchmarks while Crafton is administering them during the first week in January. Mrs. Hudson distributed a newsletter and commented on a few featured articles.

## I. Miscellaneous

Director Mendoza moved, seconded by Director Hart, to approve the additions to the Conference and Field Trip Requests for the 2015-2016 school year as submitted; (Miscellaneous Item #0116-01)

*Director Schell asked how students on the ski trip travel. Principal John McAdoo said they go by school bus and the cost is covered by the student.*

And the 2016-2017 school year calendar as presented. (Miscellaneous Item #0116-02) **By a voice vote, the motion carried 9-0.**

*Before voting, Director Honchar had some questions about the earlier start date on the calendar. Dr. Peiffer explained the need to begin school earlier.*

## II. Finance

Director Hart moved, seconded by Director Zaletski, to approve the November 2015 Treasurer's Report as submitted;

The November 2015 bills in the amount of \$1,977,403.74 as submitted;

The January 2016 Real Estate Tax Refunds for the Borough of Carnegie as submitted; (Finance Item #0116-01)

2015-2016 Conference and Field Trip Requests

2016-2017 School Year Calendar

November Treasurer's Report

November 2015 Bills

Carnegie RE Tax Refunds – January 2016

<p>The November 2015 Athletic Fund Report with an ending balance of \$4,981.99 as submitted; (Finance Item #0116-02)</p> <p><i>Director Dugan asked if the board had access to approve itemized purchases. Dr. Peiffer said expenditures must follow that which was budgeted and any additional purchases, when funds are available, are approved by him.</i></p>	<p>Athletic Fund Report – November 2015</p>
<p>The November 2015 Activities Fund Report with an ending balance of \$69,647.86; (Finance Item #0116-03)</p>	<p>Activities Fund Report – November 2015</p>
<p>And Jordan Tax Service, Inc., as Deputy Tax Collector for Rosslyn Farms Borough until December 31, 2017. Samuel Maccarone, the previously appointed Tax Collector for Rosslyn Farms Borough, made said deputization in writing pursuant to the authority of the Local Tax Collection Law. <b>By a voice vote, the motion carried 9-0.</b></p> <p><i>Prior to voting, Director Honchar questioned the difference in cost for a private collector versus a company such as Jordan Tax Service. Solicitor Andrews said the salary of a tax collector is determined prior to election. Mr. Christy added that Sam Maccarone waived the salary.</i></p>	<p>Rosslyn Farms Borough Tax Collector</p>
<p><b>III. Personnel</b></p> <p>Director Dugan moved, seconded by Director Appel, to approve the letter of intent to retire from custodian Michael Dudicz, effective January 21, 2016 as submitted; (Personnel Item #0116-01)</p>	<p>Letter of Intent to Retire – Michael Dudicz, Custodian</p>
<p>The Leave of Absence Request as submitted by employee SCA1516-10 and SCA1516-11; (Personnel Item #0116-02)</p>	<p>Leave of Absence Request</p>
<p>And employee Erin Yuhaschek as a long-term reading substitute at the secondary level effective January 5, 2016 per the recommendation of the high school principals. (Personnel Item #0116-03) <b>By a voice vote, the motion carried 9-0.</b></p>	<p>LTS in Reading – Erin Yuhaschek</p>
<p><b>IV. Student Services</b></p> <p>Director Hart moved, seconded by Director Mendoza, to approve the proposed summer trip to Mexico for Spanish students, June 26-July 3, 2017 as submitted. (Student Services Item #0116-01) <b>By a voice vote, the motion carried 9-0.</b></p> <p><i>There was some discussion about the trip and the board learned that an earlier approved trip to Canada was cancelled because too few French students expressed a desire to go. Overall, board members agreed the opportunities to travel to other countries are invaluable.</i></p>	<p>2016 Spanish Trip to Mexico</p>
<p><b>V. Policy</b></p> <p>Director Hart moved, seconded by Director Honchar, to approve Policy No. 824, Maintaining Professional Adult/Student Boundaries, as presented for the second reading. (Policy Item #0116-01 Second Reading) <b>By a voice vote, the motion carried 9-0.</b></p> <p><i>Dr. Peiffer said he plans to have the administrative team review the policy and believes a few modifications will be made. The policy will be</i></p>	<p>Policy No. 824 – Professional Adult/Student Boundaries</p>

*presented again for a final reading.*

*Directors Hart and Schell said they appreciated the balance between positive interaction between student and teacher while protecting individuals from any negative.*

**OLD BUSINESS:** *None*

**NEW BUSINESS:** *Director Schell expressed concern for sharing the budget process with new members of the board so they will have a greater understanding as well as a comprehension of the application for referendum exception. Mr. Christy explained the process, adding he will pull together all the numbers and have a preliminary budget ready for presentation for the last meeting in January. President Schriver offered further explanation. Dr. Peiffer said the board can use February, March and April to review the preliminary budget and question any line items.*

Director Hart moved, seconded by Director Mendoza, to authorize the administration to seek a referendum exception above the index to which they are entitled. **By a voice vote, the motion carried 9-0.**

**OPEN FORUM:** *Director Schell noted that the board will hold a work session January 23, 2016 from 8 am until noon at Parkway West CTC. The topics of discussion will include the district strategic plan and reviewing the manner in which students are learning, ongoing topics from past meetings. The work session is open to the public.*

**ADJOURNMENT:** With no further business to discuss, Director Mendoza moved, seconded by Director Zaletski, to adjourn the meeting at 8:40 pm. **By a voice vote, the motion carried 9-0.**

Respectfully submitted,

---

Kirby Christy, Board Secretary

---

Michale Herrmann, Recording Secretary