



Carlynton School District

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M E M O R A N D U M

TO: Board of Directors
Administrators
Municipal Offices

DATE: June 24, 2011

RE: BOARD OF EDUCATION MEETING

The Carlynton Board of School Directors will conduct its Regular Voting Meeting, **Thursday, June 30, 2011, 7:30 pm**, in the **library** of the Carlynton Junior-Senior High School.

- *An executive session will be held in the superintendent's conference room beginning at **6:30 pm***

CARLYNTON SCHOOL DISTRICT

Regular Voting Meeting
June 30, 2011
Carlynton Jr.-Sr. High School Library – 7:30 pm

AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIENCE:

PRESENTATION: *Recognition of Retirees*

ROLL CALL

PUBLIC COMMENT ON BUSINESS BEFORE THE BOARD:

APPROVAL OF MINUTES:

Motion to remove from the table:

1. Remove the minutes of the May 19, 2011 Voting Meeting from the table.
_____ *First*; _____ *Second*; _____ *Vote*

Motion to approve the following minutes:

1. The minutes of the May 19, 2011 Voting Meeting as presented;
2. The minutes of the June 2, 2011 Agenda Setting/Committee/Voting Meeting as presented;
3. The minutes of the June 9, 2011 Budget Hearing as presented.
_____ *First*; _____ *Second*; _____ *Vote*

REPORTS:

- Executive Session – *President Brown*
 - Principals' Reports
 - Director of Pupil Services' Report – *Mrs. Myford*
 - Business Manager Report – *Mr. Christy*
 - Superintendent's Report – *Dr. Panza*
- Secretary's Correspondence
 - Minutes of the Parkway West Career and Technology Center Joint Committee Meeting of May 3, 2011. (SC #0611-01)
- Pathfinder Report – *Director Wilson*
- Parkway West CTC Report – *Director McCartney*
- SHASDA – *Director Schirripa*
- PSBA-Legislative – *Director Walkowiak*

Remove from the table:
Minutes of May 19, 2011
Voting Meeting

Minutes of the May 19, 2011
Voting Meeting
Minutes of the June 2, 2011
Meeting

Minutes of the June 9, 2011
Budget Hearing

BUSINESS BEFORE THE BOARD:

I. Miscellaneous

Motion to approve the following Miscellaneous Items:

1. The Wilson's Driver Training School Inc. Driver Education Program, which will offer an online classroom portion of driver's education, as presented. This course will be offered at no cost to the district; (Miscellaneous Item #0611-01)
2. The following Conference Request as presented and approved by administration:
 - C...R. Donovan...Training...South Fayette HS...07/07
(Miscellaneous Item #0611-02)
3. The purchase of new textbooks for the 2011-2012 school year as reviewed by the professional staff and presented.
_____ First; _____ Second; _____ Vote

Wilson's Driver Training

Conference Request

Purchase of New Textbooks

II. Finance

Motion to remove from the table:

1. Remove from the table the Topographical and Reconnaissance Wetland Survey bid submitted by Mackin Engineering Company, the lowest responsible bidder, at a cost not to exceed \$8,600; (Finance Item #0611-04/6-2-11)
_____ First; _____ Second; _____ Vote

Topographical and
Reconnaissance Wetland
Survey Bid

Motion to approve the following Finance Items:

1. The Topographical and Reconnaissance Wetland Survey bid submitted by Mackin Engineering Company, the lowest responsible bidder, at a cost not to exceed \$8,600; (Finance Item #0611-04/6-2-11)
2. The Treasurer's Report for the month of May 2011 as presented;
3. May 2011 bills in the amount of \$1,646,636.68 as presented;
4. Crafton Borough Real Estate Tax Refund as submitted; (Finance Item #0611-01)
5. Resolution No. 441-11 establishing the millage for real estate taxation for the 2011-2012 fiscal year as follows: Resolved that the Carlynton School District does hereby levy and assess the real estate tax for the fiscal year for all taxable property in the Carlynton School District for the Boroughs of Carnegie, Crafton and Rosslyn Farms, at 23.15 mills or \$2.315 on each one hundred dollars (\$100) of the assessed valuation on all property for school purposes. This represents a one mill decrease in the district millage rate; (Finance Item #0611-02)
6. Resolution No. 442-11 as follows: Resolved that the levy of one percent (1%) on all earned income and net profit levied by Resolution No. 44 of 1966 and enacted under the authority of the Local and Tax Enabling Act #511 of 1965 and its amendments thereto, is hereby renewed for the 2011-2012 fiscal year and for an indefinite term thereafter, and all taxes levied under Act 511 of 1965 including the earned income and net

Topographical and
Reconnaissance Wetland
Survey Bid

Treasurer's Report – May
2011
May 2011 Bills

Crafton RE Tax Refunds

Resolution No. 441-11 Real
Estate Millage - 2011-2012

Resolution No. 442-11
Earned Income Tax Levy
2011-2012

profits tax and the real estate transfer tax be reenacted without substantial change. This represents no increase in the taxation rate; (Finance Item #0611-03)

7. The Carlynton School District 2011-2012 General Fund Budget in the amount of \$23,395,132;	General Fund Budget
8. Resolution No. 443-11 as submitted by the solicitor, to accept the funds made available through Act 1, the Homestead/Farmstead Tax Relief Act. Each qualified homeowner will realize a savings of approximately \$164. (Finance Item #0611-04)	Resolution No. 443-11 – Homestead/Farmstead Tax Relief Act Funds
9. Reappoint Sandra Hughan as Treasurer of the Carlynton School District for a term beginning July 1, 2011 and ending June 30, 2012;	Treasurer – Sandra Hughan
10. Designate PNC Bank, Crafton Branch, as the official school district depository for funds received for fiscal year 2011-2012 in accordance with Section 621 of the PA School Code;	PNC Bank – District Depository
11. Participation in the PMA Worker’s Compensation Program at a cost of \$46,872, effective July 1, 2011, as presented. This represents a savings of \$1,093 over last year;	PMA Worker’s Compensation
12. The insurance package for the 2011-2012 school year as recommended by the Gleason Agency at a cost of \$55,843. This includes privacy protection and network (cyber) liability. This represents an increase of \$11,803 over last year;	Insurance Package for 2011-2012
13. That Patricia Keeley, Crafton Real Estate Tax Collector; Edward Adams, Rosslyn Farms Real Estate Tax Collector; and Peg Bowman, Carnegie Real Estate Tax Collector, be excused from further collection of school district real estate taxes for the 2010-2011 school year, effective June 30, 2011, and that the list of names of those owners submitted by each of the above tax collectors be given to the delinquent tax collector for the purpose of lienning;	Tax Collectors Excused from Collection
14. Reappoint Edward Adams as Rosslyn Farms Earned Income Tax Collector for the term of July 1, 2011 through December 31, 2011;	Edward Adams – Rosslyn Farms Tax Collector
15. Renew public official bonds for Board Secretary Kirby Christy and Treasurer Sandra Hughan;	Public Official Bonds Tax Duplicates
16. Grant authorization for the appropriate officials to provide tax duplicates to each of the District’s tax collectors on or before July 1, 2011, in accordance with Section 682 of the PA School Code;	Tax Collector’s Bonds
17. Authorize the District to acquire the tax collector’s bonds as required by Section 684 of the PA School Code for the Carnegie, Crafton and Rosslyn Farms Tax Collectors;	Acquisition of Tax Collector’s Bonds
18. Award bids for General, Art, Physical Education, Medical, Custodial/Maintenance and Athletic Supplies for the 2011-2012 school year in the total amount of \$127,215.80; (Finance Item #0611-05)	Awarding of Bids – General, Etc.

19. The cafeteria operating report for the month of March 2011 as submitted by Aramark Educational Service with an ending year-to-date balance of \$38,120.67; (Finance Item #0611-06)	March 2011 Cafeteria Operating Report
20. The cafeteria operating report for the month of April 2011 as submitted by Aramark Educational Service with an ending year-to-date balance of \$46,395.09; (Finance Item #0611-07)	April 2011 Cafeteria Operating Report
21. The May 2011 Athletic Fund Report as presented with an ending balance of \$2,448.44; (Finance Item #0611-08)	May 2011 Athletic Fund Report
22. The May 2011 Activities Fund Report as presented with an ending balance of \$31,933.07; (Finance Item #0611-09)	May 2011 Activities Fund Report
23. The Letter of Agreement between the district and the Allegheny Intermediate Unit for the provision of travel instruction services at a rate of \$80 per hour for the first 25 hours and at a rate of \$60 per hour for all additional hours. This agreement is effective July 1, 2011 through June 30, 2012, as presented. Fees will only be assessed as services are rendered; (Finance Item #0611-10)	Letter of Agreement with the AIU – Travel Instruction Services
24. Acceptance of the grant agreement from The Grable Foundation for the Crafton Elementary STEAM program in the amount of \$9,890, for the 2011-2012 school year as presented; (Finance Item #0611-11)	The Grable Foundation STEAM Grant
25. To advertise the Request for Proposal for the Crafton Elementary Roof Replacement as presented; (Finance Item #0611-12)	RFP - Crafton Elementary Roof Replacement
26. The GASB 45 Actuarial Services provided by Hawley Consulting in the amount of \$5,250 for the 2010-2011 and 2011-2012 school years;	GASB 45 Services
27. Procure the auditing services of the firm of Hosack, Specht, Muetzel and Wood to conduct an audit of the Earned Income Tax Collector of Rosslyn Farms for the years ending June 30, 2010 and June 30, 2011 at a cost of \$570 and \$585 respectively;	Auditing Services for Rosslyn Farms EIT Collector
_____ First; _____ Second; _____ Vote	

III. Personnel

Motion to approve the Personnel Items below:

1. The proposed professional and non-professional staffing assignments for the 2011-2012 school year as recommend by the administrative staff and that authorization be granted to notify affected employees of furlough and/or suspension;	Professional and Non-Professional Staffing List for 2011-2012
2. Award a Professional Employee Contract to elementary teacher Maria Wisser, under the terms and conditions of the Carlynton Federation of Teachers Collective Bargaining Agreement;	PE Contract – Maria Wisser
3. Award a Professional Employee Contract to elementary teacher Shannon Vitali-Guay, under the terms and conditions of the Carlynton Federation of Teachers Collective Bargaining Agreement;	PE Contract – Shannon Vitali-Guay

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| <p>4. Award a Temporary Professional Employee contract to _____, for the position of music/choral teacher, under the terms and conditions of the Carlynton Federation of Teachers Collective Bargaining Agreement; (Personnel Item #0611-01)</p> | <p>TPE, Music/Choral Teacher -
_____</p> |
| <p>5. The stipend of \$1,294.50 for David Oddi for taking on the responsibilities of Equipment Manager for the second half of the 2010-2011 school year;</p> | <p>2010-11 Half-year Equipment Manager – David Oddi</p> |
| <p>6. The following additions to the 2011-2012 Athletic Supplemental List as recommended and submitted:</p> <ul style="list-style-type: none"> ▪ Daniel McDonald – Assistant Varsity Boys’ Basketball Coach ▪ Cayll Smith – Girls’ Basketball Coach, Grade 8 ▪ Tonya Temoff – Jr. High Cheerleader Coach ▪ Samantha Wooster – Jr. Varsity Cheerleader Coach ▪ Rachel Smith – Varsity Head Cheerleader Coach ▪ David Oddi – Equipment Manager ▪ Jocelyn Illig – Varsity Head Girls’ Soccer Coach ▪ Dané Marshall – Girls’ Varsity Assistant Tennis Coach ▪ Jason Knox – Varsity Head Wrestling Coach <p>(Personnel Item #0611-02)</p> | <p>Additions to the 2011-12 Athletic Supplemental List</p> |
| <p>7. The following additions to the 2011-2012 Activities Supplemental List as recommended and submitted:</p> <ul style="list-style-type: none"> ▪ Kristina Schelb – Cougarette Instructor <i>and</i> Cougarette/Honor Guard Sponsor <p>(Personnel Item #0611-03)</p> | <p>Additions to the 2011-12 Activities Supplemental List</p> |
| <p>8. School physician Dr. Edward Snell and eye examiner Dr. Sherry Marinacci for the 2011-2012 school year at a per diem rate per the stipulations contained in established board policy.</p> | <p>School Physician and Eye Examiner for 2011-12 School Year</p> |
| <p>9. The following additions to the 2011-2012 Curriculum Supplemental List as recommended and submitted:</p> <ul style="list-style-type: none"> ▪ Laura Begg – Secondary Social Studies ▪ Lisa Rowley – Federal Programs <i>and</i> Secondary Physical Education and Health ▪ Marlynn Vayanos – Secondary Music/Art ▪ Michael Kozy – Secondary Mathematics ▪ Cynthia Eddy – Secondary Language Arts/Foreign Languages/Library/Reading ▪ Lee Myford – Secondary Special Education/Guidance/GATE/Vocational Education ▪ Diane Criste and Russ Pedersen – Elementary Music/Art ▪ Jacie Maslyk – Elementary Reading/Library and Computers <i>and</i> Language Arts ▪ Christopher Very – Elementary Science ▪ Brian Harewicz – Elementary Special Education/GATE <p>(Personnel Item #0611-04)</p> | <p>Additions to the 2011-12 Curriculum Supplemental List</p> |
| <p>10. The following four additions to list of Summer Custodial Helpers for the Summer of 2011 as follows:</p> <ul style="list-style-type: none"> ▪ Dustin Tyndal ▪ Mykola Zayats | <p>Additions to the Summer Custodial Helper List</p> |

- Nestor Lutsiv
 - Faith Karl
- (Personnel Item #0611-05)

11. The following individuals to facilitate the summer Extended School Year programs as recommended by administration:

- Lysie Merglowski, Elementary, 20 hours
 - Diane Moehler, Secondary, 24 hours
 - Diane Moehler, Secondary, 12 hours
- (Personnel Item #0611-06)

_____ *First*; _____ *Second*; _____ *Vote*

Facilitators of ESY Programs

UNFINISHED BUSINESS:

NEW BUSINESS:

OPEN FORUM:

ADJOURNMENT:

_____ *First*; _____ *Second*; _____ *Vote*