

CARLYNTON SCHOOL DISTRICT

**Agenda Setting/Committee/Voting Meeting
January 6, 2014
Carlynton Jr.-Sr. High School Library – 7:30 pm**

MINUTES

The Carlynton School District Board of Education held its agenda setting/committee/voting meeting on January 6, 2014 in the library of the junior-senior high school. Those in attendance included President David Roussos and School Directors Joe Appel, Antriece Hart, Carl Hunt, Nyra Schell, Jim Schriver, Betsy Tassaró, Ray Walkowiak and Sharon Wilson. Also present was Superintendent Gary Peiffer and Solicitor Anthony Giglio. The area for audience members was empty.

CALL TO ORDER – *The meeting was called to order at 7:35 pm. Board members recited the pledge together. The roll was called by Michale Herrmann; all members were present.*

PUBLIC COMMENT ON BUSINESS BEFORE THE BOARD: *None*

APPROVAL OF MINUTES:

Director Wilson moved, seconded by Director Walkowiak, to approve the minutes of the December 3, 2013 Reorganization Meeting as presented.

Minutes of December 3, 2013
Reorganization Meeting

And the minutes of the December 3, 2012 Voting Meeting as presented.

Director Schell noted a correction to be made in the minutes regarding the swearing in of Director Hunt.

Director Schell moved, seconded by Director Walkowiak, to amend the minutes. **By a voice vote, the motion carried 9-0.**

Minutes of December 3, 2013
Voting Meeting

The minutes were then approved in whole by a 9-0 voice vote.

REPORTS:

- **Executive Session** – *President Roussos reported that real estate, pending litigation and personnel matters were discussed in the closed session.*
- **Administrative Reports**
 - **Superintendent's Report** – *None*
- **Thomas and Williamson Report** – *John Hayes of Thomas & Williamson presented a final punch list of items to be completed and then reviewed the list of change orders presented on the board agenda under finance. The board did have some questions, which were addressed. It was noted, should John Recchio retire at the end of the school year, that it would be beneficial to have a complete summary of documents from T&W so a new person could easily identify what has been done and locate warranties. Jon Thomas said this was being done. Discussion was then directed to the rebidding of the secure vestibules and office relocations projects at the elementary schools. Newly proposed plans from the principal at Crafton Elementary created some confusion; the board decided to move forward with the original plan and decide later to consider change orders for the STEAM room and the addition of a sink.*

The item on the agenda regarding the pool filtration replacement was discussed. Mr. Peiffer said the company that completed the bid discovered the need for drains as well.

T & W provided a project overview list for board members to review and check off priorities. The listing offered a high, low and medium option for prioritizing. This was determined as the best method to gather specifics and identify upcoming priorities.

In conclusion, the board requested better communication from T & W.

Board members decided to approve the changes orders as presented, as well as the rebidding of the vestibules and office relocations, and the pool filtration/drainage system:

Director Hart moved, seconded by Director Wilson, to approve change orders No. 13010, 13011 and 13014 for the renovation projects as submitted in detail; (Finance Item #0114-06)

The advertising for the re-bid of the Crafton and Carnegie elementary schools' secure vestibules and office relocation projects;

And the bid from Wade Associates between the district and the consultant for the renovation of the filtration system and drains of the high school swimming pool as submitted; (Finance Item #0114-07)

By a voice vote, the motion carried 9-0.

Change Orders No. 13010, 13011 and 13014

Rebid of Crafton and Carnegie Secure Vestibules and Office Relocations
Bid Proposal from Wade Associates for the HS Pool Filtration System and Drains

I. Miscellaneous

Director Tassaro moved, seconded by Director Hart, to approve the additions to the 2013-2014 conference and field trip requests as presented and approved by administration. (Miscellaneous Item #0114-01 REVISED) **By a voice vote, the motion carried 9-0.**

Additions – 2013-2014
Conference and FT Requests

II. Finance

Director Hunt moved, seconded by Director Appel, to approve the Treasurer's Report for the month of November 2013 as presented;

Treasurer's Report for
November 2013

The November 2013 bills in the amount of \$2,697,600.79 as submitted;

November 2013 Bills

The January 2014 Real Estate Tax Refunds for the Borough of Carnegie as submitted; (Finance Item #0114-02)

RE Tax Refunds – Carnegie

~~The Request for Proposals and Contract for a Carlynton School District Food Service Management Company for the period of July 1, 2014 through June 30, 2015 as submitted; (Finance Item #0114-07) REMOVED~~

RFP – Food Service
Management Contract

The November 2013 Athletic Fund Reports as submitted with an ending balance of \$10,388.50 as submitted; (Finance Item #0114-03)

November 2013 Athletic
Fund Report

The November 2013 Activities Fund Reports as submitted with an ending balance of \$46,185.50 as submitted; (Finance Item #0114-04)

November 2013 Activities
Fund Report

And the October 2013 Food Services Report as submitted by Aramark Educational Services. (Finance Item #0114-05)

Director Schell questioned several blank spaces on the RFP for the Food Service Management proposal and the board decided to amend the original motion to REMOVE the RFP from the agenda. A motion to amend the original motion was made:

*Director Hart moved, seconded by Director Hunt, to remove the Request for Proposals and Contract for a Food Service Management Company as stated. **By a voice vote, the motion carried 9-0.***

*The original motion was then voted upon: **By a voice vote, the final motion carried 9-0.***

Director Hunt moved, seconded by Director Wilson, to approve the Sports Medicine Services proposal between the district and West Penn Allegheny Health System, Inc. d/b/a Allegheny General Hospital as submitted; (Finance item #0114-08)

And the agreement between the district and the University of Pittsburgh Tri-State Study Council for a comprehensive planning day as submitted. (Finance Item #0114-09) *A pause was held for Director Schell to carefully review the contract before voting.*

By a voice vote, the motion carried 9-0.

III. Personnel

Director Schell moved, seconded by Director Schriver, to approve the following additions to the 2013-2014 Athletic Supplemental List for the 2013-2014 school year as submitted:

- Michael Donovan – 7th grade boys' basketball
 - David Zinski – 8th grade boys' basketball
- (Personnel Item #0114-01)

The following additions to the 2013-2014 Activities Supplemental List for the 2013-2014 school year as submitted:

- Stephen Baldanzi, Instrumental Director, musical
- (Personnel Item #0114-02)

To divide the responsibilities of the auditorium manager position, a supplemental activities position, between Russ Pedersen and Karen Wilmus, retroactive to August 27, 2013;

The additions to the 2013-2014 Day-to-Day Substitute List as presented; (Personnel Item #0114-03)

The Leave of Absence extension requests for Employees #CFT13-14-02 and CFT13-14-06 through the remainder of the 2013-2014 school year; (Personnel Item #0114-04)

The creation and anticipated posting of an Instructional Aide at the secondary level as submitted by administration; (Personnel Item #0114-05)

October 2013 Food Services Report from Aramark

West Penn Allegheny Health System Sports Medicine Proposal

Agreement with Tri-State Area School Study Council

Additions to the 2013-2013 Athletic Supplemental List

Additions to the 2013-2013 Activities Supplemental List

Division of Auditorium Manager Position

Additions to Day-to-Day Sub List

Leave of Absence Requests

Creation of an Instructional Aide Position

The resignation of Lee Myford, Director of Pupil Services, as submitted, effective February 28, 2014; (Personnel Item #0114-06)

And the creation of two high school after-school tutoring positions to address student academic needs for two days per week, one-hour per day, at the teachers' per diem rate, and to post for said openings. **By a voice vote, the motion carried 9-0.**

V. Policy

Director Hart moved, seconded by Director Wilson, to approve Policy No. 610, Purchases Subject to Bid/Quotation, as submitted; (Policy Item #0114-01) **By a voice vote, the motion carried 8-0-1 with Director Hunt abstaining.**

OLD BUSINESS: *None*

NEW BUSINESS: *None*

ADJOURNMENT: With no further business to discuss, Director Hart moved to adjourn the meeting at 9:38 pm, seconded by Director Wilson. **By a voice vote, the motion carried 9-0.**

Respectfully submitted,

Kirby Christy, Board Secretary

Michale Herrmann, Recording Secretary

Resignation – Lee Myford

Creation of After-School
Tutoring Positions

Policy No. 610 – Purchases
Subject to Bid/Quotation