

## CARLYNTON SCHOOL DISTRICT

### Voting Meeting

June 20, 2016

Carlynton Jr.-Sr. High School Library – 7:30 pm

### MINUTES

The Carlynton School District Board of Education held its regular voting meeting June 20, 2016 in the library of the junior-senior high school. In attendance was President Jim Schriver, Vice President Joe Appel, Treasurer Marissa Mendoza and Directors Monica Dugan, George Honchar, Leanne O'Brien, Nyra Schell and Kelly Zaletski. Also present was Superintendent Gary Peiffer, Solicitor Bill Andrews and Administrators Marsha Burleson, Brian Durica, John McAdoo and Dennis McDade. The audience was comprised of five individuals and one member of the press.

**CALL TO ORDER** - *The meeting was called to order at 7:31 pm by President Schriver; Principal John McAdoo led the pledge. The roll was called by recording secretary Michale Herrmann; Director Hart was absent.*

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

### **APPROVAL OF MINUTES:**

Director Honchar moved, seconded by Director O'Brien, to approve the minutes of the June 6, 2016 Committee/Voting Meeting as presented. **By a voice vote, the motion carried 8-0.**

### **REPORTS:**

- **Executive Session** – *President Schriver reported personnel, litigation and real estate matters were discussed in the closed session.*
- **Administrative Reports**
  - **Superintendent Report** – *Dr. Peiffer said the school year finished strong with a number of successes throughout the year. Camp AIM is in full swing through the end of July.*
  - **Principals** – *High School Principal John McAdoo said training on the new Student Information System is allowing for the finalization of schedules; Dr. Mangis and a Special Education team are developing plans to better support students; the Carlynton Education Foundation can benefit from purchases made on Amazon Smile; and teachers Kristen Fischer and Wendy Steiner applied for and received a grant to include a social justice aspect into the curriculum.*  
*Crafton Elementary Principal Marsha Burleson said she is excited to be working on scheduling, rosters and ESAP this summer; she plans to move the recess period for students so it occurs before lunch, rather than after, based on research that illustrates benefits; and the older grades will be departmentalized allowing for common planning time among teachers.*
  - **Business Manager** – *Mr. Christy distributed a three-piece document to illustrate a summary of the budget, estimated fund balance, revenues and expenditures through the 2016-2017 school year. Expenditures, by way of salaries, benefits and contracted services in 2016-2017 will see an estimated increase of \$227,000. There was considerable concern over*

Minutes of June 6, 2016  
Meeting

*the spending down of the fund balance. Director Schell urged board members to work proactively to avoid the same problems next year by having budget discussions earlier. Directors Mendoza and Dugan encouraged the board to remain educated on the issue and to gather support from community members by bringing them on board to discuss out-of-the box solutions.*

▪ Facilities and Maintenance – Mr. McDade reviewed items on the agenda for asphalt repairs, garbage collection and the pressure steamer for the cafeteria. He said his crew will be painting rooms this summer as well as cleaning and he will be adding door signs and numbers to increase safety. The small section of roof at Carnegie Elementary will be completed by end of week; 20 energy savings devices will be placed strategically around the schools at no cost to the district; and the ticket booths, built by Parkway construction students, are finished. Mr. McDade said he plans to pick them up and install this summer at Honus Wagner Field.

▪ Technology – Mr. Durica said all data will be moved into the new Student Information System within two weeks. He is currently transitioning in a new internet provider, through Allegheny Connect, at a 50 percent savings to the district. Summer work will include software updates which will be globally-based from this point forward.

## I. Miscellaneous

Director Schell moved, seconded by Director Appel, to approve the collaboration agreement between the District and the Kennedy School of Driving, Inc. to provide the opportunity of driver's education classroom theory, behind-the-wheel driver training and end-of-course skills tests to Carlynton School District students; (Miscellaneous Item #0616-01)

*Director Dugan asked if a price comparison was completed with the driving program. Dr. Peiffer said there is no cost to the district and the course is taught by a district teacher.*

The Conference Request by high school Principal Michael Loughren to attend the School-Justice Partnership Certificate Program at Georgetown University, September 26-30, 2016; (Miscellaneous Item #0616-02)

*Director Dugan asked how the expenses for the conference would be funded. Dr. Peiffer said the conference correlates directly with the Youth Crossover program and it will be subsidized by monies in Title II.*

And the Resolution submitted by the Carlynton Education Foundation for a Local Option Small Games of Chance Permit as submitted. (Miscellaneous Item #0616-03) **By a voice vote, the motion carried 8-0.**

## II. Finance

Director Schell moved, seconded by Director Honchar, to designate PNC Bank, Crafton Branch, as the official school district depository for funds received for fiscal year 2016-2017 in accordance with Section 621 of the PA School Code. **By a ROLL CALL VOTE, the motion carried 7-0-1 with Director Dugan abstaining due to conflict.**

Kennedy School of Driving  
Collaborative Agreement

Conference Request –  
Michael Loughren

Foundation – Small Games of  
Chance Permit Resolution

PNC Bank – District  
Depository

Director Dugan moved, seconded by Director Mendoza, to approve the Treasurer’s Report for the month of May 2016 as presented;

Treasurer’s Report – May 2016

The May 2015 bills in the amount of \$1,858,609.55 as presented;

May 2016 Bills

Resolution No. 465-16 establishing the millage for real estate taxation for the 2016-2017 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 21.564 mills or \$2.1564 on each one hundred dollars (\$100) of the assessed valuation on all property for school purposes; (Finance Item #0616-01)

Resolution No. 465-16 Real Estate Millage - 2016-2017

Move all but eight percent of the general fund balance to an assigned fund balance for the 2016-2017 school year for future expenditures related to PSERs, health care benefits and building renovations;

Assigned General Fund Balance

Resolution No. 466-16 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 2016-2017 fiscal year and for an indefinite term thereafter, and all taxes levied under Act 511 of 1965 including the earned income and net profits tax and the real estate transfer tax be reenacted without substantial change; (Finance Item #0616-02)

Resolution No. 466-16 Earned Income Tax Levy 2016-2017

Resolution No. 467-16 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 \$170.68; (Finance Item #0616-03)

Resolution No. 467-16 – Homestead/Farmstead Tax Relief Act Funds

Participation in the Highmark Workers Compensation Program at a cost of \$68,578 effective July 1, 2016 as presented;

Highmark Worker’s Compensation

The insurance package for the 2016-2017 school year as recommended by the Arthur J. Gallagher Agency at a cost of \$76,261. This package includes cyber liability;

Insurance Package for 2016-2017

*Director Schell asked for clarification. Mr. Christy said the insurance covers district vehicles, tornado damage, property, general liability and an umbrella policy. The district is paying one percent less than last year.*

And excuse Patricia Keeley, Crafton Real Estate Tax Collector, Sam Maccarone, Rosslyn Farms Real Estate Tax Collector, and Peg Bowman, Carnegie Real Estate Tax Collector, from further collection of school district real estate taxes for the 2015-2016 school year, effective June 30, 2016, 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 liening. **By a ROLL CALL VOTE, the motion carried 8-0.**

Tax Collectors Excused from Collection

Director Honchar moved, seconded by Director O’Brien, to approve the Carlynton School District 2016-2017 General Fund Budget in the amount of \$27,333,307. **By a ROLL CALL VOTE, the motion carried 6-2, with Directors Mendoza and Zaletski voting NO.**

General Fund Budget

<p><i>Director Appel voiced apprehension in regards to the budget. Director Mendoza noted that the district has no debt and is financially stable.</i></p>	
<p>Director Appel moved, seconded by Director Mendoza, to renew public official bonds for Board Secretary Kirby Christy and Treasurer Marisa Mendoza;</p>	<p>Public Official Bonds</p>
<p>Grant authorization for the appropriate officials to provide tax duplicates to each of the District’s tax collectors on or before July 1, 2016, in accordance with Section 682 of the PA School Code;</p>	<p>Tax Duplicates</p>
<p>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;</p>	<p>Acquisition of Tax Collector’s Bonds</p>
<p>Award bids for Athletic Supplies for the 2016-2017 school year in the total amount of \$67,853.17; (Finance Item #0616-04) <i>Director Dugan asked for an itemized list of supplies and costs.</i></p>	<p>Award Bids – Athletic Supplies</p>
<p>The May 2016 Athletic Fund Report as submitted with an ending balance of \$5,820.60; (Finance Item #0616-05)</p>	<p>Athletic Fund Report – May 2016</p>
<p>The May 2016 Activities Fund Report as submitted with an ending balance of \$74,009.10; (Finance Item #0616-06)</p>	<p>Activities Fund Report – May 2016</p>
<p>The April-May 2016 Food Service Report as submitted by Aramark Educational Services. (Finance Item #0616-07)</p>	<p>April-May 2016 Food Services Report</p>
<p>The June 2016 Real Estate Tax Refund for the Borough of Carnegie as submitted; (Finance Item #0616-08 REVISED)</p>	<p>June 2016 RE Tax Refund-Carnegie</p>
<p>The proposal submitted by Protech Asphalt Maintenance, Inc. for repairs to the Carnegie Elementary parking area at a cost not to exceed \$14,500; (Finance Item #0616-09)</p>	<p>Protech Asphalt Maintenance – Asphalt Repairs, Carnegie</p>
<p>The proposals submitted by Hilltop Paving for asphalt repairs at Carlynton Junior-Senior High School and Crafton Elementary at a cost not to exceed \$1,850 and \$4,280, respectively; (Finance Item #0616-10)</p>	<p>Hilltop Paving – Asphalt Repairs, JSHS and Crafton</p>
<p>The contract extension with Republic Services for garbage pickup and removal throughout the District at the submitted monthly rate, effective July 1, 2016 through July 1, 2017; (Finance Item #0616-11)</p>	<p>Republic Services – Contract Extension</p>
<p>The Co-Stars proposal submitted by CurranTaylor, Inc. for the purchase of a Market Forge Model 2AM36G pressure steamer with installation for the high school cafeteria at a cost of \$24,671.25. (Finance Item #0616-12) <i>Director Appel asked if the cost of the steamer would be reimbursed by the cafeteria. Dr. Peiffer said it would.</i></p>	<p>CurranTaylor – Pressure Steamer</p>
<p>And the three-year maintenance and inspection contract extension with A-Air Company, Inc., at an annual cost of \$38,188 for the 2016-2017 and 2017-2018 school years and \$39,715 for the 2018-2019 school year. (Finance Item #0616-</p>	<p>A-Air Company – Three Year Contract Extension</p>

13) **By a ROLL CALL VOTE, the motion carried 8-0.**

*Director Schell asked if the cost of this service was included in the budget. Mr. McDade said it was, and said the service is necessary because the system is proprietary.*

**III. Personnel**

Director Zaletski moved, seconded by Director Dugan, to reappoint Dr. Edward Snell and Dr. Sherry Marinacci as the school physician and eye examiner, respectively, for the 2016-2017 school year;

The letter of resignation as submitted by cafeteria van driver Brandon Thompson, effective June 8, 2016 as submitted. (Personnel Item #0616-01)

Employ Cory Neil and Riley Post as summer help technician interns for the district at an hourly rate of \$10 for the period of June 20 through August 12, 2016 as recommended; (Personnel Item #0616-02)

The additions to the 2016-2017 Supplemental Athletic List as submitted; (Personnel Item #0616-03 REVISED)

The additions to the 2016-2017 Supplemental Activities List as submitted; (Personnel Item #0616-04 REVISED)

*And the three-year agreement between the District and the Act 93 Administrators as presented. (Personnel Item #0616-05) **By a ROLL CALL VOTE, the motion carried 8-0.***

**IV. Policies**

The second and final reading of Policy No. 427, Employee Use of Electronic Devices; (Policy Item #0616-01) **TABLED**

Director O'Brien moved, seconded by Director Schell, to approve the second and final reading of Policy No.815.2, District Website; (Policy Item #0616-02)

*And the second and final reading of Policy No. 823, Naloxone/Narcan. (Policy Item #0616-03) **By a voice vote, the motion carried 8-0.***

**OLD BUSINESS:** *None*

**NEW BUSINESS:** *None*

**OPEN FORUM:** *Audience member Maureen Nelson asked for details of an item under personnel regarding the three year contract agreement with Act 93. Solicitor Andrews and Dr. Peiffer commented, saying the motion is a continuation of the contract with salary increases.*

Reappointments – School Physician and Eye Examiner

Letter of Resignation – Brandon Thompson

Cory Neil, Riley Post – Summer Tech Interns

Supplemental Athletic List

Supplemental Activities List

Act 93 – Three-Year Agreement

Policy No. 427 - **TABLED**

Policy No. 815.2

Policy No. 823

**ADJOURNMENT:**

With no further business to discuss, Director Appel moved, seconded by Director Mendoza, to adjourn the meeting at 8:55 pm. **By a voice vote, the motion carried 8-0.**

Respectfully submitted,

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Kirby Christy, Board Secretary

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Michale Herrmann, Recording Secretary