

## CARLYNTON SCHOOL DISTRICT

### Voting Meeting September 18, 2017 Carlynton Jr.-Sr. High School Auditorium – 7:30 pm

#### MINUTES

The Carlynton School District Board of Education held a voting meeting September 5, 2017 in the junior-senior high school auditorium. Those in attendance included President Jim Schriver, Vice President Joe Appel and Directors George Honchar, Marissa Mendoza, LeeAnne O'Brien, Nyra Schell and Kelly Zaletski. Also present was Superintendent Gary Peiffer, Solicitor Bill Andrews, Business Manager William Reilly, administrators Lauren Baughman, Rachel Gattuso and Dennis McDade and Food Service Director Ashley Lindhurst. The audience was comprised of four individuals.

**CALL TO ORDER** - *President Schriver called the meeting to order at 7:36 pm. The Pledge of Allegiance was led by Lauren Baughman. The roll was called by recording secretary Michale Herrmann. Directors Dugan and Richardson were absent.*

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

#### **APPROVAL OF MINUTES:**

Director Zaletski moved, seconded by Director Mendoza, to approve the minutes of the September 5, 2017 voting meeting as presented. **By a voice vote, the motion carried 7-0.**

#### **REPORTS:**

- **Executive Session** – *President Schriver said personnel and student matters were discussed in the closed session.*
- **Administrative Reports**
  - **Superintendent** – *Dr. Peiffer said the district has yet to receive the School Performance Profile from the State. In January and March, the high school will partner with the American Red Cross and the Crafton-Ingram Rotary to host a blood drive. Student scholarships will be offered by the Red Cross based on units of blood collected. Dr. Peiffer said he met with refugee advisor Dr. Wiam Younes due to the spike in student enrollment from other countries. 52 students are now enrolled in English as a Second Language (ESL) and over half of those students speak Arabic. The transition process for these students includes language and emotional barriers. The need to hire an additional ESL teacher may be necessary. On a different note, Dr. Peiffer said he has been meeting with administrators individually on a weekly basis for more in-depth discussions. Lastly, the search for a business manager and a district registrar will begin (due to the resignation of Kristen Bonner, current registrar).*
  - **Director of Special Education** – *Dr. Andler said she is working to find the necessary support for ESL students and teachers are mindful of the situation. She said students are immersed in the classroom and are pulled-out to focus on specific needs.*

Minutes of September 5,  
2017 Voting Meeting

- Principals – Mrs. Baughman said Dr. Younes spoke to her staff during an in-service day to provide a meaningful and impactful cultural overview, giving teachers insight to the diverse needs of the ESL students. She hopes to find an interpreter for PTA meetings to further embrace the parents and families. Mrs. Baughman distributed a newsletter and keyed in on activities occurring in the school in September.  
Mrs. Gattuso said open house was well attended and made for a nice evening. In-service the following day offered a workshop in grant writing for classroom resources. The education foundation's golf outing is September 23 and progress reports will be sent out September 22. Mrs. Gattuso said the high school will be offering two social media parent nights on October 18 and again in March to alert parents of social media and its impact on education.
- Maintenance – Mr. McDade itemized the areas of the buildings to receive improvements and updates and said he will be adding signage at Honus Wagner Field and the high school. Meetings with Trane continue and he is looking at alternative ways to update the bathrooms in the schools.
- Food Services – Ms. Lindhurst said the food services report was missing some components and she would send a revised report by email. While meal sales are down, her goal is to grow the food service program by meeting with consumers and offering creative breakfasts and lunches. Ms. Lindhurst said the drop in sales has been set off by reigning in food costs, eliminating waste and obtaining grants. She mentioned offering a coffee bar at the high school and more breakfast options for the elementary schools.

➤ Committee Reports

- Parkway West CTC – Director Appel said he was unable to attend the most recent meeting although the meeting prior reported the attendance continues to rise at the school.
- SHADSA – Dr. Peiffer said the SHASDA superintendents meet the second Friday of each month. They are planning the annual student forum in October and the annual overcomer recognition in April. Superintendents hope to form a network to discuss issues facing all school districts.
- Legislative/PSBA – Director Schell touched on the lack of the State budget and changes to Common Core and Title IX

## I. Miscellaneous

Director Honchar moved, seconded by Director O'Brien, to approve the additions to the 2017-2018 Conference and Field Trip requests as submitted. (Miscellaneous Item #0917-01 REVISED) **By a voice vote, the motion carried 7-0.**

## II. Finance

Director Zaletski moved, seconded by Director Schell, to approve the September 2017 Food Services Report as submitted by Aramark Educational Services AS AMENDED; (Finance Item #0917-01)

2017-2018 Conference and  
FT Requests

Aramark Food Services  
Report

<i>Director Schell noted the revisions to the report per Ashley Lindhurst.</i>	
The August 2017 Athletic Fund Report with an ending balance of \$8,602.01; (Finance Item #0917-02)	Athletic Fund Report
And the August 2017 Activities Fund Report with an ending balance of \$77,845.30. (Finance Item #0917-03) <b>By a voice vote, the motion carried 7-0.</b>	Activities Fund Report
<b>III. Personnel</b>	
Director Honchar moved, seconded by Director Schell, to approve the additions to the 2017-2018 Day to Day Substitute List as presented; (Personnel Item #0917-01 REVISED)	Additions to 2017-2018 DD Sub List
The deletion to the 2017-2018 Athletic Supplemental List as presented; (Personnel Item #0917-02)	Deletion to Athletic Supplemental List
The Leave of Absence requests as submitted by employees #SCA1718-05 and #CFT1718-06; (Personnel Item #0917-03)	Leave of Absence Requests
Award an after-school tutoring position at the secondary level to Zeffie Carroll for one day per week at the teacher's per diem rate; (Personnel Item #0917-04)	After-School Tutor – Zeffie Carroll
Award a Life Skills/Autistic Support Aide position at Carnegie Elementary to Mary Stracka under the terms of the Secretary-Cafeteria-Aides Collective Bargaining Unit Agreement; (Personnel Item #0917-05)	Life Skills/Autistic Support Aide – Mary Stracka
And accept the letter of resignation submitted by District Registrar Kristen Bonner, effective September 26, 2017. (Personnel Item #0917-06) <b>By a voice vote, the motion carried 7-0.</b>	Resignation – Kristen Bonner
<b>IV. Policy</b>	
Director Schell moved, seconded by Director Appel, to approve the second and final reading of Policies 235 through 252, excluding Policy 246, School Wellness, per the recommendations of the full PSBA policy review. (Policy Item #0817-01 REVISED) <b>By a voice vote, the motion carried 7-0.</b>	Final Reading – Policies 235-252
<b><u>OLD BUSINESS:</u></b> <i>President Schriver said the advisory committee will meet in the upcoming weeks to discuss the parking lot property in Crafton. He then asked if progress reports would be mailed or sent out electronically. Dr. Peiffer said he hoped to have them sent electronically.</i>	
<b><u>NEW BUSINESS:</u></b> <i>The following motion was made:</i>	
Director Schell moved, seconded by Director Zaletski, to approve Theresa McCann and Krystal Arthur for the positions of lunchroom/playground aides at Carnegie Elementary under the terms of the Secretary-Cafeteria-Aides Collective Bargaining Unit Agreement. <b>By a voice vote, the motion carried 7-0.</b>	LR/PG Aides at Carnegie Elementary – Theresa McCann and Krystal Arthur

**OPEN FORUM:** *Audience member and parent Carolyn Huehn of Carnegie said she wanted to discuss some athletic matters. The board said they would meet with her following adjournment of the meeting.*

**ADJOURNMENT:** With no further business, Director Mendoza moved for adjournment at 8:44 pm, seconded by Director Zaletski. **By a voice vote, the motion carried 7-0.**

Respectfully submitted,

---

William Reilly, Board Secretary

---

Michale Herrmann, Recording Secretary

*The board reconvened in executive session.*