

## CARLYNTON SCHOOL DISTRICT

### Voting Meeting February 19, 2018 Carlynton Jr.-Sr. High School Cafeteria – 7:00 pm

#### MINUTES

The Carlynton School District Board of Education held its regular voting meeting February 19, 2018 in the junior-senior high school cafeteria. Board President Jim Schriver, Vice President Joe Appel, Treasurer Marissa Mendoza, and Directors Monica Dugan, George Honchar, LeeAnne O'Brien, Caleb Richardson, Christine Simcic, and Kelly Zaletski were present for the meeting. Also present were Superintendent Gary Peiffer, Solicitor Tony Giglio, Director of Fiscal Affairs Chris Juzwick, and administrators Rachel Andler, Marsha Burleson, Rachel Gattuso, Ed Mantich, and Dennis McDade. One individual was present in the audience.

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**CALL TO ORDER** - *President Schriver called the meeting to order at 7:04 pm. Administrator Ed Mantich led the pledge. The roll was called by Recording Secretary Michale Herrmann. All members of the board were present for the meeting.*

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

**PRESENTATIONS:** *High school guidance counselor Scott Canty reported the district is one of several schools to pilot the Allegheny Consortium, a program founded by PNC Bank, Fed Ex, and UPMC. 18 seniors have been selected to participate in the program which will offer educational workforce skills and the opportunity for job placement following graduation.*

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

Director Honchar moved, seconded by Director Simcic, to approve the minutes of the January 16, 2018 Finance Committee Meeting as presented;

The minutes of the January 16, 2018 Regular Voting Meeting as presented;

And the minutes of the February 12, 2018 Special Voting Meeting as presented.  
**By a voice vote, the motion carried 9-0.**

#### **REPORTS:**

- Executive Session – *President Schriver said the board discussed personnel and informational items in the closed session.*
- Administrative Reports
  - Superintendent's Report – *Dr. Peiffer offered kudos to the boys basketball team and the boys and girls swim teams for their successful seasons and playoff bids. In light of the tragic shooting at a school in Florida, he is looking into training opportunities for staff and is meeting with community mayors and police chiefs to discuss emergency response strategies and to plan mock evacuation drills. New security cameras at the high school will help with security and he hopes cameras can be expanded to the elementary schools. Dr. Peiffer said discussion to employ a School Resource Officer will*

Minutes of January 16, 2018  
Finance Meeting

Minutes of January 16, 2018  
Voting Meeting

Minutes of February 12, 2018  
Special Voting Meeting

*continue; and he is meeting with Keystone Oaks superintendent to learn how the school formed its own police force.*

- Facilities and Maintenance – Mr. McDade said his concerns regarding security occur on weekends when buildings are open for activities. He then reviewed a list of budget items with needs for schools, fields, and equipment necessary for the 2018-2019 school year.

EIC Video – Sean Steding and Saman Majed, members of a team who worked to design and create a wind turbine spoke about the project. The boys worked with others involved in the Energy Innovation Center Design Challenge and placed first for their design. A video, showing the process and the end result, was played for board members.

- Special Education and Pupil Services – Dr. Andler shared information about the upcoming career fair. She reported that she and other administrators have set up individual meetings with parents of children, with IEPs, who are transitioning to the high school next year. She mentioned that special education numbers are up due to new enrollees and ESL numbers are holding steady.
- Data and Curriculum – Mr. Mantich said he will be sending a synopsis of the PA Future Readiness Index to all board members and will review it next month. He also discussed the new course additions to the 2018-2019 program of studies.
- Principals – High school principal Rachel Gattuso said an assembly was held with student body to share concern and support over the school shooting in Florida, emphasizing that staff and services are available should someone wish to discuss fear or anxiety. She also thanked the board for the new camera installation at the JSHS.

Crafton Elementary Principal Marsha Burleson distributed a newsletter and said the school will hold a Digital Learning Day on February 22. She provided the dates for kindergarten registration and said the new after-school program has been well-attended. Mrs. Burleson said teachers are already preparing for PSSA benchmarks so they will be equipped for the administration of the exams in April.

➤ Committee Reports

- Parkway West CTC – Director Appel said many Carlynton students were named to the Director's List.
- Pathfinder – Director Honchar reported that graduation has been slated for June 6; the district's contribution to Pathfinder is about \$100,000; and the roof is in need of repair. An open discussion was held to determine if the school should close or remain open.
- SHASDA – Dr. Peiffer said the last meeting focused on Act 55 - procedures and changes to the teacher evaluation process. A student forum will be held in March and the spring conference is scheduled in April.
- Legislative/PSBA – Director Simcic said she plans to attend the upcoming PSBA spring legal round up.

## I. Miscellaneous

Director Mendoza moved, seconded by Director Zaletski, to approve the additions to the 2017-2018 Conference and Field Trips Requests as submitted. (Miscellaneous Item #0218-01 REVISED)

And the Memorandum of Understanding between the District and the Borough of Pennsbury Village for emergency evacuation purposes. (Miscellaneous Item #0218-02) **By a voice vote, the motion carried 9-0.**

## II. Finance

Director Appel moved, seconded by Director Mendoza, to approve the Carlynton School District Financial Statement for the year ending June 30, 2017 as submitted by the independent auditing firm of Hosack, Specht, Muetzel and Wood;

The January 2018 bills in the amount of \$694,023.13 as presented;

The proposed 2018-2019 Allegheny Intermediate Unit Program of Services budget in the amount of \$2,086,109. The Allegheny County (AIU3) school districts' total contribution to the budget is \$1,765,288 and the Carlynton School District's contribution to the Program of Services Budget is estimated to be \$19,467 and will be determined by PDE according to District Aid Ratio and Weighted Average Daily membership; (Finance Item #0218-01)

The resolution to approve continued membership in the Joint Purchasing Board for the 2018-2019 school year along with the Allegheny Intermediate Unit and other local school districts, which will empower the district to make bulk purchases of selected items for its use. It is further recommended that the appropriate Carlynton School District officials be authorized to sign the Joint Purchasing Agreement and that Christopher Juzwick be named said representative to the purchasing board and Gary Peiffer named as alternate; (Finance Item #0218-02)

The December 2017 Athletic Fund Report with an ending balance of \$16,298.67; (Finance Item #0218-03)

The December 2017 Activities Fund Report with an ending balance of \$82,943.67; (Finance Item #0218-04)

The January 2018 Athletic Fund Report with an ending balance of \$15,083.76; (Finance Item #0218-05)

The January 2018 Activities Fund Report with an ending balance of \$78,289.31; (Finance Item #0218-06)

And the 2018-2019 Allegheny Intermediate Unit Services Agreement with Notice of Adoption of Policies, Procedures, and Use of Funds by School District and the Allegheny Intermediate Unit Services Agreement in accordance with IDEA program guides issued by the United States Department of Education. (Finance Item #0218-07) **By a voice vote, the motion carried 9-0.**

Conference and Field Trip Requests

MOU – Pennsbury Village

Financial Statement for Year Ending June 30, 2017

January 2018 Bills

2018-2019 AIU Program of Services Budget

2018-2019 Joint Purchasing Agreement

December 2017 Athletic Fund Report

December 2017 Activities Fund Report

January 2018 Athletic Fund Report

January 2018 Activities Fund Report

AIU Adoption of Policies, Procedures, and Use of Funds and IDEA Agreement

### III. Personnel

Director Honchar moved, seconded by Director Dugan, to approve the addition to the 2017-2018 Day to Day Substitute List as presented; (Personnel Item #0218-01 REVISED)

Addition to the 2017-2018 D-D Sub List

The deletion and additions to the 2017-2018 Supplemental Athletic List as presented; (Personnel Item #0218-02)

Deletion/Additions to Supplemental Athletic List

Employ Kari Gallagher for the position of Personal Care, One to One Aide at Crafton Elementary, retroactive to February 2, 2018. The Class III position falls under the terms of the Secretarial, Cafeteria, Aides Collective Bargaining Unit Agreement; (Personnel Item #0218-03)

Kari Gallagher – Personal Care Aide

Award the positions for the 2018 Carlynton Academic Summer Program to be offered June 11 through July 6, 2018 to the following at the teacher's per diem rate per the terms of the Carlynton Federation of Teachers Collective Bargaining Unit Agreement:

Academic Summer Program Teachers

- Brian Harewicz – Reading
  - Pamela Stone – Math
  - Andrea Harrity – Writing
- (Personnel Item #0218-04)

Award the position of SAT Instructor for the SAT preparatory class offered in the Spring 2018 to Michael Kozy (*Chelsie Fris-rescinded*) at the teacher's per diem rate under the terms of the Carlynton Federation of Teachers Collective Bargaining Unit Agreement; (Personnel Item #0218-05 REVISED)

SAT Instructor

Award the positions of reading and math tutors for Carnegie and Crafton elementary schools at an hourly rate of \$35 to the following per the terms of the Carlynton Federation of Teachers Collective Bargaining Unit Agreement. The program is funded by a Ready to Learn Grant:

Reading and Math Tutors

- Alicia Booz - Math
  - Cynthia Bevan – Math
  - Cynthia Eddy - Reading
  - Christine Garland – Math
  - Amanda Meyer - Math
  - Elaine Retcofsky – Reading
  - Wendy Steiner – Reading
  - Kathleen Helfrick – Reading
  - Katelyn Neal – Reading and Math, Sub
- (Personnel Item #0218-06 REVISED)

The Leave of Absence request for the 2017-2018 school year as submitted by Employee SCA1718-11; (Personnel Item #0218-07)

Leave of Absence 17-18 School Year

The Letter of Intent to Retire as submitted by secretary Adrienne Kuny, effective April 3, 2018 under the terms of the Secretarial-Cafeteria-Aides Collective Bargaining Unit Agreement; (Personnel Item #0218-08)

Letter of Intent to Retire – Adrienne Kuny

*And* the Leave of Absence request for the 2018-2019 school year as submitted by Employee CFT1819-01. (Personnel Item #0218-09) **By a voice vote, the motion carried 9-0.**

Leave of Absence 18-19 School Year

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| <p><b>IV. Policy</b></p> <p>Director Dugan moved, seconded by Director Zaletski, to approve the second and final reading of Policy 622, GASB Statement 34, as presented; (Policy Item #0218-01)</p> <p>The second and final reading of Policy 201, Admission of Students, as revised; (Policy Item #0218-02)</p> <p><i>And</i> the first readings of Policies 326 through 338 per the recommendations of the PSBA full policy review; (Policy Item #0218-03) <b>By a voice vote, the motion carried 9-0.</b></p> <p><b>V. Student Services</b></p> <p>Director Dugan moved, seconded by Director Simcic, to approve the 2018-2019 Carlynton Junior-Senior High School Program of Studies for grades 9-12 as submitted. (Student Services Item #0218-01) <b>By a voice vote, the motion carried 9-0.</b></p> <p><b><u>OLD BUSINESS:</u></b> <i>None</i></p> <p><b><u>NEW BUSINESS:</u></b> <i>A motion was made for the following:</i></p> <p>Director Simcic moved, seconded by Zaletski, to select the Trane Company to perform an Act 39 Guaranteed Energy Savings Project pursuant to the Request for Proposal for an Energy Savings Performance Contract. <b>By a voice vote, the motion carried 9-0.</b></p> <p><b><u>OPEN FORUM:</u></b> <i>Director Dugan asked when a seventh-eighth grade Program of Studies would be available. Mr. Mantich said he would send a copy to the board.</i></p> <p><b><u>ADJOURNMENT:</u></b></p> <p>With no further business, Director Dugan moved for adjournment at 8:34pm, seconded by Director Simcic. <b>By a voice vote, the motion carried 9-0.</b></p> <p>Respectfully submitted,</p> <hr/> <p>Christopher Juzwick, Board Secretary</p> <hr/> <p>Michale Herrmann, Recording Secretary</p> | <p>Policy 622- Second Reading</p> <p>Policy 201 – Second Reading</p> <p>Policies 326-338 – First Reading</p> <p>2018-2019 JSHS Program of Studies</p> <p>Act 39 Guaranteed Energy Savings – Trane Company</p> |
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