

CARLYNTON SCHOOL DISTRICT

Voting Meeting

August 20, 2018

Carlynton Jr.-Sr. High School Cafeteria – 7:00 pm

MINUTES

The Carlynton School District Board of Education held its regular voting meeting August 20, 2018 in the cafeteria of the Carlynton Junior-Senior High School. Board President Jim Schriver, Vice President Joe Appel, Treasurer Marissa Mendoza, and Directors George Honchar, LeeAnne O'Brien, David Roussos, Christine Simcic, and Kelly Zaletski were present for the meeting. Also present were Superintendent Gary Peiffer, Solicitor Anthony Giglio, Director of Fiscal Affairs Chris Juzwick, and the following administrators: Principals Lauren Baughman, Marsha Burleson, Michael Loughren, Director of Special Education Rachel Andler, Curriculum/Data Coordinator Ed Mantich, and Technology Director Joe Rodella. Four individuals and one member of the press were seated in the audience.

CALL TO ORDER - *President Schriver called the meeting to order at 7:01 pm. Ed Mantich led the Pledge of Allegiance. The roll was called by recording secretary Michale Herrmann. All board members were present.*

PUBLIC COMMENT ON BUSINESS BEFORE THE BOARD: *None*

BOARD VACANCY – *Board members interviewed three candidates with the intent to select one to fill the vacant seat on the board. Interviewed in alphabetical order were Jude Frank of Rosslyn Farms, Matt Greiner of Crafton, and Eric Valcheff of Crafton. Questions related to budget, personnel, and community were posed to each candidate with time allotted for some discussion. The board intends to announce the successful candidate at its next public meeting.*

APPROVAL OF MINUTES:

Director Appel moved, seconded by Director Zaletski, to approve the minutes of the August 7, 2018 special meeting for general purposes. **By a voice vote, the motion carried 8-0.**

REPORTS:

- **Executive Session** – *President Schriver said the board met after the August 7th meeting in executive session to discuss real estate; real estate and personnel were the topics of the August 14th closed session; and personnel and other informational items were discussed in a closed session before the meeting*
- **Administrative Reports**
 - **Superintendent's Report** – *Dr. Peiffer thanked administrative staff for their hard work, adding that all three buildings had a smooth opening. He also expressed appreciation to the school board for their flexibility and understanding during this transitional time as he leaves the district for a new position in the Greensburg-Salem School District.*

Minutes of August 7, 2018
Special Voting Meeting

- Business/Finance – Mr. Juzwick referenced the finance committee meeting discussion as a report.
 - Special Education and Pupil Services – Dr. Andler reported that 15 Special Education students have enrolled in the last two weeks; the influx of ESL was significantly lower this year. Currently, the district has 60 ESL students with the potential for 10 more. Dr. Andler said she is always looking for solutions to cut costs in her department. She did apply for an SRO grant; PDE has yet to announce the recipients. The Special Education Department is in the process of conducting an online parent needs assessment survey that will drive training and support for parents and students.
 - Curriculum and Data – Mr. Mantich referred to “data diving” when explaining the proficiency data rates over the last four years. Providing documents with spreadsheets for all schools, he illustrated mapping that exhibits growth in student achievement. A root cause data analysis conducted with staff at Crafton Elementary is allowing teachers to develop action plans at every grade level to target areas that require attention.
 - Principals – Mrs. Burleson said the first day of school was exciting. She explained further how the staff in her building used the “data dive” analysis to set goals and initiatives in response to target areas. Crafton Elementary is partnering with Digital Promise and Remake Learning, with a goal of re-launching the STEAM initiative. The positive behavior support program will kick off with a “#bethenicekid” theme on Friday with an assembly. Kindergarten is at 45 students in two sections and the staggered start for kindergarten is working out well. Mrs. Baughman said she currently has 45 kindergartners with three sections but anticipates enrollment of eight or more students. Carnegie had a smooth start to the school year and the staggered start for kindergarten operated flawlessly. Carnegie teachers are excited about a new reading series which contains both enrichment and remediation elements. Carnegie is also kicking off a positive behavior program called “Carnegie Roar” with paw rewards and other incentives. Mr. Loughren commended pupil services, guidance, and office secretaries who were prepared for the first day of school. Professional development with secondary teachers will focus on dynamic learning with highly engaged lessons, particularly in technology and The Shop, as an extension of the classroom. Teachers also cited goals for the year to develop a greater connection to students. As newly appointed Coordinator of School Safety and Security, Mr. Loughren plans to update district emergency response procedures.
- Committee Reports
- Parkway West CTC – Director Appel said he attended the building committee meeting; former board member Ray Walkowiak is the Supervisor of Building and Grounds and is doing a great job. Executive Director Darby Copeland presented a five-year plan with strategies to cut costs.

- Pathfinder – Director Honchar said the roof is an issue at the school with discussion on how to replace it. Director Simcic will serve as the alternate representative to Pathfinder.
- SHASDA – Dr. Peiffer said the South Hills organization has seen quite a bit of turnover in superintendents. Plans for upcoming meetings and conferences were discussed at the last meeting.
- Legislative/PSBA – Director Simcic said she is interested in attending the fall PSBA conference; she will review the schedule to determine topics of interest.

I. Miscellaneous

Director Simcic moved, seconded by Director O'Brien, to approve the 2018-2019 Conference and Field Trips Requests as submitted. (Miscellaneous Item #0818-01) **By a voice vote, the motion carried 8-0.**

II. Finance

Director Honchar moved, seconded by Director Mendoza, to approve the July 2018 bills in the amount of \$575,892.00 as presented;

The revised Treasurer' Report for the month ending December 31, 2017 as presented;

The Treasurer's Report for the month ending January 31, 2018 as presented;

The Treasurer's Report for the month ending February 28, 2018 as presented;

The Treasurer's Report for the month ending March 31, 2018 as presented;

The Treasurer's Report for the month ending April 30, 2018 as presented;

The Software License, Maintenance and Services Agreement between the District and N. Harris Computer Corporation for services, support and maintenance of the Pro-Soft accounting system, effective July 1, 2018; (Finance Item #0818-01)

The software-based solution agreement between the District and EdInsight for the use of OnHand Schools performance suite; (Finance Item #0818-02)

Director Roussos asked if the Harris Computer and EdInsight contracts were renewals. Mr. Juzwick said yes.

The July 2018 Athletic Fund Report with an ending balance of \$5,118.30; (Finance Item #0818-03)

And the July 2018 Activities Fund Report with an ending balance of \$75,464.26; (Finance Item #0818-04) **By a voice vote, the motion carried 8-0.**

III. Personnel

Director Zaletski moved, seconded by Director Simcic, to approve the Day to Day Substitute List for the 2018-2019 school year as presented; (Personnel Item #0818-01)

Conference and Field Trip Requests

July 2018 Bills

Treasurer's Report – December 2017

Treasurer's Report – January 2018

Treasurer's Report – February 2018

Treasurer's Report – March 2018

Treasurer's Report – April 2018

Agreement with Harris School Solutions

Agreement with EdInsight – OnHands Software

July 2018 Athletic Fund Report

July 2018 Activities Fund Report

2018-2019 D-D Sub List

The additions to the 2018-2019 Supplemental Athletic List with new and returning coaches as presented; (Personnel Item #0818-02 REVISED)	2018-2019 Supplemental Athlete List
The resignation of varsity girls' basketball coach Frank Zebrasky, effective August 10, 2018; (Personnel Item #0818-03)	Resignation, Coach – Frank Zebrasky
The additions to the 2018-2019 Supplemental Activities List with returning sponsors as presented; (Personnel Item #0818-04)	2018-2019 Supplemental Activities List
Recognize tenure status of the following for completing three years of satisfactory service under the terms of the Carlynton Federation of Teachers Collective Bargaining Unit Agreement: <ul style="list-style-type: none"> ▪ Michael Donovan ▪ Chelsie Fris Cerveris ▪ Kathy Helfrick ▪ Robin Wenrich ▪ Brenda Vu Dzurko (Personnel Item #0818-05)	Tenure Status
Reassign Jennifer O'Lexa to the position of junior-senior high school office secretary, effective August 3, 2018, and under the terms of the Secretary, Cafeteria, and Aides Collective Bargaining Unit Agreement; (Personnel Item #0818-05)	JSHS Office Secretary – Jennifer O'Lexa
Reassign Sharon Stengel to the position of Special Education Access Secretary, effective August 13, 2018, and under the terms of the Secretary, Cafeteria, and Aides Collective Bargaining Unit Agreement; (Personnel Item #0818-06)	SE Access Secretary – Sharon Stengel
Appoint Robert Prevost to the position of temporary custodian, and move Ed Hoffman to the position of temporary maintenance worker under the terms of the Custodian-Maintenance Collective Bargaining Unit Agreement; (Personnel Item #0818-07)	Temp Custodian and Temp Maintenance Worker – Robert Prevost and Ed Hoffman
Reassign Robin Wenrich to a fifth grade position at Crafton Elementary School under the terms of the Carlynton Federation of Teachers Collective Bargaining Unit Agreement; (Personnel Item #0818-08)	Fifth Grade, Crafton Elementary – Robin Wenrich
Appoint Mikalya Richards to the position of General Food Worker at the junior senior high school, effective August 20, 2018 under the terms of the Secretary-Cafeteria-Aides Collective Bargaining Unit Agreement; (Personnel #0818-09)	General Food Worker – Mikayla Richards
Appoint Erin Canton to the position of General Food Worker at the Carnegie Elementary, effective August 20, 2018 under the terms of the Secretary-Cafeteria-Aides Collective Bargaining Unit Agreement; (Personnel #0818-10)	General Food Worker – Erin Canton
Appoint Carol Nightingale to the position of lunchroom/playground aide at Crafton Elementary, effective August 20, 2018 under the terms of the Secretary-Cafeteria-Aides Collective Bargaining Unit Agreement; (Personnel #0818-11)	Lunchroom/Playground Worker – Carol Nightingale
And the Leave of Absence request as submitted by Employee CFT1819-04. (Personnel Item #0818-12) By a voice vote, the motion carried 8-0 on all items except the second item regarding supplemental athletic positions for which Director Roussos abstained.	Leave of Absence

V. Policy

Director O'Brien moved, seconded by Director Honchar, to approve the second and final reading of Policies 701 through 710, excluding Policy 707, per the full PSBA policy review; (Policy Item #0818-01)

Policies 701-710 – Second Reading

And the second and final reading of Policy 707, Use of School Facilities, with attachments, as presented. (Policy Item #0818-02) **By a voice vote, the motion carried 8-0.**

Policy 707 – Second Reading

OLD BUSINESS: *None*

NEW BUSINESS: *Audience member Eric Valcheff asked for an update on the superintendent search; he was told the board has been discussing agencies to use for the search and plans to move forward.*

OPEN FORUM:

ADJOURNMENT:

With no further business, Director Mendoza moved for adjournment at 8:52 pm, seconded by Director Zaletski. **By a voice vote, the motion carried 8-0.**

Respectfully submitted,

Christopher Juzwick, Board Secretary

Michale Herrmann, Recording Secretary