

## CARLYNTON SCHOOL DISTRICT

### Agenda Setting/Committee/Voting Meeting

January 6, 2011

Carlynton Jr.-Sr. High School Cafeteria – 7:30 p.m.

### MINUTES

The Carlynton School District Board of Education conducted its Agenda Setting/Committee/Voting Meeting on Thursday, January 6, 2011 in the cafeteria of the junior-senior high school. Those in attendance included President Thomas Brown, Vice President Patricia Schirripa and School Directors Thomas DiPietro, Sandra Hughan, Ronald McCartney, Nyra Schell, Betsy Tassaró, Raymond Walkowiak and Sharon Wilson. Also present was Superintendent Michael Panza, Solicitor Ira Weiss, Business Manager Kirby Christy, Director of Pupil Services Lee Myford and Principals Laura Burns, Robert Susini and Christopher Very. The audience was comprised of 36 individuals and two members of the press.

**CALL TO ORDER** - *The meeting was called to order by President Brown at 7:34 pm. High school junior Melanie Toney was invited to lead the Pledge of Allegiance. Before doing so, she read aloud an essay for which she garnered third place in a Ben Franklin Essay Contest and won \$1000.*

**ROLL CALL** – *The roll was called by Recording Secretary Michale Herrmann. All members of the board were present.*

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

### **APPROVAL OF MINUTES:**

Director Wilson moved, seconded by Director Hughan, to approve the minutes of the December 9, 2010 Reorganization Meeting as presented;

And the minutes of the December 9, 2010 Committee/Voting Meeting as presented. **By a voice vote, the motion carried 9-0.**

### **REPORTS:**

- **Executive Session** – *President Brown noted that employment, legal and labor issues were discussed in executive session, all within school code guidelines.*
- **Presentation** – *Jon Thomas from the contracted firm of Thomas and Williamson came forward to offer the findings of a cost modeling study of the elementary buildings. Through handouts to board members, (entered into record) and a PowerPoint presentation, he provided an overview of the project, the process and approaches used to develop the cost model. Mr. Thomas told the audience the process began by walking through the schools and looking at every aspect of the buildings. He said both buildings are structurally in good shape; renovations are needed for the mechanical, electrical and to bring the building up to codes. He then broke out the costs for repairs by illustrating the hard costs and the soft costs. Some of the soft costs included fees, traffic studies, possible asbestos abatement, land surveys, moving and storage. He presented square footage costs for both buildings and costs to renovate by outfitting only the structural shell of the buildings. Mr. Thomas then*

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*offered renovation costs by adding the additional upgrades such as a new gymnasium, cafeteria and library at Crafton Elementary. Final costs for renovations at Crafton were estimated at \$19 million; at Carnegie, with additional classrooms, upgrading the library and the cafeteria, estimated renovations costs would be \$18.4 million.*

*Director Tassaro asked what the cost to renovate would be by only adding additional classrooms, in comparison to building a new school. Mr. Thomas said the cost would be about \$26.6 million.*

*Director Wilson asked if the board could pick and choose the improvements in each building to maintain the cost. Mr. Thomas said yes.*

*Carnegie resident Mark Popovich stated that if the board considers the same renovations for both, the buildings will loose out on the optimal effect. He asked if the five percent contingency included in the costs was enough to cover unforeseen problems; Mr. Thomas said yes, but added that in some areas, the amount may be just enough to “squeak by.”*

*Rosslyn Farms resident Anne Lackner asked for the costs of the proposed property on which a new school would be built. The board informed her there would be no costs since the district owns the property.*

*Crafton resident April Weitzel asked for a break out of costs for renovations without any “extras.” Mr. Thomas said hard costs for Crafton would be \$8,438,331 and \$10,563,561 for Carnegie. Director Schirippa pointed out that this includes no improvements to the gyms, cafeterias or libraries. Crafton resident Carroll Gorman asked if the buildings could be brought up to code with just the basic renovations. Mr. Thomas said no.*

*Crafton resident Betsy Martin acknowledged that the buildings are old, but noted that the electrical, mechanical and windows were redone in the 1970’s. She suggested renovating these areas. Mr. Thomas said the plans include air conditioning for both buildings and to do that, especially in Crafton with its thick walls, would increase costs. Director McCartney reported that while touring the buildings, Carnegie Elementary had paper decking, which could be expensive to repair. Mr. Thomas agreed. Mr. McCartney also noted that ice crystals were in the boiler room at Carnegie.*

*Crafton resident Dan Cindric said he did not hear, among the infrastructure costs, anything about costs for the sewage for storm water run-off at the athletic field property, bussing students from Carnegie to Crafton, the costs for maintaining abandoned buildings, increased traffic on Steuben Street, or what would happen when property values decrease. Mr. Thomas said costs were added in for sewage and storm water drainage with plans for adding detention facilities to eliminate run-off.*

*Mike Kozy, of Crafton, commented that the structure of Crafton Elementary is sound and the building has stood for over 100 years. He asked if Thomas and Williamson would build at an institutional quality or would the new building be of A-grade quality. Mr. Thomas said a new building would be of high grade. Mr. Kozy asked if plans for new construction included an auditorium. Mr. Thomas said a full-sized gymnasium would be build with bleachers, a nice sound system and a*

*full-sized stage at one end.*

*A resident asked if the number of rooms specified in a new building is based on anticipated enrollment in the future. Mr. Thomas said the feasibility study found enrollment to remain steady in the next 10 years.*

*Director DiPietro asked if the district would realize a savings by operating one building versus two; Director Wilson asked about the energy efficiency. Mr. Thomas said a new building would outperform the renovation of two schools in every way.*

*Crafton resident Jim Schriver asked if interior walls would remain in place if the building were to be renovated. Mr. Thomas said they would keep as many as possible, though a major area of concern would be the front basement area at Carnegie Elementary. Mr. Schriver asked if all new furniture and equipment would be included. Mr. Thomas said yes.*

*A resident asked if anyone examined the costs to insure and maintain the current buildings if they stand empty. John Hummel, from Kimball, said there is a myriad of possibilities and said the district is not the type to allow empty buildings to go derelict. Mr. Hummel cited several ways for adaptive reuse so the buildings could return to the tax rolls. Director McCartney stated the district has a history of finding other uses for its old buildings and sites. Mr. Hummel added that converting Crafton Elementary into a compliant school is completely different than turning it into offices. The resident asked for the current appraised market value of the schools. President Brown said the board has yet to research as such, but believes Crafton Elementary is marketable for condominiums, offices or a senior citizen center. He mentioned the Carnegie facility could be modified as an athletic facility. Solicitor Weiss said that buildings are never appraised for market value; the board would research for the most economical and greatest potential for the property. Mr. Cindric asked how many “millions” a new athletic complex would cost. President Brown and Director Walkowiak said it would not be a complex; the section of the building with the gymnasium would be utilized and additional parking created by razing the rest of the building.*

*Carnegie Mayor Jack Kobistek asked if the only site the board is considering for a new school is Crafton. He asked that consideration be given to Honus Wagner football field, stating the field is in need of upgrades.*

*An audience member asked what the problems were with the gym, library and cafeteria at Crafton Elementary. Mr. Thomas said the cafeteria does not have proper ventilation and no real kitchen; the library space would be optimal for more classrooms. The gym is not full size nor does it meet code.*

*Mr. Kozy asked what the time and distance would be to bus students from Carnegie to Crafton, adding he feels it does not make sense. He offered that the way things are now work well and suggested it best to leave things as is.*

*George Honchar, of Carnegie, asked what the district would do if young families began moving out of the district and the communities began to gentrify. He told the board that residents do not have the pocket books of those living in Upper St. Clair. Mr. Honchar thanked the board for being more open with the public, for allowing open discussion at the meetings and for looking into the options more deeply.*

An audience member said she is concerned with safety and traffic in the proposed construction location. Mr. Thomas said his company has built schools in tighter neighborhoods and they are known for going door-to-door to explain to surrounding homeowners what will occur during construction. Mr. Hummel said traffic studies would be conducted at the site prior to building. The audience member asked who would provide extra funding for roads in Crafton that will be barraged by more traffic and school buses. Solicitor Weiss said many times districts can work with municipalities to solve traffic problems with signals and mapping the roadways. Director Walkowiak told the audience the board has a responsibility to research and thoroughly discuss the options and to be fiscally responsible to all communities.

Director Schell said if the district stops cross-districting students, the building designs illustrate the exact needs of the district. This is a beginning point, she said, and not an end.

An audience member asked what would happen if the junior-senior high school became only a high school and was renovated; and a middle school and primary school were formed in the current buildings. Dr. Panza explained the state's requirements for highly qualified teachers and said this formation would leave some areas without high qualified educators. Mrs. Carol Gorman commended Dr. Panza for being fiscally responsible. Dr. Panza said the board has been aggressive in adding to the fund balance. Mrs. Gorman asked if the \$14 million in the fund balance could be used, with no additional monies, for renovations. Mr. Thomas said it is possible, but commented that the upgrades would not be optimal.

Hearing no more questions, President Brown called for the agenda portion of the meeting to commence.

- Principals' and Pupil Services' Reports – due to length of the cost modeling report and the question and answer period, reports were aborted.
- Business Manager Report – Mr. Christy announced that the accounting firm of Hosack, Specht, Muetzel and Wood would be at the next meeting to go over the audit report that was distributed to the board prior to the meeting. He added that a \$92,000 reimbursement from Parkway West was received and has been deposited. Lastly, he reported that the Homestead/Farmstead applications have been sent out, noting that over 600 homes in the community are still eligible. Dr. Panza explained the process by which a home can be exempt. Mr. Christy said if anyone calls in, he will help them with the process.
- Superintendent's Report – Dr. Panza quickly reviewed the calendar of upcoming events and reported that a Memorandum of Understanding with the Rosslyn Farms Police Department, requested by state auditors, has been received. He also informed board members that they would see an item on the next agenda to approve the administration of the Keystone Exams for grade eight as a stand-alone exam. In closing, he mentioned that the bids for the gym floor in Carnegie would be opened in the

morning and the mid-point review of the strategic plan has been completed.

## I. Miscellaneous

Director Walkowiak moved, seconded by Director DiPietro, to approve the list of conference and field trip requests as presented and approved by administration:

- C...J.Loos...AIU...Library Summit...1/12
  - C...J.Rishell...AIU...Library Summit...1/12
  - C...L.Cramer...Renaissance Hotel...Daffodil Days Meeting...1/14
  - C...M.Smoller...Renaissance Hotel...Daffodil Days Meeting...1/14
  - C...R.Pedersen...Mt. Lebo HS...Presentation-Music Curriculum...1/17
  - C...L.Burns...Hilton/Harrisburg...SS Keystone Exam Comm...1/18-19
  - C...N.Kovanis...Radisson Hotel...Math Forum...1/20
  - C...L.Ramandanes...AIU...RtI Component Program...1/28
  - FT...A.Harrity...Robinson Dollar Tree...Out-based Community...1/27
  - C...M.Berlinger...Hershey...LRE Outcomes/Prof. Dev...1/11-14
  - C...M.Mishkin...Hershey...LRE Outcomes/Prof. Dev...1/11-14
  - C...J.Supko...AIU...Implementing RtI...1/28
  - FT...N.Milsom...County Jail...Business Law Culmination...1/12
- (Miscellaneous Item #0111-01 REVISED)

The 2011-2012 Program of Studies for grades 9-12 as presented; (Miscellaneous Item #0111-02)

The 2011-2012 Program of Studies for grades 7-8 as presented. (Miscellaneous Item #0111-03) **By a voice vote, the motion carried 9-0.**

## II. Finance

Director Schell moved, seconded by Director Wilson, to approve the Treasurer's Report for the month of November 2010 as presented;

The November 2010 bills in the amount of \$1,638,322.06 as submitted;

The Borough of Crafton Real Estate Tax Refunds as presented; (Finance Item #0111-01)

The Borough of Rosslyn Farms Earned Income Tax Refund as presented; (Finance Item #0111-02)

The solicitor to file tax appeals on behalf of the district on properties where the recent sale price exceeds the assessed value by \$50,000 or more; (Finance Item #0111-03)

*Director Walkowiak asked if this was something that was done each year; Solicitor Weiss said yes.*

The November 2010 Athletic Fund Report as submitted; (Finance Item #0111-04)

And the November 2010 Activities Fund Report as submitted. (Finance Item #0111-05) **By a ROLL CALL vote, the motion carried 9-0.**

Conference and Field Trip Requests

2011-12 Program of Studies, Grades 9-12

2011-12 Program of Studies, Grades 7-8

November Treasurer's Report

November Bills

Crafton Real Estate Tax Refunds

Rosslyn Farms EIT Refund

Tax Appeals on Assessed Value of \$50K or Greater

November Athletic Fund Report

November Activities Fund Report

### III. Personnel

Director Walkowiak moved, seconded by Director McCartney, to approve the additions to the 2010-2011 Day-to-Day Substitute List as presented:

- Erin Adair – Elementary
  - Mindy Gawlas – Elementary
  - Randy Kuny – Classroom Aide
  - Katie Olds – K-12, Music Ed.
- (Personnel Item #0111-01 REVISED)

The additions and deletion to the 2010-2011 Supplemental Athletic List as presented and reviewed by administration:

- Melinda Oravitz – *Resignation*, Jr. High Cheerleading Coach
  - Rachel Smith – Varsity Head Cheerleading Coach
  - Shane Patterson – Grade 8 Boys' Basketball Coach
  - Michael Donovan – Grade 7 Boys' Basketball Coach
  - James Glaser – Boys' Varsity Head Tennis Coach
  - Nathan Milsom – Girls'/Boys' Varsity Head Track Coach
  - Richard Milsom – Girls'/Boys' Varsity Assistant Track Coach
  - Benjamin Kohl – Girls'/Boys' Varsity Assistant Track Coach
  - Annemarie Bunch – Girls'/Boys' Varsity Assistant Track Coach
  - Emily Tupi – Grade 7-8 Girls' Head Volleyball Coach
  - Megan Carpenter – Grade 7-8 Girls' Assistant Volleyball Coach
  - Tonya Temoff – Jr. High Head Cheerleading Coach
- (Personnel Item #0111-02 REVISED)

Angela Borrello as a long-term substitute for the first semester of the 2010-2011 school year, under the terms of the Carlynton Federation of Teachers Collective Bargaining Unit Agreement;

The following professional educators be named long-term substitutes for the second semester of the 2010-2011 school year, under the terms of the Carlynton Federation of Teachers Collective Bargaining Unit Agreement:

- Janelle Dodd
- Mary Ferro
- Daniel Kuhn
- Stephanie Trbovich

Catherine Columbus for the position of high school administrative assistant, a ten month position, under the terms of the Secretarial-Cafeteria-Aides Bargaining Unit Agreement, effective December 13, 2010; (Personnel Item #0111-03)

The salary adjustment for District Technology Director Robert Mickolay in the amount of \$105 for the 2010-2011 school year;

Erin Cummings for the position of district-wide reading specialist, per the terms of the Carlynton Federation of Teachers Collective Bargaining Unit Agreement; (Personnel Item #0111-04)

A Temporary Professional Employee Contract for Todd Obidowski for the position of instrumental music teacher, per the terms of the Carlynton Federation of Teachers Collective Bargaining Unit Agreement; (Personnel Item #0111-05)

Additions to the 2010-2011 Day-to-Day Sub List

Additions to the 2010-2011 Supplemental Athletic List

First Semester LTS – Angela Borrello

LTS for the Second Semester – Dodd, Ferro, Kuhn and Trbovich

High School Administrative Assistant – Catherine Columbus

Salary Adjustment – Robert Mickolay

District-wide Reading Specialist – Erin Cummings

TPE, Instrumental Music – Todd Obidowski

<p>To recall the following aides from furlough for the spring 2010-2011 term:</p> <ul style="list-style-type: none"><li>▪ Carroll Gorman</li><li>▪ Chris Trombetta</li></ul>	Recall Furloughed Aides – Gorman and Trombetta
<p>And accept the resignation of Carnegie Elementary teacher Kara Trant, effective immediately, and to post for said opening. (Personnel Item #0111-06) <b>By a voice vote, the motion carried 9-0.</b></p>	Resignation – Kara Trant
<p><b>IV. Policy</b></p> <p>Director DiPietro moved, seconded by Director Wilson, to approve the final reading of Policy No. 210, Use of Medications, as presented; (Policy Item #0111-01))</p>	Final Reading – Policy No. 210
<p>And the final reading of Policy No. 210.1, Possession/Use of Emergency Medications, as presented. (Policy Item #0111-02) <b>By a voice vote, the motion carried 9-0.</b></p>	Final Reading – Policy No. 210.1
<p><b><u>UNFINISHED BUSINESS:</u></b> <i>None</i></p>	
<p><b><u>NEW BUSINESS:</u></b> <i>Director Schirippa called attention to the fact that the high school property falls within the jurisdiction of Robinson Township, noting that the police, fire and EMT service all provide service to the district without receiving any type of compensation. She suggested they be acknowledged and thanked properly. President Brown suggested a letter of appreciation or resolution be generated and presented to them at a future meeting.</i></p>	
<p><b><u>OPEN FORUM:</u></b> <i>Carnegie Mayor Jack Kobistek questioned why it was taking so long to repair the gym floor at Carnegie Elementary. Dr. Panza explained that because the cost to replace the floor is over \$10,000, it must be placed out for competitive bidding. Also, before the floor is repaired, work on the roof above must be done to re-direct the water run-off, which is causing the problem. Dr. Panza said he anticipates completion of the work by mid-March.</i></p> <p><i>Crafton resident Betsy Martin commented that the cost to replace the floor would be considerable, especially if the building might eventually be abandoned (should a new elementary school be built). She then went on to say she would like more notice to be made of Martin Luther King Day on January 17, which is an in-service day for teachers and the students do not have school.</i></p> <p><i>Carnegie resident Mark Popovich asked the board what the next step would be in the potential elementary school construction process. President Brown stated the board will need to review the documents presented by Thomas &amp; Williamson, with much more discussion. Afterwards, he said, the board will arrive at some decision and a motion will be placed on the agenda.</i></p>	
<p><b><u>ADJOURNMENT:</u></b> With no further comments or business to discuss, Director Hughan moved, seconded by Director McCartney, to adjourn the meeting at 10:23 pm. <b>By a voice vote, the motion carried 9-0.</b></p>	

Respectfully submitted,

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Kirby Christy, Board Secretary

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Michale Herrmann, Recording Secretary