

CARLYNTON SCHOOL DISTRICT

Agenda Setting/Committee/Voting Meeting May 2, 2013 Carlynton Jr.-Sr. High School Library – 7:30 pm

MINUTES

The Carlynton School District Board of Education held its Agenda Setting/Committee/Voting Meeting on May 2, 2013 in the library of the junior-senior high school. In attendance were President David Roussos, Vice President Betsy Tassaró, Directors Joe Appel, Sandra Hugan, Nyra Schell, Jim Schriver, Patricia Schirripa, Ray Walkowiak and Sharon Wilson. Also present was Superintendent Gary Peiffer, Solicitor Bill Andrews, Principals Laura Burns, Carla Hudson and Jacie Maslyk, Business Manager Kirby Christy and Director of Pupil Services Lee Myford. The audience included five individuals and one member of the press.

CALL TO ORDER - *The meeting was called to order by President Roussos at 7:34 pm. High school study buddy officers Emily Farquhar, Katie Gibson, Brittany Halpern and Shakala Hayley led the pledge.*

The roll was called by Recording Secretary Michale Herrmann; all directors were present.

PUBLIC COMMENT ON BUSINESS BEFORE THE BOARD: *None*

APPROVAL OF MINUTES:

Director Schriver moved, seconded by Director Schell, to approve the minutes of the April 18, 2013 Regular Voting Meeting as presented. **By a voice vote, the motion carried 9-0.**

Minutes of April 18, 2013
Meeting

REPORTS:

- **Executive Session** – *President Roussos said personnel, legal and negotiations were discussed in the closed session.*
- **Administrative Reports**
 - **Superintendent's Report** – *Mr. Peiffer spoke of the centennial celebration in Crafton, scheduling of students, Parkway students inducted in the technical honor society and senior projects*
 - **Business Manager Report** – *Mr. Christy provided and reviewed the first draft of the 2013-2014 proposed budget, noting revenues vs. expenditures. He said monies in the fund balance have yet to be touched. President Roussos discussed shifting a portion of the fund balance from an unassigned fund to a committed fund; Mr. Christy said that option allows for flexibility; on the other hand, specifying an amount for capital projects would be fixed. Mr. Christy advised getting legal counsel before moving the fund. Mr. Christy said the district should have a re-presented value from Ira Weiss regarding the tax assessments on property, which may or may not change the value of the millage. Director Walkowiak asked what was deemed the largest drivers in the budget. Mr. Christy said retirement contributions, salaries, medical insurance (benefits) and transportation.*

- Director of Pupil Services' Report – Mrs. Myford provided handouts with information about the after-school program and a summary of the Special Education plan and proposals
- Principals Report – Dr. Maslyk shared some newsletter items and reported the centennial went very well; Mrs. Burns said senior projects went well and students Brittnei Moehring and Jessica Deitrich were honored at the SHASDA conference; Mrs. Hudson distributed a school newsletter and announced the school will have a Junior Achievement Day on May 17. At this time also, transition coordinator Maggi Mishkin introduced her officers for Study Buddies; the students provided information about the program and how it is being developed at the secondary level
- Project Status Updates – Jon Thomas recapped the discussion from the last meeting and said the bidding for contracts is in process. He said some creative ideas are coming from the design teams and he is pleased with the process thus far. Asbestos abatement will be done in both buildings and no one is permitted in the buildings at that time. A review of this summer's work was presented: Crafton – captured vestibule and office relocation; Carnegie – captured vestibule and the shell to the office and classroom relocation will be in progress when school begins in August; HVAC in both buildings with power upgrades; doors and hardware in all three schools; high school track and the tennis court removal. Director Tassaro asked about the difference in cost to replace the courts. Mr. Thomas said he would check into it.
- District Technology Update – Christian Engelbert, Sean McDonough and Rick Dobrzynski said they have performed initial troubleshooting for the district network and are recommending upgrades to servers, printers, computers and the wireless network in select areas. Replacement of switches is scheduled and will offer a stronger infrastructure and security framework. Director Tassaro asked about including wireless throughout the district and was told it is not proposed now; wireless access points could be considered to roll back the cost. A docket of summer work was supplied.

I. Miscellaneous

Director Tassaro moved, seconded by Director Wilson, to approve the additions to the 2012-2013 list of conference and field trip requests as presented and approved by administration. (Miscellaneous Item #0513-01)
By a voice vote, the motion carried 9-0.

Additions to the Conference
and Field Trip Requests

II. Finance

Director Appel moved, seconded by Director Hughan, to approve the Renewal Agreement for Aramark Educational Services, LLC for the district food service program effective for one year starting July 1, 2013 as presented; (Finance Item #0513-01)

Renewal Agreement –
Aramark

The annual contract between the district and UPMC Western Psychiatric Institute and Clinic for the Student Assistance Program (SAP) for the 2013-2014 school year as presented; (Finance Item #0513-02)

Western Psych Contract for SAP

And the January through March 2013 Food Service Monthly Report as submitted by Aramark Educational Services (Finance Item #0513-03) **By a voice vote, the motion carried 9-0.**

Food Service Report – January through March 2013

Director Appel moved, seconded by Director Hughan, to approve the data network upgrade bid from Communications Consulting Inc. (CCI) for sixteen (16) switches and 10 Gigabit upgrade services at a cost of \$62,260 as submitted; (Finance Item #0513-04)

Network Upgrade – CCI

The advertisement to receive bids for the pre-purchase of the electrical equipment for the Carnegie and Crafton elementary schools HVAC and electrical upgrade projects;

Advertisement for Bids – Electrical Equipment, Elementary Schools

The advertisement to receive bids for the Crafton Elementary HVAC and electrical upgrade projects;

Advertisement for Bids – Crafton HVAC and Electrical Upgrades

The advertisement to receive bids for the Carnegie Elementary HVAC and electrical upgrades project;

Advertisement for Bids – Carnegie HVAC and Electrical Upgrades

The advertisement to receive bids for the classroom door hardware replacement project at the junior-senior high school, Carnegie Elementary and Crafton Elementary schools;

Advertisement for Bids – Classroom Door Hardware Replacement

The advertisement to receive bids for the Carnegie Elementary School captured vestibule and classroom relocation project;

Advertisement for Bids – Carnegie Captured Vestibule and Classroom Relocation

The advertisement to receive bids for the Crafton Elementary School captured vestibule and classroom relocation project;

Advertisement for Bids – Crafton Captured Vestibule and Classroom Relocation

The advertisement to receive bids for the replacement of the exterior doors and electronic door hardware systems, the secure vestibule project at the junior-senior high, and replacement of exterior doors and electronic door hardware systems at Carnegie Elementary and Crafton Elementary schools;

Advertisement for Bids – Electronic Doors and Hardware

And the advertisement to receive bids for the junior-senior high school running track replacement and tennis court removal and/or replacement project. **By a voice vote, the motion carried 9-0.**

Advertisement for Bids – JSHS Running Track and Court Removal/Replacement

Director Walkowiak moved, seconded by Director Hughan, to enter into a contract with PSI in the amount of \$3000 to perform asbestos surveys and provide abatement design specifications for asbestos removal required for the Carnegie and Crafton captured vestibule and office relocation projects;

Contract with PSI – Asbestos Surveys and Abatement Specs

And the proposed 2013-2014 Administrative Budget of the South Central Area Special Schools Jointure (The Pathfinder School) and Resolution 2013-1 as presented. (Finance Item #0513-05) **By a voice vote, the motion carried 9-0.**

2013-2014 Pathfinder Administrative Budget

III. Personnel

Director Schell moved, seconded by Director Hughan, to approve the reappointments and appointment to the 2013-2014 Athletic Supplemental List as submitted and recommended by administration:

- Terry George – Varsity Head Football
 - Caitlin McManus – Varsity Head Swimming
 - Jesse Valentine – Varsity Head Wrestling
 - Christopher Kessler – Assistant Football
- (Personnel Item #0513-01 REVISED)

The reappointment of Dr. Edward Snell, school physician, for the 2013-2014 school year;

Appoint Nate Milsom, Dean of Students, as attendance officer for the junior-senior high school for the purpose of filing citations and truancy reports and appearing before the magistrate for related hearings;

And the additions to the 2013-2014 Activities Supplemental List as submitted and recommended by administration:

- Melinda Cooper – Color Guard Sponsor
 - Shannon Vitali-Guay – Crafton Patrol Sponsor
 - Tracy Post – Play Assistant
- (Personnel Item #0513-02)

By a voice vote, the motion carried 9-0.

Director Walkowiak moved, seconded by Director Hughan to award the position of confidential secretary to the superintendent to Catherine Kovach as recommended under the terms of the confidential employees' agreement; (Personnel Item #0513-03)

And the proposed 2013 summer reading and writing program for students in grades four-12 as submitted and the anticipated posting for two special education teachers to facilitate said program. The program will be held at the Andrew Carnegie Free Public Library in Carnegie for four weeks beginning July 8 through August 2 for three hours each day. (Personnel Item #0513-04) **By a voice vote, the motion carried 9-0.**

OLD BUSINESS:

Director Wilson moved, seconded by Director Hughan, to approve the first reading of the Parent Request for Exclusion Policy as presented. **By a voice vote, the motion carried 9-0.**

It was agreed to move on a first reading of the Proposed Discipline Policy at the meeting of May 20.

NEW BUSINESS: *Director Schell notified board members of the Charter School resolution and a new teacher evaluation tool.*

Reappointments and Appointment – 2013-2014 Athletic Supplemental List

Reappointment of School Physician

Attendance Officer – Nate Milsom

Additions to the 2013-2014 Activities Supplemental List

Confidential Secretary – Catherine Kovach

Proposed Summer Reading and Writing Program and Anticipated Posting

First Reading – Parent Request for Exclusion Policy

The board decided to take action on a letter from Dave Oddi, district security person:

Director Appel moved, seconded by Director Schell, to accept the letter of resignation from Dave Oddi, district security. **By a voice vote, the motion carried 9-0.**

Resignation District Security
– Dave Oddi

The board moved to change meeting dates through August 2013:

Director Hughan moved, seconded by Director Schell, to reschedule the meeting nights as follows and to advertise accordingly:

- May 20
- June 3 and June 27 (*no change*)
- July 1 and July 15
- August 5 and August 19

By a voice vote, the motion carried 9-0.

Rescheduling of Meeting
Dates through August 2013

OPEN FORUM: *Director Wilson reminded the board of the Relay for Life at West Allegheny High School on May 18-19 and she recognized graduate Jordon Roussos who signed as a free agent with the Seattle Seahawks.*

ADJORNMENT: With no further business to discuss, Director Hughan moved, seconded by Director Schell, to adjourn the meeting at 9:50 pm. **By a voice vote, the motion carried 9-0.**

Respectfully submitted,

Kirby Christy, Board Secretary

Michale Herrmann, Recording Secretary