

CARLYNTON SCHOOL DISTRICT

Regular Voting Meeting June 24, 2013 Carlynton Jr.-Sr. High School Library – 7:30 pm

MINUTES

The Carlynton School District Board of Education held its Regular Voting Meeting on June 24, 2013 in the library of the junior-senior high school. In attendance were Vice President Betsy Tassaró (who conducted the meeting), Directors Sandra Hughán, Nyra Schell, Jim Schriver, Patricia Schirripa and Ray Walkowiak. Director Joe Appel arrived at 7:55 pm. Also present was Superintendent Gary Peiffer, Solicitor Trish Andrews, Principal Carla Hudson, Business Manager Kirby Christy and Director of Pupil Services Lee Myford. The audience included nine individuals and two members of the press.

CALL TO ORDER CALL TO ORDER - *The meeting was called to order by Vice-President Tassaró at 7:40 pm. Teacher Russ Pedersen led the pledge.*

The roll was called by Catherine Kovach, who was standing in for board secretary Michale Herrmann; Directors Roussos and Wilson were absent.

PUBLIC COMMENT ON BUSINESS BEFORE THE BOARD: *None*

APPROVAL OF MINUTES:

Director Schell moved, seconded by Director Schriver, to approve the minutes of the June 3, 2013 Agenda Setting/Committee/Voting Meeting as presented. **By a voice vote, the motion carried 7-0.**

Minutes of June 3, 2013
Meeting

REPORTS:

- Executive Session – *Vice-President Tassaró said personnel matters and contractual issues were discussed in the closed session.*
- Administrative Reports
 - Superintendent's Report – *Mr. Peiffer reported that year-end testing results were favorable. Mr. Mantich would provide a synopsis from the raw data. Upon providing the data, there were questions and a lengthy discussion about some dips in scores and what can be done to drive success.*
 - Director of Pupil Services Report – *Mrs. Myford submitted an end-of year report*
 - Principals' Report – *Mrs. Hudson commented on end of school year events.*
- Parkway West CTC Report – *Director Walkowiak said the school is making preparations for next year*
- PSBA Legislative – *Director Schell reported on House bills and other legislative matters relevant to education*

I. Miscellaneous

Director Walkowiak moved, seconded by Director Hughan, to approve the additions to the 2012-2013 list of conference and field trip requests as presented and approved by administration; (Miscellaneous Item #0613-01)

And the scheduled 2013-2014 list of conference and field trip requests as presented and approved by administration. (Miscellaneous Item #0613-02) **By a voice vote, the motion carried 7-0.**

II. Finance

Director Walkowiak moved, seconded by Director Schell, to approve the Treasurer's Report for the month of May 2013 as presented;

The May 2013 bills in the amount of \$1,881,766.64 as presented;

And the Carnegie Borough Real Estate Tax Refund as submitted; (Finance Item #0613-01) **By a voice vote, the motion carried 7-0.**

The board jumped ahead to move on the following:

Director Walkowiak moved, seconded by Director Appel, to approve the Carlynton School District 2013-2014 General Fund Budget in the amount of \$32,224,514; **By ROLL CALL VOTE, the motion carried 5-2, with Directors Hughan and Schirripa voting NO.**

Mr. Schriver said he would like to see documents to track or forecast PSERs and health care costs. This would keep the board in touch with these expenses.

Director Schirripa questioned the need of new teaching positions and Mr. Peiffer explained the necessity for several of the positions as did other board members. A lengthy discussion then ensued about the need for an in-school suspension monitor; this led to an exchange about a former presentation that addressed a Code of Conduct developed by a committee of teachers and administrators who see a need for consistent discipline. A dialog about the proposal to hire data aides to assist principals with clerical work and teacher evaluation reports was then discussed. Mr. Peiffer said this will allow more time for principals to focus on staff, disciplinary issues (at the elementary level) and observations in the classroom. This brought about a concern of the operating budget functioning at a deficit. Mr. Schriver said this practice is not sustainable

Director Hughan asked about the appeal filed by Rosslyn Farms (regarding the transfer to the Chartiers Valley School District) and the impact it might have to the district. The solicitor said the chances to overturn the initial decision from the State could occur but it was unlikely.

Director Walkowiak moved, seconded by Director Schriver to approve resolution No. 455-13 establishing the millage for real estate taxation for the 2013-2014 fiscal year as follows: Resolved that the Carlynton School District does hereby levy and assess the real estate tax for the fiscal year for all taxable property in the Carlynton School District for the Boroughs of Carnegie,

Additions to the 2012-2013 Conference and Field Trip Requests

Additions to the 2013-2014 Conference and Field Trip Requests

Treasurer's Report – May 2013

May 2013 Bills

Carnegie RE Tax Refunds

General Fund Budget

Resolution No. 455-13 Real Estate Millage - 2013-2014

Crafton and Rosslyn Farms, at 19.089 mills or \$1.9089 on each one hundred dollars (\$100) of the assessed valuation on all property for school purposes; (Finance Item #0613-02) **By ROLL CALL VOTE, the motion carried 5-2, with Directors Hughan and Schirripa voting NO.**

There was considerable discussion pertaining to the motion above. PSSRs and health care surges are driving a large portion of the increase as well as building renovations and the loss of PlanCom. Mr. Christy discussed allowing an increase to the maximum allowable index of 2.1 percent per recommendation of Janet Burkardt, delinquent tax collector. An unknown factor is the number of successful property assessment appeals. Mr. Christy mentioned that \$7 million was for the current renovations and \$5.5 million would remain in the fund balance to start the next fiscal year. Mr. Christy also explained the process of assigning a portion of the fund balance for future uses and there was some discussion about this.

Director Walkowiak, seconded by Director Appel, to move \$3,171,000 or all but eight percent to an assigned balance for the 2013-2014 school year for future expenditures related to PSERs, health care benefits and building renovations; **By a voice vote, the motion carried 7-0.**

Assigned Balance

Director Walkowiak moved, seconded by Director Schriver, to approve Resolution No. 456-13 as follows: Resolved that the levy of one percent (1%) on all earned income and net profit levied by Resolution No. 44 of 1966 and enacted under the authority of the Local and Tax Enabling Act #511 of 1965 and its amendments thereto, is hereby renewed for the 2013-2014 fiscal year and for an indefinite term thereafter, and all taxes levied under Act 511 of 1965 including the earned income and net profits tax and the real estate transfer tax be reenacted without substantial change; (Finance Item #0613-03) **By a voice vote, the motion carried 7-0.**

Resolution No. 456-13
Earned Income Tax Levy
2013-2014

Director Tassaro moved, seconded by Director Hughan, to approve Resolution No. 457-13 as submitted by the solicitor, to accept the funds made available through Act 1, the Homestead/Farmstead Tax Relief Act. Each qualified homeowner will realize a savings of approximately \$162. (Finance Item #0613-04) **By a voice vote, the motion carried 7-0.**

Resolution No. 457-13 –
Homestead/Farmstead Tax
Relief Act Funds

Mr. Christy said this amount is equal to an assessment reduction from the state of about \$557,985.99.

Director Schell moved, seconded by Director Schriver, to designate PNC Bank, Crafton Branch, as the official school district depository for funds received for fiscal year 2013-2014 in accordance with Section 621 of the PA School Code; **By a voice vote, the motion carried 7-0.**

PNC Bank – District
Depository

Director Tassaro moved, seconded by Director Schriver, to approve participation in the UPMC Worker's Compensation Program at a cost of \$69,820, effective July 1, 2013, as presented; **By a voice vote, the motion carried 7-0.**

UPMC Worker's
Compensation

Director Tassaro moved, seconded by Director Walkowiak, to approve the insurance package for the 2013-2014 school year as recommended by the Gleason Agency at a cost of \$68,228. This includes cyber liability; **By a voice**

Insurance Package for 2013-
2014

vote, the motion carried 7-0.

Director Tassaro moved, seconded by Director Walkowiak, to approve that Patricia Keeley, Crafton Real Estate Tax Collector; Edward Adams, Rosslyn Farms Real Estate Tax Collector; and Peg Bowman, Carnegie Real Estate Tax Collector, be excused from further collection of school district real estate taxes for the 2012-2013 school year, effective June 30, 2013, and that the list of names of those owners submitted by each of the above tax collectors be given to the delinquent tax collector for the purpose of liening. **By a voice vote, the motion carried 7-0.**

Director Tassaro moved, seconded by Director Walkowiak, to renew public official bonds for Board Secretary Kirby Christy and Treasurer Sandra Hugan. **By a voice vote, the motion carried 7-0.**

Director Tassaro moved, seconded by Director Sriver, to grant authorization for the appropriate officials to provide tax duplicates to each of the District's tax collectors on or before July 1, 2013, in accordance with Section 682 of the PA School Code. **By a voice vote, the motion carried 7-0.**

Director Tassaro moved, seconded by Director Walkowiak, to authorize the District to acquire the tax collector's bonds as required by Section 684 of the PA School Code for the Carnegie, Crafton and Rosslyn Farms Tax Collectors. **By a voice vote, the motion carried 7-0.**

Director Tassaro moved, seconded by Director Hugan, to award bids for Physical Education, Medical, Custodial/Maintenance and Athletic Supplies for the 2013-2014 school year in the total amount of \$92,230.40. (Finance Item #0613-05) **By a voice vote, the motion carried 7-0.**

Director Tassaro moved, seconded by Director Schell, to approve the Letters of Agreement for SAP services between the District and Chartiers Mental Health/Mental Retardation Center, Inc., for the 2013-2014 school year, as presented. (Finance Item #0613-06) **By a voice vote, the motion carried 7-0.**

Director Tassaro moved, seconded by Director Schell, to approve the purchase of Pearson Common Core Algebra 1 and Geometry mathematics textbooks at a cost of \$27,821.56, as reviewed by classroom teachers and recommended by administration; (Finance Item #0613-07) **By a voice vote, the motion carried 7-0.**

Director Tassaro moved, seconded by Director Walkowiak, to approve the purchase of Edge LVL C: National Geographic for Literature remediation textbooks at a cost of \$3,134.01, as reviewed by classroom teachers and recommended by administration. (Finance Item #0613-08) **By a voice vote, the motion carried 7-0.**

III. Personnel

Director Tassaro moved, seconded by Director Schell to approve the following professional education assignments for the 2013-2014 school year as presented:

Tax Collectors Excused from Collection

Public Official Bonds

Tax Duplicates

Acquisition of Tax Collector's Bonds

Awarding of Bids

SAP Services Agreement with Chartiers MH/MR Center

Purchase of Mathematics Textbooks

Purchase of Literature Remediation Textbooks

Professional Assignments for 2013-2014

- Adrienne Monaghan, Crafton Elementary, grade 4
 - Tracy Alex, Crafton RtI
 - Scott Donnelly, Carnegie Elementary, grade 6
 - Joy Bhuta, Carnegie Elementary/Special Education
 - Michelle Dzurenda, half-time art JSHS / half-time art Crafton
 - Sheree Lee, Carnegie Elementary guidance
- (Personnel Item #0613-01) **By a voice vote, the motion carried 5-2 with Directors Hughan and Schirripa voting NO.**

Director Tassaro moved, seconded by Director Appel, to approve the letter to rescind the letter of intent to retire as submitted by Jeanine Butts with continued employment in the Carlynton School District; (Personnel Item #0613-02) **By a voice vote, the motion carried 7-0.**

Rescind Retirement –Jeanine Butts

Director Tassaro moved, seconded by Director Schriver, to approve the letter to rescind the letter of intent to retire as submitted by Rosemary Ulintz with continued employment in the Carlynton School District; (Personnel Item #0613-03) **By a voice vote, the motion carried 7-0.**

Rescind Retirement – Rosemary Ulintz

Director Tassaro moved, seconded by Director Walkowiak, to approve the letter to rescind the retirement date of Carol Nightingale with a new retirement date of September 6 or September 13, 2013, as submitted; (Personnel Item #0613-04) **By a voice vote, the motion carried 7-0.**

Rescind Retirement Date – Carol Nightingale

Director Tassaro moved, seconded by Director Hughan, to approve the following individuals as summer maintenance helpers for the period of June 17, 2013 through August 16, 2013 as submitted: Dave Kaercher, Tom Kelsey and Gary Mitkoski. (Personnel Item #0613-05) **By a voice vote, the motion carried 7-0.**

Summer Maintenance Helpers

To award Temporary Professional Employee Contracts to the following for the 2013-2014 school year, under the terms of the Carlynton Federation of teachers Collective Bargaining Unit Agreement:

- Nathan Milsom, JSHS In-School Suspension Monitor
- Jennifer Harger, JSHS Special Education/English
- Jaylynn Sapsara, Crafton Elementary, grade 4

Board members discussed and decided to vote separately on the motion as follows:

TPE's – Nathan Milsom, Jennifer Harger and Jaylynn Sapsara

Director Tassaro moved, seconded by Director Walkowiak, to amend the motion to award a Temporary Professional Employee contract to Nathan Milsom as junior-senior high school in-school suspension monitor. **By a ROLL CALL VOTE, the motion carried 5-2, with Directors Hughan and Schirripa voting NO.**

Director Tassaro moved, seconded by Walkowiak, to amend the motion to award a Temporary Professional Employee contract to Jennifer Harger, JSHS Special Education English; **By a ROLL CALL VOTE, the motion carried 6-1 with Director Schirripa voting NO.**

Director Tassaro moved, seconded by Appel, to award a Temporary Professional Employee contract to Jaylynn Sapsara, Crafton Elementary, grade 4; **By a ROLL CALL VOTE, the motion carried 7-0**

IV. Policy

Director Tassaro moved, seconded by Director Schell, to approve the revisions to the following policies in conjunction with the junior-senior high school Code of Conduct and per the review and recommendation of the solicitor:

- 218 (Student Discipline)
 - 221 (Dress and Grooming)
 - 227 (Electronic Devices)
- (Policy Item #0613-01)

By a voice vote, the motion carried 7-0.

Director Schell had several questions which were answered by the solicitor.

V. Student Services

Director Tassaro moved, seconded by Director Schriver to approve the student disciplinary matter of Student #0613-E03 as presented; **By a voice vote, the motion carried 6-0-1 with Director Appel abstaining.**

NEW BUSINESS:

Director Tassaro moved, seconded by Director Schriver, authorize the superintendent to investigate waste proposals and enter into an agreement to be ratified in July. **By a voice vote, the motion carried 7-0.**

Board members discussed and made the following motion:

Director Tassaro moved, seconded by Director Walkowiak, to authorize the superintendent to sign change orders for renovations during the month of July under emergency situations at an amount not to exceed \$15,000. **By a voice vote, the motion carried 7-0.**

Director Schriver said he would like some discussion for approaching the upcoming school year to get creative with budget numbers and head count issues pertaining to classroom size. He said developing a comprehensive plan was mentioned at the board retreat in November and Director Walkowiak said the board needs to view the overall picture and prioritize. More thoughts are to be shared at the July 22nd meeting.

OPEN FORUM: *Audience member Amanda Kolle of Carnegie said she is dealing with some serious communication issues with the school in regards to her son. Messages left were being ignored and she is frustrated.*

Teacher Becca Chenette raised concerns with scheduling and limitations for students who want to take chorus, band or art.

Administrators Carla Hudson and Lee Myford left at 10:30 pm.

Parent June Popichak of Carnegie questioned AP classes and expressed frustration with communication.

Policy Modifications – Nos. 218, 221 and 227

Student Discipline Matter

Authorization for Superintendent to Investigate Waste Proposals

Authorization for Superintendent to Sign Change Orders

Parents MaryKay Smith and Peg Crawshaw questioned the scheduling process.

There was brief discussion on part of the board and administration about not replacing the elementary Title I math position.

ADJOURNMENT: With no further business to discuss, Director Hughan moved, seconded by Director Appel, to adjourn the meeting at 11:12 pm. **By a voice vote, the motion carried 7-0.**

Respectfully submitted,

Kirby Christy, Board Secretary

Michale Herrmann, Recording Secretary
as recorded by Catherine Kovach