

CARLYNTON SCHOOL DISTRICT

Regular Voting Meeting

December 9, 2010

Carlynton Junior-Senior High School Auditorium

The meeting began immediately following the Reorganization Meeting

MINUTES

The Carlynton School District Board of Education conducted its December Voting Meeting on Thursday, December 9, 2010 in the auditorium 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, Solicitors Ira Weiss and Janet Burkardt, Business Manager Kirby Christy, Director of Pupil Services Lee Myford and Principals Laura Burns, Jacie Maslyk, Robert Susini and Christopher Very. The audience was comprised of 59 individuals and two members of the press.

President Brown offered condolences to the family of Crafton resident Ivan Jirak, who once served on the school board, and whose children graduated from the district.

PUBLIC COMMENT ON BUSINESS BEFORE THE BOARD: *None*

APPROVAL OF MINUTES:

Director McCartney moved, seconded by Director DiPietro, to approve the minutes of the November 18, 2010 Regular Voting Meeting as presented. **By a voice vote, the motion carried 8-0-1 with Director Wilson abstaining due to absence.**

Minutes of the November 18, 2010 Meeting

REPORTS:

- **Executive Session** – *President Brown noted that contractual, legal and labor issues were discussed in executive session, all within school code guidelines.*
 - **Principals' Reports** – *The principals submitted their monthly newsletters and provided an overview of the newsletter contents. The students of the month were mentioned and congratulations to other students for individual successes. Mrs. Burns and Dr. Susini distributed revised copies of the 2011-2012 Program of Studies and explained plans for a course rotation schedule as well as changes to the reading program. Board members had several questions and Director Schirripa offered thanks to the principals and educators for working together and providing good options.*
 - **Director of Pupil Services' Report** – *Mrs. Myford distributed a packet with an overview of the title funding. She explained that there is money remaining in two accounts, and the district may lose the funds if they are not spend by September 2011. With that, Mrs. Myford suggested adding an elementary reading specialist, a math aide and an inclusion aide for the second semester of the 2010 school year. Director Tassaró asked if job descriptions would be available for these positions and Dr. Panza said yes. President Brown asked if there was an urgency to act on the matter, to which*

Mrs. Myford and Dr. Panza said yes. Director Tassaro asked if the district is prepared to continue the position if deemed necessary (once funds have been exhausted). Dr. Panza said that would be decided upon reviewing the impact the additional positions would offer, but noted it would be beneficial to use the funds available now, rather than lose them. Therefore, in an effort to act on this immediately, Director DiPietro moved, seconded by Director Wilson, to post for the above noted positions and begin the process of hiring qualified individuals to fill the three positions. **By a roll call vote, the motion carried 9-0.**

- Business Manager Report – Mr. Christy reported that the employee retirement rate will go up three percent, equaling a cost to the district of approximately \$158,000. President Brown asked if this was built into the budget and Mr. Christy said yes, noting that an actual figure of \$400,000 was budgeted in advance.
- Superintendent's Report – Dr. Panza noted the schedule of upcoming events, activities and holiday concerts. He also called attention to the 2011-12 calendar, which was included in the board packets for review, discussion and approval within the next few months..
 - ✓ The minutes of the Parkway West Career and Technology Center Joint Committee Meeting of October 5, 2010 were entered into record. (SC Item #1210-01)
- Parkway West CTC Report – Director Hughan wished Director McCartney the best as he takes over his new role as representative to Parkway.
- SHASDA – Director Schirripa reported that the November meeting included a very informative speaker who discussed district strategic plans. As a representative on the AIU board, Mrs. Schirripa shared that AIU Executive Director Dr. Linda Hippert has been named by the governor to a statewide commission. She also shared brochures about the AIU's Head Start program.
- PSBA-Legislative – Director Walkowiak called attention to recent assessment results that indicated the Unites States is outperforming other countries in literacy and has made marked improvements in the areas of math and science.

BUSINESS BEFORE THE BOARD:

I. Miscellaneous

Director Schell moved, seconded by Director Wilson, to approve the list of conference and field trip requests as presented:

- C...N.Kovanis...Radisson Hotel...Math Forum...12/16
 - C...L.Rowley...AIU...Title 1 and Stimulus Funds Expansion...12/16
 - FT...M.Smoller...Carnegie Science Ctr...Contraprtion Contest...12/10
 - FT...J.Dodd...HS Auditorium...Car/Craf Chorus Rehearsal...12/15
 - FT...J.Dodd...Crafton Elem...Carnegie Choral Rehearsal-2x...12/17
 - FT...R.Pedersen...HS Auditorium...Car/Craf Band Rehearsal...12/17
 - FT...MBVeri...Crafton Elem...Combined GATE program...12/20
 - FT...MBVeri...Ft. Pitt Museum & Incline...GATE/Pgh History...1/14
- (Miscellaneous Item #1210-01) **By a voice vote, the motion carried 9-0.**

Conference and Field Trip
Requests

II. Finance

Director Tassaro moved, seconded by Director McCartney, to approve the Treasurer's Report for the month of October 2010 as presented;

The October 2010 bills in the amount of \$1,977,454.44 as submitted;

Resolution #441-10 representing Act 1, the Taxpayer Relief Act, which requires school districts to limit tax increases to the level set by an inflation index unless the tax increase is approved by voters in a referendum or the school district obtains from the Department of Education or a court of common pleas certain referendum exceptions; (Finance Item #1210-01)

Dr. Panza stated that the board is not planning a tax increase in the upcoming calendar year.

The December 2010 Real Estate Tax Refunds for the Borough of Carnegie as submitted; (Finance Item #1210-02)

Name _____ as ~~Construction Manager~~ for a potential elementary building project; (Finance Item #1210-03) **REMOVED FROM THE AGENDA**

The October 2010 Cafeteria Report as submitted by Aramark Educational Services; (Finance Item #1210-04)

The Eric Ryan Corporation for the installation of capacitors at the junior-senior high school at a cost of \$5,802; (Finance Item #1210-05)

President Brown thanked Director Walkowiak for his research, which has resulted in great savings to the district for years to come.

Participation with the Allegheny Intermediate Unit to gain proposals for an Allegheny CONNECT-hosted VoIP procurement, as submitted. Participation does not bind or commit the district to purchase service or incur any liability or debt; (Finance Item #1210-06)

The technology surplus list and to advertise for sealed bids with a deadline of January 5, 2011; (Finance Item #1210-07)

*And the Request for Proposal for the replacement of the Carnegie Elementary gymnasium floor as submitted, per review and approval of the solicitor, and to advertise accordingly. (Finance Item #1210-08) **By a ROLL CALL VOTE, the motion carried 9-0.***

Director Tassaro moved, seconded by Director Wilson, to approve a three (3) percent salary increase for Superintendent Michael Panza for the 2010-2011 school year. **By a ROLL CALL VOTE, the motion carried 9-0.**

Director Wilson shared the process by which the superintendent is evaluated, adding that once the results are tabulated, they are shared with Dr. Panza.

III. Personnel

Director DiPietro moved, seconded by Director Walkowiak, to approve the

Treasurer's Report – October 2010

October 2010 Bills

Resolution #441-10 – Taxpayer Relief Act

Carnegie RE Tax Refunds

_____ Construction Manager - **REMOVED**

October 2010 Cafeteria Report

Capacitor Installation – Eric Ryan Corp.

VoIP Procurement With AIU

Technology Surplus List / Sealed Bids

RFP – Carnegie Elementary Gym Floor

Salary Increase – Dr. Panza

Additions to the 2010-2011 Substitute List

additions to the 2010-2011 Substitute List per review and recommendation of the administrative staff:

- Susan Gura – Lunchroom / Playground Aide
- Leah Morelli – Art, K-12
(Personnel Item #1210-01)

The addition and deletions to the 2010-2011 Supplemental Athletic List as recommended and presented:

- Joseph Farkas – Varsity Assistant Girls' Basketball Coach
- Nicole Findon – *Resigning; Varsity Cheerleading Coach and to post*
- Lora Smith – *Resigning; JV Cheerleading Coach and to post*
(Personnel Item #1210-02)

The leave of absences through the end of the 2010-2011 school year for the named employees as follows:

- CFT10-09
- CFT10-10
- CFT10-11
- CFT10-12
- CFT10-13
(Personnel Item #1210-03)

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

IV. Student Services

Director McCartney moved, seconded by Director Wilson, to approve Carlynton High School students as independent gymnasts and allow participation in the WPIAL gymnastic program, at no cost to the district, under the following stipulations: 1. Christine Gulakowski and Terri Gazda are the students' uncompensated coaches; 2. Each student will submit a current physical to be kept on file in the Office of the Athletic Director; 3. Each student must meet all academic requirements; and 4. Pending the parents' signature on a waiver to be prepared by the district solicitor:

- Brittany Kroh
- Kelsey Ponick

(Student Services Item #1210-01) **By a voice vote, the motion carried 9-0.**

Director Walkowiak moved, seconded by Director McCartney, to approve the proposed spring 2011 junior-senior high school marching band trip to Nashville, Tennessee, departing May 13, 2011 and returning May 16, 2011, as submitted. (Student Services Item #1210-02) **By a voice vote, the motion carried 9-0.**

Before voting on the above item, President Brown said there was a slight conflict with the departure date of the band trip and the return date of students who will attend the McKeever Environment program offered each year by the biology classes. It was decided that those wishing to leave McKeever earlier to attend the band trip must submit a release form signed by the parent and the parent must make arrangements to pick up his/her child at McKeever. The board asked Dr. Susini to notify all parents of students that may be affected by this situation.

Addition/Deletions to the 2010-11 Supplemental Athletic List

Leave of Absences

Independent Gymnasts

Band Trip to Nashville – Spring 2011

OLD BUSINESS: Dr. Panza called attention to a discussion from the prior board meeting regarding a difference in the number of rooms in Option ES1 and Option ES5. To directly answer the question, Kimball architects Mr. Steadman and Mr. Ackerman, were present to discuss the matter. Director Walkowiak said the question was in reference to small group rooms and indicated the district is presently operating with nine small group rooms between the two buildings. Reading from the facility study, he said Option ES5, to build, would provide for 10 small group rooms; yet to renovate as proposed in ES1, there would be 11 rooms. Dr. Panza listed the number of small groups based on the need and explained that building codes would require larger rooms, which would then equal more square footage. Director Walkowiak said he wanted to remain certain that occupancy and room use is absolutely necessary if the board decides to build, stating he does not want to overbuild or overspend.

NEW BUSINESS: Dr. Panza said that as the board considers a construction manager, a suggestion to have the facility study reviewed by another company came into play. Representatives from the construction management company of Thomas & Williamson, Mr. Hayes and Mr. Cappel, came forward. Mr. Hayes said his company was asked to present the option of a “cost modeling study” which would allow them to tour and examine the school buildings. The study would provide an extensive breakdown of each room, indicating the exact unit cost per square foot and would provide all the statistics in a “model estimate summary.” The process would involve consulting with Kimball, as well as the professional and administrative staff.

President Brown stated that individuals have suggested the district should “just do this to one building and make these changes in another building.” He asked if this modeling study would address the projected costs. Mr. Hayes said it would by providing detailed parameters and would determine exact costs per room.

Director Walkowiak asked, “If we approve this process and you give us a model, can we go back to you and pick and choose exactly what we want done?” He also asked if this service was part of the proposal costs should Thomas and Williamson be selected construction managers for the job. To each question, Mr. Hayes said yes. Going on, Mr. Hayes said the board would be able to look at the model and be able to pick and choose where they wish to spend dollars.

Director DiPietro asked if costs are worked in for unknowns. Mr. Hayes said the models are updated monthly so adjustments for any arising costs would be made.

President Brown said this seems to provide a viable option for the board to make an educated and informed decision about how to proceed. He then shared the cost: \$10,000 for the study. He asked Mr. Hayes and Mr. Cappel if they have followed this procedure for other school districts in conjunction with the architects, to which both men said yes. Mr. Hayes again stated that if Thomas & Williamson was selected as construction managers, the \$10K would be rolled in to the fee for construction manager.

President Brown asked Mr. Steadman and Mr. Ackerman, from Kimball, if they were comfortable with this. They said yes.

Director Walkowiak asked if the study would include a logistical report for a time frame and schedules. Mr. Hayes said yes; they will work under PlanCon and will be there from start to finish.

President Brown asked for a time frame to complete the modeling study. Mr. Hayes said that if they were approved now, they had the manpower to complete the study and provide a report at the next board meeting in January. Director

Tassaro asked if Thomas & Williamson will begin data compilation by reviewing Kimball's plans. Mr. Hayes said yes. She said she was interested in seeing an option with projected costs to renovate.

Director Hughan asked how much time would be necessary to renovate. Mr. Hayes said about two years. She then asked how this would be accomplished with little disruption to students. Mr. Hayes said it would take careful planning and provided some examples as to how it could be done.

President Brown asked if anyone else from the board had any other questions for Mr. Hayes or Mr. Cappel. Hearing none, it was decided to take action.

Director McCartney moved, seconded by Director Wilson, to engage the services of Thomas & Williamson to conduct a Cost Modeling Analysis of the feasibility study and the elementary buildings, at a cost not to exceed \$10,000. **By a ROLL CALL VOTE, the motion carried 9-0.**

Director Walkowiak requested to be a part of the group when Thomas & Williamson goes through the schools. Dr. Panza said he will inform all board members of the dates once they are scheduled.

Director Hughan urged the elementary principals to keep everyone informed well in advance of the dates to administer the PSSA's to avoid any disruptions.

Director Tassaro stated that with this action, she will defer from asking to revisit the formation of a task force, but may do so in the future if she believes it would be helpful.

OPEN FORUM: Elementary band teacher Russ Pedersen came forward to invite all to the upcoming band and choral concerts and mentioned that Tied to the Arts will be held March 1st.

Crafton council person Susan Viola read an open letter from Ed Stewart and asked it be entered into record. The letter, which made references to President Brown, referred to Mr. Stewart's comments and the answers he received while attending the last board meeting. President Brown disputed much of what was written in the letter.

Crafton resident Dave Kwiatkoski came forward to say the board was acting prematurely and questioned how they could spend taxpayer dollars so freely. He suggested the board take the money in the fund balance and work with that to make repairs and updates to the buildings. He argued for the board to spend within the present means and to leave the students in individual schools, noting that his child is thriving at Crafton Elementary. He also pointed out the history of the building, especially the historical auditorium at Crafton. He suggested that with some updates, the auditorium could be an asset for community use. He closed by saying he hopes the board makes the right decisions for the community at large.

High school teacher Lisa Rowley, chair of the Secondary Education Committee, asked how soon the board will take action on the rotation schedule and reading program upgrades. Dr. Panza said the board will vote in January.

Crafton resident Jim Schriver said he was happy with the dialogue of the meeting; he appreciated the openness and the thought processes and agreed with the decision for the cost modeling study. He then warned that the state budget is looking worse and revenues may be cut. In closing, he reminded the board of the

independent company who has had success with renovating historical school buildings.

Crafton resident Bill Minsinger said he believes the cost study analysis is a step in the right direction.

Nicole MacMurdo, of Crafton, said she appreciated the direction the board has decided to go, as well as the open discussion. She offered some intangibles to consider if building at the Crafton Athletic Field: heavy traffic, safety issues, and families from Carnegie without a vehicle.

Crafton Council person April Weitzel said the cost modeling study is a step in the right direction. She asked if the decision of the board is to build, will the district continue to operate the former schools. Dr. Panza said no. Solicitor Weiss said, "It is safe to say that if a new school is built, at some point, the old buildings would be closed." He explained that a public hearing with 15 days notice would be held, and three months later, the board would vote to close. Mrs. Weitzel asked again to reconsider renovation, stating the buildings are structurally sound and the communities are well established. She stated that research shows that home values decrease in such instances. Lastly, she added that the high school will be in need of repairs in the near future, and questioned where the money would come for that.

Dan Cindric, president of Crafton Council, thanked the board for their public service, then questioned President Brown on the procedure by which the discussion with Thomas & Williamson was conducted. He suggested Mr. Brown should have asked the public for comments before voting to contract with Thomas & Williamson. Mr. Brown said he would never attend a borough council meeting and question the president about a procedure. Mr. Cindric said he has seen no action or response to council's resolution to save Crafton Elementary, which was approved unanimously by council. Going on, he said he takes the board's action to move forward with the cost modeling study as the board's disregard for Crafton Council. He again pleaded with the board to consider the effect on home values, the municipality services and leaders, and traffic concerns.

Crafton resident Michael Kozy asked why the plan for a new school did not include an auditorium. Dr. Panza said it is largely because the state only reimburses an auditorium at 50 percent and the district will save money by combining a gym/auditorium or cafeteria/auditorium. Dr. Panza added that the elementary students already travel to the high school to rehearse and host choral and band concerts. He also pointed out that the elementary auditoriums are currently used as classroom space. Carnegie Elementary teacher Cindy Bevan said that is true; band classes are held in the auditorium.

Megan Schriver, of Crafton, brought forth and distributed an article revealing that Kimball recently moved into additional office space in Ebensburg – a former elementary school which was renovated by Kimball.

ADJOURNMENT:

With no further comments or business to discuss, Director Hughan moved, seconded by Director McCartney, to adjourn the meeting at 10:52 pm. By a voice vote, the motion carried 9-0.

Respectfully submitted,

Kirby Christy, Board Secretary

Michale Herrmann, Recording Secretary