



Peters Township School District

**MINUTES
PETERS TOWNSHIP BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
MONDAY, OCTOBER 20, 2014
7:30 P.M. – DISTRICT ADMINISTRATION OFFICES**

CALL TO ORDER: Mr. McMurray, President, called the regular meeting of the Peters Township Board of School Directors to order at 7:40 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL: Present were: Mr. Dunleavy, Mrs. Gregg, Mr. McMurray, Mrs. Anderson, Dr. Hardy, Mr. Merrell, Mrs. Bowman and Mrs. Smith. Mrs. Erenberg was absent.

Also present were Dr. Jeannine French, Superintendent, Mr. Vincent Belczyk, Business Manager, Dr. Jennifer Murphy, Assistant Superintendent for Performance Management, Patricia Kelly, Director of Pupil Personnel, Ron Gault, Director of Buildings and Grounds, Shelly Belcher, Communications Coordinator, Kelly Gustafson, principal Bower Hill Elementary, Michael Fisher, Principal Pleasant Valley Elementary, Lori Pavlik Principal Peters Township High School, and Jocelyn Kramer, Solicitor.

SUPERINTENDENT'S COMMENTS

- Dr. French introduced Judge James Ellis - Swearing in of Dr. Jennifer Murphy, Assistant Superintendent.
- Celebration of Excellence
 - The District celebrated the following
 - Third graders at Pleasant Valley marked the end of their economic unit with a visit to the building's "mini-malls." Students crafted their own items to sell and created 30 second commercials to promote their wares to their fellow students. The students then had the opportunity to purchase items from their classmates in the classroom market.
 - Students at Bower Hill took part in the Read for the Record in October with guest readers throughout the building. This annual campaign mobilizes millions of children and adults to celebrate literacy by participating in the largest shared reading experience.
 - On October 7, award winning composer and music educator Samuel Hazo visited the high school and spoke with our High School orchestra students. He also took time to lead the High School Wind Symphony in their rehearsal.
 - Congratulations to our High School Golf Teams – the Boys team was named the WPIAL Team Champion and the three golfers above qualified for the PIAA Individual Finals.
 - Congratulations to the tennis doubles team of Megan Hixon and Jennifer Holcombe who have earned the title of WPIAL Doubles Champions and will move on to the state championships.

- PV students and staff wore hats to help fight cancer as part of their Day of Giving in October! Students and staff donated \$2 to wear hats on October 3 with all of the proceeds going to the Division of Pediatric Hematology/Oncology at Children's Hospital. Overall, more than \$1100 was raised.
- On October 2, more than 200 students were inducted into PTHS Interact Club. This service oriented club is sponsored by the Peters Township Rotary and is organized by teacher Judith Alexander who was recognized at the ceremony with the Paul Harris Fellow award for contributions to the work and growth of the club.
- The District has begun sending automated attendance calls home for parents of our Middle and High School students. Once students are marked absent in Powerschool for first period, a report is generated and transferred to the School Messenger system for a call to go out to the parents.
- This week, the District began using the Raptor Visitor Management system. This new safety measure allows the District to verify all guests against the national sex offender database before giving them access to the main building. In the coming weeks, Raptor will also connect with our PowerSchool database to include custody and other private alerts as well.
- Last month, we share the news of the 6 students above who were named National Merit Semi-Finalists. This month, we are proud to announce the eight students who have been named commended students in the National Merit Scholarship Competition. These students are among 34,000 of the highest scorers on the PSAT/NMSQT and will receive a Letters of Commendation in recognition of their outstanding academic promise.
- These students are here with us tonight to celebrate these impressive academic accomplishments
- Mrs. Pavlik introduced Matthew Graham, Joseph Ogburn, Maria Oldenburg, Jonathan DeWitt to receive Letters of Commendation. Other students who were also named commended students- Sebastian Hymson, Kylie Marshall, Alessia Mihok, and Meridith Rohn.

QUESTIONS AND COMMENTS FROM THE FLOOR (15 minutes)

(Peters Township School District Policy 1312)

Peters Township School District values parent and community engagement.
No Comments

PRESIDENT'S COMMENTS

Mr. McMurray reported that Executive Sessions were held on October 13, 2014 and immediately prior to this meeting to discuss negotiation and personnel items.

OLD BUSINESS: None

NEW BUSINESS: Mrs. Smith moved to consider a motion to suspend Peters Township School District Policy 9368 (Order of Business) for this meeting only. Seconded by Mr. Merrell

Mrs. Smith requested the Board to review the District procedure for final grades and final exams.

Mrs. Smith requested from Mr. McMurray to form a temporary special committee to investigate potential changes to the way the District handles final exams and final grades.

Mr. Merrell asked if there is any problem in the current way the final grades and exams are handled.

Mrs. Pavlik stated an assessment committee that began meeting last year was to look at the comprehensive assessment of students. One of the points of discussion was how we are assessing our students, the weight that is given to end of year assessment and whether or not these are the best way to evaluate our students. There was a discussion about if two end of term exams were needed, as in a first semester and a second semester exam and how we would weight these exams. Mrs. Pavlik would like to hear what other school are doing and investigate other options.

Mrs. Smith stated in the past volunteers was used for this type of committee.

Dr. French stated volunteers if interested should contact Mrs. Pavlik if they are interested in serving on this type of committee.

Mrs. Pavlik stated they should contact her as soon as possible.

Mrs. Anderson asked Mr. McMurray to place a time limit on this special committee to report back to the Education committee.

Mrs. Pavlik suggested an email blast be sent to the community asking for volunteers.

Mrs. Pavlik stated a progress report would be in February for the special committee to study the method of assigning grad points and exam weight in considering a student's final grade.

**MOTION CARRIED UNANIMOUSLY
(8-0)**

I. BUSINESS OFFICE

RECOMMENDATION: Consider a motion to approve Business Office recommendations as follows (attachments 1 through 9):

1. Approval of the minutes for the Regular Meeting dated September 15, 2014 and Special Meeting dated September 29, 2014.
2. Approval of the Treasurer's Report for September 2014 with a balance of \$23,414,420.99.
3. Approval of General Fund bills for September 12, 2014 through October 16, 2014.

4. Approval of the Capital Facilities Fund bills for September 12, 2014 through October 16, 2014.
5. Approval of Food Service Fund bills for August 14, 2014 through October 16, 2014.
6. Approval of the McMurray Elementary School Activity Fund report for September 2014.
7. Approval of the Middle School Activity Fund report for September 2014.
8. Approval of the High School Athletic Fund report for September 2014.
9. Approval of the High School Activity Fund report for September 2014.

MOTION:

Mrs. Smith moved for approval of the Business Office recommendations 1 through 9, seconded by Dr. Hardy
Public Comment: None

**MOTION CARRIED UNANIMOUSLY
(8-0)**

II. BOARD COMMITTEES

Personnel

Ron Dunleavy

Mr. Dunleavy reported there was a Personnel Committee Meeting on Monday, October 13, 2014.
Public Comment: None

Buildings and Grounds

Bill Merrell

Mr. Merrell reported a Buildings and Grounds Committee Meeting is scheduled for Monday, November 3, 2014.

1. **RECOMMENDATION:** Consider a motion to approve a resolution authorizing Administration and HHSDR Architects and Engineers, to submit to PlanCon Part A “Project Justification” and Part B “Schematic Drawings” for the McMurray Elementary School project to the Pennsylvania Department of Education for review and approval.

MOTION:

Mr. Merrell moved for approval of recommendation 1, seconded by Mrs. Smith
A discussion was held on the above recommendation

Public Comment: None

MOTION CARRIED UNANIMOUSLY

(8-0)

2. **RECOMMENDATION:** Consider a motion to award the purchase of the Board Room audio visual equipment to Kinetics Audio, at a cost of \$19,011.00. Funds are provided by the Capital Projects Account.

MOTION:

Mr. Merrell moved for approval of recommendation 2, seconded by Mrs. Smith

A discussion was held on the above recommendation

Public Comment: None

MOTION CARRIED UNANIMOUSLY

(8-0)

Education

Sue Smith

Mrs. Smith reported an Education Committee Meeting is scheduled for Monday, November 10, 2014.

Public Comment: None

Finance

Jamison Hardy

Dr. Hardy stated the budget review process will start the beginning of November.

Public Comment: None

Policy

Lisa Anderson

Mrs. Anderson reported a Policy Committee Meeting is scheduled for Monday, October 27, 2014.

Public Comment: None

PSBA

Lisa Anderson

Mrs. Anderson reported new legislation is being heard regarding volunteers to have clearances updated every 36 months.

Public Comment: None

Western Area Career and Technology Center

Sandy Gregg

Mrs. Gregg reported the next Joint Operating Committee Meeting will be held on October 22, 2014.

Mrs. Gregg stated the Pennsylvania Department of Education had approved Western Area Career and Technology Center to initiate associate degree programs. This will begin January 1, 2015.

Mrs. Gregg stated Ikea gave Western Area Career and Technology Center \$6700 in a Life Improvement Challenge Grant to start to build a café.

Public Comment: None

SHASDA

Ron Dunleavy

Mr. Dunleavy reported the next SHASDA meeting is scheduled for November 20, 2014 at Upper St. Clair School District's LGI Room. All Board Members and Administrators are invited to attend.

Public Comment: None

Intermediate Unit

Thomas McMurray

Mr. McMurray reported the next Board of Directors meeting will be held on October 23, 2014.

Public Comment: None

SUPERINTENDENT'S AGENDA

III. CERTIFICATED PERSONNEL

RECOMMENDATION: Consider a motion to approve Certificated Personnel recommendations as follows:

1. Approve the following leaves of absence:

October 2014-2015-01
October 2014-2015-02
October 2014-2015-03
October 2014-2015-04

2. Approve the following resignation:

Name: Kelly L. Gustafson
Position: Principal, Bower Hill
Effective: TBD

3. Approve the following change of classification:

Name: Michael W. Fisher
From: Principal, Pleasant Valley Elementary
To: Assistant to the Superintendent for Curriculum, Instruction and Assessment
Salary: \$105,000.00
Effective: TBD

4. Approve the following day-to-day substitute teachers for the 2014-15 school year:

1. Edgar, Wendy - Nurse
 2. Gallagher, Colleen - Elementary K-6 and Special Education PK-12
 3. Kalish, Lynsi - Nurse
 4. Leslie, Megan - Special Education N-12 and Elementary K-6
 5. Prebula, Lauren - Grades PK-4 and Special Education PK-8
 6. Wrubleski, Kayla - Elementary K-6
5. Approve the following student teachers/observers/interns for the 2014-15 school year. All compliance documents for the following individuals are on file.

Name: Dana Campbell
 Dates of Assignment: 10/21/14 - 12/23/14
 College or University: Duquesne University
 Curriculum Major: Middle Level English
 PTSD Teacher & Bldg.: Barbara Brown/Middle School
 Assignment: Field Placement

Name: Daniel Campayno
 Dates of Assignment: 10/21/14 - 12/23/14
 College or University: Duquesne University
 Curriculum Major: Secondary Social Studies
 PTSD Teacher & Bldg.: Courtney Daloia/High School
 Assignment: Field Placement

Name: Camille Barnes
 Dates of Assignment: 10/21/14 - 12/23/14
 College or University: Duquesne University
 Curriculum Major: Secondary English
 PTSD Teacher & Bldg.: Angel Schranz/High School
 Assignment: Field Placement

Name: Krystyn Proie
 Dates of Assignment: 1/5/15 - 4/24/15
 College or University: Duquesne University
 Curriculum Major: PreK-4
 PTSD Teacher & Bldg.: Tim Cirincione Grade 2/Pleasant Valley
 Assignment: Student Teacher

Name: Victoria Popovich
 Dates of Assignment: 1/2/15 - 4/18/15
 College or University: University of Pittsburgh/Greensburg
 Curriculum Major: PreK-4
 PTSD Teacher/Bldg.: Kelly Kuehn Grade 2/Bower Hill
 Assignment: Pre-Student Teacher

MOTION:

Mrs. Smith moved for approval of recommendations 1-5, seconded by Mr. Merrell

A discussion was held on the above recommendations

The Board thanked Mrs. Gustafson for her years of service.

Mrs. Smith recognized Mr. Fisher for his new appointment as Assistant to the Superintendent for Curriculum, Instruction and Assessment.

The Board recognized Mr. Fisher for his service at Pleasant Valley Elementary.

Public Comment: None

MOTION CARRIED UNANIMOUSLY

(8-0)

IV. NON-CERTIFICATED PERSONNEL

RECOMMENDATION: Consider a motion to approve Non-Certificated Personnel recommendations as follows:

1. Approve the following leave of absence:

October 2014-2015-05

2. Approve the following resignations:

Name: Kelly Capozzoli
Position: Paraprofessional, Bower Hill
Effective: October 24, 2014

Name: David Timms
Position: Custodian, High School
Effective: October 20, 2014

Name: Cynthia Reedy
Position: Van Driver, Bus Garage
Effective: October 9, 2014

3. Approve the following retirement:

Name: David Venen
Position: Custodian, Middle School
Effective: October 31, 2014

4. Approve the following new hires:

Name: Chester Cecotti
Position: Van Driver
Assignment: Bus Garage
Salary: \$10.10/hr

Effective: October 21, 2014
Replacing: Open position from the 2013-2014 school year

Name: Robert Ellison
Position: Bus Driver
Assignment: Bus Garage
Salary: \$19.35/hr
Effective: October 21, 2014
Replacing: Open position from the 2013-2014 school year

Name: Christa Henderson
Position: Van Driver
Assignment: Bus Garage
Salary: \$10.10/hr
Effective: October 21, 2014
Replacing: Open position from the 2013-2014 school year

Name: Jennifer Ruschel
Position: Cafeteria / Food Service
Assignment: High School
Salary: \$12.56/hr
Effective: October 22, 2014
Replacing: Margie Urbas

6. Approve the following day-to-day non-teaching substitutes for the 2014-15 school year:

1. Carroll, Amy - Paraprofessional
2. Reedy, Cynthia - Bus Aide

MOTION:

Dr. Hardy moved for approval of recommendations 1-6, seconded by Mrs. Smith
Public Comment: None

**MOTION CARRIED UNANIMOUSLY
(8-0)**

V. EXTRA-DUTY PERSONNEL/PROGRAMS

RECOMMENDATION: Consider a motion to approve Extra-Duty Personnel/Program recommendations as follows: (Note: All compliance documents for the following individuals are on file.)

1. Approve the following extra-duty Facilitator personnel resignation for the 2014-15 school year:

Nurse Facilitator

Carol O'Toole

2. Approve the following renewal Activities personnel for the 2014-15 school year:

HIGH SCHOOL

Drama, Instrumental Director - Spring	Milton Barney
Pep Band	Milton Barney

3. Approve the following Activities personnel for the 2014-15 school year: (attachment)

HIGH SCHOOL

Drama, Technical Director per Play	Philip Irvin
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4. Approve the following Athletic personnel for the 2014-15 school year: (attachments)

HIGH SCHOOL

Wrestling Junior High Head	Jared Nicholson (split – 12.5%)
Wrestling Varsity Assistant	Jared Nicholson (split – 12.5%)

MOTION:

Mr. Dunleavy moved for approval of recommendations 1-4, seconded by Mr. Merrell
Public Comment: None

MOTION CARRIED

(7-0-1)

Dr. Hardy Abstained

VI. PROFESSIONAL CONFERENCES

RECOMMENDATION: Consider a motion to approve Professional Conferences as follows:

1. Approve the following professional conference(s):
(Employees will not be reimbursed for meals included in the conference--attachments):

Names:	Adam Sikorski – Middle School Principal
Activities:	2014 PASA-PSBA School Leadership Conference
Dates:	October 21, 2014
Location:	Hershey Lodge & Convention Center, Hershey, PA
Estimated Cost:	\$519 (reimbursed through Governor’s Expanding Excellence grant)

Names:	Pamela Bohn Guenther – Title 1 Specialist
Activities:	LETRS Certified Train the Trainer Modules 4-6
Dates:	October 28 – 31, 2014
Location:	Harrisburg, PA
Estimated Cost:	\$981

Names: Dr. Jeannine French – Superintendent
Dr. Jennifer Murphy – Assistant Superintendent
Activities: 2014 SAS Institute – The Power of Performance
Dates: December 7 – 9, 2014
Location: Hershey Lodge & Convention Center, Hershey, PA
Estimated Cost: \$846 (reimbursed through Governor’s Expanding Excellence grant)

MOTION:

Mrs. Bowman moved for approval of recommendation 1, seconded by Mrs. Smith
Public Comment: None

**MOTION CARRIED UNANIMOUSLY
(8-0)**

VII. EDUCATIONAL PROGRAM AND STUDENT ACTIVITIES

RECOMMENDATION: Consider a motion to approve the Educational Programs and Student Activities as follows:

1. Approve the following fundraising activities:

Organization: Students Active for Environment (SAFE) – High School
Purpose: Cover club expenses
Dates: October 23 – 31, 2014
Location: Community
Activities: Sarris Candy Bar Sales

Organization: Class of 2015 – High School
Purpose: Cover class expenses
Dates: October 27, 2014 to the end of school year
Location: Community
Activities: On-line Digital Photos and Products Voucher Sales

Organization: Class of 2015 – High School
Purpose: Cover class expenses
Dates: November 1, 2014
Location: Peterswood Park
Activities: Capture the Flag Tournament

Organization: Peters High Association for Scientific Enrichment (PHASE) – High School
Purpose: Cover club expenses
Dates: November 1 - 14, 2014
Location: Community
Activities: Sarris Candy Bar Sales

Organization: Class of 2015 – High School
Purpose: Cover class expenses
Dates: November 3 - 12, 2014
Location: Community
Activities: Cookie Dough Sales

Organization: Class of 2015 – High School
Purpose: Cover class expenses
Dates: November 26, 2014
Location: Peterswood Park
Activities: Games/Turkey Bowl

Organization: Interact Club – High School
Purpose: Scholarship Fund for PTHS Students
Dates: December 2014 & February or March 2015
Location: PT High School and/or McMurray
Activities: Blood Drive

Organization: Cheerleading – High School
Purpose: Offset expenses
Dates: January 24, 2015
Location: PT High School
Activities: Cheer Clinic

Organization: Cheerleading – High School
Purpose: Offset expenses
Dates: February 7, 2015
Location: PT High School
Activities: Snowball Dance

2. Approve the following student trips: (attachments)

Organization: Girls Tennis – High School
Advisor: Brandt Bowman
Event: PIAA Girls Tennis Doubles Finals
Dates: October 30 – November 1, 2014
Location: Hershey, PA
Est. Cost to Dist.: \$1,027

Organization: Cross Country – High School
Advisor: Tim Wu
Event: PIAA Cross Country Individual Finals
Dates: October 31 – November 1, 2014
Location: Hershey, PA
Est. Cost to Dist.: \$2,057

Organization: Forensics – High School
Advisor: Frank Kerber
Event: M&M Lake Erie Invitational Tournament
Dates: November 1, 2014
Location: Penn State, Behrend Campus
Est. Cost to Dist.: \$1,251

Organization: Boys Soccer – High School
Advisor: Bob Dyer
Event: PIAA Boys Soccer Finals
Dates: November 14 - 15, 2014
Location: Hershey, PA
Est. Cost to Dist.: \$4,087

Organization: Girls Soccer – High School
Advisor: Pat Vereb
Event: PIAA Girls Soccer Finals
Dates: November 14 - 15, 2014
Location: Hershey, PA
Est. Cost to Dist.: \$3,692

Organization: Girls Volleyball – High School
Advisor: Ashley Green
Event: PIAA Girls Volleyball Finals
Dates: November 14 - 15, 2014
Location: Johnstown, PA
Est. Cost to Dist.: \$3,015

Organization: Baseball – High School
Advisor: Joe Maize
Event: Dodgertown Baseball Tournament
Dates: March 27 – 31, 2015
Location: Vero Beach, Florida
Est. Cost to Dist.: \$170

MOTION:

Mrs. Smith moved for approval of recommendations 1-2, seconded by Mr. Dunleavy
A discussion was held on the above recommendation

Public Comment: None

**MOTION CARRIED UNANIMOUSLY
(8-0)**

VIII. OTHER

RECOMMENDATION: Consider a motion to approve other recommendations as follows:

1. Approve a donation from the Staff and Faculty of Bower Hill Elementary for the purchase of a Buddy Bench in the amount of \$850.00.
2. Approve the recommendation of Peacock Keller to retain the services of Kelley Reilly Nell and Barner, in accordance with the attached Agreement for Professional Valuation Services, to prepare an appraisal of Tax Parcel No. 540-010-00-00-0021-00, an appeal of which is pending before the Court of Common Pleas of Washington County. (attachment)
3. Approve the purchase of an upgrade to BAS direct digital software in the High School to Combustion Service and Equipment at a cost of \$2,200.00. This will align the HVAC controls with the actual High School room numbers. Funds will be provided by the Capital Projects Account.
4. Approve the Agreement with the SpyGlass Group as an independent contractor, on terms and conditions approved by the Solicitor, to analyze our primary telecommunications service accounts to seek cost recovery, service elimination and cost reduction recommendations. (attachment)
5. Approve the Agreement with The Children's Institute of Pittsburgh (CI), on terms and conditions approved by the Solicitor, to contract for behavioral consulting services to support identified students who present with complicated behaviors. The District will receive behavioral support services from CI in return for serving as a Beta Test Site for the use of remote consultation. (attachment)
6. Approve the recommendation of Peacock Keller to file appeals to the Court of Common Pleas of Washington County with respect to the following properties and to retain an appraiser at a cost of no more than \$450.00 per parcel per appeal:
 - a. Finch, Jeffrey W. & Cathy L. Parcel 540-010-30-00-0007-00
 - b. Chiado, Michael L. & Natalie B. Parcel 540-010-26-00-0002-00
 - c. Rubeis, Rudolph Craig & Eileen Marie Parcel 540-005-25-00-0023-00
 - d. Hammell, Eugene J. & Kristie J. Parcel 540-011-07-03-0001-03
 - e. Lantz, Scott M. & Jacquelyn E. Parcel 540-001-05-00-0031-00
 - f. Bruce, Donald Parcel 540-002-14-00-0010-00
 - g. Rozzi, Gene F. Jr. & Tracy L. Parcel 540-008-22-00-0006-00
 - h. Hoyt, Joshua & Shan Parcel 540-010-30-00-0014-00
 - i. Cavanagh, Michael & Megan Parcel 540-008-22-00-0001-00

MOTION:

Mrs. Smith moved for approval of recommendations 1-6, seconded by Dr. Hardy

A discussion was held on the above recommendations

Public Comment: None

**MOTION CARRIED UNANIMOUSLY
(8-0)**

BOARD INFORMATION: Mrs. Bowman stated to get out and vote in the upcoming the Governor's election.

SOLICITOR'S REPORT: The Solicitor stated all items were covered in the Executive Session

QUESTION AND ANSWER PERIOD ON AGENDA ITEMS (15 minutes)

CORRESPONDENCE

ANNOUNCEMENTS:

Policy Committee	October 27, 2014	6:30 pm
Special Board Meeting	October 27, 2014	7: 00 pm
Buildings and Grounds Committee	November 3, 2014	6:30 pm
Education Committee	November 10, 2014	6:30 pm
Regular Board Meeting	November 17, 2014	7:30 pm

MOTION TO ADJOURN

Mrs. Smith moved for adjournment at 8:27 pm, seconded by Mr. Merrell

**MOTION CARRIED UNANIMOUSLY
(8-0)**

Board Secretary

Board President