



# Peters Township School District

**MINUTES  
PETERS TOWNSHIP BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
TUESDAY, FEBRUARY 17, 2015  
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: Mr. Dunleavy, Mr. McMurray, Mrs. Anderson, Mr. Merrell, Mrs. Erenberg, Mrs. Bowman and Mrs. Gregg. Dr. Hardy was absent. Mrs. Smith joined via phone. Also present were Dr. Jeannine French, Superintendent, Dr. Jennifer Murphy, Assistant Superintendent, Michael Fisher Assistant to the Superintendent for Curriculum, Instruction and Assessment, Patricia Kelly, Director of Pupil Personnel, Vincent M. Belczyk, Business Manager, Ronald Gault, Director of Buildings and Grounds, Shelly Belcher, Communications Coordinator and Jocelyn Kramer, Solicitor.

## SUPERINTENDENT'S COMMENTS

- Celebration of Excellence
  - The District celebrated the following
    - Congratulations to the Middle School Math Counts team members above who finished first in the competition at Washington and Jefferson College on February 7.
    - Third grade students at Pleasant Valley were treated to some hands on experience during their science unit on the rock cycle. The students received the rock and mineral kits from the Pittsburgh Chapter of the Society for Mining, Metallurgy and Exploration.
    - February 4<sup>th</sup> marked the 100<sup>th</sup> day of school in Peters Township and elementary students marked the occasion with classroom events and games that centered around the number 100. Students and staff at Bower Hill also were encouraged to wear 100 items of their choice that day, bringing out the creativity in everyone!
    - This month, McMurray Elementary held their annual career fair with more than 20 professionals sharing information about their careers with the students throughout the morning.
    - The Pleasant Valley staff worked with 8<sup>th</sup> grader Sarah Findley for “Random Acts of Kindness Week” at Pleasant Valley this month. Sarah is a Girl Scout working toward her Silver Award with this project. Students and staff were challenged to perform acts of kindness throughout the week, with each act being rewarded with a Warm Fuzzy pom pom that represents the warm fuzzy feeling we get when we are kind. At the end of the week, all of the pom poms were collected in the library as a visual of how kindness spreads.
    - The National Honor Society sponsored the District’s annual tournament between the faculty members of each building – and this year the game was volleyball. Once again, the Middle School left with the trophy, but the real winner was the Make A Wish Foundation Scholarship Fund with a total donation of nearly \$3500 raised at the event.

- January 30 marked the second annual PTMS Dance-a-Thon to raise money for St. Jude Research Hospital. Students and staff have been working hard to raise money over the past month with a total goal of \$12,000. With more than 140 dancers participating, they were able to easily meet their goal with a grand total of more than \$19,000 in all.
- Congratulations to the staff members who will receive GEO Grants from the Peters Township Education Foundation this year. Thanks to the support of our school and community, the Foundation was able to donate more than \$10,000 to the schools through this program this year.
- The District will once again be participating in the Peters Township Day at CONSOL Park with the Washington Wild Things. This partnership between the Township, Chamber of Commerce and the District also serves as a fundraiser for these organizations with the District's portion supporting the Education Foundation.
- This month the High School Counseling Department hosted a College Planning Night to share information with parents and students about the college admissions process. Presenters included admission counselors from area universities and topics ranged from writing a quality college essay to the nuts and bolts of financial aid.

#### QUESTIONS AND COMMENTS FROM THE FLOOR (15 minutes)

(Peters Township School District Policy 1312)

Peters Township School District values parent and community engagement.

#### PRESIDENT'S COMMENTS

Mr. McMurray announced that Executive Sessions were held on January 20, 2015, January 26, 2015 and immediately prior to this meeting to discuss personnel items, negotiations and other legal issues. The Board also attended a Joint Meeting with the Township Council on February 2, 2015.

#### OLD BUSINESS

Accept in the Minutes the letters of approval from the Pennsylvania Department of Education for PlanCon Part A "Project Justification" and Part B "Schematic Design" authorized for PDE's approval at the October 20, 2014 Board meeting. (attachments)

#### NEW BUSINESS

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

**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 January 20, 2015.
2. Approval of the Treasurer's Report for January 2015 with a balance of \$16,661,167.92.
3. Approval of General Fund bills for January 16, 2015 through February 12, 2015.
4. Approval of the Capital Facilities Fund bills for January 16, 2015 through February 12, 2015.
5. Approval of Food Service Fund bills for January 16, 2015 through February 12, 2015.
6. Approval of the McMurray Elementary School Activity Fund report for January 2015.
7. Approval of the Middle School Activity Fund report for January 2015.
8. Approval of the High School Athletic Fund report for January 2015.
9. Approval of the High School Activity Fund report for January 2015.

**MOTION:**

Mrs. Smith moved for approval of the Business Office recommendations 1 through 9, seconded by Mr. Merrell

Public Comment: None

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

I. BOARD COMMITTEES

**Personnel**

Ron Dunleavy

1. **RECOMMENDATION:** Approve an unpaid 5-day suspension for employee #02-14-15.

**MOTION:**

Mr. Dunleavy move for the approval of recommendation 1, seconded by Mr. Merrell

Public Comment: None

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

2. **RECOMMENDATION:** Approve an unpaid 1-day suspension for employee #03-14-15.

**MOTION:**

Mr. Dunleavy move for the approval of recommendation 1, seconded by Mr. Merrell

Public Comment: None

**MOTION CARRIED UNANIMOUSLY**

**(8-0)**

**Buildings and Grounds**

Bill Merrell

Mr. Merrell reported there will be a Building and Grounds meeting in March.

Public Comment: None

**Education**

Sue Smith

Mrs. Smith gave an update on the “Final Exam Committee”

Public Comment: None

**Finance**

Jamison Hardy

3. **RECOMMENDATION:** Consider a motion to adopt the Preliminary General Fund Budget for the 2015-2016 school year in the amount of \$60,459,446.00. Final Budget must be adopted prior to June 30, 2015.

**MOTION:**

Mr. Dunleavy moved for the approval of recommendation 3, seconded by Mr. Merrell

Public Comment: None

**MOTION CARRIED UNANIMOUSLY**

**(8-0)**

4. **RECOMMENDATION:** Consider a motion to adopt the tentative 2015-2016 Technology Budget in the amount of \$1,019,384.00. Final Budget must be adopted prior to June 30, 2015. The Technology Budget is included in the General Fund Budget.

**MOTION:**

Mr. Dunleavy moved for the approval of recommendation 4, seconded by Mr. Merrell

Public Comment: None

**MOTION CARRIED UNANIMOUSLY**

**(8-0)**

5. **RECOMMENDATION:** Consider a motion to adopt the tentative 2015-2016 Curriculum Budget in the amount of \$431,540.00. Final Budget must be adopted prior to June 30, 2015. The Curriculum Budget is included in the General Fund Budget.

**MOTION:**

Mr. Dunleavy moved for the approval of recommendation 5, seconded by Mr. Merrell  
Public Comment: None

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

**Policy**

Lisa Anderson

Mrs. Anderson reported a Policy Committee Meeting was held on Monday, January 26, 2015.

Mrs. Anderson stated this agenda includes the first reading of the policies discussed. (attachments)

- 700        PROPERTY**
- 701        Facilities Planning
- 702        Gifts, Grants, Donations
- 705        Safety
- 706.1      Equipment and Supplies Disposal
- 707        Use of School Facilities
- 708        Lending of Equipment and Books
- 710        Use of Facilities and Equipment by Staff
- 716        Integrated Pest Management
- 718        Service Animals in Schools
  
- 000        LOCAL BOARD PROCEDURES**
- 004        Membership
- 006        Meetings
  
- 200        PUPILS**
- 246        Student Wellness
  
- 300        EMPLOYEES**
- 304        Employment of District Staff
- 317        Conduct/Disciplinary Procedures
- 317.1      Educator Misconduct
  
- 800        OPERATIONS**
- 806        Child Abuse
- 818        Contracted Services

**900 COMMUNITY**

916 Volunteers

Public Comment: None

**PSBA**

Lisa Anderson

Mrs. Anderson reported on the PSBA webinar regarding basic education funding and also stated PSBA suggested when we write to our legislators to make the letter personal.

Public Comment: None

**Western Area Career and Technology Center**

Sandy Gregg

Mrs. Gregg announced the next Joint Operating Committee Meeting will be held on February 25, 2015. Mrs. Gregg also reported on the different programs WACTC has to offer and she is trying to have WACTC come into the schools and report on their programs.

Public Comment: None

**SHASDA**

Ron Dunleavy

Mr. Dunleavy announced the next SHASDA meeting will include the Student Forum and is scheduled for March 10, 2015 at the 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 announced the next Board of Directors meeting will be held on February 26, 2015.

Mr. McMurray announced the Intermediate Unit 1 Annual Convention and Dinner is scheduled for Tuesday, March 24, 2015 at the Hilton Garden Inn, Southpointe. The banquet for school directors will begin at 7:00 pm.

6. **RECOMMENDATION:** Consider a motion to approve the 2015-2016 Intermediate Unit 1 General Operational Budget in the amount of \$549,552.00 with Peters Township School District's contribution of \$63,973.78. Our contribution for the 2014-2015 school year was \$64,987.92.

**MOTION**

Mrs. Bowman moved for approval of recommendation 6, seconded Mr. Merrell.

Public Comment: None

**MOTION CARRIED UNANIMOUSLY**

**(8-0)**

## SUPERINTENDENT'S AGENDA

### III. CERTIFICATED PERSONNEL

**RECOMMENDATION:** Consider a motion to approve Certificated Personnel recommendations subject to all required pre-employment history reviews and clearance requirements as follows:

1. Approve the following leave of absence:

February 2014-2015-01

2. Approve the following change of classification:

Name: Yasmin Ingham  
From: Bachelors plus 15, Step 5  
To: Masters, Step 5  
Effective: 2<sup>nd</sup> semester of the 2014-2015 school year

3. Approve the following as day-to-day substitute certificated personnel for the 2014-15 school year:

1. DeChicchis, Theresa - Nurse
2. Graziani, Monica - Biology 7-12
3. Kavinsky, Andrew - Grade PK-4
4. Kinzler, Ryan - Mathematics 7-12
5. Simons, Stephanie - Elementary K-6 and Mid-Level Mathematics 7-9

4. Approve the following student teachers/observers/interns for the 2014-15 school year. All compliance documents for the following individuals are on file.

Name: Jessica Ganser  
Dates of Assignment: 2/18/15 – 4/30/15  
College or University: Duquesne University  
Curriculum Major: Elementary Education  
PTSD Teacher & Bldg.: Beth Kuchma/Bower Hill  
Assignment: Field Observation

Name: Kelly Kater  
Dates of Assignment: 2/18/15 – 4/30/15  
College or University: Duquesne University  
Curriculum Major: Secondary English  
PTSD Teacher & Bldg.: Lindsay Polard/High School  
Assignment: Field Observation

Name: Camille Barnes  
Dates of Assignment: 2/18/15 – 4/30/15  
College or University: Duquesne University  
Curriculum Major: Secondary English  
PTSD Teacher & Bldg.: Jayson Zeminski/Middle School  
Assignment: Field Observation

**MOTION:**

Mrs. Erenberg moved for approval of recommendations 1-4, seconded by Mr. Merrell

**MOTION CARRIED UNANIMOUSLY**

**(8-0)**

**IV. NON-CERTIFICATED PERSONNEL**

**RECOMMENDATION:** Consider a motion to approve Non-Certificated Personnel recommendations subject to all required pre-employment history reviews and clearance requirements as follows:

1. Approve the following retirement:

Name: Evelyn Kerns  
Position: Custodian, High School  
Effective: February 28, 2015

2. Approve the following resignations:

Name: Katherine Glod  
Position: Paraprofessional  
Effective: February 24, 2015

Name: Bonnie Pavlik  
Position: Cafeteria/Playground Monitor  
Effective: February 17, 2015

3. Approve the following new hires:

Name: Mary Burford (attachment)  
Position: Assistant Business Manager  
Assignment: District Administration Building  
Salary: \$66,000 (pro-rated)  
Effective: TBD



Name: Brandon Womer (attachment)  
Position: Supervisor of Buildings and Grounds  
Assignment: Buildings & Grounds  
Salary: \$68,000 (pro-rated)  
Effective: TBD

Name: Joy Ferraco  
Position: Cafeteria/Food Service  
Assignment: High School  
Salary: \$12.56/hr  
Effective: February 23, 2015  
Replaces: Carol Striebich

Name: Roland Strawn  
Position: Custodian  
Assignment: Middle School, Bus Garage & District Administrative Building  
Salary: \$15.95/hr  
Effective: March 2, 2015  
Replaces: Nicholas Grosso

Name: George Reganick  
Position: Custodian  
Assignment: High School  
Salary: \$15.95/hr  
Effective: March 3, 2015  
Replaces: Ronald Manhollan

4. Approve the following change in assignment:

Name: Sharon Pampena  
From: Class IV Secretary, High School  
To: Class IV Secretary, Middle School

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

1. Shaw, Anne-Marie - Cafeteria/Playground Monitor and Cafeteria/Food Service
2. Smith, Dana - Cafeteria/Food Service
3. Wentz, Kristina - Clerical

**MOTION:**

Mrs. Erenberg moved for approval of recommendations 1-5, seconded by Mr. Merrell  
A discussion was held on the above recommendations

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

V. EXTRA-DUTY PERSONNEL/PROGRAMS

**RECOMMENDATION:** Consider a motion to approve Extra-Duty Personnel/Program recommendations subject to all required pre-employment history reviews and clearance requirements as follows:

1. Approve the following renewal of Athletic personnel for the 2015-16 school year:

**HIGH SCHOOL**

Cross Country Boys/Girls Assistant Coach	Kelly Best
Football 1 <sup>st</sup> Assistant Coach	Richard Pavlisko
Football 1 <sup>st</sup> Assistant Coach	John Knabb Jr.
Football 2 <sup>nd</sup> Assistant Coach	Patrick Falsetti
Football 2 <sup>nd</sup> Assistant Coach	Christopher Betts
Football 2 <sup>nd</sup> Assistant Coach	Brian Vautier
Football 2 <sup>nd</sup> Assistant Coach	Ryan Tempalski
Golf Boys Assistant JV Coach	Justin Pinto
Golf Boys Volunteer Coach	Charles DiPardo
Golf Girls Assistant JV Coach	Kevin Lawrence
Soccer Boys Assistant Coach	Steven Evans
Soccer Boys Assistant Coach	Joseph Dyer
Soccer Boys Assistant Coach	Joseph Jelinski
Soccer Boys 9 <sup>th</sup> Grade Coach	Lucas Heasley
Soccer Girls Assistant Coach	Abby Montgomery
Soccer Girls Assistant Coach	David Molisee
Soccer Girls Volunteer Coach	James (Matt) Burnett
Volleyball Girls Assistant Coach	April Santavy
Volleyball Girls Volunteer Coach	William "Pete" Swauger

**MIDDLE SCHOOL**

Cross Country Boys/Girls Head Coach	Renee Brown
Cross Country Boys/Girls Assistant Coach	Jayson Zeminski
Cross Country Boys/Girls Assistant Coach	Jessica Kiefer
Volleyball Head Coach	William Amend
Volleyball Assistant Coach	Sean Appel
Volleyball Assistant Coach	Joshua Elders

2. Approve the following extra-duty Athletic personnel for the 2014-15 school year: (attachments)

**HIGH SCHOOL**

Lacrosse Boys Assistant Coach  
Volleyball Boys Assistant Coach

Colin O'Donoghue  
Scott Smith

3. Approve the following extra-duty Athletic personnel for the 2015-16 school year: (attachment)

**HIGH SCHOOL**

Field Hockey Girls Head Coach

Amy Casciola

4. Approve the following status changes in Athletics personnel for the 2014 - 2015 school year:

**HIGH SCHOOL:**

**From:**

**To:**

Track & Field:

Fred Burns

Gillian Callender

Nicole Paschl

Co-ed Assistant Coach

1<sup>st</sup> Assist. Coach (50% split w/Wu)

Volunteer Coach

1<sup>st</sup> Assistant Coach

Co-ed Assistant Coach

1<sup>st</sup> Assist. Coach (50% split w/Wu)

**MOTION:**

Mrs. Bowman moved for approval of recommendations 1-4, seconded by Mr. Dunleavy

**MOTION CARRIED UNANIMOUSLY**

**(8-0)**

**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--attachment):

Names: Shelly Belcher – Communications Coordinator, District Office  
Activities: Pennsylvania School Public Relations Association  
Board Meeting & Annual Symposium for 2015  
Dates: March 19 – 20, 2015  
Location: Bedford Springs, PA  
Estimated Cost: \$446.00

Names: Lindsey Myers – Library Media Specialist, High School  
Activities: Pennsylvania School Librarians Association Annual Conference  
Dates: April 30 – May 1, 2015  
Location: Hershey, PA  
Estimated Cost: \$846.92

**MOTION:**

Mrs. Erenberg moved for approval of recommendation 1, seconded by Mr. Merrell

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

**VII. EDUCATIONAL PROGRAMS AND STUDENT ACTIVITIES**

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

1. Approve the following fundraising activities:

Organization: Hoop Group Basketball Boosters – High School  
Purpose: Basketball Tournament Expenses  
Dates: March 14, 2015  
Location: Community  
Activities: Pizza Book Sales

Organization: PTA Area Council – District Wide  
Purpose: Provide grants for PTSD teachers & staff  
Dates: March 26 - 27, 2015  
Location: Middle School  
Activities: Used Book & Media Sale

Organization: Dance Team Club – High School  
Purpose: Banquet expenses  
Dates: March 20, 2015  
Location: McMurray Elementary  
Activities: Spring Dance Clinic

Organization: Track & Field Boosters – High School  
Purpose: Team expenses  
Dates: April 12, 2015  
Location: Bruster’s Ice Cream  
Activities: Car Wash

2. Approve the following student trips: (attachments)

Organization: High School Band – High School  
Advisor: Milt Barney  
Event: PMEA Western Region Band Festival  
Dates: February 11 - 13, 2015  
Location: Hermitage, PA  
Est. Cost to Dist.: \$708.00

Organization: Wrestling Team – High School  
Advisor: Jason Carpetta  
Event: PIAA State Wrestling Championships  
Dates: March 4 - 8, 2015  
Location: Hershey, PA  
Est. Cost to Dist.: \$2,785.17

Organization: Swim & Diving Teams – High School  
Advisor: Todd Clark  
Event: PIAA State Swimming Championship  
Dates: March 12 - 15, 2015  
Location: Bucknell University, Lewisburg, PA  
Est. Cost to Dist.: \$3,038.34

Organization: High School Orchestra – High School  
Advisor: Marlina DeFelice  
Event: PMEA Western Region Orchestra Festival  
Dates: March 12 - 14, 2015  
Location: Erie, PA  
Est. Cost to Dist.: \$777.30

Organization: Forensics – High School  
Advisor: Frank Kerber and Donna Carper  
Event: 2015 Pennsylvania High School Speech League (PHSSL)  
State Championships  
Dates: March 19 - 21, 2015  
Location: Susquehanna University, Selinsgrove, PA  
Est. Cost to Dist.: \$1,502.84

Organization: Interact Club – High School  
Advisor: Judy Alexander  
Event: Hope for the Homeless Sleep Out  
Dates: March 20 - 21, 2015  
Location: Pittsburgh, PA  
Est. Cost to Dist.: \$0.00

Organization: Boys Lacrosse Team – High School  
Advisor: Mike Kaplan  
Event: Nichols School Boys Lacrosse Tournament  
Dates: April 17 - 18, 2015  
Location: Buffalo, NY  
Est. Cost to Dist.: \$85.00

**MOTION:**

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

**MOTION:**

Mrs. Erenberg moved to remove item 2A, High School Band, seconded by Mr. Dunleavy

**MOTION CARRIED UNANIMOUSLY**

**(8-0)**

**MOTION:**

Mr. Dunleavy moved for approval of all of recommendation 1 and all of recommendation 2 except item 2A, seconded by Mr. Merrell.

A discussion was held on the above recommendation

**MOTION CARRIED UNANIMOUSLY**

**(8-0)**

**MOTION:**

Mr. Dunleavy moved table the above motion regarding item 2A, seconded by Mrs. Gregg

A discussion was held on the above recommendation

**MOTION CARRIED UNANIMOUSLY**

**(8-0)**

**VIII. OTHER**

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

1. Authorize the administration to solicit bids for class 1 (educational) and class 2 (custodial/maintenance) supplies and equipment for 2015-2016.
2. Approve the attached proposal to provide appraisal services with respect to a commercial property identified as parcel no. 540-010-03-07-0001-00. (attachment)
3. Approve an Agreement in Lieu of Expulsion regarding student 14-15-02.
4. Approve a three (3) year Managed Print Services Agreement between AMCOM Office Systems and Peters Township School District, on terms and conditions approved by the Solicitor, to support and service the District's printer fleet at a cost of \$.008/page for black and white prints and \$.085/per page for color prints. The agreement also provides the District with PaperCut Print Monitoring software to track and shape printer usage.
5. Approve a grant donation for the Peters Township School District staff members at the High School, McMurray Elementary, Bower Hill Elementary and Pleasant Valley Elementary valued at \$10,431.96 by the Peters Township Education Foundation.
6. Authorize the administration to advertise for replacement school busses.

**MOTION:**

Mr. Dunleavy moved for approval of recommendations 1-6, seconded by Mrs. Erenberg

**MOTION CARRIED UNANIMOUSLY**

**(8-0)**

**BOARD INFORMATION:**

Mr. Merrell commented that Peters Township School District had students represented on the Washington County Symphony and Choir.

Mr. McMurray reported the Board held a recent meeting to discuss Board Goals.

SOLICITOR’S REPORT: No Report

**QUESTION AND ANSWER PERIOD ON AGENDA ITEMS (15 minutes)**

None

**CORRESPONDENCE**

None

**ANNOUNCEMENTS:**

Policy Committee	February 23, 2015	6:30 pm
Buildings and Grounds	March 2, 2015	6:30 pm
Personnel Committee	March 9, 2015	6:30 pm
Regular Board meeting	March 16, 2015	7:30 pm
Education Committee	March 23, 2015	6:30 pm
Policy Committee	March 30, 2015	6:30 pm
Finance Committee	April 6, 2015	6:30 pm

**MOTION TO ADJOURN**

Mrs. Bowman moved for adjournment at 8:45 pm, seconded by Mr. Merrell

**MOTION CARRIED UNANIMOUSLY**

**(8-0)**

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Board Secretary

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Board President