



Peters Township School District

**AGENDA
PETERS TOWNSHIP BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
MONDAY, JUNE 25, 2018 AT 7:30 PM
DISTRICT ADMINISTRATION OFFICES**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

SUPERINTENDENT'S COMMENTS

- Celebration of Excellence

QUESTIONS AND COMMENTS FROM THE FLOOR

(Peters Township School District Policy 903)

Peters Township School District values parent and community engagement.

Speakers listed on the agenda will be allotted a maximum of five (5) minutes for public comment.

Speakers not listed on this agenda will be allotted a maximum of two (2) minutes for public comment.

Part of our communication effort involves taping and sharing videos of our Board meetings to help our community stay informed on matters before the Board. Any guest speakers or members of the public who are taking part in the meetings are reminded to come to the podium and use the microphone when making comments so that they may be heard by those of us in the room and those watching online.

Michael Farnan (Topic: Busing)

112 Scarborough Lane

McMurray, PA 15317

Marc Simon (Topic: Public speakers regarding finance)

170 Druid Drive

McMurray, PA 15317

PRESIDENT'S COMMENTS

An Executive Session was held immediately prior to this meeting to discuss personnel and other items.

OLD BUSINESS

NEW BUSINESS

I. BUSINESS OFFICE

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

1. Approval of the minutes for the Regular Board Meeting dated May 21, 2018 and the Special Board Meeting dated May 29, 2018.
2. Approval of the Treasurer's Reports for May 2018 with a balance of \$8,688,516.42.
3. Approval of the General Fund bills for May 18, 2018 through June 20, 2018.
4. Approval of the Capital Facilities Fund bills for May 18, 2018 through June 20, 2018.
5. Approval of the Food Service Fund bills for May 18, 2018 through June 20, 2018.
6. Approval of the McMurray Elementary School Activity Fund report for May 2018.
7. Approval of the Middle School Activity Fund report for May 2018.
8. Approval of the High School Athletic Fund report for May 2018.
9. Approval of the High School Activity Fund report for May 2018.
10. Approval of the Budget Transfers as a result of the Audit.

II. BOARD COMMITTEES

Personnel

Daniel Taylor

A closed Personnel Committee Meeting was held on June 11, 2018.

1. **RECOMMENDATION:** Move to approve salary adjustments for Act 93 employees as per the current Act 93 Agreement.
2. **RECOMMENDATION:** Move to approve the salary adjustments for the Confidential Secretaries, independently contracted employees, and at-will employees as presented.
3. **RECOMMENDATION:** Move to approve Resolution No. 2018-06-25A dismissing employee #03-17-18. (attachment)

Buildings and Grounds

Ron Dunleavy

4. **RECOMMENDATION:** Move to authorize the following:
BE IT RESOLVED, That the Board of Directors authorizes the Superintendent to review and approve construction change orders proposed without additional Board approval so long as the change order does not exceed \$25,000.00 and prior written notice of Superintendent's approval is provided to the Board.
5. **RECOMMENDATION:** Move to approve the hiring of M. B. Kohne, LLC, as the Owner's Representative, for the New High School Project at a cost of \$65.00/hour not to exceed \$200,000.00.
6. **RECOMMENDATION:** Move to approve the appointment of Testing and Special Inspections to Construction Engineering Consultants for the New High School Project, in the amount not to exceed (NTE) fee of \$110,450.00. (attachment)
7. **RECOMMENDATION:** Move to approve payment not to exceed \$33,672.97 for the additional services related to the bus plaza, site circulation, building safety and security, and building permit provided by Hayes Design Group for the New High School Project. (attachment)

Education

Minna Allison

Wellness Committee Update

Finance

Jamison Hardy

8. **RECOMMENDATION:** Move to authorize the Administration to pay required invoices between June 26, 2018 and August 17, 2018 due to the length of time between meetings.
9. **RECOMMENDATION:** Move to authorize the option to extend Mlaker LLC Student Transportation services for an additional two years per the current agreement and upon terms and conditions approved by the Solicitor.
10. **RECOMMENDATION:** Move to adopt the General Fund Budget for 2018–19 school year in the amount of \$65,850,181.00. The Proposed Final Budget amount adopted in May was \$65,850,181.00.
11. **RECOMMENDATION:** Move to approve the 2018–19 Technology Budget in the amount of \$1,234,140.00. This amount excludes salaries and benefits. This amount is included in the General Fund Budget.
12. **RECOMMENDATION:** Move to approve the 2018–19 Curriculum Budget in the amount of \$474,613.00. This amount excludes salaries and benefits. This amount is included in the General Fund Budget.
13. **RECOMMENDATION:** Move to approve the 2018–19 Capital Projects Budget in the amount of \$23,602,720.00.
14. **RECOMMENDATION:** Move to approve Resolution No. 2018-06-25B for establishing a Real Estate millage rate of 13.50 mills for the 2018–19 fiscal year. This is an increase of 0.31 mills over the 2017–18 millage rate of 13.19 mills. (attachment)
15. **RECOMMENDATION:** Move to approve the attached Homestead/Farmstead Resolution No. 2018-06-25C for the 2018–19 fiscal year. Eligible property owners will receive a \$125.18 reduction in real estate tax by providing a credit of \$9,273.00 of assessed value. (attachment)
16. **RECOMMENDATION:** Move to approve Resolution No. 2018-06-25D of the Board of School Directors authorizing interim assessments of any property, improvements or subjects of taxation which may have been omitted or any new property, improvements or subjects of taxation which may have come into being since the last county-wide assessment. (attachment)
17. **RECOMMENDATION:** Move to approve Resolution No. 2018-06-25E for all taxes under the Local Tax Enabling Act (Act 511) to remain unchanged. (attachment)

18. **RECOMMENDATION:** Move to approve the following in accordance with section 688 of the Public School Code (Limitations on certain unreserved fund balances):

BE IT RESOLVED, By the Peters Township Board of School Directors that it will assign \$8,500,000.00 of surplus funds for the purpose of satisfying future debt service obligations and increases in the employer contributions to the Public School Employees Retirement System as follows:

Debt Service Fund - \$4,000,000.00
Retirement Fund - \$4,500,000.00

By taking this action, the District has fulfilled its obligation to maintain an unreserved undesignated fund balance that does not exceed 8% of total budgeted expenditures as legally required. The unreserved undesignated fund balance is estimated to be \$2,309,708.00.

Policy

Lisa Anderson

19. **RECOMMENDATION:** Move to approve the second reading and adoption of the following policies: (attachments)

200 Pupils

210.1 Possession/Administration of Asthma Inhalers/Epinephrine Auto-Injectors

800 Operations

810 Transportation

810.1 School Bus Drivers and School Commercial Motor Vehicle Drivers

810.3 School Vehicle Drivers

818 Contracted Services Personnel

PSBA

Lisa Anderson

Western Area Career and Technology Center

Rebecca Bowman

SHASDA

Rolf Briegel

Intermediate Unit

Thomas McMurray

The next Board of Directors Meeting will be held on June 28, 2018.

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:**

June 2017-2018-03

2. Approve the following **resignation:**

Name: Jessica Kiefer
Position: Spanish Teacher
Assignment: Middle School
Effective: August 8, 2018

3. Approve the following **new hires:** (attachments)

Name: Laura Tokarczyk
Position: .6 Spanish Teacher
Assignment: Pleasant Valley Elementary
Salary: Masters plus 55, Step 3 (pro-rated)
Effective: 2018-2019 School Year
Replaces: Adele Packrone

Name: Jessica Ferragonio
Position: Health and Physical Education Teacher
Assignment: McMurray Elementary
Salary: Masters, Step 2
Effective: 2018-2019 School Year
Replaces: Jamie Gilbert

Name: Rebecca Sparks
Position: 5th Grade Teacher
Assignment: McMurray Elementary
Salary: Masters, Step 1
Effective: 2018-2019 School Year
Replaces: Erin Weber

Name: Rebecca Fodse
Position: Special Education Teacher
Assignment: McMurray Elementary
Salary: Masters, Step 3
Effective: 2018-2019 School Year
Replaces: Jordan Barson

4. Approve the following **transfers**:

Name: Jennifer Carfano
From: Instructional Support Teacher, Bower Hill Elementary
To: Assistant Principal, Bower Hill Elementary
Effective: July 1, 2018
Replacing: Julie Franczyk

Name: Adele Packrone
From: Spanish Teacher, High School and Pleasant Valley Elementary
To: Spanish Teacher, McMurray Elementary
Effective: 2018-2019 School Year
Replacing: Nicole Reyna

5. Approve the following **student teachers/observers/interns** for the 2017–18 and 2018–19 school years. All compliance documents for the following individuals are on file.

Name: Ryan Duane
Dates of Assignment: 6/26/18 – 7/26/18
College or University: Community College of Allegheny County (CCAC)
Curriculum Major: Secondary Certification
PTSD Teacher & Bldg.: Heidi Colombo/Middle School ESY
Assignment: Field Observation/10 hours

Name: Rebecca Myers-Matson
Dates of Assignment: 6/26/18 – 7/26/18
College or University: California University of Pennsylvania
Curriculum Major: Elementary and Special Education Certification
PTSD Teacher & Bldg.: Heidi Colombo/ESY Program
Assignment: Field Experience

6. The following personnel have completed three (3) years in Peters Township School District as Temporary Professional Employees and have been rated in accordance with the provision of Section 1123 of the Public School Code of 1949 as amended. Having earned a final rating of “satisfactory” they are so certified and entitled to **Professional Employee Status** in accordance with the provision of Section 1108(b):

<u>Professional Employee</u>	<u>Building</u>
Brendan Albright	High School
Christopher Allen	High School
Michelle Chenevert	High School and McMurray Elementary
Katelyn Gilroy	High School
Krysten Neff	High School
Kayla Edgar	Middle School
Olivia Enders	Middle School
Megan Enscoe	Bower Hill Elementary

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 **paraprofessional** for the **2018 Extended School Year (ESY) Program** at the paraprofessional contractual rate, from June 25, 2018 through July 26, 2018, 1 day in-service and 20 days instruction, 8:00 a.m. to 12:00 p.m., Monday through Thursday:

Lauren Stanhagen

2. Approve the following **day-to-day non-teaching substitutes** for the 2017–18 and 2018 –19 school years:

John Kistler - Custodian
Tyler Verlato - Custodian

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 **extra-duty Activities personnel resignation** for the 2018–19 school year:

HIGH SCHOOL

Marching Band Camp Director Lorne Hyskell

2. Approve the following **extra-duty Activities personnel** for the 2018–19 school year: (attachments)

HIGH SCHOOL

Marching Band Director Milton Barney
Marching Band Camp Director Milton Barney
Marching Band Assistant to the Director John MacKay

3. Approve the following **renewal extra-duty Athletic personnel** for the 2018–19 school year:

HIGH SCHOOL

Baseball, Head Coach Joseph Maize
Lacrosse, Boys Head Coach Michael Kaplan
Lacrosse, Girls Head Coach Sarah Lawrence
Softball, Head Coach Nicole Davis
Tennis, Boys Head Coach Brandt Bowman
Track and Field, Head Coach Justin Pinto
Volleyball, Boys Head Coach Nathan Swauger

MIDDLE SCHOOL

Football, MS Assistant Coach Robert Niziol

4. Approve the following **extra-duty Athletic personnel** for the 2018–19 school year: (attachments)

HIGH SCHOOL

Football, 2nd Assistant Coach Reginald Wells

MIDDLE SCHOOL

Basketball, Girls Assistant Coach Emily Bergman

5. Approve the following Personnel as **Support Personnel for Athletics** for the 2018–19 school year (e.g., ticket takers, ticket sellers, crowd control, announcers, scorekeepers, judges, etc.).

William Amend
Sean Appel
Bruce Bergman
Kristofer Bergman
Elizabeth Bladel
Lisa Bobrzynski
Judy Bourg
Robert Bourg
Barbara Brown
Renee Brown
Fred Burns
Harry Bushmire
Gillian Callender
Dale Carmassi
Jason Carpetta
Matthew Cheran
Colleen Chiz
Jami Christopher
Steven Christopher
Keith Compeggie
Jackie Conkle
Louis DaBaldo
Nicole Davis
Janet DelCorso
Petrina DeNillo
Joshua Elders
Timothy Emph
Steven Evans
T. Brian Farrell
Mary Fecher
Thomas Fyock
Eric Glod
Gary Goga
John Good
William Greb
Ashley Green
Brian Griffin

Bruce Hands
Charles Helbig
Rebecca Jackson
Roberta Kalkowski
John Kerekes
Kevin Lawrence
Deanne Lugar
Evelyn Lusk
Harold Lusk
Joseph Maize
Ronald Manhollan
Regis McKenzie
Kenneth McWilliams
Rebecca Myers-Matson
Linda Murdoch
Gary Nagy
Justin Pinto
Rudy Pokorny
Carrie Rabe
Edward Rafferty
Anna Ritacco
Joseph Scaglione
Dennis Scott
Kristin Sortino
Chelsea Stockhausen
Steven Stuck
Tracy Stunek
Scott Sussman
William Swauger
Adam Swinchock
Colleen Swindell
Sharon Valley
John Vavala
Patrick Vereb
Beth Wilmus
Jayson Zeminski

6. Approve the following Personnel as **Weight Room Supervisors** for the 2018–19 school year.

HIGH SCHOOL

Adam Brado
 Fred Burns
 Jason Carpetta
 Amy Casciola
 Robert Dyer
 T. Brian Farrell
 Kayla Ferguson
 Gary Goga
 Cody Golon
 Michael Kaplan

Kevin Lawrence
 Joseph Maize
 Leroy Darrin McMillon
 Michael Meyers
 Thomas Plack
 Edward Rafferty
 Morris Richardson
 Joseph Scaglione
 Reginald Wells

7. Approve the following **Athletics change of status** for the 2018–19 school year:

	<u>FROM</u>	<u>TO</u>
Courtney Schratz	Girls Field Hockey Assistant Coach	Girls Field Hockey Volunteer Coach
Gary Bole	Football, 3 rd Assistant Coach	Football, Middle School Assistant Coach
Christian Breisinger	Football, 2 nd Assistant Coach	Football, 2 nd Assistant Coach (Split 50% w/Macri)
		Football, 3 rd Assistant Coach (Split 50% w/Macri)
Steven Macri	Football, 3 rd Assistant Coach	Football, 2 nd Assistant Coach (Split 50% w/Breisinger)
		Football, 3 rd Assistant Coach (Split 50% w/Breisinger)

VI. PROFESSIONAL CONFERENCES, TRAININGS AND TRIPS

1. Approve the following **professional conference(s), training(s) and trip(s)**: (attachment)
(Employees/Representatives will not be reimbursed for meals included in the conference)

Name: Patricia Kelly – Director of Pupil Services, District Administrative Offices
Activity: 2018 Special Education Leadership Summer Academy
Dates: July 16 – 19, 2018
Location: Bedford Springs, PA
Estimated Cost: \$868.21

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: Thespian Boosters – High School
Purpose: Booster expenses
Dates: July 20, 2018 and August 24, 2018
Location: Peterswood Park
Activity: Concessions for Movie Nights

Organization: Golf Boosters – High School
Purpose: Team expenses
Dates: July 22, 2018
Location: Bruster’s Ice Cream
Activity: Car Wash

Organization: Girls Racquet Backer Tennis Boosters – High School
Purpose: Team expenses
Dates: August 18, 2018; rain date August 25, 2018
Location: Century Sports
Activity: Car Wash

Organization: Parent Teacher Student Association – High School
Purpose: Group expenses
Dates: Fall 2018 – Football Season
Location: High School Stadium
Activity: Home Concessions

Organization: Library Assistants – High School
Purpose: Club expenses
Dates: November 17, 2018
Location: Barnes & Noble Book Store
Activity: Book Fair

Organization: Library Assistants – High School
Purpose: Club expenses
Dates: March 4 – 8, 2019
Location: High School Library
Activity: Library Arts Café

2. Approve the following **student trips**: (attachments)

Organization: Boys Golf Team – High School
Advisor: David Kuhn
Event: Milton Kuhn Match Play Event
Dates: August 17 – 18, 2018
Location: Donegal, PA
Est. Cost to Dist.: \$0.00

Organization: Boys Golf Team – High School
Advisor: David Kuhn
Event: Central Dauphin Invitational
Dates: August 24 – 25, 2018
Location: Hershey, PA
Est. Cost to Dist.: \$105.00

Organization: Cross Country Team – High School
Advisor: Timothy Wu
Event: PIAA Cross Country Foundation Invitational
Dates: September 21 – 22, 2018
Location: Hershey, PA
Est. Cost to Dist.: \$0.00

Organization: Girls Golf Team – High School
Advisor: Kevin Lawrence
Event: McDowell Trojan Playoff Primer Invitational
Dates: September 22 – 23, 2018
Location: Erie, PA
Est. Cost to Dist.: \$0.00

VIII. OTHER

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

1. Approve a donation from Bower Hill Parent Teacher Association (PTA) to Peters Township School District for the purchase of a new Tricaster for BeeTV at Bower Hill Elementary School in the amount of \$6,180.00.
2. Approve a \$0.15 increase to adult lunch prices for 2018–19 school year in accordance with federal guidelines as follows:

Elementary School – adult	\$3.00
Middle School – adult	\$3.15
High School – adult	\$3.15

3. Renew a one (1) year agreement for the Adobe K-12 Creative Cloud building subscription at a cost of \$3,244.80, commencing July 1, 2018 through June 30, 2019. This agreement is through GovConnection, Inc. and the COSTARS cooperative purchasing agreement to provide the High School Media Department with access to the latest Adobe applications and services. (attachment)
4. Approve an Affiliation Agreement between Carlow University and Peters Township School District for field observations, practicum experiences, student teaching and internships, on terms and conditions approved by the Solicitor, for a five (5) year period from August 1, 2018 through June 30, 2023. (attachment)
5. Approve an Agreement with the Intermediate Unit #1 to provide Title I nonpublic school services for a period of five (5) years from July 1, 2018 through June 30, 2023. (attachment)
6. Approve the Sports Poster Authorization Agreement between Big Game Promotions and Peters Township School District to produce athletic calendars for the 2018–19 school year at no cost to the District. Big Game Promotions will provide the athletic department with a 50% rebate of all net profits. (attachment)
7. Set the Event Security fees for the 2018–19 school year as follows:

Constables:	\$30.00/hr. (\$2.50/hour increase from 2017–18 school year)
Contracted Security:	\$17.50/hr. (no change from 2017–18 school year)
8. Approve the Officials’ event fees for the 2018–19 school year, which have increased from 2017–18 school year. (attachment)
9. Approve the Game Worker fees for the 2018–19 school year, which have not changed from 2017–18 school year. (attachment)
10. Authorize the Administration to make applications and receive approval for Federal, State and Local Grants for the 2018–19 school year.

11. Approve services provided by Hosack, Specht, Muetzel & Wood LLP on an hourly basis to audit the schedules for project accounting based on final costs of Peters Township School District, PlanCon Part J – McMurray Elementary School Project #3809. (attachment)
12. Approve the placing of the School Leaders Legal Liability Insurance Policy (E & O) effective July 1, 2018 – June 30, 2019 with CM Regent Insurance Co. for \$40,273.00. This policy has a \$2,000,000 claim limit with a \$10,000 deductible. The 2017–18 premium was \$46,371.00.
13. Approve the placing of the School Leaders Excess Liability Insurance Policy (Umbrella) effective July 1, 2018 – June 30, 2019 with CM Regent Insurance Co. for \$17,588.00. This policy has an increased claim limit from \$5,000,000 to \$10,000,000 in effect following coverage from other policies. The 2017–18 premium was \$10,442.00.
14. Approve the placing of the Property/Liability Insurance Policy effective July 1, 2018 – June 30, 2019 with CM Regent Insurance Co. for \$78,427.00. The 2017–18 premium was \$87,153.00.
15. Approve the placing of the Worker Compensation Insurance Policy effective July 1, 2018 – June 30, 2019 with BrickStreet Insurance for \$266,065.00. The 2017–18 premium was \$286,289.00.
16. Approve the placing of the Automobile Insurance Policy effective July 1, 2018 – June 30, 2019 with CM Regent Insurance Co. for \$32,708.00. The 2017–18 premium was \$40,406.00.
17. Approve the placing of the Builders Risk Policy effective June 13, 2018 – October 28, 2020 with Chubb Commercial Insurance for \$102,040.00.
18. Approve an Agreement with Crossroads Speech & Hearing, Inc., on terms and conditions approved by the Solicitor, for Speech-Language Therapy Services at an hourly rate of \$56.00, effective August 2018 through August 2019. This service is at the same hourly rate as last year and will be utilized on an as-needed basis. (attachment)

BOARD INFORMATION

SOLICITOR'S REPORT

QUESTION AND ANSWER PERIOD ON AGENDA ITEMS

CORRESPONDENCE

ANNOUNCEMENTS

July Board Meeting:

No meetings have been scheduled at this time.

August Meeting:

Monday, August 20, 2018 at 7:30 p.m. Regular Board Meeting

MOTION TO ADJOURN