

South Fayette School District

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Committee Meeting of the Whole

Minutes

Tuesday, November 18, 2008

7:00 p.m.

The Committee Meeting of the South Fayette Township Board of School Directors was called to order at 7:14 p.m. in the South Fayette High School Conference Center by Vice President Chris Niemann with the Pledge of Allegiance. Mr. Niemann announced that prior to the start of the meeting the Board met in Executive Session to discuss personnel and apologized for the delay.

Present: Teresa Burroughs, Len Forenlla, Lena Hannah, Chris Niemann, and Todd Petrillo

Absent: Bill Newcomer, Frank Morelli, Jeff Smith, and Al Wood

Others: Dr. Linda B. Hippert, Superintendent; Nanci Sullivan, Director of Pupil Personnel; George Safin, Director of Finance; Network Systems Administrator Gene Manzini; Teachers Jeremy Hall, Brian Schwab; Darell Frank, Debra Amelio-Manion, Lisa Carney, Natalie Kugler, and Ruth Bell Superintendent's Assistant/Board Secretary

Minutes

The Board considered approval of Minutes from the following Board Meetings:

Committee Meeting	October 21, 2008
Special Meeting	October 27, 2008
Regular Meeting	October 28, 2008

Financial Reports

The Financial Reports for August and October 2008, were enclosed for Board review and will be included on the Agenda for approval at the Regular Meeting.

Superintendent's Monthly Report – Dr. Linda B. Hippert

Business Office

1. The Board considered for approval the recommendation of The Superintendent and Director of Finance George Safin for payment of the interim delinquent tax collector fee in the amount of \$8,892.89 for 2005 delinquent taxes; penalty payment extends is for October 29, 2008; and for \$1,128.17 for 2006 delinquent taxes; penalty payment extends from October 17, 2008, to October 29, 2008; and for \$348.17 for 2007 delinquent taxes; penalty payment extends from October 31, 2008, to November 10, 2008; and for \$1,819.65 for 2008 delinquent taxes; penalty payment extends from November 4, 2008 to November 13, 2008, as per the statements submitted by Kevin Biber, Township Treasurer.

2. The Board considered for approval the recommendation of The Superintendent, Director of Finance George Safin, and Tax Collector Kevin Biber of the provided list of Real Estate Refunds due to reduction in assessment and/or overpayment.
3. The Board considered for approval the recommendation of The Superintendent and Director of Finance George Safin for approval to continue participation in the Allegheny Intermediate Unit Joint Purchasing Board for 2009.
4. The Board considered for approval the recommendation of The Superintendent and Director of Finance George Safin for approval to adopt the district's 403(b) Plan Document and Adoption Agreement utilizing Employer Admin Services, Inc., as third party administrator with an effective date of January 1, 2009. By doing so the Board adopts Resolution 08-05 Adopting a 403(b) Plan Document and Resolution 08-06 Adopting a 403 (b) Third Party Administrator. The

Personnel

Personnel items were discussed in Executive Session.

Education

Informational

The Rider for Dual Enrollment for 2008-09 school year was approved.

1. The Board considered for approval the recommendation of The Superintendent and Director of Pupil Personnel Dr. Nanci Sullivan for approval to enter into a service agreement with The Watson Institute.

Transportation

1. The Board discussed fuel costs for busses for the 2009-10 school year. Director of Transportation Donna Harshman provided information to the Board showing the cost of diesel over the past several years and the projected costs for the 2009-10 school year.

Hannah seconded Fornella to enter into an agreement with the consortium to lock into the price of diesel for the 2009-10 school year.

Voice Vote – All Yes

Athletics

1. Coaching assignments were discussed in Executive Session.
2. The Board discussed the possibility of moving the scoreboard from the baseball field to the softball field. Mr. Manzini explained the rationale behind moving the board and the Board was provided with the costs to move the scoreboard. Softball season starts in March, if the Board chose to move forward, Mr. Manzini suggested the work would have to start in December to be completed and ready to use in March.

Construction

1. The Board reviewed the options for future construction to accommodate elementary school overcrowding along with dates required for decision making. Options discussed/proposed include:

- a. Make the decision to proceed with construction planning with the intent to borrow for construction in March 2010 with occupancy 2013-14 school year.
- b. Make the decision to delay construction planning and utilize trailers for future growth. Consider options for placement of additional trailers.
- c. Leasing space off campus in the area
- d. Purchase/build metal buildings
- e. Utilizing the Army barracks building for classrooms
- f. Converting the middle school auditorium to classrooms
- g. Lease space at Alpine Point
- h. Other options not yet identified.

Dr. Hippert said at this time there was no new or additional information to bring to the Board regarding the above options.

1. The Board discussed the future educational configuration related to student enrollment growth. This item will continue to appear on the agenda each month for discussion. Dr. Hippert indicated that Primary Elementary School Principal Laurie Gray is looking at having a Pre-Registration for Kindergarten. The number of incoming Kindergarten students will provide the administrators with a better gauge of the number of classroom spaces needed. Dr. Hippert explained she is not sure if we were to add additional trailers to the elementary school if they would be able to support 5th grade. We would be adding additional students to the gym, library, and cafeteria, to name a few of the spaces that are crowded already.
2. The Board discussed meeting with local realtors to learn about trends and information regarding South Fayette real estate.
At the November 18, 2008, Committee Meeting of the Whole the Board agreed to invite local realtors and township officials to the Regular Board Meeting in January to discuss trends and information about South Fayette Township. If Board Members have any specific questions they would like to have addressed that evening, they are asked to email their questions and we will forward the questions to the appropriate people/agencies for discussion in January.

Miscellaneous

1. The Board considered the recommendation of The Superintendent to accept the attached list of gifts/donations that have been received. Dr. Hippert informed the Board that in the future when gifts/donations are received in the District, they will be placed on the agenda for approval as part of our Board Policy 702.
2. The Board considered the recommendation of The Superintendent for Board approval of the second reading of revised School District Policy 111 Lesson Plans.
3. The Board considered the recommendation of The Superintendent for Board approval of the second reading of revised School District Policy 112 Guidance Counseling.
4. The Board considered the recommendation of The Superintendent for Board approval of the second reading of revised School District Policy 113 Special Education.
5. The Board considered the recommendation of The Superintendent for Board approval of the second reading of revised School District Policy 113.1 Discipline of Students with Disabilities.

6. The Board considered the recommendation of The Superintendent for Board approval of the second reading of revised School District Policy 113.2 Behavior Management Techniques.
7. The Board considered the recommendation of The Superintendent for Board approval of the second reading of revised School District Policy 114 Programs for Gifted Pupils.
8. The Board considered the recommendation of The Superintendent for Board approval of the second reading of revised School District Policy 115 Career Technical Education.
9. The Board considered the recommendation of The Superintendent for Board approval of the second reading of revised School District Policy 116 Tutoring.
10. The Board considered the recommendation of The Superintendent for Board approval of the second reading of revised School District Policy 117 Homebound Instruction.
11. The Board considered the recommendation of The Superintendent for Board approval of the second reading of revised School District Policy 118 Independent Study.
12. The Board considered the recommendation of The Superintendent for Board approval of the second reading of revised School District Policy 119 Current Events.
13. The Board considered the recommendation of The Superintendent for Board approval of the second reading of revised School District Policy 121 Field Trips.
14. The Board considered the recommendation of The Superintendent for Board approval of the second reading of revised School District Policy 122 Co-Curricular and Extracurricular Activities.
15. The Board considered the recommendation of The Superintendent for Board approval of the second reading of revised School District Policy 123 Interscholastic Athletics/Cheerleading and Marching Band.
16. The Board considered the recommendation of The Superintendent for Board approval of the second reading of revised School District Policy 124 Summer School.
17. The Board considered the recommendation of The Superintendent for Board approval of the second reading of revised School District Policy 125 Adult Education.
18. The Board considered the recommendation of The Superintendent for Board approval of the second reading of revised School District Policy 126 Class Size.
19. The Board considered the recommendation of The Superintendent for Board approval of the first reading of revised School District Policy 249 Bullying/Cyberbullying. This policy is a new policy and must be adopted by the Board by December 31, 2008.
20. The Board considered the recommendation of The Superintendent for Board approval of the first reading of revised School District Policy 701 Facilities Planning.
21. The Board considered the recommendation of The Superintendent for Board approval of the first reading of revised School District Policy 702 Gifts, Grants, Donations.
22. The Board considered the recommendation of The Superintendent for Board approval of the first reading of revised School District Policy 703 Sanitary Management.

23. The Board considered the recommendation of The Superintendent for Board approval of the first reading of revised School District Policy 704 Maintenance.
24. The Board considered the recommendation of The Superintendent for Board approval of the first reading of revised School District Policy 800 Records Management.
25. The Board considered the recommendation of The Superintendent for Board approval of the first reading of revised School District Policy 800 AR Records Management.
26. The Board considered the recommendation of The Superintendent for Board approval of the first reading of revised School District Policy 800AR1 Records Retention.
27. The Board considered the recommendation of The Superintendent for Board approval of the first reading of revised School District Policy 800AR2 Litigation Hold.
28. The Board considered the recommendation of The Superintendent for Board approval of the first reading of revised School District Policy 801 Public Records. Changes in the Pennsylvania State Law require that school districts name an Open Records Officer and have an approved policy in place by December 31, 2008. The Board Secretary will serve as the Open Records Officer for South Fayette School District.
29. The Board considered the recommendation of The Superintendent for Board approval of the first reading of revised School District Policy 801AR Exempted Records.
30. The Board considered the recommendation of The Superintendent for Board approval of the first reading of revised School District Policy 801AR1 Disclosure Production of Certain Records.
31. The Board considered the recommendation of The Superintendent for Board approval of the first reading of revised School District Policy 801AR2 Fees for Records.
32. The Board considered the recommendation of The Superintendent for Board approval of the first reading of revised School District Policy 915 Booster Policy. This policy will be sent to Athletic Director Joe Farkas to be forwarded to the coaches and presidents of each of the booster organizations for their input. The Superintendent recommends the second reading of the policy be approved at the January 2009 Regular Board Meeting to permit time for review.

Expenditures

Submitted for Board review to be approved at the Regular Board Meeting.

SUSPENSION OF BUSINESS TO HEAR FROM VISITORS

The Board will hear comments from visitors. The time limit of comments will not exceed three (3) minutes and must relate to items on the Agenda. The Board will not respond to questions during this session, but will only hear public comment. (As per revised Policy 006 – Meetings” adopted May 23, 2006)

Debra Amelio-Manion – Item number 1 listed under the Business Office, is this a different amount than what we pay him?

Director of Finance George Safin responded that any taxes that go to the penalty, the tax collector is paid for as part of the approved compensation plan.

Debra Amelio-Manion – What is the amount of the refunds listed under item number 2?

Director of Finance George Safin responded it is roughly \$22,000.

Natalie Kuglar – Under the business office why is the payment for the tax collector listed separately and others aren't?

Director of Finance George Safin responded because he is an elected official versus a consultant.

Natalie Kuglar – How much money has been spent on the baseball field litigation? Is there a cap? Are we going to recoup this money?

Chris Niemann responded the Board cannot respond to these questions.

Burroughs seconded Petrillo to adjourn the meeting at 8:25 p.m.

Voice Vote – All Yes

William Newcomer, Board President

Ruth Bell, Board Secretary