



South Fayette Township School District

Committee Meeting of the Whole

Minutes

Tuesday, August 15, 2023
7:30 PM

The Committee Meeting of the South Fayette Township Board of School Directors was called to order at 7:42 PM in the Studio, in the High School by President Pro Temp Paul Brinsky with the Pledge of Allegiance. President Pro Temp Brinsky apologized for the late start announcing the Board held an Executive Session prior to the start of the meeting to discuss personnel and/or legal issues.

Present: Teresa Burroughs, Joe Welch, Paul Brinsky

Present Virtually: Lena Hannah, Jen Iriti, Prajakta Patankar, Tom Iagnemma

Absent: Len Fornella

Others: Chris Voltz, Tucker Arensberg, P.C.; Dr. Michelle Miller, Superintendent; Assistant Superintendent Dr. Kristin Deichler; Director of Finance/Human Resources Brian Tony; Communications Director Jennifer Donovan; Director of Technology Rob Warfield; and Cynthia Geisler, Superintendent's Assistant/Board Secretary.

President Pro Temp Brinsky announced the meeting is being recorded.

Dr. Miller proudly introduced Alekhya Buragadda as the 2023-2024 incoming Student Representative; have a Superintendents Advisory Council to elevate student voice; Alekhya's accomplishments include helped to organize March for Our Lives; worked at Tropical Smoothie; Chair of Elections for Student Government and a 3 year member; marketing manager for Cyberstart; member of the Health Career Club and placed fifth in medical laws and ethics in the state competition; volunteered on the oncology department at McGee Women's Hospital; teaching assistant at the Citizen Science Lab; and a volunteer for Carnegie Science Center; leadership experience as President of Women Welfare.

Dr. Miller proudly presented Certificates of Service to two Board members, Paul Brinsky and Teresa Burroughs for their years of dedication and service to South Fayette, on behalf of the Pennsylvania School Boards Association, the first School Boards Association in the United States with more than 125 years of service; collectively 28 years of service, 12 years of service for Mr. Brinsky, and 16 years of service for Mrs. Burroughs.

AGENDA APPROVAL:

Welch seconded Burroughs on the recommendation of the Superintendent and Solicitor for Board approval of the August 15, 2023, Committee Meeting agenda.

Voice Vote – All Yes

CONSENT AGENDA

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

Committee Meeting of the Whole
Regular Board Meeting

Tuesday, July 18, 2023
Tuesday, July 25, 2023

2. The Board considered approval of the following Financial Reports which have been reviewed by the Superintendent and Secondary Administration:

Athletic Fund	Mark Keener
High School Activity Fund	Sharon Aprea
Middle School Activity Fund	Sharon Aprea

3. Expenditures were submitted for Board review to be approved at the Regular Board Meeting.

Superintendent's Monthly Report – Dr. Michelle Miller

Dr. Miller reported:

- Welcomed Jennifer Donovan, the District's new Communications Director, experience with PTI and Sewickley Academy; also welcomed Dr. Patricia Smith as the Interim High School Principal until the position is filled, decade as high school principal at South Park.
- August 9 – welcomed new educators and paraprofessionals; variety of onboarding activities and information sessions
- August 17 – welcome back educators and support staff for the start of the 2023-24 school year, Board welcome to attend
- August 21 – Meet the Teacher in the Elementary and Intermediate Schools
- August 23 – first day of school for students; 3,480 students enrolled
- October 12 – 2nd Annual Hall of Fame Induction Ceremony; October 13 recognition of inductees at the home football game
- September 1 – Senior/Senior Night, recognize senior athletes involved in fall sports; spaghetti dinner for senior citizens prior to the football game
- District one of ten school districts awarded PA's Disability Inclusive Curriculum Grant; reduce stigma of disability, including disability as part of the strategic plan, teach what is meant by social justice and citizenship to all students regarding disability; funds use for curriculum in all buildings and professional development highlighting disability inclusion and that disability is a natural part of the human condition; years 2 and 3 will include outreach activities in conjunction with the Uncommon Conference; available funding up to \$10,000

BUSINESS OFFICE

President Pro Temp Brinsky announced all motions that need action taken will be voted on at the end of the meeting.

1. The Superintendent and Director of Finance Brian Tony recommend Board approval of the School Resource Officer Interagency Agreement between the District and South Fayette Township. The Township will provide the District with a Police Officer for the School Resource Officer (SRO) Program for a period of 3 years retroactive from July 1, 2023 through June 30, 2026. The costs/excess costs allocated for the SRO Program will be 70% from the District and 30% from the Township. The Township approved this agreement on August 9, 2023. *(information provided)* **(needs Board action taken on August 15)**

The Board inquired if there is something in the SRO agreement pertaining to transporting students. Mr. Voltz added the information is in paragraph 9.

2. The Superintendent recommends Board approval of the Memorandum of Understanding (MOU) Agreement (per recommended revisions by our Solicitor) with Mid-Atlantic Equity Consortium (MAEC) for services to provide technical assistance and training to support the District's work in creating culturally responsive and equitable family engagement

opportunities. MAEC will use grant sources to provide \$40,000 worth of services, with the District paying a maximum of \$2,560 to offset presenter travel costs. **(needs Board action taken on August 15)**

The Board tabled the above motion until the August 22 meeting to give the Board time to review the agreement. The motion will be modified to make it retroactive to August 18 due to professional development is scheduled for that day.

3. The Superintendent and Elementary School Principal Tyler Geist recommend Board approval of the Title 1 Non-Public School Agreement (pending review by our Solicitor) with the Allegheny Intermediate Unit, effective August 17, 2023 through June 30, 2024; to provide remedial reading and math instructional services in line with the Title 1 Program at St. Louise De Marillac. (information provided) **(needs Board action taken on August 15)**
4. The Board considered the recommendation of the Superintendent and Director of Finance Brian Tony for Board approval to enter into a Contract of Service with the PA-Educator.net Clearinghouse. The term of the agreement is from September 1, 2023 through August 31, 2024, at a cost of \$1,950.00. This price has remained the same since the 2014-2015 school year.

PERSONNEL

1. The Superintendent recommends Board approval of the resignation of Dr. Laura Hartzell as the High School Principal effective retroactive to August 2, 2023. **(needs Board action taken on August 15)**
2. The Superintendent and Director of Finance Brian Tony recommend Board approval of the resignation of Chris Juzwick as the Assistant Director of Finance, effective 60 days from August 8, 2023, if the District chooses to enact the 60 day hold period, per his contractual agreement. **(needs Board action taken on August 15)**
3. The Superintendent and Administrators recommend Board approval of the following resignations: **(needs Board action taken on August 15)**
 - Krystle Carlisle as a Paraeducator in the Intermediate School, effective August 17, 2023
 - Suneeta Somireddy as a Food Service Employee in the Middle School, effective for the 2023-2024 school year
 - Sean Flanigan as a Paraeducator in the Intermediate School, effective for the 2023-2024 school year
4. The Superintendent and Administrators recommend Board approval to hire the following personnel effective for the 2023-2024 school year: **(needs Board action taken on August 15)**
 - Jennifer Drazick as a Special Education Autistic Support teacher in the Elementary School at the Bachelor's Step 1 rate of \$51,000
 - Sara Anderson as a Grade 2 Permanent Substitute teacher in the Elementary School at the Bachelor's Step 1 rate of \$51,000, prorated
 - Dr. Mai Hassan as a Grade 2 Long Term Substitute teacher in the Elementary School at the rate of \$160.00 per day
 - Claire Kucerovy as a Grade 4 Permanent Substitute teacher in the Intermediate School at the Master's Step 2 rate of \$53,795, prorated

- Lexi Revi as a Grade 6 Science Permanent Substitute teacher in the Middle School at the Bachelor's Step 1 rate of \$51,000, prorated
 - Zaina Kennedy as a Long Term Substitute English teacher in the High School at the rate of \$160.00 per day
5. The Superintendent and Administrators for Board approval of following EPRs for the 2023-2024 school year: **(needs Board action taken on August 15)**

Mentor Teacher for Jennifer Drazick	Halyee Ali
Mentor Teacher for Mai Hassan	Caroline Downey
Mentor Teacher for Claire Kucerovy	Gina Whigham
Mentor Teacher for Lexi Revi	Nicole Bianco
Mentor Teacher for Courtney Mitchell	Rebecca Lederman
Mentor Teacher for Grade 1 Long Term Sub	Norene Sarnowski

6. The Superintendent and Administrators for Board approval of the following new (call as needed) substitute support personnel, pending receipt of required documents, effective for the 2023-2024 school year: **(needs Board action taken on August 15)**
- Jane Venum as a Student Monitor at the rate of \$10.00 per hour
 - Lori Ann Demnyan, as a Student Monitor at the rate of \$10.00 per hour and as Clerical at the rate of \$11.00 per hour
 - Alphonsa Amalanayagam as Clerical at the rate of \$11.00 per hour
7. The Superintendent and Director of Student Support Services Dr. Rachel Andler recommend retroactive Board approval to hire Natalie Macek as the Administrative Assistant/Access Coordinator, effective August 14, 2023, at the salary rate of \$30,500. **(needs Board action taken on August 15)**
8. The Superintendent and Director of Student Support Services Dr. Rachel Andler recommend Board approval to hire the following as Classroom Paraeducators, pending receipt of required documents, effective for the 2023-2024 school year, at the probationary rate of \$16.09 per hour. After completion of a successful probationary period, the rate will be \$20.11 per hour: **(needs Board action taken on August 15)**
- Alaina Seifert in the Intermediate School, this is a replacement
 - Morgan Ciotti in the Intermediate School, this is a replacement
 - Dominique Theodore in the High School, this is a replacement
 - Kathleen Coll in the Elementary School, this is a replacement
 - Melissa Berry in the Elementary School, this is a new position and included in the 2023-2024 budget
9. The Superintendent and Director of Student Support Services Dr. Rachel Andler recommend Board approval to hire Kelli Kerr as a Personal Care Paraeducator in the Elementary School, effective for the 2023-2024 school year, at the rate of \$21.96 per hour. Ms. Kerr is currently a Classroom Paraeducator in the Elementary School. **(needs Board action taken on August 15)**
10. The Superintendent and Elementary School Principal Tyler Geist recommend Board approval to hire Theresa Galati as a Student Monitor in the Elementary School, pending receipt of required documents, effective for the 2023-2024 school year at the probationary rate of \$12.22 per hour. After completion of a successful probationary period the rate will be \$15.27 per hour. This position is due to a resignation. **(needs Board action taken on August 15)**

11. The Superintendent and Director of Transportation Brandon Soubie recommend Board approval to hire Lori Kercher as a school bus driver, effective for the 2023-2024 school year at the probationary rate of \$24.47 per hour. After completion of a successful probationary period, the rate will be \$30.59 per hour. This is a new position and included in the 2023-2024 budget. **(needs Board action taken on August 15)**
12. The Superintendent and Director of Transportation Brandon Soubie recommend Board approval to hire the following substitute bus drivers effective for the 2023-2024 school year, at the rate of \$20.00 per hour: **(needs Board action taken on August 15)**
 - Joe Martineck
 - Dennis Brown
 - David Soubie
13. The Superintendent, Athletic Director Mark Keener, and Head Varsity Football Coach Joe Rossi, Head Varsity Girls Volleyball Coach Scott Sundgren, Head Varsity Girls Soccer Coach Nick Rosser, and Head Varsity Cross Country Coach Joe Winans recommend Board approval of the following, pending receipt of required documents, effective for the 2023-2024 season: **(needs Board action taken on August 15)**
 - Austin McClinton, Volunteer Assistant Football Coach
 - Tom Patterson, Volunteer Assistant 7/8th Grade Football Coach
 - Olivia Goerdt, Volunteer Assistant Girls Volleyball Coach
 - Sarah Pruss, Assistant 7/8th Grade Girls Soccer Coach
 - Aaron Pfeil, Boys & Girls 7/8th Grade Cross Country Coach
14. The Superintendent and Middle School Principal Dr. Erin Crimone recommend Board approval of the leave of absence request for Taylor Henda, School Counselor in the Middle School effective on or about October 24, 2023.
15. The Superintendent and Administrators recommend Board approval of Sarah Frommeyer, a student at Duquesne University, to complete her student teaching with Anne Liberatore, Grade 1 teacher in the Elementary School, pending receipt of required documents, effective January 8, 2024 through April 26, 2024. There will be no cost to the District.
16. The Superintendent and Director of Food Services Tricia Wood recommend Board approval of Seth Koleno, a student in the Dietetic Department at IUP, to complete his 100 hours of clinical training with Tricia Wood, Director of Food Service, pending receipt of required documents from January 23, 2024 through April 25, 2024. There will be no cost to the District.
17. The Superintendent, Athletic Director Mark Keener, Head Varsity Track & Field Coach Scott Litwinovich, and Head Varsity Softball Coach Olesia Stasko recommend Board approval of the following, pending receipt of required documents, effective for the 2023-2024 season.
 - Robert Reynolds, Assistant Track & Field Coach (Indoor & Outdoor)
 - Autumn Mozick, Assistant Varsity Softball Coach
18. The Superintendent and Intermediate School Principals recommend Board approval to hire Anitha Varaganti as a Student Monitor in the Intermediate School, pending receipt of required documents, effective for the 2023-2024 school year, at the probationary rate of \$12.22 per hour. After completion of a successful probationary period, the rate will be \$15.27 per hour.

EDUCATION

1. The Superintendent and High School Assistant Principal Robert Butts recommend Board approval for Dr. Felix Yerace and approved chaperones to accompany students to Washington, DC for the annual 11th grade trip from Friday, May 17, 2024 through Sunday, May 19, 2024. Students will be responsible for all school work during their absence. Appropriate adult to student ratios for supervision will be assured by the administration. The cost to the District will be for a TBD number of substitute teachers for one day (based on the number of students attending). *(information provided)* **(needs Board action taken August 15)**
2. The Superintendent and Administrators recommend Board approval of the changes to the 2023-2024 Family and Student Handbooks for the Elementary, Intermediate, Middle, and High Schools. *(information provided)* **(needs Board action taken on August 15)**
3. The Board considered the recommendation of the Superintendent and Elementary School Principal Tyler Geist for Board approval of the 2023-2024 Elementary School Faculty Handbook. *(information provided)*

TRANSPORTATION

1. The Board considered the recommendation of the Superintendent and Director of Transportation Brandon Soubie for Board approval of the changes to the 2023-2024 Transportation Employee's Handbook. *(information provided)*

ATHLETICS

1. The Board consider the recommendation of the Superintendent, Athletic Director Mark Keener, and Head Varsity Cross Country Coach Joe Winans for Board approval for the Boys and Girls Varsity Cross Country Teams to travel to Hershey, PA, to compete in the 2023 PIAA Foundation Invitational. The team would depart South Fayette on Friday, September 22, 2023, and return on Saturday, September 23, 2023. The tentative itinerary is attached.
2. The Board considered the recommendation of the Superintendent, Athletic Director Mark Keener, and Director of Finance Brian Tony for Board approval to purchase a new diving board and diving board stand. The total cost would be \$28,300, includes removal of the old board and installation of the new board and stand, and is included in the 2023-2024 budget. The board will be purchased through PA Costars vendor Dream Pools (B&R Pools). *(information provided)*

Brian Tony requested action be taken on the above motion due to the long lead time for delivery and installation of the diving Board.

CONSTRUCTION

1. There are no items to discuss.

MISCELLANEOUS

1. Board approval to appoint _____ as the Board Member to fill the vacant seat effective August 22, 2023, ending December 2023.

President Pro Temp Brinsky asked for nominations for the vacant Board Member seat.

Mr. Iagnemma nominated Alan Vezzi to fill the position.

2. The Board considered the recommendation of the Superintendent and Administrators for Board approval of the updated Health and Safety Plan for the 2023-2024 school year. *(information provided)*

Dr. Miller commented the District is required to review the Health and Safety Plan every six months. She added there is a minor wording change in the revised document for the 2023-2024 school year.

Burroughs seconded Welch for Board approval to take action tonight on these additional motions from the agenda:

PERSONNEL

1. The Superintendent and Middle School Principal Dr. Erin Crimone recommend Board approval of the leave of absence request for Taylor Henda, School Counselor in the Middle School effective on or about October 24, 2023.
2. The Superintendent and Administrators recommend Board approval of Sarah Frommeyer, a student at Duquesne University, to complete her student teaching with Anne Liberatore, Grade 1 teacher in the Elementary School, pending receipt of required documents, effective January 8, 2024 through April 26, 2024. There will be no cost to the District.
3. The Superintendent and Director of Food Services Tricia Wood recommend Board approval of Seth Koleno, a student in the Dietetic Department at IUP, to complete his 100 hours of clinical training with Tricia Wood, Director of Food Service, pending receipt of required documents from January 23, 2024 through April 25, 2024. There will be no cost to the District.
4. The Superintendent, Athletic Director Mark Keener, Head Varsity Track & Field Coach Scott Litwinovich, and Head Varsity Softball Coach Olesia Stasko recommend Board approval of the following, pending receipt of required documents, effective for the 2023-2024 season.
 - Robert Reynolds, Assistant Track & Field Coach (Indoor & Outdoor)
 - Autumn Mozick, Assistant Varsity Softball Coach
5. The Superintendent and Intermediate School Principals recommend Board approval to hire Anitha Varaganti as a Student Monitor in the Intermediate School, pending receipt of required documents, effective for the 2023-2024 school year, at the probationary rate of \$12.22 per hour. After completion of a successful probationary period, the rate will be \$15.27 per hour.

ATHLETICS

2. Consider the recommendation of the Superintendent, Athletic Director Mark Keener, and Director of Finance Brian Tony for Board approval to purchase a new diving board and diving board stand. The total cost would be \$28,300, includes removal of the old board and installation of the new board and stand, and is included in the 2023-2024 budget. The board will be purchased through PA Costars vendor Dream Pools (B&R Pools). *(information provided)*

MISCELLANEOUS

1. Board approval to appoint Alan Vezzi as the Board Member to fill the vacant seat effective August 22, 2023, ending December 2023.

Voice Vote – All Yes

SUSPENSION OF BUSINESS TO HEAR FROM RESIDENTS AND/OR TAXPAYERS

There were no comments at this time.

Hannah seconded Iagnemma on the recommendation of the Superintendent and Director of Finance Brian Tony for Board approval of the School Resource Officer Interagency Agreement between the District and South Fayette Township. The Township will provide the District with a Police Officer for the School Resource Officer (SRO) Program for a period of 3 years retroactive from July 1, 2023 through June 30, 2026. The costs/excess costs allocated for the SRO Program will be 70% from the District and 30% from the Township. The Township approved this agreement on August 9, 2023.

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Voice Vote – All Yes

Burroughs seconded Welch on the recommendation of the Superintendent for Board approval of the resignation of Dr. Laura Hartzell as the High School Principal effective retroactive to August 2, 2023.

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And on the recommendation of the Superintendent and Administrators for Board approval of Sarah Frommeyer, a student at Duquesne University, to complete her student teaching with Anne Liberatore, Grade 1 teacher in the Elementary School, pending receipt of required documents, effective January 8, 2024 through April 26, 2024. There will be no cost to the District.

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Voice Vote – All Yes

Iagnemma seconded Burroughs on the recommendation of the Superintendent and High School Assistant Principal Robert Butts for Board approval for Dr. Felix Yerace and approved chaperones to accompany students to Washington, DC for the annual 11th grade trip from Friday, May 17, 2024 through Sunday, May 19, 2024. Students will be responsible for all school work during their absence. Appropriate adult to student ratios for supervision will be assured by the administration. The cost to the District will be for a TBD number of substitute teachers for one day (based on the number of students attending).

And on the recommendation of the Superintendent and Administrators for Board approval of the changes to the 2023-2024 Family and Student Handbooks for the Elementary, Intermediate, Middle, and High Schools.

Voice Vote – All Yes

Iagnemma seconded Welch on the recommendation of the Superintendent, Athletic Director Mark Keener, and Director of Finance Brian Tony for Board approval to purchase a new diving board and diving board stand. The total cost would be \$28,300, includes removal of the old board and installation of the new board and stand, and is included in the 2023-2024 budget. The board will be purchased through PA Costars vendor Dream Pools (B&R Pools).

Voice Vote – All Yes

Burroughs seconded Iagnemma for Board approval to appoint Alan Vezzi as the Board Member to fill the vacant seat effective August 22, 2023, ending December 2023.

Voice Vote – All Yes

President Pro Temp Brinsky thanked Dr. Hartzell and Chris Juzwick for their service to the District.

Burroughs seconded Welch to adjourn the meeting at 8:11 PM to enter into another Executive Session to discuss personnel and/or legal issues. President Pro Temp Brinsky announced no votes will be taken following Executive Session.

Voice Vote – All Yes

Cynthia Geisler, Board Secretary