



# South Fayette Township School District

## Committee Meeting of the Whole

### *Minutes*

Tuesday, July 16, 2019

7:30 PM

The Committee Meeting of the South Fayette Township Board of School Directors was called to order at 7:41 PM in the Pride Room of the Administration Building by President Pro Temp Alan Vezzi with the Pledge of Allegiance. President Pro Temp Vezzi apologized for the late start as the Board held an Executive Session prior to the start of the meeting to discuss personnel and/or legal issues. He also announced this is the only meeting in July, combining the working and voting meetings.

**Present:** Todd Petrillo, Alex Czaplicki, Paul Brinsky, Teresa Burroughs, Len Fornella, Arik Quam, Alan Vezzi

**Absent:** Lena Hannah, Jen Iriti (called in at 7:40 PM)

**Others:** Fred Wolfe, Tucker Arensberg, P.C.; Dr. Kenneth F. Lockette, Superintendent; Student Representative Alexandra Bennett; Director of Finance/Human Resources Brian Tony; Assistant Director of Finance Maria Aguilar; Assistant to the Superintendent for Elementary Education Stephanie DeLuca; Assistant to the Superintendent for Secondary Education Dr. Jeff Evancho; Director of Pupil Personnel Dr. Mandi Davis Skerbetz; Director of Technology and Innovation Aileen Owens; High School Principal Aaron Skrbin; Middle School Principal Kristin Deichler; Middle School Assistant Principal Kevin Maurer; Intermediate School Principal Tom Kaminski; Elementary School Principal Laurie Gray; Elementary School Associate Principal Tyler Geist; Athletic Director Mark Keener; Director of Transportation Brandon Soubie; Teachers and Support Staff: Mark Godfrey, John Astfalk, Christine Thomas, Elizabeth Windisch, Rhonda Fratto, Tom Perpetua, Allison Sukolsky, Mandy Evans, Beth Yedlowski, Charlene Miller, Patricia Ford, Shelly Clevenger, Cheryl Vogt, Jamie Chappel, Brenda Blanchard, Sonia Howarth, Jeanette Richardson, Janice Quinlan, Lisa Bonnaure, Shirley Hanbury, Yvonne McNellie, Diane Wolford, Leslie Willetts, Muhammad Janjura, Andy Hutchinson, Colleen Martinez, James Thornburg, Judy Kirkpatrick, Jeff Loden, Aura Persichetti, Richard Williamson, and Daron Eichenlaub; Bill Ainsworth, Tom Iagnemma, Livia Macedo, and Cynthia Geisler, Superintendent's Assistant/Board Secretary

President Iriti called at 7:40 PM.

Mrs. DeLuca and Mrs. Gray presented the following achievement data for the Elementary School:

- Primary reading skills that include sight words, decoding, and fluency

Mrs. DeLuca added in math there is no state tested area, we assess mastery of each skill each quarter that shows up on the standardized report cards.

Mr. Kaminski presented the following achievement data for the Intermediate School:

- IS - Results of the PSSA testing:
  - Science in grade 4 – majority of students scored proficient or advanced
  - Reading in grades 3/4/5 – just under 90% of students scored proficient or advanced
  - Math in grades 3/4/5 – just under 80% of students scored proficient or advanced

Mrs. DeLuca added an independent analysis was done of English Language Arts in grades 3/4/5; which included a comprehensive review of curriculum, classroom observations and interviewed ELA teachers; reported findings and recommendations going forward.

Dr. Evancho and Ms. Deichler presented the following achievement data for the Middle School:

- PSSA Science in grade 8 – 90% proficient or advanced, a record high
- PSSA Reading in grades 6/7/8 – 92% proficient or advanced

- PSSA Math in grades 6/7/8 – 73% proficient or advanced  
Ms. Deichler added there were drastic changes to the math test; eliminating questions, added weight to questions and open ended questions
- Results of the Keystone exams will be presented in the fall

Dr. Evancho and Mr. Skrbins presented the following achievement data for the High School:

- PSAT results for grade 10 have remained consistent, grade 11 higher than grade 10
- SAT results are higher than the national average  
Board asked for additional SAT information: percent who take SATs, data by senior class, and how many have taken it twice
- AP results – 478 exams given and over 50% scoring 3 points or higher

Dr. Evancho added the next steps include developing data teams to analyze data, identify growth areas, create goals, and implement plans. The Board wants a timeline of these next steps to hold the teams accountable.

Mrs. Burroughs exited the meeting at 8:32 PM

Rob Warfield presented information on using Green Wave Computer Recycling to dispose of all of the old computers, printers, servers, and CRT televisions that are unusable to the District and taking up much needed storage space in each building and the barracks. He added they will pick up the items at no cost to the District and certify the destruction of all data within two weeks. Mr. Warfield estimates 375 computers, 10 servers, 150 printers, 70 CRT televisions will be disposed of. He concluded the age of the computers does not warrant the cost to replace the drives or install licensed Windows.

**Consent Agenda**

Petrillo seconded Brinsky on approval of the Minutes from the following Board Meetings:

Committee Meeting of the Board	Tuesday, June 18, 2019
Regular Board Meeting	Tuesday, June 25, 2019

And on approval of the following Financial Reports which have been reviewed by the Superintendent and Secondary Administration:

1. Aquatics Fund	Sara Cremonese
2. Athletic Fund	Mark Keener
3. High School Activity Fund	Harriet Dausch
4. Middle School Activity Fund	Harriet Dausch

And to authorize payment of monthly invoices from the General Fund for the amount of \$611,666.27 beginning with check number 65603 through check number 65739, the Cafeteria Fund for the amount of \$213.85 beginning with check number 7830 through check number 7831, and the Construction Fund for the amount of \$10,194.00 using check number 602.

Voice Vote – All Yes

**SUSPENSION OF BUSINESS TO HEAR FROM RESIDENTS AND/OR TAXPAYERS**

There were no comments at this time.

**Old Business**

There was no old business discussed.

**New Business**

There was no new business discussed.

## **Superintendent's Monthly Report – Dr. Kenneth F. Lockette**

Dr. Lockette reported the following:

- Reminder a Special Board meeting will be held on August 6, 2019 with a Feasibility Study update from Hayes Design Group regarding initial plan concepts and prioritizing assessment recommendations, review handbook changes regarding diversity and inclusion, and hiring staff for the 2019-2020 school year.
- Working with consultants on the diversity and inclusion changes to the handbooks, including a stakeholder meeting with parents, board members, students, administration, and faculty on July 29.
- July 21-26 – attending Project Zero at Harvard University along with Dr. Evancho, Ms, Deichler and five teachers
- July 22 – SFFE Annual golf outing with 84 golfers

### **Student Representative Report**

Ms. Bennett reported the following:

- Fifteen students attended the state leadership conference at Grove City and other students will be attending the conference at Alvernia University.

### **Business Office**

Petrillo seconded Czaplicki on the recommendation of the Superintendent, Director of Finance Brian Tony, and Elementary School Principal Laurie Gray for Board approval of the rent for Extended Day Services for the 2019-2020 school year.

Program	Per Month Rate	\$ Amount Increase
Before and After School Program (ES)	\$ 890.00	\$ 30.00
Before and After School Program (IS)	\$ 890.00	\$ 30.00
Kindergarten Program	N/A	N/A
Summer Program	\$2,720.00	\$ 95.00
Transportation Expenses (2.5 hours/ day, plus fuel & depreciation)	\$155.35/day*	N/A

*\*EDS will provide the Bus Aide each day to ride the bus. If they did not, the daily rate would be \$223.10*

And on the recommendation of the Superintendent and Director of Finance Brian Tony for Board approval to enter into an agreement with the Allegheny Intermediate Unit d/b/a Waterfront Learning Services to provide virtual and hybrid needs for students for the 2019-2020 school year.

And on the recommendation of the Superintendent and Assistants to the Superintendent for Board approval to enter into an affiliation agreement with Carlow University. The term of the agreement shall be five (5) years from the date of execution. There is no cost to the District.

And on the recommendation of the Superintendent, Director of Finance Brian Tony, and Director of Pupil Personnel Dr. Mandi Skerbetz for Board approval to enter into an agreement with Holy Family Institute to provide Student Assistant Program (SAP) services effective July 1, 2019 through June 30, 2020.

And on the recommendation of the Superintendent, Intermediate School Principal Tom Kaminski, and Director of Finance Brian Tony for Board approval to dispose of the following textbooks from the Intermediate School per Board Policy 706.1. Books will be given to any staff/students who request them. If there is no interest from staff/students, the materials will be posted on eBay as appropriate prior to disposing.

EnvisionMATH Common Core, Grades 3-5, copyright 2012

- 3<sup>rd</sup> Grade – 275 student books, 10 teacher edition/kits
- 4<sup>th</sup> Grade – 284 student books, 10 teacher edition/kits
- 5<sup>th</sup> Grade – 262 student books, 10 teacher edition/kits

And on the recommendation of the Superintendent, Network Systems Administrator Rob Warfield, and Director of Finance Brian Tony for Board approval for permission to use Green Wave Computer Recycling to dispose of all of the old computers, printers, servers, and CRT televisions that are unusable to the District and others, per Board Policy 706.1. Green Wave Computer Recycling will pick up the items at no cost to the District and will certify the destruction of all data.

And on the recommendation of the Superintendent, Director of Finance Brian Tony, and Director of Transportation Brandon Soubie for Board approval for District participation in the Sourcewell Government Purchasing Cooperative Contract effective retroactive to June 27, 2019.

Voice Vote – All Yes

### **Personnel**

Brinsky seconded Czaplicki on the recommendation of the Superintendent for Board approval of the leave of absence request for Assistant to the Superintendent for Elementary Education Stephanie DeLuca effective on or about September 8, 2019.

And on the recommendation of the Superintendent and Administrators for Board approval of the list of substitutes for the 2019-2020 school year.

And on the recommendation of the Superintendent and Elementary School Principal Laurie Gray for Board approval to hire the following personnel for the 2019-2020 school year:

- Jennafer Vuono, 2<sup>nd</sup> Grade teacher, at the Bachelor's Step 2 rate of \$50,170, this is a new position
- Colleen Walsh, 2<sup>nd</sup> Grade teacher, at the Master's Step 3 rate of \$52,915, this is a new position
- Kaitlyn Weber, Permanent Substitute Kindergarten teacher, at the Master's Step 2 rate of \$51,870, this is due to a leave of absence

And on the recommendation of the Superintendent and Elementary School Principal Laurie Gray for Board approval of the restoration of health sabbatical leave for Angela Simms, Kindergarten teacher, effective for the first semester of the 2019-2020 school year.

And on the recommendation of the Superintendent, Elementary School Principal Laurie Gray, and Elementary School Associate Principal Tyler Geist for Board approve to hire Lisa Conner as a Classroom Paraeducator in the Elementary School effective for the 2019-2020 school year, at the probationary rate of \$13.88 per hour. After completion of a successful probationary period, the rate will be \$17.35 per hour. This is due to a retirement.

And on the recommendation of the Superintendent, Intermediate School Principal Tom Kaminski, and Director of Pupil Personnel Dr. Mandi Skerbetz for Board approval to hire Amber Greenwood as an Intermediate School Guidance Counselor at the Master's Step 2 rate of \$51,870, effective for the 2019-2020 school year. This is a new position.

And on the recommendation of the Superintendent, Director of Pupil Personnel Dr. Mandi Skerbetz, and Director of Finance Brian Tony for Board approval to increase Special Education teacher Maria Capelli's hours from 60% to 100% of full time status at the Master's Step 2 rate of \$51,870, effective for the 2019-2020 school year.

And on the recommendation of the Superintendent and Director of Pupil Personnel Dr. Mandi Skerbetz for Board approval of a homebound tutor for the 2019-2020 school year. The tutor will be a current employee or a substitute teacher previously approved by the Board.

And on the recommendation of the Superintendent and Director of Transportation Brandon Soubie for Board approval of the resignation of Carla Thompson, Bus Driver. Ms. Thompsons' last day worked was June 7, 2019.

And on the recommendation of the Superintendent and Director of Transportation Brandon Soubie for Board approval of the following as substitute bus drivers and bus aides for the 2019-2020 school year:

- Susan Faingnaert, Bus Driver at the rate of \$15.00 per hour, pending receipt of required documents
- Joseph Martineck, Bus Driver at the rate of \$15.00 per hour
- Joyce Miller, Bus Driver at the rate of \$15.00 per hour
- Dennis Brown, Bus Driver at the rate of \$15.00 per hour

And on the recommendation of the Superintendent and Athletic Director Mark Keener for Board approval of Matt Bacco as the Assistant Athletic Director for the 2019-2020 season at the salary as per the contract, \$7,445.00.

And on the recommendation of the Superintendent, High School Principals, and Athletic Director Mark Keener for Board approval of Courtney Blocher as a Volunteer Assistant Girls Softball Coach for the 2019-2020 season. Ms. Blocher was a Volunteer Assistant last year.

And on the recommendation of the Superintendent, Athletic Director Mark Keener, and Head Varsity Boys Golf Coach Robert Ruffolo for Board approval of Shane Coyne as an Assistant Boys Golf Coach for the 2019-2020 season.

And on the recommendation of the Superintendent, Athletic Director Mark Keener, and Head Varsity Cheerleading Coach Maggie Conoscuito for Board approval of the following for the 2019-2020 season:

- Maura McCarthy as an Assistant Cheerleading Coach
- Christine Stilley resignation as the Head Middle School Cheerleading Coach

And on the recommendation of the Superintendent, Athletic Director Mark Keener, and Head Varsity Girls Softball Coach Olesia Stasko for Board approval of the resignation of Katelyn Chryssofos as an Assistant Girls Softball Coach for the 2019-2020 season.

And on the recommendation of the Superintendent, Athletic Director Mark Keener, and Head Varsity Girls Tennis Coach Brian Garlick for Board approval of Beth Sierka as an Assistant Girls Tennis Coach for the 2019-2020 season.

And on the recommendation of the Superintendent, Assistant to the Superintendent for Secondary Education Dr. Jeff Evancho, and Middle School Principal Kristin Deichler for Board approval to hire William Finnerty as a Physical Education teacher in the Middle School at the Master's Step 1 rate of \$49,903, effective for the 2019-2020 school year and pending renewal of his Water Safety Instructor (WSI) and Lifeguarding (including CPR/AED and First Aid) Certifications. This is a new position.

Voice Vote – All Yes

Brinsky seconded Czaplicki on the recommendation of the Superintendent and High School Principals Aaron Skrbbin and Dr. Laura Hartzell for Board approval to hire Dana Bloom as the Administrative Assistant in the High School Guidance Office at the salary rate of \$37,000 prorated, effective August 1, 2019.

Voice Vote – Petrillo, Czaplicki, Brinsky, Quam, Iriti, Vezzi –  
All Yes  
No – Fornella

Brinsky seconded Czaplicki on the recommendation of the Superintendent and Director of Finance/Human Resources Brian Tony for Board approval of the issuance of a Statement of Charges pursuant to School Code Section 1127 for the termination of a professional employee.

Voice Vote – All Yes

### **Education**

Brinsky seconded Petrillo on the recommendation of the Superintendent, Assistant to the Superintendent for Secondary Education Dr. Jeff Evancho, and High School Principal Dr. Laura Hartzell for Board approval to run 3-hour delay days in the High School for the administration of the Keystone Exams during the December 2019 and May 2020 testing windows. Only the students being tested will report to school at the regular start time and the remainder of the high school students would report on a 3-hour delay schedule starting at 10:20 AM.

And on the recommendation of the Superintendent and High School Principals Aaron Skrbbin and Dr. Laura Hartzell for Board approval to permit Michelle Jenkins and approved chaperones to accompany six students attending the Pennsylvania Association of Student Councils (PASC) State Conference from Thursday, November 7, 2019 through Saturday, November 9, 2019, at the Westmont Hilltop High School in Johnstown, PA. A portion of the costs are included in the 2019-2020 budget and the remaining costs will be funded by Student Government. 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 costs to the District will be for substitute teachers for two days.

And on the recommendation of the Superintendent and High School Principals Aaron Skrbbin and Dr. Laura Hartzell for Board approval for Dr. Felix Yerace and approved chaperones to accompany students to Washington, DC for the annual 11<sup>th</sup> grade trip from Friday, May 15, 2020, through Sunday, May 17, 2020. Students will be responsible for all school work during their absence. Appropriate adult to student ratios for supervision will be assured by the administration. There will be no cost to the District.

And on the recommendation of the Superintendent and High School Principals Aaron Skrbbin and Dr. Laura Hartzell for Board approval of the Underwater Robotics (UROV) Club in the High School for the 2019-2020 school year. The trial year was in 2018-2019.

Voice Vote – All Yes

### **Transportation**

Czaplicki seconded Petrillo on the recommendation of the Superintendent and Director of Transportation Brandon Soubie for Board approval of the changes to the 2019-2020 Transportation Handbook.

Voice Vote – All Yes

### **Athletics**

Czaplicki seconded Brinsky on the recommendation of the Superintendent and Athletic Director Mark Keener for Board approval of the changes to the 2019-2020 Athletic Handbook for Students, Parents, and Coaches.

And on the recommendation of the Superintendent and Athletic Director Mark Keener for Board approval of the following official fees for the 2019-2020 school year:

	2018-2019 <u>Actual Fees</u>	2019-2020 <u>Fees</u>	
Varsity Football	\$75.00	\$80.00	(6 Officials)
Junior Varsity Football	\$50.00	\$50.00	(4 Officials)
7th/8th Grade Football	\$50.00	\$50.00	(4 Officials)
Girls/Boys Varsity Soccer	\$65.00	\$67.00	(3 Officials)
Junior Varsity Girls/Boys Soccer	\$50.00	\$50.00	(2 Officials)
Football Clock Official	\$60.00	\$60.00	(1 Official)
Varsity/Junior Varsity Volleyball (2 Games)	\$72.00	\$74.00	(2 Officials)
7th/8th Grade Boys/Girls Soccer (1 Game)	\$45.00	\$45.00	(2 Officials)
7th/8th Grade Girls Volleyball (2 Games)	\$60.00	\$60.00	(1 Official)
7th/8th Grade Girls/Boys Basketball (1 Game)	\$47.00	\$47.00	(2 Officials)
(2 Games)	\$60.00	\$60.00	(2 Officials)
Football Workers (Varsity: 5:00 PM To 10:30 PM)	\$65.00	\$65.00	(xxxxx)
Girls/Boys Varsity Basketball	\$87.00	\$91.00 (Big 56)	(3 Officials)
Girls/Boys Junior Varsity Basketball	\$50.00	\$50.00	(2 Officials)
Varsity Swimming	\$65.00	\$67.00	(3 Officials)
7th/8th Grade Swimming (1 Meet)	\$55.00	\$55.00	(1 Official)
Varsity Baseball/Softball (\$57.00)	\$70.00	\$72.00 (Big 56)	(2 Officials)
Junior Varsity Baseball/Softball (\$47.00)	\$50.00	\$50.00	(2 Officials)
Adult Workers (\$45.00)	\$50.00	\$50.00	
Adult Site Managers (\$60.00)	\$65.00	\$65.00 (Varsity)	
	\$50.00	\$50.00 (7/8 <sup>th</sup> Grade)	
Track Official (Dual)	\$70.00	\$70.00	(1 Official)
Track Official (Trio)	\$85.00	\$85.00	(1 Official)
Track Timers (\$25.00)	\$25.00	\$25.00	(3-4 People)
Junior High Wrestling (\$55.00)	\$60.00	\$60.00	(1 Official)
Varsity Wrestling (\$65.00)	\$72.00	\$75.00	(1 Official)
7/8 <sup>th</sup> Grade Track Official (Dual)	\$55.00	\$55.00	(1 Official)
7/8 <sup>th</sup> Grade Track Official (Trio)	\$70.00	\$70.00	(1 Official)
Lacrosse (Varsity)	N/A	\$76.00	(3 Officials)
Lacrosse (Junior Varsity)	N/A	\$59.00	(2 Officials)

Voice Vote – All Yes

### **Construction**

There were no items discussed.

### **Miscellaneous**

Brinsky seconded Petrillo on the recommendation of the Superintendent and Elementary School Principal Laurie Gray for Board approval of the final reading of PSBA Board Policy 150 Title I – Comparability of Services.

Voice Vote – All Yes

### **Solicitor's Report**

Mr. Wolfe had nothing new to report.

**Board Comments**

There were no comments at this time.

**BOARD COMMITTEE REPORTS**

Executive Committee Report

President Jen Iriti

Via phone President Iriti reported herself and Vice President Brinsky as having conversations with Dr. Lockette regarding the proposed 360 Evaluation for central office staff and rolling it out over time.

South Fayette Foundation

Lena Hannah

Mrs. Hannah was absent. Dr. Lockette reported the Golf Outing on July 22.

PSBA/Legislative Committee Report

Lena Hannah

Mrs. Hannah was absent.

Parkway West

Alan Vezzi

Mr. Vezzi reported Parkway is out of session.

SHASDA

Alex Czaplicki

Mr. Czaplicki reported SHASDA is out of session.

**SUSPENSION OF BUSINESS TO HEAR FROM RESIDENTS AND/OR TAXPAYERS**

There were no comments at this time.

Brinsky seconded Petrillo to suspend the meeting at 8:49 PM and enter into another Executive Session to discuss legal and/or personnel matters.

Mrs. Burroughs returned to the meeting at 8:49 PM.

President Pro Temp Vezzi announced there will not be any votes taken after Executive Session.

Voice Vote – All Yes

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Cynthia Geisler, Board Secretary