South Fayette Township School District

Regular Meeting

Tuesday, May 28, 2019
7:30 PM
Pride Room, Administration Building

AGENDA

MEETING CALLED TO ORDER – President Jen Iriti

- Pledge of Allegiance
- Recognize Outgoing Student Representative – Julian Pikras
- Recognize Student Representative for 2019-2020 – Alexandra Bennett
- Discussion – July Board Meetings
- Discussion – Textbooks – Stephanie DeLuca, Dr. Jeff Evancho
- 2019-2020 Proposed Final Budget Presentation – Brian Tony, Maria Aguilar

I. CONSENT AGENDA

1. Approval of Minutes from the following Board Meetings:

   Special Meeting Monday, April 1, 2019
   Committee Meeting of the Whole Tuesday, April 16, 2019
   Regular Meeting Tuesday, April 23, 2019

2. 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

3. The Superintendent and Administrators recommend Board approval to accept the provided list of gifts/donations.

4. Authorize payment of monthly invoices from the General Fund for the amount of $561,384.44 beginning with check number 65194 through check number 65402 and the Cafeteria Fund for the amount of $81,978.88 beginning with check number 7795 through check number 7813.

SUSPENSION OF BUSINESS TO HEAR FROM RESIDENTS AND/OR TAXPAYERS

The Board will hear comments from residents and/or taxpayers related to items appearing on the Agenda for action by the Board. The Board will receive comments from residents and/or taxpayers on topics that do not appear on the agenda for action by the Board at the conclusion of the agenda, prior to adjournment. The time limit for comments shall not exceed three (3) minutes. The Board will not respond to questions during this session, but will only hear comments. (As per revised policy 006-Meetings adopted May 23, 2006)

Old Business
**New Business**

**Superintendent’s Monthly Report – Dr. Kenneth F. Lockette**

**Student Representative Report**

II. BUSINESS OFFICE

At the Committee Meeting of the Whole on May 21, 2019, the Board of School Directors approved the following items:

Czaplicki seconded Burroughs 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 Bayada Home Health Care, Inc., to provide an in-school nurse for a student effective retroactive to May 20, 2019 through June 30, 2020.

Voice Vote – All Yes

Czaplicki seconded Vezzi on the recommendation of the Superintendent and Director of Finance Brian Tony for Board approval to adopt the Proposed Final Budget for the 2019-2020 school year. The proposed final budget revenue of $59,468,923 and expenses of $62,754,502 balances with a millage rate of 27.5, and borrowing from the Fund Balance in the amount of $3,285,579. This will leave a total estimated fund balance of $19,081,655. We will continue to look at the budgeted revenue and expense amounts throughout the next month, making recommendations to further revise the 2019-2020 Final Budget. (We are required by law to adopt the 2019-2020 final budget by June 30, 2019.)

Voice Vote – All Yes

1. The Superintendent and Director of Finance Brian Tony recommend Board approval to authorize budget transfers resulting from local independent audit reclassifications made subsequent to June 30, 2019, or other closing date. If any transfers are necessary after the fiscal year end, appropriate detail will be supplied to the Board for ratification.

2. The Superintendent and Director of Finance Brian Tony recommend Board approval to appoint the School Depository for the 2019-2020 school year as follows:
   - PNC Bank (Main Depository)
   - Pennsylvania Treasurer’s INVEST Program (Investment Account)
   - Pennsylvania School District Liquid Asset Fund (Check Writing and Investment Account)
   - Citizens Bank (Construction Fund Account)
   - PLGIT (Construction Fund Account)

3. The Superintendent, Director of Finance Brian Tony, and Director of Pupil Personnel Dr. Mandi Davis Skerbetz recommend Board approval of the Educational Services Agreement with the Allegheny Intermediate Unit for the 2019-2020 school year.

4. The Superintendent, Director of Finance Brian Tony, and Director of Pupil Personnel Dr. Mandi Skerbetz recommend Board approval to enter into an agreement with Bayada Home Health Care, Inc., to provide in-school home health aide care for a student effective August 1, 2019 through June 30, 2020.
5. The Superintendent, Director of Finance Brian Tony, and Director of Pupil Personnel Dr. Mandi Skerbetz recommend Board approval to enter into an agreement with Bayada Home Health Care, Inc., to provide basic nursing care for students effective July 1, 2019 through June 30, 2020.

6. The Superintendent, Director of Finance Brian Tony, and Director of Pupil Personnel Dr. Mandi Skerbetz recommend Board approval to enter into an agreement with The Watson Institute to provide consultative services and community based instruction services effective July 1, 2019 through June 30, 2020.

7. The Superintendent, Director of Finance Brian Tony, and Director of Transportation Brandon Soubie recommend Board approval to award the bids to lease/purchase the following buses. The costs are included in the 2019-2020 budget:

<table>
<thead>
<tr>
<th>Company</th>
<th>Type</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bluebird of Pittsburgh</td>
<td>Three – 72 Passenger</td>
<td>$262,739.00</td>
</tr>
<tr>
<td>Bluebird of Pittsburgh</td>
<td>One – 84 Passenger</td>
<td>$ 99,885.00</td>
</tr>
<tr>
<td>Bluebird of Pittsburgh</td>
<td>One – 24 Passenger</td>
<td>$ 64,543.00</td>
</tr>
<tr>
<td>Bluebird of Pittsburgh</td>
<td>One – 24 Passenger/Lift</td>
<td>$ 68,524.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$496,691.00</strong></td>
</tr>
</tbody>
</table>

8. The Superintendent, Director of Finance Brian Tony, and Director of Transportation Brandon Soubie recommend Board approval to award the bids to lease/purchase buses. The buses will be purchased through an additional lease schedule with Laurel Capital Corporation. The terms will be for sixty (60) months with a $1.00 buyout at the end; the tax exempt interest rate will be 3.147% and total purchase price of the three-72 passenger buses, one-84 passenger bus, one-24 passenger bus, and one 24 passenger lift will be $496,691.00.

9. The Superintendent and Director of Finance Brian Tony recommend Board approval to renew the following insurance policies for 2018-2019 as proposed by CMRegent and UPMC through Arthur J. Gallagher Risk Management Services Inc. (Needs Board action taken on June 19)

<table>
<thead>
<tr>
<th></th>
<th>2017-18</th>
<th>2018-19</th>
<th>2019-20</th>
</tr>
</thead>
<tbody>
<tr>
<td>Package, with Auto (CMRegent)</td>
<td>$152,450</td>
<td>$133,984</td>
<td>$138,420</td>
</tr>
<tr>
<td>Umbrella (CMRegent-$10,000,000 coverage)</td>
<td>$ 11,476</td>
<td>$ 20,331</td>
<td>$ 21,331</td>
</tr>
<tr>
<td>Workers Compensation (UPMC)</td>
<td>$119,629</td>
<td>$129,203</td>
<td>$125,824</td>
</tr>
<tr>
<td>School Leaders Errors/Omissions (CMRegent)</td>
<td>$12,313</td>
<td>$15,788</td>
<td>$18,721</td>
</tr>
<tr>
<td>Cyber Liability ($1,000,000 Coverage)</td>
<td>$ 8,342</td>
<td>$ 8,342</td>
<td>$ 8,792</td>
</tr>
<tr>
<td>Increased Fraudulent Impersonations</td>
<td>----</td>
<td>----</td>
<td>$ 220</td>
</tr>
</tbody>
</table>

Sports and Student Accident Insurance – Bollinger Insurance Company, as follows:

<table>
<thead>
<tr>
<th></th>
<th>2017-18</th>
<th>2018-19</th>
<th>2019-20</th>
</tr>
</thead>
<tbody>
<tr>
<td>Athletic Plan AAA – Primary</td>
<td>$ 19,528</td>
<td>$ 21,314</td>
<td>$ 18,648</td>
</tr>
<tr>
<td>Student Plan – School Time Coverage</td>
<td>$ 30</td>
<td>$ 30</td>
<td>$ 30</td>
</tr>
<tr>
<td>Student Plan – 24-hour coverage</td>
<td>$ 113</td>
<td>$ 113</td>
<td>$ 113</td>
</tr>
</tbody>
</table>

Informational: The District was approved to receive their Annual Safety Committee Certification Renewal, which entitles the District to receive a 5% discount on their Worker's Compensation rate for the 2019-2020 school year. This discount is already reflected in the premium amount listed above.
III. PERSONNEL

At the Committee Meeting of the Whole on May 21, 2019, the Board of School Directors approved the following items:

Vezzi seconded Czaplicki on the recommendation of the Superintendent and Administrators for Board approval to hire the following substitute (call-as-needed) teachers for the 2018-2019 school year:

- Taylor Coyne, Special Education PK-8/Grades PK-4, pending receipt of required documents
- Meghan Carr, Early Childhood PK-4/Special Education PK-8, pending receipt of required documents
- Hanna Brandebura, Social Studies 7-12

Voice Vote – Petrillo, Hannah, Czaplicki, Fornella, Vezzi, Quam, Brinsky, Iriti – All Yes
Burroughs – Abstained

Hannay seconded Czaplicki on the recommendation of the Superintendent and Network Systems Administrator Rob Warfield for Board approval to hire Sophia Savickas as the Technology Assistant (12 month position) at the rate of $39,000 prorated, effective June 3, 2019. This position was included in the 2018-2019 budget. She will not be eligible for an increase until July 2020.

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

1. The Superintendent and Intermediate School Principal Tom Kaminski recommend Board approval of the resignation of Lauren Windstein, Grade 5 teacher effective at the end of the 2018-2019 school year.

2. The Superintendent and Intermediate School Principal Tom Kaminski recommend Board approval of the leave of absence request for Rachel Geis, Grade 4 teacher effective for the first semester of the 2019-2020 school year.

3. The Superintendent and High School Principals Aaron Skrbin and Dr. Laura Hartzell recommend Board approval to hire Julie Karabinos as an Administrative Assistant in the High School main office at the salary rate of $37,000, Step 3, prorated, with an effective date to be determined. She will not be eligible for an increase until July 2020.

4. The Superintendent and Elementary School Principal Laurie Gray recommend Board approval of the resignation of Shalu Goel as a Student Monitor in the Elementary School effective retroactive to May 7, 2019.

5. The Superintendent and Director of Transportation Brandon Soubie recommend Board approval of the resignation of Joyce Miller, Bus Driver. Her last day worked will be June 7, 2019.

6. The Superintendent and Director of Transportation Brandon Soubie recommend Board approval of the intermittent FMLA leave of absence request for Tim Ciesielski, Mechanic, with an effective date to be determined.
7. The Superintendent and Director of Transportation Brandon Soubie recommend Board approval of the resignation of Steven Lower as a Bus Driver. His last day worked will be June 7, 2019.

8. The Superintendent and Food Service Director Tricia Wood recommend Board approval of the resignation of Steven Lower as the Food Transporter. His last day worked will be June 7, 2019.

9. The Superintendent and Food Service Director Tricia Wood recommend Board approval of the retirement/resignation of Debra Deep, Food Service worker in the Elementary School. Her last day worked will be June 10, 2019. Ms. Deep has been employed by the District since August 1993.

10. The Superintendent and Facilities Director Steve Timmins recommend Board approval of the retirement/resignation of Barbara Pike, Custodian. Her last day working will be September 20, 2019. Ms. Pike has been employed by the District since January 2005.

11. The Superintendent and Facilities Director Steve Timmins recommend Board approval of the retirement/resignation of John Holleran, Custodian. His last day working will be July 18, 2019. Mr. Holleran has been employed by the District since February 2011.

12. The Superintendent and Facilities Director Steve Timmins recommend Board approval of the extension of the personal necessity leave of absence for Robert Gilbert, Custodian until June 7, 2019.

13. The Superintendent and Director of Pupil Personnel Dr. Mandi Skerbetz recommend Board approval of the resignation of Leann Luck as a Personal Care Paraeducator for the Extended School Year Program that will operate for 5 weeks in the summer of 2019.

14. The Superintendent and Director of Finance Brian Tony recommend Board approval of the retirement/resignation of Jeaneen Thomson, Accounts Payable/Business Office Assistant effective January 3, 2020. Mrs. Thomson has been employed by the District since August 2000.

15. The Superintendent and Aquatics Director Lizzy Buckholt recommend Board approval to hire Hannah Finestone as an Assistant Aquatics Director at the rate of $15.00 per hour, effective May 29, 2019.

16. New personnel items will be discussed in Executive Session.

IV. EDUCATION

1. The Superintendent recommends Board retroactive approval to permit Aileen Owens, Director of Technology & Innovation to attend and present at the NSF Synthesis & Design Workshop at Pepperdine University in Malibu, California from Sunday, May 12, 2019 through Tuesday, May 14, 2019. The cost of the trip includes travel, lodging, and meals and will be paid for by the NSF Grant.

2. The Superintendent recommends Board approval for Middle School Principal Kristin Deichler and Middle School Assistant Principal Kevin Maurer to attend, present at, and receive national recognition for receiving the School to Watch Re-designation Level I at the national conference of the National Forum for Middle School Grades Reform in Washington, D.C. from Wednesday, June 26, 2019 through Saturday, June 29, 2019. The cost of the trip includes travel, lodging, and meals and is included in the 2018-2019 budget.
3. The Superintendent, Assistants to the Superintendent, and Middle School Principal Kristin Deichler recommend Board approval to permit Stephanie Harris, Grade 7 ELA/History teacher to attend the Digital Promise Challenge Institute in Monterey, California from Sunday, July 7, 2019 through Thursday, July 11, 2019. This is part of her responsibility as a Digital Promise Fellow and all expenses will be paid for by Digital Promise.

4. The Superintendent and Elementary School Principal Laurie Gray recommend Board approval to conduct a trial Lions of Steel Club in the Elementary School effective for the 2019-2020 school year.

5. The Superintendent, Middle School Music teacher Jessica Horzempa, and High School Music teacher Christine Elek recommend Board approval for the South Fayette Township School District to host the American Choral Directors Association (Western PA Chapter) Mucho Macho Festival at the High School on Friday, November 8, 2019. There will be no cost to the district.

6. The Superintendent, Elementary School Principal Laurie Gray, and Intermediate/Elementary School Associate Principal Tyler Geist recommend Board approval to conduct tutoring for Title I reading students during the summer of 2019. The tutoring will run from June 17, 2019 through July 18, 2019, not including July 4, 2019. The first session will run from 9:00 AM to 10:30 AM and the second session will run from 10:40 AM to 12:10 PM. The costs for the reading specialists will be covered with Title I funds.

V. TRANSPORTATION

1. There are no additional items to discuss.

VI. ATHLETICS

1. There are no items to discuss.

VII. CONSTRUCTION

1. There are no items to discuss.

VIII. MISCELLANEOUS

1. The Superintendent and Elementary School Principal Laurie Gray recommend Board approval of the first reading of PSBA Board Policy 150 Title I – Comparability of Services.

2. Consider appointing Lena Hannah as a delegate to participate in the PSBA Delegate Assembly meeting to be held on Friday, October 18, 2019, in conjunction with the PASA-PSBA School Leadership Conference in Hershey, PA.

3. The Superintendent and Assistants to the Superintendent recommend Board approval of the 2019-2022 Strategic Plan which includes the following overarching goals.
   - Strategic Goals:
     - Increase cultural and global competencies
     - Identify and address social and emotional needs
     - Address future growth in enrollment
     - Create a comprehensive communications plan
     - Enhance safety and security
   - Curriculum Goals:
✓ Align teaching practices to vision
✓ Redesign District assessment practices
✓ Integrate the arts throughout the curriculum
✓ Refine the curriculum process
✓ Develop flexible career pathways

The Comprehensive Plan, submitted and approved by the Pennsylvania Department of Education in November 2018 included the areas of Special Education, Student Services (chapter 12), Curriculum, Assessment, Professional Development, New Teacher Induction, Graduation Requirements, and Technology.

SUSPENSION OF BUSINESS TO HEAR FROM RESIDENTS AND/OR TAXPAYERS

The Board will hear comments from residents and/or taxpayers. The time limit of comments will not exceed three (3) minutes. 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)

Solicitor’s Report

Board Comments

BOARD COMMITTEE REPORTS

A. Executive Committee Report  President Jen Iriti
B. South Fayette Foundation  Lena Hannah
C. PSBA/Legislative Committee Report  Lena Hannah
D. Parkway West  Alan Vezzi
E. SHASDA  Alex Czaplicki

Suspend

An Executive Session may be held to discuss personnel and/or legal issues.