South Fayette Township School District

Committee Meeting of the Whole

Minutes

Tuesday, January 16, 2018
7:00 PM

The Committee Meeting of the South Fayette Township Board of School Directors was called to order at 7:00 PM in the Pride Room of the Administration Building by President Alan Vezzi with the Pledge of Allegiance.

Present: Lena Hannah, Lex Czaplicki, Teresa Burroughs, Jen Irini, Alan Vezzi

Absent: Todd Petrillo, Paul Brinsky, Len Fornella, Bill Newcomer

Others: Fred Wolfe, Tucker Arensberg, P.C.; Dr. Kenneth F. Lockette, Superintendent; Assistant Superintendent David Deramo; Student Representative Kristen Davis; Director of Finance/Human Resources Brian Tony; Assistant Director of Finance Maria Aguilar; High School Principal Aaron Skrbin; High School Associate Principal Laura Hartzell; Athletic Director Mark Keener; Director of Transportation Brandon Soubie; Curriculum, Technology, and Innovation Coordinator Stephanie DeLuca; Teachers: Jeannie Tupper, Angela Johnson, Rocky Violi, Christine Elek, and Felix Yerace; Lindsey Bagwell, and Cynthia Geisler, Superintendent’s Assistant/Board Secretary

President Vezzi announced the following:

- Board Appreciation dinner on January 23 followed by the Board Meeting in the High School Conference Center at 7:00 PM
- AIU Annual Convention of School Board Directors on April 30, 2018 along with the election of AIU Board Members
- March 29, 2018 will be the make-up day for the day missed on January 5, 2018
- High School Construction update postponed until the January 23 meeting

Brian Tony informed the Board the thermostat in the High School instrument storage room was not working properly causing an extreme amount of moisture dripping from the metal on the light fixtures and metal in the ceiling onto the casework where the instruments are stored, but no instruments were stored at the time. Moisture was also dripping onto the baby grand piano, which was covered. He added the cover was wet and the piano was dry, but it will be checked for damage. Mr Tony continued new casework will need to be replaced at an estimated cost ranging between $7,000 and $10,000; also a new thermostat will need installed. He concluded sub-contractors Hranec and Tower Engineering are involved. Mr. Brennan will have more detail as to why this occurred at the January 23 meeting.

Mr. Tony reviewed the 2018-2019 Budget Timeline and indicated in November the Board approved the “Not to Exceed” index of 3.1% or to apply for the exceptions, meaning taxes cannot be raised more than .8277 of a mill. Mr. Tony added the budget presentations to the Board will begin in February.

MINUTES

Considered approval of Minutes from the following Board Meeting:
FINANCIAL REPORTS

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

Superintendent’s Monthly Report – Dr. Kenneth Lockette

Dr. Lockette reported his tenure as Superintendent is going well; a few transition meetings with Dr. Rondinelli, and met with Dr. Copeland and toured Parkway. He added the inclement weather has provided the opportunity to quickly learn the procedures for school delays or cancellations and working with Mr. Stewart and Mr. Soubie in the District and Mr. Nicholas from the Township has been beneficial. Dr. Lockette announced his entry plan is to meet with the following:

- Stakeholders
- School Buildings
- Academic and Leadership Teams
- Department and grade level meetings
- January 24 community gatherings are being scheduled

Dr. Lockette continued the three part process to be reinstated with the League of Innovative schools has begun and the District received a grant for $65,130 to support the STEAM Summer Institute to be held in June. He concluded Musical Director Mariann Mackey needs a platform piece built for the upcoming spring musical and has no money left in her budget and is asking the Board to approve approximately $700 to $1,000 to have Dean Stewart build the platform. Dr. Lockette announced the following upcoming events:

- January 22 – 2 hour late start/Staff Development
- January 25 – ES/IS Family Fitness Night
- January 25 – SHASDA Meeting with Mr. Czaplicki
- February 3 – ES/IS Snowball Dance

Student Representative Report

Ms. Davis announced the following:

- Stuff a Bus collected 3,564 toys and over $23,000
- January 15 – Day of Service project at the Hosanna House another success
- February 10 – Mardi Gras Dance, hosted by the Circle of Friends for high school and young adults with special needs to have a night out

Ms. Davis reported the Anti-Defamation League presentation in November reinforced the message the students have heard, but now it is time to implement facets of the program and hold people accountable. She continued Guidance Counselor Chris Lane is starting a program called Lion Ambassadors where HS students will interact with MS students through workshops to continue the ADL practices. Ms. Davis concluded her and Mr. Skrbin are working with ADL to hold additional workshops geared to juniors regarding peer mentoring.

BUSINESS OFFICE

1. The Board considered the recommendation of the Superintendent and Director of Finance Brian Tony for Board approval to continue participation in the Allegheny Intermediate Unit Joint Purchasing Board for 2018-2019 school year.

2. The Board considered the recommendation of the Superintendent, Director of Finance Brian Tony, and Director of Pupil Personnel Dr. Mandi Skerbetz for Board approval to enter in to a Memorandum of Understanding with the Allegheny Intermediate Unit to
provide ESL staff development sessions for the integration of technology in the ESL program for the 2017-2018 school year. The fee of $1,250 will be covered by Title III funds.

3. The Board considered the recommendation of the Superintendent, Director of Finance Brian Tony, and Director of Transportation Brandon Soubie for Board approval to authorize the administration to advertise for bids for three 72 passenger and one 48 passenger buses and one 19-24 passenger van, conventional diesel for the 2018-2019 school year.

Mr. Tony clarified these are part of the rotation and adding one or two additional routes for the Hastings development and one additional route in the Berkshires. He added the Hastings Development will have 20 one-bedroom units completed by the end of the 2017-2018 school year and 40-50 undetermined units by the end of the 2018-2019 school year, with the type being determined in June 2018. The Board asked for a report on the number of students being picked up in the Hastings Development. Mr. Tony confirmed this will be accomplished.

4. The Board considered the recommendation of the Superintendent, Director of Finance Brian Tony, and Tax Collector Anne Beck for Board approval of the provided list of Real Estate Refunds due to reduction in assessment and/or overpayment.

5. The Board considered the recommendation of the Superintendent and Director of Finance Brian Tony for Board approval of the Parkway West General Operating and Jointure Budget for 2018-2019 as follows:

<table>
<thead>
<tr>
<th>Budget</th>
<th>2017-2018</th>
<th>2018-2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parkway West General Operating Budget</td>
<td>$6,251,788</td>
<td>$6,428,563</td>
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<tr>
<td>Parkway West Jointure Budget</td>
<td>$563,596</td>
<td>$703,183</td>
</tr>
</tbody>
</table>

South Fayette’s Estimated Share of the Budget

<table>
<thead>
<tr>
<th>Budget</th>
<th>2017-2018</th>
<th>2018-2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parkway West General Operating Budget</td>
<td>$493,188</td>
<td>$455,291</td>
</tr>
<tr>
<td>Parkway West Building Rental Budget</td>
<td>$35,067</td>
<td>$50,477</td>
</tr>
<tr>
<td>Total</td>
<td>$528,255</td>
<td>$505,768</td>
</tr>
</tbody>
</table>

This budget information is based on 75.4 ADM’s attending Parkway West up from 73.346

Mrs. Aguilar explained the calculation is based on the previous year enrollment prorated by each district’s participation. She also explained the tax refunds were for taxes collected while Anne Beck was still in office and all the paperwork was officially turned over to the new Tax Collector, Kevin Biber today.

PERSONNEL

The following personnel items from the Executive Session agenda were reviewed by the Board before the meeting and will be voted on at the end of the public comments.

1. The Superintendent and Administrators recommend Board approval to hire the following substitute (call-as-needed) support personnel:

   • Deana Eutsey, Paraeducator at the rate of $9.65 per hour, Personal Care at the rate of $10.65 per hour, Clerical at the rate of $9.65 per hour, pending receipt of required documents
• Terri Champ, Paraeducator at the rate of $9.65 per hour, Personal Care at the rate of $10.65 per hour, Clerical at the rate of $9.65 per hour, pending receipt of required documents
• Alexandra Miller, Paraeducator at the rate of $9.65 per hour, Personal Care at the rate of $10.65 per hour, pending receipt of required documents
• Colleen Valentino, Student Monitor at the rate of $10.00 per hour, pending receipt of required documents
• Dipanwita Chakraborty, Student Monitor at the rate of $10.00 per hour, pending receipt of required documents
• Neelam Rana, Student Monitor at the rate of $10.00 per hour, pending receipt of required documents
• Bilquees Gulam, Student Monitor at the rate of $10.00 per hour, pending receipt of required documents
• Jessica Franklin, Early Childhood PK-4, pending receipt of required documents

2. The Superintendent and High School Principal Aaron Skrbin recommend Board approval to accept the sabbatical leave of absence request for Sharon Perry effective for the second semester 2017-2018 school year.

3. The Superintendent and Director of Transportation Brandon Soubie recommend Board approval of the transfer of James Yerkey from a Bus Driver to a Mechanic effective January 17, 2018, at the rate of $21.04 per hour. After completion of a successful probationary period, the rate will be $26.30 per hour.

The remaining items on the Executive Session agenda will be discussed in Executive Session.

EDUCATION

1. The Board considered the recommendation of the Superintendent and High School Principal Aaron Skrbin for Board approval to permit Felix Yerace, High School Social Studies teacher and a female chaperone to be determined to travel with 6 students to the National Association of Secondary School Principals (NASSP) LEAD Conference in Chicago, Illinois from Friday, February 16, 2018 through Sunday, February 18, 2018. 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 of the trip will be paid for by Student Government and the costs to the District will be for two substitute teachers for 1 day.

Mr. Yerace explained the Washington DC trip that was previously approved was already filled up by the time he received the registration code to register. He added this trip to Chicago will be less expensive due to lower hotel costs.

The Board agreed to vote on the above motion at the end of the public comments.

2. The Board considered the recommendation of the Superintendent, Assistant Superintendent David Deramo, and High School Principal Aaron Skrbin for Board approval of the new courses and changes to the 2018-2019 High School Program of Studies.

3. The Board considered the recommendation of the Superintendent and High School Principal Aaron Skrbin for Board approval to conduct the Girls STEAM Club in the High School effective for the 2017-2018 school year. The trial period was the 2016-2017 school year.
4. The Board considered the recommendation of the Superintendent and High School Principal Aaron Skrbin for Board approval to permit SRO Jeff Sgro to attend the 2018 National Association of School Resource Officers (NASRO) Conference in Reno, Nevada from Sunday, June 24, 2018 through Friday, June 29, 2018. The cost of registration will be covered by the Pennsylvania School Resource Officers Association (PASRO), with costs to the District for travel, lodging, and meals.

5. The Board considered the recommendation of the Superintendent for Board approval to permit Director of Technology and Innovation Aileen Owens to present at the SXSW Conference in Austin, Texas from Sunday, March 11, 2018 through Wednesday, March 14, 2018, at a cost not to exceed $3,000 (which includes registration, travel, lodging, and meals). The Remake Learning Network is offering a stipend of $1,500 to help with costs. The cost of the conference is part of the 2017-2018 budget.

6. The Board considered approval for the team of Superintendent Dr. Kenneth Lockette, Assistant Superintendent David Deramo, and Director of Technology and Innovation Aileen Owens to attend the Digital Promise – League of Innovative Schools Spring Cohort meeting in Charlotte, North Carolina from Wednesday, April 25, 2018 through Friday, April 27, 2018. The cost will include registration, travel, lodging, and meals, with a portion of those costs to be reimbursed to the District. The costs are included in the 2017-2018 budget.

TRANSPORTATION

There were no additional items discussed.

ATHLETICS

1. The Board considered the recommendation of the Superintendent, Athletic Director Mark Keener, and Head Varsity Wrestling Coach Rick Chaussard for Board approval to permit the Varsity Wrestling team to travel to Brookville, Pennsylvania to participate in a wrestling tournament from Friday, January 19, 2018 through Saturday, January 20, 2018. Appropriate adult to student ratios for supervision will be assured by the administration. The District will supply transportation to and from the tournament. The boosters will cover the cost of the hotel room and food for the bus driver.

The Board agreed to vote on the above motion at the end of the public comments.

2. The Board considered the recommendation of the Superintendent, Athletic Director Mark Keener, and Head Girls and Boys Varsity Indoor Track Coach Scott Litwinovich for Board approval to permit the Indoor Track teams to participate in the Spire Scholastic Open on Saturday, February 3, 2018 at Geneva, Ohio. Appropriate adult to student ratios for supervision will be assured by the administration. The District will supply transportation to and from the meet.

3. The Board considered the recommendation of the Superintendent, Athletic Director Mark Keener, and Head Boys Varsity Baseball Coach Ken Morgan for Board approval to permit the Boys Baseball team to travel to Tampa, Florida to participate in a baseball tournament. The plans are to depart on Thursday, March 22, 2018 and return on Sunday, March 25, 2018. 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 is no cost to the District.

Coaching personnel were discussed in Executive Session.
CONSTRUCTION

President Vezzi reminded the Board the High School Construction update is postponed until the January 23 meeting where updated information regarding the instrument storage room will be provided.

There were no additional items discussed.

MISCELLANEOUS

1. The Board considered the recommendation of the Superintendent and Administrators for Board approval of the FINAL 2018-2019 school calendar.

EXPENDITURES

Expenditures were submitted for Board review and will be placed on the agenda for approval at the Regular Board Meeting.

Board Comments

President Vezzi commented after having a conversation with Tom Templeton, the recommendation for the next step to assimilate Dr. Lockette into the District is to have a Board Retreat. President Vezzi added February 17 as a possible date to hold the retreat. Mrs. Iriti asked for this discussion to continue in Executive Session. President Vezzi concluded a new Board picture needs to be taken, possibly in February.

Mr. Tony asked if item #15 on the Executive Session agenda could also be voted on along with the other personnel items annotated to be voted on this evening.

SUSPENSION OF BUSINESS TO HEAR FROM RESIDENTS AND/OR TAXPAYERS

There were no comments at this time.

Iriti seconded Hannah on the recommendation of the Superintendent and High School Principal Aaron Skrbin for Board approval to permit Felix Yerace, High School Social Studies teacher and a female chaperone to be determined to travel with 6 students to the National Association of Secondary School Principals (NASSP) LEAD Conference in Chicago, Illinois from Friday, February 16, 2018 through Sunday, February 18, 2018. 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 of the trip will be paid for by Student Government and the costs to the District will be for two substitute teachers for 1 day.

SUSPENSION OF BUSINESS TO HEAR FROM RESIDENTS AND/OR TAXPAYERS ON THE ABOVE MOTION.

There were no comments at this time.

Voice Vote – All Yes

Czaplicki seconded Iriti on the recommendation of the Superintendent and Administrators for Board approval to hire the following substitute (call-as-needed) support personnel:

- Deana Eutsey, Paraeducator at the rate of $9.65 per hour, Personal Care at the rate of $10.65 per hour, Clerical at the rate of $9.65 per hour, pending receipt of required documents
• Terri Champ, Paraeducator at the rate of $9.65 per hour, Personal Care at the rate of $10.65 per hour, Clerical at the rate of $9.65 per hour, pending receipt of required documents
• Alexandra Miller, Paraeducator at the rate of $9.65 per hour, Personal Care at the rate of $10.65 per hour, pending receipt of required documents
• Colleen Valentino, Student Monitor at the rate of $10.00 per hour, pending receipt of required documents
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• Neelam Rana, Student Monitor at the rate of $10.00 per hour, pending receipt of required documents
• Bilquees Gulum, Student Monitor at the rate of $10.00 per hour, pending receipt of required documents
• Jessica Franklin, Early Childhood PK-4, pending receipt of required documents

And on the recommendation of the Superintendent and High School Principal Aaron Skrbin for Board approval to accept the sabbatical leave of absence request for Sharon Perry effective for the second semester 2017-2018 school year.

And on the recommendation of the Superintendent and Director of Transportation Brandon Soubie for Board approval of the transfer of James Yerkey from a Bus Driver to a Mechanic effective January 17, 2018, at the rate of $21.04 per hour. After completion of a successful probationary period, the rate will be $26.30 per hour.

And on the recommendation of the Superintendent and Custodial and Facilities Manager Steve Timmins recommend Board approval to hire the following as Custodians effective for the 2017-2018 school year, at the probationary rate of $10.73 per hour and pending receipt of required documents. After completion of a successful probationary period, the rate will be $13.42 per hour.

- Daron Eichenlaub
- Scott Gardner

SUSPENSION OF BUSINESS TO HEAR FROM RESIDENTS AND/OR TAXPAYERS ON THE ABOVE MOTIONS.

There were no comments at this time.

Voice Vote – All Yes

Iriti seconded Hannah on the recommendation of the Superintendent, Athletic Director Mark Keener, and Head Varsity Wrestling Coach Rick Chaussard for Board approval to permit the Varsity Wrestling team to travel to Brookville, Pennsylvania to participate in a wrestling tournament from Friday, January 19, 2018 through Saturday, January 20, 2018. Appropriate adult to student ratios for supervision will be assured by the administration. The District will supply transportation to and from the tournament. The boosters will cover the cost of the hotel room and food for the bus driver.

SUSPENSION OF BUSINESS TO HEAR FROM RESIDENTS AND/OR TAXPAYERS ON THE ABOVE MOTION.

There were no comments at this time.

Voice Vote – All Yes
Hannah seconded Burroughs to suspend the meeting at 7:34 PM and enter into Executive Session to discuss legal and/or personnel matters.

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

Voice Vote – All Yes

Executive Session convened at 7:43 PM.
Burroughs seconded Iriti to exit Executive Session at 8:28 PM and return to the committee meeting.

Voice Vote – All Yes

Burroughs seconded Hannah to adjourn the meeting at 8:28 PM.

Voice Vote – All Yes

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Cynthia Geisler, Board Secretary