South Fayette Township School District

Committee Meeting of the Whole

Minutes

Tuesday, June 19, 2018
7:30 PM

The Committee Meeting of the South Fayette Township Board of School Directors was called to order at 7:50 PM in the Pride Room of the Administration Building by President Pro Temp Len Fornella with the Pledge of Allegiance. President Pro Temp Fornella 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.

Present: Todd Petrillo, Lena Hannah, Lex Czaplicki, Teresa Burroughs, Jen Iriti, Arik Quam, Len Fornella

Absent: Paul Brinsky, Alan Vezzi

Others: Fred Wolfe, Tucker Arensberg, P.C.; Dr. Kenneth F. Lockette, Superintendent; Assistant Superintendent David Deramo; Student Representative Julian Pikras; Director of Finance/Human Resources Brian Tony; Assistant Director of Finance Maria Aguilar; Director of Maintenance and Grounds Dean Stewart; Director of Pupil Personnel Dr. Mandi Skerbetz; High School Associate Principal Dr. Laura Hartzell; Middle School Principal Kristin Deichler; Intermediate School Principal Tom Kaminski; Intermediate/Elementary School Associate Principal Tyler Geist; Elementary School Principal Laurie Gray; Curriculum, Technology, and Innovation Coordinator Stephanie DeLuca; Athletic Director Mark Keener; Custodial and Facilities Manager Steve Timmins; Director of Food Service Tricia Wood; Teachers/Support Staff: Joe Winans, Melissa Gielata, and Leslie Willetts; Jamie Doyle, PFM; Jeff & Kristin Snodgrass, Lindsey Bagwell, Venkata Bhimavarampu, Matt Primm, Mitchell Dunay, Sam Snodgrass, Josh H., Tyler Bedillion, Jennifer Roberts, Michele Kutsenkore, Cilia Washinski, Reeka Praranth Kumar, Shamna Raghavan, Jamie Bourg, Honour Machi, James Sainato, Jacob Meyer, and Cynthia Geisler, Superintendent’s Assistant/Board Secretary

Jamie Doyle, PFM presented the Board with information regarding borrowing for reimbursement to the District for the purchase of the Dimun Property, which was Board approved in April. Areas reviewed included current interest rates, the District’s debt portfolio, the District’s borrowing capacity, and four new financing options to borrow approximately $4,329,644. The Board discussed the four options and agreed to table to motion on the agenda until the 2018-2019 budget has been approved and they have seen the demographic study being presented at the July 17 meeting.

Dr. Lockette congratulated and presented a plaque to senior Sam Snodgrass for winning the 2017 Boys Individual WPIAL Class “AA” Cross Country Championship and to Joe Winans for coaching the winning 2017 WPIAL Girls Glass “AA” Cross Country Champions.

Dr. Lockette proudly announced South Fayette as being named the #1 District in the region as ranked by the Pittsburgh Business Times for the fourth consecutive year and ranked at #4 in the state. He added all grades in the Middle School and grade 4 in the Intermediate School were ranked #1. Dr. Lockette congratulated and presented Kristin Deichler, Middle School Principal and Tom Kaminski, Intermediate School Principal and Tyler Geist, Elementary/Intermediate School Associate with an Honor Roll plaque for each building indicating the academic achievement.
Jennifer Roberts, EDS asked the Board to consider adding a modular classroom, at EDS’ costs, to accommodate the 51 families on the wait list for the Extended Day Program. She added normally they have the use of two classrooms which can accommodate approximately 24 students in both the AM and PM. Ms. Roberts continued they would be willing to use a non-traditional space, but Dr. Lockette has concerns for the safety and security of the students and staff being in an open area, such as a foyer. Mrs. Gray added the rooms at the Elementary school have been reconfigured to accommodate the District’s continued enrollment increases, and will only be able to provide one classroom for EDS for the 2018-2019 school year. Dr. Lockette added the District does support the EDS program, but cannot sacrifice learning classrooms to accommodate the EDS program.

Brian Tony and Maria Aguilar reviewed the following areas of the 2018-2019 Proposed Final Budget:
- Timeline requirements met
- Revenue/expense adjustments to the running totals
- Three millage options, no increase, .5 millage increase, or to the index of .8277 millage increase

The Board discussed using the HS Construction contingency fund for some of the items in the budget. Mr. Tony added it can only be used for larger capital projects and if the money is not used in three years, it has to be paid back. The Board asked Mr. Tony to check if the money can be used toward the purchase of the Dimun Property and MS lockers, the repair of the MS bleachers, replacement of the ES carpet, and installation of the ES snowmelt system.

**Minutes**

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

<table>
<thead>
<tr>
<th>Committee Meeting of the Board</th>
<th>Tuesday, May 15, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regular Board Meeting</td>
<td>Tuesday, May 22, 2018</td>
</tr>
</tbody>
</table>

**Financial Reports**

The Financial Reports and Board Summary 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 F. Lockette**

Dr. Lockette welcomed Julian Pikras as the new Student Representative and reported the following:

- Student Government held the Glow Run event the day after graduation with approximately 950 participants raising $25,400 for the Four Diamonds charity
- STEAM Summer Institute begins this week with almost 130 educators and learners from Kentucky, New York City, West Virginia, and Pennsylvania
- Operational Planning retreat was held June 11 and 12, with the first day at BNY Mellon’s Innovation Center examining the “future of work”. The Leadership Team created the “portrait of a graduate” and the “portrait of a SF educator”, developed building/departmental goals and collaboratively created the 2018-2019 Operational Theme, “Small World, Big Future.” Day 2 was in the HS Innovation Center finishing up the future of work concept and spent the remainder of the day working on the safety plan, redefining roles, and developing family reunification plans.
- District transitioned to gmail began on June 15
- Met with a communications firm to begin developing a comprehensive communication plan for the District
- Working with designer from E-School View to develop our new website
After a lengthy discussion the Board agreed to table the motion below until after the 2018-2019 Final Budget is approved at the June 26 meeting and the demographic study is presented at the July 17 meeting.

1. The Superintendent and Director of Finance Brian Tony recommend the Board of School Directors of the South Fayette Township School District (the “School District”) to hereby authorize the Administration to work with PFM Financial Advisors LLC, as Independent Financial Advisor and Dinsmore & Shohl LLP, as Bond Counsel, and the local Solicitor in conjunction with the issuance of General Obligation Bonds, Series of 2018, via a competitive internet auction, as seen in Option _____, for the purpose of providing funding for land purchase.

Czapinski seconded Petrillo on the recommendation of the Superintendent and Director of Finance Brian Tony for 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.

<table>
<thead>
<tr>
<th></th>
<th>2016-17</th>
<th>2017-18</th>
<th>2018-19</th>
</tr>
</thead>
<tbody>
<tr>
<td>Package, with Auto (CMRegent)</td>
<td>$132,632</td>
<td>$152,450</td>
<td>$133,984</td>
</tr>
<tr>
<td>Umbrella (CMRegent-$10,000,000 coverage)</td>
<td>$11,493</td>
<td>$11,476</td>
<td>$20,331</td>
</tr>
<tr>
<td>Workers Compensation (UPMC)</td>
<td>$129,861</td>
<td>$119,629</td>
<td>$129,203</td>
</tr>
<tr>
<td>School Leaders Errors/Omissions (CMRegent)</td>
<td>$11,895</td>
<td>$12,313</td>
<td>$15,788</td>
</tr>
<tr>
<td>Cyber Liability ($1,000,000 Coverage)</td>
<td>$8,342</td>
<td>$8,342</td>
<td>$8,342</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th></th>
<th>2016-17</th>
<th>2017-18</th>
<th>2018-19</th>
</tr>
</thead>
<tbody>
<tr>
<td>Athletic Plan AAA – Primary</td>
<td>$19,528</td>
<td>$19,528</td>
<td>$21,314</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 2018-2019 school year. This discount is already reflected in the premium amount listed above.

Mr. Tony commented the Cyber Liability is for network intrusions.

**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

2. The Board considered the recommendation of the Superintendent and Director of Finance Brian Tony for Board approval to adopt the Final Budget for the 2018-2019 school year. The final budget revenue of $______________and expenses of $______________would balance with a _____ millage rate and borrowing from the fund balance in the amount of $______________
3. The Board considered the recommendation of the School District Solicitor, the Superintendent, and Director of Finance Brian Tony for Board approval to adopt Resolution 18-03, 2018 Homestead and Farmstead Exclusion, for the District to reduce property taxes, for qualified homestead/farmstead properties by $144.65. In accordance with the Homestead Property Exclusion Program Act (part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006) the District must reduce property taxes beginning July 1, 2018.

4. The Board considered the recommendation of the Superintendent and Director of Finance Brian Tony for Board approval to adopt revised Resolution 18-05 for the 2018-2019 school year permitting taxpayers to pay their real estate taxes in three (3) installments.

5. The Board considered the recommendation of the Superintendent for Board approval to adopt Resolution 18-06 which authorizes the Superintendent, Dr. Kenneth F. Lockette, to sign any and all contracts, agreements, grants and/or licenses with the Pennsylvania Department of Education using electronic signatures.

6. The Board considered the recommendation of the Superintendent for Board approval of the following 2018-2019 tuition rates for non-resident students. This amount is determined by the Pennsylvania Department of Education in accordance with the requirements of Section 2561 of the Pennsylvania School Code.

| Grades 7 through 12 | $11,816.28 |
| Grades K through 6  | $8,698.94  |
| Kindergarten (1/2 elementary) | $4,349.47 |

7. The Board considered the recommendation of the Superintendent, Director of Finance Brian Tony, and Food Service Director Tricia Wood for Board approval for the 2018-2019 student lunch prices as listed:

<table>
<thead>
<tr>
<th>School</th>
<th>2017-2018 Prices</th>
<th>2018-2019 Prices</th>
</tr>
</thead>
<tbody>
<tr>
<td>For All Schools (except Elementary)</td>
<td>Regular Meal $2.30</td>
<td>Regular Meal $2.40</td>
</tr>
<tr>
<td></td>
<td>Premium Tier 1 $2.60</td>
<td>Premium Tier 1 $2.65</td>
</tr>
<tr>
<td></td>
<td>Premium Tier 2 $2.80</td>
<td>Premium Tier 2 $2.85</td>
</tr>
<tr>
<td>Elementary School</td>
<td>Regular Meal $2.20</td>
<td>Regular Meal $2.30</td>
</tr>
<tr>
<td></td>
<td>Premium Tier 1 $2.50</td>
<td>Premium Tier 1 $2.60</td>
</tr>
<tr>
<td></td>
<td>Premium Tier 2 $2.65</td>
<td>Premium Tier 2 $2.75</td>
</tr>
<tr>
<td>Staff</td>
<td>Regular Meal $3.45</td>
<td>Regular Meal $3.50</td>
</tr>
</tbody>
</table>

Ms. Wood explained the calculation for the increased pricing and that if there was no tier pricing all students would pay a flat amount of $2.95.

8. The Board considered the recommendation of the Superintendent, Director of Finance Brian Tony, and Director of Maintenance Dean Stewart for Board approval to renew the 1-year Service Contract Agreement with Simplex Grinnel to perform annual fire alarm inspections, cleaning and sensitivity readings for the High School, Middle School, Intermediate School, Elementary School, and Stadium.

9. The Board considered the recommendation of the Superintendent and High School Principal Aaron Skrbin for Board approval to enter into an agreement with the Southpointe Hilton Garden Inn to hold the 2019 Senior Banquet on Wednesday, June 5, 2019.
10. The Board considered the recommendation of the Superintendent, Curriculum, Technology and Innovation Coordinator Stephanie DeLuca, and Director of Finance Brian Tony for Board approval of the quote from Eduplanet21 in the amount of $5,375.00 for professional development/hybrid learning, which includes the Teacher Induction Program. The cost is included in the 2018-2019 proposed budget.

11. The Board considered the recommendation of the Superintendent and Director of Finance Brian Tony for Board approval of the following budget transfer for the 2017-2018 school year:

<table>
<thead>
<tr>
<th>To: 10-3350-569-000-39-000</th>
<th>From: 10-1430-280-231-00-000-000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount: $180.00</td>
<td>Purpose: Student Services</td>
</tr>
</tbody>
</table>

12. The Board consider the recommendation of the Superintendent and Director of Finance Brian Tony for Board approval to enter into a 3-year agreement with Hosack, Specht, Muetzel & Wood, LLP to audit the financial statements of the South Fayette Township School District as follows:

- Year end June 2019, $19,150
- Year end June 2020, $19,725
- Year end June 2021, $20,325

13. The Board considered the recommendation of the Superintendent and Director of Finance Brian Tony for the Board to approve AXA Advisors, LLC as a vendor for annuity deductions.

14. The Board considered 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 2018-2019 school year.

**Personnel**

For Minute purposes, the Superintendent proudly announced that tenure had been earned by the following teachers who have fulfilled all requirements as set forth in Pennsylvania School Code, Title 24, PS 11-1108.

- Charles Herring, Elementary/Intermediate Enrichment teacher
- Caroline Downey, Elementary School teacher
- Rachel Geis, Intermediate School teacher
- Nicole Canofari, Learning Support teacher
- Elizabeth Kline, Intermediate Special Education teacher

The following personnel items from the Executive Session agenda were reviewed by the Board during the Executive Session held prior to the meeting.

Petrillo seconded Quam on the recommendation of the Superintendent for Board approval of the resignation of David Deramo as Assistant Superintendent effective June 30, 2018.

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

President Pro Temp Fornella thanked Mr. Deramo for his great service and wished him the best of luck.
Mrs. Burroughs thanked him personally and professionally for his dedication and commitment to making a difference in many of the students’ lives and is upset he is leaving.

Mrs. Iriti seconded Mrs. Burroughs comments.

Dr. Lockette thanked Mr. Deramo and commented their professional relationship started 13 years ago at the Principal’s Academy and has respected Mr. Deramo as an educator, and North Allegheny is gaining a great administrator.

Mr. Deramo expressed gratitude to the Board and Dr. Rondinelli for providing him the opportunity to join the District in multiple capacities. He also appreciated working with the people in the audience, the Board, the staff, and particularly the students. He especially thanked Student Representative Julian Pikras for his letter.

Mr. Pikras commented Mr. Deramo has been in the same building with him since fourth grade and has had a tremendous impact on his life and experiences in this District and with other students as well.

Voice Vote – All Yes

Burroughs seconded Iriti on the recommendation of the Superintendent for Board approval to change the Assistant Superintendent position to Assistant Superintendent for Secondary Education effective July 1, 2018.

**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

Iriti seconded Burroughs on the recommendation of the Superintendent for Board approval to create an Assistant to the Superintendent for Elementary Education position effective July 1, 2018.

**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 on the recommendation of the Superintendent for Board approval to hire Stephanie DeLuca as the Assistant to the Superintendent for Elementary Education at the salary rate of $92,874 effective July 1, 2018.

**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

Mrs. DeLuca enjoyed her experiences working with the Board and thanked them for this new opportunity.
Mr. Deramo added the District is very fortunate to have her expertise and passion for curriculum.

Czaplicki seconded Iriti on the recommendation of the Superintendent for Board approval to eliminate the position of Curriculum, Technology, and Innovation Coordinator previously held by Stephanie DeLuca effective July 1, 2018.

**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 Burroughs on the recommendation of the Superintendent and Solicitor for Board approval to resolve the issue of excessive accumulated vacation days in accordance with the process set forth in memorandum dated June 13, 2018.

**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 Custodial and Facilities Manager Steve Timmins for Board approval of the resignation of John Winnett, Custodian effective retroactive to June 15, 2018.

**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

Quam seconded Iriti on the recommendation of the Superintendent, Athletic Director Mark Keener, and High School Principal Aaron Skrbin for Board approval of following:

- Bryan Bennett, Head Girls Basketball Coach, effective retroactive to June 6, 2018
- Garrett Del Re, Assistant Girls Basketball Coach, effective retroactive to June 7, 2018
- Alex Gensler, Assistant Girls Basketball Coach, effective retroactive to June 13, 2018
- Olesia Stasko, Assistant Girls Basketball Coach, effective retroactive to June 6, 2018

And on the recommendation of the Superintendent, Athletic Director Mark Keener, and High School Principal Aaron Skrbin for Board approval of Brian Garlick as the Head Girls Tennis Coach effective for the 2018-2019 season.

And on the recommendation of the Superintendent for Board approval of the resignation of Megan Lenzi as the Interim Aquatics Director effective July 31, 2018.

And on the recommendation of the Superintendent and Assistant Aquatics Director Sara Cremonese for Board approval to hire Dona Elizabeth Buckholt at an Assistant Aquatics Director at the rate of $15.00 per hour effective June 20, 2018.
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

Iriti seconded Burroughs on the recommendation of the Superintendent for Board approval to change the title of Dr. Laura Hartzell from Associate Principal to Principal effective July 1, 2018.

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

Dr. Hartzell thanked the Board for this opportunity and acknowledging her work; it is a pleasure to work with the administrative team.

President Pro Temp thanked Dr. Hartzell for her great work.

Dr. Lockette explained with the increased enrollment and changes in responsibilities the High School will have co-principals, Mr. Skrbin and Dr. Hartzell.

**Education**

1. The Board considered the recommendation of the Superintendent and High School Principal Aaron Skrbin for Board approval to conduct the following trial clubs in the High School for the 2018-2019 school year:
   - Global Leadership Club
   - Historical Club

2. The Board considered the recommendation of the Superintendent and High School Principal Aaron Skrbin for Board approval for Felix Yerace and approved chaperones to accompany five or six students attending the Pennsylvania Association of Student Councils (PASC) State Conference being held at Cedar Crest High School in Lebanon, Pennsylvania from Thursday, November 8 through Saturday, November 10, 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. Some of the costs are included in the 2018-2019 proposed budget.

3. The Board considered the recommendation of the Superintendent and High School Principal Aaron Skrbin for Board approval for Felix Yerace and approved chaperones to accompany students to Washington, DC for the annual 11th grade trip from Friday, May 17, 2019 through Sunday, May 19, 2019. 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.
Transportation
There were no items discussed.

Athletics

Personnel were discussed in Executive Session.

Construction

The Board commented they are awaiting the demographic study from Dr. Stewman at the July 17 meeting which is the first step in evaluating the future building needs of the District.

Miscellaneous

1. The Board considered the recommendation of the Superintendent and Director of Pupil Personnel Dr. Mandi Skerbetz for Board approval of the second reading of revised Board Policy 105 Curriculum.

2. The Board considered the recommendation of the Superintendent and Director of Pupil Personnel Dr. Mandi Skerbetz for Board approval of the second reading of revised Board Policy 138 Language Instruction Educational Program for English Learners.

3. The Board considered the recommendation of the Superintendent and Director of Pupil Personnel Dr. Mandi Skerbetz for Board approval of the second reading of revised Board Policy 239 Foreign Exchange Students.

Expenditures

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

SUSPENSION OF BUSINESS TO HEAR FROM RESIDENTS AND/OR TAXPAYERS

James Sainato, Jackson Circle asked the Board to consider EDS’ request for any available space to accommodate the families on the wait list. As the divorced father of a 5 year old, I am frustrated by the situation; have looked into alternative places such as Kiddie Academy and feel they are not safe or consistent. Having a mobile classroom at least will be on campus and reliable. He thanked the Board.

Honour Machi, Forest Edge Drive, echoes the previous comments regarding EDS’ request for space. Frustrated by the situation and not knowing the process to enroll my child in EDS, now on the wait list. It should be a lottery process and not a first come first serve basis. Asked the Board to consider helping struggling parents with finding alternative childcare.

Mrs. Gray commented that EDS is an outside company who rents space in the District and it is their process for enrolling children in the program. The District has nothing to do with this.

Venkata Bhimavarapu, Hillsdale Lane, same comments as the previous two.

There were no additional comments.

Burroughs seconded Quam to suspend the meeting at 9:55 PM and enter into another Executive Session to discuss legal and/or personnel matters.
President Pro Temp Fornella announced there will not be any votes taken after Executive Session.

Voice Vote – All Yes

Executive Session convened at 10:00 PM.

Burroughs seconded Czaplicki to exit Executive Session at 10:23 PM and return to the committee meeting.

Voice Vote – All Yes

Czaplicki seconded Iriti to adjourn the meeting at 10:23 PM.

Voice Vote – All Yes

_____________________________________
Cynthia Geisler, Board Secretary