

**Avonworth School District  
258 Josephs Lane  
Pittsburgh, PA 15237  
Avonworth Board of School Directors  
Minutes – Regular Meeting – August 13, 2018  
Avonworth School District – Board Room  
7:30 P.M.**

**Call to Order**

*Board President, David Oberdick, called the Regular Meeting to order at 7:40 P.M.*

**MEMBERS PRESENT:**

**Mr. Beau Blaser, Ms. Sandra Bolain, Mr. John Brandt, , Mr. Jeff Carraway,  
Ms. Kathryn Monti, Mr. David Oberdick, Mr. Patrick Stewart (arrived 7:50 PM),  
Ms. Kristin Thompson**

**MEMBERS ABSENT:**

**Ms. Vicki Carlson**

**OTHERS PRESENT**

**Dr. Thomas Ralston, Superintendent  
Dr. Jeff Hadley, Asst. Superintendent  
Mr. Brad Waters, Director of Fiscal Management  
Ms. Jessica Taylor, Director of Student Services  
Ms. Saira Muchow, Student  
Ms. Erin Ove, Student  
Ms. Maria Kauer, Parent  
Ms. Katelyn Straley, Grade 8 Learning Support Teaching Candidate  
Mr. William Andrews, Esquire, Andrews & Price  
Ms. Nancy White, *The Citizen*  
Ms. Cindy Donovan, Board Secretary**

**Visitors' Comments**

*Ms. Saira Muchow and Ms. Erin Ove discussed the G.O.L.D. (Girls' Overnight Leadership Development) Club that they would like the Board to approve as a provisional club. Members work all year to plan an overnight event in May from 7:00 PM until 8:00 AM. They provide motivational and fun activities and would have guest speakers on occasion. There would be an assembly in February to kick off the club for high school females. A survey would be given to see what activities and food they would like as well as forming their groups. Teachers may suggest students who would represent their grade levels. The club would meet twice a month. Dr. Ralston said he was aware of the club when he worked at South Side Area and would be happy to talk with them.*

**RECESS**

**Motion:** P. Stewart; **Second:** J. Carraway; **Motion Carried:** Unanimous Voice Vote to recess the Regular Meeting to an Executive Session at 7:55 P.M. to discuss personnel and litigation matters.

**RECONVENE**

The Regular Meeting reconvened at 8:40 PM.

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Report of Administration – Dr. Thomas Ralston, Superintendent

Dr. Ralston reported that the custodians and maintenance workers have done a great job getting the buildings ready for school to begin. Brant Colamarino, Maintenance Supervisor, has done a wonderful job balancing all the different things going on. The asphalt and concrete work, sandblasting, and installation of security gates have been completed. Mr. Como and Ms. Dwulit have completed the master schedule. New teachers report August 17, all teachers report August 21 and the District-wide opening is on August 24. Dr. Ralston invited Board members to attend the District-wide opening which will honor the 50<sup>th</sup> Anniversary of Mr. Rogers Neighborhood.

Report of the Assistant Superintendent – Dr. Jeff Hadley

Dr. Hadley reported we will receive official notification in September that we will receive the Brain Hub grant. Dr. Gala and experts from Pitt have researched different areas of the teen brain and will run three mini workshops with Avonworth staff. Two professors will educate 7<sup>th</sup> grade students which will contribute to projects they will be working on. They will also attend a student showcase night. Communication will be sent to parents regarding SchoolRush training and instructions on how to create an account. Dr. Hadley is creating a newsletter and will provide a link to it on our website. Lunch menus have been posted on our website and Principals will update their areas.

Report of the Solicitor – Mr. William Andrews, Esq.

No report at this time.

Beattie Key Notes/AIU News – Mr. Jeff Carraway/Mr. Beau Blaser

No report at this time. The next AWBCC meeting will be held August 16.

Mr. Oberdick read the following: The Athletic Committee met in the Board Room on August 6, 2018 at 6:30 PM to discuss Athletic matters. The Building & Grounds and Curriculum committees met this evening at 6:30 PM in the Board Room to discuss building, grounds, and curriculum matters and toured the new LGI /STEM Lab.

**Motion:** P. Stewart; **Second:** B. Blaser; **Motion Carried:** Unanimous voice vote to approve the Minutes of the July 9, 2018 Regular Meeting and the July 26, 2018 General Purpose Meeting. (Voice Vote)

**FINANCE – J. Carraway/P. Stewart, Co-Chairs**

**Motion:** J. Carraway; **Second:** P. Stewart; **Motion Carried:** Unanimous voice vote to approve items 1.1-1.4 and items 2-5:

- |            |  |                    |
|------------|--|--------------------|
| <b>1.1</b> | Ratify payment of General Fund bills for July, 2018, beginning with Check #44599 and ending with Check #44745 in the total amount of \$1,035,594.83.   | General Fund       |
| <b>1.2</b> | Ratify the July, 2018 payroll in the amount of \$842,611.78.   | Payroll            |
| <b>1.3</b> | Treasurer’s Report for June, 2018.   | Treasurer’s Report |
| <b>1.4</b> | Approve Capital Project Fund payments in the amount of \$22,372.50.  | Capital Projects   |
| <b>2.</b>  | To approve the renewal of the Contract of Service by and between the Pennsylvania Educators’ Clearinghouse, PA-Educator.net and the Avonworth School District. The term of this agreement is one (1) year commencing July 1, 2018 through June 30, 2019 with a user fee of \$1,500.00 as attached.<br>(No increase from last year) | PA-Educator        |

**Finance, continued**

3. To amend the motion of May 14, 2018 approving Mr. Michael Warren to attend the Joy of Singing Music Conference in King of Prussia, PA for professional development July 23-24, 2018 at a cost not to exceed **\$1,011**. *(Note: The original request for \$700 did not include mileage reimbursement.)* *Amended Motion  
Conference*

**Addendum items (2)**

4. To enter into an agreement with the Human Services Administration Organization to provide services for the Student Assistance Program for the 2018-2019 School Year. *Human Svcs. Adm.*
5. To approve Ms. Tommie Murray, Assistant Elementary Principal, to attend the Principal Leadership Workshop Series at a cost of \$500.

**PERSONNEL – K. Thompson/D. Oberdick, Co-Chairs**

**Motion:** K. Thompson; **Second:** J. Carraway; **Motion Carried:** Unanimous voice vote to approve items 1-12:

1. To move to record in the Minutes of this meeting the following employees have attained Professional Employee status and will be issued a Professional Employee contract as per PA School Code #1108 and #1121: *Professional Status*
- a. **Ms. Colleen Barcaskey**
  - b. **Ms. Erica Snyder**
  - c. **Ms. Julie Raitano**
  - d. **Ms. Julia Udovich**
  - e. **Mr. Brody Zangaro**
  - f. **Ms. Jana Stahl**
  - g. **Ms. Jaclyn Keane**
  - h. **Ms. Dorothy Duckworth**
2. To approve a salary increase for the Part-Time Administrative Assistant from \$17.50/hour to \$18.00/hour (2.85%) retroactive to July 1, 2018. *Salary Increase*
3. To approve **Mr. Mike Hall** as the District Coordinator of Safety and Security as per Act 44, effective August 14, 2018. *District Safety  
Coordinator*
4. To create a full-time permanent Paraprofessional position commencing with the 2018-2019 School Year. *Create Para Position*
5. To accept the resignation of **Ms. Samantha Abate**, as a Learning Support Teacher. *Resignation*  
*(Employee may be held for 60 days subject to the hire of a suitable candidate.)*

**Personnel, continued**

6. To accept the resignation of **Ms. Linda Williams**, Avonworth Elementary School Cafeteria Lead effective August 27, 2018. *Resignation*

**ADDENDUM ITEMS (6)**

7. To approve renewing the emergency teaching certificates for **Ms. Rhodora Huffmyer** and **Ms. Cheryl Noethiger** through the Allegheny Intermediate Unit’s SmartSTART Substitute Teacher Program at a cost of \$200 each, for the 2018-2019 School Year. *SmartStart Subs*
8. To approve the request from **Ms. Judy Kalinowski**, Food Service employee, for a leave of absence, after exhausting all unused PTO days, beginning August 27, 2018. (Return date to be determined). *Leave of Absence*
9. To approve the following as mentors for the 2018-2019 School Year: *Mentors*
- a. **Mr. Greg Wolfe** for Ms. Brittney Livesay, Long Term Substitute High School Science Teacher
  - b. **Ms. Jennifer Kostewicz** for Ms. Tessa Babcock, 4<sup>th</sup> Grade Teacher
10. To approve **Ms. Katelyn Straley** as a Professional Employee with an assignment as a Grade 8 Learning Support Teacher commencing August 17, 2018, at Category M, Step 7, with benefits, according to the current AEA contract, pending requirements of the District. *Gr. 8 LS Teacher*
11. To approve the following as Paraprofessionals commencing August 24, 2018, according to the current AESPA contract, pending requirements of the District. *Para Hires*
- a. **Ms. Carrie Velisaris**
  - b. **Ms. Stephani Machen**
12. To approve the following as both Substitute Paraprofessionals and as Substitute Secretaries commencing August 24, 2018, according to the current AESPA contract, pending requirements of the District. *Sub Para/Sub Sec Hires*
- a. **Ms. Nora Silvey**
  - b. **Ms. Melissa Bianchin Ursu**

*Dr. Ralston introduced Ms. Katelyn Straley, Grade 8 Learning Support Teacher.*

**ADDENDUM ITEM**

**PUBLIC RELATIONS – K. Monti/K. Thompson, Co-Chairs**

**Motion:** K. Monti; **Second:** P. Stewart; **Motion Carried:** Unanimous voice vote to approve item 1:

1. To approve the revised 2018-2019 School Calendar as attached. *(The date of the Curriculum Night for Grades 1 and 2 was moved from August 29 to August 30)* *Revised School Calendar*

**ADDENDUM ITEMS (3)**

**ATHLETICS & ACTIVITIES – D. Oberdick/K. Thompson, Co-Chairs**

**Motion:** D. Oberdick; **Second:** J. Carraway; **Motion Carried:** Unanimous voice vote to approve items 1-3:

1. To approve **Ms. Laureen Morgan-Douds** as a volunteer Assistant Volleyball Coach for the 2018-2019 School Year, with no benefits, pending requirements of the District. *Vol. Asst. Volleyball Coach*
2. To approve **Ms. Erica Johnson** as a volunteer Athletic Trainer for the 2018-2019 School Year, with no benefits. Clearances are on file in the District Office. *Vol. Athletic Trainer*
3. To declare old softball uniforms and batting helmets as obsolete and to be disposed of accordingly. *Obsolete Uniforms*

**ADDENDUM ITEM**

**BUILDINGS & GROUNDS – P. Stewart/S. Bolain, Co-Chairs**

**Motion:** S. Bolain; **Second:** P. Stewart; **Motion Carried:** Unanimous voice vote to approve item 1:

1. To declare the 30 gallon Science aquarium in the Middle School obsolete and dispose of accordingly. *Obsolete Aquarium*

**POLICY – V. Carlson/K. Monti, Co-Chairs**

**Motion:** K. Monti; **Second:** B. Blaser; **Motion Carried:** Unanimous voice vote to approve items 1-3:

1. To approve the following handbooks for the 2018-2019 School Year: *Handbook Approvals*
  - a. Avonworth School District Faculty Handbook
  - b. Avonworth School District Student Handbook & Discipline Code
  - c. Avonworth Middle School Guidebook
  - d. Avonworth School District Booster Organization Procedures
  - e. Handbook for Parents of Student Athletes
  - f. Avonworth High School Personal Pathways Program Handbook
2. A minimum of four (4) Ohio Township Canine visits throughout all areas of District facilities, including parking lots and one visit to the elementary school and primary center during the 2018-2019 School Year. *Canine Visits*

**ADDENDUM ITEM**

3. To approve the application for a G.O.L.D. (Girls' Overnight Leadership Development) Club as a Provisional Club in the High School (Grades 9-12) commencing with the 2018-2019 School Year according to Policy 122.4. Sponsors are Ms. Melissa DeSimone, Ms. Kerri Villani, and Ms. Emily Hickman. *GOLD Club - Provisional*

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*Mr. Brandt asked that teachers make a minimum of a weekly entry in the electronic gradebook. Dr. Ralston said the Principals have addressed this in the past. Mr. Brandt asked if AP class work done over the summer were going to be graded. Dr. Ralston clarified that the summer work was related to Honors classes. There should be no summer class that has graded work. Dr. Hadley will make a few changes to the Student Handbook. Work can be assigned but not graded.*

**Old Business**

*The Board discussed “vaping” and the tobacco and alcohol policy. Changes will be made to the Student Handbook and the changes ratified at the September Board Meeting.*

**New Business**

*No New Business*

**Adjournment**

**Motion:** P. Stewart; **Second:** J. Brandt; **Motion Carried:** Unanimous Voice Vote to adjourn the Regular Meeting at 9:15 P.M.

Respectfully submitted,

Cindy S. F. Donovan,  
Board Secretary