

**Avonworth School District
258 Josephs Lane
Pittsburgh, PA 15237
Avonworth Board of School Directors
Minutes – Regular Meeting – January 15, 2018
Avonworth School District – Board Room
7:30 P.M.**

MEMBERS PRESENT:

Mr. Beau Blaser, Ms. Sandra Bolain, Ms. Vicki Carlson, Mr. Jeff Carraway, Ms. Kathryn Monti, Mr. David Oberdick, Ms. Kristin Thompson

MEMBERS ABSENT:

Mr. John Brandt, Mr. Patrick Stewart

OTHERS PRESENT

Dr. Thomas Ralston, Superintendent	Ms. Amy Keller, Parent
Mr. Brad Waters, Director of Fiscal Management	Ms. Grace Keller, Student
Ms. Keera Dwulit, High School Principal	Ms. Kim Syam, Parent
Mr. Doug Haskins, 9th Grade Teacher/AEA	Miss Minah Syam, Student
Dr. Bill Battistone, Elementary School Principal	Mr. Erich Dinkfelt, Parent
Ms. Jessica Taylor, Director of Student Services	Ms. Marcy Dinkfelt, Parent
Mr. Peter Vancheri, Hosack, Specht, Muetzel, & Wood, LLC	Ms. Rory Dinkfelt, Student (JAM)
Mr. William Andrews, Esquire, Andrews & Price LLC	Ms. Becky Myers, Parent
Mr. Jeff Dzubinski, AES Student Council Sponsor	Miss Laney Myers, Student (JAM)
Ms. Diane Scheuring, Parent	Miss Lucy Myers, Student (JAM)
Miss Penny Scheuring, Student	Miss Kayla Geoque, Student (JAM)
Mr. Don Nelson, Parent	Miss Aria Burgoyne, Student (JAM)
Miss Sydney Nelson, Student	Miss Ady Burgoyne, Student (JAM)
Miss Katie Potasiewicz, Student	Ms. Annmarie Kelleher, Parent
Mr. J. J. Potasiewicz, Parent	Mr. Cory Bonnett, Parent
Miss Kayleigh Kelleher, Student	Ms. Megan Robbbaro, AHS Student Council Representative
Mr. Zachary Schuster, Student	Ms. Cindy Donovan, Board Secretary
Ms. Beth Schuster, Parent	
Ms. Carol Loutzenhiser, Parent	

Call to Order

Board President, David Oberdick, called the Regular Meeting to order at 7:30 P.M.

PRESENTATION: Dr. Thomas Ralston, Superintendent

Dr. Ralston thanked the School Board for their service to our district, staff and students.

JANUARY, 2018 SCHOOL DIRECTOR RECOGNITION MONTH

WHEREAS, the role of locally elected school officials has served the Commonwealth of Pennsylvania and local communities in meeting the needs of public education since the passage of the Free School Act in 1834; and

WHEREAS, these local boards have discharged their responsibilities to public

education in a manner which has placed public education in the forefront of our educational systems; and

WHEREAS, locally elected officials have distinguished themselves and their communities in this nonpaid, volunteer public service commitment; and

WHEREAS, the contributions of these men and women should be recognized and appreciated by those who benefit from the workings of our public school system;

NOW THEREFORE BE IT RESOLVED that the Board of Directors of the Pennsylvania School Boards Association hereby proclaims the month of January as School Director Recognition Month in the Commonwealth; and

FURTHER RESOLVE, that this proclamation hereby recognizes the Avonworth Board of School Directors for their outstanding efforts, difficult decisions, attention to educational success, and the invaluable amount of time they dedicate to making the Avonworth School District an outstanding educational institution.

STUDENT BOARD RECOGNITION

Mr. Jeff Dzubinski, Elementary Student Council Sponsor was present this evening with Elementary Student Council representatives. Each student presented a book on behalf of the School Board for the Elementary and Primary Center Libraries. Kate Potasiewicz chose Magnus Chase and the Gods of Asgard by Rick Riordan; Kaleigh Keller chose Ellie's Story by Bruce Cameron; Zach Schuster chose the National Geographic Book of Bugs and Baby Einstein by Brad Meltzer; Sydney Nelson chose Babysitter's Club Claudia and Mean Jean by Ann M. Martin and Minah Sam chose Babysitter's Club Mary Anne Saves the Day by Ann M. Martin.

High School Student Council Representative, Megan Robbbaro presented two books for the Middle/High School Collaboration Center: Stumbling on History by Fern Schumer Chapman from the Middle School Student Council and Carnegie's Maid by Marie Benedict from the High School Student Council.

The JAM Group discussed the mission of their group and what they've accomplished. The group meets every Wednesday after school to make products to sell. This year they are making tin bins. They were given \$1,000 by Real World Scholars for startup costs. They have donated to local Meals on Wheels, helped ten families enjoy a Christmas dinner, and donated \$500 to Avalon Elementary School for their maker program. They have raised \$6,200 on products they made that cost no more than \$5. JAM, a girls-only group, consists of 50 members, with 37 students on the waiting list.

Fourth Grade Student, Grace Keller, spoke to the Board concerning an inventors group she would like to start at the Elementary School. She would like to start an Inventory's Club for 3rd and 4th grade boys and girls. The Club would meet after school once or twice a month with a maximum of 25 students to start. The Board asked her to coordinate with Dr. Battistone.

Mr. Peter Vancheri of Hosack, Specht, Muetzel, & Wood, LLC, discussed the 2016-2017 Audited Financial statements.

Visitors' Comments

Mr. Cory Bonnett, parent, spoke to the Board about the 7th grade curriculum and presented questions he had concerning the curriculum, measurement of student success, and preparing students for college. Ms. Carlson and Ms. Bolain said the staff are looking at how to hit more curriculum points and more standards are being covered this year which means more content. Mr. Bonnett thinks PBL along with core classes is fine but feels we need to measure and set the bar to what we are improving. He feels students should not be given the option to do extra math or enrichment during the activity period because they won't do it. Mr. Oberdick said PBL has been in place in the high school for quite some time and that we have to go by the State guidelines. Mr. Bonnett does not agree with the grading rubric – there's no reset. Dr. Ralston said this has not been a hasty decision. We felt our partnering with New Tech Network would provide a new set of skills for our students. Goal is to increase opportunities for kids to express themselves verbally and through written work. Dr. Ralston said our teachers have been trained extensively. Today the New Tech Coach worked with teachers. They continue to train teachers over time. We are not forgetting about the foundational knowledge. Ms. Bolain said Mr. Hall provided information in his video presentation. Mrs. Loutzenhiser would like to see the presentation given by Mr. Hall at the January 8 Board Work Session. Dr. Ralston said Mr. Hall has a detailed list of standards. Mr. Bonnett said he didn't understand making a large change without measurable outcomes. Mr. Oberdick said we have the measurables we have had for the last decade. If there is a problem, we'll revisit whether or not it needs changed.

Report of Student Representative – Ms. Megan Robbbaro

Ms. Robbbaro reported that \$8,700 was raised during the Children's Hospital Auction. Student Council will probably change how the auction is done next year. They plan to hold monthly fundraisers. She asked if there was anything in particular that the Board would like her to provide in her reports. Mrs. Carlson said she'd like to hear success stories.

Ms. Keera Dwulit provided a High School update. She proposed a new high school schedule that would be consistent with the middle school time wise and run by Day 1 and Day 2.. She provided samples of a schedule for a 10th, 11th, and 12th grader.

Report of Administration – Dr. Thomas Ralston, Superintendent

Dr. Ralston announced to the Board that Ms. Jessica Taylor had been selected by her classmates in the Doctoral program in Educational Leadership at Duquesne University to receive the Mind, Heart & Spirit Award.

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

Mr. Andrews reviewed the January, 2018, Status Report of Real Estate Tax Assessment Appeals. The 2018 appeals are due March 31. From 2017 there are still 16 properties on appeal – 13 by owners and 3 by the district.

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

Mr. Blaser reported AWBCC held their Reorganization Meeting on December 4. Larry Vasko of Hampton Township was elected President, Dan O’Keefe as Vice President, and Dr. Patrick Mannarino of North Hills was elected for a three year term as the Superintendent of Record. He reported that McCandless Township is holding a free e-waste event this Saturday in the AWBCC parking lot. Everyone is welcome to drop off their old electronics for free disposal.

Mr. Oberdick read the following: The Athletic Committee met January 5, 2018 at 6:30 PM in the Board Room to discuss athletic matters.

Motion: J. Carraway; **Second:** K. Thompson; **Motion Carried:** Unanimous voice vote to approve the Minutes of the Reorganization and Regular Meetings of December 4, 2017 (Voice Vote)

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

Motion: J. Carraway; **Second:** B. Blaser; **Motion Carried:** Unanimous voice vote to approve items 1.1-1.6 and items 2-8.

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| 1.1 | Ratify payment of General Fund bills for December, 2017, beginning with Check #43239 and ending with Check #43396 in the total amount of \$396,096.58. | General Fund |
| 1.2 | Ratify the December, 2017 payroll in the amount of \$1,096,961.64. | Payroll |
| 1.3 | Treasurer’s Report for November, 2017. | Treasurer’s Rpt. |
| 1.4 | Ratify payment of Food Service Fund bills for November, 2017, beginning with Check #2507 and ending with Check #2514 in the total amount of \$21,935.44. | Fd. Svc. Bills |
| 1.5 | Approval of Capital Project Fund payments in the amount of \$176,589.90. | Capital Projects |
| 2. | To retroactively approve reimbursement to Ms. Alaina Schrader in the amount of \$303.13 to attend the PA School Counselors Association Conference in Hershey, PA November 30 – December 1, 2017. She presented a skill building session on productivity and organization for school counselors. | Reimbursement |
| 3. | To approve Official Avonworth School District Resolution #011518 Limiting Authority to Increase the Real Estate Tax Rate for 2018-2019 by More Than the Index of 2.4% as attached. | Resolution |
| 4. | To approve the EITC letter of support for the Pittsburgh Penguins Foundation retroactive to December 18, 2017. | EITC |
| 5. | Approval of Mr. Will Guess and Mr. Ron Ziccardi to attend the Pennsylvania Music Educators Association (PMEA) conference in Lancaster, PA, April 19-21, 2018. Teachers will miss three days of school and two substitutes will be required for the three days. | PMEA Conf. |
| 6. | To approve payment of \$50 each to Dr. Scott Miller and Ms. Maureen Frew for monitoring the Teacher and Artist Partnership (TAP) (state) Grant and payment of \$225 each for receipt of the \$15,000 grant. | Grant Pmt. |

Finance, continued

ADDENDUM ITEMS (2)

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| 7. | To approve the Addendum to the First Group bus transportation contract for the School Years 2017-2018 through 2021-2022. | <i>First Group
Addendum</i> |
| 8. | To approve the 2016-2017 Audited Financial statements as presented by Hosack, Specht, Muetzel, & Wood, LLC. | <i>Audit Approval</i> |

MOTION TO RECESS: J. Carraway; **Second:** B. Blaser; **Motion Carried:** Unanimous voice vote to recess to an Executive Session at 9:45 PM to discuss personnel matters.

RECONVENE: The Regular Meeting reconvened at 10:00 PM.

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

Motion: K. Thompson; **Second:** J. Carraway; **Motion Carried:** Unanimous voice vote to approve items 1-10:

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| 1. | To accept the resignation of Mr. John Foster , Paraprofessional, effective January 18, 2018. | <i>Resignation</i> |
| 2. | To accept the letter of Intent to Retire from Ms. Mary Ann Berardino effective January 19, 2018. | <i>Retirement</i> |
| 3. | To approve a change in assignment for Ms. Annie Cavanah , General Food Service Worker from 8:15 A.M. – 1:15 P.M. (5 hours/day) at the Avonworth Middle/High School Cafeteria to 6:15 A.M. – 1:15 P.M. (7 hours/day) Lead at the Avonworth Middle/High School Cafeteria, effective January 2, 2018. | <i>Fd. Svc. Chg. in
Assignment</i> |
| 4. | To approve a change in assignment for Ms. Bernice Arienzo , from Substitute Cafeteria Worker to General Food Service Worker from 9:30 A.M. – 1:15 P.M. (3.75 hours/day) at the Avonworth Primary Center Cafeteria retroactive to December 12, 2017. Clearances are on file in the District office. | <i>Fd. Svc. Chg. in
Assignment</i> |
| 5. | To approve a change in assignment for Ms. Jamie Shaulis , General Food Service Worker from 9:15 A.M. – 1:15 P.M. (4 hours/day) at the Avonworth Middle/High School Cafeteria to 8:15 A.M. – 1:15 P.M. (5 hours/day) Lead at the Avonworth Middle/High School Cafeteria, effective January 2, 2018. | <i>Fd. Svc. Chg. in
Assignment</i> |

Personnel, continued

- 6. To approve the transfer of 14.5 sick days for **Mr. Ahmed Affaneh** which were accumulated during his employment with the Penn Hills School District. *Transf. of Sick Days*
- 7. **Ms. Leslie Berg** to receive the \$140/day substitute teacher rate as a Substitute Learning Support teacher, retroactive to November 13, 2017, with no benefits. Clearances are on file with Northern Area Substitute Service. *DTD to LTS Rate*

ADDENDUM ITEMS (3)

- 8. To hire **Mr. John Susi** as a long term substitute Primary Center School Counselor for the first semester of the 2018-2019 School Year, commencing August 21, 2018 through January 14, 2019, at Category M, Step 1, with benefits per the current AEA contract. Clearances are on file with in the District Office. *LTS APC Counselor*
- 9. To create a paraprofessional position assigned at the Primary Center to serve multiple students for the 2017-2018 School Year. *Create Para Position*
- 10. To rescind the motion of January 8, 2018 approving **Mr. John Susi** as a contracted Behavior Intervention Specialist commencing January 9, 2018 up to 20 hours per week at \$25.00/hour, with no benefits, through the remainder of the 2017-2018 School Year. *Contract Behavior Intervention Spec.*

CURRICULUM – J. Brandt/V. Carlson, Co-Chairs

Motion: V. Carlson; **Second:** J. Carraway; **Motion Carried:** Unanimous voice vote to approve items 1-5:

- 1. To approve the Kindergarten Program Guide for the 2018-2019 School Year as attached. *(Informational: No major educational content changes were made this year, only annual dates, times, etc. were updated. Health section was updated to match Allegheny County mandates.)* *Kindergarten Program Guide*
- 2. To approve the curriculum document entitled **9th Grade Seminar** and payment of \$1,396 to **Ms. Breanna Maisner** for writing this Level I curriculum document for a one semester course per the AEA contract. *Curriculum & Pmt.*
- 3. To approve the curriculum document entitled **AP Language and Composition** and payment of \$1,859 to **Mr. Scott Tuffiash** for writing this Level I curriculum document for a full-year course per the AEA contract. *AHS Curriculum Approval*

Curriculum, continued

4. To approve removing the following courses from the 2018-2019 High School Course Book: *AHS Course Removal*
- a. Introduction to Computer Programming (College-in-High School, University of Pittsburgh)
 - b. AP Computer Science A
 - c. Speech
 - d. Environmental Science of Pennsylvania
 - e. Problems of Democracy
5. To approve adding the following courses to the 2018-2019 High School Course Book: *AHS Course Additions*
- a. Introduction to Computer Science (CMU) (Grades 9-12)
 - b. Modern Public Speaking (SPCH 101) (College-in-High School, LaRoche) (Grades 10-12)
 - c. Race, Class & Gender: Introduction to Sociology (SOCL 1021) (College-in-High School, LaRoche) (Grades 10-12)
 - d. Introduction to Psychology (PSY 0010) (College –in-High School, LaRoche) (Grades 10-12)
 - e. Environmental Science (College-in-High School, Robert Morris University) (Grades 10-12)
 - f. Anatomy & Physiology (College-in-High School, Carlow University) (Grades 10-12)
 - g. Intermediate Programming Using Java (CS 0401) (College-in-High School, University of Pittsburgh) (Grades 10-12)
 - h. American Politics (PS 0200) (College-in-High School, University of Pittsburgh) (Grades 10-12)

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

Motion: D. Oberdick; **Second:** B. Blaser; **Motion Carried:** Unanimous voice vote to approve items 1-2:

1. To approve **Ms. Toni Zusinas** as a second grade shared lunch duty monitor retroactive to November 1, 2017 with a stipend per the current AEA contract. *Lunch Duty Monitor*

ADDENDUM ITEM

2. To approve the creation of a Middle School Track team for the 2017-2018 School Year with the understanding that it will only include running events this year. *Create AMS Track Team*

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

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

1. To approve the proposal from School Specialty for the purchase of 50 cafeteria tables at a cost not to exceed \$28,624. *New Café Tables*

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

Motion: V. Carlson; **Second:** B. Blaser; **Motion Carried:** Unanimous voice vote to approve items 1-2:

1. The following changes to Policy #810 Transportation: *Policy 810 Changes*

810. TRANSPORTATION	
1. Purpose	<u>Purpose</u> Transportation for students shall be provided in accordance with law and Board policy.
2. Authority Title 22 Sec. 23.1, 23.2, 23.4 SC 1361, 1362 SC 1362 SC 1374 Title 22 Sec 23.3 SC 1361	<u>Authority</u> The Board shall contract for school bus services for transportation of students to and from school at regularly scheduled hours and for field trips and extracurricular activities. The Board shall provide transportation for students living within the prescribed limits when walking conditions to the school are found to be hazardous by the Department of Transportation. The Board shall transport handicapped students without regard to distance or hazardous walking conditions. The Board shall transport eligible resident students who are enrolled in nonpublic schools within the distance prescribed by law. A school bus driver and bus monitors shall not be employed until s/he has complied with the mandatory background check requirements for criminal history and child abuse and the contractor has evaluated the results of that screening process. <u>For all drivers and monitors who will be assigned to the District, including substitute drivers, the contractor must deliver to the designated school district</u>

<p>—35 P.S. —Sec. 4601 et seq</p>	<p>administrator copies of all current Reports of Criminal History from the Pennsylvania State Police, Child Abuse History Clearance from the Department of Human Services or , and FBI Fingerprint bases federal criminal history.</p>
<p>—Title 67 —Sec. 212.101</p>	<p>The Board prohibits any diesel-powered motor vehicle weighing 10,001 pounds or more to idle for more than five (5) minutes in any continuous sixty-minute period while parked, loading or unloading, except as allowed by law.</p>
<p>3. Delegation of Responsibility</p>	<p>The Board shall ensure that permanent signs, notifying drivers of the idling restrictions, are maintained on district property at locations where diesel-powered motor vehicles weighing 10,001 pounds or more load and unload. Signs shall also be posted at locations that provide fifteen (15) or more parking spaces for such diesel-powered motor vehicles.</p>
<p>—Title 22 —Sec. 23.4</p>	<p>Delegation of Responsibility The school bus driver shall be responsible for the discipline of students while they are being transported.</p>
<p>—Title 22 —Sec. 23.4</p>	<p>The principal may suspend a student from bus transportation for disciplinary reasons, and the parents/guardians shall be responsible for the student's transportation.</p>
<p>—Title 22 —Sec. 23.4</p>	<p>The Superintendent or designee shall be responsible to:</p>
<p>—Title 22 —Sec. 23.4</p>	<p>1. Establish administrative regulations that specify the number of chaperones to accompany students in connection with school-related activities and fieldtrips.</p>
<p>—Title 22 —Sec. 23.4</p>	<p>2. Prepare a district map or schedule indicating each bus stop and bus route.</p>
<p>—Title 22 —Sec. 23.1, 23.4</p>	<p>3. Maintain records and make required reports regarding school transportation.</p>
<p>—Title 22 —Sec 23.4</p>	<p>4. Distribute rules governing student conduct during transport; such rules shall be binding on all students transported by the district.</p>
<p>4. Guidelines —Title 22</p>	<p>Guidelines Four (4) chaperones shall be the maximum number permitted to</p>

<p>Sec. 23.4</p>	<p>accompany students on a school bus to school-related activities.</p>
<p>SC 111</p>	<p>Contractors shall be responsible for the selection and training of drivers and bus monitors. Contractors shall annually provide the school district with a list of all drivers and bus monitors for the district. Said list shall be updated yearly and must be received prior to the start of the school term for approval by the School Board in August of each year. Accompanying the list shall be a copy of each driver's current Pennsylvania Driver's License and current clearances and bus monitor's current clearances. If additional drivers are hired after the annual list has been submitted, the Contractor must provide the District with the addition and requisite clearances prior to the driver or bus monitor being assigned to the District. Providing the list and any additions thereto is the Contractor's representation that each driver and monitor has passed all required physicals and testing and drivers are eligible operators who qualify under the law and regulations.</p>
<p>Pol. 304</p>	<p><u>Reports of Employee Crimes/Child Abuse</u> Transportation contract carriers shall be responsible to comply with District policy regarding background checks and child abuse clearances for all drivers and bus monitors permanently or temporarily assigned to the District. District bus drivers and monitors and/or the district's transportation contract carriers shall be responsible to inform the district in writing at the beginning of each school year whether or not they or any of their employees:</p>
<p>Pol. 317</p>	<ol style="list-style-type: none">1. Have been charged, subsequent to approval as a district bus driver or bus monitor, with a criminal offense that would bar their employment as bus drivers, monitors, or contracted service providers.2. Were charged with a crime deemed serious under the criteria established by law.3. Have been charged with or convicted of crimes that affect their suitability to have direct contact with students. <p>This responsibility is in addition to the requirement for clearances that must be presented to the district when an individual is initially hired by the district or the contract carriers.</p> <p>The district and contract carriers shall have procedures in place to ensure they are notified by their employees when the employees are charged with crimes or child abuse. The procedures shall also include the provision that the failure on the part of the employees to make</p>

	<p>such a timely notification shall subject them to disciplinary action, including termination.</p> <p>If any bus drivers or bus monitors have been charged as stated in this policy, the transportation contract carriers shall, in their written, yearly notification include the name of the employee, nature of the offense, and the status of the disposition. The district will review this information to determine if the employee shall continue to transport district students.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 111, 1331, 1361, 1362, 1365, 1366, 1374, 2541, 2542</p> <p>State Board of Education Regulations – 22 PA Code Sec. 8.1 et seq., 15.1 et seq., 23.1, 23.2, 23.3, 23.4 23.6</p> <p>State Department of Transportation Regulations – 67 PA Code Sec. 212.101, 447.1 et seq.</p> <p>Diesel-Powered Motor Vehicle Idling Act – 35 P.S. Sec. 4601 et seq.</p> <p>Child Protective Services Law – 23 Pa. C.S.A. Sec. 6301 et seq.</p> <p>Transportation of Individuals with Disabilities, Title 49, Code of Federal Regulations – 49 CFR Part 37, Part 38</p> <p>Board Policy -000, 103, 121, 304, 317</p>
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2. To approve the attached list of all eligible First Student bus operators and bus monitors who have qualified under the laws and regulations as required by PA State Regulations.

*First Student
driver/monitor
approval*

Old Business

Dr. Ralston discussed new Policy #827 that was tabled at the December 4, 2018 meeting. It was determined that Policy 827 Conflict of Interest cannot be merged with the Nepotism Policy #304. The Board discussed communicating to parents how the 7th grade curriculum is measured.

New Business

Dr. Ralston said that Dr. Bill Battistone had been accepted in the cohort to go to Poland and asked if the Board would consider the District helping with a portion of the cost. Total cost is \$1,750.

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Adjournment

Motion: J. Carraway; **Second:** B. Blaser; **Motion Carried:** Unanimous Voice Vote to adjourn the Regular Meeting at 10:45 P.M.

Respectfully submitted,

Cindy S. F. Donovan,
Board Secretary