

**Avonworth School District
258 Josephs Lane
Pittsburgh, PA 15237
Avonworth Board of School Directors
Minutes – Regular Meeting – March 12, 2018
Avonworth School District – Board Room
7:30 P.M.**

Call to Order

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

MEMBERS PRESENT:

**Mr. Beau Blaser, Ms. Sandra Bolain, Mr. John Brandt, Mr. Jeff Carraway, Ms. Kathryn Monti,
Mr. David Oberdick, Ms. Kristin Thompson**

MEMBERS ABSENT:

Ms. Vicki Carlson, Mr. Patrick Stewart

OTHERS PRESENT

**Dr. Thomas Ralston, Superintendent
Mr. Brad Waters, Director of Fiscal Management
Miss Ella Galbraith, Student
Miss Hannah Palmer, Student
Ms. Jenni Galbraith, Parent
Ms. Chris Hebor, Parent
Mr. Luke Hebor, Student/Boy Scout
Ms. Kathy Reichart, AES Teacher
Ms. Lauren Zivic, AES Teacher
Ms. Jessica Taylor, Director of Student Services
Mr. Bill Andrews, Esq., Andrews & Price LLC
Dr. Jeffrey Hadley, Asst. Superintendent
Ms. Nancy White, *The Citizen*
Ms. Cindy Donovan, Board Secretary**

Visitors' Comments

Miss Hannah Palmer and Miss Ella Galbraith gave a presentation and discussed the upcoming 8th grade 5K Chase the Antelopes Walk/Run.

Mr. Oberdick read the following:

- *The Buildings & Grounds Committee met February 26, 2018 at 6:30 PM in the Board Room to discuss building matters.*
- *The Curriculum Committee met March 1, 2018 at 7:15 AM in the Board Room to discuss curriculum matters.*
- *The Athletic Committee met March 5, 2018 at 7:00 PM in the Board Room to discuss athletic and personnel matters.*

Report of Student Representative – No report

Minutes – Regular Meeting March 12, 2018

Report of Administration – Dr. Thomas Ralston, Superintendent

Dr. Ralston reported spring sports have started, we're getting ready for the musical, Art Show, and Band concerts. The Distinguished Educator Banquet is this Thursday, March 15, at the Edgewood Country Club and our Jazz band has been asked to perform. We are in the process of transitioning Dr. Jeff Hadley to the district.

Dr. Hadley told the Board he has been using some of his vacation days from Plum School District to spend time in each of our buildings. He has spent time with staff and students at the Primary Center and Elementary School and will meet with Ms. Taylor and with the middle school staff and students tomorrow. He'll be in the high school on March 23 and will have a science curriculum meeting on April 13.

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

No report at this time. Mr. Andrews will provide the 1st Quarter report in April.

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

Mr. Blaser reported that Avonworth Senior, Cameron Galloway, was recently named an outstanding student by the National Association of Home Builders at the Residential Construction Management Competition in Florida. The Northern Area Superintendents, who normally meet at AWBCC, are visiting area schools. They recently visited Avonworth and were impressed with what they saw, especially with PBL. UPMC mapped out their area locations and will have vacancies in areas that AWBCC students can possibly help fill. The budget committee will meet in April and the budget will be voted upon in May. The next AWBCC meeting is being held this Thursday.

Motion: J. Carraway; **Second:** J. Brandt; **Motion Carried:** Unanimous voice vote to approve the Minutes of the February 5, 2018 Work Session/General Purpose Meeting and the February 12, 2018 Regular Meeting. (Voice Vote)

Motion: D. Oberdick; **Second:** J. Brandt; **Motion Carried:** Unanimous voice vote to approve all items as presented on the Agenda and Addendum.

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

- | | | |
|------------|--|---------------------------|
| 1.1 | Ratify payment of General Fund bills for February, 2018, beginning with Check #43569 and ending with Check #43756 in the total amount of \$2,735,617.96. | <i>General Fund</i> |
| 1.2 | Ratify the February, 2018 payroll in the amount of \$1,092,830.31. | <i>Payroll</i> |
| 1.3 | Treasurer's Report for January, 2018. | <i>Treasurer's Rpt.</i> |
| 1.4 | Ratify payment of Food Service Fund bills for January, 2018, beginning with Check #2521 and ending with Check #2531 in the total amount of \$24,065.71. | <i>Food Svc. Fund</i> |
| 1.5 | To ratify Capital Project Fund payments in the amount of \$103,034.30. | <i>Capital Proj. Fund</i> |

Finance, continued

2. To approve the Deputy Tax Collector Appointment of Jordan Tax Service, Inc. and the Deputization Agreement for the term ending December 31, 2021 for the collection of real estate taxes for the following municipalities:
 1. Ben Avon Heights Borough (appointed by Denise Raves, elected Tax Collector)
 2. Ben Avon Borough (appointed by Lisa Cronin, appointed Tax Collector)
 3. Kilbuck Township (appointed by Kerry Dunseath, elected Tax Collector)

Deputy Tax Collectors

3. To approve the Memorandum of Understanding with the Allegheny County Department of Human Services as attached.

MOU

4. To approve the Allegheny Intermediate Unit 2018-2019 Services Agreement, IDEA Use of Funds Agreement, and Notice of Adoption of Policies, Procedures, and Use of Funds.

AIU Svc. Agreement

5. To approve the following EITC letters:
 - A. National Endowment for the Arts on behalf of the Pittsburgh Filmmakers/Pittsburgh Center for the Arts for its new summer youth intensives in environmental justice, design, and filmmaking retroactive to February 21, 2018.
 - B. The Department of Community and Economic Development on behalf of the Pittsburgh Filmmakers/Pittsburgh Center for the Arts through its Artist Residency Program retroactive to February 21, 2018.
 - C. In support of the LaRoche College Scholar Program retroactive to February 23, 2018.

EITC Letters

6. To direct the Administration to solicit bids for General Supplies, Arts, and Athletics for the the 2018-2019 School Year.

Supply Bids

7. To approve **Dr. Jeff Hadley** to attend the League of Innovative Schools Professional Development Conference April 24 – April 27, 2018 in Charlotte, North Carolina at a cost not to exceed \$1,300. Digital Promise will reimburse the District a portion of the travel cost.

Prof. Dev. Asst. Supt.

8. To approve **Dr. Scott Miller** to attend the OCDEL Strengthening Partnership through Shared Leadership Event April 24-25, 2018 in Pocono Manor, PA. (Registration, meals, and materials provided by OCDEL.)

OCDEL Event

9. To approve **Ms. Jennifer Gould** and **Ms. Sara Osborne** to attend the PA School Librarians Association Conference May 3-5, 2018, in Hershey, PA. Travel cost not to exceed \$900. Conference Registration paid by Title IV funds. A substitute is needed for each Librarian for 1.5 days.

Librarian Conf.

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

1. To extend child care leave for **Ms. Jessica Kostewicz** from January 8, 2018 through the end of the 2017-2018 school year. *Extend Leave*
2. To extend the assignment of **Ms. Tessa Babcock**, Elementary School Long Term Substitute (4th Grade) from January 5, 2018 through June 1, 2018. *Extend LTS*
3. 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 11, 2019, at Category M, Step 1, with benefits per the current AEA contract. Clearances are on file with in the District Office. *LTS Counselor*
4. To approve **Dr. Sandra Swen** as a mentor for the Long Term Substitute Primary Center School Counselor for the first semester of the 2018-2018 School Year with a stipend per the current AEA contract. *Mentor*
5. To amend the motion of February 12, 2018 and approve **Dr. Jeffrey Hadley** for the position of Assistant Superintendent with an effective date of March 30, 2018. *Change Start Date*
6. Approval of **Ms. Genevieve Lewis** as a substitute Paraprofessional at the daily rate established by the District (\$11.43/hour), retroactive to February 6, 2018, pending requirements of the District. *Sub Para*

ADDENDUM ITEMS (3)

7. To approve **Ms. Rene Mills** as a Half Time Speech Therapist for the 2017-2018 School Year, commencing not later than April 2, 2018, at Category M, Step 6, with benefits, according to the AEA contract, pending requirements of the District. *Half Time Speech Ther.*
8. To approve **Ms. Lauren Pearce** as a Full Time Speech Therapist for the 2017-2018 School Year, commencing not later than April 9, 2018, at Category M, Step 4, with benefits, according to the AEA contract, pending requirements of the District. *FT Speech Ther.*
9. To approve **Ms. Jaclyn Keane, Ms. Kari Johnson, Mr. Michael Murray, Mr. John Susi, and Ms. Katy Tarasi** as Kindergarten Transition summer tutors with an hourly rate per the current AEA contract. *K Summer Tutors*

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

The Superintendent recommends and I so move to approve item 1:

1. To declare various books from the Primary Center Library as obsolete and outdated and that they be donated/disposed of. *Obsolete Lib. Books*

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

- 1. To split the Middle School Assistant Softball Coaching position between **Ms. Alexandra Kleer** and **Ms. Stefanie Wiegand**. *AMS Softball*

ADDENDUM ITEMS (4)

- 2. To approve **Mr. Grant Gustic** as Assistant Baseball Coach for the 2017-2018 School Year, pending requirements of the District. *Asst. Baseball Coach*
- 3. To approve **Ms. Sara Todd**, Varsity Cheer Coach, and **Ms. Ashley Hoskins**, Assistant Varsity Cheer Coach, to attend the annual Technique First Aid and Injury Prevention Coaches Conference on March 18, 2018, at a cost of \$85 per coach. *Cheer Conf.*
- 4. To retroactively approve football coaches, **Mr. Duke Johncour**, **Mr. Mike Mancuso**, **Mr. Mike Murray**, and **Mr. Brody Zangaro** attend a coaches’ clinic February 23-25, 2018 at The Sheraton, Station Square, and reimburse them for registration and meals at a cost not to exceed \$484. *Football Coach Clinic*
- 5. To approve **Ms. Shawn Fissore** as a Volunteer Chaperone for the High School Girls’ Softball trip to the Cal Ripkin Experience in South Carolina over Spring Break (5 days), pending requirements of the District. *Vol Chap. Softball Trip*

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

- 1. To approve the updated 2017-2018 School Calendar showing the snow make-up days. *Updated Calendar*

2017 – 2018 AVONWORTH SCHOOL CALENDAR

August 2017	September 2017	October 2017	November 2017																																																																																																																																																																																																													
<table style="width: 100%; border-collapse: collapse;"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr> <tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr> <tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr> <tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr> <tr><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>12/8</td><td></td></tr> </table>	S	M	T	W	T	F	S			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31								12/8		<table style="width: 100%; border-collapse: collapse;"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr> <tr><td>3</td><td>X</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>20/20</td><td></td></tr> </table>	S	M	T	W	T	F	S						1	2	3	X	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30						20/20		<table style="width: 100%; border-collapse: collapse;"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>22/22</td><td></td></tr> </table>	S	M	T	W	T	F	S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31										22/22		<table style="width: 100%; border-collapse: collapse;"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td>20</td><td>21</td><td>22</td><td>X</td><td>X</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>20/19</td><td></td></tr> </table>	S	M	T	W	T	F	S					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	X	X	25	26	27	28	29	30								20/19									
S	M	T	W	T	F	S																																																																																																																																																																																																										
		1	2	3	4	5																																																																																																																																																																																																										
6	7	8	9	10	11	12																																																																																																																																																																																																										
13	14	15	16	17	18	19																																																																																																																																																																																																										
20	21	22	23	24	25	26																																																																																																																																																																																																										
27	28	29	30	31																																																																																																																																																																																																												
					12/8																																																																																																																																																																																																											
S	M	T	W	T	F	S																																																																																																																																																																																																										
					1	2																																																																																																																																																																																																										
3	X	5	6	7	8	9																																																																																																																																																																																																										
10	11	12	13	14	15	16																																																																																																																																																																																																										
17	18	19	20	21	22	23																																																																																																																																																																																																										
24	25	26	27	28	29	30																																																																																																																																																																																																										
					20/20																																																																																																																																																																																																											
S	M	T	W	T	F	S																																																																																																																																																																																																										
1	2	3	4	5	6	7																																																																																																																																																																																																										
8	9	10	11	12	13	14																																																																																																																																																																																																										
15	16	17	18	19	20	21																																																																																																																																																																																																										
22	23	24	25	26	27	28																																																																																																																																																																																																										
29	30	31																																																																																																																																																																																																														
					22/22																																																																																																																																																																																																											
S	M	T	W	T	F	S																																																																																																																																																																																																										
				1	2	3	4																																																																																																																																																																																																									
5	6	7	8	9	10	11																																																																																																																																																																																																										
12	13	14	15	16	17	18																																																																																																																																																																																																										
19	20	21	22	X	X	25																																																																																																																																																																																																										
26	27	28	29	30																																																																																																																																																																																																												
					20/19																																																																																																																																																																																																											
<table style="width: 100%; border-collapse: collapse;"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>X</td><td>X</td><td>X</td><td>X</td><td>X</td><td>30</td></tr> <tr><td>31</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>16/16</td><td></td></tr> </table>	S	M	T	W	T	F	S						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	X	X	X	X	X	30	31												16/16		<table style="width: 100%; border-collapse: collapse;"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> <tr><td></td><td>X</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr> <tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr> <tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr> <tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr> <tr><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>21/21</td><td></td></tr> </table>	S	M	T	W	T	F	S		X	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31									21/21		<table style="width: 100%; border-collapse: collapse;"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>19/19</td><td></td></tr> </table>	S	M	T	W	T	F	S						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28									19/19		<table style="width: 100%; border-collapse: collapse;"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>X</td><td>X</td><td>X</td><td>X</td><td>X</td><td>31</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>17/16</td><td></td></tr> </table>	S	M	T	W	T	F	S						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	X	X	X	X	X	31						17/16	
S	M	T	W	T	F	S																																																																																																																																																																																																										
					1	2																																																																																																																																																																																																										
3	4	5	6	7	8	9																																																																																																																																																																																																										
10	11	12	13	14	15	16																																																																																																																																																																																																										
17	18	19	20	21	22	23																																																																																																																																																																																																										
24	X	X	X	X	X	30																																																																																																																																																																																																										
31																																																																																																																																																																																																																
					16/16																																																																																																																																																																																																											
S	M	T	W	T	F	S																																																																																																																																																																																																										
	X	2	3	4	5	6																																																																																																																																																																																																										
7	8	9	10	11	12	13																																																																																																																																																																																																										
14	15	16	17	18	19	20																																																																																																																																																																																																										
21	22	23	24	25	26	27																																																																																																																																																																																																										
28	29	30	31																																																																																																																																																																																																													
					21/21																																																																																																																																																																																																											
S	M	T	W	T	F	S																																																																																																																																																																																																										
					1	2	3																																																																																																																																																																																																									
4	5	6	7	8	9	10																																																																																																																																																																																																										
11	12	13	14	15	16	17																																																																																																																																																																																																										
18	19	20	21	22	23	24																																																																																																																																																																																																										
25	26	27	28																																																																																																																																																																																																													
					19/19																																																																																																																																																																																																											
S	M	T	W	T	F	S																																																																																																																																																																																																										
					1	2	3																																																																																																																																																																																																									
4	5	6	7	8	9	10																																																																																																																																																																																																										
11	12	13	14	15	16	17																																																																																																																																																																																																										
18	19	20	21	22	23	24																																																																																																																																																																																																										
25	X	X	X	X	X	31																																																																																																																																																																																																										
					17/16																																																																																																																																																																																																											

Minutes - Regular Meeting March 12, 2018

April 2018							May 2018							June 2018							End of First Trimester APC/AES November 14 (student day 60) End of Second Trimester APC/AES February 19 (student day 120) Beginning of Third Trimester APC/AES February 20 (student day 121)
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
1	2	3	4	5	6	7			1	2	3	4	5						①	2	End of First Marking Period AHS/AMS
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	October 24 (student day 45)
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	End of First Semester AHS/AMS
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	January 8 (student day 90)
29	30						27	X	29	30	31			24	25	26	27	28	29	30	Beginning of Second Semester AHS/AMS
					21/21							22/22								2/1	January 9 (student day 91)
																					End of Third Marking Period AHS/AMS
																					March 13 (student day 135)
																					192 Teacher /185 Student Days

2 Hour Delays

Orientation Day/Educational Planning (New Teachers)	August 14, 15
Orientation Day/Educational Planning/Clerical (All Teachers)	August 16, 17, 18, 21
Middle School (Grade 7) Student/Parent Curriculum Night 6:30-8:30 P.M.	August 16
Avonworth Elementary Curriculum Night (Grades 3 - 6) 6:30 - 8:30 P.M.	August 17
<u>First Day for Students</u>	August 22
Avonworth Primary Center Curriculum Night (Grades 1 - 2) 6:30 - 8:30 P.M.	August 24
Labor Day (Schools Closed)	September 4
High School Open House (Grades 9 - 12) 6:30 - 8:00 P.M.	September 7
Middle School (Grade 8) Curriculum Night 6:30-8:30 P.M.	September 13
<u>2 Hour Delay (Teacher In-service/Schools in Session)</u>	<u>September 20</u>
<u>Act 80 Day</u> Columbus Day (Schools Closed for Students)	October 9
Parent/Teacher Conference Day (Schools Closed for Students)	November 22
Thanksgiving Vacation (Schools Closed)	November 23-24
<u>Act 80 Day</u> (Schools Closed for Students)	November 27
<u>Schools in Session</u>	November 28
<u>2 Hour Delay (Teacher In-service/Schools in Session)</u>	<u>December 13</u>
Winter Vacation (Schools Closed)	December 25-January 1
<u>Schools in Session</u>	January 2
<u>Act 80 Day & Evaluation</u> Martin Luther King Day (Schools Closed for Students)	January 15
<u>Act 80 Day</u> Presidents Day (Schools Closed for Students)	February 19
Parent/Teacher Conference Day (Schools Closed for Students)	March 9
<u>2 Hour Delay (Teacher In-service/Schools in Session)</u>	<u>March 14</u>
Spring Vacation (Schools Closed)	March 26 - April 2 March 30
<u>Schools in Session</u>	April 3
Reserved Snow Make-Up Day	April 27
<u>2 Hour Delay (Teacher In-service/Schools in Session)</u>	<u>May 9</u>
Memorial Day (Schools Closed)	May 28
Last day for Students and Graduation	June 1
Last Teacher Day/Clerical	June 4

Due to Emergency Closing of School--

"6" Days reserved to be made up are in this order: ~~April 27, April 2, March 26, 27, 28, 29~~

△ = 2 Hour delay due to weather

⊗ = Schools closed due to weather

Update Approved _____

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

1. The second reading of new Policy #827 Conflict of Interest:

827 CONFLICT OF INTEREST

Purpose

This policy shall affirm standards of conduct established to ensure that Board members and employees avoid potential and actual conflicts of interest, as well as the perception of a conflict of interest.

Definitions

Confidential information shall mean information not obtainable from reviewing a public document or from making inquiry to a publicly available source of information.[1]

Conflict or Conflict of interest shall mean use by a Board member or district employee of the authority of his/her office or employment, or any confidential information received through his/her holding public office or employment, for the private pecuniary benefit of him/herself, a member of his/her immediate family or a business with which s/he or a member of his/her immediate family is associated. The term does not include an action having a de minimis economic impact, or which affects to the same degree a class consisting of the general public or a subclass consisting of an industry, occupation or other group which includes the Board member or district employee, a member of his/her immediate family or a business with which s/he or a member of his/her immediate family is associated.[1]

De minimis economic impact shall mean an economic consequence which has an insignificant effect.[1]

Financial interest shall mean any financial interest in a legal entity engaged in business for profit which comprises more than five percent (5%) of the equity of the business or more than five percent (5%) of the assets of the economic interest in indebtedness.[1]

Honorarium shall mean payment made in recognition of published works, appearances, speeches and presentations, and which is not intended as consideration for the value of such services which are nonpublic occupational or professional in nature. The term does not include tokens presented or provided which are of de minimis economic impact.[1]

Immediate family shall mean a parent, parent-in-law, spouse, child, spouse of a child, brother, brother-in-law, sister, sister-in-law, or the domestic partner of a parent, child, brother or sister.[1]

Business partner shall mean a person who, along with another person, plays a significant role in owning, managing, or creating a company in which both individuals have a financial interest in the company.

Delegation of Responsibility

Each employee and Board member shall be responsible to maintain standards of conduct that avoid conflicts of interest. The Board prohibits members of the Board and district employees from engaging in conduct that constitutes a conflict of interest as outlined in this policy.

Guidelines

All Board members and employees shall be provided with a copy of this policy and acknowledge in writing that they have been made aware of it. Additional training shall be provided to designated individuals.

Disclosure of Financial Interests

No Board member shall be allowed to take the oath of office or enter or continue upon his/her duties, nor shall s/he receive compensation from public funds, unless s/he has filed a statement of financial interests as required by law.[2]

The district solicitor and designated district employees shall file a statement of financial interests as required by law and regulations.[3][4]

Standards of Conduct

The district maintains the following standards of conduct covering conflicts of interest and governing the actions of its employees and Board members engaged in the selection, award and administration of contracts.[5]

No employee or Board member may participate in the selection, award or administration of a contract supported by a federal award if s/he has a real or apparent conflict of interest as defined above, as well as any other circumstance in which the employee, Board member, any member of his/her immediate family, his/her business partner, or an organization which employs or is about to employ any of them, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.[5]

No Board member, employee or nominee or candidate for the Board shall solicit or accept anything of monetary value, including a gift, loan, political contribution, reward or promise of future employment, based on any understanding of that Board member, employee or nominee or candidate that the vote, official action or judgment of the Board member, employee or nominee or candidate for the Board would be influenced thereby.[1]

Organizational Conflicts

Organizational conflicts of interest may exist when due to the district's relationship with a subsidiary, affiliated or parent organization that is a candidate for award of a contract in connection with federally funded activities, the district may be unable or appear to be unable to be impartial in conducting a procurement action involving a related organization.[5]

In the event of a potential organizational conflict, the potential conflict shall be reviewed by the Superintendent or designee to determine whether it is likely that the district would be unable or appear to be unable to be impartial in making the award. If such a likelihood exists, this shall not disqualify the related organization; however, the following measures shall be applied:

1. The organizational relationship shall be disclosed as part of any notices to potential contractors;
2. Any district employees or officials directly involved in the activities of the related organization are excluded from the selection and award process;
3. A competitive bid, quote or other basis of valuation is considered; and
4. The Board has determined that contracting with the related organization is in the best interests of the program involved.

Reporting

Any perceived conflict of interest that is detected or suspected by any employee or third party shall be reported to the Superintendent. If the Superintendent is the subject of the perceived conflict of interest, the employee or third party shall report the incident to the Board President.

Any perceived conflict of interest of a Board member that is detected or suspected by any employee or third party shall be reported to the Board President. If the Board President is the subject of the perceived conflict of interest, the employee or third party shall report the incident to the Superintendent, who shall report the incident to the solicitor.

No reprisals or retaliation shall occur as a result of good faith reports of conflicts of interest.

Investigation

Investigations based on reports of perceived violations of this policy shall comply with state and federal laws and regulations. No person sharing in the potential conflict of interest being investigated shall be involved in conducting the investigation or reviewing its results.

In the event an investigation determines that a violation of this policy has occurred, the violation shall be reported to the federal awarding agency in accordance with that agency's policies.

Disciplinary Actions

If an investigation results in a finding that the complaint is factual and constitutes a violation of this policy, the district shall take prompt, corrective action to ensure that such conduct ceases and will not recur. District staff shall document the corrective action taken and, when not prohibited by law, inform the complainant.

Violations of this policy may result in disciplinary action up to and including discharge, fines and possible imprisonment. Disciplinary actions shall be consistent with Board policies, procedures, applicable collective bargaining agreements and state and federal laws.[7]

Legal

1. 65 Pa. C.S.A. 1101 et seq

2. Pol. 004

3. 51 PA Code 15.2

4. 65 Pa. C.S.A. 1104

5. 2 CFR 200.318

6. Pol. 322

7. Pol. 317

Pol. 011

Pol. 319

Pol. 609

Pol. 702

ADDENDUM ITEM

2. To approve a one-day field trip for 35 Choral students in Grades 9-12 to the Choral Adjudication Festival at Immaculata University in Immaculata, PA on Monday, March 19, 2018 with a departure time of 6:00 A.M. and return time of approximately 8:30 P.M. Trip will be chaperoned by **Mr. Michael Warren**, his student teacher, Mr. Gareth Allegrucci, and Ms. Lynn Riale and Ms. Kayla Turnbull, parent volunteers, who have current clearances. Staff and students will miss one day of school. One substitute teacher will be needed. The event is free and fundraising is taking place for the cost of the Anderson Coach bus. Students are encouraged to bring a lunch and they will stop to purchase dinner on the return trip.

Choral Field Trip

Old Business

School security was discussed at Dr. Ralston's recent Administrative meeting. He recapped options for security, including a swing gate at the Primary Center and Elementary School which he recommends.

New Business

Dr. Ralston said there will be a Safety Information Night held at the Primary Center on Monday, March 19 from 6:30-7:30 PM. The website has been updated with safety information. Our IT Director is working on an electronic question and answer system.

Adjournment

Motion: J. Carraway; **Second:** B. Blaser; **Motion Carried:** Unanimous Voice Vote to adjourn the Regular Meeting at 8:15 P.M.

Respectfully submitted,

Cindy S. F. Donovan,
Board Secretary