

**Avonworth School District
258 Josephs Lane
Pittsburgh, PA 15237
Avonworth Board of School Directors
Minutes – Regular Meeting – September 11, 2017
Avonworth School District – Board Room
7:30 P.M.**

MEMBERS PRESENT:

Mr. Beau Blaser, Mr. John Brandt, Ms. Vicki Carlson, Mr. Jeff Carraway, Ms. Kathryn Monti, Mr. Patrick Stewart, Mr. Eric Templin, Ms. Kristin Thompson, Mr. David Oberdick

OTHERS PRESENT

**Dr. Thomas Ralston, Superintendent
Dr. Ken Lockette, Assistant Superintendent
Mr. Brad Waters, Director of Fiscal Management
Mr. William Andrews, Esquire, Andrews & Price LLC
Ms. Jessica Taylor, Director of Student Services
Ms. Breanna Maisner, AHS Teacher
Mr. John Turbidy, T.O.A.
Nancy White, *The Citizen*
Ms. Cindy Donovan, Board Secretary**

Call to Order

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

Visitors' Comments

No Visitor Comments

Mr. Matt Franz from HHSDR Architects discussed the LGI/STEM Lab project and bid results from the bid opening on Wed., Sept. 6, 2017. The bids were very competitive. Mr. Franz will provide updates as the project progresses. There may be some disruption during the school day but work will also be done after 3:00 PM.

The Athletic Committee met September 5, 2017 at 6:30 PM in the Board Room to discuss athletic matters.

The Curriculum Committee met this evening at 6:30 PM in the Board Room to discuss curriculum matters.

Report of Administration – Dr. Thomas Ralston, Superintendent

Dr. Ralston reported receiving a tremendous response from faculty about integrating technology into the classrooms, changing rooms, etc. He discussed the work of the Diversity Committee over the summer. Work was concentrated on the areas of hiring diverse staff, review of curriculum, and professional development for staff. Herring Seminars will begin Year 1 training on October 25 for Middle and High School faculty. Dr. Ralston invited Board members to attend a presentation to the Diversity Committee this Wednesday at 3:00 PM in the Board Room.

Report of Student Representative – Ms. Megan Robbbaro

Ms. Robbbaro reported Student Council is already preparing for the Children’s Hospital auction and they are thinking of a hurricane relief project to raise money and supplies for hurricane victims.

Report of Assistant Superintendent – Dr. Ken Lockette

Dr. Lockette met with Primary and Elementary Science teachers about writing curriculum. He has been researching vendors for a new website and a meeting is scheduled with principals and staff members to discuss. He is working with Mr. Jeff Krakoff of Krakoff Communications to create a communication plan. The Pathways for the Future program will be evaluated. Avonworth will work with RMU’s program evaluation doctoral course led by Dr. Mary Hanson. The doctoral cohort will develop evaluation tools and surveys of the Pathways program.

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

No report at this time.

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

Mr. Blaser reported AWBCC enrollment is at 752 which far exceeds expectations. AWBCC has a Student Assistance Team with UPMC for student support. AWBCC received a forcible entry simulator for emergency response learning. AWBCC has an articulation agreement where early childhood learning students with a 3.0+ can receive 6 academic credits.

Motion: P. Stewart; **Second:** E. Templin; **Motion Carried:** Unanimous voice vote to approve the Minutes of the Work Session of August 7, 2017 and the Regular Meeting of August 14, 2017. (Voice Vote)

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

Motion: J. Carraway; **Second:** E. Templin; **Motion Carried:** Unanimous voice vote to approve items 1.1-1.4 and items 2-6:

- | | | |
|------------|---|---------------------------|
| 1.1 | Ratify payment of General Fund bills for August, 2017, beginning with Check #42283 and ending with Check #42477 in the total amount of \$1,331,802.44. | <i>General Fund</i> |
| 1.2 | Ratify the August, 2017 payroll in the amount of \$811,076.58. | <i>Payroll</i> |
| 1.3 | Treasurer’s Report for July, 2017. | <i>Treasurer’s Rpt.</i> |
| 1.4 | Ratify Capitol Fund payment of \$174,746.20. | <i>Capitol Fund</i> |
| 2. | To approve the letter of interest in and support of Duquesne University’s “Building Leadership for Change Through School Immersion” Program retroactive to August 29, 2017. | <i>Duq. Univ. Program</i> |
| 3. | To approve the following newspapers of record for the 2017-2018 School Year:
The Citizen
The Pittsburgh Tribune Review | <i>Newspapers</i> |
| | The Pittsburgh Post-Gazette
The New Pittsburgh Courier | |

Finance, continued

4. District petty cash funds for the 2017-2018 School Year as follows:
Business Office - \$200 Athletic Dept. - \$1,000 (*ticket booth operation*)
Food Service Dept. - \$500 Life Skills/Special Education - \$200
Petty Cash

5. To approve **Dr. Scott Miller** to attend the eSpark eLead Conference
October 2-3, 2017 in Chicago, IL. Transportation, hotel, and workshop fees
will be paid by eSpark.
eSpark eLead Conf.

ADDENDUM ITEM

6. To approve **Dr. Thomas Ralston** to attend the Superintendent's
Professional Development Program October 4-6, 2017 in Hershey, PA,
at no cost to the District.
Supt. Prof. Dev.

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

Motion: K. Thompson; **Second:** E. Templin; **Motion Carried:** Unanimous voice vote to approve items 1-21:

1. To move to record in the Minutes of this meeting the following Employee has
attained Professional Employee status and will be issued a Professional
Employee contract as per PA School Code #1108 and #1121: **Ms. Jenna Muncie.**
Prof. Emp. Status

2. To accept the resignation of **Ms. Michelle Watkins**, Elementary School Health
Campus Aide, retroactive active to August 15, 2017.
Resignation

3. To hire **Ms. Jamie Shaulis** as a 4.0 hour (9:00 AM – 1:00 PM) Part Time
Food Service Worker retroactive to August 22, 2017, pending requirements of
the District.
PT Fd. Svc. Hire

4. To hire **Ms. Angela McDowell** as a 4.0 hour (9:00 AM – 1:00 PM) Part Time
Food Service Worker retroactive to August 22, 2017, pending requirements of
the District.
PT Fd. Svc. Hire

5. To award the position of Avonworth Elementary School Cafeteria Lead to **Ms.
Linda Williams** for 6.25 hours/day (7:00 AM to 1:15 PM,) retroactive to
August 22, 2017, according to the AESPA contract.
AES Kitchen Lead

6. To approve **Ms. Alana Donnelly** as a Paraprofessional for the 2017-2018
School Year retroactive to August 23, 2017, at a salary according to the AESPA
contract, with benefits, pending requirements of the District.
Para Hire

7. To approve **Mr. Jason DeGusipe** as a Paraprofessional for the 2017-2018
School Year commencing September 11, 2017, at a salary according to the AESPA
contract, with benefits, pending requirements of the District.
Para Hire

Personnel, continued

8. Approval of **Ms. Sandee Connors Rowe** as a substitute Paraprofessional at the daily rate established by the District (\$11.43/hour), retroactive to August 22, 2017, pending requirements of the District. *Sub Para Hire*
9. Approval of **Ms. Amber Powell** as a substitute Paraprofessional at the daily rate established by the District (\$11.43/hour), commencing September 12, 2017, pending requirements of the District. *Sub Para Hire*
10. To approve the request of **Ms. Michelle George** for an educational sabbatical commencing January 9, 2018 through June 4, 2018. *Sabbatical*
11. To approve the request of **Ms. Gail Lipchak** for a sabbatical from August 16, 2017 through January 8, 2018. *Sabbatical*
12. To approve **Ms. Toni Zusinas** as an extended Day-to-Day Primary Center 2nd Grade Substitute, retroactive to August 21, 2017, at \$140/day, with no benefits. *DTD APC Sub*
13. To approve **Ms. Rebecca Filiaggi** as a mentor for **Ms. Tracy Kreppel**, Kindergarten teacher for the 2017-2018 School Year *Mentor*
14. To approve **Dr. Jay Micucci, DDS** as School Dentist for the 2017-2018 School Year at a rate of \$10.00 per student exam. *School Dentist*

ADDENDUM ITEMS (7)

15. To approve **Ms. Jill Shumaker** as an extended Day-to-Day Elementary Digital Literacy Substitute Teacher, commencing September 14, 2017, at \$140/day, with no benefits. *DTD AES Sub*
16. A salary increase for **Dr. Thomas Ralston** of 5% retroactive to July 1, 2017. *Supt. Salary Inc.*
17. To change the health benefits (medical, dental, vision) for the Elementary Campus Health Aide position from the family option to an individual option only, effective September 11, 2017. *Benefit Change*
18. To approve **Ms. Jocelyn Puskar** as the Health Aide (LPN) at the Elementary School campus, effective September 22, 2017, at an annual salary of \$35,000, pending requirements of the District. *LPN Hire*
19. To approve the transfer of 25 sick days for **Ms. Kari Maurer** which were accumulated during her employment with the Greenville Area School District as per PA School Code Sec 1154. *Transfer of Sick Days*

Personnel, continued

20. To approve the District participate in the Allegheny Intermediate Unit’s SmartSTART Guest Substitute Teacher Training Program at a cost of not more than \$200 each for Ms. Rhodora Huffmyer and Ms. Cheryl Noethiger for the 2017-2018 School Year. *AIU SmartSTART
Sub Training Program*
21. To create the position of After School Detention Monitor at the rate of \$25/hour as per the MOU between the Avonworth Education Association and the Avonworth School District. *After School Detention
Monitor*

PUBLIC RELATIONS – P. Stewart/K. Thompson, Co-Chairs

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

1. To approve the bus schedules for the 2017-2018 School Year distributed by First Student, subject to change. *Bus Schedules*

PENNSYLVANIA SCHOOL BOARDS – ELECTION OF OFFICERS AND AT-LARGE REPRESENTATIVES

PSBA Officer Elections

For President-elect: David Hutchinson, State College Area SD (Centre Co.)
Mr. Otto W. Voit III, Muhlenberg SD (Berks Co.)

Motion: D. Oberdick, **Second:** E. Templin; **Motion carried:** Unanimous voice vote to elect Mr. David Hutchinson as President-elect of the PSBA Board. Mr. David Hutchinson was declared as the Avonworth School Board choice for President–elect of PSBA Board.

For Vice President: Mr. Eric Wolfgang, Central York SC (York Co.)
Mr. Gary Michael Smedley, Carbondale Area SD
(Lackawanna Co.)

Motion: D. Oberdick, **Second:** E. Templin; **Motion carried:** Unanimous voice vote to elect Mr. Eric Wolfgang as Vice President of the PSBA Board. Mr. Wolfgang was declared as the Avonworth School Board choice for Vice President of PSBA Board.

For Treasurer: Mr. Mike Gossert, Cumberland Valley SC (Cumberland Co.)

Motion: D. Oberdick, **Second:** E. Templin; **Motion carried:** Unanimous voice vote to elect Mr. Mike Gossert as Treasurer of the PSBA Board. Mr. Gossert was declared as the Avonworth School Board choice for Treasurer of PSBA Board.

PENNSYLVANIA SCHOOL BOARDS – ELECTION OF OFFICERS AND AT-LARGE REPRESENTATIVES, continued

For Western At Large (three year term): Mr. Daniel O’Keefe, Northgate School District

Motion: D. Oberdick, **Second:** E. Templin; **Motion carried:** Unanimous voice vote to elect Mr. Daniel O’Keefe as Western At-Large Representative of the PSBA Board. Mr. O’Keefe was declared as the Avonworth School Board choice for Western At-Large Representative of the PSBA Board.

For PSBA Insurance Trustees: (Term ends Dec. 31, 2020)

- **Mr. Michael Faccinetto (Bethlehem Area SD), PSBA President**
- **Ms. Marianne L. Neel (West Jefferson Hills SD), PSBA Past President**

Motion: D. Oberdick, **Second:** E. Templin; **Motion carried:** Unanimous voice vote to elect Mr. Michael Faccinetto, and Ms. Marianne L. Neel, as PSBA Insurance Trustees. Mr. Faccinetto and Ms. Neel were declared as the Avonworth School Board choices for PSBA Insurance Trustees.

(The Board Secretary will cast the PSBA online vote on behalf of the Avonworth School Board vote at the Regular Meeting.)

CURRICULUM – J. BRANDT/V. CARLSON, Co-Chairs

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

1. Approval of curricula for the following courses:
 - a. Biology
 - b. Earth & Space Science
 - c. Humanities Chemistry
 - d. Humanities Physics
 - e. STEM Chemistry
 - f. STEM Physics

Curricula Approval

ATHLETICS & ACTIVITIES – D. Oberdick/E. Templin, Co-Chairs

Motion: D. Oberdick; **Second:** P. Stewart; **Motion Carried:** Unanimous voice vote to approve items 1-5:

1. To approve **Mr. Shane Howard** as a volunteer High School Football Coach for the 2017-2018 School Year, with no benefits, retroactive to August 14, 2017, pending requirements of the District.
2. To approve **Ms. Anna Pappas** as a volunteer Middle School Girls’ Soccer Coach for the 2017-2018 School Year, with no benefits, retroactive to August 28, 2017, pending requirements of the District.

Vol HS Football Coach

Vol MS Soccer Coach

Athletics & Activities, continued

- 3. To accept the resignation of **Mr. Jeffrey Ingram** as Assistant Baseball Coach retroactive to August 29, 2017. *Coach Resignation*
- 4. Approval of the Supplemental Sponsors for the 2017-2018 School Year as attached. *Supplemental Sponsors*

ADDENDUM ITEM

- 5. To create an additional PM Bus Duty supplemental position at the Primary Center for the 2017-2018 School Year. *Add'l APC Bus Duty*

BUILDINGS & GROUNDS – E. Templin/B. Blaser, Co-Chairs

Motion: E. Templin; **Second:** P. Stewart; **Motion Carried:** Unanimous voice vote to approve items 1-5 with the words “to be paid out of the District’s capital projects fund” added to items 1-4:

- 1. To award the contract for the Avonworth LGI/STEM Room Project for general construction to Arcon Contracting, Inc., the lowest responsible bidder, in the amount of \$816,600, representing the base bid and alternate G-2, to be paid out of the District’s capital projects fund. *LGI Gen. Constr. Contract*
- 2. To award the contract for the Avonworth LGI/STEM Room Project for HVAC construction to R & B Mechanical, the lowest responsible bidder, in the amount of \$75,700, to be paid out of the District’s capital projects fund. *LGI HVAC Contract*
- 3. To award the contract for the Avonworth LGI/STEM Room Project for plumbing construction to Shipley Brothers Construction, the lowest responsible bidder, in the amount of \$108,000, to be paid out of the District’s capital projects fund. *LGI Plumbing Contract*
- 4. To award the contract for the Avonworth LGI/STEM Room Project for electrical construction to Merit Electrical Group, Inc. in the amount of \$244,000, to be paid out of the District’s capital projects fund. *LGI Electrical Contract*
- 5. To declare the following as obsolete and unusable and that they be disposed of: *Obsolete Furniture*
 - a. One teacher desk
 - b. Three wooden tables
 - c. Three metal tables
 - d. One fish tank base
 - e. One bookcase
 - f. One keyboard: Triton Korg X2 Music Workstation with case
 - g. One keyboard: Triton Korg Extreme Workstation with case
 - h. Three keyboard amps

Buildings & Grounds, continued

ADDENDUM ITEM

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

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

Motion: V. Carlson; **Second:** E. Templin; **Motion Carried:** Unanimous voice vote to approve items 1-3:

1. To approve the Avonworth School District Faculty Handbook for the 2017-2018 School Year. *Faculty Handbook*

ADDENDUM ITEMS (2)

2. To remove the Provisionary status of Global Scholars and approve it as an Avonworth co-curricular club/organization commencing with the 2017-2018 School Year. Co-sponsors for this club will be Ms. Stacy Hart and Ms. Melissa Reagle, with a stipend according to the AEA contract. *Global Scholars
Prov. Status Lifted*
3. To remove the Provisionary status of the Unified Club and approve it as an Avonworth co-curricular club/organization commencing with the 2017-2018 School Year. *Unified Club
Prov. Status Lifted*

Old Business

Dr. Ralston said a parent had asked if the Ski Club would be available and if club members would be able to have ski trips to local resorts. Mr. Oberdick said this year's Homecoming dance would be at the Convention Center. Dr. Ralston and Ms. Dwulit will discuss the drug and alcohol policy. High School teachers are interested in being involved. Teachers need to know expectations of a sponsor.

New Business

Mr. Stewart said the dedication of the bench and tree for the Hannah Milbert Memorial will be held in the Care Space on Sunday, September 24 at 3:00 PM.

Ms. Taylor discussed the Safe Schools Online Training Program.

Dr. Ralston noted that at his recent Administrator's meeting West View EMS personnel gave their "Stop the Bleed" trauma care presentation. It may be offered to faculty.

New Business, continued

Mr. Oberdick noted the District received a letter from the Department of the Auditor General notifying us that they will perform a limited procedures engagement (LPE) rather than an audit on September 25.

Adjournment

Motion: P. Stewart; **Second:** E. Templin; **Motion Carried:** Unanimous Voice Vote to adjourn the Regular Meeting at 8:50 P.M. to an Executive Session to discuss personnel and contract negotiations.

Respectfully submitted,

Cindy S. F. Donovan,
Board Secretary