

**UPPER ST. CLAIR BOARD OF SCHOOL DIRECTORS
COMMITTEE OF THE WHOLE MEETING**



Customizing Learning,
Nurturing Potential...
Delivering Excellence

**MONDAY, AUGUST 1, 2016 - 7:00 P.M.
CENTRAL OFFICE BOARD ROOM**

6:15 PM - EXECUTIVE SESSION - NEGOTIATIONS & PERSONNEL MATTERS

Notice having been advertised and posted and members duly notified, a Committee of the Whole meeting of the Board of School Directors was held on August 1, 2016 in the Central Office Board Room.

School Board Members in attendance:

Mrs. Buffy Z. Hasco, President
Mrs. Angela B. Petersen, Vice President
Mrs. Amy L. Billerbeck
Mrs. Barbara L. Bolas
Mr. Phillip J. Elias
Mr. Patrick A. Hewitt
Mr. Harry F. Kunselman

School personnel in attendance:

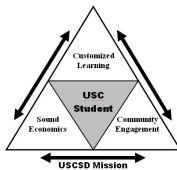
Dr. Patrick O'Toole, Superintendent of Schools
Dr. Sharon Suritsky, Assistant/Deputy Superintendent
Dr. John Rozzo, Assistant Superintendent
Ms. Frosina Cordisco, Director of Business & Finance
Dr. Judith Bulazo, Director of Curriculum & Professional Development
Mr. Raymond Berrott, Director of Technology
Mrs. Amy Pfender, Director of Student Support Services
Mrs. Mary Ann Stabile, Stenographer
Ms. Valerie Faeth, Solicitor

CALL TO ORDER/PLEDGE OF ALLEGIANCE (Petersen)

Mrs. Petersen called the meeting to order at approximately 7:00 p.m.

READING OF THE MISSION

Mrs. Hasco read the following School District Mission Statement:



Developing lifelong learners and responsible citizens for a global society is the mission of the Upper St. Clair School District, served by a responsive and innovative staff who in partnership with the community provides learning experiences that nurture the uniqueness of each child and promotes happiness and success.

SHARED BELIEF STATEMENT #9 FROM STRATEGIC PLAN

Mrs. Bolas read the following Shared Belief Statement #9 from the Strategic Plan:

We believe that:

children are our community's most valuable asset, and each child has intrinsic worth.

RESIDENTS' COMMENTS (REGARDING AGENDA ITEMS ONLY)

There were no residents' comments at this time.

APPROVAL OF AGENDA (Petersen)

Dr. O'Toole requested to add Agenda Item 7c - Act 93 Agreements to the agenda.

MOTION: By Kunselman: I move that the Board approve the agenda as revised. Seconded by Bolas, and carried on unanimous voice vote.

CAPITAL PROJECTS UPDATE (McLean)

REVIEW OF COMPLETED HIGH SCHOOL TURF PROJECT

Mr. McLean shared information regarding the completion of the High School Turf Replacement project. He stated that the installation went well and was completed on time. He noted that the drainage performed well during the recent large rain events. Mr. McLean shared photos of the project.

RECOMMENDATION REGARDING CHANGE ORDER RELATED TO PAVING PROJECTS

Mr. McLean shared information regarding the paving projects at the High School and Streams Elementary School, noting that the projects were completed on time. He shared information regarding change orders for a number of items totalling the amount of \$14,684.00 and also shared photos of the project.

SUPERINTENDENT'S REPORT (O'Toole)

REQUEST APPROVAL OF PERSONNEL LISTINGS

(Requires Board Vote at 8/1 Board Meeting - See Agenda Item #9)

Dr. O'Toole recommended that the Board approve Personnel Listings, pending receipt of all paperwork and required clearances, at a meeting to be convened this evening. He explained that the staff positions are needed for the beginning of the school year.

FIRST READING OF POLICY #6009 - HAZING

(Requires First Reading at 8/1 Board Meeting - See Agenda Item #9)

Dr. O'Toole presented a first reading of Policy #6009 - Hazing. He explained that legislation was passed in May that Districts must have an anti-hazing policy and that the District developed the proposed policy from one recommended by the Pennsylvania School Boards Association. Dr. O'Toole recommended that a first reading be presented this evening with a second reading and adoption at the August 15 Board meeting.

Board members offered comments and suggestions to revisions of the proposed policy. Dr. O'Toole stated that the suggested revisions would be included in the second reading to be presented at the August 15 Board meeting.

ACT 93 PLANS

Dr. O'Toole explained that he would be presenting Act 93 Plans to the Board for approval at the August 15 Board meeting.

BUSINESS & FINANCE (Cordisco)

REQUEST APPROVAL OF CHANGE ORDER RELATED TO PAVING PROJECT (Requires Board Vote at 8/1 Board Meeting - See Agenda Item #9)

Ms. Cordisco recommended that the Board approve Change Order No. 1 for the Paving Replacement Project in the amount of \$14,684.00 at a meeting to be convened this evening.

REQUEST APPROVAL OF CONTRACT WITH PRIMERO EDGE AS NUTRITION CENTER POS SYSTEM (Requires Board Vote at 8/1 Board Meeting - See Agenda Item #9)

Ms. Cordisco shared information regarding a contract with Primero Edge as the nutrition center POS System. She explained that the change is being recommended by the Pennsylvania Department of Education in order for the School District to have a fully integrated POS system. Ms. Cordisco stated that the investment is included in the food service budget, reviewed the costs and advantages of the system, and recommended that the Board approve the contract at a meeting to be convened this evening.

Dr. O'Toole added that the transition to the new POS system has many advantages and conveniences for the parents.

CONVENE BOARD MEETING

The Committee of the Whole meeting recessed at approximately 7:37 p.m. to convene a Board voting meeting.

The Committee of the Whole meeting reconvened at approximately 7:42 p.m.

SUPERINTENDENT'S REPORT

REQUEST APPROVAL OF RESOLUTIONS REGARDING STAFFING (Consent Agenda)

Dr. O'Toole stated that he will be requesting approval of resolutions regarding staffing at the August 15 Board meeting and possibly again at the September Board meeting. He explained that as staff members leave positions to take open staff positions, staff reductions may be occurring. Dr. O'Toole added that the administration continues to review staffing positions as the new school year gets closer.

The Committee will recommend approval, to be placed on the Consent Agenda.

REQUEST APPROVAL OF BUS STOPS FOR 2016-17 (Consent Agenda)

Dr. O'Toole recommended approval of the bus stops for the 2016-17 school year.

The Committee will recommend approval, to be placed on the Consent Agenda.

**REQUEST APPROVAL OF TWO VOTING DELEGATES AT PSBA CONFERENCE
(Consent Agenda)**

Dr. O'Toole asked for two Board members to volunteer to be voting delegates at the PSBA Conference on Saturday, October 15 in Hershey, PA. Mrs. Bolas, Mr. Kunselman, and Mrs. Billerbeck volunteered. Dr. O'Toole asked Mrs. Bolas, Mr. Kunselman and Mrs. Billerbeck to decide among themselves which two would be appointed at the August 15 Board meeting as voting delegates.

ADMINISTRATORS' REPORTS

UPDATE REGARDING TECHNOLOGY INFRASTRUCTURE INVESTMENTS (Berrott)

Mr. Berrott provided an update regarding the technology infrastructure investments for the 2016-17 school year, including the regional wide area network, cable and wireless access points, network core switch, laptops for elementary teachers, and iPads for incoming fifth graders. He explained that he would know sometime in the fall the decision regarding funding approvals for eRate.

**REQUEST APPROVAL OF CONTRACTS FOR SPECIAL EDUCATION SERVICES
(Pfender) (Consent Agenda)**

Mrs. Pfender requested approval of the following contracts for special education services:

- **WESTERN PSYCHIATRIC INSTITUTE AND CLINIC SERVICE AGREEMENT FOR STAFF TRAINING (CRISIS INTERVENTION TRAIN THE TRAINER)**

Service Agreement for staff training (crisis intervention train the trainer) in the amount of \$3,300 per onsite training for six staff members; and,

- **MAXIM NURSING FOR NURSING SERVICES FOR SIX STUDENTS**

Nursing services for six students at the rate per hour of \$33.00/LPN or \$38.00/RN; and,

- **eKIDZ NURSING FOR SERVICES FOR ONE STUDENT**

Nursing services for one student at the rate of \$42.00/hour; and,

- **THE WATSON INSTITUTE BEHAVIOR SUPPORT ACADEMY AND EDUCATION CENTER FOR FOUR STUDENT PLACEMENTS**

Tuition for four student placements in the amount of \$44,680 per student; and,

- **GOODWILL (PROJECT SEARCH) FOR VOCATIONAL SERVICES FOR ONE STUDENT**

Vocational services for one student in the amount of \$14,850; and,

- **WESLEY SPECTRUM SERVICES FOR CREATIVE ARTS PROGRAMMING FOR ONE STUDENT**

Creative arts programming for one student at the rate of \$100/hour.

The Committee will recommend approval, to be placed on the Consent Agenda.

BUSINESS & FINANCE (Cordisco)

UPDATE REGARDING 2016-17 STATE BUDGET

Ms. Cordisco provided an update regarding the 2016-17 state budget, noting that revenue from the state is higher than originally estimated. Ms. Cordisco stated that reimbursements for PlanCon have not been made to date and reimbursement for social security has been postponed for two months.

Dr. O'Toole commented regarding importance of a fund balance when revenues are not received in a timely manner. He stated that the District would continue to work in advocacy efforts to receive money owed from the state and that there is still work to do with PSERS and mandate relief but they are going in the right direction.

REQUEST APPROVAL OF BILL LIST & CREDIT CARD FOR 2016-17 (*Consent Agenda*)

Ms. Cordisco requested approval of the bill list and credit card payment for the 2016-17 school year.

The Committee will recommend approval, to be placed on the Consent Agenda.

REQUEST APPROVAL OF BUDGET TRANSFERS, CREDIT CARD & BILL LIST FOR 2015-16 (*Consent Agenda*)

Ms. Cordisco requested approval of the budget transfers, credit card and bill list for the 2015-16 school year.

The Committee will recommend approval, to be placed on the Consent Agenda.

REQUEST APPROVAL OF WATERFRONT LEARNING SERVICES CONTRACT WITH ALLEGHENY INTERMEDIATE UNIT (*Consent Agenda*)

Ms. Cordisco requested approval of the Waterfront Learning Contract with the Allegheny Intermediate Unit for the 2016-17 school year. She noted that students enrolled in the courses reimburse the District for such courses, with the exception of homebound and special education students.

The Committee will recommend approval, to be placed on the Consent Agenda.

REQUEST APPROVAL TO DECLARE ITEMS SURPLUS (*Consent Agenda*)

In accordance with Policy #3006 - Sale of Surplus Furniture, Equipment and Other Tangible Personal Property, Ms. Cordisco requested that that the Board declare equipment surplus and that the administration be authorized to bid the sale of the items, donate the items, dispose of the items as appropriate or advertise via public Internet auction.

The Committee will recommend approval, to be placed on the Consent Agenda.

REQUEST APPROVAL OF AMENDMENT TO LEAVE MANAGEMENT SERVICES AGREEMENT WITH UPMC (*Consent Agenda*)

Ms. Cordisco requested that the Board approve the Amendment to Leave Management Services Agreement with UPMC Benefit Management Services, Inc. for the period of January 1, 2014 through June 30, 2017.

The Committee will recommend approval, to be placed on the Consent Agenda.

REQUEST APPROVAL OF ACCEPTANCE BY PDE OF PLAN CON PART K FOR 2016 REFINANCING OF 2011 SERIES B BONDS

Ms. Cordisco requested that the Board accept the approval by the Pennsylvania Department of Education of PlanCon Part K: Project Refinancing for 2016 Refinancing of 2011 Series B Bonds.

The Committee will recommend approval, to be placed on the Consent Agenda.

**REQUEST APPROVAL OF ENERGY SAVINGS CONTRACT WITH ARAMARK
(Consent Agenda)**

Ms. Cordisco shared information and key highlights regarding the energy savings opportunity proposed for the District from Aramark, noting that the original proposal was presented to the Board in March. She recommended that the Board approve an addendum to the existing contract with Aramark that increases the Aramark fee by no more than \$143,000 in the first year, and escalated thereafter in accordance with the September 2016 amendment, and in exchange, guarantee that the District realize annual energy savings of at least the incremental annual Aramark fee over the five-year term of the addendum, contingent on documentation acceptable to the Superintendent and Solicitor.

Mr. Kunselman offered suggestions of adding verbiage to the contract addendum related to a mechanism of the District receiving a reimbursement for any payment overage, including during the final year of the contract.

MATTERS OF INFORMATION - SUPERINTENDENT & ADMINISTRATION

BOYCE INNOVATION HUB AND HIGH SCHOOL COMMONS

Dr. O’Toole announced that an Innovation Hub modeled after the High School is being designed at Boyce Middle School as part of a new STEAM design course with the assistance of grant money from Steelcase Education. In addition, the High School Commons, which is a unique feature of the school, is being redesigned.

INNOVATIVE CLASSROOM GRANT FOR STREAMS ELEMENTARY

Dr. O’Toole stated that the District received a \$1,000 grant for STEM activities at Streams Elementary School through the work of a parent and PPG Foundation.

BACK TO SCHOOL ONLINE REGISTRATION BEGINS - AUGUST 5

Dr. O’Toole explained that the Back to School Online registration process is being streamlined following suggestions from the PTA. He acknowledged the leadership of Mr. Ray Berrott, Director of Technology and Mrs. Tina Vojtko, Communications Specialist in streamlining the process, with additional support from Mrs. Stabile. Dr. O’Toole stated that he would have additional information regarding the start of the 2016-17 school year to report at the August 15 Board meeting.

INTRODUCTION OF HIGH SCHOOL ADMINISTRATIVE INTERN

Dr. Tim Wagner, High School Associate Principal for Program Planning and Innovation, introduced Molly Humphreys who is serving as an administrative intern at the High School one day a week throughout the fall semester while working on her principal certification.

ADJOURNMENT

It was moved, seconded, and carried on unanimous voice vote that the meeting adjourn at approximately 8:21 p.m.

EXECUTIVE SESSION - PERSONNEL MATTERS

Dr. O'Toole requested that the Board remain to meet in executive session following the meeting to discuss personnel matters.

Respectfully submitted,

Mary Ann L. Stabile
School Board Stenographer