

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



Customizing Learning,
Nurturing Potential...
Delivering Excellence

**MONDAY, OCTOBER 10, 2016 - 7:00 P.M.
CENTRAL OFFICE BOARD ROOM**

6:30 P.M. - EXECUTIVE SESSION - PERSONNEL AND STUDENT 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 October 10, 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
Mr. Louis P. Mafrice, Jr.

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 7:04 p.m.

READING OF THE MISSION

Mrs. Bolas 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 #13 FROM STRATEGIC PLAN

Mr. Kunselman read the following Shared Belief Statement #13 from the Strategic Plan:

We believe that:

a wide variety of extra-curricular activities develops a sense of leadership and teamwork in students.

RESIDENTS' COMMENTS (REGARDING AGENDA ITEMS ONLY)

There were no residents' comments at this time.

APPROVAL OF AGENDA (Petersen)

MOTION: By Elias: I move that the Board approve the agenda as presented. Seconded by Mafrice, and carried on unanimous voice vote.

REPORT FROM STUDENT BOARD REPRESENTATIVES (Allie Ryave and Joshua Meyer)

Allie Ryave and Joshua Meyer, Student Board Representatives, reported on various activities at the High School.

- **PRESENTATION REGARDING "MINI-THON" EVENT AT HIGH SCHOOL (Allie Ryave)**

Allie Ryave and two high school students shared information regarding a "mini-thon" fundraising event that they are coordinating at the High School to help the fight against childhood cancer.

PRESENTATION REGARDING ELEMENTARY STEAM SUMMER PROGRAM (Bulazo/Dillie)

Pam Dillie, Elementary Science Curriculum Leader and Baker Elementary School teacher, Lauren Bogus and Megan McGrath, Streams Elementary School teachers, and two elementary students shared information regarding the Elementary STEAM Summer Program, STEAM Team Investigates Kennywood Park.

Board members commented regarding the outstanding summer program offered to the students.

Dr. Bulazo congratulated the teachers and staff members for organizing and conducting the Elementary STEAM Summer Program.

PRESENTATION OF ANNUAL AUDIT FOR YEAR ENDING JUNE 30, 2016 (Amy Lewis, Maher Duessel)

Ms. Amy Lewis of Maher Duessel presented information regarding the annual audit for the year ending June 30, 2016. She noted that there were no findings in the audit and commended Ms. Cordisco and her team.

Ms. Cordisco thanked Ms. Lewis and her team for their professionalism while conducting the audit. She also thanked staff members for completing their job responsibilities to ensure that there were no findings in the audit.

Dr. O'Toole thanked Ms. Cordisco for her leadership in the areas of business and finance for the school district.

Ms. Lewis responded to questions and comments of Board members.

CONVENE BOARD MEETING (Hasco)

The Committee of the Whole meeting recessed at approximately 7:45 pm to conduct a voting Board meeting for the following agenda items:

REQUEST APPROVAL OF PROPOSAL FROM MC LEAN ARCHITECTS FOR PRELIMINARY ARCHITECTURAL SERVICES FOR CAPITAL IMPROVEMENTS PROJECTS (O'Toole)

REQUEST APPROVAL OF OCTOBER 10 PERSONNEL LISTINGS (O'Toole)

REQUEST APPROVAL OF SPECIAL EDUCATION SETTLEMENT AGREEMENT (Pfender)

The Committee of the Whole meeting reconvened at approximately 7:58 p.m.

SUPERINTENDENT'S REPORT (O'Toole)

REQUEST APPROVAL OF OCTOBER 24 PERSONNEL LISTINGS

Dr. O'Toole requested approval of the October 24 Personnel Listings.

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

ADMINISTRATOR'S REPORT

REQUEST APPROVAL OF ACT 48 TRACKING SOFTWARE CONTRACT (Berrott/Bulazo)

Mr. Berrott and Dr. Bulazo requested approval of an agreement with EduLink Inc. for Act 48 Credit Keeper, a web-based software used to track and manage Act 48 hours for the school district's teachers and administrators.

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

REQUEST APPROVAL OF CONTRACTS FOR SPECIAL EDUCATION SERVICES (Pfender)

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

- Site-Based Service Agreement with Wesley Spectrum to include individual behavior support for one student.
- Tuition Agreement with The Children's Institute for two students.

BUSINESS & FINANCE (Cordisco)

REQUEST APPROVAL TO ACCEPT ANNUAL AUDIT FOR YEAR ENDED JUNE 30, 2016

Ms. Cordisco requested that the Board accept the Annual Audit for the year ended June 30, 2016 prepared by Maher Duessel.

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

REVIEW OF FINANCIAL & CASH FLOW STATEMENTS, CAPITAL EXPENDITURES, BUDGET TRANSFERS & BILL LIST

Ms. Cordisco reviewed the financial statements and requested approval of the bill list.

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

REQUEST APPROVAL TO DECLARE ITEMS SURPLUS

In accordance with Policy #3006 - Sale of Surplus Furniture, Equipment and Other Tangible Personal Property, Ms. Cordisco requested 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.

MATTERS OF INFORMATION - SUPERINTENDENT & ADMINISTRATION

CAPITAL PROJECTS REVIEW AD HOC COMMITTEE

Dr. O'Toole stated that a follow-up meeting of the Capital Projects Review Ad Hoc Committee would be held in the near future to discuss plans for community input. He noted that Ms. Gorgonio and Ms. Vojtko were working on plans for a community forum to occur during the month of November.

**PSBA CONFERENCE PRESENTATION AND PARTICIPATION - OCTOBER 13
PRESENTATION - TOP 10 COMPONENTS OF SUSTAINING HIGH LEVELS OF
STUDENT ACHIEVEMENT**

Dr. O'Toole reported that school district representatives would be presenting a session at the PSBA Conference entitled the Top 10 Components of Sustaining High Levels of Student Achievement.

PARTICIPATION - SMART DESK IN EDUCATION EXCELLENCE FAIR

Dr. O'Toole stated that school district representatives and three high school students would be participating in the Education Excellence Fair at the PSBA Conference regarding the Smart Desk at the High School.

**PENN STATE ALUMNI SOCIETY LEADERSHIP & SERVICE AWARD PRESENTED
TO DR. JOHN ROZZO - OCTOBER 14**

Dr. O'Toole stated that Dr. John Rozzo would be receiving the Penn State Alumni Society Leadership & Service Award at a dinner at Penn State on Saturday, October 14.

BOARD BREAKFAST WORKSHOP - OCTOBER 20 (BOYCE INNOVATION HUB)

Dr. O'Toole stated that a Board Breakfast Workshop would be held on Thursday, October 20 at 7:30 am at Boyce Middle School regarding the Boyce Innovation Hub.

CHAPTER 339 GUIDANCE PLAN AND SERVICES PRESENTATION - OCTOBER 24

Dr. O'Toole stated information regarding the Chapter 339 Guidance Plan and Services would be presented at the October 24 Board meeting.

**PARENT TEACHER COUNCIL SUPERINTENDENT OPEN MIKE - NOVEMBER 9
(BOYCE THEATRE @ 7 PM)**

Dr. O'Toole announced that the Parent Teacher Council would be hosting a Superintendent Open Mike at Boyce Middle School in the Theatre on Wednesday, November 9 at 7:00 p.m.

**5TH ANNUAL VETERANS DAY OBSERVANCE @ USC VETERANS PARK
- NOVEMBER 11**

Dr. O'Toole announced that the 5th Annual Veterans Day Observance would be held at the USC Veterans Park on Friday, November 11 at 9:30 a.m.

HIGH SCHOOL MUSIC DEPARTMENT TRIP (Suritsky)

Dr. Suritsky shared information regarding the High School Music Department Trip to Norfolk, Virginia in April 2017.

HIGH SCHOOL GERMAN AND INTERNATIONAL STUDIES STUDENT TRIP (Suritsky)

Dr. Suritsky shared information regarding a German Club and International Studies student trip to New York City in January 2017.

ADJOURNMENT

It was moved, seconded, and carried on unanimous voice vote that the meeting adjourn at approximately 8:22 p.m.

Respectfully submitted,

Mary Ann L. Stabile
School Board Stenographer