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Nurturing Potential...
Delivering Excellence

**UPPER ST. CLAIR BOARD OF SCHOOL DIRECTORS
REGULAR BOARD MEETING**

**MONDAY, NOVEMBER 28, 2016 - 7:00 P.M.
CENTRAL OFFICE BOARD ROOM**

6:15 PM - EXECUTIVE SESSION - REAL ESTATE & NEGOTIATIONS MATTERS

Notice having been advertised and posted and members duly notified, the regular meeting of the Board of School Directors was held on November 28, 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 (via speaker phone)
Mr. Frank J. Kerber
Mr. Louis P. Mafrice, Jr.

School personnel in attendance:

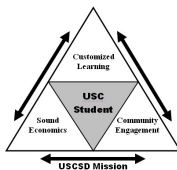
Dr. Patrick O'Toole, Superintendent of Schools
Dr. Sharon Suritsky, Assistant/Deputy Superintendent
Dr. John Rozzo, Assistant Superintendent
Ms. Frosina Cordisco, Director of Business & Finance
Dr. Judith Bulazo, Director of Curriculum & Professional Development
Mr. Raymond Berrott, Director of Technology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

CALL TO ORDER/PLEDGE OF ALLEGIANCE (Hasco)

Mrs. Hasco called the meeting to order at approximately 7:00 pm.

READING OF THE MISSION

Mr. Elias 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 #16 FROM STRATEGIC PLAN

Mrs. Bolas read the following Shared Belief Statement #16 from the Strategic Plan:

We believe that:

because students learn at different rates and in different ways, it is essential to recognize each student’s needs and interests when creating opportunities for continuous progress.

RESIDENTS’ COMMENTS (REGARDING AGENDA ITEMS ONLY)

There were no residents’ comments at this time.

APPROVAL OF AGENDA (Hasco)

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

INTRODUCTION OF SCOTT BURCHILL, DIRECTOR OF BUSINESS & FINANCE EFFECTIVE JANUARY 3, 2017

Dr. O’Toole introduced Mr. Scott Burchill, who was recently appointed as the Director of Business & Finance effective January 3, 2017 following the retirement of Ms. Frosina Cordisco.

Mr. Burchill introduced his wife Kimberly and daughters Myla and Madalyn who attend Streams Elementary School. He also introduced additional family members who were in the audience. Mr. Burchill stated that he appreciated the opportunity to be hired as the Director of Business & Finance and was looking forward to working with the school district and its financial challenges.

Dr. O’Toole noted that Ms. Cordisco and Mr. Burchill would be meeting in December to assure a smooth transition.

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.

RECOGNITION OF SERVICE

GENEVIEVE GRATCHICK, BUS DRIVER

Dr. O’Toole and the Board recognized Genevieve Gratchick who retired in November after serving 25 years of dedicated service to the school district as a bus driver.

APPROVAL OF MINUTES

MOTION: By Petersen: I move that the Board approve the minutes of the October 24, 2016 Board meeting. Seconded by Mafrice, and carried on unanimous voice vote.

MOTION: By Petersen: I move that the Board approve the minutes of the November 14, 2016 Board meeting. Seconded by Mafrice, and carried on unanimous voice vote. (Mr. Kerber abstained)

PSSA/KEYSTONE EXAM RESULTS PRESENTATION (Rozzo)

Dr. Rozzo stated that a presentation of the PSSA and Keystone Exam results would be presented by level, including an overview of the student standardized test data, how the state uses the data to measure school effectiveness, and share ongoing district responses to the data. He reviewed the School Performance Profile (SPP) rating tool developed by the Pennsylvania Department of Education, the test levels for each of the subject areas, and the complications of how SPP scores are calculated.

Presentations were given by level and building regarding the achievement data, SPP score and areas of focus (elementary – Mr. Mark Miller, middle schools – Dr. Judy Bulazo, and high school – Dr. Tim Wagner).

Mr. Brad Wilson shared a conclusion that overall the district's standardized test performance is positive with a few growth areas that are being monitored. He explained that the goal of the district is included in its mission statement to develop lifelong learners and responsible citizens for a global society and provide learning experiences that nurture the uniqueness of each child and promote happiness and success.

Dr. O'Toole thanked the presenters and commended the leadership team for their efforts in analyzing the data. He stated that the data continues to get stronger as the students progress from the elementary through the middle school and high school years. Dr. O'Toole noted that the end product is reflected in the excellent SPP score for the high school.

Dr. O'Toole and the presenters responded to questions and comments of Board members.

SUPERINTENDENT'S REPORT

APPROVAL OF COMMENDATIONS & RECOGNITIONS - ATTACHED

Dr. Suritsky read the Commendations & Recognitions.

MOTION: By Mafrice: I move that the Board approve the Commendations & Recognitions AS ATTACHED. Seconded by Kerber, and carried on unanimous voice vote.

RATIFICATION OF APPOINTMENT OF SCHOOL BOARD SECRETARY

MOTION: By Billerbeck: I move that the Board ratify the re-election of Frosina Cordisco as the Secretary of the School District for the term effective July 1, 2015 through January 2, 2017, provided that before entering upon the duties of such office for said term, she shall furnish, at the expense of the School District, a bond in favor of the School District in the amount of \$25,000 conditioned upon the faithful performance of her duties as Board Secretary, in substantially the same form that was furnished to the School District Previously. Seconded by Bolas, and carried on unanimous roll call vote.

APPOINTMENT OF SCHOOL BOARD SECRETARY

MOTION: By Elias: I move that the Board elect Scott Burchill as the Secretary of the School District for a four year term effective January 3, 2017 through December 31, 2020, provided that before entering upon the duties of such office for said term, he shall furnish, at the expense of the School District, a bond in favor of the School District in the amount of \$25,000 conditioned upon the faithful performance of his duties as Board Secretary, in substantially the same form that was furnished to the School District by the previous Board Secretary. Seconded by Petersen, and carried on unanimous roll all vote.

APPROVAL OF CONSENT AGENDA

MOTION: By Bolas: The Committee recommends and I move that the Board approve the following Consent Agenda items. Seconded by Kerber, and carried on unanimous roll call vote.

a. APPROVAL OF PERSONNEL LISTINGS - ATTACHED

Approve the Personnel Listings, pending receipt of all paperwork and required clearances, AS ATTACHED.

b. APPROVAL OF CHAPTER 339 GUIDANCE PLAN AND SERVICES (Pfender)

Approve the Chapter 339 Career Education and Work Plan of the Upper St. Clair School District Comprehensive K-12 Counseling Program AS ATTACHED TO THE PERMANENT RECORD OF THE MINUTES OF THIS MEETING.

c. APPROVAL OF STUDENT SUPPORT SERVICES CONTRACTS (Pfender)

Approve the following contracts for student support services, contingent upon documentation acceptable to the Superintendent and Solicitor, AS ATTACHED TO THE PERMANENT RECORD OF THE MINUTES OF THIS MEETING.

- Independent Contractor Agreement for Psychological Services with Jessica Crislip effective November 22, 2016
- Independent Consulting Arrangement for special education programs and services with Dr. Mary Margaret Kerr effective immediately
- PowerSchool Group LLC (successor to Maximus K-12/TieNet) educational management system for Student Support Services Department at the cost of \$6,466.80 for one year

**d. APPROVAL OF TREASURER'S REPORT (11-14-16)
INCLUDING SUPPLEMENTAL REPORT (11-28-16)**

Approve the Treasurer's Report AS ATTACHED TO THE PERMANENT RECORD OF THE MINUTES OF THIS MEETING, including approved total of Bill List and Check File Listing as follows:

Fund 10 (General Fund) - \$1,658,246.19
Fund 31 (Capital Reserve Fund) - \$25,861.85

**e. APPROVAL TO RECOGNIZE BOOSTER ORGANIZATIONS AND CLUB
SPORTS CONTINGENT UPON COMPLIANCE WITH BOARD POLICIES**

Recognize the list of booster groups and sports clubs for the 2016-17 school year AS ATTACHED TO THE PERMANENT RECORD OF THE MINUTES OF THIS MEETING contingent upon compliance with Board policies and regulations. Non-compliance with Board policies and regulations may result in removal from such approved list. In addition, the Athletic Director is approved to serve as the District liaison.

f. APPROVAL OF ITEMS TO DECLARE SURPLUS

In accordance with Policy #3006 - Sale of Surplus Furniture, Equipment and Other Tangible Personal Property, that the Board declare equipment surplus AS ATTACHED TO THE PERMANENT RECORD OF THE MINUTES OF THIS MEETING 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.

COMMITTEE REPORTS

Mr. Mafrice reported that he attended the SHASDA Meeting on November 17 with Dr. Suritsky. Guest speakers presented information regarding legal updates and the impact on public schools.

Dr. O'Toole reported that the Capital Projects Review Ad Hoc Committee met prior to the Board meeting. He stated that he would be finalizing additional information, along with Mr. McLean, Mr. Bova, and Ms. Cordisco, that will be shared with the Board prior to the presentation at the community forum on November 29. He explained that there would be a designated seating area for school board members and asked if board members could advise him if they were unable to attend the community forum.

ANNOUNCEMENT REGARDING EXECUTIVE SESSION

Mrs. Hasco announced that executive sessions were held on the following dates:

November 14, 2016 – Personnel & Negotiations Matters
November 28, 2016 – Real Estate & Negotiations Matters

MATTERS OF INFORMATION - SUPERINTENDENT & ADMINISTRATION

**CAPITAL PROJECTS COMMUNITY INPUT FORUM @ HIGH SCHOOL LGI ROOM
- NOVEMBER 29**

Dr. O'Toole reminded the community that the Capital Projects Community Input Forum would be held at the High School LGI Room on November 29 at 7:00 pm.

DECEMBER MEETING SCHEDULE

Dr. O'Toole announced the December meeting schedule as follows:

December 5 – Board Reorganization Meeting
December 12 – Regular Board Meeting

Dr. O'Toole stated that the Committee of the Whole structure has been working well and that he recommended that the Board continue with that structure rather than having separate committees for education, business/finance, etc.

BOARD GOALS WORKSHOP – JANUARY

Dr. O'Toole stated that a Board Goals Workshop would be held in January and suggested the date of Monday, January 16.

ADJOURNMENT

It was moved, seconded, and carried on unanimous voice vote that the meeting adjourn at approximately 8:26 pm.

EXECUTIVE SESSION - NEGOTIATIONS MATTERS

The Board adjourned into executive session to discuss negotiations matters.

Buffy Z. Hasco, President
BOARD OF SCHOOL DIRECTORS

Frosina C. Cordisco, Secretary
BOARD OF SCHOOL DIRECTORS

Submitted by: Mary Ann L. Stabile
School Board Stenographer

Commendations and Recognitions November, 2016

High School

Upper St. Clair High School freshman Marlo Schiffman finished second in the WPIAL Class AAA tennis singles on Oct. 14, 2016 and has advanced to the PIAA tournament Nov. 4-5 in Hershey.

Marlo was the first Upper St. Clair freshman to compete in the WPIAL finals. Entering sections, she was the No. 1 seed with a record of 13 – 1. She is currently ranked No. 22 out of 228 for Middle States Girls 18s and is the highest ranking freshman.

In February 2016, Marlo was recognized with the 2015 Sportsmanship Award for Girls' 14s age division from the United States Tennis Association Middle States section. She was selected from among 300 players.

Congratulations to Mr. Glenn Wayland and the following students who auditioned for and were selected to the PMEA District 1 Honors Jazz Band. The concert will be Saturday, December 10 at Moon High School.

Dan Geffrey (Baritone Saxophone)

Robbie Halpner (Piano)

Justin Pacella (Bass Trombone)

Savannah Shaw, high school junior and cross country athlete, was voted to the 2016 PTFCA All-State 2nd Team for this Fall's Cross Country season.

Savannah is the first USC Cross Country athlete to ever earn this distinction.

Congratulations are extended to Ms. Lorraine Milovac and the USC Students who auditioned for and earned places in PMEA District 1 Chorus.

Josiah Ackerman

Chase Banton

Maggie Connors

Mackenzie Damon

Carly DeCock

Jonah Glunt
Connor Halloran
Christian Jones
Wyatt Keating
Annabel McQuillan
Zoe Rankin
Andrew Rauber
Logan Reynolds
Eva Schenker
Jack Smith
Rebecca Speer

Boyce

Twelve Boyce students participated in the county wide 5th-6th Calcu-Solve Competition November 15. Sponsored by the II-VI Foundation, this competition invites 5th and 6th graders throughout Allegheny County's public and private schools, to compete.

The highest team score achieved in the competition was 112, earned by the Boyce team of Alex Todd, Carter McClintock-Comeaux, Alex Sun and Keshav Narasimhan and placed first overall.

The third place team was also from Boyce, composed of Evan Sarkett, Ben Wasson, Quinton Miller and Phillip Markovitz with an overall score of 98 points.

Individually, Boyce's Alex Todd had a perfect score of 35 and tied with one other student from another district for first place overall. Second place was a tie between Evan Sarkett and Ben Wasson and third place overall was Alex Sun.

Congratulations are extended to Andrea Perry, teacher aide at Boyce, on the recent publication of her poem titled "The Seventeen Fitz Sisters". Andrea's poem is part of a compilation of short bedtime poems selected for the book *One Minute till Bedtime*.

PERSONNEL LISTINGS
DATE: November 28, 2016
Board Meeting

Professional Staff – TPE to PE Change of Status

Name	From	To	Effective
Boyd, Nicole	Temporary Professional Employee	Professional Employee	11-21-16

Professional Staff – Leave of Absence

Name	Location	Assignment	Type of Leave	Leave Dates
Boltz, Kaitlin	Boyce	Elementary Teacher	Personal Leave	Anticipated leave dates 1-25-17 through 5-19-17
Chahine, Jourdan	Baker	Elementary Teacher	Personal Leave	Anticipated leave dates 1-9-17 through 5-30-17
Haas, Amanda	High School	Mathematics Teacher	Personal Leave	Anticipated leave dates 2-20-17 through 5-30-17
Kopaz, Lynn	High School	Spanish Teacher	Personal Leave	Return to work 10-31-16
McCullough, Gary	Boyce	Elementary Teacher	Military Leave	10-27-16 and 10-28-16
Meston, Kara	Streams	Elementary Teacher	Personal Leave	Anticipated leave dates 12-20-16 through 4-26-17

Classified Staff – Elections

Name	Location	Assignment	Effective	Salary
Ames, Melissa	Boyce	Part Time Nutrition Center Worker	11-29-16	\$11.39/hour
Green, Stephanie	Bus Garage	Part Time Custodian	12-1-16	\$12.92/hour
Marcovitz, Jodi	Baker	Teacher Aide	12-21-16	\$25,970 (pro-rated)
McKeever, Rebecca	Baker	Teacher Aide	12-21-16	\$25,970 (pro-rated)
Merchant, Lisa	Baker	Teacher Aide	12-20-16	\$18,032 (pro-rated)
Zigmond, Kelly	High School	Custodian	12-1-16	\$27,914 (pro-rated)

Classified Staff – Leave of Absence

Name	Location	Assignment	Type of Leave	Leave Dates
Howard, Charleen	High School	Teacher Aide	Personal Leave	Return to Work 11-16-16
King, Carole	Eisenhower	Teacher Aide	Personal Leave	Return to Work 11-1-16
Todaro, Cheryl	High School	Secretary	Personal Leave	Beginning 11-9-16
Townsend, James	High School	Custodian	Personal Leave	Beginning 11-12-16

Classified Staff – Resignation

Name	Location	Assignment	Notification Date	Last Date Worked
Pawling, John	High School	Part Time Custodian	11-16-16	12-15-16

Other Staff – Elections

Name	Location	Assignment	Effective	Salary
Snee, Edward	Bus Garage	Bus Driver	12-1-16	\$19.85/hour
Wengryn, Karen	Central Office	Confidential Administrative Assistant	12-12-16	\$40,000 (pro-rated)

Other Staff – Leave of Absence

Name	Location	Assignment	Type of Leave	Leave Dates
Dawson, Kristie	High School	Confidential Administrative Assistant	Personal Leave	Beginning 11-10-16
Faccenda, Donna	Central Office	Confidential Administrative Assistant	Personal Leave	11-4-16 through 11-18-16
Parkinson, Jennifer	Central Office	Payroll Coordinator	Personal Leave	9-30-16 through 10-10-16

Other Staff – Retirement

Name	Location	Assignment	Notification Date	Last Date Worked
Colbert, Richard	Bus Garage	Bus Driver	11-16-16	12-22-16

District Substitute List – Additions

Professional:

Name	Type of Substitute	Effective
Boyer, Scott	Music PK-12	10-27-16
Cable, Michelle	Grades PK-4	11-09-16
Calgaro, Louis	Spanish K-12/Guidance and Counseling	11-14-16
Ciarrocchi, Jillian	Elementary PK-4	10-31-16
English, Alicia	Grades PK-4	11-29-16
Monk, Edward	Communications 7-12/Social Studies 7-12	11-29-16
Norman, Lynsey	Grades PK-4/Special Education PK-8	11-22-16
Steiner, Dinelle	Elementary K-6, ESL, K-12, English 7-12	11-10-16
Sudik, Angela	Grades 4-8 (All Subjects 4-6, Mathematics 7-8)	10-24-16
Vukela, Brian	Grades PK-4	11-29-16

Classified:

Name	Type of Substitute	Effective
Mammana, Alissa	Aide/Secretary/Attendant	11-14-16

Other:

Name	Type of Substitute	Effective
Colbert, Richard	Bus Driver	3-24-17

District Substitute List – Deletions

Professional:

Name	Type of Substitute	Effective
Lynch, Lynn	Elementary	11-17-16

Classified:

Name	Type of Substitute	Effective
Merchant, Lisa	Aide/Secretary/Attendant	12-19-16
Zigmond, Kelly	Custodian	11-30-16

Other:

Name	Type of Substitute	Effective
Snee, Edward	Bus Driver	11-30-16

Extra-Curricular Activities – New Appointments (2016-2017 School Year)

Name	Position	Salary
Cambareri, Joe	MS Wrestling Assistant Coach	\$1,500

Cosgrove, Matthew	HS Indoor Track Assistant Coach	\$1,500
Dudley, Matt	MS Girls Head Basketball Coach	\$2,000
Fontana, John	HS Assistant Girls Basketball Coach	\$3,600
Jackson, Terry	FRIENDS EVENT LEADER	\$ 422
Hunsberger, Thomas	Director, Fall Play	\$1,500
Smith, Adam	MS Wrestling Head Coach	\$3,500
Zebo, Jack	Interact Club Sponsor	\$ 968

Extra-Curricular Activities – Re-Appointments (2016-2017 School Year)

Name	Position	Salary
Bennett, Bryan	HS Boys Assistant Basketball Coach	\$4,700
Cain, Lisa	MS Girls Head Basketball Coach	\$2,000
Del Re, Garrett	HS Boys Assistant Basketball Coach	\$4,000
Froelich, Keith	HS Boys Assistant Basketball Coach	\$4,000
Gremba, Justin	MS Girls Head Basketball Coach	\$2,000
Halliwell, Andrew	HS Assistant Swim Coach	\$1,500
Kaylor, Kyra	HS Girls Assistant Basketball Coach	\$4,200
Ogden, Christopher	HS Assistant Swim Coach	\$3,000
Palombine, Stephen	HS Assistant Swim Coach	\$ 600
Powell, Jason	HS Rifle Co-ed Coach	\$4,500
Riesmeyer, Paul	HS Assistant Swim Coach	\$1,000
Rooney, Cynthia	MS Girls Basketball Coach	\$2,000
Schraven, David	HS Swimming Head Coach	\$5,000
Serio, Peter	HS Girls Head Basketball Coach	\$8,200
Wagner, Gregory	HS Girls Assistant Basketball Coach	\$3,300

Extra-Curricular Activities – Deletions

Name	Position	Last Date Worked
Boyd, Nicole	Interact Club Sponsor	6-8-16
Jackson, Terry	HS Indoor Track Assistant Coach	2-27-16
Lehman, Denise	FRIENDS EVENT LEADER	6-8-16
Palmer, Jace	MS Girls Head Basketball Coach	3-15-15
Schmidt, Maura	FRIENDS EVENT LEADER	6-8-16

Extra-Curricular Activities – Volunteers

Name	Position	Salary
Dietrich, Thomas	HS Rifle Co-Ed Coach	\$0.00
Petrick, Jonathan	HS Indoor Track Coach	\$0.00
Thomas, Jim	HS Indoor Track Coach	\$0.00