

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

**MONDAY, SEPTEMBER 11, 2017 - 7:00 P.M.
CENTRAL OFFICE BOARD ROOM**



Customizing Learning,
Nurturing Potential...
Delivering Excellence

**6:30 PM - EXECUTIVE SESSION - PERSONNEL, REAL ESTATE,
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 September 11, 2017 in the Central Office Board Room.

School Board Members in attendance:

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

School personnel in attendance:

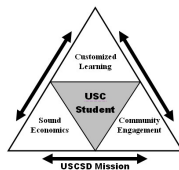
Dr. Patrick O'Toole, Superintendent of Schools
Dr. Sharon Suritsky, Deputy/Assistant Superintendent
Mr. Scott P. Burchill, Director of Business & Finance
Dr. Judith Bulazo, Director of Curriculum & Professional Development
Mr. Raymond Berrott, Director of Technology
Mrs. Amy Pfender, Director of Student Support Services
Mr. Brad Wilson, Supervisor of Customized & On-Line Learning
Mrs. Mary Ann Stabile, Stenographer
Ms. Val Faeth, Solicitor

CALL TO ORDER/PLEDGE OF ALLEGIANCE (Billerbeck)

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

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 #10 FROM STRATEGIC PLAN

Mr. Kunselman read the following Shared Belief Statement #10 from the Strategic Plan:

We believe that:

education is most effective when decision-making is focused on the best interests of the student.

RESIDENTS' COMMENTS (REGARDING AGENDA ITEMS ONLY)

There were no residents' comments at this time.

REPORT FROM STUDENT BOARD REPRESENTATIVES (Joshua Meyer and Rebecca Speer)

Board members welcomed Rebecca Speer as a new student board representative and also welcomed Joshua Meyer back for his second year in that role.

Joshua and Rebecca reported on various activities at the high school.

APPROVAL OF AGENDA (Billerbeck)

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

CONVENE BOARD MEETING (Petersen)

The Committee of the Whole meeting recessed at approximately 7:05 p.m. to convene a voting meeting for the following item:

APPROVAL OF PERSONNEL LISTINGS

The Committee of the Whole meeting reconvened at approximately 7:07 p.m.

SUPERINTENDENT'S REPORT (O'Toole)

REQUEST APPROVAL OF PERSONNEL LISTINGS

Dr. O'Toole requested approval of the Personnel Listings, pending receipt of all paperwork and required clearances.

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

REQUEST APPROVAL OF RECOGNITION OF GIFTS TO SCHOOLS, GRANTS, AWARDS AND SCHOLARSHIPS FOR 2016-17

Dr. O'Toole stated that a listing is being compiled of the gifts to schools, grants, awards and scholarships for 2016-17 so that the Board could accept those gifts at the September 25 meeting.

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

REQUEST APPROVAL OF SCHOOL BOARD CASTING OF VOTES FOR PSBA OFFICER ELECTIONS

Dr. O'Toole asked Board members to review the resumes of the individuals running for PSBA officer elections. He stated that he would be conferring with Mrs. Bolas and would have recommendations for the Board meeting.

FIRST READING OF POLICY #3030 - TRANSPORTATION - VIDEO-AUDIO MONITORING

Dr. O'Toole presented a first reading of Policy #3030 - Transportation - Video-Audio Monitoring, including his rationale for recommending the Policy. He noted that the law recently changed allowing the video/audio monitoring equipment in the new buses, however, the equipment would not be operating until the Policy is in place.

Mr. Kunselman offered suggestions for revisions to the proposed policy, including wording related to the delegation of responsibility and retention of recordings.

FIRST READING OF POLICY #3029 - SCHOOL BUILDING AND GROUNDS SECURITY MONITORING

Dr. O'Toole presented a first reading of Policy #3029 - School Building and Grounds Security Monitoring, including his rationale for recommending the Policy. He explained as they were developing the transportation video-audio monitoring policy, they decided to have an additional policy for the building and grounds video monitoring.

ADMINISTRATOR'S REPORT

REQUEST APPROVAL OF TITLE I NON-PUBLIC SCHOOL CONTRACT WITH ALLEGHENY INTERMEDIATE UNIT (Bulazo)

Dr. Bulazo stated that she would have information to present for approval at the September 25 meeting for the Title I Non-Public School Contract with the Allegheny Intermediate Unit.

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

REQUEST APPROVAL OF AGREEMENT FOR NO RED INK GRAMMAR PROGRAM (Berrott)

Mr. Berrott presented a Master Services Term Agreement with No Red Ink for the 2017-18 school year.

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

REQUEST APPROVAL OF RENEWAL OF CONTRACT WITH EVENTBRITE (Berrott)

Mr. Berrott presented the renewal of an agreement with the Eventbrite ticketing system for District events and activities, with ticketing fees of 3% for all credit card transactions and 2% + \$.99 for each online or pre-sale transaction, for a three-year term, with automatic yearly renewals after the initial term.

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

REQUEST APPROVAL OF REVISION TO AGREEMENT WITH SQUARE POS SYSTEM (Berrott)

Mr. Berrott requested authorization for the District to expand the use of the Square POS system for all transactions that do not require advanced event management capabilities.

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

REQUEST APPROVAL OF SPECIAL EDUCATION AND STUDENT SUPPORT SERVICES AGREEMENTS/CONTRACTS (Pfender)

Mrs. Pfender requested approval of the following tuition/expense agreements and contracts for the 2017-18 school year:

- **WESTERN PSYCHIATRIC INSTITUTE AND CLINIC (WPIC) OF UPMC FOR EDUCATIONAL PROGRAMING TO MEET STUDENT NEEDS**
- **THE WATSON INSTITUTE (EDUCATION CENTER AND BEHAVIOR SUPPORT ACADEMY) TUITION FOR FIVE STUDENT PLACEMENTS**
- **THE WATSON INSTITUTE (WISCA-SOCIAL CENTER FOR ACADEMIC ACHIEVEMENT) TUITION FOR ONE STUDENT**
- **THE CHILDREN’S INSTITUTE TUITION FOR ONE STUDENT PLACEMENT**
- **ICAN TALK CLINIC SPEECH AND LANGUAGE SERVICES FOR ONE STUDENT WITH STAFF TRAINING**
- **INDEPENDENT CONTRACTOR AGREEMENT FOR SCHOOL PSYCHOLOGICAL SERVICES WITH RENEE CATANZARO**
- **INDEPENDENT CONSULTING ARRANGEMENT FOR SPECIAL EDUCATION PROGRAMS AND SERVICES WITH DR. MARY MARGARET KERR**
- **POWERSCHOOL GROUP LLC EDUCATIONAL MANAGEMENT SYSTEM FOR STUDENT SUPPORT SERVICES DEPARTMENT**

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

BUSINESS & FINANCE (Burchill)

REVIEW OF FINANCIAL & CASH FLOW STATEMENTS FOR 2017-18

Mr. Burchill presented the financial and cash flow statements for the 2017-18 school year and recommended approval.

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

REQUEST APPROVAL OF AGREEMENT WITH ALLEGHENY INTERMEDIATE UNIT FOR PARTICIPATION IN PA-EDUCATOR.NET COMPUTERIZED RECRUITING SYSTEM

Mr. Burchill requested approval of the Contract of Service with the Allegheny Intermediate Unit for participation in the PA-Educator.net computerized recruiting system for the 2017-18 school year.

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

COMMITTEE REPORTS

CAPITAL PROJECTS REVIEW AD HOC COMMITTEE UPDATE (O'Toole)

Dr. O'Toole reported that the Capital Projects Review Ad Hoc Committee is working with the architects on the office and pool designs and a date to share more detailed designs to the school board and community. He stated that they are also reviewing the feasibility of including the Route 19 fencing, Boyce field parking lot, and stadium lighting in the project.

Dr. O'Toole explained that there have been meetings with the Township Planning Commission and shared the results of those meetings related to signage, variances, and building elevation. He noted that the target date for bidding the project is December 2017.

PSBA REPORT

Mrs. Bolas provided an update regarding the constitutional amendments that the Pennsylvania School Boards Association is addressing.

MATTERS OF INFORMATION - SUPERINTENDENT & ADMINISTRATION

SUMMER SCHOOL REVIEW (Bulazo)

Dr. Bulazo reported on the success of the summer school program. She noted that the Eventbrite system was used for the first time for registrations. The most popular courses were physical education and the Leadership and STEAM academies. Dr. O'Toole added that families seem to be most interested in the weeklong special interest courses.

Mrs. Billerbeck thanked everyone involved in making the summer school program such a success.

BACK TO SCHOOL IN-SERVICE REVIEW (Rozzo/Bulazo)

Dr. Bulazo and Dr. Rozzo reported on the back to school in-service days. Dr. Bulazo stated that the staff opening day was a great kick-off to the school year. She explained that the in-service days were planned from the results of a staff survey and reviewed the staff development offerings for each level.

Dr. Rozzo thanked Mr. Berrott, Mr. Wilson, and the technology department for the planning and preparation on the Canvas learning management system. He thanked the curriculum leaders for making connections with the PLC Institute that they attended over the summer and tying that information into the curriculum meetings. Dr. Rozzo stated that he is looking forward to continuing work during the school year on the PLC concept.

NEW FAMILIES WELCOME EVENT - SEPTEMBER 15

Dr. O'Toole reminded the school board members and administrators that the New Families Welcome Event would be held on Friday, September 15. He noted that over 100 students have moved into the district and the welcome event includes great food followed by the first home football game.

FALL OPEN HOUSES AT BUILDINGS

Dr. O'Toole stated that the fall open houses at all of the schools provide a wonderful and exciting evening for the families.

BAKER FIELD UPDATE

Dr. O'Toole stated that there are deficiencies in the field at Baker Elementary School that need to be addressed, including a new scoreboard, drainage repair, and infield improvements.

PARENT SUICIDE PREVENTION AND AWARENESS PROGRAM - SEPTEMBER 26 (PFENDER)

Mrs. Pfender announced that a Parent Suicide Prevention and Awareness Program would be held on September 26 at 7:00 p.m. in the high school theatre. She thanked Ms. Lauren Madia and Mrs. Jen Kirk for their efforts in planning this event. Officials from the local chapter of the American Foundation for Suicide Prevention will deliver a presentation geared toward parents on preventing suicide in young people. The program is free and open to the public.

STUDENT PARTICIPATION IN PA YOUTH SURVEY FOR GRADES 6, 8, 10 AND 12 DURING FALL OF 2018 (PFENDER)

Mrs. Pfender stated that the PA Youth Survey for grades 6, 8, 10, and 12 is offered every two years. She explained that this anonymous survey is a tool that helps to collect information regarding youth and also assists in successful grant writing.

VERIZON UPGRADES (BURCHILL)

Mr. Burchill stated that a request has been received from Verizon to replace their existing antennae on the high school stadium light pole and to also upgrade their service. He explained that he has requested a structural engineering review to assure the integrity and safety of the pole.

MATTERS OF INFORMATION TO BE PROVIDED ON SEPTEMBER 25

Dr. O'Toole stated that the following items would be presented as matters of information at the September 25 meeting:

- Student Enrollment Update
- Review of Preliminary 2016-17 Financial Report

RECOGNITION OF SCHOOL BOARD MEMBER FRANK J. KERBER

Dr. O'Toole stated that Mr. Kerber would be traveling over the new few months between his home in Upper St. Clair and the home where he will be moving. He explained that Mr. Kerber did not run for re-election and may be calling in to future school board meetings. Dr. O'Toole stated for that reason he wanted to have the opportunity to recognize Mr. Kerber in person at this meeting.

Dr. O'Toole stated that Mr. Kerber was appointed to the school board on September 22, 2008, was elected to a four-year term from 2010-2013 and again from 2014-2017. He served as Board President in 2015 and Board Vice-President and Committee of the Whole Chairperson in 2014. Mr. Kerber has also served on a number of standing committees, including Township Liaison Representative, Pathfinder, PSBA, SHASDA, and Youth Steering Committee. Dr. O'Toole stated that Mr. Kerber has been a great voice for students and international education. He wished Frank and his wife, Melanie - who was a graduate of Upper St. Clair and strong supporter of the school district, all the best as they move to a new chapter in their life.

Dr. O'Toole presented Mr. Kerber with an engraved vase and flowers in recognition of his many years as serving on the Board of School Directors.

Mr. Kerber thanked Dr. O'Toole and the school board members for their hard work during his nine years of serving on the Board. He also thanked the administration and Mrs. Stabile for their dedication to the school district. Mr. Kerber stated that he was honored when he was able to present his son with his graduation diploma while serving on the school board.

School board members also offered their thanks to Mr. Kerber for his dedication and the many attributes he has brought to the Board, including diplomacy, quiet demeanor, wonderful role model, and global and international perspective and wished him the very best in his future. Mrs. Petersen thanked Mr. Kerber for his commitment to participating in meetings for the remainder of his term via speaker phone.

ADJOURNMENT

It was moved, seconded, and carried on unanimous voice vote that the meeting adjourn at approximately 8:07 p.m.

EXECUTIVE SESSION - PERSONNEL, REAL ESTATE AND STUDENT MATTERS

The Committee adjourned into executive session to review personnel, real estate, and student matters.

Respectfully submitted,

Mary Ann L. Stabile
School Board Stenographer