



Customizing Learning,
Nurturing Potential...
Delivering Excellence

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

**MONDAY, NOVEMBER 20, 2017 - 7:00 P.M.
CENTRAL OFFICE BOARD ROOM**

Notice having been advertised and posted and members duly notified, the regular meeting of the Board of School Directors was held on November 20, 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
Mrs. Buffy Z. Hasco
Mr. Patrick A. Hewitt
Mr. Frank J. Kerber (via speaker phone)
Mr. Harry F. Kunselman
Mr. Louis P. Mafrice, Jr.

School personnel in attendance:

Dr. Patrick O'Toole, Superintendent of Schools
Dr. Sharon Suritsky, Deputy/Assistant Superintendent
Dr. John Rozzo, 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
Mr. Robert Prorok, Solicitor

CALL TO ORDER/PLEDGE OF ALLEGIANCE (Petersen)

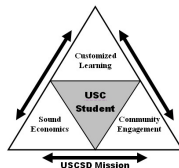
Mrs. Petersen called the meeting to order at approximately 7:00 pm.

STAR SPANGLED BANNER

Maddie Nolen, high school student, sang the Star Spangled Banner.

READING OF THE MISSION

Mr. Hewitt 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 #15 FROM STRATEGIC PLAN

Mr. Mafrice read the following Shared Belief Statement #15 from the Strategic Plan:

We believe that:

interaction and collaboration with people of diverse backgrounds and character encourages tolerance, open-mindedness, and appreciation for others.

RESIDENTS' COMMENTS (REGARDING AGENDA ITEMS ONLY)

There were no residents' comments at this time.

APPROVAL OF AGENDA (Petersen)

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

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

Joshua Meyer, student board representative, reported on various activities at the high school.

APPROVAL OF MINUTES

MOTION: By Hasco: I move that the Board approve the minutes of the October 23, 2017 Board meeting. Seconded by Billerbeck, and carried on unanimous voice vote. (Mr. Mafrice abstained)

MOTION: By Hasco: I move that the Board approve the minutes of the November 13, 2017 Board meeting. Seconded by Billerbeck, and carried on unanimous voice vote.

PSSA/KEYSTONE EXAM RESULTS PRESENTATION (Rozzo)

Dr. John Rozzo, assistant superintendent; Mr. Mark Miller, supervisor of elementary education/Eisenhower Elementary School principal; Dr. Judy Bulazo, director of curriculum and professional development; and Dr. Tim Wagner, high school associate principal for program planning and innovation, presented information regarding student assessment data related to the results of the PSSA tests and Keystone exams.

Dr. Rozzo reviewed the background of the School Performance Profile and explained how the state uses the student assessment data to measure school effectiveness. He outlined the grade levels for each of the tests and explained how all of the assessments are not weighed equally nor are accurate comparisons of SPP scores able to be completed across buildings and districts.

Mr. Miller reviewed the achievement data of the % proficient or advanced on the PSSA assessments for all of the elementary schools, the SPP scores for each of the elementary buildings and the areas of focus at the elementary level.

Dr. Bulazo reviewed the achievement data and SPP scores for Boyce and Fort Couch Middle Schools, as well as the trends and areas of focus at the middle level.

Dr. Wagner reviewed the achievement data and SPP score for the High School, the optional standardized test performance of the SAT, ACT, and PSAT, and the test performance data on the Advanced Placement and International Baccalaureate assessments. He also reviewed the areas of focus at the high school.

Dr. Rozzo explained that the district continues to address the areas of need through the professional learning communities, in-service trainings, and curriculum meetings. He commented that overall the standardized test performance of the students is positive far exceeding the state and county averages in all areas and that the college readiness performance is near the top of the state in all categories.

Dr. Rozzo, Mr. Miller, Dr. Bulazo, and Dr. Wagner responded to questions and comments of board members. Board members commended the administration and professional staff for the results that the students have achieved on the standardized tests.

SUPERINTENDENT’S REPORT (O’Toole)

APPROVAL OF COMMENDATIONS & RECOGNITIONS - ATTACHED

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

APPROVAL OF CONSENT AGENDA

MOTION: By Kunselman: The Committee recommends and I move that the Board approve the following Consent Agenda Items, subject to final approval by the Superintendent and Solicitor, AS ATTACHED TO THE PERMANENT RECORD OF THE MINUTES OF THIS MEETING. Seconded by Bolas, 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 EMPLOYEE SALARY PLANS

Approve the salary plans for Act 93 administrators, Act 93 supervisors, non-represented employees, and commissioned officers.

c. APPOINTMENT TO YOUTH STEERING COMMITTEE

Approve the following appointment to the Youth Steering Committee:

Joanne Petursson: Appointment for 2 Years (Resident Professional)

d. APPROVAL TO DECLARE ITEMS SURPLUS (Berrott)

Declare equipment surplus and authorize the administration to sell, exchange, dispose, or donate the items in accordance with the provisions of Policy #3006 - Sale or Disposal of Surplus Property, Equipment, Supplies, and Textbooks.

e. APPROVAL OF TREASURER’S REPORT (11-13-17) INCLUDING SUPPLEMENTAL REPORT (11-20-17)

Approve the Treasurer’s Report, including approved total of Bill List and Check File Listing as follows:

Fund 10 (General Fund) - \$1,255,755.84
Fund 31 (Capital Reserve Fund) - \$30,027.36
Fund 50 - (School Lunch Fund) - \$358,701.15

f. APPROVAL TO ACCEPT ANNUAL AUDIT FOR YEAR ENDING JUNE 30, 2017

Accept the Annual Audit for the year ended June 30, 2017 prepared by Maher Duessel.

g. 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 2017-18 school year 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.

h. APPROVAL OF CONTRACT FOR CENTRAL OFFICE MAIL MACHINE

Approve a lease/purchase agreement with Pitney Bowes Inc. for a digital mailing system at central office for a five-year term at the cost of \$494.09/month.

i. APPROVAL OF ARTICLES OF AGREEMENT WITH TOWNSHIP FOR TAX COLLECTION

Approve the Articles of Agreement with the Township of Upper St. Clair for the collection of current and delinquent taxes by Jordan Tax Service for the period January 1, 2018 through December 31, 2022.

RECOGNITION OF RETIRING BOARD MEMBERS

BUFFY Z. HASCO - JANUARY 2012 THROUGH DECEMBER 2017

Dr. O'Toole and the board members recognized Buffy Hasco for her dedication and service on the Board from January 2012 through December 2017. Mrs. Hasco was appointed to the Board on January 9, 2012 and was then elected in November 2013 for a four-year term through 2017. She served as the Board President in 2016, Board Vice-President and Chairperson of the Committee of the Whole in 2015 and also served as representative or alternate on the Youth Steering, PTC Council & PTSO, PSBA and Pathfinder committees.

Dr. O'Toole presented Mrs. Hasco with a commemorative engraved vase and flowers.

HARRY F. KUNSELMAN - JANUARY 2008 THROUGH DECEMBER 2017

Dr. O'Toole and board members recognized Harry Kunselman for his dedication and service on the Board from January 2008 through December 2017. Mr. Kunselman was appointed to the Board on January 7, 2008 and was then elected for two four-year terms from 2010 through 2013 and 2014 through 2017. He served as the Board President in 2011, Board Vice-President and Chairperson of the Committee of the Whole in 2009 and 2010 and also served as representative or alternate on the PSBA, Legislative, Youth Steering, Township Liaison, District Advancement, and Naming Rights committees.

Dr. O'Toole presented Mr. Kunselman with a commemorative engraved vase and flowers.

Mr. Kunselman stated that the years serving on the Board were some of the most rewarding of his life. He read a quote from Thomas Jefferson and commented that Upper St. Clair is a model for how public education should be and fulfills Mr. Jefferson's hopes and dreams for the country. He reviewed the accomplishments of the Board over the past ten years noting how inspired he has been by the achievements of the students and the district.

Mrs. Hasco echoed the comments of Mr. Kunselman. She added that while serving on the Board she had the opportunity to witness the very difficult job of the school administrator. She commented how

impressed she has been with how the district provides support for all students who struggle or need encouragement to learn from their mistakes. Mrs. Hasco stated that it has been a privilege and she is very grateful for the opportunity to serve on the Board.

COMMITTEE REPORTS

Mr. Mafrice reported regarding the SHASDA meeting that Dr. Rozzo and he attended on November 16. He stated that there were discussions regarding the vision and purpose of SHASDA, the importance of legislative topics, the districts participating in cost-sharing measures and inviting input from students.

ANNOUNCEMENT REGARDING EXECUTIVE SESSIONS

Mrs. Petersen announced that an executive session was held on the following date:

November 13, 2017 – Negotiations & Personnel Matters

MATTERS OF INFORMATION - SUPERINTENDENT & ADMINISTRATION

DECEMBER MEETING SCHEDULE

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

December 4 – Board Reorganization Meeting

December 11 – Regular Board Meeting

DEDICATION OF CAFE 321 - DECEMBER 19 @ 5:30 PM

Dr. O'Toole stated that a formal dedication of Café 321 at the high school would be held on December 19 at 5:30 pm.

ALUMNI RECEPTION AT ST. CLAIR COUNTRY CLUB – JANUARY 18 @ 6:30-8:30 PM

Dr. Suritsky announced that high school alumni would be invited to a reception at St. Clair Country Club on January 18 as part the alumni relations project that intern Gordon Mathews has been initiating.

BOARD GOALS WORKSHOP – JANUARY

Dr. O'Toole stated that a Board Goals Workshop would be scheduled in January and asked board members to begin thinking about the 2018 goals for the district.

ADJOURNMENT

It was moved, seconded, and carried on unanimous voice vote that the meeting adjourn at approximately 8:48 p.m.

Angela B. Petersen, President
BOARD OF SCHOOL DIRECTORS

Scott P. Burchill, Secretary
BOARD OF SCHOOL DIRECTORS

Submitted by: Mary Ann L. Stabile
School Board Stenographer

COMMENDATIONS AND RECOGNITIONS
NOVEMBER, 2017

Staff

Upper St. Clair High School Associate Principal for Program Planning & Innovation Timothy M. Wagner, Ed.D. was recently honored with the Outstanding Young Alumni Award by his alma mater, Washington & Jefferson College.

The Outstanding Young Alumni Award is presented to an alumnus who is within 15 years of graduating and who has made a significant contribution to his/her chosen field, community and/or Washington & Jefferson College.

High School

The Upper St. Clair High School CalcuSolve teams competed for regional math titles at the annual events held at Duquesne University on Thursday, October 12, and Friday, October 13. Following are highlights from each competition. Team coaches are Connie Gibson and Pat Palazzolo.

At the 9th and 10th grade competition, the team of Jason Choi, Harrison Chui, Katie Hobart, and Kathy Li, and the team of Christian Chiu, Reshma Gudla, Aleksa Rodic, and Braden Yates tied for second place.

Braden Yates won second place individual, and Harrison Chui won third place individual.

At the 11th and 12th grade competition, the team of Sahil Doshi, Spencer Miller, Abbie Wagner, and Braden Yates, won first place, and the team of Steven Cheung, Ariana Chiu, Sam Ding, and Kriti Shah, won second place.

Sam Ding and Sahil Doshi tied for second place individual, while Braden Yates won first place individual.

PERSONNEL LISTINGS
DATE: November 20, 2017
Board Meeting

Administrative Staff – Elections

Name	Location	Assignment	Effective	Salary
Williams, Robert	Bus Garage	Transportation Supervisor	12-4-17	\$43,000 (prorated)

Professional Staff – Elections

Name	Location	Assignment	Effective	Salary
Cable, Jessica	High School	English Teacher (Long-term Substitute) for T. Sabram 1-12-18 through the last day of teacher responsibility for the 2017-2018 school year	1-12-18	\$49,845 (prorated)
Surunis, Alexandra	High School	English Teacher (Long-term Substitute) for J. Duchi anticipated dates 2-5-18 through the last day of teacher responsibility for the 2017-2018 school year	2-5-18	\$50,300 (prorated)

Professional Staff – Change of Status (Long-term Assignment Dates)

Name	Location	From	To
Vuono, Jennafer	Baker	Elementary Teacher (Long-term Substitute) for C. Hill anticipated dates 10-30-17 through 5-30-18	Elementary Teacher (Long-term Substitute) for C. Hill 10-23-17 through 5-30-18

Professional Staff – Leave of Absence

Name	Location	Assignment	Type of Leave	Leave Dates
Serio, Peter	Boyce	Phys Ed Teacher	Personal Leave	Return to Work 11-13-17

Professional Staff – Change of Status (Leaves)

Name	Location	Assignment	From	To
Hill, Caitlin	Baker	Elementary Teacher	Personal Leave Anticipated dates 10-30-17 through 5-24-18	Personal Leave 10-23-17 through 5-24-18
Sivillo, Ronald	High School	Social Studies Teacher	Personal Leave 8-24-17 through 9-25-17	Personal Leave 8-24-17 through 9-8-17

Professional Staff – Retirement

Name	Location	Assignment	Notification Date	Last Date Worked
Cayuela, Vicki	Boyce	Guidance Counselor	11-7-17	Last day of Guidance Counselor responsibility for the 2017-2018 school year

Classified Staff – Elections

Name	Location	Assignment	Effective	Salary
Belasco, Corinne	Boyce	PT Nutrition Center	11-2-17	\$11.62/hour
DelMastro, Corey	District Floater	Custodian	11-4-17	\$29,536 (prorated)
Ferris, John	High School	Maintenance Technician	12-4-17	\$58,448 (pro-rated)
Grace, Dianne	Boyce	PT Nutrition Center	12-4-17	\$11.62/hour

Classified Staff – Change of Status

Name	From	To
Ames, Melissa	Boyce Part Time Nutrition Center Worker effective 12-31-17	Substitute Nutrition Center Worker effective 1-1-18
St. Cyr, Gwendaline	High School Part Time Nutrition Center Worker effective 11-12-17	Streams Part Time Nutrition Center Worker effective 11-13-17

Classified Staff – Leave of Absence

Name	Location	Assignment	Type of Leave	Leave Dates
Sickles, Warren	High School/Boyce	Custodian	Personal Leave	Beginning 10-18-17

Classified Staff – Resignation

Name	Location	Assignment	Notification Date	Last Date Worked
Pomocki, Michelle	Streams	Part Time Nutrition Center Worker	11-9-17	11-9-17
Sullivan, Kim	High School	Full Time Head Cook	11-16-17	11-20-17

Other Staff – Elections

Name	Location	Assignment	Effective	Salary
Sullivan, Kim	High School	Food Service Manager	11-21-17	\$35,000 (prorated)

Other Staff – Resignation

Name	Location	Assignment	Last Date Worked
Williams, Robert	Bus Garage	Bus Driver	12-3-17

District Substitute List – Additions

Professional:

Name	Type of Substitute	Effective
Albert, Susan	Elementary K-6	11-1-17
Kapples, Junko	Japanese	4-23-18
Librera, Kiera	Social Studies 7-12	11-9-17
Smith, Colleen	Grades PK-4	11-2-17

Other:

Name	Type of Substitute	Effective
Zovko, Joseph	Bus Driver	11-1-17

District Substitute List – Deletions

Professional:

Name	Type of Substitute	Effective
Conard, Roni	Art K-12, Elementary K-6	11-22-17
Crivelli, Christina	Music	11-14-17
Knudsen, Virginia	Elementary K-6	11-14-17
Marsico, Katharine	Grades PK-4 & Special Education PK-8	10-30-17
Richert, Matthew	Social Studies 7-12	11-16-17
Snyder, Nicole	Reading Specialist PK-12, Elementary K-6	11-1-17

Classified:

Name	Type of Substitute	Effective
Snyder, Nicole	Aide/Secretary/Attendant and Nutrition Center Worker	11-1-17

Extra-Curricular Activities – New Appointments (2017-2018 School Year)

Name	Position	Salary
Ali, Richard	Middle School Basketball Head Coach	\$2,000
Corso, Anthony	High School Boys Basketball Asst. 9 th Grade Coach	\$3,000
Falascino, Caren	Middle School Basketball Head Coach	\$2,000
Gardner, Megan	Volunteer Co-Ed Swim Coach	\$0
Jaffee, Alexandra	Asst. Girls Basketball Coach	\$2,100
Mann, Tonya	Volunteer Co-Ed Swim Coach	\$0
McCullough, Dawn	Volunteer High School Girls Basketball Coach	\$0
Morreale, Bryan	Asst. Girls Basketball Coach	\$2,100
Palm, Danny	Volunteer Wrestling Coach	\$0
Passodelis, Kellie	Montage Sponsor	\$1,603
Shuback, Jennifer	FRIENDS Event Leader	\$ 422
Steele, Tom	Assistant Co-Ed Swim Coach	\$1,000
Witenske, Tim	Middle School Basketball Head Coach	\$2,000
Zemba, Ashley	Volunteer Girls Basketball Coach	\$0

Extra-Curricular Activities – Revised Salaries (2017-2018 School Year)

Name	Position	Prior Board Approved Salary Amount	Revised Board Approved Salary Amount
Froelich, Keith	High School Boys Basketball Asst. Coach	\$2,000	\$1,000
Schraven, Dave	Middle School Head Swim Coach	\$1,200	\$2,000