

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

**TUESDAY, APRIL 10, 2018 - 7:00 P.M.
CENTRAL OFFICE BOARD ROOM**



Customizing Learning,
Nurturing Potential...
Delivering Excellence

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 April 10, 2018 in the Central Office Board Room.

School Board Members in attendance:

Mrs. Amy L. Billerbeck, President
Mrs. Barbara L. Bolas, Vice President
Mrs. Jennifer L. Bowen
Mr. Phillip J. Elias
Dr. Daphna Gans
Mr. Patrick A. Hewitt
Mr. Louis P. Mafrice, Jr.
Mrs. Angela B. Petersen

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 (Bolas)

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

STAR SPANGLED BANNER (Student Leads from Spring Musical "Evita")

The student leads from the High School Spring Musical "Evita" sang the Star Spangled Banner.

RECOGNITION OF SPRING MUSICAL "EVITA" (O'Toole)

Dr. O'Toole and the Board recognized the following students who had leading roles in the High School Spring Musical "Evita." The students were presented with Certificates of Recognition and \$5.00 Aramark Rewards:

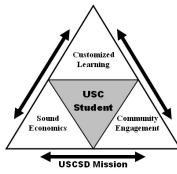
Maggie Connors, Connor Damon, Allison Epler, Jonah Glunt, Connor Halloran, Wyatt Keating, Jacqueline LeKachman, Tommy O'Brien, Logan Reynolds, Sheb Rosati, Catherine Sandford, Rebecca Speer

The following staff members were also recognized for the successful spring musical:

Dr. Tim Wagner, Mr. Michael Binkley, Mr. Tom Hunsberger, and Mrs. Jane Dodd.

READING OF THE MISSION

Mrs. Bowen 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 #1 FROM STRATEGIC PLAN

Mr. Hewitt read the following Shared Belief Statement #1 from the Strategic Plan:

We believe that:

education is a shared responsibility and requires collaboration of the institution, the governing authority, the student, the family, and the community.

RESIDENTS' COMMENTS (REGARDING AGENDA ITEMS ONLY)

There were no residents' comments at this time.

APPROVAL OF AGENDA (Bolas)

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

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

Rebecca Speer, Student Board Representative, reported on various activities at the high school, including the successful Mini-THON fundraiser that was held on Friday, April 6 that raised \$41,098 to help conquer childhood cancer.

Board members expressed their gratitude to the students who organized the event, as well as the community members and students who attended.

RECOGNITION OF SERVICE

HELEN KRIZNER, HIGH SCHOOL/EISENHOWER ESL TEACHER

Dr. O'Toole recognized Helen Krizner, High School/Eisenhower English as a Second Language Teacher. Ms. Krizner began her tenure with the school district in January 2000 and retired in March 2018 after 18 years of dedication and service to the school district.

CONVENE BOARD MEETING

The Committee of the Whole recessed at approximately 7:24 p.m. to convene a voting meeting for the following agenda items:

- a. **APPROVAL OF ELECTION OF SCHOOL BOARD TRUSTEE FOR WESTERN REGION OF ALLEGHENY COUNTY SCHOOLS HEALTH INSURANCE CONSORTIUM (O'Toole)**
- b. **APPROVAL OF REVISED 2017-18 SCHOOL CALENDAR (O'Toole)**
- c. **APPROVAL TO REQUEST BIDS FOR CAPITAL REPAIR (O'Toole/Burchill/McLean)**

The Committee of the Whole meeting reconvened at approximately 7:43 p.m.

SUPERINTENDENT'S REPORT (O'Toole)

REQUEST APPROVAL OF RESOLUTION REGARDING STAFFING

Dr. O'Toole requested approval to decrease staff by the following positions:

- 1.0 - Baker Part-Time Nutrition Center Worker
- 1.0 - Streams Part-Time Nutrition Center Worker

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

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.

PRESENTATION REGARDING 2018-19 BUDGET (O'Toole/Suritsky/Rozzo/Burchill/Pfender)

Dr. O'Toole, Mr. Burchill, Dr. Rozzo, Dr. Suritsky, and Mrs. Pfender presented information regarding the 2018-19 Budget. They presented a budget overview, proposed revenue including state subsidy analysis, key expenditure highlights, professional staff step schedule, proposed expenditures by function and programs, charter school summary, PSERS state-mandated employer rates, millage impact of the capital project, fund balance as of June 30, 2017, Act 1 Index, future budget considerations, and budget timeline.

Dr. O'Toole thanked Mr. Burchill and Mrs. Berquist for the work they did in preparing the proposed budget. He stated that the administrators and he are available to assist board members if they need additional information.

Mrs. Bolas thanked Dr. O'Toole and the administrators for their informative presentation.

ADMINISTRATOR'S REPORT

REQUEST APPROVAL OF SPECIAL EDUCATION PLAN REPORT FOR JULY 1, 2018 THROUGH JUNE 30, 2021 (Pfender)

Mrs. Pfender requested approval of the Special Education Plan Report dated July 1, 2018 through June 30, 2021 to be submitted to the Pennsylvania Department of Education. She also shared information regarding the role that the school district plays in ensuring that students attending the Southwood facility that is located in Upper St. Clair receive an appropriate education.

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

REQUEST APPROVAL OF STUDENT SUPPORT SERVICES AGREEMENT WITH THE WATSON INSTITUTE WISCA SOCIAL CENTER FOR ACADEMIC ACHIEVEMENT (Pfender)

Mrs. Pfender requested approval of a tuition agreement with The Watson Institute (WISCA-Social Center for Academic Achievement) for one student placement at a prorated cost of \$43,875 (full year) for the remainder of the 2017-18 school year.

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

REQUEST APPROVAL TO DECLARE ITEMS SURPLUS (Berrott)

Mr. Berrott requested that a list of technology equipment be declared 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.

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

BUSINESS & FINANCE (Burchill)

REVIEW OF FINANCIAL & CASH FLOW STATEMENTS AND BUDGET TRANSFERS

Mr. Burchill reviewed the financial statements and requested approval.

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

REQUEST APPROVAL OF SOUTH CENTRAL AREA SPECIAL SCHOOLS COMMITTEE 2018-19 ADMINISTRATIVE BUDGET

Mr. Burchill requested approval of the operation budget for the South Central Area Special Schools Committee for the 2018-19 school year totaling \$167,000.

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

REQUEST APPROVAL OF RENTAL AGREEMENT WITH ALLEGHENY INTERMEDIATE UNIT FOR DART PROGRAM

Mr. Burchill requested approval of a Lease Agreement with the Allegheny Intermediate Unit for one classroom at Baker Elementary School for the DART Program in the amount of \$850.00 per month for the 2018-19 school year.

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

SECOND READING AND REQUEST ADOPTION OF POLICY #3031 - GASB #34 CAPITALIZATION

Mr. Burchill presented a second reading of Policy #3031 - GASB #34 Capitalization and requested approval.

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

SECOND READING AND REQUEST ADOPTION OF POLICY #3032 - FOOD SERVICES

Mr. Burchill presented a second reading of Policy #3032 - Food Services and requested approval.

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

REQUEST APPROVAL TO ACCEPT PROPOSAL FOR PROFESSIONAL APPRAISAL SERVICES

Mr. Burchill requested approval to accept the proposal from AssetWORKS to provide Comprehensive Fixed Asset Inventory Appraisal Services for the school district.

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

REQUEST APPROVAL OF GEOTECHNICAL SERVICES AND ON-SITE INSPECTION FOR CAPITAL PROJECTS

Mr. Burchill requested approval to accept the proposal from Professional Services Industries, Inc. to provide construction materials testing and inspection for the capital projects.

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

COMMITTEE REPORTS

Dr. Gans reported that the Parent Teacher Council is hosting an Open Mic with Dr. O’Toole on Monday, April 16 at 10:00 a.m. in the Boyce Theatre.

MATTERS OF INFORMATION - SUPERINTENDENT & ADMINISTRATION

BAND UNIFORM BIDS (Burchill)

Mr. Burchill stated that bids would be received for the band uniforms on April 19. He explained that due to the timeline to receive the band uniforms for next school year that he would be requesting approval of the bids at the April 23 meeting.

REPORT REGARDING TRI-STATE SCHOOL BOARD BANQUET AND “THE FUTURE OF PUBLIC EDUCATION IN PA” WORKSHOP - MARCH 15-16

Dr. O’Toole reported that Tri-State Area School Study Council hosted a school board banquet on March 15 and an informative program on March 16 regarding “The Future of Public Education in Pennsylvania.”

REPORT REGARDING PASA EDUCATION CONGRESS "THE CHALLENGING ROLE OF SCHOOL LEADERS IN COMPLEX TIMES" - MARCH 19-20

Dr. O’Toole reported that Dr. Suritsky, Dr. Gans, Mrs. Vojtko, and he attended an Education Congress hosted by the Pennsylvania Association of School Administrators on the subject “The Challenging Role of School Leaders in Complex Times.”

Dr. Gans commented that the program was very interesting and that the keynote speaker Jamie Vollmer, author of *Schools Cannot Do It Alone*, shared ideas on how school districts can engage their community. She stated that she looked forward to working on implementing many of his suggestions.

PTC SUPERINTENDENT OPEN MIC - APRIL 16 @ 10:00 AM (BOYCE THEATRE)

Dr. O'Toole noted that comments and questions are being received that will be addressed at the Open Mic.

LEGAL UPDATE/BOARD ORIENTATION - APRIL 23 @ 5:00 PM (PRIOR TO BOARD MEETING)

Dr. O'Toole stated that a legal update and board orientation would be held prior to the meeting on April 23 beginning at 5:00 p.m.

SHASDA CONFERENCE - APRIL 28

Dr. O'Toole reminded board members that the SHASDA Conference would be held on Saturday, April 28 and to let Mary Ann know if they were interested in attending.

AIU SCHOOL DIRECTORS' CONVENTION - APRIL 30

Dr. O'Toole also reminded board members that the AIU School Directors' Convention would be held on Monday, April 30 and to let Mary Ann know if they were interested in attending.

BOARD BREAKFAST WORKSHOP - MAY 2 OR MAY 16

Dr. O'Toole stated that the next Board Breakfast Workshop dates have been narrowed down to either Wednesday, May 2 or Wednesday, May 16 and requested board members to let Mary Ann know which date worked best for their schedule.

COMMUNITY DAY - MAY 19

Dr. O'Toole announced that Community Day would be held on Saturday, May 19.

MAY MEETING SCHEDULE

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

May 7 - Committee of the Whole Meeting

May 21 - Regular Board Meeting

ADJOURNMENT

It was moved, seconded, and carried on unanimous voice vote that the meeting adjourn into executive session at approximately 9:16 p.m.

EXECUTIVE SESSION - PERSONNEL MATTERS

The Board adjourned into executive session to discuss personnel matters.

Amy L. Billerbeck, President
BOARD OF SCHOOL DIRECTORS

Scott P. Burchill, Secretary
BOARD OF SCHOOL DIRECTORS

Submitted by: Mary Ann L. Stabile
School Board Stenographer