

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



Customizing Learning,
Nurturing Potential...
Delivering Excellence

**MONDAY, OCTOBER 8, 2018 - 7:00 PM
CENTRAL OFFICE BOARD ROOM**

Notice having been advertised and posted and members duly notified, the Committee of the Whole meeting of the Board of School Directors was held on October 8, 2018 in the Central Office Board Room.

School Board Members in attendance:

Mrs. Amy L. Billerbeck, President (via speaker phone)
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
Mr. Dante R. Plutko, Jr.

School personnel in attendance:

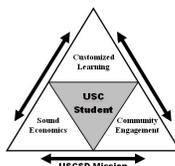
Dr. John T. Rozzo, Superintendent of Schools
Dr. Sharon Suritsky, Assistant/Deputy Superintendent
Mr. Scott P. Burchill, Director of Business & Finance
Dr. Judith Bulazo, Director of Curriculum & Professional Development
Mr. Ray Carson, Director of Human Resources
Mrs. Amy Pfender, Director of Student 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.

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 #11 FROM STRATEGIC PLAN

Mr. Hewitt read the following Shared Belief Statement #11 from the Strategic Plan:

We believe that:

Children achieve their maximum potential through hard work and dedication in an environment when expectations are high, when they understand the purpose for learning, and when they are engaged in the process.

RESIDENTS' COMMENTS (REGARDING AGENDA ITEMS ONLY)

Note: As per Guidelines for Residents' Comments, please state your name and address and limit your comments to three minutes.

There were no residents' comments at this time.

REPORT FROM STUDENT BOARD REPRESENTATIVES (Rebecca Speer and Gabriella Spina)

Dr. Suritsky stated that neither Rebecca nor Gabriella were able to attend the meeting. They had both provided notification of their absence last week and had legitimate conflicts. Dr. Suritsky explained that she was working with Dr. Angelo, Dr. Wagner and the student board representatives to evolve their role to provide more information to the Board. She stated that she would be providing more detailed information and an update at the next meeting.

APPROVAL OF AGENDA (Bolas)

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

SUPERINTENDENT'S REPORT (Rozzo)

ANNOUNCEMENT FROM PDE REGARDING SELECTION FOR SAFE SCHOOLS TARGETED SCHOOL POLICE OFFICER GRANT

Dr. Rozzo announced that the school district received a Safe Schools Targeted Grant in the amount of \$40,000 to be used for school police officer salaries. He noted that the grant provides the potential to receive an additional \$20,000 next school year. Dr. Rozzo thanked Chief Bryson, Mrs. Gorgonio, Dr. Suritsky and Mrs. Pfender for their efforts in securing the grant. He added that the team is pursuing additional grant funding related to safety and security.

Dr. Suritsky reviewed the grant process and shared how securing the grants becomes more difficult each year. She noted that the school district did not receive an equipment grant that was submitted recently. She shared information regarding additional grants that the team is applying for related to Act 44 that they will be submitting throughout the month.

UPDATE REGARDING CHANGE ORDER #EC-001 WITH A-1 ELECTRIC FOR MOVING OF ELECTRIC AND DATA LINES FOR CAPITAL PROJECT IN THE AMOUNT OF \$240,934.24

Dr. Rozzo shared information regarding a claim that had been submitted to the insurance company that was approved relating to the moving of the electric and data lines for the capital project. He explained that a check was received for the amount of the change order less the insurance deductible. Dr. Rozzo thanked Mr. Burchill and his team for their efforts in submitting the insurance claim.

REQUEST APPROVAL OF PERSONNEL LISTING (Rozzo/Carson)

Dr. Rozzo and Mr. Carson 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.

ADMINISTRATORS' REPORTS

SECOND READING OF REVISIONS TO POLICY #4006.1 - ENGLISH AS A SECOND LANGUAGE INSTRUCTION (Pfender)

Mrs. Pfender presented a second reading of revisions to Policy #4006.1 - English as a Second Language Instruction and requested approval.

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

SECOND READING OF REVISIONS TO POLICY #6011 - CHILD-STUDENT ABUSE POLICY (Pfender)

Mrs. Pfender presented a second reading of revisions to Policy #6011 - Child-Student Abuse Policy and requested approval.

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

REQUEST APPROVAL OF CONTRACT FOR APPLIED BEHAVIOR ANALYTIC THERAPY AND SERVICES (Surlitsky)

Dr. Surlitsky requested approval of a Contract with Pittsburgh Applied Behavior Analytic Therapies and Services, LLC to provide a school based functional behavioral assessment and summary reports of data-based conclusions and recommendations for a student.

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

REQUEST APPROVAL OF CONTRACT FOR CONVERSION DISORDER TRAINING WITH THE CHILDREN'S INSTITUTE (Surlitsky)

Dr. Surlitsky requested approval of a Contract with The Children's Institute to provide conversion disorder training for staff members.

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

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

Dr. Bulazo requested approval of a Title I Non-Public School Contract with the Allegheny Intermediate Unit for the 2018-19 school year.

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

REQUEST APPROVAL OF AMENDMENT TO POWERSCHOOL AGREEMENT TO INCLUDE TALENTED RECRUITING SOFTWARE (Carson)

Mr. Carson requested approval of an amendment to the existing agreement with PowerSchool (Contract No. 2734) and implement the TalentEd Recruiting Software solution (thus permanently ending the eFinance PLUS HR module work), the term of the agreement for three years with no impact to the current school year budget.

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

ADMINISTRATIVE UPDATES (Rozzo)

Dr. Rozzo stated that he has added a new portion to the Committee meeting agenda that gives the administrative staff an opportunity to share information with the Board and community regarding district programs and initiatives. He added that at the voting meetings 10-15 minute presentations will be shared by administrators, staff members, special guests, and at times students, to present information related to various district programs and/or initiatives. The presentation at our October 22 meeting will be from Dr. Darby Copeland, Executive Director of Parkway West Career & Technology Center.

CURRICULUM & PROFESSIONAL DEVELOPMENT UPDATE (Bulazo)

Dr. Bulazo shared information regarding professional development programs that occurred this fall. She explained that on the student early release day on Friday, October 12 appropriate professional development sessions would be occurring for each of the levels - elementary, middle school, and high school. Dr. Bulazo stated that the professional development committee is working on completing a portion of the comprehensive plan. She shared information regarding the teacher induction days and stated that plans are being finalized for the October 30 and November 4 professional development days. Dr. Rozzo commented regarding how fortunate the school district is to have 14 inservice days for the professional staff.

ADMINISTRATIVE RECRUITING/TESTING (Carson)

Mr. Carson explained that there are a number of key positions open due to retirements. He stated that the school district is partnering with Professional Staffers to assist in providing candidate testing in order to validate employee hires to have a better view of candidates' skills.

CANVAS - PARENT ACCESS (Wilson)

Mr. Wilson shared information regarding Canvas, which is a top of the market learning management system. He stated that staff members are making progress with the system. Mr. Wilson noted that Canvas is an asset for parents because they are able to access homework and test calendars for their children all in one place.

BUSINESS & FINANCE (Burchill)

REVIEW OF FINANCIAL & CASH FLOW STATEMENTS FOR 2018-19

Mr. Burchill reviewed the financial information and requested approval.

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

REQUEST APPROVAL OF LEASE AGREEMENT WITH COMMUNITY COLLEGE OF ALLEGHENY COUNTY AND ALLEGHENY INTERMEDIATE UNIT

Mr. Burchill requested approval of a Lease Agreement with Community College of Allegheny County and Allegheny Intermediate Unit effective August 16, 2018 through August 15, 2022 for the use of classrooms at Fort Couch Middle School.

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

REQUEST APPROVAL OF TRANSPORTATION CONTRACT WITH FIRST STUDENT

Mr. Burchill requested approval of a transportation contract with First Student, Inc. to provide transportation services for students.

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

FIRST READING OF REVISIONS TO POLICY #6020 - STUDENT WELLNESS

Mr. Burchill presented a first reading of revisions to Policy #6020 - Student Wellness. He noted that the policy was developed to be in compliance with recent federal guidelines, which he reviewed. Mr. Burchill explained that in accordance with the guidelines a committee comprised of administrators, guidance counselors, teachers and school board members met to review the current policy that was last revised in 2009 and to make recommendations for revisions.

Dr. Gans requested that a representative from the parent teacher council be included on the committee.

CAPITAL PROJECT UPDATE (Burchill/Brennan/McLean)

Dr. Rozzo explained the Mr. Dave McLean of McLean Architects and Mr. Joe Brennan of PJ Dick, Inc. would be attending the committee meetings to present updates to the capital project.

Mr. McLean and Mr. Brennan shared information regarding the schedule of work, site work and progress, key highlights for each of the projects, pending change orders, and project photos. Mr. McLean noted that the project is on schedule and that at the present time the contingency fund is higher than when the project began.

Mr. McLean and Mr. Brennan responded to questions and comments of board members.

Dr. Rozzo thanked Mr. McLean and Mr. Brennan for their presentation. He asked board members to let him know if they needed additional information prior to voting on approval of the change orders on October 22.

COMMITTEE REPORTS

Mrs. Petersen provided information regarding the success of the Parkway West Career & Technology Center and the wonderful job that the administrators and teachers are doing in preparing the students for upcoming careers. She commented that she was glad to hear that there would be a presentation at the October 22 meeting regarding the school. Mrs. Petersen stated that she will be out of town for the meeting and that Mrs. Billerbeck is her alternate.

Mr. Mafrice reported that Dr. Rozzo and he attended the first SHASDA meeting of the school year on September 27. He stated that Jocelyn Kramer of Weiss Burkardt Kramer, LLC shared an informative and comprehensive presentation regarding school safety, use of security and school police, harassment and bullying policies, behavior support systems, teacher training, and Act 44 legislation.

Mrs. Bowen reported that the Youth Steering Committee meeting would be held on Wednesday at 7:00 p.m. at the Community & Recreation Center and that anyone is welcome to attend. She noted that there is an open position on the committee and anyone interested in the position could contact the school district or township. Mrs. Bowen

announced that the first middle school event for the school year would be held on October 27 and that they are looking for volunteers who must have their clearances.

MATTERS OF INFORMATION - SUPERINTENDENT & ADMINISTRATION

HALLS OF FAME/HOMECOMING - OCTOBER 12 (HIGH SCHOOL)

Dr. Rozzo stated that ten new members would be inducted into the three Halls of Fame on Friday, October 12 and shared the schedule for the evening. He noted the impact that USC alumni are making in the world and looked forward to congratulating the new inductees.

PSBA SCHOOL LEADERSHIP CONFERENCE - OCTOBER 17-19

Dr. Rozzo stated that the PSBA School Leadership Conference would be held on October 17-19 in Hershey and shared information regarding the participation of administrators and board members as follows:

- **EDUCATIONAL SESSION - PRIVATE FUNDING: ENGAGE SUPPORTERS, RAISE MONEY AND TRANSFORM YOUR DISTRICT (Amy Billerbeck, Sharon Suritsky, Mark Miller and Sheila Gorgonio)**
- **PUBLIC EDUCATION EXCELLENCE FAIR - PEER TUTORING: PROMOTING SUCCESS AND RELATIONSHIPS BETWEEN MIDDLE AND HIGH SCHOOL STUDENTS (Tanya Chothani, Gordon Mathews, High School Students)**
- **PSBA VOTING DELEGATES (Barbara Bolas, Dante Plutko)**

VETERANS DAY OBSERVANCE AT USC VETERANS PARK - NOVEMBER 9

Dr. Rozzo announced that the Veterans Day observance at USC Veterans Park would be held on Friday, November 9 following the Veterans Day assemblies that are held at the high school that morning. He explained that a planning meeting was held with Rachel and Ched Mertz and that there would be a number of students participating in the program.

PTC SUPERINTENDENT OPEN MIC - NOVEMBER 28

Dr. Rozzo announced that the Parent Teacher Superintendent Open Mic was being moved from November 14 to November 28 at 7:00 p.m. at the Boyce Theatre and that more information would be forthcoming.

GERMAN AND FRENCH CLUB AND INTERNATIONAL STUDIES EDUCATIONAL STUDENT TRIP TO NEW YORK CITY (Suritsky)

Dr. Suritsky shared information regarding the educational student trip to New York City by students in the German and French Clubs and International Studies. She noted that former world language curriculum leader Deanna Baird was assisting with the trip.

BOYCE DESIGNATED AS 2018-19 DISTINGUISHED TITLE I SCHOOL BY PDE (Bulazo)

Dr. Bulazo announced that Boyce Middle School has been designated as a 2018-19 Distinguished Title I School by the Pennsylvania Department of Education, one of 158 schools recognized in Pennsylvania for achievement or growth.

BOARD INFORMATIONAL SESSION REGARDING CAPITAL PROJECT (DINNER OR BREAKFAST)

Dr. Rozzo explained that he is still trying to coordinate a date for the informational session for board members regarding the capital project. He added that he is also looking at a number of options for participation by any board members who were unable to attend.

UPDATE ON BOARD GOALS WORKSHOP

Dr. Rozzo stated that a different process would be used this year for a Board goals workshop. He noted that Mrs. Billerbeck would be sharing information with board members regarding plans for the goals workshop.

OCTOBER 22 BOARD MEETING

Dr. Rozzo shared information regarding two upcoming items on the agenda for the October 22 meeting.

- **PARKWAY WEST CAREER & TECHNOLOGY CENTER PRESENTATION** - Dr. Rozzo stated that he attended his first superintendents' meeting at Parkway West last week and that he was very impressed with the campus. He stated that he looked forward to their presentation on October 22. Dr. Rozzo noted that Parkway West would like to do a better job of educating students regarding their programs at an earlier age and planned to attend an upcoming PTSO meeting at Fort Couch.
- **REVIEW OF 2017-18 PRELIMINARY FINANCIAL STATEMENTS** - Dr. Rozzo stated that Mr. Burchill would be sharing a review of the 2017-18 preliminary financial statements.

ADJOURNMENT

It was moved, seconded, and carried on unanimous voice vote that the meeting adjourn at approximately 8:57 p.m.

Respectfully submitted,

Mary Ann L. Stabile
School Board Stenographer