

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



**MONDAY, NOVEMBER 5, 2018 - 7:00 PM
CENTRAL OFFICE BOARD ROOM**

Customizing Learning,
Nurturing Potential...
Delivering Excellence

6:30 P.M. - EXECUTIVE SESSION - PERSONNEL AND SAFETY & SECURITY MATTERS

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 November 5, 2018 in the Central Office Board Room.

School Board Members in attendance:

Mrs. Amy L. Billerbeck, President
Mrs. Jennifer L. Bowen
Mr. Phillip J. Elias
Dr. Daphna Gans
Mr. Patrick A. Hewitt (via speaker phone)
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 (Billerbeck)

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

**MOMENT OF SILENCE IN HONOR OF THE VICTIMS OF THE TREE OF LIFE CONGREGATION
(Billerbeck/Rozzo)**

Mrs. Billerbeck requested a moment of silence in honor of the victims of the Tree of Life Congregation. On behalf of the Board of School Directors and school district, she extended deepest sympathies to the victims and their families and stated that they stand in solidarity against hate in all forms.

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 #13 FROM STRATEGIC PLAN

Mr. Mafrice read the following Shared Belief Statement #13 from the Strategic Plan:

We believe that:

A wide variety of extra-curricular activities develops a sense of leadership and teamwork in students.

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.

Alisa James, 2336 Mill Grove Road, commented regarding the victims of the Tree of Life Congregation and regarding the No Place for Hate initiative.

REPORT FROM STUDENT BOARD REPRESENTATIVES (Rebecca Speer and Gabriella Spina) DISCUSSION REGARDING VISION AND ROLE OF STUDENT BOARD REPRESENTATIVES

Rebecca Speer and Gabriella Spina, student board representatives, reported on various activities at the high school. They commented regarding expanding their role as student board representatives and including information regarding school board meetings in a high school student newsletter.

Rebecca shared information regarding the PSBA Conference that she attended through participation in the Education Excellence Fair. She noted that those who attended would be presenting information to the Board at their meeting on November 19.

Dr. Suritsky commented that Mrs. Stabile and she met with Rebecca and Gabriella for an hour-long orientation to review policies, the role of the school board, the strategic plan, Board goals and the connection between the Board of School Director and student board representatives. She noted that Mrs. Stabile would be sharing the School Board Meeting Reports and Committee meeting minutes with Rebecca and Gabriella to assist them with understanding the discussions at the Board meetings so that they can then share that information with the high school student body.

Mrs. Billerbeck stated that the Board looked forward to more interaction with the student board representatives.

APPROVAL OF AGENDA (Billerbeck)

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

SUPERINTENDENT'S REPORT (Rozzo)

REQUEST APPROVAL OF PERSONNEL LISTINGS (Rozzo/Carson)

Dr. Rozzo 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 RESOLUTION REGARDING STAFFING (Rozzo/Suritsky)

Dr. Suritsky requested approval to increase staff by the following position in order to implement current IEPs in the specialized classroom at Eisenhower Elementary School:

0.50 Teacher Aide (Eisenhower)

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

REQUEST APPROVAL OF SNOW AND ICE REMOVAL AGREEMENT WITH TOWNSHIP

Dr. Rozzo requested approval of the Snow and Ice Removal Agreement with the Township for a three-year period from November 1, 2018 through April 30, 2021.

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

REQUEST APPROVAL TO RATIFY PURCHASE OF SECURITY-RELATED EQUIPMENT FROM PCCD GRANT

Dr. Rozzo requested approval to ratify the purchase of \$25,000 of equipment from funds received from the Pennsylvania Commission on Crime and Delinquency under the Part A: Meritorious Safety & Security Grant Application.

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

REQUEST APPROVAL TO RATIFY RESOLUTION AUTHORIZING JOHN T. ROZZO TO SIGN CONTRACTS, AGREEMENTS, GRANTS AND/OR LICENSES WITH PENNSYLVANIA DEPARTMENT OF EDUCATION

Dr. Rozzo requested approval to ratify a resolution authorizing him to sign contracts, agreements, grants and/or licenses with the Pennsylvania Department of Education, including the use of electronic signatures via the Department's e-grants system.

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

ANNOUNCEMENT REGARDING STATEWIDE RESULTS ON KEYSTONE EXAMS

Dr. Rozzo explained that the state released performance data results of the Keystone Exams and announced that Upper St. Clair was ranked #1 in Allegheny County and #4 in Pennsylvania. He stated that he is very proud of the students and staff on this accomplishment.

On behalf of the Board, Mrs. Billerbeck added her congratulations to the staff and students.

ADMINISTRATORS' REPORTS

FIRST READING OF POLICY #4016 - BEHAVIOR SUPPORT POLICY (Pfender)

Mrs. Pfender presented a first reading of Policy #4016 - Behavior Support Policy. She explained that the policy formalizes practices that have been effective for a number of years. Mr. Plutko suggested that the words "district school police officers" be added to wording in the policy that currently only referred to "local law enforcement."

REQUEST APPROVAL OF COMPREHENSIVE PLAN FOR 7-1-19 THROUGH 6-30-22 (Pfender)

Mrs. Pfender stated that the Comprehensive Plan for July 1, 2019 through June 30, 2022 was placed on the website for public review on October 16 and requested approval.

Dr. Gans commented that she had a suggestion to share with Mrs. Pfender.

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

REQUEST APPROVAL OF CONTRACT FOR ACADEMIC PROGRESS MONITORING SOFTWARE INTEGRATION INTO CANVAS (Berrott)

Mr. Berrott requested approval of a one-year agreement with AspirEDU, Inc. with automatic yearly renewals for the integration of the Grade Guardian program into Canvas at the cost of \$3.50 per student, with a one-time implementation fee of \$2,000.

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

ADMINISTRATIVE UPDATES (Rozzo)

RAY BERROTT - Mr. Berrott shared information regarding technology upgrades throughout the summer and fall months relating to copiers, MMS, Transfinder, phone system, re-imaging laptops, online accounting systems, website design, student co-ops, promethean boards, iPad refurbishments, trainings, security cameras, Fort Couch Innovation Hub, High School Chromebooks, High School studio, and SHOP@USC. He noted that Dell has a recall on the Chromebooks and the technology department is proactively replacing parts and seeking restitution with Dell. Mr. Berrott stated that it is his opinion that Chromebooks is still the correct decision for the high school students.

JUDY BULAZO - Dr. Bulazo stated that a professional development day was held for the middle school and high school professional staff with sessions on technology, mental health, curriculum, and problem-based learning. She added that the fall curriculum panel meetings are occurring with recommendations scheduled to be presented to the Board for approval in January. Dr. Bulazo stated that PVAAS data and PSSA test information is being analyzed.

RAY CARSON - Mr. Carson provided an update regarding safety and security noting that a five member team attended NASRO training on the topic of school based law enforcement. He explained that many of the new school police officers had formerly been employed in local and state law enforcement and the NASRO training regarding the role of the school police and resource officer was very helpful to them.

BRAD WILSON - Mr. Wilson explained that he has been working on how to ensure easy access to data with the implementation of Canvas and Grade Guardian. He added that he has also been working on streamlining many processes this school year including digitizing the process for peer tutoring, the PLC model at the High School, and student referrals. Mrs. Billerbeck commented that it would be helpful for the Board to see a presentation regarding Canvas and Grade Guardian in the future.

Dr. Rozzo stated that there has been ongoing work related to communicating student progress with families that will be included in a curriculum recommendation at the middle school level, programming related to anti-bullying and the No Place for Hate curriculum and expanding existing offerings. Dr. Rozzo noted that he has met with two local rabbis on how best to support students and their families.

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.

SECOND READING AND REQUEST APPROVAL OF REVISIONS TO POLICY #6020 - STUDENT WELLNESS

Mr. Burchill presented a second reading and requested approval of a revision to Policy #6020 - Student Wellness.

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

REQUEST APPROVAL TO RECOGNIZE BOOSTER ORGANIZATIONS AND CLUB SPORTS CONTINGENT UPON COMPLIANCE WITH BOARD POLICIES

Mr. Burchill requested approval to recognize a list of booster groups and club sports for the 2018-19 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.

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

REQUEST APPROVAL TO SOLICIT PROPOSALS FOR FOOD SERVICE OPERATIONS

Mr. Burchill explained that every five years that school districts are required to solicit proposals for the management of food service operations if those services are outsourced.

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

CAPITAL PROJECTS UPDATE (Burchill/McLean/Brennan)

Mr. Burchill, Mr. McLean and Mr. Brennan shared an update regarding the capital projects, including a request for Board approval of two change orders. It was noted that updates needed to be made to the October Monthly Progress Report related to the Total Budget and Change Order amounts.

Mrs. Bowen thanked the construction team for their efforts in keeping the project on schedule. Mrs. Billerbeck noted that all school board members are invited to attend the construction meetings. Rebecca Speer commented that she was amazed at how quickly the project is moving along.

The Committee will recommend approval of the change orders, separate from the Consent Agenda.

COMMITTEE REPORTS

Dr. Gans reported that the next Parent Teacher Council meeting would be held on Wednesday, November 7 at 9:30 am at Eisenhower and encouraged parents to attend the meeting. She noted that there is an ongoing effort of the Wellness Committee to discuss the topic of wellness of students and parental involvement.

Mrs. Petersen stated that Parkway West Career & Technology Center is having a career exploration day on Tuesday and Wednesday, June 17 and 18, 2019. She noted that the counselors are meeting to discuss an opportunity to look at technology at Parkway West related to attendance called Guru Dashboard.

Mrs. Bowen reported that the next Youth Steering Committee would be held on Wednesday, November 14 at 7:00 pm at the Community & Recreation Center. They will be debriefing on a collaboration meeting with the Wellness Committee and the presentation from parents regarding suggestions for additional student activities.

RESIDENTS' COMMENTS - REGARDING ANY ITEM

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

Chuck Schwimer, 160 Devonwood Drive, commented regarding anti-Semitism, hate and threats and the responsibility to report such actions.

MATTERS OF INFORMATION - SUPERINTENDENT & ADMINISTRATION

VETERANS DAY OBSERVANCE AT USC VETERANS PARK - NOVEMBER 12 @ 10:00 AM

Dr. Rozzo commented that there would be involvement by the students at the Veterans Day observance at USC Veterans Park on November 12 at 10:00 am.

BOARD DINNER WORKSHOP (SAFETY & SECURITY) - DECEMBER 3 @ 5:15 PM

Dr. Rozzo stated that a Board dinner workshop on the subject of safety and security would be held on December 3 at 5:15 pm.

PTC SUPERINTENDENT OPEN MIC - DECEMBER 5 (BOYCE THEATRE)

Dr. Rozzo announced that the Parent Teacher Superintendent Open Mic has been changed to Wednesday, December 5 at 7:00 pm at the Boyce Theatre.

UPDATE ON BOARD GOALS WORKSHOP

Mrs. Billerbeck reported that she met with Dr. Rozzo and Mr. Carson to discuss setting Board goals consistent with the Strategic Plan that goes through 2022. She commented that the school district is fortunate to have Mr. Carson's expertise in this area and that he will be meeting individually with all school board members in order to develop a baseline of priorities.

NOVEMBER 19 BOARD MEETING

Dr. Rozzo announced that the following items would be included on the November 19 School Board meeting agenda:

- **PRESENTATION REGARDING PEER TUTORING: PROMOTING SUCCESS AND RELATIONSHIPS BETWEEN MIDDLE AND HIGH SCHOOL STUDENTS**
- **PRESENTATION REGARDING ANNUAL AUDIT FOR YEAR ENDING 6-30-18**
- **RECOGNITION OF SERVICE FOR RETIREMENTS**

ADJOURNMENT

It was moved and seconded that the meeting adjourn at approximately 8:35 pm.

Respectfully submitted,

Mary Ann L. Stabile
School Board Stenographer