

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



Customizing Learning,
Nurturing Potential...
Delivering Excellence

**MONDAY, MARCH 11, 2019 - 7:00 PM
CENTRAL OFFICE BOARD ROOM**

6:00 P.M. - EXECUTIVE SESSION - PERSONNEL, STUDENT, SAFETY/SECURITY & LEGAL 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 March 11, 2019 in the Central Office Board Room.

School Board Members in attendance:

Mrs. Amy L. Billerbeck, President
Mrs. Barbara L. Bolas, Vice-President
Jennifer L. Bowen
Mr. Phillip J. Elias
Dr. Daphna Gans
Mr. Patrick A. Hewitt (via speakerphone)
Mr. Louis P. Mafrice, Jr.
Mrs. Angela B. Petersen
Mr. Dante R. Plutko, Jr.

School personnel in attendance:

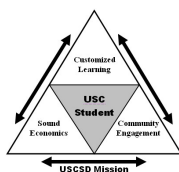
Dr. John T. Rozzo, Superintendent of Schools
Dr. Sharon Suritsky, Assistant/Deputy Superintendent
Mr. Raymond Berrott, Director of Technology
Mr. Scott P. Burchill, Director of Business & Finance
Dr. Judith Bulazo, Director of Curriculum & Professional Development
Mr. Ray Carson, Director of Human Resources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

Dr. Gans 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 #21 FROM STRATEGIC PLAN

Mr. Mafrice read the following Shared Belief Statement #21 from the Strategic Plan:

We believe that:

Thoughtful practices of a school and community can foster a sense of environmental stewardship 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.

There were no residents' comments at this time.

APPROVAL OF AGENDA (Bolas)

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

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

Student Board Representatives Rebecca Speer and Gabriella Spina reported on various activities at the high school, including the spring musical "Hello Dolly!," the upcoming Mini-THON, programs at the high school, and the success of the Speech and Debate Club.

CONVENE BOARD MEETING (Billerbeck)

The Committee of the Whole Meeting recessed at approximately 7:19 p.m. to convene a voting meeting.

- a. **APPROVAL OF ADMINISTRATIVE ELECTION (Rozzo)**
- b. **APPROVAL OF PERSONNEL LISTING (Rozzo/Carson)**
- c. **APPROVAL OF SPECIAL EDUCATION SETTLEMENT AGREEMENT (Rozzo/Pfender)**
- d. **APPROVAL OF STUDENT DISCIPLINE AGREEMENT #2 FOR 2018-19 (Rozzo/Pfender)**
- e. **APPROVAL OF RESOLUTION FOR PATHFINDER JOINTURE MEMBERS REGARDING ROOF REPLACEMENT PROJECT (Rozzo/Burchill)**
- f. **APPROVAL OF REVISION TO 2018-19 SCHOOL CALENDAR (Rozzo)**

The Committee of the Whole Meeting reconvened at approximately 7:29 p.m.

CAPITAL PROJECTS UPDATE (Burchill/Brennan/McLean)

Mr. Brennan and Mr. McLean presented an update regarding the Capital Projects, including change orders for approval.

Mr. Burchill stated that the Boyce Field House is close to opening.

Mrs. Billerbeck commented that at the appropriate time that Board members would be taking a tour of the Community Complex.

There was further discussion regarding the change orders being recommended, the change order process and the architect and construction manager's role in the process.

SUPERINTENDENT'S REPORT (Rozzo)

REQUEST APPROVAL OF RESOLUTION REGARDING STAFFING

Dr. Rozzo requested approval of the following resolutions regarding staffing:

The District staff be decreased by the following position:

1.0 Health Room Aide

The District staff be increased by the following position:

1.0 Certified School Nurse

Mrs. Pfender explained that the resolution will increase the school nurses from four to five and that moving to the model of reducing a health room aide and adding a certified school nurse will better address student needs, as well as student wellness, safety and security.

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

REQUEST APPROVAL OF PERSONNEL LISTINGS (Rozzo/Carson)

Dr. Rozzo requested approval of the Personnel Listings, pending receipt of all paperwork and required clearances. He noted the election of Richard Moore as School Police Officer effective March 26, 2019 and the retirement of Mrs. Stabile effective January 2, 2020.

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

ADMINISTRATORS' REPORTS

REQUEST APPROVAL OF AGREEMENT WITH SCHOOL PHYSICIAN (Pfender)

Mrs. Pfender requested approval of an agreement with Dr. Tahniat Syed to serve as the School District Physician with school physicals to be billed at \$20 a physical and consultative service to be billed at \$100 per hour. She noted that the current School Physician is unable to continue in the role.

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

REQUEST APPROVAL OF MATERIALS PURCHASE AGREEMENT WITH ASSET STEM EDUCATION (Bulazo)

Dr. Bulazo requested approval of a Materials Purchase Agreement with ASSET STEM Education to purchase used science materials at the cost of \$10,864.00. She noted that ASSET is going out of business and the School District would like to purchase the materials that they already were using from ASSET.

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

REQUEST APPROVAL OF PURCHASE OF SECURITY CAMERAS FOR BAKER, EISENHOWER AND STREAMS ELEMENTARY SCHOOLS (Carson)

Mr. Carson requested approval to accept the proposals from Dagastino Electric Services, Inc. as per 2019 PEPPM/COSTARS Contract to purchase security cameras for Baker, Eisenhower and Streams Elementary Schools as follows:

<u>School</u>	<u>No. of New Cameras</u>	<u>COSTARS Pricing</u>
Baker Elementary	27	\$ 42,711.00
Eisenhower Elementary	25	\$ 47,451.00
Streams Elementary	27	\$ 45,889.00
TOTAL	79	\$136,051.00

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

REQUEST APPROVAL OF TECHNOLOGY INFRASTRUCTURE PURCHASES FOR NEW CENTRAL OFFICE, BOYCE FIELD HOUSE AND NATATORIUM (Berrott)

Mr. Berrott requested approval for the School District to purchase the technology items in the ATTACHED Groups A-F for a cost not to exceed \$300,000 via the COSTARS and PEPPM state contracts for the new Central Office, Boyce Field House and Natatorium.

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

UPDATE REGARDING TECHNOLOGY EQUIPMENT DECLARED SURPLUS (Berrott)

Mr. Berrott reviewed a summary of the technology equipment that was declared surplus, who purchased the equipment and the sale price.

ADMINISTRATIVE UPDATES (Rozzo)

- **MR. BERROTT** - Mr. Berrott provided an update regarding the Chromebook replacements by Dell for the high school students. He also reported regarding the Promethean ActivePanels in the elementary schools.
- **DR. BULAZO** - Dr. Bulazo shared information regarding the upcoming final professional development for the school year that included offerings to address meeting the needs of students with special needs, as well as ALICE training. She also reported that Induction training for the year has been completed, preliminary curriculum panel meetings will begin, and summer school registration will also soon begin.
- **MR. BURCHILL** - Mr. Burchill provided an update regarding the high school water damage and the gym restoration, as well as the challenge of rescheduling events. He reported that the carpet in Cafe321 has been replaced, Room 409 has been renovated and that the athletic office is still being renovated. Mr. Burchill stated that the bond closing occurred that generated a savings of 3.75%. He noted that Mr. Bova would provide an update at the March Board Meeting.
- **MR. CARSON** - Mr. Carson provided an update regarding Safe2Say Something and the number of tips as well as spam calls to date. Over 3,000 individuals have been trained and he commended Chief Bryson, Dan Zelenski, Dan O'Rourke and Joe DeMar for their assistance. Mr. Carson announced that a number of staff members will be attending ALICE Training to be certified trainers. Staff members will be trained this school year and students next school year. Mr. Carson also provided an update regarding the Safety and Insurance Committee and addressing needs of custodial and maintenance employees to assist in addressing issues quickly to help in reducing the number of workers compensation claims. Other additions include a website with online safety tips, monthly training, reporting safety issues and other collaborative strategies.

- **DR. SURITSKY** - Dr. Suritsky shared information regarding a PASA/PSBA Workshop she attended where there was much discussion regarding legislative issues and the Governor's funding proposals. She also provided an update regarding grants from the PA Commission on Crime and Delinquency and a revised proposal that was submitted for nearly \$100,000 in funding. Dr. Suritsky also reported that two teams of presenters will be attending the NSBA Conference, including the team of Mrs. Bolas, Mrs. Pfender, Mrs. Czekaj, and Mrs. Zirmgibl and the team of Dr. Gans, Ms. Wagner, and she. Dr. Suritsky thanked the Board for their support and shared the positive experiences of presenting at a national conference.
- MR. WILSON** - Mr. Wilson reported that he attended the Mass Customized Learning Summit last week noting that this is the sixth year that the School District has focused on mass customized learning. Mr. Wilson also shared information regarding continuous improvement, Office Hours at the High School, Grade Guardian and the Professional Learning Communities model.

BUSINESS & FINANCE

REVIEW OF FINANCIAL & CASH FLOW STATEMENTS

Mr. Burchill presented the financial statements and requested approval.

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

REQUEST APPROVAL OF 2019-20 PROGRAM OF SERVICES BUDGET FOR ALLEGHENY INTERMEDIATE UNIT

Mr. Burchill requested approval of the proposed 2019-20 Allegheny Intermediate Unit Program of Services Budget in the amount of \$2,144,656. He explained that the Allegheny County (AIU3) school districts' total contribution to the budget is \$1,811,545. Upper St. Clair's contribution to the Program of Services Budget is estimated to be \$61,751 and will be determined by PDE according to District Aid Ratio and Weighted Average Daily Membership (WADM).

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

REQUEST APPROVAL OF LEASE FOR SCHOOL BUSES (Burchill)

Mr. Burchill requested approval to accept the proposal by PNC Equipment Finance to lease seven (7) 72-passenger school buses at an equipment cost of up to \$655,284 for the lease term of six (6) years plus four (4) months at the lease rate of 3.24%.

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

REPORT REGARDING BOARD GOVERNANCE WORKSHOP (Billerbeck)

Mrs. Billerbeck reported that Board members participated in a Board Governance Workshop on Monday, March 4 facilitated by Mr. Carson. She explained that early in the school year Board members met individually with Mr. Carson to discuss Board Goals and Mr. Carson synthesized the input into themes and specific areas for potential Board Goals. Mrs. Billerbeck noted that the proposed 2019 Board Goals are presented this evening to be voted on at the March 25 meeting.

2019 BOARD GOALS (Billerbeck)

Mrs. Billerbeck shared the 2019 Board Goals. She proposed that a Board Development and Governance Team be established of four Board members at most. She requested Board members to let her know if they were interested in serving on this ad hoc committee.

Mrs. Billerbeck explained that the Board Goals Workshop was a productive process and goal alignment process to provide clear values for Dr. Rozzo to establish his goals. Mrs. Bolas recognized all Board members and Mr. Carson

for the productive process. Dr. Rozzo agreed that it was a very productive goal setting process and noted that the district will be working an upcoming strategic plan that will comprise of a very similar process to include all stakeholders with vision teams and input from the community.

COMMITTEE REPORTS

Dr. Gans announced that PSBA would be holding their half-day Spring Legal Workshop at the High School on Tuesday, April 9. She reported that the Parent Teacher Council meeting was held in the evening on March 6 at Boyce Middle School noting that three School Board members attended. Dr. Gans commented that the PTC meetings provide opportunities for meaningful conversations among parents and with the Superintendent and explained the struggle to accommodate parents' requests but the same individuals continue to attend.

Mrs. Bowen announced that the next Youth Steering Committee Meeting would be held on Wednesday, March 13 at 7:00 p.m. at the Community & Recreation Center.

Mr. Mafrice stated that he would be attending an upcoming SHASDA Student Forum along with Dr. Suritsky on Thursday, March 21 at Baldwin High School. He noted that Mr. Gordon Mathews and three students would be attending on behalf of Upper St. Clair High School to showcase the Peer Tutoring program.

Mrs. Bolas reported that she attended the PSBA Sectional Meeting at the High School on Wednesday, March 6 and shared information that was discussed at the meeting.

MATTERS OF INFORMATION - SUPERINTENDENT & ADMINISTRATION

REPORT FROM PARENT TEACHER COUNCIL EVENING MEETING - MARCH 6

Dr. Rozzo thanked the Parent Teacher Council for hosting the evening meeting on March 6. He commented that the members are a great group of volunteers who continually support the schools and the students.

REPORT FROM TRI-STATE SCHOOL BOARD & DISTINGUISHED EDUCATOR DINNER (MARCH 7) AND PASA-PSBA WORKSHOP (MARCH 8)

Mrs. Bolas and Mrs. Billerbeck commented regarding the Tri-State events, networking opportunity, and the sharing of innovative ideas and best learning practices.

MARCH 25, 2019 BOARD MEETING

Dr. Rozzo stated that the following presentation and recognition would be held at the March 25 Board Meeting:

- **PRESENTATION REGARDING STREAMS CHILDREN FOR CHILDREN EVENT**
- **RECOGNITION OF SPRING MUSICAL, "HELLO, DOLLY!"**

ADJOURNMENT

It was moved, seconded, and carried on unanimous voice vote that the meeting adjourn at approximately 9:23 p.m.

Respectfully submitted,

Mary Ann L. Stabile
School Board Stenographer