

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



Customizing Learning,
Nurturing Potential...
Delivering Excellence

**MONDAY, APRIL 8, 2019 - 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 April 8, 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
Dr. Daphna Gans
Mr. Patrick A. Hewitt
Mr. Louis P. Mafrice, Jr.
Mrs. Angela B. Petersen

School personnel in attendance:

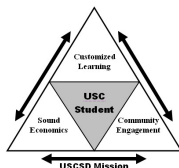
Dr. John T. Rozzo, Superintendent of Schools
Dr. Sharon Suritsky, Assistant/Deputy Superintendent
Mr. Raymond Berrott, Director of Technology
Mr. Scott P. Burchill, Director of Business & Finance
Dr. Judith Bulazo, Director of Curriculum & Professional Development
Mr. Ray Carson, Director of Human Resources
Mrs. Amy Pfender, Director of Student Support Services
Mr. Brad Wilson, Supervisor of Customized & On-Line Learning
Mrs. Mary Ann Stabile, Stenographer
Ms. Val Faeth, 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 #23 FROM STRATEGIC PLAN

Mr. Mafrice read the following Shared Belief Statement #23 from the Strategic Plan:

We believe that:

An educated and well-informed citizenry is essential for a democratic society to flourish.

PRESENTATION BY HIGH SCHOOL STUDENTS (Gans/Rozzo)

Dr. Rozzo thanked Dr. Gans for contacting him regarding having the high school students from Room 409 share a presentation with the Board members. Dr. Gans commented that there are great programs at the High School and that she was pleased to introduce Ms. Jen Wagner who will be sharing a project that her classroom is doing.

Ms. Wagner invited the Board members to attend the Room 409 achievement night on Friday, May 17. She and three of her students, Ella Gans, Maddie Loughlin, and Noah Markovitz, shared information regarding the bracelets that they are selling through a partnership with MyIntent.org. Personalized bracelets can be purchased with your word of choice for \$10 and the proceeds will be donated to a charity of the students' choice. The students distributed USC Service bracelets to the School Board members and administrators.

Dr. Gans commented that she participated in a session presentation at the National School Boards Association conference and shared information regarding the programs in Room 409 that are geared to improving the quality of life for our students in the emotional support program. She noted that many people attended their session and appreciated how the School District created this very unique program.

Mrs. Bolas thanked Ms. Wagner and the students for the bracelets and also thanked the staff members who work on inclusion with our students to ensure that each child is happy and honor their uniqueness.

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

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

Gabriella Spina reported on various activities at the High School, including the start of spring sports, the recent Mini-THON at Fort Couch raising \$58,476.69, FBLA students participating in the state competition, Rebecca and she attending the Tri-State Jean Winsand Institute where Dr. Suritsky and Mrs. Pfender shared presentations, and their newsletter coming out with ideas for Spring Break.

Mrs. Bolas congratulated the high school students for the large amount of money that was raised at Mini-THON.

RECOGNITION OF SERVICE (Rozzo)

JEFFREY YOCHUM, FORT COUCH CUSTODIAN

Dr. Rozzo and the Board members recognized Jeffrey Yochum, Fort Couch Custodian. Dr. Rozzo stated that Mr. Yochum was hired as a substitute custodian in October 2009 and was later hired as a .50 custodian at Boyce in March 2010 becoming full time in July 2010. During his tenure with the School District,

Mr. Yochum worked at Boyce, Eisenhower and Fort Couch. He retired on March 5, 2019 after nine years of dedicated service with USC.

CAPITAL PROJECTS UPDATE (Burchill/Brennan/McLean)

Mr. Joe Brennan of PJ Dick, Inc. and Mr. Dave McLean of McLean Architects provided an update regarding the capital projects, including change orders for approval.

REQUEST APPROVAL TO SOLICIT BIDS FOR CAPITAL REPAIRS (Burchill/McLean)

Mr. Burchill requested approval to solicit bids for the following capital repairs. Mr. McLean provided additional details regarding each of the projects noting that they would be bid separately due to the type of contractor needed for each of the projects (general contractor and plumbing contractor).

- Exterior Window and Door, Flashing and Caulking @ Eisenhower and Streams Elementary Schools
- Sanitary Piping Repairs/Replacement @ High School and Boyce Middle School

Dr. Gans commented that a long-term facility plan would be helpful to know what type of facility improvements are expected in the future.

SUPERINTENDENT'S REPORT (Rozzo)

REQUEST APPROVAL OF PERSONNEL LISTINGS

Dr. Rozzo requested approval of the Personnel Listings, pending receipt of all paperwork and required clearances. He noted that there is a professional staff resignation and classified staff retirements on the listing.

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

REQUEST APPROVAL OF CONTRACT WITH PSBA FOR POLICY REVIEW SERVICES

Dr. Rozzo requested approval of a Contract for Professional Services with Pennsylvania School Boards Association for Policy Review Service in the total amount of \$6,700 payable as follows: a) \$2,233 upon return of executed copy of the contract; b) \$2,233 pursuant to an invoice upon completion of all sections of the draft policy manual; and c) \$2,234 pursuant to an invoice in the next fiscal year after completion of all sections of the draft policy manual. Dr. Rozzo explained that many of our newly adopted School Board policies have been developed or revised according to the PSBA model.

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

ADMINISTRATIVE REPORT

REQUEST APPROVAL OF FAMILY ID PROGRAM FOR ATHLETICS (Berrott/Deitrick)

Mr. Berrott explained that the District is looking to improve efficiencies in the athletic department with registering students for athletic sports programs and in processing payments.

Dr. Deitrick shared information regarding the recommendation to approve a FamilyID online registration system for athletic registrations and electronic payments that is very safe and efficient. He explained that FamilyID will provide parents/students a user-friendly tool to register for athletic programs and update all necessary information and that the District would gain substantive efficiencies with processing the forms and payment. FamilyID also offers various ways to communicate with parents and students regarding the registration process and our athletic programs and events.

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

FIRST READING OF REVISIONS TO POLICY #3026 - RECORDS MANAGEMENT (Carson)

Mr. Carson presented a first reading of revisions to Policy #3026 - Records Management. He explained that revisions are being recommended in order to continue streamlining the District's records management process to include electronic records management. He noted that the policy was developed using the PSBA model.

ADMINISTRATIVE UPDATES (Rozzo)

DR. BULAZO - Dr. Bulazo provided updates regarding professional development and curriculum, beginning plans for next school year, summer workshop time and the professional development electronic catalog.

MRS. PFENDER - Mrs. Pfender provided an update regarding the MyIntent project at the High School in Room 409. She also commented regarding session presentations at the NSBA Conference regarding the SHOP@USC program and Room 409. She noted that kindergarten registrations are being conducted that include a personal touch and also commented regarding upcoming PSSA and Keystone testing.

DR. SURITSKY - Dr. Suritsky provided additional information regarding the session presentations at the NSBA Conference. She explained the great experience for staff and Board members to participate at the national conference where approximately 7,000 attended. In addition to the two session presentations, she noted that Dr. Tim Wagner was invited to serve on a panel to share information regarding high school scheduling. Dr. Suritsky recognized Mrs. Pfender for serving on the Tri-State Jean Winsand Institute planning committee and also participating in a session presentation. Dr. Suritsky commented that much work has been happening in terms of preparing the 2019-20 budget including reviewing staffing needs.

DR. GANS - Dr. Gans commented regarding the informative sessions at the NSBA Conference, including focusing on the concept of social and emotional learning, looking at the child as a whole, and preparing children for jobs of the future through the use of technology, social, emotional and teamwork skills and creativity.

MRS. BOLAS - Mrs. Bolas stated that the NSBA Conference is the largest gathering of elected officials in the country. She commented regarding sessions she attended, including the importance of writing and a balanced curriculum. She noted that many of the attendees were interested in hearing how USC offers the types of programs that it does with such budget constraints.

MR. WILSON - Mr. Wilson spoke about the creativity and critical thinking that goes into the process of developing programming for students, the viewing rate of the Canvas videos, getting ready for next school year with Canvas, the success of Office Hours, recording lessons of professional staff members who are resigning or retiring, improvements in the portfolios and competencies of students, customized pdf's in Canvas, and clear and direct communication with families.

BUSINESS & FINANCE (Burchill)

PRESENTATION REGARDING 2019-20 BUDGET (Rozzo/Burchill)

Dr. Rozzo stated that a high-level first presentation of the 2019-20 Budget will be shared and that a more comprehensive presentation will be shared at the May Committee meeting. He noted that there is still a lot of work to do on the budget and that safety and security as well as student wellness are significant pieces of the budget. Dr. Rozzo stated that he is confident that a balanced budget would be submitted in May and noted that a considerable amount of time is being spent on monitoring staffing needs and student enrollment.

Mr. Burchill shared a presentation regarding the 2019-20 budget that included a budget overview, proposed revenues, revenue items of note, proposed expenditures, expenditure items of note, the proposed final budget and budget timeline.

REVIEW OF FINANCIAL & CASH FLOW STATEMENTS

Mr. Burchill reviewed the financial and cash flow 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 2019-20 ADMINISTRATIVE BUDGET

Mr. Burchill requested approval of the South Central Area Special Schools Committee 2019-20 Administrative Budget totaling \$872,000 and a total District share payment of \$112,100.

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

REQUEST APPROVAL OF BID AWARD FOR FOOD SERVICE MANAGEMENT

Mr. Burchill requested approval to award the food service management contract to Aramark for a one-year term, renewable annually up to four additional one-year periods, contingent upon final Pennsylvania Department of Education approval.

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

COMMITTEE REPORTS

Dr. Gans reported regarding a joint effort by the Parent Teacher Council Wellness Committee, Youth Steering Committee and Community Foundation to bring in a speaker to talk about the subjects of empathy, the community and social/emotional learning. She noted that the Wellness Committee is also looking into bringing additional speakers to educate the community regarding responsibilities of students and overcoming the challenges of social media.

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.

The following residents commented regarding the school district having tennis courts for the High School Tennis Team:

Stephanie Le, 1836 Winchester Drive
Harrison Chui, 1836 Winchester Drive
John Jorgenson, 1754 Robson Drive

MATTERS OF INFORMATION - SUPERINTENDENT & ADMINISTRATION

APRIL REGULAR BOARD MEETING - TUESDAY, APRIL 23, 2019

Dr. Rozzo announced that the Regular Board Meeting would be held on Tuesday, April 23.

SHASDA CONFERENCE - APRIL 27

Dr. Rozzo reminded Board members that the SHASDA Conference would be held on Saturday, April 27 and to let Mrs. Stabile know if they were interested in attending.

**PARENT TEACHER COUNCIL SUPERINTENDENT OPEN MIC - MAY 2
@ HIGH SCHOOL LGI ROOM (10:00 A.M.)**

Dr. Rozzo announced that the Parent Teacher Council Superintendent Open Mic would be held on Thursday, May 2 at the High School LGI Room at 10:00 a.m. He explained that the Open Mic is being held in the LGI Room to allow there to be more meaningful back and forth dialogue among the attendees, the superintendent, and the administration.

ADJOURNMENT

It was moved, seconded, and carried on unanimous voice vote that the meeting adjourn at approximately 8:58 p.m.

EXECUTIVE SESSION - STUDENT & PERSONNEL MATTERS

The Committee adjourned into executive session to discuss student and personnel matters.

Respectfully submitted,

Mary Ann L. Stabile
School Board Stenographer