



Customizing Learning,  
Nurturing Potential...  
Delivering Excellence

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

**MONDAY, JUNE 3, 2019 - 7:00 PM  
CENTRAL OFFICE BOARD ROOM**

**5:00 PM - CURRICULUM RECOMMENDATIONS PRESENTATION**

**6:30 PM - EXECUTIVE SESSION - PERSONNEL MATTERS**

Notice having been advertised and posted and members duly notified, a meeting of the Board of School Directors was held on June 3, 2019 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. (via speakerphone)  
Mrs. Angela B. Petersen  
Mr. Dante R. Plutko, Jr.

School personnel in attendance:

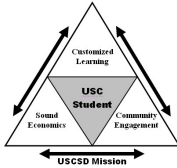
Dr. John T. Rozzo, Superintendent  
Dr. Sharon Suritsky, Assistant/Deputy Superintendent  
Mr. Raymond Berrott, Director of Technology  
Dr. Judith Bulazo, Director of Curriculum & Professional Development  
Mr. Scott P. Burchill, Director of Business & Finance  
Mr. Ray Carson, Director of Human Resources  
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. She explained that a Curriculum Recommendations presentation was held at 5:00 pm and the Board met in executive session at 6:30 p.m. Mrs. Bolas noted that Mr. Mafrice was participating in the meeting via speakerphone.

## 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 #4 FROM STRATEGIC PLAN

Mr. Plutko read the following Shared Belief Statement #4 from the Strategic Plan:

*We believe that:*

*The quality of the school district impacts the quality of life in the community.*

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

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

Rebecca Speer and Gabriella Spina reported on various activities at the High School. Rebecca thanked the Board for appointing her as Student Board Representative two years ago. She commented how rewarding it was to serve in that role and witness the administrative aspect of the School District and the actions that impact the students. She stated that graduation was on Thursday and prom on Tuesday with the red carpet at 4:30 pm. Rebecca stated that she played varsity lacrosse and the team won the WPIAL championship for the first time in 10 years. Gabriella commented regarding the annual pickleball tournament. She also stated that she leaves for Belize on Saturday with the Student Leadership Academy where she will be teaching 34 second graders and thanked the Board for the opportunity.

## RECOGNITION OF REBECCA SPEER, STUDENT BOARD REPRESENTATIVE (2017-18 AND 2018-19)

Dr. Rozzo and the Board recognized Rebecca Speer for serving as a Student Board Representative during the 2017-18 and 2018-19 school years. Dr. Rozzo and Mrs. Billerbeck thanked Rebecca for all that she contributed over the past two years, commented how proud they were of her, and wished her well at Boston College. Dr. Rozzo stated that the administration is in the process of making a recommendation for a new Student Board Representative beginning next school year. Mrs. Billerbeck and Dr. Rozzo presented Rebecca with a Certificate of Recognition, USC iPad portfolio and a Boston College sweatshirt.

## **PRESENTATION REGARDING BAKER WELLNESS INITIATIVES**

**(Dr. Pat McClintock-Comeaux, Principal; Holly Fisher, School Nurse; Lindsay Beck, Parent)**

Dr. Patrick McClintock Comeaux, Ms. Holly Fisher, and Ms. Lindsay Beck shared a presentation regarding Baker Wellness Initiatives. They explained about their dedication to wellness with a focus on the whole child, including the three phases of Baker Wellness - Traditional Play, Lifetime Wellness with Kids of Steel, and Flexible Workplace Options. Dr. McClintock-Comeaux shared before and after photos of the Baker playground and the unique Baker schedule. Ms. Fisher shared information regarding the Kids of Steel participation in the Kids Marathon. Ms. Beck shared information regarding the flexible seating that was a gift from the Baker PTO this school year.

## **RECOGNITION OF SERVICE (Rozzo)**

Dr. Rozzo recognized the following retirees for their dedicated service to the School District who were unable to attend the meeting:

### ***Margaret Baumgartner, Eisenhower Nutrition Center Cook/Baker***

- May 2009 – Hired as Substitute Nutrition Center Worker
- November 2009 – Hired as Part-Time Nutrition Center Worker at Eisenhower
- February 2013 – Also served as Substitute Custodian
- August 2015 – Promoted to Cook/Baker at Eisenhower
- Retiring in June 2019 after 10 years of service with USC

### ***Kathleen Ellis, Baker Teacher Aide (not attending)***

- August 2005 – Hired as .50 Teacher Aide at Eisenhower
- December 2008 – Status changed to fulltime Teacher Aide at Eisenhower
- Retiring in June 2019 after 14 years of dedicated service with the USC

### ***Dawn Green, Boyce Custodian***

- December 2004 - Hired as Substitute Nutrition Center Worker
- February 2005 - Hired as Part-Time Nutrition Center Worker at High School
- August 2006 - Became Cook and Baker at Eisenhower Nutrition Center
- November 2009 - Hired as Nutrition Center Supervisor at Streams
- December 2014 - Hired as Custodian at Boyce
- Retired in May 2019 after 15 years of dedicated service with USC

### ***Deborah Leonard, .6 Streams/.4 High School Health Room Aide (not attending)***

- September 2009 - Hired as Health Room Aide at Streams and High School
- Retiring in June after 10 years of dedicated service with the USC

### ***Walter Michalski, High School Special Education Teacher/USCEA Assignment (not attending)***

- August 1990 - Hired as a High School Special Education Teacher
- September 1998 - Approved for leave of absence as teacher to accept position with Pennsylvania Federation of Teachers
- Retiring in June 2019 after 8 years of dedicated service with USC and 21 years with PFT where he will continue on as a staff representative

### ***Steven Moore, Bus Garage Maintenance Technician***

- February 1994 - Hired as substitute maintenance employee
- January 1997 - Hired as Bus Garage technician
- Retired in April 2019 after 25 years of service with USC

### ***Virginia Stempkowski, Eisenhower Elementary Teacher (not attending)***

- August 1997 - Hired as Streams Half-Time Teacher Aide (Special Education)
- August 1998 - Became fulltime Teacher Aide
- August 2000 - Resigned as Teacher Aide
- 2003-04 - Long-Term Substitute Elementary Teacher at Eisenhower

- August 2004 - Hired as Elementary Teacher at Eisenhower
- Retiring at end of 2018-19 school year after 19 years with USC

***Debra Wasielewski, Streams Nutrition Center Supervisor***

- August 2006 - Hired as Substitute Nutrition Center Worker
- October 2006 - Became High School Part-Time Nutrition Center Worker
- April 2010 - Hired as Cook at Fort Couch Nutrition Center
- January 2015 - Became Nutrition Center Supervisor at Streams
- Retiring in June 2019 after 13 years of dedicated service with USC

The following individuals who were in attendance were also recognized for their dedicated service to the School District. They were each presented with Certificates of Recognition, a USC iPad portfolio, and an engraved clock. In addition, each of the retirees provided comments regarding their tenure with the School District and introduced their families in attendance.

***Vivian Criner, Boyce Family & Consumer Science Teacher (attending)***

- 1991-92 - Long-Term Substitute – 2<sup>nd</sup> semester
- August 2001 – Hired as Boyce Home Economics Teacher
- During tenure also worked at Fort Couch
- ECAs – Volunteer Culinary and Nutrition Club Sponsor and Deer Valley Coordinator
- Retiring at end of 2018-19 school year after 19 years of service with USC

***Linda Lubin, Fort Couch Special Education Teacher (attending)***

- August 1995-96 - Hired as Fort Couch Special Education
- Taught at Fort Couch entire tenure in USC
- ECAs – Middle School Girls’ Basketball
- Rock and Roll Revival Mentoring Program Coordinator
- Retiring at end of 2018-19 school year after 24 years of service with USC

***Lyn Mulroy, High School Special Education Teacher (attending)***

- August 2003 - Hired as Special Education Teacher at Fort Couch
- August 2013 - Transferred to High School
- Coordinated Celebrity Night for Life Skills Students
- ECAs – FRIENDS Sponsor
- Best Buddy Special Education Mentor
- Retiring at end of 2018-19 school year after 16 years with USC

**CAPITAL PROJECTS UPDATE (Burchill/McLean/Brennan)**

Mr. Joe Brennan of PJ Dick and Mr. Dave McLean of McLean Architects provided an update regarding the Capital Projects, including pending change orders.

**2019-20 BUDGET UPDATE AND PRESENTATION REGARDING CAPITAL RESERVE BUDGET (Burchill)**

Mr. Burchill provided an update regarding the 2019-20 Budget and also presented information regarding the Capital Reserve Budget.

**CONVENE BOARD MEETING**

At approximately 9:00 p.m., the Committee of the Whole Meeting recessed to convene a voting meeting to discuss the following items:

**a. APPROVAL OF RESOLUTIONS REGARDING STAFFING EFFECTIVE 7-1-19 (Rozzo)**

Decrease: 1.00 - High School Associate Principal for Program Planning & Innovation  
1.00 - Director of Human Resources  
1.00 - Supervisor of Customized & On-Line Learning

Increase: 1.00 - Assistant to the Superintendent  
1.00 - Senior Director of Operations and Administrative Services  
1.00 - Director of Operations and Facilities  
1.00 - Supervisor of Strategic Initiatives  
1.00 - Safety and Security Coordinator

**b. APPROVAL OF ADMINISTRATIVE ELECTIONS AND AGREEMENTS (Rozzo)**

**Administrative Staff - Change of Status**

Amy Pfender From Director of Student Support Services to Assistant To the Superintendent effective 7-1-19 with compensation consistent with the Act 93 Compensation Plan

Ray Carson From Director of Human Resources to Senior Director of Operations and Administrative Services effective 7-1-19 conditioned upon a Board approved employment agreement

Bradley Wilson From Supervisor of Customized & On-Line Learning to Supervisor of Strategic Initiatives effective 7-1-19 with compensation consistent with the Act 93 Compensation Plan

Louis Angelo From High School Principal to Director of Operations and Facilities effective 7-1-19 with compensation consistent with the Act 93 Compensation Plan

Timothy Wagner From High School Associate Principal for Program Planning & Innovation to High School Principal effective 7-1-19 with compensation consistent with the Act 93 Compensation Plan

**Other Staff - Change of Status**

Stacey Liguori From HR Generalist to Safety and Security Coordinator effective 7-1-19

**c. APPROVAL OF ENGAGEMENT TO PROVIDE REVIEW OF DISTRICT EMERGENCY OPERATIONS PLAN (Carson)**

**d. APPROVAL OF RESOLUTION OPPOSING STATEWIDE SYSTEM OF COLLECTING EARNED INCOME TAX (Burchill)**

**e. APPROVAL TO AMEND 2019-20 SCHOOL CALENDAR (Rozzo)**

The Committee of the Whole Meeting reconvened at approximately 9:21 p.m.

## **SUPERINTENDENT'S REPORT (Rozzo)**

### **REQUEST APPROVAL OF RESOLUTIONS REGARDING STAFFING (Rozzo/Pfender)**

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

Decrease:           0.50 - Health Room Aide (Streams)  
                          1.00 - Director of District Bands (ECA)

Increase:           0.50 - Health Room Aide (High School)  
                          0.50 - K-12 Performing Arts Curriculum Leader

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

### **REQUEST APPROVAL OF PERSONNEL LISTINGS (Rozzo/Carson)**

Dr. Rozzo and Mr. Carson requested approval of the Personnel Listings.

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

### **REQUEST APPROVAL OF TWO VOTING DELEGATES AT PSBA DELEGATE ASSEMBLY ON OCTOBER 18, 2019 (Billerbeck)**

Mrs. Billerbeck commented regarding two Board members being approved as voting delegates at the PSBA Delegate Assembly on October 18, 2019. Mrs. Petersen and Dr. Gans indicated their interest, as well as Mrs. Bolas.

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

## **ADMINISTRATIVE REPORTS**

### **REQUEST APPROVAL OF 2019-20 CURRICULUM RECOMMENDATIONS (Suritsky/Bulazo)**

Dr. Suritsky and Dr. Bulazo requested approval of the 2019-20 Curriculum Recommendations that were presented prior to the meeting.

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

### **SECOND READING OF POLICY #3015 - NONDISCRIMINATION/DISCRIMINATORY HARASSMENT - SCHOOL AND CLASSROOM PRACTICES TO REPLACE POLICY #3015 - NO HARASSMENT OF STUDENTS POLICY (Pfender)**

Mrs. Pfender presented a second reading of Policy #3015 - Nondiscrimination/Discriminatory Harassment - School and Classroom Practices to replace Policy #3015 - No Harassment of Students Policy and requested approval. She noted that there were no changes from the first reading.

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

**SECOND READING OF REVISIONS TO POLICY 6008.6 - BULLYING AND CYBERBULLYING (Pfender)**

Mrs. Pfender requested approval of a second reading of revisions to Policy #6008.6 - Bullying and Cyberbullying and requested approval. She noted that there were no changes from the first reading.

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

**REQUEST APPROVAL OF SERVICES AGREEMENT WITH ALLEGHENY INTERMEDIATE UNIT FOR 2019-20 (Pfender)**

Mrs. Pfender requested approval of the Services Agreement with the Allegheny Intermediate Unit for the 2019-20 school year.

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

**REQUEST APPROVAL OF STUDENT SUPPORT SERVICES CONTRACTS (Pfender)**

Mrs. Pfender requested approval of the following student support services contracts:

- **STEEL CITY THERAPY, LLC - OCCUPATIONAL AND PHYSICAL THERAPY SERVICES FOR 2019-20**

Occupational therapy services at \$51.00 per hour and physical therapy services at \$57.00 per hour for the 2019-20 school year

- **CROSSROADS SPEECH AND HEARING - SPEECH AND LANGUAGE THERAPY FOR 2019-20**

Speech and language therapy services at \$56.00 per hour for the 2019-20 school year

- **EDINSIGHT (ONHANDS) - MANAGEMENT AND SHARING OF EDUCATIONAL ADMINISTRATIVE DATA THREE YEAR RENEWAL**

Management and sharing of educational and administrative data at \$24,032.64 per year (3% increase annually during the term of the contract)

- **KEYSTONE OAKS SCHOOL DISTRICT (PROJECT SUCCEED) - ALTERNATIVE EDUCATION OPTION FOR 2019-20**

Alternative educational option for students at \$10,000 per student for up to 15 students for the 2019-20 school year

- **ALLEGHENY INTERMEDIATE UNIT (COMMUNITY SCHOOL WEST SITE) ALTERNATIVE EDUCATION PROGRAM EDUCATIONAL SERVICES AGREEMENT FOR REMAINDER OF 2018-19**

Enrollment for one student at \$72.00 per day for the remainder of the 2018-19 school year

**REQUEST APPROVAL TO RATIFY AMENDMENT TO RETIREE BILLING SERVICES AGREEMENT (Carson)**

Mr. Carson requested approval to ratify Amendment No. 1 to Retiree Billing Services Agreement with AMCA Systems, LLC to provide retiree billing services at \$4.00 per individual retiree billed for one year and increase the rate by \$.10 per individual retiree per year every July 1.

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

**BUSINESS & FINANCE (Burchill)**

**REVIEW OF FINANCIAL & CASH FLOW STATEMENTS (JUNE 19)**

Mr. Burchill explained that the financial and cash flow statements would be presented at the June 19 Board meeting.

**REQUEST APPROVAL OF HOMESTEAD & FARMSTEAD EXCLUSION RESOLUTION**

Mr. Burchill requested approval of the Homestead & Farmstead Exclusion Resolution for the 2019-20 school year.

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

**REQUEST APPROVAL OF EXPENSES BETWEEN JUNE 19 THROUGH AUGUST 16 TO BE RATIFIED AT AUGUST 19 BOARD MEETING**

Mr. Burchill requested approval for the normal, customary and regular payments of salaries, benefits, and other expenses between June 19, 2019 through August 16, 2019 to be considered for approval/ratification at the August 19, 2019 Board meeting.

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

**REQUEST APPROVAL OF ELECTION OF TREASURER**

Mr. Burchill requested approval to re-elect Rebecca Berquist as Treasurer of the School District effective July 1, 2019 through June 30, 2020 at the rate of \$3,500 annually.

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

**REQUEST APPROVAL OF INSURANCE RENEWALS AND STUDENT ACCIDENT INSURANCE**

Mr. Burchill requested approval of the following insurance renewals and student accident insurance for the 2019-20 school year:



<i>Type of Coverage</i>	<i>Carrier</i>	<i>Yearly Premium Amount</i>
Commercial Package, Energy Systems & Auto	CM Regent	\$166,122
Pollution	ACE	\$11,802
School Leaders Policy & Cyber	AIG	\$69,703
Umbrella Policy	CM Regent	\$20,703
Workers' Compensation	Highmark	\$342,148
Foreign Travel Package	Navigators	\$4,316
Voluntary Student Accident	AG Administrators	\$30 for coverage during school hours; \$115 for 24x7 coverage

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

**REQUEST APPROVAL OF 403(B) PLAN DOCUMENTS AND THIRD PARTY ADMINISTRATOR SERVICES AGREEMENT**

Mr. Burchill requested approval of the 403(b) Plan Documents and Third Party Administrator Services Agreement with the following investment vendors:

National Life Group  
Lincoln Investment  
AXA Advisors  
Kades Margolis  
ING/VOYA

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

**REQUEST APPROVAL TO DECLARE EQUIPMENT SURPLUS**

Mr. Burchill requested approval to declare the following equipment surplus and authorize the administration to sell, exchange, dispose, or donate the item in accordance with the provisions of Board Policy #3006 - Sale or Disposal of Surplus Property, Equipment, Supplies and Textbooks:

Yamaha Fiberglass Sousaphone, Serial #344252

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

**DISCUSSION REGARDING ONE-YEAR EXTENSION TO ARAMARK FACILITIES CONTRACT**

Mr. Burchill explained that he would be presenting a one-year extension to the Aramark Facilities Services Agreement with Aramark for the period July 1, 2019 through June 30, 2020. He noted that the Aramark supervisor position will now be a School District employee.

**MATTERS OF INFORMATION - SUPERINTENDENT & ADMINISTRATION**

**REPORT FROM HIGH SCHOOL AWARDS NIGHT - MAY 21**

Dr. Rozzo reported that the High School Awards Night was held on May 21. He congratulated the students who received awards and thanked everyone who was involved in planning the evening.

**HIGH SCHOOL COMMENCEMENT - JUNE 6 @ 7:00 PM (BACCALAUREATE @ 5:30 PM)**

Dr. Rozzo announced that High School Commencement would be held on June 6 at 7:00 p.m. and Baccalaureate at 5:30 p.m. He stated that Chief Bryson has prepared a complete safety and security plan for the evening and noted that contingency plans are in place should there be inclement weather.

**KENNYWOOD DAY - JUNE 17**

Dr. Rozzo announced that Kennywood Day would be held on June 17.

**REGULAR BOARD MEETING - WEDNESDAY, JUNE 19 @ 8:00 A.M.**

Dr. Rozzo announced that the regular Board meeting would be held on Wednesday, June 19 at 8:00 a.m.

**ADJOURNMENT**

The Committee of the Whole meeting adjourned at approximately 9:40 p.m.

Respectfully submitted,

Mary Ann L. Stabile  
School Board Stenographer