



Customizing Learning,
Nurturing Potential...
Delivering Excellence

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

**MONDAY, SEPTEMBER 9, 2019 - 7:00 PM
CENTRAL OFFICE BOARD ROOM**

6:15 PM - EXECUTIVE SESSION - LEGAL 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 September 9, 2019 in the Central Office Board Room.

School Board Members in attendance:

Mrs. Amy L. Billerbeck, President
Mr. Phillip J. Elias
Dr. Daphna Gans
Mr. Louis P. Mafrice, Jr.
Mrs. Angela B. Petersen
Mr. Dante R. Plutko, Jr.

School personnel in attendance:

Dr. John T. Rozzo, Superintendent
Dr. Sharon Suritsky, Assistant/Deputy Superintendent
Mrs. Amy Pfender, Assistant to the Superintendent
Mr. Raymond Berrott, Director of Technology
Dr. Judith Bulazo, Director of Curriculum & Professional Development
Mr. Ray Carson, Senior Director of Operations & Administrative Services
Mr. Brad Wilson, Supervisor of Customized & On-Line Learning
Mrs. Mary Ann Stabile, Stenographer
Ms. Jocelyn Kramer, Solicitor

CALL TO ORDER/PLEDGE OF ALLEGIANCE (Billerbeck)

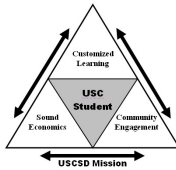
Mrs. Billerbeck announced that she would be chairing the meeting in Mrs. Bolas' absence.

**MOMENT OF SILENCE IN MEMORY OF STEPHEN STROYNE,
HIGH SCHOOL STEAM TEACHER**

Mrs. Billerbeck requested a moment of silence in memory of Mr. Stephen Stroyne, High School STEAM Teacher, who passed away in August.

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 #8 FROM STRATEGIC PLAN

Mr. Mafrice read the following Shared Belief Statement #8 from the Strategic Plan:

We believe that:

A safe learning environment is a right and a responsibility for all stakeholders.

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 (Billerbeck)

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

REPORT FROM STUDENT BOARD REPRESENTATIVES (Gabriella Spina and Karsen Damon)

INTRODUCTION OF KARSEN DAMON, STUDENT BOARD REPRESENTATIVE

Mrs. Billerbeck and the Board members welcomed Karsen Damon as a Student Board Representative.

Dr. Rozzo commented that Karsen is highly recommended by Dr. Wagner.

RECOGNITION OF SERVICE (Rozzo)

NINA LEWIS, BUS DRIVER

Dr. Rozzo recognized Nina Lewis, Bus Driver. Ms. Lewis was hired in October 2002 as a substitute bus driver and as a full time bus driver in November 2002. She retired in June 2019 after 16 years of dedicated service with the School District.

MICHAEL RIGANO, BUS DRIVER

Dr. Rozzo recognized Michael Rigano, Bus Driver. Mr. Rigano was hired in September 2014 as a substitute bus driver. In August 2015 he was hired as a full time bus driver in August 2015 and retired in June 2019 after five years of dedicated service with the School District.

BEVERLY CURIGLIANO, CENTRAL OFFICE STUDENT DATA MANAGEMENT ASSISTANT

Dr. Rozzo, the Board members and administrators recognized Beverly Curigliano, Central Office Student Data Management Assistant. Dr. Rozzo explained that Mrs. Curigliano was hired in August 1990 as a part-time nutrition center worker at Fort Couch. She became a substitute teacher aide in May 1997 and the high school attendance office secretary in August 2002. In January 2010, Mrs. Curigliano was hired as the High School/Central Office Student Data Management Assistant. She also held the ECA position of F.R.I.E.N.D.S. Event Leader. Mrs. Curigliano is retiring in October 2019 after 29 years of dedicated service with the School District.

Mrs. Curigliano commented that she appreciated all of the opportunities that she had during her tenure with the School District. She added that she has worked with many great individuals during her years and is ready to move on to the next phase in her life.

Dr. Rozzo and Mrs. Billerbeck presented Mrs. Curigliano with a certificate of recognition, USC iPad portfolio, and commemorative clock.

CAPITAL PROJECTS UPDATE (Burchill/Brennan)

Mr. Joe Brennan of P.J. Dick Incorporated provided an update regarding the Capital Projects and responded to questions and comments of Board members.

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.

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

REQUEST APPROVAL OF RECOGNITION OF GIFTS TO SCHOOLS, GRANTS, AWARDS AND SCHOLARSHIPS FOR 2018-19

Dr. Rozzo requested that the Board accept with gratitude the donations made to the District and the schools during the 2018-19 school year, including the list of gifts, grants, awards, and scholarships. He acknowledged the very generous contributions of the parent/teacher organizations that are used toward educational needs of the students. Mrs. Billerbeck thanked the various partnerships and their gifts both monetary and otherwise.

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

REQUEST APPROVAL OF SCHOOL BOARD CASTING OF VOTES FOR PSBA OFFICER ELECTIONS

Dr. Rozzo explained that PSBA has provided information regarding the election of officers. He stated that the information regarding the slate of officers is available on the PSBA website and that all candidates are unopposed. Dr. Rozzo noted that Mrs. Bolas is able to provide additional information regarding the candidates and that once the Board votes on approval of the candidates at the September 23 meeting that an online election ballot will be completed on behalf of the Board.

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

REQUEST APPROVAL OF GRADUATION ITEMS PROPOSAL FROM HERFF JONES

Dr. Rozzo requested approval of the Herff Jones Graduate Items Proposal for graduation items for a term of three consecutive years (2020-2022).

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

REQUEST CORRECTION TO AUGUST 12, 2019 SCHOOL BOARD MEETING MINUTES, AGENDA #5 - APPROVAL OF RESOLUTION REGARDING STAFFING TO ADD INCREASE OF .4 HIGH SCHOOL MATH

Dr. Rozzo requested approval of a correction to the August 12, 2019 School Board Meeting Minutes, Agenda #5 by adding the following:

The District staff to be increased by the following position:

0.40 - High School Mathematics

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

FIRST READING OF PSBA LOCAL BOARD PROCEDURES POLICIES

- **000 - BOARD POLICY/PROCEDURE/ADMINISTRATIVE REGULATIONS**
- **001 - NAME AND CLASSIFICATION**
- **002 - AUTHORITY AND POWERS**
- **003 - FUNCTIONS**
- **004 - MEMBERSHIP**
- **005 - ORGANIZATION**
- **006 - MEETINGS**
- **006.1 - ATTENDANCE AT MEETINGS VIA ELECTRONIC COMMUNICATIONS**
- **007 - POLICY MANUAL ACCESS**
- **011 - PRINCIPLES FOR GOVERNANCE AND LEADERSHIP**

- **REMOVE POLICY 2005 - RULES FOR PROCEDURE FOR HEARINGS BEFORE BOARD OF SCHOOL DIRECTORS (CHANGE TO ADMINISTRATIVE REGULATION)**
- **REMOVE POLICY 3002 - ORGANIZATIONAL CHART (CHANGE TO ADMINISTRATIVE REGULATION)**

Ms. Jocelyn Kramer, solicitor, explained that PSBA is reviewing the District's School Board Policy Manual and will be making recommendations for approval one section at a time. She noted that the sections of the current School Board Manual that are applicable are in the 1000, 2000 and 3000 sections and that PSBA has provided a cross reference document showing the changes recommended as well as the policies that are recommended for implementation.

Ms. Kramer reviewed each of the recommended policies including her recommended changes to what was submitted by PSBA. The recommended policies with her revisions will be presented to the Board for a first reading at the September 23 meeting.

ADMINISTRATOR'S REPORT

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

Dr. Bulazo requested approval of the ASSET STEM Education Materials Purchase Agreement to purchase STEM Programming materials and supplies in the amount of \$16,979.

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

FIRST READING OF REVISIONS TO POLICY #3033 - FEDERAL FISCAL COMPLIANCE AND UNIFORM GRANT GUIDANCE (UGG) FEDERAL PROCUREMENT REQUIREMENTS (Bulazo/Burchill)

Dr. Bulazo presented a first reading of revisions to Policy #3033 - Federal Fiscal Compliance and Uniform Grant Guidance (UGG) Federal Procurement Requirements. She explained that some of the dollar limits of the policy have changed and updated to match state and federal requirements.

ADMINISTRATIVE UPDATES

MR. BERROTT - Mr. Berrott reported regarding the continuation of promethean board training for professional staff members, student training being conducted in the middle schools, and the number of freshmen students joining the high school Smart Desk program for a total of 21 students. Mr. Berrott is happy to report that we now have 6 girls who have joined the Smart Desk. Mr. Berrott attributes Susan Lovett's presentation to the rise in new girls to Smart Desk.

DR. BULAZO - Dr. Bulazo reported regarding the induction program, the beginning of the curriculum process for the school year summarizing some of the curriculum recommendations being discussed, and planning for the October and November professional development days.

MR. CARSON - Mr. Carson reported regarding ALICE training for parents and staff and the upcoming training for students, a database that was developed for clearances of volunteers, the safety and insurance committee and its positive effect on workers' compensation insurance payments, plans for the move to the new administrative offices, and civic engagement. Mr. Carson also commended the many groups who worked together to transform the stadium into a great site for our home-opener football game.

MR. WILSON - Mr. Wilson reported regarding providing critical information to individuals in a timely manner, training for 5th graders, communication to families regarding Canvas, iPad distribution, staff training and higher level practices being implemented.

BUSINESS & FINANCE (Burchill)

Dr. Rozzo noted that Mr. Burchill was out ill and that if Board members had any questions regarding the financial statements or items to declare surplus that they could contact him prior to the September 23 meeting.

REVIEW OF FINANCIAL STATEMENTS FOR THE PERIOD ENDED AUGUST 31, 2019

REQUEST APPROVAL TO DECLARE ITEMS SURPLUS

COMMITTEE REPORTS

Dr. Gans reported regarding the first Parent Teacher Council meeting of the year that was held in the evening, which was well attended and a very informative meeting. She also announced an event that is being held jointly by the PTC Wellness Committee, Community Foundation and Youth Steering Committee on November 11 at the High School Theatre where world renowned speaker Dr. Michele Borba would be speaking regarding developing empathy in children.

Mrs. Petersen announced that Parkway West Career & Technology Center has the highest enrollment in the past 30 years. She commended the executive director and the cooperation of school district guidance counselors.

Mrs. Billerbeck reported that the roof at Pathfinder School has been completed slightly under budget and that participating school district may receive a small refund. She also commented regarding the first Youth Steering Committee meeting of the year and that book groups are being established to read Dr. Borba's book.

MATTERS OF INFORMATION - SUPERINTENDENT & ADMINISTRATION

REPORT FROM NEW FAMILIES WELCOME DINNER - SEPTEMBER 6

Dr. Rozzo thanked the Board members and administrators who attended the New Families Welcome Dinner on September 6 and thanked the Parent Teacher Council for coordinating the event. He noted that same evening there was a barbeque for freshman students with over 100 students attending. Dr. Rozzo added that the first home football game was Youth Night and that it was televised.

FALL OPEN HOUSES SCHEDULE

Dr. Rozzo announced that the fall open houses would be occurring and shared the schedule as follows:

- **SEPTEMBER 12 - ELEMENTARY SCHOOLS**
- **SEPTEMBER 19 - HIGH SCHOOL**
- **SEPTEMBER 26 - BOYCE MIDDLE SCHOOL**
- **OCTOBER 3 - FORT COUCH MIDDLE SCHOOL**

HALLS OF FAME INDUCTIONS - OCTOBER 4

Dr. Rozzo announced that the Halls of Fame Inductions would be held on Friday, October 4.

PASA-PSBA SCHOOL LEADERSHIP CONFERENCE PRESENTATIONS - OCTOBER 17

Dr. Rozzo announced that the School District would be participating in the PSBA School Leadership Conference on October 17 with the following presentations:

- **EXCELLENCE FAIR - 409 PROGRAM: INNOVATIVE HIGH SCHOOL EMOTIONAL SUPPORT**
- **CONFERENCE PRESENTATION - BEYOND ACADEMICS: INNOVATIVE HIGH SCHOOL PROGRAMS PROMOTING LIFE READY SKILLS**

PRESENTATION OF REVISIONS TO FACILITIES POLICY - SEPTEMBER 23 UPCOMING EDUCATIONAL PRESENTATIONS

Dr. Rozzo stated that Mr. Carson and Dr. Angelo, along with Mr. Burchill, will present revisions to the facility policy, which is in need of review, at the September 23 meeting.

UPCOMING PRESENTATIONS AT BOARD MEETINGS

Dr. Rozzo announced that presentations would be shared at upcoming Board meetings as follows:

- **SEPTEMBER 23 - NO PLACE FOR HATE CURRICULUM UPDATE**
- **OCTOBER 28 - FINANCIAL LITERACY AT THE HIGH SCHOOL**
- **NOVEMBER 25 - PSSA/KEYSTONE EXAMS AND OTHER PERTINENT STUDENT PERFORMANCE DATA**

CENTRAL OFFICE MOVE DATE TO NEW BUILDING - OCTOBER 12

Dr. Rozzo announced that the administrative offices move would occur on October 12. He noted that the first Board meeting in the new building would most likely occur in November.

ADJOURNMENT

Mrs. Billerbeck commended Dr. Rozzo and the administration for the great beginning of the school year and for the hard work that is done behind the scene.

It was moved, seconded, and carried by unanimous voice vote that the meeting adjourn at approximately 8:41 p.m.

Respectfully submitted,

Mary Ann L. Stabile
School Board Stenographer