



Customizing Learning,
Nurturing Potential...
Delivering Excellence

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

**MONDAY, OCTOBER 14, 2019 - 8:00 AM
CENTRAL OFFICE BOARD ROOM**

Notice having been advertised and posted and members duly notified, a meeting of the Board of School Directors was held on October 14, 2019 in the Central Office Board Room.

School Board Members in attendance:

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

School personnel in attendance:

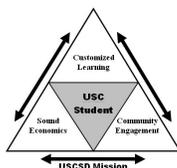
Dr. John T. Rozzo, Superintendent
Dr. Sharon Suritsky, Assistant/Deputy Superintendent
Mrs. Amy Pfender, Assistant to the Superintendent
Mr. Raymond Berrott, Director of Technology
Mr. Scott P. Burchill, Director of Business & Finance
Mr. Ray Carson, Senior Director of Operations & Administrative Services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

CALL TO ORDER/PLEDGE OF ALLEGIANCE (Bolas)

Mrs. Bolas called the meeting to order at approximately 8:00 a.m.

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 #10 FROM STRATEGIC PLAN

Mr. Plutko read the following Shared Belief Statement #10 from the Strategic Plan:

We believe that:

Education is most effective when decision-making is focused on the best interests of the student.

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 Mafrice, and carried by unanimous voice vote.

CAPITAL PROJECTS UPDATE (Burchill/DelRe/McLean)

Mr. McLean provided an update regarding the Capital Projects, including proposed change orders.

REQUEST APPROVAL TO BID PAVING REPLACEMENT, SITE SIGNAGE, AND ELECTRICAL IMPROVEMENTS AT HIGH SCHOOL

Mr. McLean shared information regarding a request to bid paving replacement, site signage and electrical improvements at the High School. He explained that the intention is to bid the projects in December and have work begin as soon as the students are out of the building in June 2020.

Mr. Burchill noted that the bid for the paving project would also include concrete replacement at the elementary schools in order to maximize the work for the price.

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

CONVENE BOARD MEETING (Bolas)

The Committee of the Whole meeting adjourned at approximately 8:30 a.m. to convene a voting Board meeting to discuss the following items:

- a. **ADOPTION OF LOCAL BOARD PROCEDURES POLICIES AND DELETION OF CERTAIN POLICIES (Rozzo)**
- b. **APPROVAL OF ACT 93 COMPENSATION PLAN FOR CURRICULUM LEADERS (Rozzo)**
- c. **APPROVAL OF PERSONNEL LISTINGS (Rozzo)**
- d. **APPROVAL OF RESOLUTION REGARDING STAFFING (Rozzo)**

- e. **APPROVAL TO RATIFY TRAINING PROGRAM CONTRACT WITH ANTI-DEFAMATION LEAGUE (Suritsky)**
- f. **APPROVAL TO RATIFY CONTRACT WITH FIRST STUDENT, INC. FOR STUDENT TRANSPORTATION SERVICES (Carson)**
- g. **ADOPTION OF REVISIONS TO POLICY #3033 - FEDERAL FISCAL COMPLIANCE AND UNIFORM GRANT GUIDANCE (UGG) FEDERAL PROCUREMENT REQUIREMENTS (Bulazo/Burchill)**

The Committee of the Whole meeting reconvened at approximately 8:40 a.m.

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.

ADMINISTRATOR’S REPORT

FIRST READING OF REVISIONS TO POLICY #7017 - TITLE I PARENT INVOLVEMENT POLICY (Bulazo) - OCTOBER 28

Dr. Rozzo stated that Dr. Bulazo will present a first reading of revisions to Policy #7017 - Title I Parent Involvement Policy on October 28. He explained that Dr. Bulazo was absent due to the passing of her father.

REQUEST APPROVAL OF CONTRACT WITH FOCUS SCHOOL SOFTWARE (Berrott)

Mr. Berrott requested approval of a contract with Focus School Software. He explained that Computer Resources, the vendor that has provided the school district’s student information system since 2000, has been purchased by Focus School Software and will offer the District the same pricing as Computer Resources at \$7.50 per student and the same premium support package at the cost of \$3,000. The only out of pocket costs will be training and implementation costs, which are approximately \$11,000 in year one and \$11,000 in year two. Mr. Berrott will recommend that the Board approve the contract with Focus School Software with premium support for a five-year term with automatic yearly renewals after the initial term.

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

REQUEST APPROVAL OF SUBSTITUTE TEACHER RECOMMENDATIONS (Carson)

Mr. Carson shared background information regarding the difficulty in acquiring substitute teachers. He reviewed key areas of consideration and proposed solutions, including incremental incentives in the plan. Mr. Carson also shared a timeline for the proposed implementation of the Substitute Incentive Plan.

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

REQUEST APPROVAL TO SOLICIT PROPOSALS FOR CONTRACTING THIRD PARTY BUS SERVICES (Carson)

Mr. Carson requested approval to solicit proposals for contracting third party bus services.

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

ADMINISTRATIVE UPDATES

- **MR. BERROTT** - Mr. Berrott explained that the technology department has been completing much work with the technology infrastructure for the new District Administration Building. He noted that the SmartDesk students were included in the work to provide them with learning experiences. Mr. Berrott thanked Mr. Burchill for his leadership in the follow-up work from the weekly construction meetings noting that he is one of the key players in making sure that the building was opened.
- **MR. CARSON** - Mr. Carson commented that the move to the new offices was a huge initiative. He thanked Mr. Berrott and his team, as well as Chief Bryson, Mr. Angelo, Mrs. Gorgonio, and Mrs. Vojtko for their efforts. Mr. Carson noted that South Hills Movers did an extraordinary job handling the move.
- **MRS. PFENDER** - Mrs. Pfender shared information regarding two events as part of the USCgal initiative. She explained that one of the events included 27 high school girls and six facilitators participating in activities mapping their life design and discussing core values. Another event will be held on October 29 when Dr. Mary Lamb will share her story of leadership and success.
- **DR. SURITSKY** - Dr. Suritsky commented regarding the excitement of moving into the new office space. She also shared information regarding grants received from Steelcase that were used to design the STEAM classroom at Boyce. Dr. Suritsky noted that the new District Administration Offices include the continuation of that work that began with Steelcase in 2015. She commented that Board members will be very impressed with the space and the positive work environment that has been created.

Dr. Suritsky also reported on a new Math initiative and training provided by Greg Tang. She explained that the initiative will continue through January with elementary teachers doing model lessons in order to make progress with the new Math initiative. Dr. Suritsky stated that Mr. Miller and staff members may attend the Board meeting in February to share information regarding this Initiative.

Dr. Suritsky shared information regarding programs available to student councils at the state and national levels. She explained that Mr. Dan Beck was appointed to the executive board of the Pennsylvania Principals' Association and earlier this school year took a group of students to a full day workshop at the University of Pittsburgh. In addition, he and twelve students will be participating in a student council conference at the state level in November. Dr. Suritsky noted that the national student council conference was held at South Fayette last school year.

- **MR. WILSON** - Mr. Wilson shared information regarding training that was held for high school staff during the ½ day inservice regarding Campus grading and active panels. He noted that one-to-one on demand support with trainers is available. He is working on self-help guides through help links and follow-up for staff and parents. He is also developing rubrics in Canvas and a team at Fort Couch is piloting a common homework rubric that will run reports for every child and how they are doing over time. Mr. Wilson noted that there will be more detailed information to target specific learning outcomes in the future. He added that he is also working on a process to address strategic plan goals.

BUDGET AND FINANCE (Burchill)

REVIEW OF FINANCIAL STATEMENTS FOR THE PERIOD ENDED SEPTEMBER 30, 2019

Mr. Burchill reviewed the financial statements for the period ended September 30, 2019.

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

COMMITTEE REPORTS

Mr. Mafrice reported that he attended the SHASDA meeting on September 26 where legislation from the state was reviewed, including topics on school security and compulsory school days. He noted that the next meeting would be held on November 21.

Dr. Gans reported that the Parent Teacher Council meeting on November 6 will be moved to a different location. She announced that Dr. Michele Borba, internationally recognized child development expert and best-selling author, will deliver a presentation on Monday, November 11 from 7-8:30 pm at the High School Theatre and that all are welcome to attend. She noted that there are a number of book discussion groups also taking place.

MATTERS OF INFORMATION - SUPERINTENDENT & ADMINISTRATION

REPORT FROM HALLS OF FAME INDUCTIONS - OCTOBER 4

Dr. Rozzo reported that 11 new members were inducted into the Halls of Fame on October 4. He commented that he appreciated the comments and remarks from alumni and retired faculty and that it was enjoyable to hear them speak about the impact that the School District and community had on them.

PRESENTATIONS AT OCTOBER 28 BOARD MEETING

- **HONOR ROLL PRESENTATION FROM PSBA TO BARBARA BOLAS AND AMY BILLERBECK**
- **FINANCIAL LITERACY AT THE HIGH SCHOOL**

Dr. Rozzo shared information regarding the presentations that will take place at the October 28 Board Meeting.

RECOGNITION OF HIGH SCHOOL GIRLS' SOCCER TEAM - NOVEMBER 18 FIRST READING OF REVISIONS TO FACILITY POLICY - NOVEMBER 18

Dr. Rozzo announced that the High School Girls' Soccer Team would be recognized and a first reading of revisions to the facility policy will take place at the November 18 Committee of the Whole meeting.

PTC SUPERINTENDENT OPEN MIC - NOVEMBER 20 @ 7 PM (BOYCE THEATRE)

Dr. Rozzo announced that the Parent Teacher Council Superintendent Open Mic will be held on November 20 at 7:00 pm in the Boyce Theatre on the topic of wellness. He noted that questions are requested in advance to assist in tailoring their presentation.

PRESENTATION AT NOVEMBER 25 BOARD MEETING

- **PSSA/KEYSTONE EXAMS AND OTHER PERTINENT STUDENT PERFORMANCE DATA**

Dr. Rozzo announced that the presentation at the November 25 Board meeting would be PSSA/Keystone Exams and other pertinent student performance data.

BOYCE AND FORT COUCH MIDDLE SCHOOLS DESIGNATED AS SCHOOLS TO WATCH

Dr. Rozzo announced that a team of interviewers were at both Boyce and Fort Couch Middle Schools last week for the Schools to Watch designation. He noted that this would be the fifth re-designation for both middle schools as Schools to Watch by the Pennsylvania Association for Middle Level Education, making USC one of only two districts in the Commonwealth to be designated five times.

ADJOURNMENT

It was moved, seconded and carried by unanimous voice vote that the meeting adjourn at approximately 9:34 a.m.

EXECUTIVE SESSION (REAL ESTATE MATTERS)

The Committee adjourned into executive session to discuss real estate matters.

Respectfully submitted,

Mary Ann L. Stabile
School Board Stenographer