

**UPPER ST. CLAIR BOARD OF SCHOOL DIRECTORS  
REGULAR BOARD MEETING**

**MONDAY, OCTOBER 28, 2019 - 7:00 PM**

**SCHOOL BOARD MEETING ROOM (THIRD FLOOR)  
DISTRICT ADMINISTRATION BUILDING  
1775 McLAUGHLIN RUN ROAD**



Customizing Learning,  
Nurturing Potential...  
Delivering Excellence

**5:00 PM - EXECUTIVE SESSION (SAFETY & SECURITY MATTERS)**

Notice having been advertised and posted and members duly notified, the regular meeting of the Board of School Directors was held on October 28, 2019 in the Central Office Board Room.

School Board Members in attendance:

Mrs. Amy L. Billerbeck, President  
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  
Dr. Judy 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)**

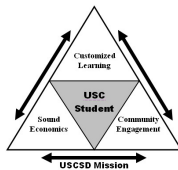
Mrs. Billerbeck called the meeting to order at approximately 7:00 p.m.

**STAR SPANGLED BANNER (Chanteclairs)**

The High School Chanteclairs sang the Star Spangled Banner. They also presented invitations to the Board and administrators to attend the Madrigal Dinner on Saturday, November 23 at 5:30 pm in the Westminster Church Fellowship Hall.

## 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 #11 FROM STRATEGIC PLAN

Mr. Plutko read Shared Belief Statement #11 from the Strategic Plan:

*We believe that:*

*Children achieve their maximum potential through hard work and dedication in an environment when expectations are high, when they understand the purpose for learning, and when they are engaged in the process.*

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

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

Gabriella Spina reported on various activities at the high school. She commented regarding her dissatisfaction with how the suicide prevention awareness activity for the students was handled. She explained that the state-mandated presentation included nothing additional than what was provided by the state.

She also reported on additional activities, including homecoming, the powderpuff game, senior recognition in the fall sports, the fall play, student wellness initiatives with student council, financial literacy, freshman field day, No Place for Hate meetings, and the upcoming USCgals speaker.

## PSBA HONOR ROLL PRESENTATION TO BARBARA BOLAS AND AMY BILLERBECK (Jim Summerville, PSBA)

Mr. Jim Summerville, Pennsylvania School Board Association's member services manager in western Pennsylvania, shared information regarding the honor roll recognition program of PSBA. He explained that PSBA honors school board members who have achieved eight years of service and then at every four-year increments. He presented a certificate of recognition to Mrs. Amy Billerbeck for her 12 years of service on the Board and a glass plaque to Mrs. Bolas for her 32 years of service on the Board.

Mrs. Billerbeck and Mrs. Bolas thanked Mr. Summerville and PSBA for the recognition and commented regarding their interest in serving as Board members on behalf of the best interests of the school district, community and students.

**PRESENTATION REGARDING FINANCIAL LITERACY AT THE HIGH SCHOOL  
(Dr. Tim Wagner and Mr. Jared Nicholson)**

Dr. Tim Wagner, High School Principal, and Mr. Jared Nicholson, High School Math Teacher, presented information regarding the Financial Literacy course at the High School.

They distributed information regarding the Financial Literacy Curriculum Recommendation to pilot a one semester, quarter credit financial literacy course as a research and development tool for a comprehensive graduation requirement in financial literacy.

Dr. Wagner shared information regarding the historical content of college, career and life readiness, exploring life literacies of digital/media, financial, cultural and information, and both the two days per week and semester financial literacy course.

Mr. Nicholson shared information regarding the course content that included class discussions, projects and hands on activities, the book “The Missing Semester,” the online national programs of Everfi and FoolProof, the Daylong Experiences Committee, daylong experiences content for both the junior and senior days, and the increasing scope of participation.

Dr. Wagner closed the presentation by sharing future planning and next steps, including writing a curriculum recommendation regarding a graduation requirement for financial literacy as well as considering additional components for career and life readiness as a graduation requirement.

Dr. Wagner and Mr. Nicholson responded to questions and comments of Board members.

Dr. Rozzo thanked Dr. Wagner and Mr. Nicholson for their informative presentation and for developing meaningful opportunities for the students.

**APPROVAL OF MINUTES**

MOTION: By Bolas: I move that the Board approve the minutes of the September 23, 2019 Board meeting. Seconded by Bowen, and carried by unanimous voice vote.

MOTION: By Bolas: I move that the Board approve the minutes of the October 14, 2019 Board meeting. Seconded by Bowen, and carried by unanimous voice vote.

**SUPERINTENDENT’S REPORT (Rozzo)**

**APPROVAL OF COMMENDATIONS & RECOGNITIONS - ATTACHED**

Dr. Suritsky read the Commendations & Recognitions.

MOTION: By Petersen: I move that the Board approve the Commendations & Recognitions AS ATTACHED. Seconded by Mafrice, and carried on unanimous voice vote.

**APPROVAL OF SALARY ADJUSTMENTS AND COMPENSATION FOR ADMINISTRATORS AND NON-REPRESENTED EMPLOYEES CONSISTENT WITH ACT 93 COMPENSATION PLANS AND EMPLOYMENT AGREEMENTS**

MOTION: By Elias: I move that the Board approve the total annual salary adjustments and compensation for all administrators and all non-represented employees consistent with the applicable Act 93 compensation plans and employment agreement(s), AS ATTACHED TO THE PERMANENT RECORD OF THE MINUTES OF THIS MEETING. Seconded by Plutko, and carried by unanimous roll call vote.

## ADMINISTRATOR'S REPORT

### APPROVAL OF CONTRACT WITH MLAKER STUDENT TRANSPORTATION (Pfender)

MOTION: Mafrice: I move that the Board approve a contract with Mlaker Student Transportation from October 29, 2019 through June 30, 2020 at the cost per bus of \$290 per day operated and the attendant cost of \$142 per day, subject to final approval by the Superintendent and Solicitor, AS ATTACHED TO THE PERMANENT RECORD OF THE MINUTES OF THIS MEETING. Seconded by Bolas, and carried by unanimous roll call vote.

## BUDGET & FINANCE (Burchill)

### REVIEW OF 2018-19 PRELIMINARY FINANCIAL STATEMENTS

Mr. Burchill reviewed a preliminary summary of the financial statements for the 2018-19 school year. He explained that the summary is a broad look at the estimated financial results for last school year. Mr. Burchill noted that a draft of the audited financial statements would be distributed to the Board for review at the November Board meeting.

### APPROVAL TO DECLARE ITEMS SURPLUS

MOTION: By Gans: I move that the Board declare the following equipment surplus and authorize the administration to sell, exchange, dispose, or donate in accordance with the provisions in Board Policy #3006, Sale or Disposal of Surplus Property, Equipment, Supplies and Textbooks. Seconded by Petersen, and carried by unanimous voice vote.

School Bus #154 (useable parts have been removed)  
Attached listing of furniture from District Central Office

## APPROVAL OF CONSENT AGENDA

MOTION: By Bowen: I move that the Board approve the following Consent Agenda items, contingent upon documentation acceptable to the Superintendent and Solicitor, AS ATTACHED TO THE PERMANENT RECORD OF THE MINUTES OF THIS MEETING. Seconded by Mafrice, and carried by unanimous roll call vote.

a. **APPROVAL OF PERSONNEL LISTINGS - ATTACHED**

Approve the Personnel Listings, pending receipt of all paperwork and required clearances, AS ATTACHED.

b. **APPROVAL OF CONTRACT WITH FOCUS SCHOOL SOFTWARE (Berrott)**

Approve contract with Focus School Software with premium support for a five-year term with automatic yearly renewals after the initial term.

c. **APPROVAL OF SUBSTITUTE TEACHER RECOMMENDATIONS (Carson)**

Approve the USCSD Substitute Incentive Plan as presented on October 14, 2019.

d. **APPROVAL TO SOLICIT PROPOSALS FOR CONTRACTING THIRD PARTY BUS SERVICES (Carson)**

Authorize the School District to solicit proposals for contracting third party bus services.

**e. APPROVAL OF TREASURER’S REPORT - 10-14-19  
INCLUDING SUPPLEMENTAL REPORT - 10-28-19**

Approve the Treasurer’s Report for 2019-20, including approved total of Bill List and Check File Listing as follows:

Fund 10 (General Fund) - \$3,616,194.80  
Fund 31 (Capital Reserve Fund) - \$13,124.32  
Fund 36 (Construction Fund) - \$198,404.71  
Fund 50 - (School Lunch Fund) - \$26,587.38

**f. APPROVAL TO BID PAVING REPLACEMENT, SITE SIGNAGE, AND  
ELECTRICAL IMPROVEMENTS AT HIGH SCHOOL**

Authorize the School District to bid paving replacement, site signage, and electrical improvements at high school.

**APPROVAL OF CHANGE ORDERS FOR CAPITAL PROJECTS (Burchill)**

MOTION: By Plutko: I move that the Board approve the following change orders for Capital Improvements at High School and Boyce. Seconded by Bolas, and carried by unanimous roll call vote.

Change Order No.	Vendor	Amount
GC-012	Walter Mucci Construction, Inc.	\$ 7,203.91
HC-003	East West Manufacturing & Supply	\$15,498.00
PC-011	Tedesco Plumbing	\$ 4,385.50

**COMMITTEE REPORTS**

Mrs. Bowen reported that the Youth Steering Committee held a book club discussion on October 23 regarding Dr. Borba’s book “UnSelfie.” She stated that internationally recognized child development expert and best-selling author Dr. Michele Borba will deliver a presentation for parents and educators on Monday, November 11 from 7-8:30 pm in the High School Theatre. She noted that individuals who attend book club discussions will have an opportunity to attend the November 11 earlier and meet Dr. Borba. Mrs. Bowen announced that the next meetings of the Youth Steering Committee will be held at 7:00 pm at the Community & Recreation Center on November 13 for a general meeting and on December 11 with a panel to discuss vaping.

**ANNOUNCEMENT REGARDING EXECUTIVE SESSIONS (Billerbeck)**

Mrs. Billerbeck announced that executive sessions were held on the following dates:

October 7, 2019 – Personnel Matters  
October 14, 2019 – Real Estate Matters  
October 28, 2019 – Safety & Security and Legal Matters

## MATTERS OF INFORMATION - SUPERINTENDENT & ADMINISTRATION

### REPORT FROM PSBA SCHOOL LEADERSHIP CONFERENCE - OCTOBER 16-18

- **EDUCATIONAL SESSION - BEYOND ACADEMICS: INNOVATIVE HIGH SCHOOL PROGRAMS PROMOTING LIFE READY SKILLS (John Rozzo, Amy Pfender)** – Dr. Rozzo reported that Mrs. Pfender and he shared an educational presentation at the PSBA Conference titled, “Beyond Academics: Innovative High School Programs Promoting Life Ready Skills.” He acknowledged Dr. Gans for her assistance in preparing the presentation although she had a personal family emergency that prevented her from attending the conference. Dr. Rozzo stated that approximately 70 individuals attended their session. He commented that there was much interest in the district’s SmartDesk initiative and he thanked Mr. Berrott for originating the idea of the student-run initiative for the district.
- **EDUCATION EXCELLENCE FAIR - 409 PROGRAM: INNOVATIVE HIGH SCHOOL EMOTIONAL SUPPORT (Colleen Czekaj, Jennifer Wagner, High School Student)** – Mrs. Pfender reported that the district also participated in the Education Excellence Fair at the PSBA Conference sharing information regarding the 409 Program: Innovative High School Emotional Support. She stated that the staff and student did a great job of sharing this unique opportunity for students.
- **PSBA DELEGATE ASSEMBLY (Barbara Bolas)** – Mrs. Bolas shared information regarding her role as the PSBA Voting Delegate. She reviewed key changes and successful legislation that have occurred through the PSBA Legislative Delegate Assembly. Mrs. Bolas also shared information from the sessions she attended at the conference.

### UPCOMING EVENTS

Dr. Rozzo reviewed the following upcoming dates of interest:

- **PARENT TEACHER COUNCIL MEETING – NOVEMBER 6 (BOYCE - NEW LOCATION)**
- **VETERANS DAY OBSERVANCE AT USC VETERANS PARK - NOVEMBER 11**
- **RECOGNITION OF HIGH SCHOOL GIRLS’ SOCCER TEAM - NOVEMBER 18**
- **FIRST READING OF REVISIONS TO FACILITY POLICY - NOVEMBER 18**
- **PTC SUPERINTENDENT OPEN MIC (WELLNESS) - NOVEMBER 20 @ 7 PM (BOYCE THEATRE)**
- **PRESENTATION OF ANNUAL AUDIT ENDING JUNE 30, 2019 - NOVEMBER 25**
- **PSSA/KEYSTONE EXAMS AND OTHER PERTINENT STUDENT PERFORMANCE DATA - JANUARY 2020**

### ADJOURNMENT

It was moved, seconded, and carried by unanimous voice vote that the meeting adjourn at approximately 8:28 p.m.

### EXECUTIVE SESSION – LEGAL MATTERS

The Board adjourned into executive session to discuss legal matters.

Amy L. Billerbeck, President  
BOARD OF SCHOOL DIRECTORS

Scott P. Burchill, Secretary  
BOARD OF SCHOOL DIRECTORS

Submitted by: Mary Ann L. Stabile  
School Board Stenographer

## COMMENDATIONS & RECOGNITIONS

### October 2019

#### **HIGH SCHOOL**

Upper St. Clair High School administrators recognized 10 outstanding students with September 2019 Deans' Awards. The awardees and the teachers who nominated them were honored at a special breakfast on Wednesday, Oct. 9<sup>th</sup>.

September 2019 Deans' Award honorees include:

Hunter Bench, Grade 11

Claire Chen, Grade 12

Tyler Chojnicki, Grade 9

Gabriela Morales Gamez, Grade 10

Anna Hess, Grade 10

Shoshanah Karow, Grade 12

Demi Kucherawy, Grade 12

Andrew Miller, Grade 10

Adam Molinaro, Grade 9

Parth Patel, Grade 11

The Upper St. Clair High School Speech & Debate Team has earned the 2018-19 Leading Chapter Award for the Pittsburgh District from the National Speech & Debate Association. The team's accomplishment will be recognized with a commemorative plaque at the 2019-20 district tournament. The Leading Chapter Award, which is based on student participation throughout the school year, is the highest recognition a school can receive from the NSDA.

Upper St. Clair High School senior Sarah Besser has been recognized as a National Hispanic Scholar by the College Board for scoring in the top 2.5 percent among Hispanic and Latino PSAT test takers in the region. Every year, the College Board's National Hispanic Recognition Program recognizes about 5,000 of the 250,000 Hispanic/Latino juniors who take the test. Students take the qualifying PSAT in October of their junior year and are recognized in the fall of their senior year.

Steve Miller, Upper St. Clair High School mathematics teacher and curriculum leader, has been named a recipient of the Presidential Award for Excellence in Mathematics & Science Teaching. He is one of 215 in the United States and four in Pennsylvania to earn this honor.

**Personnel Listing**

Date: October 28, 2019

**Board Meeting****Election**

Staff Name	Assignment	Classification	Effective Date	Salary
Beard, Lindsay	Sub Teacher (K-6)	Substitute	10-14-19	Per Diem
Cecil, Sarah	Sub Teacher (PK-4)	Substitute	10-21-19	Per Diem
<i>Ferguson, Serena</i>	<i>Fort Couch Nutrition Center Worker</i>	<i>Part Time</i>	<i>11-04-19</i>	<i>\$12.45 per hour</i>
<i>Hardwick, Alex</i>	<i>High School Assistant Swimming Coach</i>	<i>ECA</i>	<i>11-18-19</i>	<i>\$2,000</i>
Jaquay, Mary Beth	Sub Teacher (Elementary K-6, Science 7-9, Social Studies 7-9, Special Ed)	Substitute	10-10-19	Per Diem
Mariana, Chanel	Sub Nurse	Substitute	10-21-19	Per Diem
McConnell Serio, Suzanne	High School Asst Girls Varsity Basketball Coach	ECA	11-18-19	\$3,200
Menerchak, Misty	Sub Nurse	Substitute	10-09-19	Per Diem
<i>Rossini, Richard</i>	<i>High School Social Studies Teacher (Long-term substitute for L. Laboon) 11-19-2019 through 4-13-2020</i>	<i>Long-Term Substitute</i>	<i>11-25-19</i>	<i>\$51,900 (pro-rated)</i>
Turner, Jermaine	High School Asst Boys Basketball Coach	Volunteer ECA	10-28-19	\$0

**Change of Status**

Staff Name	Location	Current Assignment	Assignment	New Assignment
Gaudelli, Lauren	Eisenhower	Elementary Teacher Personal Leave <b>Anticipated</b> leave dates 8-26-19 through 1-17-20	Leave	Elementary Teacher Personal Leave 2019-2020 school year
LaSalle, Emily	Streams	Elementary Teacher Professional Development 2nd semester 2019-2020 school yr	Leave	Elementary Teacher Rescission of Sabbatical Leave Request for Professional Development 2nd semester 2019-2020 school year
Young, Jessica	Baker	Elementary Teacher Personal Leave <b>Anticipated</b> leave dates 8-19-19 through 11-11-19	Leave	Elementary Teacher Personal Leave 8-19-19 through 11-11-19

**Reappointment**

Staff Name	Location	Assignment	Current Assignment Status	Effective Date	Salary
Ali, Rich	Fort Couch	Head Boys Basketball Coach	ECA	11-18-19	\$2,000
Bowers, Andrew	Fort Couch	Head Boys Basketball Coach	ECA	11-18-19	\$2,000
Cosgrove, Matt	HS	Assistant Winter Track Coach	ECA	11-18-19	\$1,500
D'Abruzzo, Joseph	HS	Asst Boys Basketball Coach	ECA	11-18-19	\$5,000
Densmore, Mike	HS	Assistant Swimming Coach	ECA	11-18-19	\$500
Dietrich, Thomas	HS	Head Rifle Coach	ECA	11-18-19	\$4,500
Falascino, Caren	Fort Couch	Head Girls Basketball Coach	ECA	11-18-19	\$2,000
Fontana, John	HS	Assistant Girls Basketball Coach/JV Coach	ECA	11-18-19	\$4,100
Froelich, Keith	HS	Asst Boys 9th Grade Basketball Coach	ECA	11-18-19	\$2,700
Frollini, Dom	HS	Assistant Wrestling Coach (JV)	ECA	11-18-19	\$2,500
Gaetano, Sam	Fort Couch	Head Boys Basketball Coach	ECA	11-18-19	\$2,000
Halliwell, Andrew	HS	Assistant Coach (Diving)	ECA	11-18-19	\$2,200
McClester, Brandon	HS	Asst Boys Varsity Basketball Coach	ECA	11-18-19	\$5,000



McCullough, Dawn	HS	Volunteer Girls Basketball Coach	Volunteer	11-18-19	\$0
Mellinger, Dana	Fort Couch	Head Girls Basketball Coach	ECA	11-18-19	\$2,000
Morrealle, Bryan	HS	Assistant Girls Basketball Coach	ECA	11-18-19	\$3,800
Palm, Danny	HS	Volunteer Wrestling Coach	Volunteer	11-18-19	\$0
Palombine, Stephen	HS	Assistant Swimming Coach	ECA	11-18-19	\$500
Petrick, Doug	HS	Head Winter Track Coach	ECA	11-18-19	\$1,500
Petrick, Jonathan	HS	Volunteer Winter Track Coach	Volunteer	11-18-19	\$0
Poleski, Shannon	HS	Assistant Swimming Coach	ECA	11-18-19	\$500
Schlichting, Jane	HS	Assistant Swimming Coach	ECA	11-18-19	\$2,000
Schraven, Dave	HS	Head Swimming Coach	ECA	11-18-19	\$5,950
Toth, Zoltan	Fort Couch	Head Boys Basketball Coach	ECA	11-18-19	\$2,000
Totterdale, Ron	HS	Assistant Wrestling Coach (Freshman)	ECA	11-18-19	\$3,300
Wagner, Greg	HS	Volunteer Winter Track Coach	Volunteer	11-18-19	\$0
Williams, Gavin	HS	Asst Boys Basketball Coach	ECA	11-18-19	\$0
Witenske, Tim	Fort Couch	Head Boys Basketball Coach	ECA	11-18-19	\$2,000
Zemba, Ashley	HS	Volunteer Girls Basketball Coach	Volunteer	11-18-19	\$0

### Resignation

Staff Name	Location	Current Assignment	Current Assignment Status	Effective Date
Blodgett, Christine	N/A	Nutrition Center Worker	Substitute	09-25-19
Demar, Joseph	Fort Couch	Basketball Coach	ECA	10-28-19
Hall Melissa	N/A	Nutrition Center Worker	Substitute	09-25-19
Kinzel, Rebecca	High School	Assistant Rifle Coach	ECA	10-28-19
Marcinko, Julia	N/A	Teacher (Music PK-12)	Substitute	10-17-19
Martin, Jack	Fort Couch	Middle School Assistant Wrestling Coach	ECA	02-15-18
Martinelli, Lynne	N/A	Teacher (Secondary School Counselor 7-12, Elementary School Counselor K-6)	Substitute	09-24-19
Roach, McKenna	N/A	Teacher (Spec Ed pk-8, Grades pk-4)	Substitute	10-02-19
Ruffolo, Melissa	N/A	Teacher (Elementary K-6)	Substitute	09-25-19
Stewart, Krista	N/A	Teacher (Prog Spec ESL, Grades 4-8, Elementary K-6)	Substitute	09-24-19
Verwer, Johannes	N/A	Teacher (Chemistry 7-12)	Substitute	09-26-19

### Informational Note:

1. Doggrell, Casandra (Director, Student Support Services): Start date confirmed as 12-2-2019
2. Seth Williams (HS STEAM Teacher): Start date confirmed as 10-31-2019
3. Del Mastro, Corey (Custodian): Building change from Ft. Couch to CO/Stadium as of 10-18-2019