

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

MONDAY, NOVEMBER 18, 2019 - 7:00 PM

**DISTRICT ADMINISTRATION BUILDING
SCHOOL BOARD MEETING ROOM (THIRD FLOOR)**



Customizing Learning,
Nurturing Potential...
Delivering Excellence

5:45 PM - EXECUTIVE SESSION - SAFETY & SECURITY, LEGAL AND PERSONNEL 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 November 18, 2019 in the District Administration Building Board Room..

School Board Members in attendance:

Mrs. Amy L. Billerbeck, President
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:

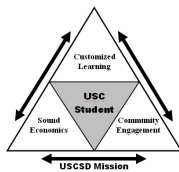
Dr. John T. Rozzo, Superintendent
Mrs. Amy Pfender, Assistant to the Superintendent
Mr. Raymond Berrott, Director of Technology
Dr. Judy Bulazo, Director of Curriculum & Professional Development
Mr. Scott P. Burchill, Director of Business & Finance
Mr. Ray Carson, Senior Director of Operations & Administrative 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 (Billerbeck)

Mrs. Billerbeck called the meeting to order at approximately 7:00 p.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 #12 FROM STRATEGIC PLAN

Mr. Plutko read the following Shared Belief Statement #12 from the Strategic Plan:

We believe that:

Exposure to balanced curriculum, including academics, arts, and athletics, expands the human experience and allows each student to discover his or her own particular interests and abilities.

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 Gans, and carried by unanimous voice vote.

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

Gabriella Spina and Karsen Damon reported on various activities at the high school, including International Education Week, Office Hours, a volleyball tournament hosted by MiniTHON, the high school musical Shrek, the Chanteclair's madrigal dinner, and the student council conference.

RECOGNITION OF GIRLS' SOCCER TEAM (Rozzo)

The Board and Dr. Rozzo recognized the High School Girls' Soccer Team, Coach Dave Gray and Assistant Coach Greg Wagner. On September 16, the team played Brashear and by half-time USC had reached an 8-0 lead. In the second half, the teams combined through an inter-squad scrimmage and rather than playing "against" each other they played together learning from each other. As a result, good friends emerged and both teams exhibited a perfect example that good sportsmanship matters more than score.

Coach Gray provided congratulatory comments to the USC girls as well as the Brashear girls and coaching staff noting that both teams deserved recognition. He commented about refocusing on what sportsmanship is really about and that both teams were tremendous role models.

Dr. Rozzo distributed certificates of recognition to the team along with \$5.00 Aramark rewards.

CAPITAL PROJECTS UPDATE (Burchill/Brennan/McLean)

Mr. Russ DelRe of PJ Dick, Inc. and Dave McLean of McLean Architects provided an update regarding the capital projects, including pending change orders. Mr. Del Re noted that the project will not meet the deadline of December 17 for the first scheduled swim meet and they are targeting the end of the year for completion of the natatorium.

Mr. DelRe, Mr. McLean and Mr. Burchill responded to questions and comments of Board members.

The Committee of the Whole meeting recessed at approximately 7:56 pm to convene a voting Board meeting for the following items:

CONVENE BOARD MEETING

a. APPROVAL OF PERSONNEL LISTING

b. APPROVAL TO RATIFY PURCHASE OF SECURITY-RELATED EQUIPMENT FROM PCCD GRANT

c. APPROVAL TO RATIFY SUBMISSION OF COMPETITIVE SAFETY AND SECURITY GRANT

- **RECOGNITION OF SUPPORT FROM SENATOR IOVINO AND REPRESENTATIVE MIHALEK**

The Committee of the Whole meeting reconvened at approximately 8:01 p.m.

SUPERINTENDENT’S REPORT (Rozzo)

REQUEST APPROVAL OF PERSONNEL LISTINGS (Rozzo/Carson)

Dr. Rozzo presented the Personnel Listings for approval pending receipt of all paperwork and required clearances.

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

REQUEST APPROVAL OF RESOLUTION REGARDING STAFFING (Rozzo/Pfender)

Mrs. Pfender requested approval of the following resolution regarding staffing:

The District staff be increased by the following position:

0.50 - English as a Second Language Teacher

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

ACCEPTANCE OF AUDITOR GENERAL AUDIT REPORT DATED OCTOBER 2019

Dr. Rozzo presented the Auditor General Audit Report dated October 2019 to be accepted by the Board. He explained that this is a process to ensure that the School District is following state law noting that the limited engagement audit reviewed internal controls, budgeting, Right to Know and the Sunshine Law. He thanked Mr. Burchill, Mr. Carson, Mrs. Stabile and Chief Bryson for their involvement in the process.

The Committee will recommend acceptance of the report, to be placed on the Consent Agenda.

FIRST READING OF 2020-21 SCHOOL CALENDAR

Dr. Rozzo presented a first reading of the 2020-21 School Calendar. He explained that the proposed calendar would be shared with the families for their review and feedback and that he anticipates the calendar to be approved at the December 9 Board meeting.

Dr. Rozzo responded to questions of Board members, including the consideration of online cyber type days for snow make-up days. Solicitor Jocelyn Kramer commented regarding the late passage of the legislative change and recommended that due to the uncertainty of how to provide special education and services to all students, that the snow make-up days issue be reviewed prior to the application deadline for the following school year.

ADMINISTRATOR'S REPORT

FIRST READING OF REVISIONS TO POLICY #7017 - TITLE I PARENT AND FAMILY ENGAGEMENT POLICY (Bulazo)

Dr. Bulazo presented a first reading of revisions to Policy #7017 - Title I Parent and Family Engagement Policy noting that the policy was revised to include additional requirements.

REQUEST APPROVAL OF TITLE I NON-PUBLIC SCHOOL CONTRACT WITH AIU (Bulazo)

Dr. Bulazo requested approval of a Title I Non-Public School Contract with the Allegheny Intermediate Unit. She explained that the funding that the school district receives is shared with non-public schools to support reading and math instruction for low-income students.

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

REQUEST APPROVAL OF SPECIAL EDUCATION AND STUDENT SUPPORT SERVICES AGREEMENTS/CONTRACTS (Pfender) (Consent Agenda)

Mrs. Pfender requested approval of the following special education and student support services agreements/contracts:

MOU WITH ALLEGHENY INTERMEDIATE UNIT FOR TRANSLATION SERVICES

Memorandum of Understanding for Translation Services with the Allegheny Intermediate Unit, which will provide telephone voice interpretation for non-English speaking parents and families, effective February 10, 2020.

AGREEMENT WITH WESLEY INSTITUTE

Agreement with Wesley Institute to provide services for one student at the Wesley K-8 School with partial hospital services for one month at the cost of \$3,700.

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

REQUEST APPROVAL TO RECOGNIZE BOOSTER ORGANIZATIONS AND CLUB SPORTS CONTINGENT UPON COMPLIANCE WITH BOARD POLICIES (Carson/Angelo)

Mr. Carson requested approval to recognize the list of booster groups and sports clubs for the 2019-20 school year contingent upon compliance with Board policies and regulations. Non-compliance with Board policies and regulations may result in removal from such approved list. In addition, the Athletic Director is approved to serve as the District liaison.

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

**FIRST READING OF REVISIONS TO POLICY #7003 - USE OF SCHOOL FACILITIES
(Carson/Angelo/Burchill)**

Mr. Carson presented a first reading of revisions to Policy #7003 - Use of School Facilities. He explained that a tiered approach is being recommended and that the policy includes verbiage regarding outside activities and managing access to the facilities.

ADMINISTRATIVE UPDATES

JUDY BULAZO - Dr. Bulazo provided an update regarding the October and November professional development days. She commented that Dr. Michele Borba's presentation regarding empathy was well received by the staff and stated that follow-up sessions to the presentation are being held in each of the buildings. Dr. Bulazo noted that the over 450 individuals attended the evening presentation by Dr. Borba.

RAY CARSON - Mr. Carson provided an update regarding applying for grants related to safety and security to compliment the partnership with the USC Township Police. He commented that the substitute teacher initiatives are beginning with information sessions to be held next month. Mr. Carson noted that student training on ALICE was completed, as well as safety drills being held in the schools.

BRAD WILSON - Mr. Wilson shared information regarding Canvas. He noted that the first report period went smoothly and thanked Mr. Berrott and the technology department for their work on the transition of data. Mr. Wilson reported on the areas of evaluating specific student criteria, the Office Hours program, and the Flex Time Manager product giving much credit to Dr. Wagner on these initiatives. Mr. Wilson noted that work will begin on the next Strategic Plan that will include community input.

BUDGET & FINANCE (Burchill)

REVIEW OF FINANCIAL & CASH FLOW STATEMENTS AND BUDGET TRANSFERS

Mr. Burchill reviewed the financial and cash flow statements and budget transfers. He also provided information related to the paving project and construction contingency percentage. Mr. Burchill explained that he would have more exact budget numbers for the construction fund closer to the final completion of the project. He also provided clarification to a question related to the cafeteria fund.

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

COMMITTEE REPORTS

Dr. Gans reported regarding the Parent Teacher Council and other organization keeping the momentum going following the presentations by Dr. Borba. She announced that the theme for the Parent Teacher Council Open Mic will be wellness.

Mrs. Bowen reported that the Youth Steering Committee will meet on December 11 at 7:00 pm at the Community & Recreation Center and will have a panel presentation regarding vaping.

MATTERS OF INFORMATION - SUPERINTENDENT & ADMINISTRATION

REPORT FROM VETERANS DAY OBSERVANCE AT USC VETERANS PARK - NOVEMBER 11

Dr. Rozzo thanked everyone who helped to organize the Veterans Day Observance at the USC Veterans Park on November 11. He also thanked the parents and students for their involvement in the observance.

**REPORT FROM PROFESSIONAL DEVELOPMENT AND EVENING PRESENTATION BY
DR. MICHELE BORBA - NOVEMBER 11**

Dr. Rozzo noted that the feedback regarding Dr. Borba's presentation was very positive and thanked everyone who took part in the sessions.

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

Dr. Rozzo announced that the Parent Teacher Council Open Mic would be held on November 20 at 7:00 pm in the Boyce Theatre that that the topic will be wellness. He explained that other topics of discussion will include curriculum, student support services and goals of the Strategic Plan. Dr. Rozzo noted that presentations by the administrators are developed from comments and questions that are received prior to the open mic.

PRESENTATION OF ANNUAL AUDIT ENDING JUNE 30, 2019 - NOVEMBER 25

Dr. Rozzo announced that the presentation for the November 25 Board meeting would be the annual audit ending June 30, 2019.

DECEMBER MEETING SCHEDULE

Dr. Rozzo announced the Board meeting schedule for December as follows:

**BOARD REORGANIZATION MEETING - DECEMBER 2
REGULAR BOARD MEETING - DECEMBER 9**

**PSSA/KEYSTONE EXAMS & OTHER PERTINENT STUDENT PERFORMANCE DATA -
JANUARY 2020**

Dr. Rozzo announced that the presentation for the January Board meeting would be PSSA/Keystone Exams and Other Pertinent Student Performance Data.

ANNOUNCEMENT REGARDING EXECUTIVE SESSION

Mrs. Billerbeck announced that an executive session was held on the following date:

November 18, 2019 - Safety & Security, Potential Litigation and Personnel Matters

ADJOURNMENT

It was moved, seconded and carried by unanimous voice vote that the meeting adjourn at approximately 8:43 p.m.

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