



Peters Township School District

AGENDA
PETERS TOWNSHIP BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
MONDAY, SEPTEMBER 15, 2014
7:30 P.M. – DISTRICT ADMINISTRATION OFFICES

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

SUPERINTENDENT'S COMMENTS

- Celebration of Excellence

QUESTIONS AND COMMENTS FROM THE FLOOR (15 minutes)

(Peters Township School District Policy 1312)

Peters Township School District values parent and community engagement.

PRESIDENT'S COMMENTS

Executive Sessions were held on September 8, 2014 and September 15, 2014 to discuss personnel items.

OLD BUSINESS

NEW BUSINESS: Consider a motion to suspend Peters Township School District Policy 9368 (Order of Business) for this meeting only.

I. BUSINESS OFFICE

RECOMMENDATION: Consider a motion to approve Business Office recommendations as follows (attachments 1 through 8):

1. Approval of the minutes for the Regular Meeting dated August 18, 2014.
2. Approval of the Treasurer's Report for August 2014 with a balance of \$8,186,988.07.
3. Approval of General Fund bills for August 14 through September 11, 2014.
4. Approval of the Capital Facilities Fund bills for August 14, 2014 through September 11, 2014.
5. Approval of the McMurray Elementary School Activity Fund report for August 2014.
6. Approval of the Middle School Activity Fund report for August 2014.
7. Approval of the High School Athletic Fund report for August 2014.
8. Approval of the High School Activity Fund report for August 2014.

Note: The Food Service bills for August are not included.

II. BOARD COMMITTEES

Personnel

Ron Dunleavy

Buildings and Grounds

Bill Merrell

The next Buildings and Grounds Committee Meeting is scheduled for September 29, 2014.

1. **RECOMMENDATION:** Consider a motion to approve Administration consulting with HHSDR for an engineering survey of the Heating and Ventilation system including Direct Digital Control requirements of the District Administration Office. Funds are provided by the Capital Projects Account.
2. **RECOMMENDATION:** Consider a motion to award the purchase of the Raptor Visitor Management System to Raptor Technologies, LLC at a cost of \$8,000. Funds are provided by the Capital Projects Account.

Education

Sue Smith

Finance

Jamison Hardy

3. **RECOMMENDATION:** Consider a motion to approve authorizing the incurring of nonelectoral debt by issuance of general obligation bonds, in the aggregate principal amount not to exceed Ten Million and 00/100 Dollars (\$10,000,000.00); covenanting to pay, and pledging unlimited taxing power for the payment of, the bonds; establishing a sinking fund and appointing a sinking fund depository; fixing the form, maximum interest rates, maturity dates, and other provisions for the payment thereof; covenanting to accept a proposal for the purchase of the bonds; authorizing a filing of required documents with the department of community and economic development; ratifying and directing certain actions of officers; and making certain other covenants and provisions in respect of the bonds.

Policy

Lisa Anderson

The next Policy Committee Meeting is scheduled for September 22, 2014. The meeting was originally scheduled to occur on September 29, 2014.

PSBA

Lisa Anderson

1. **RECOMMENDATION:** Consider a motion to approve the selection of the following candidates to the Pennsylvania School Boards Officers:

Positions

President Elect
Vice President
Treasurer
At Large Representative (West)

Candidates

Kathy W. Swope
Mark B. Miller
Otto W. Voit III
Daniel J. O'Keefe

Western Area Career and Technology Center

Sandy Gregg

The next Joint Operating Committee Meeting will be held on September 24, 2014.

SHASDA

Ron Dunleavy

The first SHASDA meeting of the new school year is September 25, 2014 at Upper St. Clair School District's LGI Room. The Speaker will be Dr. Gerald Shuster, Professor of Political Communications at the University of Pittsburgh. All Board Members and Administrators are invited to attend.

Intermediate Unit

Thomas McMurray

The next Board of Directors meeting will be held on September 25, 2014.

SUPERINTENDENT'S AGENDA

III. CERTIFICATED PERSONNEL

RECOMMENDATION: Consider a motion to approve Certificated Personnel recommendations as follows:

1. Approve the following **resignations:**

Name: Dr. Patricia Kardambikis
Position: Assistant Superintendent
Effective: October 1, 2014

Name: Madhura Ranade
Position: Science Teacher / High School
Effective: September 15, 2014

2. Approve the following **changes of classification:**

Name: Dr. Jennifer L. Murphy
From: Assistant to the Superintendent for Performance Management
To: Assistant Superintendent
Effective: October 1, 2014 – September 30, 2017

Name: Kevin Lawrence
From: Bachelors, Step 6
To: Master's, Step 6
Effective: 2014-2015 School Year

Name: Meredith Price
From: Master's, Step 4
To: Master's, plus 20 Step 4
Effective: 2014-2015 School Year

3. Approve the following as **long term substitute:**

Name: Brendan Albright
Position: Long Term Substitute Science Teacher
Assignment: High School
Salary: Bachelors, Step 1 (pro-rated)
Effective: September 16, 2014
Replaces: Madhura Ranade

4. Approve the following **student teachers/observers/interns** for the **2014-15** school year. All compliance documents for the following individuals are on file.

Name: Katie Vercek
Dates of Assignment: 9/16/14 - 11/28/14
College or University: Seton Hill
Curriculum Major: Music
PTSD Teacher & Bldg.: Barb Viola/Pleasant Valley
Assignment: Student teacher

Name: Kali Aloia
Dates of Assignment: 2/2/15 - 2/28/15
College or University: Indiana University of Pennsylvania
Curriculum Major: Public Health
PTSD Teacher & Bldg.: Betsy Gunter/High School
Assignment: Internship

5. Approve the following **day-to-day substitute teachers** for the **2014-15** school year:

1. Angelini, Christie – Grades PK-4
2. Bosiljerac, Mary – English 7-12
3. Burzese, Alexa – Grades PK-4
4. Caven, Karen – Elementary K-6
5. Colella, Brittany – Elementary K-6
6. DeCarlo, Jayme – Grades PK-4 and Special Education PK-8
7. Evanovich, Carolyn – Nurse
8. Giuliani, Laura – Elementary K-6
9. Hoffman, Alyssa – Grades PK-4
10. Hornburg, Vonnice – Art K-12
11. Gunzenhauber, Ann – Elementary K-6
12. Jozwiak, Mary Beth –Elementary K-6
13. Kisty, Kara – Elementary K-6
14. Luppe, Michele – Nurse
15. MacLeod, A. Scott – Elementary K-6
16. Stopko-Castanet, Ammie – Elementary K-6
17. Thomas, Adam – Grades 4-8 (All subjects 4-6, Mathematics 7-8)
and Grades 4-8 (All subjects 4-6, English Language Arts and Reading 7-8)
18. Troutman, Ruth Ann—Nurse
19. Wilcox, Diane – Nurse

IV. NON-CERTIFICATED PERSONNEL

RECOMMENDATION: Consider a motion to approve Non-Certificated Personnel recommendations as follows:

1. Approve the following **retirement:**

Name: Joseph Tonecha
Position: Maintenance Department
Effective: September 30, 2014

2. Approve the following **changes in assignment:**

Name: Carol Zaimis
From: Class III Secretary, District Administrative Office
To: Confidential Secretary, District Administrative Office
Effective: October 1, 2014

Name: Teresa Buzard
From: Part time Paraprofessional, Bower Hill Elementary
To: Full time Library Secretary, McMurray Elementary
Effective: September 16, 2014

3. Approve the following **new hires:**

Name: Karen Molk
Position: Cafeteria/ Playground Monitor
Assignment: Pleasant Valley Elementary
Salary: \$13.16/hr
Effective: September 16, 2014
Replacing: Debbie Medvid

Name: William Appel
Position: Cafeteria / Food Service
Assignment: McMurray Elementary
Salary: \$11.39/hr
Effective: September 16, 2014
Replacing: Jill Wales

4. Approve the following **day-to-day non-teaching substitutes** for the **2014-15** school year:

1. Ackerman, Katherine- Paraprofessional and Food Service
2. Hobb, Lauren – Paraprofessional and Bus Aide
3. Hornburg, Vonnice – Paraprofessional
4. Manhollan, Ronald – Custodian
5. Swindell, Chrisann – Clerical, Cafeteria/Food Service, Cafeteria/Playground Monitor

V. EXTRA-DUTY PERSONNEL/PROGRAMS

RECOMMENDATION: Consider a motion to approve Extra-Duty Personnel/Program recommendations as follows: (Note: All compliance documents for the following individuals are on file.)

1. Approve the following **extra-duty Activities personnel resignation** for the **2014-15** school year:

MIDDLE SCHOOL

Set Design (split)

Brian Griffin

2. Approve the following **extra-duty Activities personnel** for the **2014-15** school year:

MENTOR:

Jaylan Pinto
Brandi Deems
Renee Prince
Jason Keffel
Tammi Hanak
Pam Harrison
Dell Hickie
Sandra McWilliams

ASSIGNED TEACHER:

Adam Brado – Social Studies / PTHS
Lauren Johnson – Special Education / McMurray
Andrea Raggi – Science / PTMS
Wendy Stark – 6th Grade / McMurray
Morgan McWilliams – Spec. Ed. / Bower Hill
Nicole Burgard – Art / Bower Hill
Marissa Clancy – Special Education / PTHS
Pam Guenther – Title I Reading Specialists (Split 50%)
Kristen Spotler – Title I Reading Specialists (Split 50%)

HIGH SCHOOL (attachments)

Computer Club Sponsor
Students Against Destructive Decisions Sponsor (SADD)
Thespian Club Advisor
Thespian Club Advisor

Lauren Stawartz
Brendan Albright
Kelly Barefoot (50% Split)
Tiffany Kocan (50% Split)

3. Approve the following **extra-duty Athletic personnel resignations** for the **2014-15** school year:

HIGH SCHOOL

Swimming Assistant Coach

David “Alex” McLaren

MIDDLE SCHOOL

Swimming Co-Head/Assistant Coach

David “Alex” McLaren

4. Approve the following **extra duty Athletic personnel** for the **2014-15** school year: (attachments)

HIGH SCHOOL

Cheer Varsity Assistant Sponsor
Cheer Varsity Assistant Sponsor
Soccer Girls Assistant Coach
Swimming Volunteer Coach

Ashley Leddy (Split 50%)
Paige Conley (Split 50%)
Shelli Spamer
Luke Modrak

MIDDLE SCHOOL

Swimming Coed Head Coach
Swimming Coed Assistant Coach

Todd Clark
Brian Griffin

5. Approve the following status change in Athletics personnel for the **2014-15** school year:

HIGH SCHOOL:

Amanda Simmons

To:

Cheer Volunteer

From:

Cheer Varsity Assistant Sponsor

6. Approve the following **extra-duty Facilitator personnel** for the **2014-15** school year:

Nurse Facilitator

Carol O'Toole

VI. PROFESSIONAL CONFERENCES

RECOMMENDATION: Consider a motion to approve Professional Conferences as follows:

1. Approve the following **professional conference(s)**:
(Employees will not be reimbursed for meals included in the conference--attachments):

Names: Pamela Bohn-Guenther – McMurray Elementary
Activities: PA Dept of Ed – LETRS Certified Train-the-Trainer Modules 4-6
Dates: September 16 – 19, 2014
Location: Harrisburg, PA
Estimated Cost: \$952

Names: Lori Pavlik – PTHS Principal
Activities: PAESSP 2014 State Conference
Dates: October 19 – 21, 2014
Location: Pittsburgh, PA
Estimated Cost: \$130

Names: Christian Lesnett – PTHS Assistant Principal
Activities: PASCD – Leading an Innovative Culture for Learning
Dates: November 23 – 25, 2014
Location: Hershey, PA
Estimated Cost: \$835

Names: Brian Geyer – Athletic Director
Activities: NIAAA National Conference
Dates: December 13 – 16, 2014
Location: National Harbor, MD
Estimated Cost: \$1,400

VII. EDUCATIONAL PROGRAM AND STUDENT ACTIVITIES

RECOMMENDATION: Consider a motion to approve the Educational Programs and Student Activities as follows:

1. Approve the following **fundraising** activities:

Organization: Thespian Boosters
Purpose: Theatrical Productions
Dates: 2014-15 School Year
Location: Community
Activities: Personal and Business Ad Sales

Organization: Music Boosters
Purpose: Band trip & other expenses
Dates: Fall sports season – Trax Farms and home football games
Location: PTHS & Trax Farms
Activities: Funnel Cakes

Organization: PTHS Student Council
Purpose: Promote school spirit
Dates: September 16, 2014 until all t-shirts are sold
Location: PTHS
Activities: T-shirt sale

Organization: Soccer Boosters
Purpose: Season expenses
Dates: September 21, 2014
Location: Bruster's
Activities: Car Wash

Organization: Sophomore Class
Purpose: Club expenses
Dates: September 22 – October 17, 2014
Location: PTHS
Activities: Spiritwear

Organization: Forensics
Purpose: Competition expenses
Dates: September 28, 2014
Location: Brusters
Activities: Car Wash

Organization:	PTMS Cheerleaders
Purpose:	Support cheer program
Dates:	September 29 – October 6, 2014
Location:	Community
Activities:	Joe Corbi's Pizza Sales
Organization:	Music Boosters
Purpose:	Band trip and scholarship fund
Dates:	October & November 2014
Location:	Community
Activities:	Lottery Calendar
Organization:	Literary Magazine
Purpose:	Support publication of the literary magazine
Dates:	October 1 – 20, 2014
Location:	Community
Activities:	Yankee Candle Sales
Organization:	Thespian Boosters
Purpose:	Sound system upgrade
Dates:	October 1 – 22, 2014
Location:	Community
Activities:	Coffee / K-cup sales
Organization:	Softball
Purpose:	Season expenses
Dates:	October 4, 2014 & April 11, 2015
Location:	Century Sports
Activities:	Car Wash
Organization:	Thespian Boosters
Purpose:	State conference
Dates:	October 5, 2014
Location:	Century Sports and Bruster's
Activities:	Car Washes
Organization:	Class of 2016
Purpose:	Prom expenses
Dates:	October 6 – 10, 2014
Location:	PTHS
Activities:	Raffle for Junior Parking Pass

Organization:	Softball
Purpose:	Season expenses
Dates:	October 13 - 24, 2014 & May 4 – 15, 2015
Location:	Community
Activities:	Stromboli Sales
Organization:	Music Boosters
Purpose:	Band trip and scholarship fund
Dates:	October 25 – November 7, 2014
Location:	Community
Activities:	Stromboli Sales
Organization:	Hoop Group Boosters (Boys Basketball)
Purpose:	Winter trip
Dates:	October 27 – November 4, 2014
Location:	PTHS
Activities:	Skills Camp
Organization:	Swimming Boosters
Purpose:	General funds
Dates:	November 1 – 20, 2014
Location:	Community
Activities:	Yankee Candle Sales
Organization:	Library Assistants
Purpose:	Earn gift cards toward purchases for the library
Dates:	November 14, 2014
Location:	Barnes & Noble Bookstore – South Hills Village
Activities:	Book Fair
Organization:	Softball
Purpose:	Season expenses
Dates:	November 24 – December 9, 2014 & March 9 – 10, 2015
Location:	Community
Activities:	Sarris Candy Orders
Organization:	Softball
Purpose:	Season expenses
Dates:	January – May 2015 Softball Season
Location:	Community
Activities:	Sponsorships for Fence Signs

Organization: Softball
Purpose: Season expenses
Dates: January – May 2015 Softball Season
Location: Community
Activities: T-shirt Sales (player specific)

Organization: Music Boosters
Purpose: Band trip
Dates: February 28, 2015
Location: PTHS
Activities: Meatballs & Music

Organization: Library Assistants
Purpose: Library expenses
Dates: March 2 – 6, 2015
Location: PTHS Library
Activities: Library Arts Café

2. Approve the following **student trip**: (attachment)

Organization: High School Music Department
Advisor: Perrotte, Barney, DeFelice
Event: Music Department National Adjudication
Dates: Depart Tuesday, April 7, 2015 at 2 pm
Return Sunday, April 12, 2015 at 9 pm
Location: Universal Studios, Orlando, FL
Est. Cost to Dist.: \$893

VIII. OTHER

RECOMMENDATION: Consider a motion to approve other recommendations as follows:

1. Approve the recommendation of Peacock Keller to retain the services of Gary Bodnar to prepare appraisals of not more than six (6) additional properties within the Hiddenbrook Plan on which assessment appeals are pending and which are included within the group of properties to be presented to the court-appointed Hearing Master for disposition, at a cost not to exceed \$450 per property.
2. Approve the Agreement with Washington Drug and Alcohol Commission, Inc., on terms and conditions approved by the Solicitor, to provide Student Assistance services to Peters Township students for the 2014-2015 school year. This is a no cost contract. (attachment)
3. Approve the Agreement with Questeq to provide two (2) Level 1 Desktop Engineer for 5 days per week for 25 weeks, September 1, 2014 through February 27, 2015, at a total cost of \$49,000. There is no cost increase from last year's contract cost. (attachment)
4. Approve the Agreement for Retirement Plan Administrative Services for 457(b) Plans with PenServe.

BOARD INFORMATION

SOLICITOR'S REPORT

QUESTION AND ANSWER PERIOD ON AGENDA ITEMS (15 minutes)

CORRESPONDENCE

ANNOUNCEMENTS

MOTION TO ADJOURN