

PENN-TRAFFORD SCHOOL DISTRICT
Harrison City, Pennsylvania

November 9, 2009

The Board of School Directors of the Penn-Trafford School District held its regular monthly meeting in the administration building, Harrison City, PA on Monday, November 9, 2009 at 7:30 p.m.

The meeting was called to order by the President, Mr. Philip Kochasic. Members present were: Mr. Larry Harrison, Mr. Philip Kochasic, Dr. Scott Koscho, Mr. Dallas Leonard, Mr. Nick Petrucci, Dr. P. Jay Tray, Mr. Jeff Wetzler, Mr. John Willforth, Mr. Brett Lago, Board Secretary, Mr. Michael Brungo, Solicitor, Dr. Deborah J. Kolonay, Superintendent, Mr. Harry Smith, Assistant Superintendent, Dr. Matt Harris, Assistant to the Superintendent, Mr. Gregory Karazsia, Director of Student Learning Supports, and Mrs. Ramona Pope, Director of Human Resources. Mr. Roger Sullivan, High School Principal, Mr. Jeff Swartz, Harrison Park/Level Green Principal, Mr. Anthony Rinier, PTEA Representative, and Mr. Dave Johnston, Student Union Representative, were also present.

ROLL CALL

Mr. Kochasic announced that a brief executive session was held prior to the meeting to discuss a litigation matter concerning the incident at Penn Middle School, a personnel matter, and informational items.

Dr. Kolonay and Mr. Kochasic recognized Mr. Willforth and Mr. Wetzler for their service to the board and the community and presented them with plaques as a token of the district's appreciation. Mr. Wetzler and Mr. Willforth each reflected on their time as board members and shared some of their accomplishments.

INFORMATION

Mr. Dave Johnston, Student Union Representative, reported on the following activities at the high school to raise breast cancer awareness:

- The football team wore pink ribbons at their October football games.
- The high school will be having "pink" events in the upcoming months including the sale of pink T-shirts.

Mr. Lago reported that the auditors are presently working on their annual audit and should be finished in a couple of weeks.

Mr. Smith updated the board on the repairs being made to Penn Middle School.

Mr. Swartz reported the following:

- Three elementary students (Marcus Beacon, Sara Scanio, and Sabrina Catalano) from Level Green and Harrison Park Elementary won the statewide Attorney General's Red Ribbon calendar contest. Thirteen students across the state will be honored for their designs.
- The Title I staff at Harrison Park and Trafford is sponsoring a parent information and student game night at Harrison Park on Thursday, November 19 from 5:30-7:30. Parents will learn about memory and thinking skills while their children participate in playing various educational board games.
- Elementary reading and math labs are scheduled to begin this month for students in grades 1-5.
- Fourth grade students enjoyed their educational trip to Johnstown Museum this past month.
- Elementary report cards were sent home Monday, November 9.
- Elementary parent visitation is scheduled for November 17-19.

**PRINCIPAL
REPORTS**

He reviewed the information presented on the bulletin boards and the proficiency plan for Level Green and Harrison Park Elementary Schools.

Mr. Simpson reported the following:

- The Penn Middle School Student Council sponsored a walk-a-thon on October 23 to raise money for the Make-a-Wish Foundation. Students walked and raised more than \$800.
- The first quarter ended last Monday, November 2, and report cards were issued today, November 9. Penn Middle School had 318 students make honor roll and 134 had perfect attendance.
- He thanked the Central Office Staff for their support during the recent break-in. Mr. Smith and Mr. Lago were on the scene taking complete control of the incident allowing Mr. Simpson to focus on the students. Mr. Harris, Mrs. Pope, and Dr. Kolonay have made subsequent visits giving their support.
- He thanked the board members for approving the surveillance cameras. They have been invaluable in discipline, theft, and bullying incidents. They were especially invaluable during the break-in. He was able to give the police immediate evidence of the suspect being in the building.

He presented Penn Middle School's Proficiency Plan to the Board.

RECOGNITION OF VISITORS

The following residents addressed the board expressing their opinions both for and against the security clearances for parent volunteers in the district: Emily Liska (4th grade student at McCullough), Diane Liska, John Liska, Michelle Keller, Tracy Conley, Lisa Popovich, and Vicki L. Sich. Mr. Kochasic thanked them for coming to the meeting and assured them that student safety was the board's number one priority. He said the board will discuss this matter and make a decision.

SECRETARY'S REPORT ACCEPTED

A motion was made by Mr. Willforth and seconded by Mr. Leonard that the minutes of the regular meeting held on Monday, October 12, 2009 be approved as presented. Motion carried.

TREASURER'S REPORT ACCEPTED

A motion was made by Mr. Wetzler and seconded by Dr. Koscho that the treasurer's report for October 2009 and the high school extracurricular fund report for September 2009 be approved as presented and made a part of the official minutes. Motion carried.

BILLS APPROVED FOR PAYMENT

A motion was made by Mr. Harrison and seconded by Mr. Willforth that the list of bills for November 2009 be paid as presented.

Roll call vote: Mr. Petrucci: yes; Mr. Leonard: yes; Dr. Tray: yes; Mr. Harrison: yes; Dr. Koscho: yes; Mr. Wetzler: yes; Mr. Willforth: yes; Mr. Kochasic: yes.
Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

ATHLETICS AND EXTRACURRICULAR

RESIGNATION OF MIKE CARDAMONE ACCEPTED

A motion was made by Dr. Koscho and seconded by Mr. Leonard to accept the resignation of Mr. Mike Cardamone as Assistant Varsity Wrestling Coach effective immediately. Motion carried.

BUDGET AND FINANCE

Bids were mailed to 25 companies and returns received from 15 for athletic supplies and equipment (spring sports). Bids were opened on 10/27/09 at 10:00 a.m. in the administration building as published and advertised. Bids were reviewed and tabulated in the central office and reviewed by the Business Manager and personnel involved. A motion was made by Dr. Koscho and seconded by Mr. Willforth that the spring athletic supplies and equipment bid in the total amount of \$42,988.25 be awarded, pending budget approval, to the companies with the lowest bid where specifications were met. A copy of the individual awards will be filed in the business office.

**BIDS AWARDED FOR
ATHLETIC SUPPLIES
AND EQUIPMENT**

Roll call vote: Mr. Harrison: yes; Dr. Koscho: yes; Mr. Petrucci: yes; Mr. Leonard: yes; Dr. Tray: yes; Mr. Wetzler: yes; Mr. Willforth: yes; Mr. Kochasic: yes.
Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

BUILDING AND GROUNDS/SAFETY

A motion was made by Mr. Harrison and seconded by Mr. Leonard to accept the retirement resignation of Ulrike Kelly as custodian. Motion carried.

**RESIGNATION OF
ULRIKE KELLY
ACCEPTED**

A motion was made by Mr. Harrison and seconded by Mr. Willforth to approve the change order for AXIS Job #2009-051 / Harrison Park, McCullough, and Sunrise Estates Elementary Schools as follows:

- a) Addition of canopy vents at Harrison Park for a total cost of \$710.73
- b) Additional window caulking at Harrison Park for a total cost of \$645.27
- c) Door and railing painting at McCullough for a total cost of \$4,498.21

**CHANGE ORDER
FOR AXIS JOB
APPROVED**

Roll call vote: Mr. Leonard: yes; Dr. Tray: yes; Mr. Wetzler: yes; Mr. Willforth: yes; Mr. Petrucci: yes; Dr. Koscho: yes; Mr. Harrison: yes; Mr. Kochasic: yes.
Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

FOOD SERVICE

Dr. Tray reported that visits to the cafeterias will begin next week.

PERSONNEL AND CURRICULUM

A motion was made by Mr. Petrucci and seconded by Dr. Koscho to approve the list of additional substitute teachers and support personnel for the month of November 2009. Motion carried.

**SUBSTITUTE
TEACHERS AND
SUPPORT
PERSONNEL
APPROVED**

A motion was made by Mr. Petrucci and seconded by Mr. Leonard to issue a professional contract to Colleen Raymond in accordance with Section 1108 of the School Laws of Pennsylvania. This teacher has satisfactorily completed three (3) years of teaching in the Penn-Trafford School District.

**PROFESSIONAL
CONTRACT ISSUED
TO COLLEEN
RAYMOND**

Roll call vote: Mr. Willforth: yes; Mr. Wetzler: yes; Dr. Tray: yes; Mr. Leonard: yes; Mr. Petrucci: yes; Dr. Koscho: yes; Mr. Harrison: yes; Mr. Kochasic: yes.
Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

**LUNCHROOM AIDES
EMPLOYED**

A motion was made by Mr. Petrucci and seconded by Dr. Koscho to employ the following lunchroom aides at an hourly rate of \$10.80 effective November 10, 2009:

- a) Virginia Kowalski – Penn Middle School
- b) Cynthia Sterchak – Trafford Schools
- c) Karen Doonan – Trafford Schools

Roll call vote: Dr. Tray: yes; Mr. Leonard: yes; Mr. Harrison: yes; Dr. Koscho: yes; Mr. Petrucci: yes; Mr. Wetzler: yes; Mr. Willforth: yes; Mr. Kochasic: yes.
Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

**CONFERENCE
REQUESTS
APPROVED**

A motion was made by Mr. Petrucci and seconded by Mr. Wetzler to approve the following conference requests:

- a) Achilles Vassilicos – 2010 NSCAA Master Coach Diploma Course – High School Soccer Division in Ft. Lauderdale, FL from April 9-14, 2010
- b) Paul Conrad – US All-Star Track & Field and Cross Country Clinic in Atlantic City, NJ from December 17-18, 2009
- c) Dennis Kosoglow – US All-Star Track & Field and Cross Country Clinic in Atlantic City, NJ from December 17-18, 2009
- d) Robert McFarland – US All-Star Track & Field and Cross Country Clinic in Atlantic City, NJ from December 17-18, 2009

Roll call vote: Dr. Koscho: yes; Mr. Petrucci: yes; Mr. Wetzler: yes; Mr. Willforth: yes; Dr. Tray: yes; Mr. Leonard: yes; Mr. Harrison: yes; Mr. Kochasic: yes.
Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

**STUDENT TEACHER
ASSIGNMENTS
APPROVED**

A motion was made by Mr. Petrucci and seconded by Mr. Leonard to approve the following student teacher assignments:

ST. VINCENT COLLEGE

<u>Cooperating Professional</u>	<u>Student Teacher</u>	<u>Area</u>	<u>Dates</u>
Greg Saraceni (PTHS)	Alexandra Shasko	English	1/12/10-4/30/10
Barb Koontz (PTHS)	Elisabeth Talamo	Biology	1/12/10-4/30/10
Mary Beth Smyda/ Devon Barr (HP)	Casey Lauff	EC-Elem.	1/12/10-4/30/10
Vivian Light/Marty Casper (HP)	Kate O'Toole	Elem.	1/12/10-4/30/10
Melissa Candee (HP)	Debbie Sherwin	Spec.Ed.Elem.	1/13/10-4/30/10

SLIPPERY ROCK UNIVERSITY

<u>Cooperating Professional</u>	<u>Student Teacher</u>	<u>Area</u>	<u>Dates</u>
Mike Cleland (TS)	Jessica Seward	Spec.Ed.Elem.	1/18/10-3/12/10
Mike Bujdos (3), Donna Price (3), and Amy Sipple (1) (TE)	Jessica Seward	Elementary	3/16/10-5/6/10

INDIANA UNIVERSITY OF PENNSYLVANIA

<u>Cooperating Professional</u>	<u>Student Teacher</u>	<u>Area</u>	<u>Dates</u>
Donita Sanders (TMS)	Sarah Rodgers	Clinical Experience/ FCS	12/21/09-1/15/10
Donita Sanders (TMS)	Kristen Edgerly	Clinical Experience/ FCS	12/21/09-1/15/10

POINT PARK COLLEGE

<u>Cooperating Professional</u>	<u>Student Teacher</u>	<u>Area</u>	<u>Dates</u>
Linda Kelly/Erin Rizzer (HP)	Thaddeus Ochs, Jr.	Elementary	1/11/10-4/23/10

CALIFORNIA UNIVERSITY OF PENNSYLVANIA

<u>Cooperating Professional</u>	<u>Student Teacher</u>	<u>Area</u>	<u>Dates</u>
Marilyn Joschak/ Carol Bastian (MC)	Angela Lebendowsky	Elementary	1/12/10-4/30/10
Karen Brown/ Deanna Miklos (MC)	William Schleicher, Jr.	Elementary	1/12/10-4/30/10
Amy Babik/ Jeff McClintock (MC)	Angela Eori	Elementary	1/12/10-4/30/10

Motion carried.

A motion was made by Mr. Petrucci and seconded by Mr. Wetzler to accept the following resignations:

- a) Darla Magill – PCA at Level Green Elementary School effective immediately
- b) Carol Rigney – Library Aide at Sunrise Elementary School effective December 31, 2009

**RESIGNATIONS
ACCEPTED FOR
DARLA MAGILL AND
CAROL RIGNEY**

Motion carried.

A motion was made by Mr. Petrucci and seconded by Mr. Leonard to accept the resignation of Mr. Stanley J. Jencka Jr., teacher at Penn-Trafford High School, effective December 23, 2009, or as soon as a suitable certified replacement can be hired.

**RESIGNATION
ACCEPTED FOR
STANLEY JENCKA**

Roll call vote: Mr. Harrison: yes; Dr. Koscho: yes; Mr. Petrucci: yes; Mr. Leonard: yes; Dr. Tray: yes; Mr. Wetzler: yes; Mr. Willforth: yes; Mr. Kochasic: yes.

Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

POLICY/PUBLIC RELATIONS/LEGISLATIVE/CHAPER 2

A motion was made by Mr. Wetzler and seconded by Mr. Leonard to accept and file the minutes of the Superintendent’s Information/Committee meeting held on Monday, October 5, 2009. Motion carried.

**MINUTES OF INFO/
COMMITTEE MEETING
ACCEPTED AND FILED**

TAXES/INSURANCE/CENSUS

A motion was made by Mr. Leonard and seconded by Mr. Willforth to table the request of Ruben Ramirez for exoneration of school property taxes as per the determination of the Pennsylvania Department of Military and Veterans Affairs for property recorded in the Office of the Recorder of Deeds in and for Westmoreland County, Pennsylvania as listed:

**REQUEST FOR TAX
EXONERATION FOR
RUBEN RAMIREZ
TABLED**

Tax Map Number: 55-14-1-008-1

Roll call vote: Mr. Willforth: yes; Mr. Harrison: yes; Mr. Wetzler: yes; Dr. Koscho: yes; Dr. Tray: yes; Mr. Petrucci: yes; Mr. Leonard: yes; Mr. Kochasic: yes.

Result of vote: 8 yes; 0 no; 1 absent. Motion carried.

Mr. Leonard reported that he will be attending a meeting of the Westmoreland County Tax Collection Committee and asked if there was any information that the board would like him to present to them.

**SOLICITOR'S
REPORT**

Mr. Brungo had distributed his report to the board along with a memorandum from an attorney in their office who is also an architect gave a general overview of some of the things for the district to start considering relative to construction projects that we may be looking at in the future.

SPECIAL REPORTS

Dr. Tray, IU #7/Library Representative, reported that they will be meeting in two weeks.

Mr. Petrucci, Career Tech Representative, reported that their open house is tonight. There will be no meeting in November. Their next meeting is the Christmas outing and the board is invited to attend.

Dr. Tray, Legislative Council Representative, reported that their regional meeting will be in January.

Recreation:

- Dr. Koscho, Penn Township Representative, reported that their next meeting is November 19, and he will let them know about the discussions the board had regarding the Level Green playground.
- Mr. Petrucci, Trafford Borough Representative, reported that their next meeting is November 30 and Light Up Night is December 5.
- Mr. Willforth, Penn Borough Representative, reported that he had attended their meeting last Thursday, November 5. Plans were presented to the council for Phase 4 of the playground and options were discussed for the pavilion. He stated that Phase 3 was submitted for final payment.

ADJOURNMENT

A motion was made by Mr. Leonard and seconded by Mr. Petrucci that the meeting be adjourned at 8:58 p.m. Motion carried.

**EXECUTIVE
SESSION**

Mr. Kochasic announced that there would be a brief executive session following the meeting to discuss personnel issues and informational items.

President

Secretary

