



**LEECHBURG AREA BOARD OF SCHOOL DIRECTORS  
PUBLIC WORK SESSION/AGENDA SETTING MEETING MINUTES  
WEDNESDAY, SEPTEMBER 12, 2018 - 7:30 PM  
LEECHBURG HIGH SCHOOL AUDITORIUM**

**CALL TO ORDER:** The September 12, 2018 Public Work Session/Agenda Setting Meeting of the Leechburg Area Board of School Directors was called to order at 7:31 PM in the Leechburg High School Auditorium by Mr. Neill Brady, School Board President.

**PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE:** The Pledge of Allegiance was recited in unison and a Moment of Silence was observed.

**ROLL CALL:** Mr. Neill Brady, Mrs. Melanie Knight, Mrs. Danielle Lovelace, Mr. Darius Lovelace, Mr. Joseph Michadick, Mr. Anthony Shea and Ms. Candi Stewart.

Ms. Terri Smith and Mrs. Helen Yurjevich were absent.

Also present were: Mr. David Keibler, K-5 Principal/Curriculum Director/Federal Programs Coordinator; Mr. Douglas Rodgers, 7-12 Principal/Secondary Curriculum Coordinator; Mr. Bradley Walker, Business Manager/Human Resources Director; Attorney Patricia Andrews, School District Solicitor; Ms. Patricia Tarr, Board Secretary, and Ms. Tiffany Nix, Superintendent.

**PUBLIC COMMENTS-AGENDA ITEMS:** There were no visitors wishing to address the Board at this time.

**ADMINISTRATIVE REPORTS:**

AXIS Architecture, P.C. Renovation Update: Mr. Craig Collins reported on busy summer, classes began on time, finishing odds and ends, completing touchups on second shift, two high school air conditioning units (three and four) operational, finishing work on high school unit two by Friday, elementary units up and running next week, multipurpose room and auditorium will be operational in two weeks. Leak in gym roof repaired caused by conduit fitting failure, maintaining floor and painting of ceiling structure will be repaired. Condensate ductwork issue in Creation Nation being investigated, lined and insulated. Home Economics case work completed by October 17th with four days of installation in evenings during second shift. Creation Nation space currently being used, library furniture being delivered tomorrow, security doors delivered and installed over next 3-4 weeks after school hours. West Leechburg Borough engineer correspondence received regarding sewage tap, special meeting will be held at borough for approvals. No change orders this month, pay orders being submitted and heat will be operational by October 1<sup>st</sup>.

**Principals' Reports –**

Mr. Douglas Rodgers reported on quiet start to school year, thanked everyone for flexibility with construction and heat, worked out very well, Feature Teacher and Feature Student will begin next month, lobby being reviewed and lobby case project started current trophies most visible, two new math classes approved in January; Math for Life and Consumer Math implemented teaching real life math skills including creating Christmas gift budgets. Attendance and reduced tardiness continues to be addressed and improved.

Mr. David Keibler reported on Meet and Greet held with 75% of parents attending three sessions, teacher expectations reviewed and opportunity for parent and teacher communications. School Opening at 8:30 AM implemented, K-2 in cafeteria in morning, working well and quiet, Grades 3-5 breakfast in classroom. K-5 benchmark assessments completed and will begin group meetings Monday, mastery and skills review, teacher Inventionland recommendations during first semester, 5<sup>th</sup> grade excelling in classes. Positive behavior assembly held reviewing expectations reviewed from first student day. Little Devils tags and weekly drawings for positive behaviors. Every Tuesday ELA and Math test scores reviewed including scope and sequence.

Ms. Nix reported Pirate's \$5,000 Charitable Foundation grant received, earmarked for West Leechburg athletic projects with banner advertisement and attending Pirate game next week to receive check. K-12 educational areas being painted in evenings, completion in mid-October. Robert E. Nigro Education Foundation planning to attend next meeting to present teacher grants. Appreciated everyone's cooperation during heat early dismissals; students, parents and teachers made it work. School Based licensed elementary outpatient therapy resources for our students, through insurance and confidential. Applying for \$25,000 School Safety Grant, first safety meeting yesterday and topics included new security cameras and mental health services through intermediate unit for social workers discussions with teacher and staff training included in grant application.

Soccer Program-Ms. Nix spoke with parents and Apollo-Ridge Superintendent, Apollo-Ridge Girls' Soccer Coop going exceptionally well, proposing Leechburg Boys' Varsity Soccer team being offered and Apollo-Ridge boys' playing at our District. Parent funded participation of Apollo-Ridge students, expenses divided by student athletes in program, costs of goals, game balls, practice balls, uniforms, Captain arm band, bussing, coaching and referee fees discussed. Kiski Area Soccer League offering free use of fields and no conflict expressed with fall sports, including football.

Discussion ensued regarding number of Leechburg girls participating in Apollo-Ridge coop program, no District pay-to-play, first year start-up costs, coaching salary cost not included in \$11,000 estimated costs, coach position would require supplemental position Memorandum of Understanding with Leechburg Education Association. District pays for equipment, varsity sport opposed to club, WPIAL anticipated approval per Athletic Director, participation interest survey for 9-12 grade boys' program, surveying grades 8-11 for next year implementation and Apollo-Ridge not interested in beginning boys' program. District coaches hired and paid through District. No billings yet received from Apollo-Ridge School District for girls' soccer program, proposed billing two times per year at beginning and end of season for anticipated \$4,000 total costs.

Board recommendation to place action on the November 28, 2018 Regular Board Meeting Agenda.

#### **PERSONNEL:**

Mentor Teachers-Two teachers and ARIN IU induction program for new teachers-On Agenda for approval this evening.

Supplemental Positions: On Agenda for approval this evening.

- K-12 Enrichment Program Coordinator (Split) – K-5 and 6-12 Split
- Junior High Cheerleading Coach

Breakfast Cook Resignation-On Agenda for approval this evening.

Part-Time Pre-K Paraprofessional Position-Approval planned at the September 26, 2018 Regular Board Meeting Agenda.

**BUDGET AND FINANCE:**

2018-2019 Armstrong School District Special Education Services at Lenape Area Vocational-Technical School-Annual agreement, students part-time not reflective of District student populations but in place in event necessary-On Agenda for approval this evening.

2018-2019 Memorandum of Understanding with Service Employee's International-Additional Cafeteria Worker Hours-Due to Merakey Agreement formally NHS meal services-On Agenda for approval this evening.

2018-2019 Memorandum of Understanding with Leechburg Education Association-Department Chairs: Math; ELA/Foreign Language; Science; Social Studies; Arts; Phys Ed/Health/Business/FCS and Advisory Program Coordinator-Year 2 of program for approval-On Agenda for approval this evening.

Epic Communications, Inc. E-Rate Year 22 (2019-2020) Agreement-reimbursement for school year-RWAN internet service, RFP, increasing from 100 to 1,000 mbps and presentation by Mr. George in near future-On Agenda for approval this evening.

**FIELD TRIP REQUESTS:**

Kelly Sadler- Interested 11<sup>th</sup> and 12<sup>th</sup> Graders- College and Career Fair, Armstrong High School, Kittanning, PA, 09/12/18-Ratified-On Agenda for approval this evening.

**USE OF FACILITIES:**

Anne Brady-Samantha L. Smith Scholarship Foundation 3-On-3 Basketball Tournament-11/24/18. Board recommendation for placement on September 26, 2018 Regular Board meeting Agenda for approval.

**FUNDRAISING REQUESTS:**

Anne Brady-Samantha L. Smith Scholarship Foundation 3-On-3 Basketball Tournament/Concession Stand/Chinese Auction-11/24/18-On Agenda for approval this evening.

Boys' Basketball Boosters-Boys' Basketball-Breakfast with Santa-12/01/18- On Agenda for approval this evening.

**SUPERINTENDENT/BOARD SECRETARY UPDATES:** Previously presented.

**LEGISLATIVE ISSUES:**Amendments:

Policy 006 – Meetings

Policy 108 – Adoption of Textbooks

Policy 210.1 – Possession/Administration of Asthma Inhalers/Epinephrine Auto-Injectors

Policy 246 – School Wellness

Policy 311 – Reduction of Staff (Previously Suspensions/Furloughs)

Policy 806 – Child Abuse

Policy 808 – Food Services

Policy 810 – Transportation

Policy 810.1 – School Bus Drivers and School Commercial Motor Vehicle Drivers

Policy 818 – Contracted Services Personnel

First Readings:

Policy 704 – Maintenance

Policy 810.3 – School Vehicle Drivers

PSBA revisions provided to reflect changes in law. Three Epi pens stocked with ongoing prescription, update in law permitting schools to have prescriptions and store.

Board recommendation for placement on September 26, 2018 Regular Board meeting Agenda for approval.

**PUBLIC COMMENTS-NON-AGENDA ITEMS:** There were no visitors wishing to address the Board at this time.

**NEW BUSINESS:**

**A. PERSONNEL:**

1. Mrs. Knight made a motion, seconded by Ms. Stewart to approve the following persons as 2018-2019 Mentor Teachers for listed positions:

Name	Position
Shayle Prorok	K-12 Health & Physical Education Teacher
Jolynn Young	Secondary Biology Teacher

Voice Vote – Motion Carried.

All Ayes.

Ms. Smith and Mrs. Yurjevich were absent.

2. Mr. Michadick made a motion, seconded by Mrs. Knight to approve the Memorandum of Understanding with the Service Employees International Union (SEIU) regarding increased work hours by designated District Cafeteria Workers per Merakey Education Center Food Service Agreement, as presented in (Exhibit A2).

Voice Vote – Motion Carried.

All Ayes.

Ms. Smith and Mrs. Yurjevich were absent.

3. Mr. Lovelace made a motion, seconded by Mrs. Knight to approve the Memorandum of Understanding with Leechburg Education Association-Department Chairs: Math; ELA/Foreign Language; Science; Social Studies; Arts; Phys Ed/Health/Business/FCS and Advisory Program Coordinator as presented in (Exhibit A3).

Voice Vote – Motion Carried.

All Ayes.

Ms. Smith and Mrs. Yurjevich were absent.

4. Ms. Stewart made a motion, seconded by Mr. Michadick to hire Mr. Jacob Mrochek to the position of 4-12 Music and Instrumental Instruction Teacher at Step 3 Bachelors of the Leechburg Education Association's Collective Bargaining Agreement.

Voice Vote – Motion Carried.

All Ayes.

Ms. Smith and Mrs. Yurjevich were absent.

5. Mrs. Knight made a motion, seconded by Mr. Michadick to approve the following Supplemental positions for the 2018-2019 school term pending receipt of all required paperwork:

Name	Position
Brandi Smith	K-12 Enrichment Program Coordinator (Split)
Nancy Tarella	K-12 Enrichment Program Coordinator (Split)
Adrienne Arndt	Cheerleading Sponsor-Junior High Sponsor
Nancy Tarella	Stage Manager

Voice Vote – Motion Carried.

All Ayes.

Ms. Smith and Mrs. Yurjevich were absent.

6. Ms. Stewart made a motion, seconded by Mrs. Knight to approve the following Supplemental position realignment: David Lovelace-From Football-Volunteer Junior High Assistant Coach to Paid Football-Junior High Assistant Coach.

Voice Vote – Motion Carried.

5 Ayes.

2 Abstentions- Mrs. Lovelace and Mr. Lovelace

Ms. Smith and Mrs. Yurjevich were absent.

7. Mr. Shea made a motion, seconded by Mr. Lovelace to approve the following Supplemental position realignment: Brian Horwatt-From Paid Football-Assistant Varsity Coach (Split) to Football Volunteer Varsity Assistant Football Coach.

Voice Vote – Motion Carried.

All Ayes.

Ms. Smith and Mrs. Yurjevich were absent.

8. Mr. Lovelace made a motion, seconded by Mrs. Knight to approve the following Supplemental position realignment: Cody Rainey-From Football Volunteer Varsity Assistant Lifting/Conditioning Coach to Paid Football Assistant Varsity Coach.

Voice Vote – Motion Carried.

All Ayes.

Ms. Smith and Mrs. Yurjevich were absent.

9. Mr. Shea made a motion, seconded by Ms. Stewart to accept the resignation of Mr. Jeremiah Mendez from the position of Breakfast Cook effective September 20, 2018.

Voice Vote – Motion Carried.

All Ayes.

Ms. Smith and Mrs. Yurjevich were absent.

10. Mr. Lovelace made a motion, seconded by Mrs. Knight to approve the following individual as a Substitute for the 2018-2019 school term:

Name	Position
Janice Hileman	Custodial Substitute

Voice Vote – Motion Carried.  
All Ayes.  
Ms. Smith and Mrs. Yurjevich were absent.

**B. FINANCE:**

1. Mr. Shea made a motion, seconded by Mr. Michadick to approve the 2018-2019 Armstrong School District Special Education Services at Lenape Area Vocational-Technical School as presented in (Exhibit B1).

Voice Vote – Motion Carried.  
All Ayes.  
Ms. Smith and Mrs. Yurjevich were absent.

2. Mr. Lovelace made a motion, seconded by Mrs. Knight to approve the Epic Communications, Inc. E-Rate Year 22 (2019-2020) Agreement as presented in (Exhibit B2).

Voice Vote – Motion Carried.  
All Ayes.  
Ms. Smith and Mrs. Yurjevich were absent.

**C. FIELD TRIP REQUESTS:**

1. Mr. Shea made a motion, seconded by Mrs. Knight to ratify the following Field Trip Request as presented in (Exhibit C1):

#	REQUSTOR(S)	ON BEHALF	PURPOSE/LOCATIONS	DATE(S)
1	Kelly Sadler	Interested 11 <sup>th</sup> and 12 <sup>th</sup> Graders	College and Career Fair, Armstrong High School, Kittanning, PA	09/12/18

Voice Vote – Motion Carried.  
All Ayes.  
Ms. Smith and Mrs. Yurjevich were absent.

**D. FUNDRAISING REQUESTS:**

1. Ms. Stewart made a motion, seconded by Mrs. Knight to approve the following Fundraising Requests as presented in (Exhibit D1):

#	REQUSTOR(S)	ON BEHALF	PURPOSE/LOCATIONS	DATE(S)
1	Anne Brady	Samantha L. Smith Scholarship Foundation	3-On-3 Basketball Tournament/ Concession Stand/Chinese Auction	11/24/18
2	Boys' Basketball Boosters	Boys' Basketball	Breakfast with Santa	12/01/18

Voice Vote – Motion Carried.  
 All Ayes.  
 Ms. Smith and Mrs. Yurjevich were absent.

**OTHER:**

1. Mr. Shea made a motion, seconded by Mr. Michadick to approve the Reschini Group 2018 Affordable Care Act Employer Reporting Engagement Agreement as presented in (Exhibit O1).

Voice Vote – Motion Carried.  
 All Ayes.  
 Ms. Smith and Mrs. Yurjevich were absent.

2. Mrs. Knight made a motion, seconded by Mrs. Lovelace to approve the following Fundraising Request as presented in (Exhibit O2):

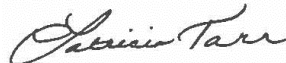
#	REQUSTOR(S)	ON BEHALF	PURPOSE/LOCATIONS	DATE(S)
1	Stephanie Flick	Minetas-Yearbook	Cookie Dough, Magazine, Pizza Rolls, Etc. Sales	09/19/18- 09/30/18

Voice Vote – Motion Carried.  
 All Ayes.  
 Ms. Smith and Mrs. Yurjevich were absent.

Ms. Nix noted Leechburg Pink Day this Saturday, community volunteers needed to further landscape Market Street, meeting at 6:00 PM Leechburg Borough building.

ADJOURNED: On a motion by Mrs. Knight, seconded by Ms. Stewart the September 12, 2018 Public Work Session Meeting adjourned at 8:20 PM.

Respectfully submitted,



Patricia Tarr  
 Board Secretary