



**LEECHBURG AREA BOARD OF SCHOOL DIRECTORS  
PUBLIC WORK SESSION/AGENDA SETTING MEETING MINUTES  
WEDNESDAY, NOVEMBER 14, 2018 – 7:30 PM  
LEECHBURG HIGH SCHOOL LIBRARY**

**CALL TO ORDER:** The November 14, 2018 Public Work Session/Agenda Setting Meeting of the Leechburg Area Board of School Directors was called to order at 7:40 PM in the Leechburg High School Library by Mr. Neill Brady, 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. Gina Bruno, Mrs. Melanie Knight, Mr. Darius Lovelace, Mr. Joseph Michadick, Mr. Anthony Shea and Ms. Candi Stewart.

Mrs. Danielle Lovelace was 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 - Anticipated November project completion, door installation currently underway and key concerns being resolved, new security windows installed end of November first week of December and punch lists being compiled. Consideration of change orders on November 28, 2018 to wrap up all but few small items.

Discussion ensued regarding additional items; Creation Nation television mounts, wall construction in computer room, dust room, air scrubber, concrete pad installation, reduced scale of security windows, security glass, vending equipment counter, elementary backstop, former home economic room flooring, building inspector recommended tactile signs, library casework painting, Creation Nation painting, gym touch-up mechanical painting, Creation Nation rooftop low-temp switches, and replaced water closet. Change orders will be presented in January 2019. Submitted formal variance to West Leechburg Code Enforcement Officer, two variances being discussed including parking space reduction from 1,400 to 80 and height of fences. West Leechburg Zoning Board to hear variances and awaiting decision. Reviewed costs per West Leechburg Zoning Board hearing fees, expenses, advertising, court reporter and solicitor fees, etc.

Board thanked AXIS for change orders within budget and monthly updates.

Principals' Report and PVAAS Update – School climate survey emailed to parents, 3-12 grade parents, staff and community members stakeholders in survey. High school students to take survey Friday and working with elementary students with real time data included in report. PVAAS data report shows

student growth, achievement data, growth data, proficiency and score comparisons, growth data extremely good and continued growth goal. Middle and high school scores measured in 11 areas and curriculum and reviewed previous areas of concern, personnel changes in areas of deficiency, K-12 staff commended on increased achievement and proud of staff and students. Also reviewed anticipated increases in Keystone scores next year.

Safe2Say mandated initiative being rolled out at beginning of 2019, January 14, 2019 implementation deadline, training district responsibility, opportunity for public and students to anonymously report acts, threat, bullying, etc., notifications go directly to 911 center, immediately reported to District administration 24/7/365 and emergency responders monitoring.

Business Manager's Report-Preliminary budget presentation at January Public Work Session and anticipated adoption of preliminary budget or resolution at January Regular Board Meeting, budget process initiated and working with staff on feedback. Requests For Proposals for passenger van sent, Costar bids received, reached out to lowest responsible bidder and costing out to next year's school year budget.

**PERSONNEL:**

Mentor Teacher

Realignment of Volunteer 9<sup>th</sup> Grade Boys' Basketball Coach

Basketball-Boys-7<sup>th</sup> & 8<sup>th</sup> Grade Coaches (2)

Track Head Coach

Baseball Head Coach

Personnel items on Agenda for approval this evening.

**BUDGET AND FINANCE:**

Snow Removal Rider Mower Purchase- Riding mower replacement needed, Costars bids, winter month plow and attachments for snow removal, three local bids and lowest responsible bidder on the agenda for approval tonight.

**FIELD TRIP REQUESTS:** On Agenda for approval this evening.

Logan Orange-Blue Notes-Monday Evening Club Choir Performance, Leechburg, PA-12/03/18

Tanya Sherbondy- 8<sup>th</sup> Grade Select Students-Fluid Power Challenge Competition, Penn State Fayette, PA-12/06/18

Amy Barley-Materials and Design Class-Chain Reaction Contraption Contest, Carnegie Science Center, Pittsburgh, PA-12/07/18

Kathy Hooks-Intermediate Chorus-Friendship Apartment Community Choral Performance, Leechburg, PA-12/21/18

Discussion ensued regarding small school math challenge date moved and will be placed on November Regular Board Meeting Agenda for approval.

**USE OF FACILITIES:** On Agenda for approval this evening.

Leechburg Boys' and Girls' Basketball Boosters-Blue and White Night, Gymnasium-11/29/18

**FUNDRAISING REQUESTS:** On Agenda for approval this evening.

Jolynn Young-NHS-Giving Bean Coffee Sales-11/20/18-12/07/18

Jeanine DeCapite-SADD Club-PJ Party/Dance, Leechburg Elks, Leechburg, PA-11/28/18-12/12/18  
 Leechburg Boys' and Girls' Basketball Boosters-Candy Bar Sales-12/07/18-12/23/18  
 Amy Barley-Student Council-Snowball Dance/Ticket Sales-12/03/18-01/12/19  
 Patty Osborne-Junior High Student Council-Valentine Message/Candy Sales-01/21/19-02/08/19  
 Jolynn Young-NHS-Penny Wars/Can Wars-Date To Be Determined

### **SUPERINTENDENT/BOARD SECRETARY UPDATES**

Ms. Nix reported safety grant awarded, receiving \$25,000 for cameras, servers and Raptor visitor system. Community Open House tomorrow from 5:00-7:00 PM, high school and elementary school entrances will be opened for guest, programs and refreshments provided and 6:30 PM presentation by Philip Little regarding Cyber Safety in auditorium.

### **LEGISLATIVE ISSUES:**

- First Reading: On Agenda for approval this evening.  
 Policy 150 – Comparability of Services  
 Policy 209.2 – Diabetes Management
- Amendment: On Agenda for approval this evening.  
 Policy 918 – Title I Parent and Family Engagement
- Review:  
 Policy 011 – Principals of Governance and Leadership

### **BOARD RELATED ISSUES:**

Board Vacancy –Discussion ensued regarding process for filling of Board vacancy, recommendation to repost, readvertise and hold Special Board Meeting prior to November 23, 2018.

Board recommendation to readvertise with November 19, 2018 deadline for Letter of Interest and Ethics form submission, hold Special Board Meeting on November 20, 2018 beginning at 5:30 PM. Speakerphone participation by Mrs. Bruno, Ms. Stewart and Mr. Shea and will notify Ms. Tarr, Board Secretary, of their intent to attend via speakerphone within five days of Special Meeting.

Technology black out next week from Wednesday through Saturday for new server installation.

Westmoreland County Comprehensive Plan Resolution – Mr. Michadick will present student future training concern via email to Ms. Tarr for submission to Westmoreland County Planning Commission.

The School Board Reorganization Meeting will be scheduled for December 5, 2018 beginning at 7:30 PM in the High School Library later on agenda this evening.

**PUBLIC COMMENTS-NON-AGENDA ITEMS:** None.

### **NEW BUSINESS:**

#### **A. PERSONNEL:**

1. Ms. Stewart made a motion, seconded by Mrs. Knight to approve Ms. Danielle Matus as a Mentor Teacher for the position of Speech and Language Teacher.

Voice Vote-All Ayes.

Motion Carried.

Mrs. Lovelace was absent.

2. Mrs. Knight made a motion, seconded by Ms Stewart to approve the following Supplemental position realignment: D. J. Oberdorf from Basketball-Boys-Volunteer Varsity & JV Coach to Basketball-Boys-9<sup>th</sup> Grade Coach.

Voice Vote-All Ayes.

Motion Carried.

Mrs. Lovelace was absent.

3. Mr. Shea made a motion, seconded by Mrs. Knight to approve the following individuals to the listed Supplemental positions for the 2018-2019 school term:

| Name            | Position   |
|-----------------|--|
| Mark George     | Track Head Coach   |
| Robert Oberdorf | Baseball – Boys – Varsity Head Coach                             |
| Anthony Chin    | Basketball- Boys – 7 <sup>th</sup> & 8 <sup>th</sup> Grade Coach |
| David Lovelace  | Basketball- Boys – 7 <sup>th</sup> & 8 <sup>th</sup> Grade Coach |

Voice Vote-6 Ayes.

1 Abstention – Mr. Lovelace (Relation-David Lovelace)

Motion Carried.

Mrs. Lovelace was absent.

#### **B. FINANCE:**

1. Mr. Michadick made a motion, seconded by Mr. Shea to approve the bid from Shearer's Garage, Inc. for purchase of a Snow Removal Rider Mower at a cost not to exceed \$14,529 as presented in (Exhibit B1).

Voice Vote-All Ayes.

Motion Carried.

Mrs. Lovelace was absent.

#### **C. FIELD TRIP REQUESTS:**

Ms. Stewart made a motion, seconded by Mr. Michadick to combine and approve Field Trip Requests, Fund Raising Requests and Overnight Excursion Requests:

1. A motion is needed to ratify the following Field Trip Requests as presented in (Exhibit C1):

| # | REQUSTOR(S)     | ON BEHALF                             | PURPOSE/LOCATIONS   | DATE(S)  |
|---|-----------------|---------------------------------------|---|----------|
| 1 | Logan Orange    | Blue Notes                            | Monday Evening Club Choir Performance, Leechburg, PA                        | 12/03/18 |
| 2 | Tanya Sherbondy | 8 <sup>th</sup> Grade Select Students | Fluid Power Challenge Competition, Penn State Fayette, PA                   | 12/06/18 |
| 3 | Amy Barley      | Materials and Design Class            | Chain Reaction Contraption Contest, Carnegie Science Center, Pittsburgh, PA | 12/07/18 |
| 4 | Kathy Hooks     | Intermediate Chorus                   | Friendship Apartment Community Choral Performance, Leechburg, PA            | 12/21/18 |

**D. FUNDRAISING REQUESTS:**

1. A motion is needed to approve the following Fundraising Requests as presented in (Exhibit D1):

| # | REQUESTOR(S)                         | ON BEHALF                   | PURPOSE                                       | DATE(S)           |
|---|--------------------------------------|-----------------------------|---|-------------------|
| 1 | Jolynn Young                         | NHS                         | Giving Bean Coffee Sales                      | 11/20/18-12/07/18 |
| 2 | Jeanine DeCapite                     | SADD Club                   | PJ Party/Dance, Leechburg Elks, Leechburg, PA | 11/28/18-12/12/18 |
| 3 | Boys' and Girls' Basketball Boosters | Boys' and Girls' Basketball | Candy Bar Sales                               | 12/07/18-12/23/18 |
| 4 | Amy Barley                           | Senior High Student Council | Snowball Dance/Ticket Sales                   | 12/03/18-01/12/19 |
| 5 | Patty Osborne                        | Junior High Student Council | Valentine Message/Candy Sales                 | 01/21/19-02/08/19 |
| 6 | Jolynn Young                         | NHS                         | Penny Wars/Can Wars                           | To Be Determined  |

**E. USE OF FACILITIES REQUESTS:**

1. A motion is needed to approve the following Use of Facilities Request as presented in (Exhibit E1):

| # | REQUESTOR(S)                         | ON BEHALF                   | PURPOSE/LOCATIONS               | DATE(S)  |
|---|--------------------------------------|-----------------------------|---------------------------------|----------|
| 1 | Boys' and Girls' Basketball Boosters | Boys' and Girls' Basketball | Blue and White Night, Gymnasium | 11/29/18 |

Voice Vote-All Ayes.

Motion Carried.

Mrs. Lovelace was absent.

**F. LEGISLATIVE ISSUES:**

1. Mr. Shea made a motion, seconded by Mrs. Knight to approve the First Reading of the following policies for the School District Policy Manual:

|                                |  |
|--------------------------------|--|
| FIRST READING:<br>(Exhibit F1) | Policy 150 – Comparability of Services<br>Policy 209.2 – Diabetes Management |
|--------------------------------|--|

Voice Vote-All Ayes.

Motion Carried.

Mrs. Lovelace was absent.

2. Mr. Michadick made a motion, seconded by Ms. Stewart to Amend the following policy for the School District Policy Manual:

|                            |  |
|----------------------------|--|
| AMENDMENT:<br>(Exhibit F2) | Policy 918– Title I Parent and Family Engagement |
|----------------------------|--|

Voice Vote-All Ayes.

Motion Carried.

Mrs. Lovelace was absent.

**G. BOARD RELATED ISSUES:**

1. A motion is needed to appoint \_\_\_\_\_, effective November 14, 2018, to fulfill the School Board Seat Vacancy for the unexpired term of Mrs. Helen Yurjevich serving through December, 2019. Removed from agenda.

Discussion ensued regarding no Letters of Interest received to date to fill the above referenced School Board Vacancy. Special Board Meeting scheduled November 20, 2018 at 5:30 PM in the High School Auditorium to fulfill unexpired term. Readvertise for Letters of Interest in Board Vacancy-Deadline November 19, 2018 at noon. Multiple Board members planning to attend via speakerphone, reviewed Policy 006.1 Attendance at Meetings Via Electronic Communications regarding notifying Mrs. Tarr, Board Secretary, of intent to attend via speakerphone. Reviewed alternate locations for public Board meetings and 24-hour public notice of Board meeting requirements.

2. Mr. Shea made a motion, seconded by Mr. Michadick to set the Board Reorganization Meeting and to conduct any other business that may come before the Board on December 5, 2018 in the Leechburg High School Auditorium beginning at 7:30 PM.

Voice Vote-All Ayes.

Motion Carried.

Mrs. Lovelace was absent.

**OTHER:**

**A. PERSONNEL:**

1. Mrs. Knight made a motion, seconded by Ms. Stewart to ratify Ms. Debra Young to the position of Girls' Volleyball Varsity Assistant Coach for the 2018-2019 school term.

Voice Vote-All Ayes.

Motion Carried.

Mrs. Lovelace was absent.

2. Mr. Michadick made a motion, seconded by Mrs. Knight to approve JoAnne Stramaski to the position of Cafeteria Worker Substitute for the 2018-2019 school term.

Voice Vote-All Ayes.

Motion Carried.

Mrs. Lovelace was absent.

**B. FINANCE:**

1. Mr. Michadick made a motion, seconded by Mr. Shea to approve payment of AXIS Architecture, P.C. Pay Applications 2016-671-Leechburg Area School District-K-12 Complex Renovations in the amount of ~~\$333,566.84~~ **\$561,365.60** as presented in (Revised Exhibit O1).

Discussion ensued regarding Revised Exhibit O1 provided to Board.

Voice Vote-All Ayes.

Motion Carried.

Mrs. Lovelace was absent.

**C. OVERNIGHT EXCURSION REQUESTS:**

1. Mrs. Knight made a motion, seconded by Mr. Shea to ratify the following Preliminary and Final Overnight Excursion Requests as presented in (Exhibit O2):

| # | REQUSTOR(S) | ON BEHALF       | PURPOSE/LOCATIONS                    | DATE(S)           |
|---|-------------|-----------------|--------------------------------------|-------------------|
| 1 | Amy Barley  | Student Council | PASC State Board Meeting Altoona, PA | 01/18/19-01/19/19 |

All Clearance will be on file prior to chaperone's attendance.

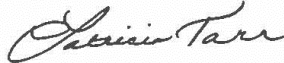
Voice Vote-All Ayes.

Motion Carried.

Mrs. Lovelace was absent.

ADJOURNED: On a motion by Ms. Stewart, seconded by Mrs. Knight the November 14, 2018 Public Work Session Meeting adjourned at 8:55 PM.

Respectfully submitted,



Patricia Tarr  
Board Secretary