



**LEECHBURG AREA BOARD OF SCHOOL DIRECTORS
PUBLIC WORK SESSION/AGENDA SETTING MEETING MINUTES
WEDNESDAY, FEBRUARY 13, 2019 – 7:30 PM – HIGH SCHOOL LIBRARY**

CALL TO ORDER: The February 13, 2019 Public Work Session 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, Mrs. Danielle Lovelace, Mr. Joseph Michadick, Mr. Anthony Shea, Ms. Candi Stewart and Mrs. Roxanne Thompson.

Mr. Darius Lovelace was absent due to prior commitment.

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 Russell Lucas, School District Solicitor, Ms. Patricia Tarr, Board Secretary and Ms. Tiffany Nix, Superintendent (arrived at 8:07 PM).

REMARKS BY VISITORS: Visitors are welcome to comment on any agenda items at this time, provided it is understood that all remarks from the floor are subject to the same parliamentary procedure followed by the Board under the direction of the President. Discussion from the floor will not be entertained while action is being taken on Agenda items by the Board. Completed forms (blue forms for agenda items) will be collected for District records and will be used by the President in recognizing each speaker.

There were no visitors wishing to address the Board at this time.

ADMINISTRATIVE REPORTS:

- James Wagner, Executive Director-ARIN IU #28-Annual review of ARIN program offerings. 49th Annual ARIN Convention scheduled April 16, 2019 at United School District, next year's convention held at Freeport Area School District. General Operating Budget will be presented for vote in March, Pennsylvania Department of Education funding removed from subsidy, no increase and requires approval all members of District's served. Currently 52 programs operating and majority grant funded; programs and individual Board obligations only. Secretary of Education at today's Superintendent Meeting, state funding formula insufficient for Districts' needs, local legislatures have fought for "Hold Harmless" legislation to maintain previous year's funding, RWAN RFP process will be presented to Board, 5-10% cost reduction, increased 10 GB internet service, band width increases, notification annually of band width required, five-year agreement with DQE, dedicated fiber to facility, \$165 million new dollars in Governor's budget, Ready To Learn Block Grants rolling into general funds, eliminates reporting requirements, no legal requirement to offer kindergarten in PA or beginning until age of 8. Governor proposing age 6 and full-day kindergarten and withdrawal age from 17 to 18. Minimum teacher salary \$45,000 with state funding. Transportation also not a requirement.

AXIS Architecture, P.C. Renovation Morrett Electric invoice on agenda for consideration this evening. Wrapping up, security windows, door and door access, inspecting, final punch lists, finalizing gym roof leak and door security concerns being resolved. Working on West Leechburg site zoning concerns.

Mark Turnley, CPA Local Audit Report-District in sound financial state again this year. Independent Auditor's Opinion reviewed unmodified opinion, information financial and disclosure shown in conformity with required rules and regulations. Management, discussion and analysis section reviewed. General Fund Balance analysis, five-year history of overall fund balance \$5,141,000, approximately 24% increase, unassigned balance for general operating expenses, reviewed Act 48 Index, unassigned balance at 10%, assigned and committed balances reviewed, Capital Improvements, expenditure under \$765,000. 5.53% of budget. Required to recognize proportionate share of PSERS contributions, cyber security policies and procedures. Mr. Brady requested Duquesne University Cyber Security policies and procedures for District review from Mr. Wagner.

Principals' Reports-

Mr. Rodgers reported school year going well, boys' basketball Friday against Bishop, girls' basketball next Wednesday against Vincentian. Scheduling continues, Intro to Engineering exhibiting much student interest. Seneca Valley Cyber program offerings reviewed and in-district cyber increases student opportunities. Safe2Say implemented, received a couple reports, system working well and working within its intended purposes. Safety Meeting held yesterday in library.

Mr. Keibler reported elementary held two weeks of group meetings, grade-level meetings, PTA Kiss The Pig Fundraiser successful-almost \$600 raised this week. Gettysburg 05/17/18 field trip discussion, coach guided tour of battlefield and museum, 5th grade assessments will be completed prior to trip. Decision made to change hoagie fundraiser to Sprankle's IGA due to volume of orders. New auditorium lighting arrived and installed prior to musical. Met with Leechburg Borough regarding playground options, gated road removed, playground in between administration parking lot and café', convert current playground area to parking area, grants available through Greenway Trails and other available grants, proposing Siberian Avenue shutdown between 11:00-1:30 after Lenape bus runs and end of elementary lunches.

Business Manager's Report – Ability to purchase 10-passenger van in July 2019 as part of next year's budget. Transportation agreement to expire end of school year and will present in March with cost freezes in years 1 and 7 and 2% increases in years 2-6. Budget presentations in April, finalize in May and vote at first meeting in June 2019. Ms. Ferretti working with CareerTRACK, previously Office of Vocational Rehabilitation, for summer workers and during school year workers at no cost to the District. Meeting held last week to review. Available to Armstrong County residents, \$10.35 per hour for seniors over 18 years of age or attending state college, minimum number of placements.

PERSONNEL:

- ~~Supplementals~~-Removed from Agenda.
- Retirements
- Head Cook Position

On Agenda for Board consideration this evening.

BUDGET AND FINANCE:

- **RESOLUTION 2018-2019-05** in Support of School District/CTC Participation in ARIN Intermediate Unit 28 Regional Wide Area Network Service
- AXIS Pay Applications

On Agenda for Board consideration this evening.

USE OF FACILITIES REQUESTS:

- Melanie George-Valley Points Family YMCA-Youth Dance Recital, Auditorium/Cafeteria-05/18/19 11:00 AM-1:00 PM (Arrive two hours early for set-up)
- Cindy Pert-Amplify Dance Studio-Dance Recital, Auditorium and Lobby-05/18/19 5:00 PM-9:00 PM

On Agenda for Board consideration this evening.

FIELD TRIP REQUESTS:

- Kelly Sadler-Interested 10-12 Graders-Armstrong County Career Fair, Apollo-Ridge High School-03/28/19
- Nicki Diani/Heather McCarthy-Second Grades-Carnegie Science Center, Pittsburgh, PA-04/16/19
- Joni Oberdorf/Heather Thompson/Taylor Allen-Kindergarten Classes-Pittsburgh Zoo, Pittsburgh, PA-05/03/19

On Agenda for Board consideration this evening. Notified Board of Mr. Logan Orange's Overnight Excursion Request Date Changes from 03/28/19-03/31/19 to 03/29/19-03/31/19 to Toronto.

FUNDRAISING REQUESTS:

- Tricia Shank, Spanish Club, Clark's Candy Sales-03/18/19-04/12/19
- Jill Sorisio and Sheri Pierce, Leechburg Baseball and Softball Boosters, Pittsburgh Popcorn Sales-March 2019-April 2019
- Jill Sorisio and Sheri Pierce, Leechburg Baseball and Softball Boosters, Soup or Hero Hoagies and Vouchers Sales- March 2019-April 2019

On Agenda for Board consideration this evening.

CURRICULUM:

- ARIN IU #28 Pregnant and Parenting Teens Program-\$900 annually to support pregnant students and teen student parents. Valuable program for students participating. Costs remain the same for many years.

On Agenda for Board consideration this evening. Discussion ensued regarding Uniform Grant Guidance and Booster Fundraiser's need for Board approval due to student participation and liability.

LEGISLATIVE ISSUES:

- Amendments:
 - Policy 808.2-Charging of Cafeteria Meals and Bad Debt-Updating payment software provider.

On Agenda for Board consideration this evening.

- Attachments (Review)
- Policy121-AR – Field Trip Bag Lunch Order Form-Field Trip Bag Lunch request form developed for more efficient record-keeping of requests. All elementary students receive free lunches this year.

For Board review this evening and action will be placed for amendment on February 27, 2019 Regular Board Meeting Agenda.

BOARD RELATED ISSUES:

- ~~Snow Make-Up Days April 22, 2019, May 31, 2019 and June 3, 2019 (Early Dismissal) or March 31, 2019, June 3, 2019 and June 4, 2019-Removed from Agenda.~~
- Gilpin Township LERTA Program

PUBLIC COMMENTS-NON-AGENDA ITEMS: None

NEW BUSINESS:

A. PERSONNEL:

1. Ms. Stewart made a motion, seconded by Mrs. Knight to approve the transfer of Vickie Queck from the position of Part-Time Cafeteria Worker to the position of Full-Time Head Cook within the Service Employees International Union effective June 1, 2019.

Voice Vote – Motion Carried.

All Ayes.

Mr. Lovelace was absent.

2. ~~A motion is needed to approve the following Supplemental positions for the 2019-2020 school term pending receipt of all required paperwork: Removed from Agenda. Removed from Agenda.~~

Name	Position
	Cheerleading Sponsor
	Cheerleading Sponsor – Assistant
	Cheerleading Sponsor – Assistant
	Cheerleading Sponsor – Assistant
	Football – Head Coach
	Volleyball – Girls Varsity Coach
	Golf Coach
	Soccer – Boys Varsity Coach

3. Mr. Michadick made a motion, seconded by Mrs. Knight to accept the resignation, due to retirement, of Debora Canzano from the position of Cafeteria Worker effective May 31, 2019.

Board noted their appreciation for her work and dedication to the School District.

Voice Vote – Motion Carried.
All Ayes.
Mr. Lovelace was absent.

4. Ms. Stewart made a motion, seconded by Mr. Shea to accept the resignation, due to retirement, of Kimberly Zimmerman from the position of Cafeteria Worker effective May 31, 2019.

Voice Vote – Motion Carried.
All Ayes.
Mr. Lovelace was absent.

B. FINANCE:

1. Mr. Shea made a motion, seconded by Mr. Michadick to approve the Pay Applications from AXIS Architecture PC for provision of work performed through January 31, 2019 as presented in (**Revised** Exhibit B1).

Voice Vote – Motion Carried.
All Ayes.
Mr. Lovelace was absent.

2. Mr. Michadick made a motion, seconded by Ms. Stewart to approve **RESOLUTION 2018-2019-05** in Support of School District/CTC Participation in ARIN Intermediate Unit 28 Regional Wide Area Network Service Period July 1, 2019 through June 30, 2024 as presented in (Exhibit B2).

Voice Vote – Motion Carried.
All Ayes.
Mr. Lovelace was absent.

C. FIELD TRIP REQUESTS:

1. Mr. Michadick made a motion, seconded by Mr. Shea to approve the following Field Trip Requests as presented in (Exhibit C1):

#	REQUESTOR(S)	ON BEHALF	PURPOSE/LOCATIONS	DATE(S)
1	Kelly Sadler	Interested 10-12 Graders	Armstrong County Career Fair, Apollo-Ridge High School	03/28/19
2	Nicki Diani/ Heather McCarthy	Second Grade Classes	Carnegie Science Center, Pittsburgh, PA	04/16/19
3	Joni Oberdorf/Heather Thompson/Taylor Allen	Kindergarten Classes	Pittsburgh Zoo, Pittsburgh, PA	05/03/19

Discussion ensued regarding providing opportunities for our students.

Voice Vote – Motion Carried.
All Ayes.
Mr. Lovelace was absent.

D. FUNDRAISING REQUESTS:

1. Mr. Shea made a motion, seconded by Ms. Stewart to approve the following Fund Raising Requests as presented in (Exhibit D1):

#	REQUESTOR(S)	ON BEHALF	PURPOSE	DATE(S)
1	Tricia Shank	Spanish Club	Clark's Candy Sales	03/18/19-04/12/19
2	Jill Sorisio and Sheri Pierce	Leechburg Baseball and Softball Boosters	Pittsburgh Popcorn Sales	March 2019-April 2019
3	Jill Sorisio and Sheri Pierce	Leechburg Baseball and Softball Boosters	Soupor Hero Hoagies and Vouchers Sales	March 2019-April 2019

Voice Vote – Motion Carried.
 7 Ayes.
 1 Abstention-Mrs. Knight
 Mr. Lovelace was absent.

E. USE OF FACILITIES REQUESTS:

1. Mr. Michadick made a motion, seconded by Mrs. Knight to approve the following Use of Facilities Requests as presented in (Exhibit E1):

#	REQUESTOR(S)	ON BEHALF	PURPOSE	DATE(S)
1	Melanie George	Valley Points Family YMCA	Youth Dance Recital, Auditorium/Cafeteria	05/18/19 11:00 AM-1:00 PM (Arrive two hours early for set-up)
2	Cindy Pert	Amplify Dance Studio	Dance Recital, Auditorium and Lobby	05/18/19 5:00 PM-9:00 PM

Voice Vote – Motion Carried.
 All Ayes.
 Mr. Lovelace was absent.

F. CURRICULUM:

1. Ms. Stewart made a motion, seconded by Mrs. Knight to approve participation in the ARIN Intermediate Unit's Pregnant and Parenting Teens (PPT) Program for the 2018-2019 school year, at a cost not to exceed \$900, as presented in (Exhibit F1).

Voice Vote – Motion Carried.
 All Ayes.
 Mr. Lovelace was absent.

G. BOARD RELATED ISSUES:

1. ~~A motion is needed to approve the use of the following dates as Student/Teacher Instructional Make-Up Days to cover school cancellations as listed:~~ **Removed from Agenda**

<u>Cancellation</u>	<u>Student/Teacher Instructional Make-Up Day</u>
January 30, 2019	April 22, 2019
January 31, 2019	May 31, 2019
February 1, 2019	June 3, 2019 (Early Dismissal)

OR

<u>Cancellation</u>	<u>Student/Teacher Instructional Make-Up Day</u>
January 30, 2019	May 31, 2019
January 31, 2019	June 3, 2019
February 1, 2019	June 4, 2019 (Early Dismissal)

H. OTHER:

1. Mr. Shea made a motion, seconded by Mr. Michadick to approve Ms. Sara Ritter to the position of Custodial/Maintenance Substitute Worker for the remainder of the 2018-2019 School Year.

Voice Vote – Motion Carried.

All Ayes.

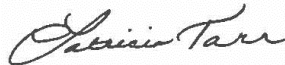
Mr. Lovelace was absent.

Ms. Nix reported on attendance at Equity Summit, six superintendents on panel to represent school districts across the state; discussed equity among school districts, reviewed four suburban/urban minority suspension rates, mental health, on panel due to finances and building academics, SPP scores and an honor to be involved.

Mr. Brady noted Football Scholarship received by student, Tanner Dudek, playing at California University next year.

ADJOURNED: On a motion by Ms. Stewart, seconded by Mrs. Knight the February 13, 2019 Public Work Session Meeting adjourned at 8:50 PM.

Respectfully submitted,



Patricia Tarr
Board Secretary