



**LEECHBURG AREA BOARD OF SCHOOL DIRECTORS
PUBLIC WORK SESSION MEETING MINUTES
WEDNESDAY, JANUARY 9, 2019 – 7:30 PM
LEECHBURG HIGH SCHOOL LIBRARY**

CALL TO ORDER: The January 9, 2019 Public Work Session Meeting of the Leechburg Area Board of School Directors was called to order at 7:38 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. Darius Lovelace, Mr. Joseph Michadick, Mr. Anthony Shea, Ms. Candi Stewart and Mrs. Roxanne Thompson.

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.

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:

- **AXIS Architecture, P.C. Renovation Update:** Construction winding down, ground-level window updates completed this week, agenda change order list with 14 items net \$32,536 credit presented for Board consideration including heating contractor for gym roofing by PA Roofing \$14,488 credit, \$800.19 credit for plumbing contractor for water closet in Creation Nation area, no electrical contractor change orders and roof contractor change order paid through heating contractor, total change orders in January 2019 \$28,596 in credits. Punch lists for areas other than windows completed and door hardware installation.
- **Principals' Reports: 2019-2020 Program of Studies –**
Mr. Doug Rodgers reported on School Performance Profile (SPP) scores and PA Future Ready Index presented. High School SPP score 80.5, scored 59.1 two years ago, close to other historically high achieving local schools. Keystone Exams and retakes being completed now and additional testing planned in spring. Program of Study changes, multiple courses changed last year, two this year, Honors' POD class and College in High School course, also Introduction to Engineering to be offered in Creation Nation area with prerequisites for admittance remaining.

Mr. Keibler reported Polar Express Day held, PSSA scores improved, writing samples being completed to determine remediation need, 5th graders will begin morning announcements and preparing for state assessments.

Mr. Keibler also addressed lighting in auditorium, \$3,000 annually for light musical rental, \$9,500-\$10,000 LED replacement lights for concerts and musical, budget for light set-up for rentals may be used for replacements and 20-25 year life span for replacement of LED lighting.

Discussion ensued confirming all stakeholder needs included in proposal. Thanked Andrew Pallus, School Board Student Representative, for his assistance in compiling data and pricing for replacement lights.

PERSONNEL:

- Supplementals: Softball Girls' Varsity Assistant Coaches-On Agenda for consideration.
- FMLA Request-On Agenda for consideration.
- Cafeteria-Head Cook Resignation-Mr. Walker announced due to retirement.-On Agenda for consideration.
- ~~Memorandum of Understanding—Soccer Position—Removed from Agenda~~

BUDGET AND FINANCE:

- **RESOLUTION 2018-2019-02** ARIN IU #28 Cooperative Purchasing Program- Annual Agreement. Board recommendation for consideration at the January 23, 2019 Regular Board Meeting.
- **RESOLUTION 2018-2019-03** Accelerated Budget Opt-Out Resolution-Increase ACT 1 3.3%, last year 3.4%, millage will not be raised above 3.3%, resolution must be adopted prior to January 31, 2019. Millage history provided for Board review. Tax increases for four years, 15.1 in 2018-2019, 10.5% of fund balance undesignated, reviewed 2017-2018 Annual Financial Report with Committed: PSERS, Technology, Resource Adoption, Healthcare, Roof Repairs and Capital Improvements/HVAC and Assigned Fund Balances: Technology, Athletic Facilities Improvements, Capital Improvements, Maintenance Improvements/Paint, Parking Lot/Playground, Resource Adoption, Healthcare, Clock System, E-Rate Consortium Wiring Upgrades, Public Address System, Maintenance Vehicle (Truck) and District-Wide Van (10-passenger van). Mr. Walker proposing to pass 2019-2020 Final Budget at June 12, 2019 Public Work Session with 2.85 millage increase being proposed. Resolution will be presented at January 2019 Regular Board meeting, due February 5, 2019. Mr. Turnley scheduled to present local audit findings in February 2019.
- Passenger Van Purchase Proposals-Maintenance van previously used, \$27,925 lowest bid for 10-passenger van used for band, maintenance and small field trips. Explored leasing versus ownership and ownership more financially feasible option.
- W. L. Roenigk's District Transportation Agreement-Meetings held with Roenigk's regarding Agreement renewal proposal. Proposing 5, 7 and 9 year contracts, 7 year proposal freezes years one and seven with remaining years including a 2% annual cost increase. Agreement renewal due in February. No fuel surcharge fee in current proposed agreement. Solicitor to review proposed agreement prior to Board consideration in February.
- AXIS Pay Applications-Presented by AXIS Architecture earlier this evening.
- PASBO annual conference scholarship received for Mr. Walker's attendance.

USE OF FACILITIES REQUESTS:

- Tabitha Carpenzano-Leechburg Area Little League-Registration/Sign-Ups, Cafeteria-01/30/19

FIELD TRIP REQUESTS:

- Kindergarten/First Grade Teachers-Classes-Community Appreciation Walk, Leechburg Police Department, Leechburg, PA-12/14/18-Ratify
- Kelly Sadler-Interested 10-11 Graders-National College Fair, David L. Lawrence Convention Center, Pittsburgh, PA-02/08/19
- Ann Fischer-Biology II-Carnegie Museum of Natural History, Pittsburgh, PA-02/25/19
- Fourth Grade Teachers-Fourth Grade Classes-Heinz History Center, Pittsburgh, PA-05/28/19

OVERNIGHT EXCURSION REQUESTS:

- Logan Orange-High School Band and Choir-Performances in Toronto, Canada-03/28/19-03/31/19-Preliminary and Final

FUNDRAISING REQUESTS:

- Shayle Prorok-Art Club-Gertrude Hawk Candy Sales-ASAP-February 2019
- Fifth Grade Teachers-Fifth Grade-Hoagie Shop Sales-January through March 2019

DISPOSAL OF EQUIPMENT REQUESTS:

- Mark Jones-Unused Desks/Chairs-Life Skills student conducting inventory, 50 elementary desks and chair, attempt to sell initially, donate and disposal as last resort.

Football field old equipment stockpiling, Summer 2019 maintenance clean-out project and will present disposal requests at that time.

LEGISLATIVE ISSUES:

- Amendments:
 - Policy 103-Nondiscrimination in School and Classroom Practices
 - Policy 103.1-Nondiscrimination – Qualified Students with Disabilities
 - Policy 104-Nondiscrimination in Employment Practices
 - Policy 222-Tobacco/Nicotine
 - Policy 247-Hazing
 - Policy 249-Bullying/Cyberbullying
 - Policy 323-Tobacco/Nicotine
 - Policy 707-Use of School Facilities
 - Policy 904-Public Attendance at School Events
- Attachments (Review)
 - Policy 103-Nondiscrimination/Discriminatory Harassment-School and Classroom Practices-Report Form Complaints/Template Letter
 - Policy 103.1-Nondiscrimination-Qualified Students with Disabilities-Report Form Complaints/District-Initiated Evaluation Notice/Permission to Evaluate/Procedural Safeguards
 - Policy 104-Nondiscrimination/Discriminatory Harassment-Employment Practices-Report Form Complaints
 - Policy 626-Procurement Procedure Attachment
 - Policy 805-Emergency Preparedness-Safe2Say Something Procedures
 - 904 AR Public Attendance At School Events

SUPERINTENDENT/BOARD SECRETARY UPDATES:

- January 2019 – School Director Recognition Month-Ms. Nix thanked the Board for their volunteer work and time, extensive time committed. Presented each member with an appreciation gift and Certificate of Appreciation.
- 2019-2020 School District Calendar-Proposing First Teacher Inservices on August 26th and 27th, First Student Day August 28th and last day, June 4th, snow make-up days built around breaks and graduation on a Thursday. Last teacher inservice day June 5th.

BOARD RELATED ISSUES:

- **RESOLUTION 2018-2019-04** Support for Reimagining Our Westmoreland Comprehensive Plan-Ms. Nix noted previous discussions and comments provided for consideration.
- Homebound Instruction Request-Student ID #2023029-Ms. Nix noted doctor excuse provided.

PUBLIC COMMENTS-NON-AGENDA ITEMS

Charles Stull, 830 Evergreen Road, Leechburg, PA 15656 RE: Gilpin Township LERTA Ordinance

Chairman of Gilpin Supervisors' LERTA Ordinance requires two approvals as well as District and Armstrong Commissioners, application process through three organizations, 10-year schedule on a 10% increment schedule, assessed value of improvement and discussion planned for next month. Cement company planning to come into Gilpin Township. Gilpin Supervisors awaiting approval by District and Armstrong Commissioners, dedicated to entire township opposed to deteriorated areas only and Leechburg Borough LERTA resolution with District for tax abatement program for over five years. Board thanked Mr. Stull for his presentation and explanation of proposal.

Board recommendation to place further discussion on the February Public Work Session Agenda and Board action consideration.

NEW BUSINESS:**A. PERSONNEL:**

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

Name	Position
Mike Young	Softball Girls' Varsity Assistant Coach
Bill Pierce	Softball Girls' Varsity Assistant Coach

Voice Vote – Motion Carried.
All Ayes.

2. Ms. Stewart made a motion, seconded by Mr. Michadick to approve the Family Medical Leave Request from Employee #687 beginning on or about April 1, 2019.

Voice Vote – Motion Carried.
All Ayes.

3. Mr. Shea made a motion, seconded by Mrs. Knight to accept the resignation of Employee #46 from the position of Cafeteria-Head Cook effective May 31, 2019.

Thanked employee for her years of service, she has done an excellent job.

Voice Vote – Motion Carried.
All Ayes.

B. FINANCE:

1. Mr. Lovelace made a motion, seconded by Mr. Shea to approve the Pay Applications from AXIS Architecture PC for provision of work performed through December 30, 2018 as presented in (Exhibit B1).

Voice Vote – Motion Carried.
All Ayes.

Ms. Stewart made a motion, seconded by Mrs. Knight to combine and approve Field Trip Requests and Overnight Excursion Requests:

C. FIELD TRIP REQUESTS:

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

#	REQUESTOR(S)	ON BEHALF	PURPOSE/LOCATIONS	DATE(S)
1	Kindergarten/First Grade Teachers	Community Appreciation Walk	Leechburg Police Department, Leechburg, PA	12/14/18- Ratify
2	Kelly Sadler	Interested 10 th and 11 th Grade Students	National College Fair, David L. Lawrence Convention Center, Pittsburgh, PA	02/08/19
3	Ann Fischer	Biology II	Carnegie Museum of Natural History, Pittsburgh, PA	02/25/19
4	Fourth Grade Teachers	Fourth Grade Classes	Heinz History Center, Pittsburgh, PA	05/28/19

D. OVERNIGHT EXCURSION REQUESTS:

1. A motion is needed to approve the following Preliminary and Final Overnight Excursion Requests as presented in (Exhibit D1):

#	REQUESTOR(S)	ON BEHALF	PURPOSE/LOCATIONS	DATE(S)
1	Logan Orange	High School Band and Choir	Performances, Toronto, Canada	03/28/19- 03/31/19

Voice Vote – Motion Carried.
All Ayes.

Ms. Stewart made a motion, seconded by Mr. Michadick to combine and approve Fundraising Requests and Use of Facilities Requests:

E. FUNDRAISING REQUESTS:

1. A motion is needed to approve the following Fund Raising Requests as presented in (Exhibit E1):

#	REQUESTOR(S)	ON BEHALF	PURPOSE	DATE(S)
1	Shayle Prorok	Art Club	Gertrude Hawk Candy Sales	ASAP-February 2019
2	Fifth Grade Teachers	Fifth Grade	Hoagie Shop Sales	January-March 2019

F. USE OF FACILITIES REQUESTS:

1. A motion is needed to approve the following Use of Facilities Request as presented in (Exhibit F1):

#	REQUESTOR(S)	ON BEHALF	PURPOSE	DATE(S)
1	Tabitha Carpenzano	Leechburg Area Little League	Registration/Sign-Ups, Cafeteria	01/30/19

Voice Vote – Motion Carried.
All Ayes.

G. DISPOSAL OF EQUIPMENT REQUESTS:

1. Mr. Michadick made a motion, seconded by Mrs. Knight to approve the Disposal of Equipment Request from Mr. Mark Jones for sale/donation/disposal of 50 Unused Adjustable Desks and 50 Unused Chairs as presented in (Exhibit G1).

Voice Vote – Motion Carried.
All Ayes.

H. BOARD RELATED ISSUES:

1. Ms. Stewart made a motion, seconded by Mr. Shea to approve **RESOLUTION 2018-2019-04** relating to Support For Reimagining Our Westmoreland Comprehensive Plan as presented in (Exhibit H1).

Voice Vote – Motion Carried.
All Ayes.

2. Mr. Lovelace made a motion, seconded by Mr. Michadick to ratify a Homebound Instruction Request for Student ID #2023029 beginning November 22, 2018 through December 21, 2018.

Voice Vote – Motion Carried.
All Ayes.

3. Mrs. Knight made a motion, seconded by Ms. Stewart to have the secretary cast the Lenape Technical School/Armstrong County Area Vocational Technical School Election of Officers ballots for Joint Operating Committee (JOC) as presented in (Exhibit H3).

Voice Vote – Motion Carried.
All Ayes.

I. CURRICULUM:

1. Mr. Michadick made a motion, seconded by Mrs. Knight to approve the 2019-2020 School Year Program of Studies as presented in (Exhibit I1).

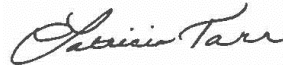
Voice Vote – Motion Carried.
All Ayes.

OTHERS: None.

Commended Tribune Review on recent positive articles regarding the District written regarding the Library Renovations and Ms. Ann Fischer's, Biology, Trout in the Classroom project. Trout eggs provided free to District and growing rapidly, hands-on student education project. Ms. Nix noted an upcoming article regarding the renovated Family and Consumer Science Suite to be published in the next few days.

ADJOURNED: On a motion by Ms. Stewart, seconded by Mr. Shea the January 9, 2019 Public Work Session Meeting adjourned at 8:42 PM.

Respectfully submitted,



Patricia Tarr
Board Secretary