



**LEECHBURG AREA BOARD OF SCHOOL DIRECTORS
REGULAR MONTHLY BOARD MEETING MINUTES
WEDNESDAY, NOVEMBER 16, 2016 – 7:30 PM - J. D. ORR BOARD ROOM**

CALL TO ORDER: The Regular Monthly Board Meeting of the Leechburg Area Board of School Directors was called to order at 7:30 PM in the J. D. Orr Board Room of the Parker D. Baker Building by Ms. Terri Smith, 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. Megan Hamm, Mr. Joseph Michadick, Ms. Angelique Richards, Mr. Anthony Shea, Ms. Terri Smith, Ms. Jean Stull and Mrs. Kathryn Vargo.

Mrs. Helen Yurjevich was absent due to a work commitment.

Also present were: Mr. Robert Cinpinski, School District Solicitor, Mr. William McNamee, PASBO Business Manager Consultant, Mr. Matthew Kruluts, 7-12 Principal/Special Programs Coordinator, Ms. Patricia Camp, Board Secretary and Ms. Tiffany Nix, Superintendent.

MINUTES:

Regular Monthly Board Meeting Minutes ----- 10/19/16

Board President, Ms. Smith, requested comments, corrections and additions to the Minutes. Hearing none on a motion by Mrs. Hamm, seconded by Mr. Shea the Minutes were approved as presented.

Voice Vote – Motion Carried.
All Ayes.
Mrs. Yurjevich was absent.

EXECUTIVE SESSIONS:

Date:	Time:	
11/09/16	6:00 PM	FULL BOARD-Personnel Issues/Legal Issues Superintendent’s Office
11/16/16	6:30 PM	FULL BOARD-Personnel Issues/Legal Issues Superintendent’s Office

SPECIAL BOARD MEETING/PUBLIC WORK SESSION/AGENDA SETTING/COMMITTEE MEETINGS:

Date:	Time:	
11/09/16	7:30 PM	Public Work Session/Agenda Setting Meeting J. D. Orr Board Room/Parker D. Baker Building

BOARD COMMITTEE REPORTS:

A. Student Representatives Report –Ms. Madison Bigley, Ms. Summer Heasley and Mr. Brandon Tarr– Summer Heasley introduced as Junior Student Board Representative, also serves as Junior Class Secretary, SADD Vice-President and active in Interact Club and Student Council. Reported on Grief Awareness Day 11/17/16 sponsored by the Caring Place, wear blue to show support and Art Club painted Tree of Hope in café for Children’s Grief Awareness Day. Successful Blood Drive,

attended PASC State Leadership Conference at Deer Lakes High School and held Veterans' Day Program and served lunch. Brandon Tarr introduced as Junior High Student Board Representative, attended D2 PASC Fall Leadership Conference at Seneca Valley School District, Caring Team Luncheon/Program and PASC State Leadership Conference at Deer Lakes High School. Also, participating in Children's Grief Awareness by wearing blue and placing butterflies on lockers. Ms. Nix noted Brandon has been very helpful during the parent group meetings with preparations and babysitting.

- B. ARIN Intermediate Unit Report – Ms. Jean Stull – Unable to attend due to work commitment.
- C. Lenape Monthly Report –Mr. Anthony Shea and Mrs. Kathryn Vargo-Meeting tomorrow evening
- D. Armstrong County Tax Collection Committee Report – Mr. Neill Brady –Summary of report will be provided, called out of town on evening of meeting.
- E. PSBA Member Liaison Report – Mrs. Kathryn Vargo –No report

ADMINISTRATIVE REPORTS:

Ms. Nix updated on Penn State Homework Hotline, now participating following meetings earlier this week, brochure to seek assistance will be included with progress reports, scheduling process underway and reinventing in January with report to Board. School Safety Kick-Off Meeting scheduled tomorrow at noon, review grant to rewrite safety procedures in emergency situations, updating current emergency planning/procedures manual in place and reviewing procedures and policies enhancing plan.

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.

NEW BUSINESS:

PERSONNEL:

A. PERSONNEL:

1. Mrs. Hamm made a motion, seconded by Mr. Brady to ~~hire~~ **table** _____ to the position of Business Manager/Human Resources at an annual salary of \$ _____ according to the Act 43 Business Manager Agreement as presented in (Exhibit A1).

Voice Vote-Motion Tabled.

All Ayes

Mrs. Yurjevich was absent.

2. Mr. Brady made a motion, seconded by Mr. Shea to approve the K-6 Principal/Curriculum Director/Federal Program Coordinator Job Description as presented in (Exhibit A2).

Voice Vote – Motion Carried.

All Ayes

Mrs. Yurjevich was absent.

3. Ms. Stull made a motion, seconded by Mrs. Hamm to approve the Memorandum of Understanding with the Leechburg Education Association for the position of ACT/SAT Prep Class Teacher as presented in (Exhibit A3).

Voice Vote – Motion Carried.
 All Ayes
 Mrs. Yurjevich was absent.

4. Mr. Shea. made a motion, seconded by Mr. Brady to approve Mr. Kirk Wilson to the Supplemental position of ACT/SAT Prep Class Teacher at a salary of \$_____ current curriculum rate for the 2016-2017 school term per the Memorandum of Understanding with the Leechburg Education Association.

Voice Vote – Motion Carried.
 All Ayes
 Mrs. Yurjevich was absent.

5. Mr. Brady made a motion, seconded by Mrs. Vargo to approve Ms. Danielle Thomas as a Long-Term Elementary Art Substitute Teacher effective October 24, 2016 through December 1, 2016, pending receipt of all required paperwork.

Voice Vote – Motion Carried.
 All Ayes
 Mrs. Yurjevich was absent.

6. Mr. Brady made a motion, seconded by Mrs. Hamm to approve Ms. Sarah Pastva as a Long-Term Title I Substitute effective November 14, 2016 through January 3, 2017, pending receipt of all required paperwork.

Voice Vote – Motion Carried.
 All Ayes
 Mrs. Yurjevich was absent.

7. Ms. Stull made a motion, seconded by Mr. Brady to ratify the resignation of Ms. Elizabeth Simon from the position of Three-Hour Cafeteria Worker effective October 24, 2016, as presented in (Exhibit A7).

Voice Vote – Motion Carried.
 All Ayes
 Mrs. Yurjevich was absent.

8. Mr. Shea made a motion, seconded by Ms. Richards to approve the following Supplemental positions for the remainder of the 2016-2017 school term pending receipt of all required paperwork:

Name	Position
Cody Wolfe	Basketball Boys 7&8 Grade Coach
Ernie Sipolino	Basketball Boys 7&8 Grade Coach
Alex Sipolino	Volunteer Basketball Boys 7&8 Grade Coach

Voice Vote – Motion Carried.
 All Ayes
 Mrs. Yurjevich was absent.

FINANCE:

1. Mr. Brady made a motion, seconded by Mrs. Vargo to approve the Agreement for Homestead/Farmstead Computer Services with Government Software Services, Inc. as presented in (Exhibit B1).

Voice Vote – Motion Carried.
All Ayes
Mrs. Yurjevich was absent.

2. Ms. Stull made a motion, seconded by Mr. Brady to approve the Agreement with AXIS Architecture PC for provision of architectural services at a cost not to exceed \$8,500 as presented in (Exhibit B2).

Voice Vote – Motion Carried.
All Ayes
Mrs. Yurjevich was absent.

3. Mr. Brady made a motion, seconded by Mr. Shea to acknowledge receipt of the following Financial Reports and to approve the expenditures specifically set forth therein:

Cash Receipts	-	(Exhibit B3)
Tax Collectors' Report	-	(Exhibit B4)
List of Bills	-	(Exhibit B5)
Treasurer's Report	-	(Exhibit B6)
Revenue Detail Report	-	(Exhibit B7)
Monthly Expenditure Report	-	(Exhibit B8)
ACCESS Report	-	(Exhibit B9)

Voice Vote – Motion Carried.
All Ayes
Mrs. Yurjevich was absent.

FIELD TRIP REQUESTS:

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

#	REQUESTOR(S)	ON BEHALF	PURPOSE/LOCATIONS	DATE(S)
1	Eve Hebrank	Math Team	Math Team Competition, Penn State New Kensington Campus	10/26/16 and 02/22/17
2	David Ritzel	5 Selected Students	PMEA District 3 Chorus Festival, Marion Center High School	01/11/17, 01/12/17 and 01/13/17

Voice Vote – Motion Carried.
All Ayes
Mrs. Yurjevich was absent.

USE OF FACILITIES REQUESTS:

1. Mr. Brady made a motion, seconded by Mrs. Vargo to approve the following Use of Facilities Requests as presented in (Exhibit D1):

#	REQUESTOR(S)	ON BEHALF	PURPOSE/LOCATIONS	DATE(S)
1	Jolynn Young	Senior Class	College Preparation Night, High School Auditorium	10/26/16 – Ratify
2	Jolynn Young	Interested Students	Veterans’ Day Assembly, High School Auditorium	11/11/16 – Ratify
3	Joel Ceraso/ Damian Davies	Girls’ Basketball Program	Light-Up The Season- Celebration Start for Girls’ Hoops	12/07/16
4	Boys’ Basketball Program	Boys’ Basketball Program	Kick-Off Season Celebration, Gymnasium	To be determined

Voice Vote – Motion Carried.

All Ayes.

Mrs. Yurjevich was absent.

FUND RAISING REQUESTS:

1. Mrs. Hamm made a motion, seconded by Ms. Stull to approve the following Fund Raising Requests as presented in (Exhibit E1):

#	REQUESTOR(S)	ON BEHALF	PURPOSE	DATE(S)
1	Tiffany Bigley/ Shayle Prorok	Junior Class	IGA Frozen Pizza Sales	December 2016
2	Tricia Shank	Spanish and French Clubs	Poinsettia Sales	Mid-November 2016- Mid-December 2016

Voice Vote – Motion Carried.

All Ayes.

Mrs. Yurjevich was absent.

LEGISLATIVE ISSUES:

1. Mr. Brady made a motion, seconded by Ms. Richards to approve the Amendment of the following policies for the School District Policy Manual:

<p>AMEND: Policy 007 – Distribution (Exhibit F1) Policy 626 – Federal Fiscal Compliance Policy 810.2 – Transportation – Video/Audio Recording</p>

Voice Vote – Motion Carried.

All Ayes.

Mrs. Yurjevich was absent.

2. Mr. Brady made a motion, seconded by Mr. Michadick to approve the First Reading of the following policies for the School District Policy Manual:

<p>FIRST READING: Policy 626.1 – Travel Reimbursement-Federal Programs (Exhibit F2) Policy 827 – Conflict of Interest</p>
