

# KNIGHT HIGHLIGHTS

## **ACTIONS OF THE NORWIN BOARD OF EDUCATION**

Robert J. Perkins, President  
Darlene J. Ciocca, Vice President  
Brian S. Carlton  
Tracey L. Czajkowski  
Raymond Kocak

Donald W. Rhodes, Jr.  
Dennis J. Rittenhouse  
Barbara A. Viola

William H. Kerr, Ed.D., Superintendent of Schools

**At the October 15, 2018, Regular Board of Education Meeting, the Norwin Board of Education took the following action:**

### **STUDENT PRESENTATIONS**

- A.     Stewartsville Elementary School Presentation  
Presenters: Gemma Moffat and Owen Fonzi  
Facilitators: Ciera Berthelsen, Colin Madden, Hannah Platt, Hunter Shimko, Kelly Patter, Ian Cristina
  
- B.     Norwin High School Report, Mr. Nicholas Markovina

### **MINUTES**

Approved Minutes from the September 10, 2018, Special Voting Meeting, and the September 17, 2018 Regular Meeting.

**COMMENTS FROM THE PUBLIC** (Agenda Items Only): None

### **COMMITTEE REPORTS**

The Board received these reports:

- Health, Wellness & Nutrition
- Safe Schools
- Special Education Advisory
- Elementary Advisory

### **SUPERINTENDENT'S REPORT**

Dr. Kerr provided the monthly report. He also noted that 15 students and two teachers from Shenzhen, China, have been staying with host families in the Norwin community and learning at Hillcrest Intermediate School as part of the Youth Ambassador Program from IFA-EDU China. The Chinese guest students and teachers will stay in the Norwin community through Tuesday, October 23, 2018.

## **BOARD PRESIDENT'S REPORT**

Mr. Perkins provided the monthly report.

## **FINANCE**

Approved Financial Reports for September 2018, including:

- General Fund Treasurer's Report (Attachment #1)
- Construction Fund Treasurer's Report (Attachment #1A)
- Athletic Official's Account (Attachment #1B)
- Payroll Report (Attachment #2)
- Cafeteria Fund - Treasurer's Report (Attachment #3)
- Cafeteria Fund - Profit & Loss (Attachment #4)
- Medical ACCESS Fund Balance (Attachment #5)
- School Activities Reports  
High School (Attachment #6)  
Middle School (Attachment #7)  
Hillcrest Intermediate (Attachment #7A)
- Budget vs. Actual Report (Attachment #8)
- Actual vs. Budget Report (Attachment #8A)

Approved Bills for the periods listed:

- General Fund (Attachment #9 — 09/18/18 - 10/15/18)
- Cafeteria Fund (Attachment #10 — 09/18/18 - 10/15/18)
- Construction Fund (Attachment #11 — 09/18/18 - 10/15/18)

## **PERSONNEL**

Approved the resignation of Ms. Carly Kristoff as a Certified Paraprofessional, effective at the close of the work day retroactively on Wednesday, October 3, 2018.

Approved the resignation of Ms. Jamie Adams as a General Cafeteria Worker, effective at the close of the work day on Thursday, September 27, 2018.

Approved the resignation of Ms. Gretchen Schinkel as a Part-Time Nurse/Transportation Aide, effective at the close of the work day on Friday, October 12, 2018.

Approved the resignation of Ms. Melissa Ely as a General Cafeteria Worker, effective at the close of the work day on Friday, October 26, 2018.

Approved the resignation of Mr. Donald Dolde as Grade 7-9 Head Wrestling Coach, effective immediately.

Approved the resignation of Mr. Hayden Rice as Assistant 9th Grade Football Coach, effective retroactively on Saturday, September 29, 2018.

Approved Ms. Margaret Carlton for an Intermittent Family & Medical Leave of Absence, beginning immediately, for up to the total time allotted for FMLA, for personal reasons.

Approved Mr. Michael Kemeny, an extension to his Unpaid Leave of Absence, beginning retroactively on Tuesday, August 28, 2018 through Friday, September 27, 2018, for medical reasons.

Approved Ms. Diane Perhoch for a Family & Medical Leave of Absence, used in conjunction with paid sick leave, beginning retroactively on Monday, September 10, 2018, for up to the total time allotted for FMLA, for medical reasons.

Approved Ms. Audra Rugh for a Family & Medical Leave of Absence, used in conjunction with paid sick leave, beginning retroactively on Thursday, September 13, 2018, for up to the total time allotted for FMLA, for medical reasons.

Approved additions to the following Certified List(s) for the 2018-2019 school year: Substitute Teachers, pending receipt and review of all required credentials and clearances. (Attachment #13)

Approved Mr. Jeffrey Pritts, 111 Locust Valley Road, Greensburg, PA 15601, as a School Police Officer, effective Thursday, November 1, 2018, or upon release by his current employer, through the 2020-2021 school year, at an hourly rate of \$28.00/per hour and per the terms of his employment agreement, subject to final approval by the District Solicitor.

Authorized the Solicitor to file a Petition with the Westmoreland County Court of Common Pleas for the approval and appointment of Officer Jeffrey Pritts as a School Police Officer for the Norwin School District, with full authority as provided by the School Code, including the authority to make arrests and issue citations.

Approved additions to the following Non-Certified List(s) for the 2018-2019 school year: Substitute Non-Certified Paraprofessionals, Substitute Cafeteria Workers, and Substitute Custodians, pending receipt and review of all required credentials and clearances. (Attachment #13A)

Approved Mr. Ryan Hornick as Interim Assistant 9th Grade Football Coach, effective retroactively on Monday, October 1, 2018, pending receipt and review of all required credentials and clearances.

Approved the following Co-Curricular Lists for the 2018-2019 school year: Ski Club Volunteers, pending receipt and review of all required credentials and clearances. (Attachment #13B)

Approved additions to the First Student Bus Driver and Monitor List for the 2018-2019 school year. (Attachment #13C)

## **CONFERENCES/WORKSHOPS**

**(Conferences/Workshops noted with an asterisk (\*) are funded through Federal Funds and (\*\*) are funded through ACCESS. The District will cover the cost for substitute teachers.)**

Approved Dr. Constance Demore Savine, Secondary Teacher, Ms. Ciminy St. Clair and Ms. Laura Swick, Elementary Teachers, to attend 2018 PAGE Conference: Create & Innovate – Cultivating the Gifted Mind Thursday and Friday, November 29-30, 2018 at Pittsburgh Marriott North, Cranberry Township, PA. (Expenses will be approximately \$812.10: \$760 registration; \$52.10 mileage and paid through Title II Funding. As a presenter, Ms. St. Clair's registration will be paid by the PAGE Board.)

Approved Ms. Denise Bilott, Ms. Jennifer Herrington, and Ms. Rachel Read, Elementary Teachers to attend It's Elementary – Tools for the Elementary Music Teacher PMEA Workshop Tuesday, November 20, 2018 at Mary Pappert School of Music, Duquesne University. (Expenses will be approximately \$32.71: \$20.71 mileage; \$12 parking; plus the cost of substitute teachers.)

Approved Ms. Katlyn Garrity, Secondary Teacher and Ms. Samantha Johnson, Ms. Angel Bellante, Ms. Katie Kline, and Ms. Nicole Hoblak, Elementary Teachers, to attend Student Assistance Program (SAP) Training Tuesday through Thursday, December 4-6, 2018 at St. Vincent College, Latrobe, PA. (Expenses will be approximately \$1820.78: \$1,775 registration; \$45.78 mileage, plus the cost of substitute teachers and paid through Title II Funding.)

Approved Dr. Constance Demore Savine, Secondary Teacher, plus approximately 10 students, to attend Math Counts Contest Saturday, February 9, 2019 at Greensburg Salem Middle School, Greensburg, PA. (Expenses will be approximately \$300 for registration.)

Approved Dr. Constance Demore Savine, Secondary Teacher, plus approximately sixteen (16) students and two (2) adult chaperones, to attend the Strategically Thinking Competition Monday, January 28, 2019 at Mount Pleasant Middle School, Mount Pleasant, PA. (The only expense to the District will be for the cost of school bus transportation and a substitute teacher.)

Approved Dr. Constance Demore Savine, Secondary Teacher, plus approximately four (4) students and one (1) adult chaperone, to attend the Great Debate Competition Monday, November 19, 2018 at Greater Latrobe Center for Creative Thinking, Latrobe, PA. (The only expense to the District will be for the cost of a substitute teacher.)

Approved Ms. Larissa Sturm, Secondary Gifted Case Manager, plus approximately twenty one (21) students and adequate adult chaperones, to attend the Penn State Model UN Conference, University Park, PA Friday through Sunday, November 2-4, 2018. (The only expense to the District will be for the cost of a substitute teacher for one day.)

Approved Mr. Pat MacLaughlin and Mr. Kevin Chitester, Secondary Teachers, plus approximately four to eight students, to attend the Pennsylvania Association of Student Councils (PASC) 2018 State Conference Thursday through Saturday, November 8-10, 2018 at Cedar Crest High School, Lebanon, PA. (The only expenses to the District will be for the cost of two substitute teachers. Parents Mrs. Svec and Mrs. Markovina will serve as female chaperones.)

Approved Mr. Paul Amic, National Honor Society Sponsor, plus approximately one hundred and fifty (150) students and adequate adult chaperones, to travel to New York City Tuesday through Thursday, April 16-18, 2019. (The only expense to the District will be for the cost of a substitute teacher for two school days; no substitute is needed Thursday, April 18, due to it being a Snow Day.)

Retroactively approved Ms. Donna Lafferty, Ms. Anita Miklos, Ms. Lauren Rusinko, and Ms. Jessica Rovesti, School Nurses, to attend Allegheny County Certified School Nurse Association Fall Conference Monday, October 8, 2018 at Marshall Middle School, North Allegheny School District, Pittsburgh, PA. (Expenses were approximately \$140.27: \$80 registration; \$50.79 mileage; \$9.48 tolls.)

Approved Ms. Tamala Edmonds, Elementary Guidance Counselor, to attend Westmoreland School Counselors Association – Future Ready PA Index Friday, November 2, 2018 at CCAC Boyce Campus. (There will be no expense to the District.)

Approved Ms. Mary Beth Marazza, Secondary Guidance Counselor, to attend Mental Health Issues in School – Medicating Children Tuesday, October 16, 2018 at Geneva College, Beaver Falls, PA. Ms. Rachel Butler-Pardi will also be attending. (Expenses will be approximately \$86.05: \$81.31 mileage; \$4.74 tolls.)

### **INFORMATION ITEM(S)**

Mr. Ryan Kirsch, Director of Business Affairs, will be attending the 64th-Annual Pennsylvania Association of School Business Officials Conference from Tuesday, March 5, through Friday, March 8, 2019, at the Hershey Lodge and Convention Center in Hershey, PA. (The total cost to the District will be approximately \$1,076: \$384 registration, \$210 mileage, \$35 tolls, and \$447 lodging.)

Dr. William Kerr, Superintendent of Schools, will be attending the Western Pennsylvania Forum for School Superintendents Fall Conference Wednesday, November 28, Thursday, November 29, and Friday, November 30, 2018, at Nemaquin Woodlands Resort, Farmington, PA. The professional development theme is “Preparing Students for Success from the Beginning.” (The only expense to the District will be approximately \$62 for mileage plus Thursday evening meal.)

Ms. Rachel Butler-Pardi, Social Worker, will attend Mental Health Issues in School – Medicating Children Tuesday, October 16, 2018 at Geneva College, Beaver Falls, PA. Ms. Mary Beth Marazza will also be attending.

The Board reviewed revised Procedure No. 105 - Options to Achieving Credits.

### **ADMINISTRATION**

Approved building use requests. (Attachment #14)

Retroactively approved the closure of the Gifted Student Activity Account.

Authorized the Norwin School District to participate in the Westmoreland Intermediate Unit Joint Purchasing Consortium for Fuel and Paper for the 2019-2020 fiscal year, naming Mr. Ryan Kirsch as the District's authorized representative and Mr. Rodney Stewart as the alternate representative for the WIU Joint Purchasing Consortium. Norwin School District will advertise jointly as a member of the Westmoreland Intermediate Unit Joint Purchasing Consortium for the purchase of Multi-Purpose Paper and Unleaded Gasoline and Diesel Fuel. (Attachment #15)

Approved addition(s) to the Student Teacher/Intern List for 2018-2019. (Attachment #16)

Approved retroactively the National School Lunch and School Breakfast Programs Contract / Form PDE-3086 between Adelphoi Village and the Norwin School District, beginning August 20, 2018 through May 24, 2019. Norwin School District will provide meals to Adelphoi Village Academy at Hartford Heights, 15020 Ardara Rd., North Huntingdon. (Attachment#17)

Adopted a Resolution supporting Senate Bill 1098, which would amend the vehicle code to allow for the placement of cameras on school buses to capture traffic violations. (Attachment#18)

Approved a Memorandum of Understanding with Special Olympics Pennsylvania (SOPA) for the development of a Unified Champion Schools (UCS) program designed to lead to more inclusive and accepting school environments. The three components are Unified Sports, inclusive youth leadership, and whole school engagement. These programs will be offered in Norwin High School, and the length of the agreement is from the date of the signing of this MOU through June 30, 2019. A new Memorandum of Understanding will be updated for each subsequent year of the partnership. (Attachment#19)

Retroactively approved the Letter of Agreement with Axiom Family Counseling, Inc., to provide school-based drug and alcohol treatment or rehabilitation services to students, effective September 19, 2018, through the remainder of the 2018-2019 school year at no cost to the School District. Westmoreland County has designated Axiom Family Counseling, Inc., as the provider to Norwin School District. (Attachment#20)

Approved the purchase of Signature Risers from Wenger Corporation, per the attached quotation of \$19,338 to be paid from the Capital Project Fund. These new Signature Risers will replace the existing Risers at the Norwin High School. (Attachment#21)

Approved the purchase and installation of a new utility bed for the School District's 2008 Chevy Utility truck from Zoresco Equipment Company per the attached quotation of \$6,635 to be paid from the Capital Project Fund. (Attachment#22)

Approved the Winter Recreation Budget, Schedule, and Personnel List. (Attachment #23)

Authorized the Board President to establish an International Relations and Studies Board Committee, comprised of three Board Members. The Board President shall serve in the capacity of ex-officio. The purpose of the Committee is to help evaluate and determine future partnership activities, including but not limited to: promoting cultural communications, educational/academic exchange, and remote communication between teachers and students to develop students' global awareness. Mrs. Barb Viola, Dr. Tracey Czajkowski, and Mrs. Darlene Ciocca have volunteered to serve on the International Relations & Studies Board Committee.

Approved the purchase of a 2019 Ford F-550 dump truck from C. Harper Ford, under COSTARS Contract #025-251, at price of \$67,219.72 to be paid from the Capital Project Fund and authorized the Administration to auction or salvage the 2006 Chevy 5-ton dump truck. (Attachment#24)

Approved Agreement with Emerald Data Solutions, Inc., (BoardDocs), to provide the BoardDocs LT solution for electronic Board Agenda management at an annual cost of \$2,700, prorated for the remainder of the 2018-2019 school year. (Attachment#25)

## **COMMENTS FROM THE PUBLIC**

(Agenda or Non-Agenda Items)

Mrs. Lorie Kukich, Samantha Way, North Huntingdon

- Inefficient use of buses for athletic transportation;
- Inadequate grass cutting by the baseball field.

Mr. Sanford Bendix, North Huntingdon Township Recreation Advisory Board Liaison

- Congratulations for Norwin High School Team winning the KDKA Hometown High Q quiz contest that aired recently;
- Commendations to Norwin High School student Jacob Spagnolli for his excellent assistance given at the Youth Fishing Derby held by the North Huntingdon Township Parks & Recreation Department on Saturday, October 6, 2018;
- Upcoming Events: Halloween Trail, 4:00 p.m., Saturday, October 27, 2018, at Indian Lake Park.

## **ADJOURNMENT**

Meeting adjourned at 7:40 p.m.