

# Quaker Valley School District

---

---

## EDUCATIONAL SERVICES COMMITTEE MINUTES

February 12, 2013

<b>Committee Members Present</b>	<b>Directors Present</b>
Ms. Sarah Heres	Mr. Gianni Floro
Mr. Robert Riker	Ms. Debbie Miller
Dr. Kay Wijekumar	Mr. Mark Rodgers
Dr. Heidi Ondek, administrative liaison	
Dr. Jillian Bichsel, administrative liaison	
<b>Others Present</b>	
Dr. Joseph H. Clapper	Mr. Sean Aiken
Mr. Karlton Chapman	Ms. Tina Vojtko
Dr. Joseph Marrone	Ms. Christine Kardong
Dr. Sally Hoover	Ms. Meredith Malcolm
Mr. Andrew Surloff	Mr. Dante Piccolo

### REPORTS/INFORMATION

#### 1.0 EDUCATIONAL FOCUS

- 1.1 Dr. Hoover explained that after a year of staff training, the school-wide behavioral support initiative is underway in the elementary and middle schools. She provided examples of some of the positive behavioral models being used.

#### 2.0 STUDENT REPRESENTATIVE

- 2.1 Ms. Malcolm and Mr. Piccolo informed the board about Black History Month recognition throughout the district.

#### 3.0 TECHNOLOGY

- 3.1 The monthly technology report was attached to the agenda. The staff continues working to identify the best solutions for replacing obsolete and acquiring new technology.

Video-conferencing is becoming more widely-used throughout the district for remote teaching and learning. It is anticipated that such use will continue to grow and evolve.

Mr. Floro mentioned that the Sewickley Public Library now has an app for patrons to read free magazines.

#### 4.0 PUPIL SERVICES

- 4.1 The special education plan for 2012 - 2015 has been completed and submitted to the state by Dr. Hoover.

#### 5.0 EDUCATIONAL LEADERSHIP

- 5.1 After-school for-profit educational childcare programs are being considered for use in the 2013-2014 school year. Dr. Clapper hopes to offer programs at both elementary schools.
- 5.2 The parent guide to Quaker Valley's elementary curriculum was passed around for the board members to review. Board members were very pleased with the work. When the "specials" have been written, the information will be put on the district's web site.

#### 6.0 STRATEGIC PLAN & PROFESSIONAL DEVELOPMENT

- 6.1 There were no agenda items and no update.

#### 7.0 CO-CURRICULAR LEADERSHIP

- 7.1 The activities and athletics report was attached to the agenda.

#### 8.0 EDUCATIONAL SUPPORT & CONSORTIUMS

- 8.1 There were no agenda items and no update.

### **ACTION ITEMS**

- A. Request was made to approve the high school program of studies as presented by Mr. Surloff.
- B. Request was made to approve the middle school program of studies as presented by Mr. Aiken.

Dr. Wijekumar moved that action items A-B be placed on the legislative agenda for action. Ms. Heres seconded the motion.

# Quaker Valley School District

---

---

## POLICY COMMITTEE MINUTES

February 12, 2013

<b>Committee Members Present</b>	<b>Directors Present</b>
Mr. Gianni Floro	Ms. Sarah Heres
Ms. Debbie Miller	Mr. Mark Rodgers
Dr. Kay Wijekumar	
Dr. Joseph Clapper, administrative liaison	
<b>Others Present</b>	
Dr. Jillian Bichsel	Mr. Karlton Chapman
Dr. Heidi Ondek	Ms. Christine Kardong
Ms. Tina Vojtko	Dr. Joseph Marrone

1.0 FOR DISCUSSION

1.1 No item

2.0 FOR REVIEW/REVISION

2.1 No item

3.0 FOR FIRST READING

3.1 The draft policy 803.00 *Safety* (Draft D) is ready for a first reading. The safety manual will be presented at the February 19 work session.

There was a brief discussion about possibly updating the school zone speed-limit enforcement times on traffic signs, and enhancing the lighting of the crosswalk at Beaver and Chestnut in streets in Edgeworth.

3.2 The draft policy 311.01 *Contracted Services* (Draft A) formalizes the practices and procedures already in place for the use of contracted companies and employees.

Mr. Floro commented on the use of mental/emotional health evaluations for potential contracted employees. Language about mental fitness will be added for draft B.

4.0 FOR ADOPTION

4.1 No item

5.0 FOR ELIMINATION

5.1 No item

**ACTION ITEMS**

- A. The draft policies 803.00 *Safety* (Draft D) and 311.01 *Contracted Services* (Draft B) will be on the legislative agenda for first reading.

# Quaker Valley School District

---

---

## COMMUNITY RELATIONS/INTERGOVERNMENTAL AFFAIRS COMMITTEE MINUTES

February 12, 2013

<b>Committee Members Present</b>	<b>Directors Present</b>
Mr. Gianni Floro	Ms. Debbie Miller
Ms. Sarah Heres	Mr. Mark Rodgers
Dr. Kay Wijekumar	
Dr. Joseph Clapper, administrative liaison	
<b>Others Present</b>	
Dr. Heidi Ondek	Ms. Tina Vojtko
Dr. Jillian Bichsel	Ms. Christine Kardong
Mr. Karlton Chapman	Dr. Joseph Marrone

### 1.0 INFORMATION/OTHER

- 1.1 Caroline Steliotis and Kendall Luton have been selected as school board junior student representatives to the Quaker Valley Board of School Directors
- 1.2 The Quaker Valley Board of School Directors has been nominated for the 2012-2013 Richard D. Wynn Award from the Tri-State Area School Study Council.

Mr. Floro mentioned that the high school traffic safety advisory committee met on Monday, February 11.

### 2.0 INTERGOVERNMENTAL AFFAIRS

- 2.1 Attached to the agenda was a letter to legislators regarding school safety. Most of the Allegheny County school superintendents have sent such a letter to the legislature.
- 2.2 Mr. Floro mentioned the annual convention of school directors, which will be on Wednesday, April 3, 2013 at 5:00 PM at the Rivers Club in Oxford Centre. The event is \$50 per person, including dinner. Parking is \$5 cash. The deadline for AIU board candidacy is March 8, 2013. The board members in attendance did not express an interest to attend.

### ACTION ITEMS

- A. No item

### MEMORIAL BOOKS

It was requested that the board approve a memorial book donation to the appropriate school library in memory of:  
Tess Raynovich, class of 2010

# Quaker Valley School District

---

---

## FACILITIES & OPERATIONS COMMITTEE MINUTES

February 19, 2013

<b>Committee Members Present</b>	<b>Directors Present</b>
David Pusateri	Ms. Danielle Burnette
Mr. Gianni Floro	Ms. Debbie Miller
Ms. Sarah Heres	Mr. Jack Norris
Mr. Mark Rodgers	Mr. Rob Riker
Dr. Joseph Marrone, administrative liaison	
Mr. John Sheline, administrative liaison	
<b>Others Present</b>	
Dr. Joseph Clapper	Ms. Tina Vojtko
Dr. Heidi Ondek	Ms. Christine Kardong
Mr. Scott Smith	

### REPORTS/INFORMATION

#### 1. Middle School

- 1.1 The middle school project report was attached to the agenda.

There was discussion about adjustments to be made to the front exterior lighting, and changes to interior lighting.

Mr. Floro asked if the project remains within-budget. Mr. Pusateri noted that the district is well under the contingency allowances on both the field and the building renovation.

Mr. Riker asked about the project "completion percentage." It was earlier reported at 99% complete - yet the project is not finished. Mr. Smith explained that the ongoing refinements have caused "real time" adjustments to that figure. So while not now at a 100% completion rate - the project is very near that, without including punch list items.

Ms. Heres asked how the new parking scheme worked at the middle school during two recent evening events. Mr. Marrone explained that parking worked very well.

Mr. Riker commented that he heard of a council member's traffic concern after the open house.

Ms. Burnette commented about how much she enjoyed the open house. She asked questions about the music room. Her concerns will be addressed by the construction punch-list.

Mr. Pusateri noted how happy students are to be “home” at the middle school.

The field will be used as soon as the snow melts.

2. Legacy Fields

2.1 Dr. Marrone briefly updated the board on the Legacy Fields - government agencies inspections are almost complete.

3. Facilities/Operations

3.1 The facilities report was attached to the agenda.

4. Dr. Marrone presented the new district safety/emergency plan. Dr. Clapper noted that fire drills are performed every month at each school building.

Ms. Burnette had a few questions that Dr. Marrone will address directly with her.

Ms. Burnette questioned the safety of releasing children to leave the building. It was explained that roll is taken, per student, per bus, as they board. Students awaiting car rides are kept inside while awaiting pick up by a vetted guardian.

Substitute teachers will receive safety training as they are familiarized with the school district.

5. Transportation

5.1 The transportation report was attached to the agenda. The department has moved to its new location. This will save the district a considerable amount of money in the long run.

Mr. Floro asked about the change in transportation management - Mr. Bennett has left the district, and a new manager, John Demkowitz, is now the point of contact for families. This change will be communicated to parents.

Other Responsibility for the Anthony Wayne building will soon be returned to the Ambridge School District.

**ACTION ITEMS**

A. It was requested that the board ratify the A-1 Electric EC-017 change order to provide labor, materials and equipment required to add override switching to the exterior lighting on the east side of the building. This switching will be installed

- at the ticket booth at the auditorium at a cost of \$2,418 to be taken from the bond issue fund.
- B. It was requested that the board approve the R. A. Glancy GC-95 change order to provide labor, materials and equipment required to furnish and install concrete around the base of the flag pole and lights at the main entrance at a cost of \$2,956 to be taken from the bond issue fund.
  - C. It was requested that the board approve the R. A. Glancy GC-96 change order to provide labor, materials and equipment required to furnish and install drywall and associated finishes to cover both voids in the walls and beams that were not designated to receive new drywall partitions in the wellness storage A108a, PE storage A110, and storage room A112E at a cost of \$4,546 to be taken from the bond issue fund.
  - D. It was requested that the board approve the R. A. Glancy GC-97 change order to provide labor, materials and equipment required to furnish and install an acoustic ceiling grid and tile throughout storage room A112e at a cost of \$1,864 to be taken from the bond issue fund.
  - E. It was requested that the board ratify the R. A. Glancy GC-98 change order to provide labor, materials and equipment required to replace (2) broken windows in the corridor leading between the office area and the principal's office at a cost of \$1,394 to be taken from the bond issue fund.
  - F. It was requested that the board approve the R. A. Glancy GC-99 change order to provide labor, materials and equipment required to modify the existing window frame and replace the slider window between the reception receiving window and the main lobby at a cost of \$4,123 to be taken from the bond issue fund.

Mr. Pusateri moved that action items A - F be placed on the legislative agenda.

Mr. Floro seconded the motion.

# Quaker Valley School District

---

---

## FINANCE COMMITTEE MINUTES

February 19, 2013

Committee Members Present	Directors Present
Mr. Rob Riker	Ms. Danielle Burnette
Mr. Mark Rodgers	Mr. Gianni Floro
Mr. David Pusateri	Ms. Sarah Heres
Ms. Debbie Miller	Mr. Jack Norris
Mr. John Sheline, administrative liaison	
Others Present	
Dr. Joseph Clapper	Ms. Tina Vojtko
Dr. Heidi Ondek	Ms. Christine Kardong
Dr. Joseph Marrone	

### REPORTS/INFORMATION

#### 1.0 TAX COLLECTION

- 1.1 The real estate tax collection and earned income tax summaries were attached to the agenda.

#### 2.0 FINANCIAL REPORTS

- 2.1 The capital projects and middle school renovation fund reports were attached to the agenda.

#### 3.0 BUDGET

- 3.1 The calendarized budget for January, 2013 was distributed.
- 3.2 Dr. Clapper presented the board with information relative to the 2013-2014 budget. He based this on facts recently provided by the governor during his budget address.

Dr. Clapper is committed to the district adopting a responsible budget, while dealing with less state funding, and higher PSERS costs. The challenge is great, but the district has an equal amount of resolve.

On November 20, the board made a resolution stating that property taxes will not increase above the index. The court-ordered county reassessment will affect the budget.

Mr. Norris noted that although the commonwealth is facing an education budget crisis - there were no members of the press at this committee meeting to report on this issue or how the district is working to address the situation.

Mr. Floro complimented the district on the effort to keep salaries as low as possible when replacing retiring employees at all levels. The subtle changes throughout the district will have a cumulative effect on the budget.

Dr. Clapper is thankful that the board has been circumspect in reacting to the PSERs situation. The Quaker Valley School District is in a much better situation than many.

- 3.3 The first public budget committee meeting is scheduled for March 5, 2013. There are currently 26 people interested in participating on this committee. The board is welcome to attend.

4.0 INFORMATION

- 4.1 The preliminary audit report was very positive. More information will be provided when received.
- 4.2 The donations to the district were as follows:

Date	From	Amount	Reason
01-8-13	The Presbyterian Church Sewickley, PA	\$2,835.00	Community youth worker discretionary fund
01-8-13	The Presbyterian Church Sewickley, PA	\$500.00	Field trips/events extra duty costs
01-18-13	STERN	\$500.00	Make Activities Grant awarded to Mr. Prosdocimo at middle school
01-18-13	Target – Scholarship America Program	\$700.00	Target Field Trip grant awarded to Ms. Kadhim at High school
01-24-13	Friends of Quaker Valley Schools	\$15,000.00	Middle school wellness equipment
	<b>Total Donations Received January 2013</b>	<b>\$19,535.00</b>	

ACTION ITEMS

- A. It was requested that the board ratify and approve the appeal of those properties whose difference between the 2012 purchase price and the

current assessed value will result in, at minimum, \$1,000 in lost revenue to the district. *This item was tabled.*

- B. It was requested that the board approve the bond issue funds, capital projects fund, grant fund, general fund and cafeteria fund financial statements for the month ending January 31, 2013.
- C. It was requested that the board approve the bills for January and February, 2013, in the amount of \$ 3,146,952.73.
- D. It was requested that the board authorize the administration to pay the January, 2013, food service fund bills in the amount of \$46,746.43.
- E. It was requested that the board approve invoices for the capital projects fund in the amount of \$ 88,331.34.
- F. It was requested that the board approve the grant fund invoices for February, 2013, in the amount of \$2,500.00.
- G. It was requested that the board approve the 2011A bond issue fund invoices for February, 2013, in the amount of \$884,366.91.
- H. It was requested that the board approve a revised budget calendar, as presented.

Mr. Riker moved that action items B - H be placed on the legislative agenda.

Ms. Miller seconded the motion.