

**MINUTES OF THE REGULAR BOARD MEETING
20 SEPTEMBER 2018
CARMICHAELS AREA SCHOOL DISTRICT
7:11 P.M.**

The Carmichaels Area School District Board of Education held its regular Board meeting on September 20, 2018 in the Middle-Senior High Media Center. Edmond F. McIntire, Jr., Board Vice-President, presided over the meeting.

Attending the meeting were Fred Morecraft, Superintendent; Julie Mascia, Business Manager/Board Secretary; Michael Aubele, Solicitor; Mark Batis, Technology Administrator; Marc Berry, Elementary Principal; David Franks, Maintenance Supervisor; Ronald Gallagher, Middle School Principal; Lisa Zdravecky, Senior High Principal; Officer Miller, Chief School Police Officer; and district residents.

An Executive Session was held at 6:30 p.m. for legal and personnel matters. The session ended at 7:10 p.m.

I. ROLL CALL.

The following Board members were in attendance: Ronald T. Ferek; Kenneth A. Ganocy; Dr. Richard L. Krause; Dr. Jason M. Matyus (via videoconferencing); Lewis G. May; Jason J. Voithofer and Cheryl L. Voytek, Treasurer. Thomas M. Ricco, Board President, was excused.

II. MOMENT OF SILENT MEDITATION.

A moment of silent meditation was observed by all in attendance.

III. APPROVAL OF MINUTES OF THE RESCHEDULED BOARD MEETING OF 16 AUGUST 2018 HELD 09 AUGUST 2018 AND SPECIAL BOARD MEETING OF 16 AUGUST 2018.

Mr. Ferek moved to approve the minutes of the rescheduled Board meeting of August 16, 2018 held on August 9, 2018 and the special Board meeting of August 16, 2018. Second by Mr. Voithofer - 8 ayes; 0 nays.

IV. UNFINISHED BUSINESS.

V. ADDITIONS TO AGENDA/ APPROVAL OF AGENDA.

Mr. Ferek moved to approve the addition of item A. below to the agenda. Second by Mr. Voithofer - 8 ayes; 0 nays.

A. Field Trip - Peer Court

Dr. Krause moved to approve the agenda as presented. Second by Mrs. Voytek - 8 ayes; 0 nays.

VI. REMARKS FROM VISITORS.

Michael Camilli, a representative from the Central Greene Scholarship Trust, presented information on the scholarship program. Carmichaels High School Envirothon team spoke on the 2017-18 season, including representing Pennsylvania in the national Envirothon competition at Idaho State University in July.

VII. ADMINISTRATIVE REPORTS (Exhibit I).**A. SUPERINTENDENT REPORT.****B. ELEMENTARY PRINCIPAL REPORT.****C. MIDDLE SCHOOL PRINCIPAL REPORT.****D. SENIOR HIGH PRINCIPAL REPORT.****E. TECHNOLOGY ADMINISTRATOR REPORT.****F. MAINTENANCE SUPERVISOR REPORT.****VIII. STUDENT REPRESENTATIVE.****IX. COMMITTEE REPORTS.****A. HUMAN RESOURCES (McIntire, Ferek, Krause).****1. PROFESSIONAL PERSONNEL LIST 2018-19 (Exhibit II).**

Mr. Ferek moved to approve the 2018-19 professional personnel list as presented. Second by Mr. May - 8 ayes; 0 nays.

2. POLICY 1ST READING.

Mr. Ferek moved to approve the first reading of policy items a. to v. below as presented. Second by Mr. Voithofer - 8 ayes; 0 nays.

a. 308 EMPLOYMENT CONTRACT/BOARD RESOLUTION.**b. 313 EVALUATION OF EMPLOYEES.****c. 314.1 HIV INFECTION.****d. 317 CONDUCT/DISCIPLINARY PROCEDURES.****e. 318 PENALTIES FOR TARDINESS.****f. 326 COMPLAINT PROCESS.**

- g. 328 COMPENSATION PLANS/SALARY SCHEDULES.
- h. 330 OVERTIME.
- i. 331 JOB RELATED EXPENSES.
- j. 332 WORKING PERIODS.
- k. 333 PROFESSIONAL DEVELOPMENT.
- l. 335 FAMILY AND MEDICAL LEAVES.
- m. 336 PERSONAL NECESSITY LEAVE.
- n. 337 VACATION.
- o. 338 SABBATICAL LEAVE.
- p. 338.1 COMPENSATED PROFESSIONAL LEAVES.
- q. 339 UNCOMPENSATED LEAVE.
- r. 340 RESPONSIBILITY FOR STUDENT WELFARE.
- s. 341 BENEFITS FOR PART-TIME EMPLOYEES.
- t. 342 JURY DUTY.
- u. 343 PAID HOLIDAYS.
- v. 360 DRIVERS HISTORY RECORDS.
- 3. POLICY 2ND READING.

Mr. Ferek moved to approve the second reading of policy items a. to k. below as presented.
Second by Dr. Matyus - 8 ayes; 0 nays.

- a. 204 ATTENDANCE.
- b. 319 OUTSIDE ACTIVITIES.
- c. 320 FREEDOM OF SPEECH IN NONSCHOOL SETTINGS.
- d. 321 POLITICAL ACTIVITIES.
- e. 322 GIFTS.

- f. 323 TOBACCO.
 - g. 324 PERSONNEL FILES.
 - h. 325 DRESS AND GROOMING.
 - i. 334 UNAPPROVED LEAVE.
 - j. 918 TITLE I PARENT AND FAMILY ENGAGEMENT.
 - k. ### SICK LEAVE.
4. DELETE POLICY ITEM.

Mr. Ferek moved to delete policy item a. below as recommended by PSBA. Second by Mr. May - 8 ayes; 0 nays.

- a. 344 LEGAL ASSISTANCE.
5. SCHOOL RESOURCE OFFICER - CUMBERLAND TOWNSHIP POLICE DEPARTMENT.

Mr. Ferek moved to contract with Cumberland Township Police Department to provide the district with a School Resource Officer with contract terms to be negotiated and presented to the Board for final approval. Second by Mrs. Voytek - 8 ayes; 0 nays.

- 6. LETTER OF AGREEMENT - THE WATSON INSTITUTE.

Mr. Ferek moved to approve The Watson Institute 2018-19 letter of agreement for tuition at a cost of \$47,146.00. Second by Mr. Voithofer - 8 ayes; 0 nays.

- 7. TRI-STATE AREA SCHOOL STUDY COUNCIL MEMBERSHIP 2018-19.

Mr. Ferek moved to approve membership in Tri-State Area School Study Council for 2018-19 at a cost of \$600.00. Second by Mrs. Voytek - 8 ayes; 0 nays.

- 8. EMT BASIC COURSE MEMORANDUM OF AGREEMENT - PSU.

Mr. Ferek moved to approve the agreement with Penn State University Fayette as presented. Second by Mr. May - 8 ayes; 0 nays.

- 9. SUB LIST ADDENDUM - PROFESSIONAL (Exhibit III).

Mr. Ferek moved to approve the substitute list addendum as presented. Second by Mrs. Voytek - 8 ayes; 0 nays.

10. PERSONAL CARE AIDE HANDBOOK.

Mr. Ferek moved to approve implementation of the Personal Care Aide handbook effective immediately. Second by Mr. May - 8 ayes; 0 nays.

11. TRAVEL - J. MASCIA.

Mr. Ferek moved to approve Julie Mascia to attend the PASBO annual conference in Hershey from March 5 to 8, 2019. Second by Mr. Ganocy - 8 ayes; 0 nays.

INFORMATION ITEMS

1. TENURE STATUS.

Notification of tenure status granted to Megan Patton following three years satisfactory performance. No action necessary.

2. SCHOOL SAFETY AND SECURITY COORDINATOR.

Notification of Chief School Police Officer Craig Miller named School Safety and Security Coordinator in order to comply with Act 44 of 2018. No action necessary.

B. BUDGET & FINANCE (Krause, Voytek, Ferek).**1. PREMIUM MAINTENANCE WARRANTY.**

Dr. Krause moved to approve the purchase of an extended vehicle warranty for the 2018 Ford handicap lift van at a cost of \$2,982.00. Second by Mrs. Voytek - 8 ayes; 0 nays.

C. ACTIVITIES & ATHLETICS (Voithofer, Ganocy, Matyus).**1. FIELD TRIPS.**

Mr. Voithofer moved to approve the request for field trip items a. to l. below as presented. Second by Mrs. Voytek - 8 ayes; 0 nays.

a. FLENNIKEN PUBLIC LIBRARY -> Carmichaels - dates to be determined.

b. PA STATE CAPITOL VISIT -> Harrisburg - October 15 & 16, 2018.

c. MASON-DIXON LINE SURVEY -> Morgantown - October 12, 2018.

d. VARSITY FOOTBALL PRACTICE -> EQT Rec Center - date to be determined.

e. BOTS IQ DAY -> Community College Allegheny County - September 28, 2018.

f. 9/11 CEREMONY -> Carmichaels - retroactive to September 11, 2018.

g. SCARE HOUSE TOUR -> Etna, PA - September 27, 2018.

h. FISHING TRIP/PICNIC -> Newhouse Farm - October 17, 2018.

i. PITTSBURGH ZOO -> Pittsburgh - October 3, 2018.

j. HARRISBURG UNIVERSITY VISIT -> Harrisburg - October 24, 2018.

k. MS COUNTY BAND/CHORUS -> Central Greene - November 15 & 16, 2018.

l. PEER COURT -> GC Court House - Sept 28, Oct 19, Dec 7, 2018 & Jan 25, Feb 22, March 29, April 26, 2019.

2. EXTRA GIRLS BASKETBALL COACH POSITION - BOOSTER FUNDED.

Mr. Voithofer moved to approve an extra girls basketball coach position funded by the Girls Basketball Boosters for Ian McCombs with terms per district guidelines effective the 2018-19 season. Second by Mrs. Voytek - 8 ayes; 0 nays.

3. CARMICHAELS AREA MUSIC ASSOCIATION, INC. BY-LAWS.

Mr. Voithofer moved to approve the by-laws for the Carmichaels Area Music Association, Inc. as presented. Second by Mr. May - 7 ayes; 1 nay (Ganocy).

4. RESIGNATION - K. WILLIS, ELEMENTARY BASKETBALL CO-COACH.

Mr. Voithofer moved to accept the resignation dated September 11, 2018 of Kevin Willis an Elementary basketball co-coach. Second by Mrs. Voytek - 8 ayes; 0 nays.

D. TRANSPORTATION & BUILDING/GROUNDS (May, Voithofer, Voytek).

1. FACILITIES.

Mr. May moved to approve the request for facilities items a. to c. below as presented. Second by Mrs. Voytek - 8 ayes; 0 nays.

a. PINEWOOD DERBY -> Elementary gym - February 15 & 16, 2019.

b. BLUE/GOLD BANQUET -> Elementary gym - March 29 & 30, 2019.

c. UPWARD BOUND PROGRAM -> MSH library - October 24, 2018 to April 24, 2019.

2. AUTHORIZATION TO BID - BLACKTOP PROJECTS.

Mr. May moved to authorize the administration to bid blacktop projects for 1) Greene Street bus entrance, 2) Cherry Alley and 3) track around football field. Second by Dr. Matyus - 8 ayes; 0 nays.

X. BUSINESS MANAGER / BOARD SECRETARY REPORT.

A. BILLS FOR PAYMENT (Exhibit IV).

Mr. Ferek moved to approve the bills for payment in the amount of \$3,318,487.13 as presented. Second by Mr. Voithofer - 8 ayes; 0 nays.

B. SECRETARY / TREASURER / FINANCIAL REPORTS (Exhibit V).

Mr. Ferek moved to approve the secretary, treasurer and other financial reports as presented. Second by Mr. May - 8 ayes; 0 nays.

XI. OTHER REPORTS.

A. FEDERAL PROGRAMS (Morecraft).

Report on the Rural Schools grant which will be used for chrome books and professional development.

B. LEGISLATIVE REPORT (Ferek).

C. PUBLIC RELATIONS (Ricco, McIntire, Voytek, Krause, Berry, Gallagher, Zdravecky).

Booster information for 2018-19 school year distributed.

D. STRATEGIC PLAN REPRESENTATIVE (Voytek).

E. GCC&TC REPRESENTATIVE (May).

Report on \$50,000 grant received by County; grant through Representative Snyder being used for equipment, etc.; adult programs increasing.

XII. ADJOURNMENT.

Mr. Ferek moved to adjourn the meeting at 8:09 p.m. Second by Mrs. Voytek - 8 ayes; 0 nays.

Julie Mascia, Board Secretary

Thomas M. Ricco, Board President