

United School District  
Regular Board Meeting  
April 10, 2018

The Regular Board Meeting of the United School Directors was held on Tuesday, April 10, 2018, at 7:30 p.m. in the Junior-Senior High School Board Room, for general purposes including but not limited to the following:

Members Present: Eric Matava, Dan Henning, Trudy DeRubis, Tommey Heming, Ronald Moyer, Leah Skedel

Members Absent: Sandra Mack, Gary Arblaster, James Fry

Others Present: Dr. Barbara L. Parkins, Superintendent  
Lewis Kindja, Elementary Principal  
Michael Worthington, High School Principal  
Ronald Saffron, Solicitor  
G. Thomas Kalinyak, Director of Finance/Board Secretary  
Barbara Turner, Recording Secretary

Approval of the Minutes: Ronald Moyer moved to approve the minutes of the March 6, 2018 Work Session and the March 13, 2018 Regular Board Meeting. Tommey Heming seconded the motion. YEA, all voted yes.

STUDENT RECOGNITIONS: Lewis Kindja introduced Michelle Dunn. Mrs. Dunn discussed the Americanism Essay Contest and invited the Board Members to attend the April 26<sup>th</sup> National Poetry celebration at the Elementary School. Mr. Kindja presented the elementary Americanism Essay Contest winners. One of the winners read his essay entitled "*Why Our Veterans Are America's Heroes*". Mr. Worthington also introduced the winners from the high school Americanism Essay Contest. The winners from both schools will now advance to the state level competition. Mr. Worthington also introduced Mr. Penrose who spoke about the PJAS competition. Mr. Penrose then introduced the Pennsylvania Junior Academy of Science State Qualifiers. The students described their projects along with their findings to the Board. They all ranked First Place in their categories.

Treasurer's Report: Thomas Kalinyak read the report. Ronald Moyer moved to approve the report. Dan Henning seconded the motion. Roll Call was as follows: YEA, all voted yes.

Student Activities Report: Thomas Kalinyak read the report. Tommey Heming moved to approve the report. Ronald Moyer seconded the motion. Roll Call was as follows: YEA, all voted yes.

Payment of Bills: Trudy DeRubis moved to pay bills when funds become available. Tommey Heming seconded the motion. Roll call was as follows: YEA, all voted yes.

**ATHLETIC/STUDENT ACTIVITIES:** Leah Skedel moved to approve the following items (A – B) as listed below:

**Recognition of Booster Organizations:** A. The recognition of the following booster organizations as board approved organizations, with the understanding that their programs may include students who are not members of the district:

1. United Football Boosters
2. United Youth Football Boosters

**Volunteers:** B. The following volunteer for the 2018-2019 school year, pending receipt of proper documentation:

1. Dylon Hudson – High School – Michael Worthington
2. Jessica Steiner-Curcio – Elementary – Lewis Kindja

Ronald Moyer seconded the motion. Roll Call was as follows: YEA, all voted yes. Motion carried.

**BOARD POLICY:** Trudy DeRubis moved to approve the following items ( A – E) as listed below:

**First Reading of Board Policy:** A. The first reading of a revision to the following Board Policy as listed below:

1. Board Policy No. 918 Title I Parent and Family Engagement

**First Reading Of Board Policy Attachment:** B. The first reading of a revision to the current Board Policy Attachment No. 626 Procurement – Federal Programs:

1. No. 626. Attachment – Procurement – Federal Programs

**Graduation Date:** C. The 2017-2018 graduation date as June 1, 2018.

**Waive Step 3 of Grievance:** D. The Association’s request to waive Step 3 of the grievance procedure set forth in the collective bargaining agreement between United School District and United Education Support Professionals Association/PSEA/NEA relative to grievance number 2017-18-01 and to submit a request to the Pennsylvania Bureau of Mediation to issue a panel of arbitrators for purposes of selection of an arbitrator to preside over the dispute and issue a ruling on the merits of the grievance. By waiving Step 3 of the grievance procedure, the Superintendent’s denial of the grievance at Step 2 remains in effect.

Board Policy continued:

- MOU for Grievance No. 2017-2018-01: E. The Memorandum of Agreement between United School District and United Education Association and Employee No. 11, resolving Grievance No. 2017-2018-01 and authorizing the Administration to take the necessary steps to effectuate the Resolution consistent with the terms in the Agreement between the parties.

Tommey Heming seconded the motion. Roll Call was as follows: YEA, all voted yes. Motion carried.

**BUILDING & GROUNDS: PA Fusion Building Usage Request:** Ronald Moyer moved to approve the request from Jaque Miller, on behalf of PA Fusion Girls Basketball, to use the elementary or high school gymnasium, April 2018 through June 2018 (one or two days/week), between the hours of 6:00 p.m. and 8:00 p.m. for girls in 8<sup>th</sup>, 9<sup>th</sup> and 10<sup>th</sup> grades from United and surrounding schools. Dates and times to be scheduled at principal's discretion. Leah Skedel seconded the motion. Roll Call was as follows. YEA: all voted yes. Motion carried.

**CURRICULUM AND INSTRUCTION:** Daniel Henning moved to approve the following items (A – H) as listed below:

- Donation:** A. The donation of school supplies from the Sons of the American Legion for the elementary school.
- Envirothon Competition:** B. The activity request from Brian Manges to attend the Sr. High Envirothon Competition, at Susquehanna University and Camp Mount Luther on the dates of May 22 – 23, 2018, with eligible students, at a cost of \$481.00. Budgeted funds are available. Five students may attend.
- Envirothon Competition:** C. The activity request from Kristie Good to attend the Sr. High Envirothon Competition, at Susquehanna University and Camp Mount Luther on the dates of May 22 – 23, 2018, with eligible students, at a cost of \$180.00. Budgeted funds are available. Five students may attend.
- PJAS Competition:** D. The activity request from Matt Long to attend the Pennsylvania Junior Academy of Science (PJAS) Competition, at Slippery Rock University, on the dates of May 20 – 22, 2018, with eligible students, at a cost of \$1,710.00. Budgeted funds are available. Eight students may attend.
- PJAS Competition:** E. The activity request from Lorraine Allman to attend the Pennsylvania Junior Academy of Science (PJAS) Competition, at Slippery Rock University, on the dates of May 20 – 22, 2018, with eligible students, at a cost of \$460.00. Budgeted funds are available. Eight students may attend.

Curriculum and Instruction continued:

- IBM Community Grant:** F. The acceptance of the IBM Community Grant for United Junior/Senior High School in the amount of \$2,000.00 to be used to introduce STEM ideas and opportunities to rural students.
- School Counseling Plan:** G. The Career Readiness PA Chapter 339 School Counseling Plan.
- Special Education Plan:** H. The United School District three-year Special Education Plan that describes United's special education program and services.

Ronald Moyer seconded the motion. Roll Call was as follows: YEA, all voted yes. Motion carried.

**FINANCE:** Trudy DeRubis moved to approve the following items (A – K) as listed below:

- Education Inc. Contractual Agreement:** A. The Education Inc. Contractual Agreement applicable to a qualifying student for the 2017-2018 school year. The cost of education services is 10 hours of educational services per week at a cost of \$40.00 per hour. Further, the Superintendent is hereby authorized to execute the Agreement on behalf of the District.
- Best Window and Door Window Proposal:** B. The Best Window and Door Proposal to manufacture and install four windows in the Junior High wing. The cost of each window is \$1,112.25 for a total cost of \$4,449.00.
- Textbooks Purchase:** C. The purchase of the following McGraw Hill textbooks and lab kits for the 2018-2019 school year at a cost of \$33,306.31:  
"Earth & Space iScience" Grade 6 – class bundle with 6 year subscription  
"Life iScience" Grade 7 – class bundle with 6 year subscription  
"Physical iScience" Grade 8 – class bundle with 6 year subscription
- Textbooks Purchase:** D. The purchase of the following Cengage Learning textbooks for the 2018 - 2019 school year at a cost of \$4,516.20:  
"The Unity and Diversity of Life", 15<sup>th</sup> edition, Honors Biology – class bundle with 6 year subscription
- Textbooks Purchase:** E. The purchase of the following Houghton Mifflin Harcourt textbooks for the 2018-2019 school year at a cost of \$9,152.37:  
"HMH Science Dimensions Biology" Biology – class bundle with 6 year subscription

Finance continued:

- Textbooks Purchase: F. The purchase of the following Dave Ramsey, The Lamp Group, LLC textbooks for the 2018-2019 school year at a cost of \$3,263.38  
“Foundations in Personal Finance” Starter Pack with 1 year Video
- Camco Agreement: G. The agreement between Camco Physical and Occupational Therapy, LLC and the United School District to provide physical and occupational therapy rehabilitation services to United School District students identified as requiring such services at a rate of \$57.00 per contract hour of services for the period August 1, 2018 to July 31, 2019.
- Metz Culinary Renewal Agreement: H. To appoint Metz Culinary Management as the food service management company for the United School District Cafeteria for a one year term commencing July 1, 2018 through June 30, 2019 and may be renewed by mutual agreement of both parties for up to two additional one-year periods.
- Purchase of Lifeline Harness System: I. The purchase of a Honeywell Sky Grip Horizontal Lifeline System from Matheson, for installation in the catwalk area at the Junior Senior High School Auditorium, inclusive of proper installation verification of the lifeline system, and safety harness training at a cost of \$549.25.
- The Guardian Service Agreement: J. The Guardian Service Agreement to provide chemical additives to the closed loop system, located at the Junior Senior High School, to prevent corrosion and deposition onto the metal portions of the system. The annual cost of the program is \$1,800.00 and the term of the Agreement commences April 1, 2018 and concludes March 31, 2020.
- Increase to Lunch/Breakfast Prices: K. The increase of \$0.10 to paid breakfast and lunches prices at the Elementary and Junior/Senior High Schools. The paid Elementary and Junior/Senior High School lunch prices will increase to \$2.40 and \$2.50, respectively. The paid breakfast price at the Elementary and Junior/Senior High School will increase to \$1.10. The paid breakfast and lunch price increases are in accordance with the Healthy Hunger Free Kids Act.

Tommy Heming seconded the motion. Roll Call was as follows: YEA, all voted yes. Motion carried.

PERSONNEL: Leah Skedel moved to approve the following items (A – L) as listed below:

- Fall Supplemental Position: A. The following Fall supplemental position for the 2018-2019 school year, pending receipt of proper documentation and with the understanding that the Board will assign a salary at a later date:
1. Zachary Hnatko - Junior High Assistant Football Coach

Personnel continued:

- Winter Supplemental Positions:      B.      The following Winter supplemental positions for the 2018-2019 school year, pending receipt of proper documentation and with the understanding that the Board will assign a salary at a later date:
1. Tyler Stokes – Head Boys Varsity Basketball Coach
  2. Jerry Matava – Assistant Boys Varsity Basketball Coach
  3. John Dunn – Head Jr. High Boys Basketball Coach
  4. Caleb McAdoo – Assistant Jr. High Boys Basketball Coach
  5. Tyler Capitosti – Head Varsity Wrestling Coach
  6. Joshua Henning – Assistant Varsity Wrestling Coach
  7. Ronald Stutzman – Head Jr. High Wrestling Coach
  8. Michael Tomalson – Assistant Jr. High Wrestling Coach
  9. Paul Hall – Head Varsity Girls Basketball Coach
  10. Colin McGinnis – Assistant Jr. Varsity Girls Basketball Coach
  11. Craig Bytner – Head Jr. High Girls Basketball Coach
  12. Nathan Bevard – Assistant Jr. High Girls Basketball Coach
- Year-Round Supplemental Positions:      C.      The following Year-Round Athletics supplemental positions for the 2018-2019 school year, pending receipt of proper documentation and with the understanding that the Board will assign a salary at a later date:
1. Cullen Stokes – Athletic Director
  2. Nathan Bevard – Game Manager, fulltime
  3. Tyler Stokes – Game Manager, as needed – (no more than 30 games)
  4. Kevin Marabito – Weightroom Supervisor
- Open Supplemental Positions:      D.      To open the following Year-Round Athletics supplemental positions for the 2018-2019 school year:
1. Varsity/JV Head Cheerleading Coach
  2. Assistant Cheerleading Coach
- Non-Athletic Student Activities Supplemental Positions:      E.      The following Non-Athletic Student Activities supplemental positions for the 2018-2019 school year, pending receipt of proper documentation and with the understanding that the Board will assign a salary at a later date:
1. Zachery Karcher – Band Director
  2. Carrie Aloï – Majorette Advisor
  3. Maria Razayeski – Yearbook Advisor
  4. Jocelyn Lonsinger – Junior Class/Prom Advisor
  5. Janie Short/Jennifer Buchkovich – Senior Class/Senior Trip Advisor
  6. Molly Flanagan – Senior High Student Council (9-12)
  7. Michelle Dunn – Drama Director
  8. Robert Penrose – Drama Tech Assistant

Personnel continued:

Non-Athletic Student Activities Supplemental positions continued:

9. Michael Lee – Computer Competition Advisor
10. Judy Shomo/Matthew Long – Junior Academy of Science Advisor
11. Jennifer Buchkovich – Quiz Bowl Advisor
12. Jody Conrad – National Honor Society Advisor
13. Bre Custer – Elementary Yearbook Advisor

**Homebound Instructor:** F. To appoint Kristie Good as a homebound instructor for a 12<sup>th</sup> Grade High School student for so long as such services are required during the 2017 – 2018 school year and for the time and duration as determined by the District. Compensation for such services shall be at the rate of \$37.00 per hour as per the collective bargaining agreement.

**Homebound Instructor:** G. To appoint Vickie Stelma as a homebound instructor for a 10<sup>th</sup> Grade High School student for so long as such services are required during the 2017 – 2018 school year and for the time and duration as determined by the District. Compensation for such services shall be at the rate of \$37.00 per hour as per the collective bargaining agreement.

**Homebound Instructor:** H. To appoint Molly Flanagan as a homebound instructor for an 8<sup>th</sup> Grade Junior High School student for so long as such services are required during the 2017 – 2018 school year and for the time and duration as determined by the District. Compensation for such services shall be at the rate of \$37.00 per hour as per the collective bargaining agreement.

**Supplemental Resignation:** I. To accept the resignation from Eric Dawson, Assistant Band Director, effective immediately.

**FMLA:** J. The request from employee #370 for leave without pay under the provisions of Article XIV, Section 5, Family Medical Leave Act of 1993 (FMLA), for a period of time not to exceed twelve (12) weeks, with an anticipated effective commencement date of March 8, 2018, and with the understanding that the employee may return to work prior to using the entire twelve (12) weeks of leave, subject, however, to the requirements for the collective bargaining agreement and the FMLA.

**Substitute Nurse:** K. A substitute nurse for the 2017-2018 school year, as previously approved and authorized by the Superintendent, pending receipt of proper documentation:

1. Jessica Steiner-Curcio - RN

Personnel continued:

Hiring of Certified School Nurse: L. The hiring of Theresa Brady effective August 20, 2018, as a Certified School Nurse with the initial assignment at the United Elementary School at Step 1 of the Bachelor's pay scale of the applicable salary schedule in effect on the starting date of August 20, 2018, conditioned upon and pending receipt of all satisfactory employment documentation as required by law, including, but not limited to the documentation required by Act 168 of 2014. If the District does not receive all of the required documentation on or before August 20, 2018, Ms. Brady shall be considered a provisional employee, for a period of time not to exceed ninety days, until such time as the District receives all satisfactory employment documentation.

Trudy DeRubis seconded the motion. Roll Call was as follows: YEA, all voted yes; except for Dan Henning who voted NAY to Motion 1 Item A #1; he also abstained from Motion 1 Item B #6; and Eric Matava who abstained from Motion 1 Item B #2. Motion carried.

TRANSPORTATION: Van Drivers: Ronald Moyer moved to approve the following van drivers for the 2017 – 2018 school year, as previously approved and authorized by the Superintendent pending receipt of proper documentation.

1. Thomas Riskus
2. Joseph Kennedy

Dan Henning seconded the motion. Roll Call was as follows: YEA, all voted yes. Motion carried.

BOARD MEMBER REPORTS: All reports were given at the Work Session Meeting.

ARIN Report - Ronald Moyer (Representative)

Legislative Representative Report - Eric Matava (Representative)

Technology Center - Tommey Heming (Representative) - Dan Henning (Alternate Representative)

Trudy DeRubis moved to enter into Executive Session immediately following adjournment of the Regular Board Meeting. Tommey Heming seconded.

Meeting was adjourned at 8:03 p.m.

Executive Session was held at 8:05 p.m. for personnel reasons.

Executive Session was adjourned at 9:45 p.m.

