

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 September 17, 2018, Regular Board of Education Meeting, the Norwin Board of Education took the following action:

STUDENT PRESENTATIONS

- A. Sheridan Terrace Elementary School Presentation
Ms. Grace Hershberger
Ms. Adeline Marincic
Mr. Aidan Samuels
Mr. Liam Samuels

- B. Norwin High School Report, Mr. Nicholas Markovina

MINUTES

Approved Minutes from the August 20, 2018, Regular Meeting.

COMMENTS FROM THE PUBLIC (Agenda Items Only): None

COMMITTEE REPORTS

No reports.

SUPERINTENDENT'S REPORT

Dr. McCracken noted that Dr. Kerr is one of three Norwin educators traveling to Shenzhen, China, to promote teacher and student communications, educational and cultural exchanges, and collaboration to develop global awareness for teacher exchanges and study. Since Dr. Kerr could not be present due to this District business, Dr. McCracken provided the Monthly Administrative Reports on his behalf.

BOARD PRESIDENT'S REPORT

Mr. Perkins provided the monthly report.

Mr. Perkins announced that the following Agenda item would be tabled (postponed for future consideration):

Approve 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)

FINANCE

Approved Financial Reports for August 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 — 08/21/18 - 09/17/18)
- Cafeteria Fund (Attachment #10 — 08/21/18 - 09/17/18)
- Construction Fund (Attachment #11 — 07/01/18 - 09/17/18)

PERSONNEL

Approved the resignation of Mr. Walter Lehman, Director of Facilities & Property Services, effective retroactively on Wednesday, August 29, 2018.

Approved Ms. Shannon Provence, resignation as General Cafeteria Worker, effective at the close of the work day on Friday, September 21, 2018.

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

Approved Ms. Jamie Adams as a General Cafeteria Worker, effective Tuesday, September 18, 2018, pending receipt and review of all required credentials and clearances.

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

Approved Ms. Mary Lyn Sigler as JV Girls' Tennis Coach, effective retroactively on Tuesday, September 4, 2018, pending receipt and review of all required credentials and clearances.

Approved the following Co-Curricular List(s) for the 2018-2019 school year: Fall Play & Spring Musical Volunteers, pending receipt and review of all required credentials and clearances. (Attachment #13B)

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 Ms. Danielle Llerena and Ms. Kelly Cole, Secondary Teachers, to attend PA State Modern Language Association 2018 Pre-Conference Workshop Thursday, October 11, 2018 at Sheraton Pittsburgh Hotel at Station Square. (Expenses will be approximately \$213.67: \$180 registration; \$22.67 mileage; \$11 parking; plus the cost of substitute teachers and paid through Title II Funding.)

Approved Dr. Scott Polen, Secondary Teacher, plus approximately two (2) students, to attend Slippery Rock University World Languages Competition Tuesday, October 9, 2018 at Spotts World Culture Building, Slippery Rock, PA. (Expenses will be approximately \$143.43: \$30 registration; \$84.15 mileage; \$19.80 meals; \$9.48 tolls; plus the cost of a substitute teacher and paid through Japanese Club Funds.)

Approved Mr. Kevin Chitester, Secondary Teacher, to attend AP Government Workshop Friday, October 26, 2018 at Greenway Professional Development Center, Pittsburgh, PA. (Expenses will be approximately \$270: \$245 registration; \$25 mileage; plus the cost of a substitute teacher and paid through Title II Funding.)

Approved Mr. Thomas Harskowitch, Secondary Teacher, to attend Supportive Statistics, Probability and Geometry Instruction Workshops on Tuesday, December 11, 2018, and Wednesdays, January 16, 2019, February 6, 2019, and March 13, 2019 at the Allegheny Intermediate Unit, Homestead, PA. (Expenses will be approximately \$665.40: \$600 registration; \$65.40 mileage; plus the cost of a substitute teacher each day and paid through Title II Funding.)

Approved Ms. Angela Mazur, Secondary Teacher, to attend Jostens New Advisor Workshop Thursday, September 27, 2018 at Comfort Inn, Wilkins Township, PA. (Expenses will be approximately \$10.90 for mileage; plus the cost of a substitute teacher.)

Approved Mr. Brandon Kandrack, Secondary Teacher, to attend Percussive Arts Society International Convention, Thursday-Saturday, November 15-17, 2018, in Indianapolis, IN. (The only expense to the district will be a substitute teacher for each day.)

INFORMATION ITEM(S)

Mr. Jonathan Szish, Executive Assistant / Board Secretary / Right-to-Know Officer, will attend a Right-to-Know Law training from the Pennsylvania Office of Open Records on Friday, September 28, 2018 at the Allegheny Intermediate Unit. (Expenses will be approximately \$15.53 for mileage.)

Mr. Joseph Shigle and Mr. Brandon Rapp, will attend Act 44 – School Safety & Security Exchange on Thursday and Friday, November 8-9, 2018 at the Hershey Lodge, in Hershey, PA. (Expenses will be approximately \$646.55: \$150 registration, \$144 hotel; \$212.55 mileage; \$100 meals; \$40.00 tolls.)

Mr. Todd Leighty, Technical Production Specialist, will attend a training on Lighting Control Software/Hardware for Stage Lighting on Thursday and Friday, October 3-4, 2018 at Hampton Inn & Suites, Pittsburgh, PA. (Expenses will be approximately \$192.51: \$150 registration; \$42.51 mileage.)

Ms. Michelle Lauffer, Assistant Manager of Technology & Software Services, and Ms. Calley Tinley, Computer Software Specialist will attend a Child Accounting Professional Association Annual Conference on Monday-Wednesday, October 29-31, 2018, at Hotel Hershey, Hershey, PA. (Expenses will be approximately \$1103.14: \$550 registration; \$308 hotel; \$210.60 mileage; \$34.54 tolls.)

The Board reviewed the Job Descriptions for:

- Director Special Education and Student Services
- Coordinator of Educational Programs and Services
- 11 Month Secretary Psychological Services / Special Education
- 12 Month Secretary Computer Room / Special Education

The Board reviewed revised Procedure No. 255.1 - Meal Charge and Collection.

ADMINISTRATION

Approved building use requests. (Attachment #14)

Approved the Agreement between Norwin School District and Western PA School for the Deaf to provide one-to-one Personal Care Assistant services for a Norwin student, as required by the student's Individualized Educational Plan, for the 2018-2019 school year, at a cost of \$49,427. (Attachment#15)

Approved the 2019-2022 Norwin School District Comprehensive Plan as presented, and authorize Administration to submit to Pennsylvania Department of Education by November 30, 2018, as required every three years. (Attachment #16)

Waived Facilities Use fees for the 2018-2019 school year for first responders from the Norwin Community (Police Departments, Fire Departments, EMS/Rescue, and Emergency Management) for required education and training purposes.

Approved the twelve (12) month Business Services Agreement with Consolidated Communications for District-wide telephone communications. This Agreement will result in a monthly savings of \$116.52 (or \$1,398.24 annually) compared to the existing month-to-month service charges. (Attachment#18)

Approved the five-year Preventative Maintenance Service Agreement with Combustion Service & Equipment Co. (CS&E) for maintenance tasks and maintenance materials associated with the Schneider I/Net DDC Building Automation System, retroactively to July 1, 2018 at an annual cost of \$20,040. This reflects no increase over the prior year agreement. (Attachment#19)

Approved the Planned Maintenance Agreement of Boilers, Burners and Water Heaters, retroactively to July 1, 2018 through June 30, 2019, with Combustion Service & Equipment Co. (CS&E) at a cost of \$5,700.00. This reflects no increase over the prior year agreement. (Attachment#20)

Approved the Memorandum of Understanding with Learning for Life Pre-K-12 Programs, offered through the Westmoreland-Fayette Council of the Boy Scouts of America, to provide social and life skills curriculum to students in Life Skills and Autistic Support programs, at a total cost of \$402 for the remainder of the 2018-2019 school year. (Attachment#21)

Per Solicitor recommendation, approved the proposed settlement in a property tax assessment appeal involving the property owned by PTM LP (Sheetz, Inc.) located at 101 Ronda Court, North Huntingdon Township, tax map 54-12-00-0-116-0-0. The appeal was filed by the School District in 2013 and involves tax years 2014 through 2019. Acceptance of the proposed settlement results in an additional tax billing for each tax year at issue and overall supplemental tax billings of \$19,593. (Attachment#22)

Authorized the Administration to explore various strategies and options for offering an early retirement incentive to Central Office Administrators and Act 93 Administrators; and further to schedule meetings with respective Central Office Administrators, and the Act 93 and Norwin Education Association leaderships, to discuss options for reducing costs for the 2019-2020 Education Budget, which must be adopted by the Norwin Board of Education by June 30, 2019.

COMMENTS FROM THE PUBLIC
(Agenda or Non-Agenda Items)

None

ADJOURNMENT

Meeting adjourned at 7:12 p.m.