

# Quaker Valley School District

## EDUCATIONAL SERVICES COMMITTEE MINUTES

January 18, 2011

Committee Members Present	Directors Present
Dr. Kay Wijekumar	Ms. Danielle Cairns
Ms. Sarah Heres	Mr. Gianni Floro
Ms. Debbie Miller	Mr. Jack Norris
Mr. Robert Riker	Mr. Dave Pusateri
Dr. Heidi Ondek, administrative liaison	
Dr. Jillian Bichsel, administrative liaison	
Others Present	
Dr. Joseph H. Clapper	Ms. Martha Smith
Mr. John Sheline	Ms. Christine Kardong
Dr. Joseph Marrone	Ms. Kim Eaton
Mr. Karlton Chapman	

Dr. Bichsel distributed the most recent PVAAS data. The PVAAS includes special education, and newer students. These factors affect the data. Due to the lateness of the hour, further explanation and discussion was deferred to a future meeting.

1.0 EDUCATIONAL FOCUS

1.1 German II at the high school - presentation held over until February.

2.0 STUDENT REPRESENTATIVE

2.1 Holiday report - held over until February.

3.0 EDUCATIONAL LEADERSHIP

- Curriculum, instruction, ESEA, etc.

3.1 Yong Zhao on “Catching Up or Leading the Way” - held over until February.

3.2 An article by Dr. Sally Hoover entitled Commentary on “Lessons Learned From Leading an Anger Management Group Using the ‘Seeing Red’ Curriculum in an Elementary School,” appeared in the *Journal of Applied School Psychology*. The article was distributed to the school board.

3.3 “Words Their Way” report - held until February

- 3.4 An English as a Second Language brochure was distributed.
- 3.5 During the spring of 2012, the high school will undergo a Middle States review.
- 3.6 A list of AP courses by grade was attached to the agenda. There was some discussion about how to maintain enrollment in these higher-stake courses. A percentage of how many students are enrolled in at least one AP course will be provided next month.
- 3.7 A request was made to approve the high school program of studies as presented.
- 3.8 A request was made to approve the middle school program of studies as presented.
- 4.0 STRATEGIC PLAN & PROFESSIONAL DEVELOPMENT
  - 4.1 The strategic plan includes development of flow charts depicting how students move from one course to the next.
- 5.0 CO-CURRICULAR LEADERSHIP
  - 5.2 A request was made to approve the 6<sup>th</sup> and 7<sup>th</sup> grade string orchestra trip, as presented.
  - 5.3 A request was made to approve the middle school service learning trip, as presented. The trip will be funded by a grant.
- 6.0 EDUCATIONAL SUPPORT & CONSORTIUMS
  - 6.1 A report was distributed showing areas of enrollment at the Parkway West Career and Technology Center.
- 7.0 PUPIL SERVICES
  - 7.1 No item.
- 8.0 TECHNOLOGY
  - 8.1 The monthly technology report was attached to the agenda.
  - 8.2 Mr. Chapman briefly explained work regarding the 2011/2012 technology acquisition. Monthly focus group meetings are studying curricular needs as well as testing devices.

Dr. Wijekumar moved that items 3.7; 3.8; 5.2; and 5.3 be placed on the legislative agenda for action. Mr. Riker seconded the motion.

# Quaker Valley School District

## COMMUNITY RELATIONS/INTERGOVERNMENTAL AFFAIRS COMMITTEE MINUTES

January 18, 2011

Committee Members Present	Directors Present
Mr. Gianni Floro chairperson	Mr. Jack Norris
Mr. David Pusateri vice-chairperson	Ms. Debbie Miller
Ms. Danielle Cairns	Mr. Robert Riker
Ms. Sarah Heres	Dr. Kay Wijekumar
Dr. Joseph Clapper, administrative liaison	
Others Present	
Dr. Heidi Ondek	Mr. John Sheline
Dr. Jillian Bichsel	Ms. Christine Kardong
Mr. Karlton Chapman	Ms. Kim Eaton
Dr. Joseph Marrone	Ms. Martha Smith

1.0 COMMUNITY RELATIONS

1.1 There were no memorial recipients this month.

2.0 INTERGOVERNMENTAL AFFAIRS

2.1 Letters of interest and background information from the two individuals applying for the school board member vacancy were distributed in the school board packet. The applicants will be interviewed on February 1, 2011, beginning at 7 PM in the large group instruction room of Edgeworth Elementary School.

3.0 INFORMATION/OTHER

3.1 It was requested that the board approve the 2011-2012 school year calendar, as presented.

Mr. Floro moved that item 3.1 be added to the legislative agenda for action.  
Ms. Heres seconded the motion.

# Quaker Valley School District

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## POLICY COMMITTEE MINUTES

January 18, 2011

<b>Committee Members Present</b>	<b>Directors Present</b>
Ms. Debbie Miller	Ms. Sarah Heres
Ms. Danielle Cairns	Mr. Jack Norris
Mr. Gianni Floro	Mr. David Pusateri
Dr. Kay Wijekumar	Mr. Robert Riker
Dr. Joseph Clapper, administrative liaison	
<b>Others Present</b>	
Dr. Heidi Ondek	Mr. Karlton Chapman
Dr. Joseph Marrone	Ms. Christine Kardong
Dr. Jillian Bichsel	Ms. Martha Smith
Ms. Kim Eaton	Mr. John Sheline

### 1.0 INFORMATION

No item

### 2.0 FOR REVIEW/REVISION

Policy 020.00 (Draft A) *Public Records* was reviewed. The draft clarifies some points of the law, and eliminates obsolete language. This policy is ready for a revision vote.

Policy 203.00 (Draft A) *Admission of Beginners* was reviewed. This policy is also ready for a revision vote.

### 3.0 FOR FIRST READING

No item

### 4.0 FOR ADOPTION

No item

### 5.0 FOR ELIMINATION

No item

Ms. Miller moved that policy 020.00 (Draft A) *Public Records* and policy 203.00 (Draft A) *Admission of Beginners* be placed on the legislative agenda for revision. A second was made by Mr. Floro.

# Quaker Valley School District

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## FINANCE COMMITTEE MINUTES

January 18, 2011

Committee Members Present	Directors Present
Mr. Rob Riker	Ms. Danielle Cairns
Mr. David Pusateri	Mr. Gianni Floro
Ms. Debbie Miller	Ms. Sarah Heres
Mr. John Sheline, administrative liaison	Mr. Jack Norris
	Dr. Kay Wijekumar
Others Present	
Dr. Joseph Clapper	Mr. Karlton Chapman
Dr. Joseph Marrone	Ms. Martha Smith
Dr. Heidi Ondek	Ms. Christine Kardong
Dr. Jillian Bichsel	Ms. Kim Eaton

### 1.0 TAX COLLECTION

1.1 Mr. Sheline briefly reviewed the earned income and real estate tax collection reports.

1.2 It was requested that the board appoint Catherine Paff as tax collector for Haysville Borough effective December 31, 2010.

1.3 It was requested that the board approve a revised interim tax resolution numbered 2011-02.

### 2.0 GENERAL BUSINESS

2.1 It was requested that the board approve the budget transfers as provided.

2.2 It was requested that the board approve the 2009-10 audited financial statements as prepared by Maher Duessel, Certified Public Accountants. A management discussion and analysis was included with the audit.

2.3 It was requested that the board approve the acquisition of two bank accounts to be used for the procurement card program.

### 3.0 FINANCIAL REPORTS

3.1 Mr. Sheline reviewed the capital projects fund report.

3.2 It was requested that the board approve the bond issue funds, capital projects fund, general fund and cafeteria fund financial statements for the months ending November 30 and December 31, 2010.

3.3 It was requested that the board ratify the general fund invoices for November and December, 2010 in the amount of \$5,668,053.55.

3.4 It was requested that the board approve the general fund invoices for January, 2011 in the amount of \$266,917.75.

3.5 It was requested that the board ratify the food service fund invoices for November, 2010, in the amount of \$147,256.82.

3.6 It was requested that the board approve the administration to pay the food service fund invoices for the month of December, 2010 in the amount of \$28,313.54.

3.7 It was requested that the board ratify the invoices for the December, 2010 capital projects fund in the amount of \$6,063.00.

3.8 It was requested that the board ratify the 2010 bond issue fund invoices for the November and December, 2010 in the amount of \$160,506.98.

3.9 It was requested that the board approve the 2010 bond issue fund invoices for January, 2011 in the amount of \$102,019.98.

3.10 It was requested that the board approve the athletic and activity fund reports for the quarter ending December 31, 2010.



There were no questions or comments from the board on items 3.3 - 3.10.

#### 4.0 BUDGET

4.1 The calendarized budget for the month ended December 31, 2010 was distributed. There were no questions from the board.

4.2 Mr. Sheline provided a brief update on the status of the 2011-12 budget. Assessments from the county are due to be received.

4.3 It was requested that the board approve resolution number 2011-01 for Act 1 of Special Session 2006 to not increase any school district tax for the 2011-12 school year above the index calculated by the Pennsylvania Department of Education at 1.4%.

Mr. Sheline provided the school board a budget season calendar.

#### 5.0 INFORMATION

5.1 Correspondence from the Pennsylvania Department of Education regarding the Service Learning Training Center grant in the amount of \$35,000 was attached to the agenda.

5.2 A list of donations received since November, 2010 was provided to the board.

Date	From	Amount	Reason
11-4-2010	Ohiopyle prints	\$63.98	High school donation
12-3-2010	Osborne Home & School Assoc.	\$3,107.46	Music equipment
12-10-2010	Thomas Marshall Foundation	\$5,000.00	Community Youth Worker position
12-22-2010	Anonymous	\$30,000.00	Community Youth Worker position
01-4-2011	The Presbyterian Church	<u>\$5,000.00</u>	Community Youth Worker position
	<b>Total Donations Received:</b>	<b>\$43,171.44</b>	

	<b>November 2010 thru January 4, 2011</b>		
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- 5.3 Mr. Sheline distributed information about Act 32 for the county-wide earned income tax collection transition. Keystone Collections will serve the district as of January 1, 2012. Their fee will be 1.42%.
- 5.4 The board packet included information from the Parkway West Career and Technology Center regarding a refund in the amount of \$37,773.58.

Mr. Riker moved that items 1.2; 1.2; 2.1; 2.2; 2.3; 3.2 - 3.10; and 4.3 be placed on the legislative agenda for action. Mr. Pusateri seconded the motion.
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# Quaker Valley School District

## FACILITIES COMMITTEE MINUTES

January 18, 2011

Committee Members Present	Directors Present
David Pusateri	Ms. Danielle Cairns
Mr. Gianni Floro	Ms. Debbie Miller
Ms. Sarah Heres	Mr. Jack Norris
Mr. Rob Riker	Dr. Kay Wijekumar
Dr. Joseph Marrone, administrative liaison	
Others Present	
Dr. Joseph Clapper	Mr. Karlton Chapman
Dr. Heidi Ondek	Ms. Martha Smith
Dr. Jillian Bichsel	Ms. Christine Kardong
Mr. John Sheline	Ms. Kim Eaton

### 1. Quaker Valley Middle School

There was an update from Jeff Forman from Eckles Architecture, and construction manager Scott Smith (1.3). The update included explanations for items 1.1 and 1.2.

- 1.1 It was requested that the board authorize Eckles Architecture to prepare the documentation needed for submittal to the Pennsylvania Department of Education for the 20-Year Rule Variance and adopt a resolution requesting a variance due to the unusual and unforeseen needs of the middle school.
- 1.2 It was requested that the board approve and submit Plan Con parts D & E for the middle school renovation as presented by Eckles. This will include required Act 34 documentation. This will be a part of the architects' normal percentage fee. We will be reimbursing the architect for the UPS charge for submitting these documents as per our contract.
- 1.3 (above)

### 2. Edgeworth and Osborne Elementary Schools

- 2.1 It was requested that the board authorize the administration to purchase the repair parts for the Edgeworth and Osborne playground equipment. The cost is estimated to be \$5,810 for the

Edgeworth equipment and \$4,085 for the Osborne equipment. The cost will be taken from capital projects fund.

- 2.2 It was requested that the board authorize the administration to approve Yucca Business Systems, Inc. to do repairs to the Edgeworth and Osborne playground equipment at an estimated cost of \$2,500 and will be taken from the capital projects fund.
3. Dr. Ondek distributed information outlining the current draft plans for accommodating the middle school associated activities for the 2011-12 school year. Nearly all current co-curricular programs will continue during the renovation. Great effort has gone into assuring the programs will take place within the Quaker Valley area. Dr. Clapper noted that transportation has been a key issue.
4. Plans are being made to outfit Anthony Wayne for the middle school students.
5. Bell Acres fields are nearing the point where they may be used.
6. Bulk salt for the winter will be stored at the Aveli company site.
7. A letter of thanks to the middle school cafeteria staff from the Cochran Hose Company was attached to the agenda.
8. The facilities report was attached to the agenda.
9. QVSD "green" report (there was no report).

Mr. Pusateri moved items 1.1; 1.2; 2.1; and 2.2 be placed on the legislative agenda for action.

Mr. Floro seconded the motion.

# Quaker Valley School District

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## SUPPORT SERVICES COMMITTEE MINUTES

January 18, 2011

<b>Committee Members Present</b>	<b>Directors Present</b>
Ms. Sarah Heres	Mr. Gianni Floro
Ms. Danielle Cairns	Ms. Debbie Miller
Dr. Kay Wijekumar	Mr. Jack Norris
Dr. Joseph Marrone, administrative liaison	Mr. David Pusateri
Mr. John Sheline, administrative liaison	Mr. Rob Riker
<b>Others Present</b>	
Dr. Joseph Clapper	Ms. Christine Kardong
Dr. Heidi Ondek	Ms. Martha Smith
Mr. Karlton Chapman	Mr. John Sheline
Dr. Jillian Bichsel	

1.0 Maintenance

1.1 The maintenance report was attached to the agenda.

2.0 Transportation

2.1 The transportation report was distributed at the meeting.

There are no items for the agenda.
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