

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 November 19, 2018, Regular Board of Education Meeting, the Norwin Board of Education took the following action:

STUDENT PRESENTATIONS

- A. Sunset Valley Elementary School Presentation
Presenters: Gray Gardner, Olivia Ruble, Grayson Laney, Xavier Watkins, Konnor Wehrli, and Aiden Colaiuta
- B. Norwin High School Report, Mr. Nicholas Markovina

MINUTES

Approved Minutes from the October 15, 2018, Regular Meeting.

COMMENTS FROM THE PUBLIC (Agenda Items Only):

Mrs. Lorie Kukich, Samantha Way, North Huntingdon, spoke about an agenda item to authorize Ms. Lori Mertz, Ms. Alison Biondi, and Ms. Lauren Coffman to serve as volunteer gymnastics coaches for the 2018-2019 WPIAL/PIAA Gymnastics season.

COMMITTEE REPORTS: None.

SUPERINTENDENT'S REPORT

Dr. Kerr provided the monthly report. He also noted that the Westmoreland Drug and Alcohol Commission presented Norwin School District with its Community Service Recognition Award. This was presented because of Norwin School District's dedication to the Strategic Prevention Framework Partnership for Success, which was a five-year grant program that focused on the dangers of underage drinking and prescription drug abuse. Dr. and Mrs. Kerr attended the event to accept the award on behalf of the School District.

BOARD PRESIDENT'S REPORT

Mrs. Ciocca, Board Vice President, provided the monthly report.

FINANCE

Approved Financial Reports for October 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 — 10/16/18 - 11/19/18)
- Cafeteria Fund (Attachment #10 — 10/16/18 - 11/19/18)
- Construction Fund (Attachment #11 — 10/16/18 - 11/19/18)

PERSONNEL

Approved Dr. William H. Kerr for Retirement as Superintendent of Schools, effective at the close of the work day on Friday, June 28, 2019, upon acceptance and approval of an Early Retirement Incentive Agreement by the Board of Education. (At the September 17, 2018, Regular Meeting, the Board of Education authorized the Administration to explore various strategies and options for offering an early retirement incentive to Central Office Administrators and Act 93 Administrators.)

Approved the resignation of Ms. Stephanie Lovett, Non-Certified Paraprofessional, effective at the close of the work day retroactively on Wednesday, November 7, 2018.

Approved Ms. Shawna Tennant, Secondary Teacher, for an Intermittent Family & Medical Leave of Absence, beginning immediately, for up to the total time allotted for FMLA, for personal reasons.

Approved Ms. Aimee McIntosh, Elementary Teacher, for a change to her previously Approved Sabbatical Leave of Absence for Professional Development, from the Second (2nd) Semester of the 2019-2020 school year to the First (1st) Semester of the 2019-2020 school year.

Approved Mr. John Kevana, Utility Worker, for a Family & Medical Leave of Absence, used in conjunction with paid sick leave, beginning Tuesday, November 20, 2018, for approximately five (5) to eight (8) weeks, or for the total time allotted for FMLA, for medical reasons.

Approved Mr. Richard Serrao, Custodian, for an extension to his Unpaid Leave of Absence, beginning retroactively on Monday, November 12, 2018, for approximately three (3) months, for medical reasons.

Approved Ms. Diane Perhoch, Custodian, for an Unpaid Leave of Absence, beginning on Monday, December 3, 2018, for approximately three (3) months, for medical reasons.

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

Approved Mr. Brandon Hutton as a Class III Utility Worker effective Tuesday, November 20, 2018, pending receipt and review of all required credentials and clearances.

Approved Ms. Kathleen O'Connor as a Part-Time Custodian, effective Tuesday, November 20, 2018, pending receipt and review of all required credentials and clearances.

Approved Ms. Becky Baer as a General Cafeteria Worker, effective Tuesday, November 20, 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 Custodians, Substitute Cafeteria Workers, Substitute Non-Certified Paraprofessionals, and Substitute Cafeteria Monitors, pending receipt and review of all required credentials and clearances. (Attachment #13A)

Approved the following Co-Curricular List(s) for the 2018-2019 school year: Additions to the Winter Sports Coach List and Winter Sports Volunteer Coach List, pending receipt and review of all required credentials and clearances. (Attachment #13B)

Approved additions to the First Student Bus Driver and Monitor List for the 2018-2019 school year. (Attachment #13C)

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. Laura Swick, Elementary Teacher, to attend monthly meetings at various locations for the Westmoreland Elementary Gifted Educators (WEGE). (Expenses will be for mileage and will not exceed \$136.00)

Approved Ms. Renee Greene, Secondary Teacher, plus one (1) student, to attend various Pennsylvania Association Family, Career and Community Leaders of America (PA FCCLA) Meetings during the 2018-2019 school year. The student is being recommended as a candidate for state office in the PA FCCLA. (The only expense to the District will be for the cost of a substitute teacher.)

Approved Ms. Laura Swick and Ms. Trisha Brunazzi, Elementary Teachers, to attend various Gifted Consortium Meetings at Westmoreland Intermediate Unit (WIU). (Expenses will be for mileage and will not exceed \$51; plus a substitute teacher for Ms. Brunazzi for two days.)

Approved Mr. Matthew Anticole, Secondary Teacher, plus approximately five to ten students, to attend the 2019 Department of Energy (DOE) South Western Pennsylvania (SWPA) Science Bowl Saturday, February 23, 2019 at Community College of Allegheny County (CCAC) South Campus, West Mifflin, PA. (Expenses will be up to approximately \$100 for registration. Registration is \$50 per team, up to two teams.)

Approved Mr. Matthew Anticole and Mr. Brad Zundel, Secondary Teachers, plus approximately thirty (30) students, to attend the 2019 Pennsylvania Science Olympiad Wednesday, March 6, 2019 at California University of PA. (Expenses will be approximately \$450 for registration, plus the cost of substitutes.) (If they qualify for Finals, they will attend on Saturday, April 27, 2019 at Juanita College, Huntingdon, PA.)

Retroactively approved Mr. Doug Colcombe, Secondary Guidance Counselor and Ms. Kiersten MacLaughlin, Elementary Guidance Counselor, to attend Westmoreland School Counselors Association – Future Ready PA Index Friday, November 2, 2018 at CCAC Boyce Campus. (There will be no expense to the District.)

INFORMATION ITEM(S)

Mr. Ryan Morgan, Manager of Technology & Network Services, will be attending the Pennsylvania Educational Technology Expo & Conference (PETE&C) Sunday, February 10 through Wednesday, February 13, 2019, at the Hershey Lodge and Convention Center in Hershey, PA. (The total cost to the District will be approximately \$1,089.12: \$242 registration; \$492.84 hotel accommodations; \$110 meals; \$209.28 mileage; and \$35 tolls.)

Ms. Michelle Lauffer, Assistant Manager of Technology & Software Services and Ms. Calley Tinley, Computer Software Specialist, will be attending the 2019 Skyward iCon Conference Wednesday, February 27 through Friday, March 1, 2019, at the TradeWinds Island Resorts, St. Pete Beach, FL. (Expenses will be approximately \$341: \$118 meals and \$223 airfare. Ms. Tinley was awarded a \$650 registration scholarship. Ms. Lauffer's costs are being paid by Skyward in recognition of her role as President of the Skyward Keystone State Users Group.)

The Board reviewed two Job Descriptions: School Police Officer and Coordinator of School Safety and Security.

ADMINISTRATION

Approved building use requests. (Attachment #14)

Authorized the Tax Assessment Office of Westmoreland County to mail 2019 Homestead and Farmstead Applications to approximately 3,616 Norwin School District property owners at an estimated cost of \$2,314.24. (Attachment #15)

Adopted a Resolution of Support for the Westmoreland County Comprehensive Plan titled, Reimagining Our Westmoreland. (Attachment #16)

Approved addition(s) to the Student Teacher/Intern List for 2018-2019. (Attachment #17)

Approved Agreement with Student No. 309186.

Per the Solicitor recommendation, approved the proposed settlement in a property tax assessment appeal involving the property owned by The ExOne Company, located at 127 Industry Boulevard in North Huntingdon Township, tax map 54-12-03-0-017-0-0. 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 \$12,670. Additional annual taxes going forward, based on the 2019 proposed assessment and the most recent millage rate, amount to about \$2,960 annually. (Attachment #18)

Retroactively approved an Independent Contract for Mrs. Charlotte Hicks to provide temporary, part-time psychological services during a maternity leave of a current school psychologist beginning November 7, 2018 until January 8, 2019 per contracted terms. (Attachment #19)

Retroactively approved an Independent Contract for Mrs. Ashley Santi to provide temporary, part-time psychological services during a maternity leave of a current school psychologist beginning November 7, 2018 until January 8, 2019 per contracted terms. (Attachment #20)

Approved Addendum to the Student Services Interagency Agreement with Westmoreland Intermediate Unit, adding three days of as-needed school psychology coverage for long-term leaves at a rate of \$500 per day. The initial Student Services Agreement with Westmoreland Intermediate Unit for the period July 1, 2018, to June 30, 2019 was Approved by the Norwin Board of Education on April 16, 2018, and covered all services (i.e., hearing and nurse services). (Attachment#21)

Approved Policy 709.2 - School Police Officer/Use of Force & Weapons. (Attachment #22)

Authorized Norwin High School Students Sloan Janiro, Sophie Von Oldenburg, Anika Kukich, and Leeann Piekut to participate in the 2018-2019 WPIAL/PIAA Gymnastics season at no cost to the District.

Authorized Ms. Lori Mertz, Ms. Alison Biondi, and Ms. Lauren Coffman to serve as volunteer gymnastics coaches for the 2018-2019 WPIAL/PIAA Gymnastics season, pending receipt and review of all required credentials and clearances. (Attachment #23)

In accordance with Pennsylvania Act 44 of 2017, authorized the Administration to pursue grant funding to purchase security-related technology based on the following identified safety needs of Norwin School District:

- Funding for a School Police Officer;
- External and internal surveillance cameras for the High School, Knights Stadium and Administration Building;
- A Severe Weather Alert System for the greater High School campus (which is used as the community recreation area comprised of 4 school buildings and athletic facilities, and is home to approximately 3700 students);
- Handheld metal detecting wands for use in school buildings and at school activities;
- Emergency medical supplies such as Stop the Bleed Kits for all classrooms;
- Radios for communication across the District;
- Funding to implement the Olweus Bullying Program in grades K-12;
- Funding for professional development focused on Trauma-Informed Classrooms for all faculty and staff

Additional priorities (e.g., 12-month School Psychologist) may be identified in the future to respond to the changing needs of the School District.

Approved the appointment of Andrews & Price, LLC as the District's Solicitor to begin December 3, 2018, pursuant to its Letter Proposal dated October 8, 2018, with a monthly retainer of \$400, Solicitor services to be billed at \$120 per hour, and paralegal services to be billed at \$75 per hour; and further, authorize Andrews and Price, LLC to take the necessary steps with Maiello, Brungo, Maiello, LLC to transition legal services. The duration of this appointment for professional services shall be at the discretion of the Board of Education. (Attachment #24)

Approved Letter of Agreement with Pressley Ridge to coordinate services for those students who attend Pressley Ridge Day School and their families. (Attachment #25)

Waived the facility rental fee for the North Huntingdon Township Parks and Recreation Department's "Evening with Santa" event on December 7, 2018.

COMMENTS FROM THE PUBLIC

(Agenda or Non-Agenda Items)

Board Member Mrs. Barbara Viola asked whether High School dances were open to individuals, or if only couples could buy tickets to dances. She also noted a concern regarding motorists disregarding stopped buses with their flashing lights, and said some lights on school buses that she has seen appear to be faded, which could be contributing to the problem. Administration will follow-up with First Student.

Board Member Appointment Action

There was extensive Board discussion regarding the nominations process for the appointment of a Board member to fill the vacancy created by the resignation of Mr. Shawn Petrisko in August 2018. General consensus was reached about a nominations process for the appointment of a Board member.

Board Vice President Mrs. Darlene Ciocca, serving as Chair, opened the floor for nominations to appoint a Member to the vacant seat. Seven residents were nominated and seconded, but no nominee garnered the five votes required by the Pennsylvania School Code.

After additional discussion, a majority of the Board voted table this discussion until the next scheduled meeting, which is Monday, December 3, 2018.

ADJOURNMENT

The meeting was adjourned at 8:42 p.m.