

# Quaker Valley School District

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## EDUCATIONAL SERVICES COMMITTEE MINUTES

May 8, 2012

<b>Committee Members Present</b>	<b>Directors Present</b>
Dr. Kay Wijekumar	Ms. Debbie Miller
Ms. Sarah Heres	Mr. Jack Norris
Ms. Danielle Burnette	Mr. David Pusateri
Mr. Robert Riker	Mr. Mark Rodgers
Dr. Jillian Bichsel, administrative liaison	
Dr. Heidi Ondek, administrative liaison	
<b>Others Present</b>	
Dr. Joseph H. Clapper	Ms. Martha Smith
Mr. Karlton Chapman	Mr. Dante Piccolo
Dr. Joseph Marrone	Ms. Christine Kardong

### 1.0 EDUCATIONAL FOCUS

- 1.1 Academic achievement awards were presented by Ms. Johnston, Ms. Floro, and Mr. Littell.

### 2.0 STUDENT REPRESENTATIVE

- 2.1 The YMCA Youth and Government report was introduced by student representative Dante Piccolo. School board member Ms. Danielle Burnette, and Mr. Dennis Pauley of the YMCA are the sponsors of the program. The three students who presented were: Andy House, Mericka McCabe, and Courtney Kroner, who were among the Sewickley delegation to the state capitol for a 3-day, state-wide program.

### 3.0 TECHNOLOGY

- 3.1 The monthly technology report was attached to the agenda.

### 4.0 PUPIL SERVICES

- 4.1 There were no items on the agenda.

### 5.0 EDUCATIONAL LEADERSHIP

- 5.1 Dr. Bichsel recently hosted a parent curriculum update meeting. She distributed some information from the event.

### 6.0 STRATEGIC PLAN & PROFESSIONAL DEVELOPMENT

6.1 There were no items on the agenda.

7.0 CO-CURRICULAR LEADERSHIP

7.1 The board was informed of the Quaker Valley WPIAL scholar athletes Nate Fox and Sarah Miller.

7.2 Request was made to approve the proposed eighth grade class trip to Gettysburg, PA; Washington, DC; and Williamsburg, VA from May 15-18, 2013, at minimal cost to the district for substitute teachers.

8.0 EDUCATIONAL SUPPORT & CONSORTIUMS

8.1 Request was made to authorize the district to enter into agreements for alternative education placements as needed for the 2012/13 school year with the following providers: Parkway ACE, Prevention Network, Holy Family, Phase 4 and AIU Regional Support.

8.2 Dr. Bichsel briefly commented on the recent 2012 Arts and Humanities Career Symposium, held at Moon High School.

Dr. Wijekumar moved that items 7.2 and 8.1 be placed on the legislative agenda.

Ms. Burnette seconded the motion.

# Quaker Valley School District

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## POLICY COMMITTEE MINUTES

May 8, 2012

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

1.0 FOR DISCUSSION

- 1.1 Draft policy 602.01 *Procurement Cards* (Draft A) is ready for a first reading.

2.0 FOR REVIEW/REVISION

- 2.1 No item.

3.0 FOR FIRST READING

- 3.1. No item.

4.0 FOR ADOPTION

- 4.1 No item.

5.0 FOR ELIMINATION

- 5.1 No item.

Ms. Burnette moved that item 1.1 be placed on the legislative agenda for a first reading.  
Dr. Wijekumar seconded the motion.

# Quaker Valley School District

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## COMMUNITY RELATIONS/INTERGOVERNMENTAL AFFAIRS COMMITTEE MINUTES

May 8, 2012

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

### 1.0 COMMUNITY RELATIONS

1.1 It was requested that the board approve a memorial book donation to the appropriate school library in memory of:

- Janet (Neddie) Mikucinski, mother of Marlene Ochman.

### 2.0 INTERGOVERNMENTAL AFFAIRS

2.1 No item.

### 3.0 INFORMATION/OTHER

3.1 The superintendent citizenship awards and graduating senior award will be presented at the beginning of the May 22, 2012 legislative meeting.

Ms. Heres moved that item 1.1 be placed on the legislative agenda.

Ms. Burnette seconded the motion.

# Quaker Valley School District

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## FINANCE COMMITTEE MINUTES

May 15, 2012

Committee Members Present	Directors Present
Mr. Rob Riker	Ms. Danielle Burnette
Mr. Mark Rodgers	Mr. Gianni Floro
Mr. David Pusateri	Ms. Sarah Heres
Mr. John Sheline, administrative liaison	Mr. Jack Norris
Others Present	
Dr. Joseph Clapper	Ms. Martha Smith
Dr. Joseph Marrone	Ms. Christine Kardong
Mr. Karlton Chapman	

At the beginning of the meeting, Mr. Norris asked Dr. Ondek to inform the board and audience about some recent successes of Quaker Valley teachers. Ms. Coffman and Ms. Gentile had projects accepted for the Annual Conference of Gifted Children, RJ Long, who is the executive director for all student councils in Allegheny County was recognized. He has been nominated for state advisor of the year. Also, second grade teacher Kristy Policastro was nominated for the Barnes and Noble “favorite teacher” contest, and was recognized regionally.

### 1.0 TAX COLLECTION

- 1.1 The board was provided real estate and earned income tax collection summaries.

### 2.0 FINANCIAL REPORTS

- 2.1 The capital projects fund and middle school renovation reports were attached to the agenda.
- 2.2 It was requested that the board approve the financial statements ending April 30, 2012.
- 2.3 It was requested that the board approve the athletic and activity reports for the quarter ending March 31, 2012.
- 2.4 It was requested that the board approve the general fund invoices for April and May, 2012, in the amount of \$3,041,037.91.
- 2.5 It was requested that the board approve the cafeteria invoices for April, 2012, in the amount of \$27,685.49.

- 2.6 It was requested that the board approve the invoices for the capital projects fund in the amount of \$ \$270,482.18.
- 2.7 It was requested that the board approve the invoices for the 2010 bond issue fund in the amount of \$2,924,518.00.

### 3.0 GENERAL BUSINESS

- 3.1 It was requested that the board approve the bid for kindergarten, art and general supplies in the amount of \$18,584.13 for the 2012-13 school year.
- 3.2 It was requested that the board approve the all sports and voluntary student accident insurance for the 2012-13 school year with United States Fire Insurance Company and A.G. Administrators at a cost of \$6,112. This price reflects no increase in the premium, and will include coverage for the joint high school football team, and cheerleaders.
- 3.3 It was requested that the board appoint a treasurer for the 2012-2013 school year.
- 3.4 It was requested that the board authorize the administration to purchase computers from the 2008 Apple lease at a cost not to exceed \$461,460 and the 2007 administrative assistants' lease at a cost not to exceed \$15,310 for a total cost not to exceed \$476,770. The funds will be transferred from the general fund to the capital projects fund for payment.

Mr. Chapman, director of technology, noted that he continues to negotiate with Apple, Inc. for discounts and/or credits to lower the cost. He is optimistic that the actual cost will be lower.

### 4.0 BUDGET

- 4.1 Mr. Sheline distributed the calendarized budget for the month ended April, 2012.
- 4.2 The 2012-2013 general fund budget was enclosed in the board agenda packet.

### 5.0 INFORMATION

- 5.1 A letter from the Pennsylvania Department of Education decreasing federal revenue by \$4,582 for the 2011-2012 school year.
- 5.2 The Act 1 Homestead/Farmstead report was provided by Allegheny County.
- 5.3 The district has applied to the Commonwealth of Pennsylvania for unclaimed property in the amount of approximately \$8,900.
- 5.4 The district received a \$6,796.72 reimbursement of the Liquid Fuels tax.

- 5.5 Correspondence was attached to the agenda from the Pennsylvania Department of Education. The letter notified the district that our allocation for property tax reduction is \$707,352.62.
- 5.6 The board was provided information on the future of Pennsylvania School Employees Retirement System funding.

Mr. Rodgers suggested that the board pass a resolution regarding pension reform. The suggested resolution was downloaded from the PSBA web site. The resolution will be added to the legislative agenda.

6.0 DONATIONS

Date	From	Amount	Reason
04-20-2012	Westinghouse Electric Co.	\$200.00	Quaker Valley High School Science Project Awards
	<b>Total Donations Received: April 2012</b>	<b>\$200.00</b>	

Mr. Riker moved that items 2.2 - 3.4, and the suggested resolution regarding pension reform be placed on the legislative agenda for action. Mr. Rodgers seconded the motion.

# Quaker Valley School District

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## FACILITIES & OPERATIONS COMMITTEE MINUTES

May 15, 2012

<b>Committee Members Present</b>	<b>Directors Present</b>
David Pusateri	Ms. Danielle Burnette
Mr. Gianni Floro	Mr. Jack Norris
Ms. Sarah Heres	Mr. Rob Riker
Mr. Mark Rodgers	
Dr. Joseph Marrone, administrative liaison	
Mr. John Sheline, administrative liaison	
<b>Others Present</b>	
Dr. Joseph Clapper	Mr. Scott Smith
Mr. Karlton Chapman	Mr. Robert Naugle
Ms. Christine Kardong	Ms. Martha Smith

### 1. Middle School

- 1.1 It was requested that the board approve change order GC-55 with R.A. Glancy to provide labor, materials and equipment to adjust floor finishes in Rooms C108, C108b, and C108c from carpet to VCT and adjust floor finish from carpet to Forbo in Room C108d for a credit of \$2,350.
- 1.2 It was requested that the board approve change order GC-56 with R.A. Glancy to, as directed in Eckles answer to RFI GC-053, provide labor, materials and equipment required to infill the base of the old stairwell at the old auditorium according to the specifications outlined in the answered RFI at a cost of \$9,746 to be taken from the bond issue fund.
- 1.3 It was requested that the board approve change order GC-57 with R.A. Glancy to provide labor, materials and equipment required to level the flooring in room B203 World Language, in the center of the floor that was out of level by 3/4" over a 15' Span. The floor materials cannot be installed in this room until proper floor condition is prepared. The cost will be \$2,309 to be taken from the bond issue fund.
- 1.4 It was requested that the board approve R. A. Glancy GC-58 to provide labor, materials and equipment required to substitute oak wood trim for the maple trim stained to match the color of the approved wood door color sample for a credit of \$8,900.
- 1.5 It was requested that the board approve R. A. Glancy GC-59 to provide labor, materials and equipment required to infill the floor and install a W8 type 1 hour fire rated partition separating the shaft from classroom B124



per Eckles response to RFI CM-016r and CM-045 at a cost of \$9,647 to be taken from the bond issue fund.

- 1.6 It was requested that the board approve A-1 Electric EC-003 to provide labor, materials and equipment required to add a lockable exterior grade box to lighting control at a cost of \$2,971 to be taken from the bond issue fund.
- 1.7 It was requested that the board approve A-1 Electric EC-004 to provide labor, materials and equipment required to add a clock electrical outlet and conduit feeder to communication wiring at corridor B213 at a cost of \$309 to be taken from the bond issue fund.
- 1.8 It was requested that the board approve A-1 Electric EC-005 to provide labor, materials and equipment required to furnish the scoreboards as outlined on the approved scoreboard submittal as well as installing (2) wired control points, one behind the bleachers and the other directly across from the bleachers at a cost of \$4,237 to be taken from the bond issue fund.
- 1.9 It was requested that the board approve A-1 Electric EC-006 to provide labor, materials and equipment required to add (1) light fixture and (1) occupancy sensor to the Roof Hatch Room on the 3rd floor as outlines in Eckles answer to RFI CM-006 at a cost of \$1,051 to be taken from the bond issue fund.
- 1.10 It was requested that the board approve East West Manufacturing HC-004 to provide labor, materials, and equipment associated with the rework of the HVAC distribution as outlined in the Tower Engineering sketch SD-H30 allowing for the achievement of a 16' high ceiling at a cost of \$16,874 to be taken from the bond issue fund.
- 1.11 It was requested that the board approve East West Manufacturing HC-005 to provide labor, materials and equipment associated with installing (4) fire rated access panels in the elevator machine room and re-routing of the piping and duct work due to structural interferences as directed by Eckles Architecture at a cost of \$4,841 to be taken from the bond issue fund.
- 1.12 It was requested that the board approve East West Manufacturing HC-006 to provide labor, materials and equipment required to re-route the HWS/R and CHWS/R at corridor A109 through an existing poured block wall to avoid ceiling height elevation issues. The original piping was shown being routed in such a way that would create a ceiling height elevation modification that would be below 8' 0" at a cost of \$2,364 to be taken from the bond issue fund.
- 1.13 It was requested that the board approve East West Manufacturing HC-007 to provide labor, materials and equipment required to rework the ductwork that was scheduled to run through the locker room and cafeteria areas to avoid existing structural interferences that would minimize ceiling heights

below an acceptable standard at a cost of \$5,610 to be taken from the bond issue fund.

- 1.14 It was requested that the board approve Guys' Mechanical PC-003 to provide labor, materials and equipment required to jet clean the existing 4" cast iron sanitary line that was filled with scale buildup. This line ran from the old locker room tie-in point to the northwest corner of the gym at a cost of \$587 to be taken from the bond issue fund.
- 1.15 It was requested that the board approve Horizon TCC-001 to provide all labor, materials and equipment allowing for the elimination of all wire tray materials with the exception of the data rooms and the use of J hooks throughout the entire project at a credit of \$11,400.
- 1.16 It was requested that the board approve Horizon TCC-003 to provide labor, materials and equipment required to add a TV, bracket and all associated communication wiring to be located on outside of wall to Waiting / Reception B211 in Corridor B213 at a cost of \$5,060 to be taken from the bond issue fund.
- 1.17 It was requested that the board approve Horizon TCC-004 to provide labor, materials and equipment required to furnish and install (2) projectors (1) in the conference room B211a and (1) in conference room B212b at a cost of \$3,470 to be taken from the bond issue fund.
- 1.18 It was requested that the board approve the purchase of additional furniture: teacher desks and chairs, science tables, computer room furniture, moveable choral risers and furniture for the art room, health, cafeteria, and family consumer science classrooms, as discussed in the January, 2012 board meeting at a cost of \$183,000 to be taken from the bond issue fund.
- 1.19 Project Update, Monthly Project Report.
  - A. Project Costs
  - B. Change orders under review
- 1.20 Mr. Naugle of Eckles Architecture provided the board with concept drawings depicting three different fence heights for the area along the roadway between the middle school field and the driveway around the middle school. He will return with options for a required guard rail.
- 1.21 Main lobby floor. Eckles and the general contractor have been meeting regarding floor options, costs and color. After discussion, it was requested that the board approve \$2,991 to include the school district logo to the main lobby floor. This will be a change order.
- 1.22 Procedures for preparation and opening of the middle school are being developed.

## 2. High School

- 2.1 It was requested that the board authorize the administration to enter into contract with David E. Wooster and Associates, Inc. to conduct a traffic study at the high school at a cost not to exceed \$24,410 to be taken from the bond issue fund.
- 2.2 It was requested that the board approve the purchase of property at 706 Beaver Street, Leetsdale, PA for the sum of \$150,000 as per the agreement.
- 2.3 Update on storm water project.

Mr. Norris recognized the following who commented on the traffic study, and the possible high school traffic pattern renovation and improvements:

Mr. John Kroeck, 2 Oak Drive, Leetsdale  
Ms. Linda Vaccaro - 102 Walnut Street, Sewickley  
Mr. Bob Ford - 714 Beaver Street, Leetsdale  
Ms. Gina Mercurio - 728 Beaver Street, Leetsdale

### 3. Osborne

- 3.1 Northway Christian Community is exercising their option to extend the lease for one year with the same terms.
- 3.2 Dr. Marrone provided a very brief update on the Osborne sewer line.

### 4. Bell Acres

- 4.1 There was no update, but Mr. Floro noted that the fields are beautiful.

### 5. Facilities/Operations

- 5.1 A facilities & operations report was attached to the agenda..

### 6. Transportation

No report.

Mr. Pusateri moved that items 1.1 - 1.6; 1.8; 1.9; 1.11 - 1.15; and items 1.17 - 1.21 (item 1.21 to include the additional cost for the QV logo to be added); and items 2.1 and 2.2 be placed on the legislative agenda for action. Mr. Floro seconded the motion