

KNIGHT HIGHLIGHTS

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ACTIONS OF THE NORWIN BOARD OF EDUCATION

Barbara A. Viola, President
Brian S. Carlton, Vice President
Darlene J. Ciocca
Tracey L. Czajkowski
William A. Essay

Raymond Kocak
Donald W. Rhodes, Jr.
Dennis J. Rittenhouse
Robert J. Perkins

William H. Kerr, Ed.D., Superintendent of Schools



At the February 18, 2019, Regular Board of Education Meeting, the Norwin Board of Education took the following action:

STUDENT PRESENTATIONS

- Hillcrest Intermediate School Students – Mr. Nathan Bazala and Mr. Tyler Faust
- Norwin High School Report – Mr. Nicholas Markovina

MINUTES

Approved the Meeting Minutes from January 21, 2019, Regular Meeting.

COMMENTS FROM THE PUBLIC (Agenda Items Only): None.

COMMITTEE REPORTS: Special Education Advisory.

SUPERINTENDENT'S REPORT

Dr. Kerr provided the Monthly Administrative Reports. He also noted that a quality-filled, successful Professional Development Day for teachers and administrators was held today, February 18, 2019.

BOARD PRESIDENT'S REPORT

Mrs. Viola, Board President, provided the monthly report.

FINANCE

Approved Financial Reports for November and January 2019, including:

- General Fund Treasurer's Report
- Construction Fund Treasurer's Report
- Athletic Official's Account
- Payroll Report
- Cafeteria Fund - Treasurer's Report
- Cafeteria Fund - Profit & Loss
- Medical ACCESS Fund Balance
- School Activities Reports
 - High School
 - Middle School
 - Hillcrest Intermediate
- Budget vs. Actual Report
- Actual vs. Budget Report

Approved Bills for the periods listed:

- General Fund (1/22/2019 through 2/21/2019)
- Cafeteria Fund (1/22/2019 through 2/18/2019)
- Construction Fund (1/22/2019 through 2/18/2019)

Accepted the 2017-2018 Audit Report as prepared by Mark C. Turnley, CPA.

Awarded bids for Diesel Fuel for the 2019-2020 school year, per the school district's quantity request to Guttman Energy, whom the Westmoreland Intermediate Unit Joint Purchasing Consortium for Fuel has identified as the lowest responsible bidder meeting or equaling specifications for Diesel Fuel at a fixed rate of \$2.0426 per gallon.

Approved a Resolution authorizing the incurring of nonelectoral debt by the issuance of general obligation bonds, in an aggregate principal amount not to exceed eight million and 00/100 dollars (\$8,000,000); covenanting to pay, and pledging unlimited taxing power for the payment of, the bonds; establishing a sinking fund and appointing a sinking fund depository; fixing the form, maximum interest rates, maturity rates, and other provisions for the payment thereof; covenanting to accept a proposal for the purchase of bonds; authorizing a filing of required documents with the Department of Community and Economic Development; ratifying and directing certain actions of Officers; and making certain other covenants and provisions in respect of the bonds.

PERSONNEL

Approved the hiring of the following employees (pending receipt and review of all required credentials and clearances):

	NAME	TITLE	EFFECTIVE DATE	SALARY
1	Mr. Joshua Raffensperber	Full-Time Custodian	Tuesday, March 5, 2019	As per the negotiated union contract
2	Mr. Dylan McElfresh	Interim 9th Grade Assistant Baseball Coach	For the 2018-2019 school year	As per negotiated union contract for Athletic Supplementals
3	Mr. Jordan Kusma	Volunteer Wrestling Coach	Immediately	None

Approved the hiring of additions to the Substitute Teacher List, SAT Boot Camp, and Camp Invention (pending receipt and review of all required credentials and clearances).

Approved the hiring of additions to the Substitute Secretary List, Substitute Cafeteria Worker List, Substitute Cafeteria Monitor List, and Substitute Custodian List (pending receipt and review of all required credentials and clearances).

Approved the Spring Sports Volunteer Coach List (pending receipt and review of all required credentials and clearances).

Approved the following Resignations/Retirements:

	NAME	RESIGNATION/RETIREMENT AS:	EFFECTIVE DATE
1	Ms. Kathleen O'Connor	Resignation as Part-Time Custodian	Retroactively at the close of the work day on Friday, February 1, 2019
2	Mr. Thomas Quealy	9th Grade Assistant Baseball Coach	Immediately

Approved the following Leaves of Absence:

	NAME	TITLE	TYPE OF LEAVE	EFFECTIVE DATE
1	Ms. Shawna Tennant	Special Education Teacher	Family & Medical Leave of Absence	Beginning retroactively on Tuesday, January 29, 2019 for up to the total time allotted for FMLA, for personal reasons
2	Ms. Kimberly Letso	English Teacher	Child Bearing Leave of Absence, used in conjunction with paid Sick Leave and FMLA, for medical reasons	Beginning approximately Wednesday, May 22, 2019 for the 2018-2019 school year
3	Ms. Sharon Welty	Elementary, Gr. 5	Intermittent Family & Medical Leave of Absence	Beginning retroactively on Monday, February 11, 2019, for up to the total time allotted for FMLA, for personal reasons
4	Ms. Gwendolyn Zappa	Elementary, Gr. 4	Child Bearing Leave of Absence, used in conjunction with paid Sick Leave and FMLA, for medical reasons.	Beginning approximately Monday, May 6, 2019, for the remainder of the 2018-2019 school year
5	Ms. Angelina Hornick	Full Day K	Sabbatical Leave of Absence for Professional Development	For the 2019-2020 school year
6	Ms. Kelly Jones	English Teacher	Family & Medical Leave of Absence for Personal Reasons	Retroactively on Friday, January 18, 2019, for up to the total time allotted for FMLA

Authorized the Administration to improve educational programs for 2019-2020 based on the changing needs of the School District through further review and study of curriculum needs and professional staffing by the Board of Education and the Administration.

Approved the combining of the Assistant Superintendent for Elementary and Secondary Education positions into a K-12 Assistant Superintendent position, effective July 1, 2019.

Approved an increase in base salary of \$5,000 for Thomas H. Wroblewski, Senior Director of Facilities & Property Services/Director of Human Resources (proposed new title), for additional management and supervisory responsibilities of the Department of Facilities and Property Services. Compensation will be paid and the base salary will be permanently adjusted for services provided in a new job description for increased management and supervisory responsibilities of the Department, retroactive to January 2, 2019.

Approved the elimination of the half-time (.5) Middle School Assistant Principal and the half-time (.5) Hillcrest Intermediate Assistant Principal position effective July 1, 2019, and restore the full-time (1.0) Middle School Assistant Principal position, and reassign Mr. Troy Collier to this position, effective July 1, 2019.

Approved the elimination of the Associate Director of Special Education and Student Services, and restore the full-time (1.0) Hillcrest Intermediate Assistant Principal position, and reassign Ms. Lisa Banasick to this position, effective July 1, 2019.

Authorized the reduction in the number of contracted services hours with Family Behavioral Resources (FBR) for the Behavior Consultant for the 2019-2020 school year.

Approved restoring a Ten (10) Month School Psychologist position, effective July 1, 2019, to meet the increasing demands of student and evaluation services; and, further, to support guidance counselor, educators, and other specialists as they address the growing academic and emotional needs of students.

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. Ciminy St. Clair, Secondary Teacher, to attend and present at the PAGE (Pennsylvania Association for Gifted Education) Conference Thursday, March 9, 2019 at Tom Ridge Environmental Center, Erie, PA. (There will be no expense to the District.)

Approved Ms. Shelby Stumpf, Secondary Teacher, plus approximately three (3) students, to attend the Distributive Education Clubs of America (DECA) State Leadership Conference Wednesday, February 20, 2019 through Friday, February 22, 2019 at Hershey Lodge & Convention Center, Hershey, PA. (Expenses will be approximately \$1,437: \$280 registration; \$1,157 hotel accommodations. The total expense to the District is \$500 plus the cost of a substitute.)

Approved Mr. Timothy Daniels, Secondary Teacher, plus approximately five (5) students, to attend the Pennsylvania Music Educators Association (PMEA) Region I Honors Band Festival Thursday, March 7, 2019 through Saturday, March 9, 2019 at New Castle High School, New Castle, PA. (Expenses will be approximately \$343.46: \$221.64 hotel accommodations; \$89.32 mileage; \$32.50 meals, plus the cost of a substitute teacher.)

INFORMATION ITEM(S)

Dr. Stacey Snyder, Director of Special Education and Student Services, will be attending the Pennsylvania Association of Pupil Services Administrators (PAPSA) Annual Conference Wednesday through Friday, April 3-5, 2019 at The Inn at Leola Village, Leola, PA. (Expenses will be approximately \$979: \$295 registration; \$300 hotel accommodations; \$256 mileage; \$75 meals; \$53 tolls and paid through ACCESS funding.)

Dr. William Kerr, Superintendent of Schools, will be attending the Western Pennsylvania Forum for School Superintendents Spring Conference Wednesday through Friday, April 10-12, 2019 at the Oaklander Hotel, 5130 Bigelow Boulevard, Pittsburgh, PA 15213. The theme is "Global Competence as a Strategic Priority." (Expenses for travel from North Huntingdon to Pittsburgh will be approximately \$54.36: \$24.36 mileage; and \$30 for one evening meal. All other expenses will be paid by the Forum.)

Mr. James Sage, Supervisor of Custodial Services and Energy Conservation, will be attending the Allegheny Supply Trade Show Wednesday, March 27, 2019 at the Jaffa Mosque, Altoona, PA. (The only expense to the District will be approximately \$100.92 for mileage.)

The Board reviewed the following Job Descriptions: 10 Month Secretary - Special Education/ACCESS; and 11 Month Secretary - Special Education & Student Services.

The Board reviewed the following Procedures: New Procedure 116 - Private Tutoring Guidelines; New Procedure 116.1 - Private Music Lessons; and New Procedures 900s series - FBI Criminal Justice / Information Handling Compliance.

ADMINISTRATION

Approved Building Use Requests.

Approved a Resolution urging the General Assembly to adequately invest in public schools and students.

Approved the contract for Chemway retroactively from July 1, 2018 through June 30, 2019, for a total cost of \$7,488 per year, providing services and chemicals to treat the Condenser Water Systems (chillers, cooling towers, hot water systems, etc.) for all District School Buildings, to minimize scale, corrosion and fouling. Any chemicals needed for chilled or hot water systems will be billed separately by cost per drum. This contract may be terminated by either party upon 30 days' written notice.

Approved retroactively the contract for Tudi Mechanical Services from February 1, 2019 to June 30, 2019 for a total cost of \$11,016 for the purpose of providing mechanical maintenance services for HVAC and related systems for all District School Buildings. This contract may be terminated by either party upon 30 days' written notice.

Approved the purchase of a 2019 Kubota Rough Terrain Vehicle (RTV) under the Sourcewell Contract program (Cooperative Purchasing Program) #GM062117 from Golden Eagle Equipment, at a price of \$22,170.04 to be paid from the Capital Project Fund and authorize the Administration to salvage the 1996 John Deere Gator.

Approved the purchase of a 2019 Kubota ZD1211-60 Series zero-turn mower from Golden Eagle Equipment, under the Sourcewell Contract Program (Cooperative Purchasing Program) #GM- 062117 at a price of \$12,813.94 to be paid from the Capital Project Fund and authorize the Administration to salvage the 1985 Toro Riding Lawn Tractor and the 2005 Country Clipper zero-turn mower.

Approved Dr. John C. Boylan, Jo Ann Stoecklein, and Cheryl Campbell to serve on the Norwin School District Community Foundation Board of Trustees for a three-year period effective July 1, 2019 through June 30, 2022.

Authorized the Administration to request proposals (and alternate proposals, as appropriate) through the state contract Cooperative Purchasing Agreement to replace the artificial turf in Norwin Knights Stadium, to install artificial turf on softball infield, and to resurface and repaint the track at Norwin Knights Stadium.

Approved the creation of a Norwin High School Clay Targets Team as a co-curricular activity (within the meaning of Procedure No. 124 - Co-Curricular Activities) at no cost to the District. The team will operate under the framework of the USA High School Clay Target League and Pennsylvania High School Clay Target League. No firearms/ammunition will be brought on school property. All clay target activities and events will occur at the Trafford Sportsmen's Club.

Authorized the Administration to enter into an Independent Contractor Agreement with a Certified Occupational Therapist Assistant (COTA) to meet the needs of additional students who are entering the program. This Agreement would be effective immediately and will continue for the remainder of the 2018-2019 school year, for two days per week at the current rate of \$29/hour (\$232/day), payable through funds in the ACCESS Account at the Westmoreland Intermediate Unit. The Agreement will be subject to the final review and approval from the District Solicitor.

Approved Letter of Agreement with Penn-Trafford School District to provide access to temporary shelter in the event of an emergency, as part of the School District's Emergency Plan for safe and secure schools.

COMMENTS FROM THE PUBLIC

(Agenda or Non-Agenda Items)

- Mr. Nicholas Markovina, Grade 10 student, asked for an update regarding the possibility of water bottle fillers being installed at Norwin High School. The Administration responded that the matter continues to be reviewed and studied.
- Mr. Sam Taleff, Grade 10 student, and Mr. Markovina spoke in favor of a later start time for Norwin High School students based on sleep research for adolescents. The Administration thanked them for their research and said it will be taken under advisement with Secondary Administrators.
- Mr. Sanford Bendix, North Huntingdon Township Recreation Commission Representative, reported on a successful Father-Daughter Dance and an upcoming Easter Egg Hunt. Astronomy nights in the park are being planned for the summer.
- Mr. Bob Driscoll, Pennsylvania Avenue, North Huntingdon, asked for updates regarding the Norwin High School swimming pool in his role as Norwin Aqua Club president. He also praised the results of the new swimming coaching staff and the work of the student swimmers. The Administration thanked him and indicated the facility concerns are under review and study.

ADJOURNMENT

The meeting was adjourned at 7:40 p.m.