

Quaker Valley School District

EDUCATIONAL SERVICES COMMITTEE MINUTES

November 13, 2012

| Committee Members Present | Directors Present |
|---|--------------------------|
| Dr. Kay Wijekumar | Mr. Gianni Floro |
| Ms. Sarah Heres | Ms. Debbie Miller |
| Ms. Burnette <i>arrived at 7:15 PM</i> | Mr. Jack Norris |
| Mr. Robert Riker | Mr. Mark Rodgers |
| Dr. Heidi Ondek, administrative liaison | |
| Dr. Jillian Bichsel, administrative liaison | |
| Others Present | |
| Dr. Joseph H. Clapper | Mr. Scott Smith |
| Mr. Karlton Chapman | Miss Meredith Malcolm |
| Dr. Joseph Marrone | Mr. Dante Piccolo |
| Ms. Christine Kardong | Ms. Tina Vojtko |
| Mr. John Sheline | |

REPORTS/INFORMATION

1.0 STUDENT REPRESENTATIVE

- 1.1 Miss Malcolm and Mr. Piccolo are developing a student survey regarding the high school traffic safety issue. They will present their findings at a future meeting.

2.0 TECHNOLOGY

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

3.0 PUPIL SERVICES

- 3.1 No items.

4.0 EDUCATIONAL LEADERSHIP

- 4.1 District administrators have been attending training at the Beaver Valley Intermediate Unit on the new state teacher evaluation instrument. The district is in the third phase, and will gradually work into the new model over two years. There is a focus on student assessment results.

5.0 STRATEGIC PLAN & PROFESSIONAL DEVELOPMENT

- 5.1 Dr. Bichsel noted that the comprehensive plan is available on the web site. Plans now are of a fluid model - changes can be made at any time.

6.0 CO-CURRICULAR LEADERSHIP

6.1 The athletics and activities report was attached to the agenda.

7.0 EDUCATIONAL SUPPORT & CONSORTIUMS

7.1 No items.

ACTION ITEMS

- A. It was requested that the board approve the proposed high school student trip to Buxtehude, Germany from June 20 - July 8, 2013 at no cost to the district.
- B. It was requested that the board approve the proposed high school student trip to France from June 18-29, 2013 at no cost to the district.
- C. It was requested that the board approve the proposed request to discard outdated library material at Osborne Elementary School.

Dr. Wijekumar moved that items A-C be placed on the legislative agenda for action
Ms. Heres seconded the motion.

Quaker Valley School District

POLICY COMMITTEE MINUTES

November 13, 2012

| Committee Members Present | Directors Present |
|--|--------------------------|
| Ms. Danielle Burnette | Ms. Sarah Heres |
| Mr. Gianni Floro | Mr. Jack Norris |
| Ms. Debbie Miller | Mr. Robert Riker |
| Dr. Kay Wijekumar | Mr. Mark Rodgers |
| Dr. Joseph Clapper, administrative liaison | |
| Others Present | |
| Dr. Heidi Ondek | Ms. Christine Kardong |
| Dr. Jillian Bichsel | Miss Meredith Malcolm |
| Mr. John Sheline | Mr. Dante Piccolo |
| Ms. Tina Vojtko | Dr. Joseph Marrone |
| Mr. Karlton Chapman | Mr. John Sheline |

1.0 FOR DISCUSSION

- 1.1 Draft Policy 905.00 *Commercial Activities* Draft A has been submitted to the solicitor for review. Requests for the purchase of expensive or large permanent commercial space should be submitted to the school board for approval so adjustment to the current draft policy will be made. With a slight correction, draft B will be brought for a first reading.

2.0 FOR REVIEW/REVISION

- 2.1 Policy 205.01 *Graduation Guidelines and Requirements* Draft B

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 Draft Policy 905.00 *Commercial Activities* (Draft B) be placed on the agenda for a first reading, and that Policy 205.01 *Graduation Guidelines and Requirements* (Draft B) be placed on the legislative agenda for revision.

Mr. Floro seconded the motion.

Quaker Valley School District

COMMUNITY RELATIONS/INTERGOVERNMENTAL AFFAIRS COMMITTEE MINUTES

November 13, 2012

| Committee Members Present | Directors Present |
|--|--------------------------|
| Mr. Gianni Floro | Ms. Debbie Miller |
| Ms. Danielle Burnette | Mr. Jack Norris |
| Ms. Sarah Heres | Mr. Robert Riker |
| Dr. Kay Wijekumar | Mr. Mark Rodgers |
| Dr. Joseph Clapper, administrative liaison | |
| Others Present | |
| Dr. Heidi Ondek | Ms. Christine Kardong |
| Dr. Jillian Bichsel | Dr. Joseph Marrone |
| Mr. Karlton Chapman | Miss Meredith Malcolm |
| Ms. Tina Vojtko | Mr. Dante Piccolo |
| Mr. Scott Smith | Mr. John Sheline |

1.0 INFORMATION/OTHER

- 1.1 Fall sports will be recognized on Tuesday, December 4, at 6:30 PM - prior to the school board reorganization meeting, which begins at 7:00 PM.

2.0 INTERGOVERNMENTAL AFFAIRS

- 2.1 No item

ACTION ITEMS

- A. It was requested that the board approve the school district calendar, Draft F, for the 2013 - 2014 school year. It was noted that the calendar includes the traditional spring break as well as a longer than normal winter break.

MEMORIAL BOOKS

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

- Richard Benjamin Ochman, Sr.; father-in-law of Marlene Ochman
- Ronald Cost, father-in-law of Dr. Joseph Clapper

Mr. Floro moved that action item A and the memorial books be placed on the legislative agenda for action. Ms. Burnette seconded the motion.

Quaker Valley School District

FINANCE COMMITTEE MINUTES

November 13, 2012

| Committee Members Present | Directors Present |
|--|-----------------------|
| Mr. Rob Riker | Ms. Danielle Burnette |
| Mr. Mark Rodgers | 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 | Ms. Christine Kardong |
| Dr. Heidi Ondek | Mr. Karlton Chapman |
| Dr. Joseph Marrone | Miss Meredith Malcolm |
| Dr. Jillian Bichsel | Mr. Dante Piccolo |
| Ms. Tina Vojtko | Mr. Scott Smith |

REPORTS/INFORMATION

1.0 TAX COLLECTION

- 1.1 The earned income tax collection report for October 2012 was attached to the agenda.

2.0 GENERAL BUSINESS

- 2.1 The draft audit for fiscal year 2011-2012 was provided at the meeting.

3.0 FINANCIAL REPORTS

- 3.1 The capital projects fund report was attached to the agenda.
- 3.2 The middle school renovation report was attached to the agenda, but did not include the \$92,000 credit.

4.0 DONATIONS

- 4.1 The following donations were received by the district.

| Date: | From: | Amount: | For: |
|----------|----------------------------|-------------------|--|
| 10-8-12 | Robert & Barbara Thaw | \$100.00 | Community Youth Worker |
| 10-11-12 | Edward & Wendy Pesicka | \$2,382.00 | Purchase Football Game Clocks |
| 10-24-12 | Union Aid Society | \$500.00 | Community Youth Worker Discretionary Fund |
| | Total: October 2012 | \$2,982.00 | |

ACTION ITEMS

- A. It was requested that the board adopt a resolution to stay within the index of 1.7% for the 2013-2014 school year under the provisions of Act 1 of 2006.
 - B. It was requested that the board approve the transfer of \$6,200 from the general fund to the capital projects fund for the donation to the wellness center.
 - C. It was requested that the board approve a resolution approving the district's participation in the Allegheny County Joint Purchasing Board.
 - D. It was requested that the board authorize the administration to pay the October 2012 general fund invoices in the amount of \$7,424,434.54.
 - E. It was requested that the board approve the payment of the October 2012 cafeteria fund invoices in the amount of \$48,402.38
 - F. It was requested that the board approve the 2010B bond issue fund invoices in the amount of \$1,247,912.
 - G. It was requested that the board approve the 2011A bond issue fund invoices in the amount of \$579, 545.19.
 - H. It was requested that the board approve the capital projects fund invoices in the amount of \$4,541.50.
 - I. It was requested that the board approve the administration to pay the November and December 2012 general fund, cafeteria fund, 2010B bond issue fund and 2011A bond issue fund invoices, grant fund invoices, as well as the October, November and December 2012 capital projects fund invoices as approved by the board president, treasurer and superintendent, which will be ratified by the board at the January 2013 legislative meeting.
- Mr. Riker moved that action items A-I be placed on the legislative agenda for action. Ms. Miller seconded the motion.

Quaker Valley School District

FACILITIES & OPERATIONS COMMITTEE MINUTES

November 13, 2012

| Committee Members Present | Directors Present |
|--|--------------------------|
| Mr. Gianni Floro | Ms. Danielle Burnette |
| Ms. Sarah Heres | Ms. Debbie Miller |
| Mr. Mark Rodgers | Mr. Jack Norris |
| Dr. Joseph Marrone, administrative liaison | Mr. Rob Riker |
| Mr. John Sheline, administrative liaison | Dr. Kay Wijekumar |
| Others Present | |
| Dr. Joseph Clapper | Ms. Christine Kardong |
| Dr. Heidi Ondek | Mr. Scott Smith |
| Dr. Jillian Bichsel | Mr. Dante Piccolo |
| Ms. Tina Vojtko | Miss Meredith Malcolm |
| Mr. Karlton Chapman | |

REPORTS/INFORMATION

1. High School

- 1.1 A high school traffic study advisory committee is being created.

2. Middle School

- 2.1 Dr. Marrone offered an update on change orders.

Mr. Weber commented on change orders

- 2.2 The project reports were attached to the agenda.

- 2.3 The timeline for the middle school move was distributed.

The Board discussed the possible placement of an additional crosswalk for students. The Borough has recommended and approved a single crosswalk but will monitor the traffic/pedestrian flow during the early stages to determine if an additional crosswalk is necessary

3. Facilities/Operations

- 3.1 The facilities/operations report was attached to the agenda.

4. Transportation

- 4.1 There was no transportation report.

ACTION ITEMS

- A. It was requested that the board approve the A-1 Electric Change Order to provide labor, materials and equipment required to add (3) additional Areas of Rescue Assistance in stairwells C303a, C306a and C315 that were not identified on the contract documents at a cost of \$6,204 to be taken from the bond issue fund.
- B. It was requested that the board approve the A-1 Electric Change Order to provide labor, materials and equipment to install power feeds to (2) motorized projection screens in the Music Room and Café at a cost of \$1,908 to be taken from the bond issue fund.
- C. It was requested that the board approve the A-1 Electric Change Order to provide labor, materials and equipment required to furnish and install both power and manual control of a gas solenoid valve that is supplying gas to the entire kitchen at a cost of \$2,363 to be taken from the bond issue fund.
- D. It was requested that the board approve the A-1 Electric Change Order to provide labor, materials and equipment required to provide (3) ceiling mounted "H" type occupancy sensors mounted approximately 26'-0" apart and centered in corridor C307. Provide all control cabling to connect devices together and route cabling back to the nearest ceiling mounted occupancy sensor device in Corridor C303 at a cost of \$962 to be taken from the bond issue fund.
- E. It was requested that the board approve Palombo Landscaping Change Order FC-001 to provide labor, materials and equipment required to furnish and install 210' of 8" perimeter drain in the West "D" area including (2) 15' x 8" "T"s, stone and fabric at a cost of \$7,112 to be taken from the bond issue fund.
- F. It was requested that the board approve Horizon TCC-008 to provide labor, materials and equipment to furnish and install two brackets that will be hung from the ceiling trusses at a cost of \$1,800 to be taken from the furniture, fixtures and equipment fund.
- G. It was requested that the board authorize the administration to purchase a new lift for interior work in the auditorium, gymnasium, etc. at a cost not-to-exceed \$18,500 to be taken from the furniture, fixtures and equipment fund.
- H. It was requested that the board authorize the administration to move forward in the acquisition of furniture, fixtures and equipment (FF&E) for the guidance office furniture, office shelving, storage shelving, cleaning equipment, hazardous material cabinet for the art room, washer and dryer for the cafeteria at a cost not-to-exceed \$87,500 to be taken from the furniture, fixtures and equipment (FF&E) fund.
- I. It was requested that the board authorize the administration to obtain quotes or bids for the purchase of a 38-passenger bus.
- J. It was requested that the board authorize the administration to enter into contract with Weleski Transfer, Inc for the December 8, 2012 bus garage move to the new facility at a cost of \$4,122 to be taken from the general fund.
- K. It was requested that the board approve the R.A. Glancy Change Order GC-094 for an over-excavation credit of \$92,000.

Mr. Floro moved that action items A-K be placed on the legislative agenda for action. Ms. Burnette seconded the motion.