

# Quaker Valley School District

---

---

## EDUCATIONAL SERVICES COMMITTEE MINUTES

October 14, 2014

<b>Committee Members Present</b>	<b>Directors Present</b>
Ms. Sarah Heres	Mr. Gianni Floro
Ms. Daniela Helkowski <i>arrived at 7:10 PM</i>	Mr. Jon Kuzma
Mr. Robert Riker	Mr. Mark Rodgers <i>excused himself at 7:56 PM</i>
Mr. David Pusateri	
Mr. Jeffrey Watters	
Mr. Andrew Surloff, administrative liaison	
<b>Others Present</b>	
Dr. Heidi Ondek	Ms. Christine Kardong
Mr. Karlton Chapman	Ms. Tina Vojtko
Dr. Joseph Marrone	

### REPORTS

1. EDUCATIONAL FOCUS
  - 1.1 Quaker Valley High School band director Cory Neville gave an overview of the current status of the high school marching band, and of what he hopes for the future of the program.
2. STUDENT REPRESENTATIVES
  - 2.1 The student representatives reported on the recent homecoming activities, and the resurgence of high school spirit.
3. TECHNOLOGY
  - 3.1 The technology report was attached to the agenda. Mr. Chapman is pleased with the Dell student systems and their performance, to date.
4. PUPIL SERVICES
  - Special Education, Health Services, Guidance Services, Psychological Services
  - 4.1 A letter from PDE recognizing IDEA compliance was attached to the agenda.
5. EDUCATIONAL LEADERSHIP
  - Curriculum, instruction, ESEA, federal programs, etc.

Mr. Pusateri inquired about the curriculum mapping progress.

Dr. Ondek reported that Mr. Surloff will report assessment results to the board in November.

6. STRATEGIC PLAN & PROFESSIONAL DEVELOPMENT: NO REPORT

7. CO-CURRICULAR LEADERSHIP

- Activities, athletics, home and school, field trips

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

8. EDUCATIONAL SUPPORT & CONSORTIUMS

- Parent requests, etc.
- Parkway CTC, AIU

**ACTION ITEMS**

- A. It was requested that the board approve the student council trip to Altoona from November 6 - November 8, 2014 at no cost to the district, except for substitute teachers.
- B. It was requested that the board approve the AP studio and AP art history field trip to the Cleveland Museum of Art on March 5, 2015. There will be a cost for transportation of approximately \$435.60; plus the cost for substitute teachers.
- C. It was requested that the board approve the 8th grade string orchestra's participation in a Music Performance Assessment (MPA) offered at Westminster College by the Pennsylvania Music Educator Association (PMEA), on Wednesday, March 11, 2015. There will be a cost for transportation of approximately \$347; plus the cost for substitute teacher(s).
- D. It was requested that the board approve the AP studio and AP art history field trip to Frank Lloyd Wright designed houses Fallingwater and Kentuck Knob on April 20, 2015. There will be a cost for transportation of approximately \$418.00; plus the cost for substitute teachers.
- E. It was requested that the board approve the addition of "Novels in Other Media" to the Quaker Valley Middle School curriculum for the third term. The course was overlooked when the other curriculum updates were made to the program of studies last spring.
- F. That the board approve the agreement with PA-Educator.net Clearinghouse at a cost \$1950.00 for the 2014-2015 school year.

Ms. Heres moved that items A - F be placed on the legislative agenda for action.

Mr. Riker seconded the motion.

# Quaker Valley School District

---

## POLICY COMMITTEE MINUTES

October 14, 2014

<b>Committee Members Present</b>	<b>Directors Present</b>
Mr. Jeffrey Watters	Ms. Sarah Heres
Ms. Daniela Helkowski	Mr. David Pusateri
Mr. Gianni Floro	Mr. Robert Riker
Mr. Jon Kuzma	
Dr. Heidi Ondek, administrative liaison	
<b>Others Present</b>	
Mr. Andrew Surloff	Dr. Joseph Marrone
Mr. Karlton Chapman	Ms. Tina Vojtko
Ms. Christine Kardong	

### 1.0 FOR DISCUSSION

#### 1.1 Draft Policy 218.01 *Employee and Volunteer Use of Personal Vehicle* (Draft A)

Mr. Sheline may want to provide more input before the policy is ready for a first reading.

### 2.0 FOR REVIEW/REVISION

#### 2.1 Policy 401.00 *Public Communications*

There was a lengthy discussion about this policy in relation to others regarding communication with the board and/or complaints. It may be desirable to merge and/or reword some parts of these policies for clarity and consistency.

Dr. Ondek suggested that more could be done to inform the public about how and when it is appropriate to communicate with the school district, school board members, and the entire board.

Mr. Kuzma expressed his appreciation for the board's effort at addressing this issue - and their willingness to improve communication and transparency.

### 3.0 FOR FIRST READING

#### 3.1 No item

### 4.0 FOR ADOPTION

4.1 No item

5.0 FOR ELIMINATION

**ACTION ITEMS**

There were no items for the legislative agenda.

# Quaker Valley School District

---

---

## COMMUNITY RELATIONS/INTERGOVERNMENTAL AFFAIRS COMMITTEE MINUTES

October 14, 2014

<b>Committee Members Present</b>	<b>Directors Present</b>
Mr. Gianni Floro	Ms. Sarah Heres
Ms. Daniela Helkowski	Mr. David Pusateri
Mr. Jon Kuzma	Mr. Robert Riker
Dr. Heidi Ondek, administrative liaison	Mr. Jeffrey Watters
<b>Others Present</b>	
Mr. Andrew Surloff	Ms. Christine Kardong
Dr. Joseph Marrone	Ms. Tina Vojtko
Mr. Karlton Chapman	

1.0 REPORTS/INFORMATION/OTHER

2.0 INTERGOVERNMENTAL AFFAIRS

2.1 No item

### **ACTION ITEMS**

#### MEMORIAL BOOKS

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

- June Cowan, retired teacher.

Mr. Floro's moved that item A be placed on the legislative agenda for action.  
Mr. Kuzma seconded the motion.

# Quaker Valley School District

## FINANCE COMMITTEE MINUTES

October 21, 2014

Committee Members Present	Directors Present
Mr. Mark Rodgers	Ms. Daniela Helkowski
Mr. Jon Kuzma <i>via telephone</i>	Ms. Sarah Heres
Mr. Rob Riker	Mr. Gianni Floro
Ms. Marianne Wagner	Mr. David Pusateri
Mr. John Sheline, administrative liaison	
Others Present	
Dr. Heidi Ondek	Ms. Tina Vojtko
Dr. Joseph Marrone	Ms. Christine Kardong

### REPORTS/INFORMATION

Mr. Rodgers reported that, though unaudited, it appears that the PSERS fund performance has improved. He will bring more information to the board in January.

#### 1.0 TAX COLLECTION

1.1 Mr. Sheline reviewed the September real estate and earned income tax collection reports for the year 2014.

1.2 The assessment appeal report from the Allegheny Intermediate Unit was reviewed.

#### 2.0 FINANCIAL REPORTS

#### 3.0 BUDGET

3.1 The calendarized budget for the month ending September, 2014 was distributed.

#### 4.0 INFORMATION

4.1 The donations to the district were as follows:

Date	From	Amount	Reason
9-5-14	Target	\$487.04	Take Charge of Education (QV Middle School)
9-5-14	Target	\$545.18	Take Charge of Education (Osborne)
9-24-14	Target	\$739.52	Take Charge of Education (Edgeworth)

9-24-14	Kennywood/Festival Fun Parks	\$175.00	Supplies for High School
10-2014	Gianni and Lisa Floro	\$1000	Football video software
	<b>Total Donations Received:</b>	<b>\$2,946.74</b>	

- 4.2 The administration is working on various details of the Affordable Care Act, which will affect the school district beginning January 1, 2015.
- 4.3 The Pennsylvania Department of Education has calculated the Act 1 index at 1.9% for the 2015-2016 school year.
- 4.4 The board was provided a new real estate report generated by Realstats. The school board members suggested that the report data is reversed. If this is the case, Mr. Sheline will provide a corrected report.

Mr. Floro asked that the board be provided information to monitor the district legal fees; at least quarterly. Mr. Riker added that in late winter would be especially helpful for the real estate appeal work.

- 4.5 The board was provided a draft budget calendar.

#### **ACTION ITEMS**

- A. It was requested that the board approve the financial statements for the month ended September 30, 2014.
- B. It was requested that the board approve the athletics and student activities reports for the quarter ended September 30, 2014.
- C. It was requested that the board authorize Deborah Riccobelli, high school principal, to sign checks for the athletics and activities funds.
- D. It was requested that the board approve the food service fund transfer to the general fund for miscellaneous expenses in the amount of \$76.08.
- E. It was requested that the board approve the transfer of \$5,295.26 from the grant fund to the general fund for Project Zero expenses.
- F. It was requested that the board approve the engagement letter with Janney Montgomery Scott to review financing plans for a potential high school project.
- G. It was requested that the board approve the general fund invoices for September and October, 2014, in the amount of \$4,245,650.25.
- H. It was requested that the board approve the capital projects fund invoices for September, 2014, in the amount of \$7,322.15.
- I. It was requested that the board approve the cafeteria fund invoices for September, 2014, in the amount of \$43,739.37.

J. It was requested that the board approve the grant fund invoices in the amount of \$154.64.

Mr. Rodgers moved that items A - J be placed on the legislative agenda for action.

Mr. Kuzma seconded the motion.



# Quaker Valley School District

---

---

## FACILITIES & OPERATIONS COMMITTEE MINUTES

October 21, 2014

<b>Committee Members Present</b>	<b>Directors Present</b>
Mr. David Pusateri	Ms. Daniela Helkowski
Mr. Gianni Floro	Ms. Sarah Heres
Mr. Mark Rodgers	Mr. Jon Kuzma <i>via telephone</i>
Ms. Marianne Wagner	Mr. Rob Riker
Dr. Joseph Marrone, administrative liaison	
Mr. John Sheline, administrative liaison	
<b>Others Present</b>	
Dr. Heidi Ondek	Ms. Christine Kardong
Mr. Andrew Surloff	Ms. Tina Vojtko

### REPORTS/INFORMATION

#### 1.0 Quaker Valley High School

The permanent auditorium emergency exit stair installation will begin October 31, 2014.

Dr. Marrone gave updates on the guiderail, the front lawn sink-hole, and the field turf.

#### 2.0 Quaker Valley Middle School

Dr. Marrone gave updates on the final occupancy permit walk through, and the exterior lighting.

#### 3.0 Edgeworth Elementary School

The chiller was repaired under warranty.

#### 4.0 Osborne

Dr. Marrone gave an update about the Mary Roberts Reinhart park trail.

#### 5.0 Bell Acres/Legacy Fields

The QVRA has been awarded a sizeable grant for rain gardens, etc.

#### 6.0 Safety and Security

A safety drill report was attached to the agenda. Dr. Marrone and the safety committee will give a report to the board at a future work session.

#### 7.0 Facilities/Operations

A facilities report was attached to the agenda.

#### 8.0 Transportation

A transportation report was distributed at the work session.

## **ACTION ITEMS**

- A. It was requested that the board authorize the administration enter into an agreement with Debra M. Kriete, Esq. to assist the district in their application for Erate funds at a cost of \$3,000, to be taken from the general fund.

Mr. Pusateri moved that item A be placed on the legislative agenda for action.

Mr. Rodgers seconded the motion.