

**MINUTES OF THE REGULAR BOARD MEETING  
21 JUNE 2018  
CARMICHAELS AREA SCHOOL DISTRICT  
7:11 P.M.**

The Carmichaels Area School District Board of Education held its regular Board meeting on June 21, 2018 in the Middle-Senior High Media Center. Edmond F. McIntire, Jr., Board Vice-President, presided over the meeting.

Attending the meeting were John Menhart, Superintendent; Julie Mascia, Business Manager/Board Secretary; Samuel Davis, Solicitor; Mark Batis, Technology Administrator; David Franks, Maintenance Supervisor; Fred Morecraft, Elementary Principal; Lisa Zdravecky, Senior High Principal; Officer Miller, Security Director; Sean Stark, Cafeteria Manager; and district residents.

An Executive Session was held from 6:40 p.m. to 7:10 p.m. for legal and personnel items.

**I. ROLL CALL.**

The following Board members were in attendance: Ronald T. Ferek (left meeting at 7:37 p.m.); Kenneth A. Ganocy; Dr. Jason M. Matyus; Lewis G. May; Jason J. Voithofer and Cheryl L. Voytek, Treasurer. Thomas M. Ricco, Board President, and Dr. Richard L. Krause were excused.

**II. MOMENT OF SILENT MEDITATION.**

A moment of silent meditation was observed by all in attendance.

**III. APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING OF 17 MAY 2018.**

Mr. Ferek moved to approve the minutes of the regular Board meeting of May 17, 2018. Second by Dr. Matyus - 7 ayes; 0 nays.

**IV. UNFINISHED BUSINESS.**

**V. ADDITIONS TO AGENDA / APPROVAL OF AGENDA.**

Mr. May moved to approve the addition of items A. and B. below to the agenda. Second by Mrs. Voytek - 7 ayes; 0 nays.

- A. EMS Southwest Agreement
- B. PlanCon Part J: Project Accounting Based on Final Costs

Mr. May moved to approve the agenda as presented. Second by Dr. Matyus - 7 ayes; 0 nays.

**VI. REMARKS FROM VISITORS.**

**VII. ADMINISTRATIVE REPORTS.**

**A. SUPERINTENDENT REPORT.****B. ELEMENTARY PRINCIPAL REPORT.**

Mr. Morecraft presented Mr. Menhart with a plaque in recognition of 40 years of district service as a teacher, coach and administrator.

**C. MIDDLE SCHOOL PRINCIPAL REPORT.****D. SENIOR HIGH PRINCIPAL REPORT.****E. TECHNOLOGY ADMINISTRATOR REPORT.****F. MAINTENANCE SUPERVISOR REPORT.****VIII. STUDENT REPRESENTATIVE.****IX. COMMITTEE REPORTS.****A. HUMAN RESOURCES (McIntire, Ferek, Krause).****1. SUB LIST ADDENDUM - CUSTODIAN, PROFESSIONAL, PCA (Exhibit I).**

Mr. Ferek moved to approve the substitute list addendum as presented. Second by Mr. May - 7 ayes; 0 nays.

**2. WAYNESBURG UNIVERSITY NURSING AFFILIATION AGREEMENT 2018-19.**

Mr. Ferek moved to approve the 2018-19 nursing affiliation agreement with Waynesburg University as presented. Second by Mr. May - 7 ayes; 0 nays.

**3. WAYNESBURG UNIVERSITY AFFILIATION AGREEMENT 2018-2023.**

Mr. Ferek moved to approve the student teaching affiliation agreement with Waynesburg University effective July 1, 2018 to June 30, 2023 as presented. Second by Mrs. Voytek - 7 ayes; 0 nays.

**4. CSI AGREEMENT 2018-19 (Exhibit II).**

Mr. Ferek moved to approve the agreement for the 2018-19 school year with IU 1 as presented. Second by Mrs. Voytek - 7 ayes; 0 nays.

**5. BLUEPRINTS PREK COUNTS MEAL SERVICE AGREEMENT 2018-19 (Exhibit III).**

Mr. Ferek moved to approve the PreK Counts meal service agreement for 2018-19 school year as presented. Second by Dr. Matyus - 7 ayes; 0 nays.

**6. BLUEPRINTS PREK COUNTS LEASE AGREEMENT 2018-19 (Exhibit IV).**

Mr. Ferek moved to approve the 2018-19 PreK Counts lease agreement as presented. Second by Mr. Voithofer - 7 ayes; 0 nays.

**7. SCHOLARSHIP DONATION - CHRISTOPHER & BETTY MCKENZIE SCHOLARSHIP.**

Mr. Ferek moved to accept the \$10,000.00 scholarship donation from Christine McKenzie Kiely for the Christopher & Betty McKenzie Scholarship. Second by Mr. May - 7 ayes; 0 nays.

**8. GRADE 3 READING SERIES.**

Mr. Ferek moved to approve the purchase of ReadyGen Grade 3 new reading series from Pearson at a cost of \$17,910.06. Second by Mr. Ganocy - 7 ayes; 0 nays.

**9. SCHOOL-BASED ACCESS PROGRAM 2018-19.**

Mr. Ferek moved to participate in the 2018-19 school-based ACCESS program as presented. Second by Mr. May - 7 ayes; 0 nays.

**10. SECONDARY SPECIAL EDUCATION POSITION.**

Mr. Ferek moved to offer the secondary Special Education position to Brittany McIntire with salary set at BA Step 2 and terms per the professional contract effective the 2018-19 school year. Second by Mrs. Voytek - 7 ayes; 0 nays.

**11. ADVERTISE - SCHOOL SECURITY OFFICER.**

Mr. Ferek moved to authorize the administration to advertise for a 9-month school security officer position. Second by Mr. Ganocy - 7 ayes; 0 nays.

**12. MEMORANDUM OF UNDERSTANDING - SEIU LOCAL 32BJ (Exhibit V).**

Mr. Ferek moved to approve the memorandum of understanding as presented with SEIU Local 32BJ to recognize the position of long-term substitute custodian. Second by Mr. May - 7 ayes; 0 nays.

**13. LONG-TERM SUBSTITUTE CUSTODIAN.**

Mr. Ferek moved to offer Nathan Krysak a long-term substitute custodian position during the absence of a full-time custodial employee effective July 1, 2018 with salary and benefits per an entry level custodial position and memorandum of understanding with the bargaining unit. Second by Mr. Ganocy - 7 ayes; 0 nays.

**14. NATIONAL ENVIROTHON COMPETITION STIPEND.**

Mr. Ferek moved to approve a stipend for Kevin Willis in the amount of \$210.00 for attending the national envirothon competition in July 2018. Second by Mr. Voithofer - 7 ayes; 0 nays.

**B. BUDGET & FINANCE (Krause, Voytek, Ferek).**

**1. BUDGET 2018-19 (Exhibit VI).**

Mrs. Voytek moved to approve the 2018-19 general fund budget per exhibit in the amount of \$17,860,000.00 which represents a 0.9 mill increase. Second by Mr. May - 4 ayes (Ferek, May, McIntire, Voytek); 3 nays (Ganocy, Matyus, Voithofer). Motion fails.

Mr. May moved to open the agenda. Second by Mr. Ferek - 7 ayes; 0 nays.

Mr. Ferek moved to approve the 2018-19 general fund budget per exhibit with a 0 mill increase. Second by Mr. Ganocy - 5 ayes (Ferek, Ganocy, Matyus, McIntire, Voithofer); 2 nays (May, Voytek). Motion passes.

**2. TAX STRUCTURE.**

**a. REAL ESTATE TAX.**

Mrs. Voytek moved to levy the real estate tax at 25.13 mills for the 2018-19 school budget. Second by Mr. Voithofer - 6 ayes; 0 nays.

**b. REAL ESTATE TRANSFER TAX.**

Mrs. Voytek moved to adopt a one-half percent real estate transfer tax under Act 511 of the Local Tax Enabling Act. Second by Mr. Voithofer - 5 ayes (Matyus, May, McIntire, Voithofer, Voytek); 1 nay (Ganocy).

**c. OCCUPATIONAL PRIVILEGE TAX.**

Mrs. Voytek moved to adopt a \$5.00 occupational privilege tax (municipal services tax) under Act 511 of the Local Tax Enabling Act. Second by Mr. Voithofer - 6 ayes; 0 nays.

**d. EARNED INCOME TAX.**

Mrs. Voytek moved to impose a one percent earned income tax under Act 511 of the Local Tax Enabling Act. This tax is to be shared on a 50/50 basis with the Township and Borough. Second by Mr. May - 6 ayes; 0 nays.

**3. AMEND MOTION - INSURANCE RATES 2018-19.**

Mrs. Voytek moved to amend the motion to approve the 2018-19 insurance rates including legal liability with Arthur J. Gallagher/CM Regent/PSBA in the amount of \$53,948.00 which is a decrease of \$964.00. Second by Mr. May - 6 ayes; 0 nays.

**4. STUDENT ACCIDENT INSURANCE 2018-19.**

Mrs. Voytek moved to approve Bollinger Specialty Group to provide voluntary student accident insurance for 2018-19. Second by Mr. May - 6 ayes; 0 nays.

**5. POSTAGE MACHINE.**

Mrs. Voytek moved to approve a 5-year lease agreement with Pitney Bowes for an updated postage machine at an annual cost of \$638.64 per year. Second by Mr. May - 6 ayes; 0 nays.

**6. AUTHORIZED BANK SIGNATURES (Exhibit VII).**

Mrs. Voytek moved to approve the authorized bank signatures effective July 1, 2018 as presented. Second by Mr. Voithofer - 6 ayes; 0 nays.

**7. PURCHASE DISTRICT VANS.**

Mrs. Voytek moved to approve the purchase of two (2) district vans from Uniontown Ford with one (1) at a cost of \$33,050.00 and the purchase of one (1) handicap lift van at a cost of \$46,374.00. Second by Mr. Voithofer - 6 ayes; 0 nays.

**8. REPLACE AUDITORIUM SOUND SYSTEM.**

Mrs. Voytek moved to approve Fawley Music to replace the auditorium sound system with the cost not to exceed \$8,000.00 and funding from construction and capital project accounts. Second by Dr. Matyus - 6 ayes; 0 nays.

**C. ACTIVITIES & ATHLETICS (Voithofer, Ganocy, Matyus).**

**1. EXTRA BOYS BASKETBALL COACH POSITION - BOOSTER FUNDED.**

Mr. Voithofer moved to approve an extra boys basketball coach position funded by the Basketball Boosters for Sean Smoggie with terms per district guidelines effective the 2018-19 season. Second by Mrs. Voytek - 6 ayes; 0 nays.

**2. RESIGNATION - C. JOHNSTON, EXTRA FOOTBALL COACH.**

Mr. Voithofer moved to accept the resignation received June 12, 2018 of Chase Johnston as an extra football coach funded by the Quarterback Club. Second by Mr. Ganocy - 6 ayes; 0 nays.

### **3. FOOTBALL TECH COORDINATOR.**

Mr. Voithofer moved to approve Drew Denham to coordinate film, stats, data, etc. with compensation per district guidelines effective the 2018-19 season, pending receipt of required documents. Second by Mr. Ganocy - 6 ayes; 0 nays.

### **4. ASSISTANT FOOTBALL COACH POSITION.**

Mr. Voithofer moved to offer the assistant football coach position to Chase Johnston and Coty Allen as co-coaches with salary split equally and terms per the professional contract effective the 2018-19 season, pending receipt of required documents. Second by Mr. May - 6 ayes; 0 nays.

### **5. FIELD TRIPS.**

Mr. Voithofer moved to approve the request for field trip items a. to d. below as presented. Second by Dr. Matyus - 6 ayes; 0 nays.

**a. NATIONAL ENVIROTHON PREPARATION** -> Hunting Hills - retroactive June 4, 2018.

**b. NATIONAL ENVIROTHON PREPARATION** -> Jennings Environmental Center - July 2, 2018.

**c. NATIONAL ENVIROTHON PREPARATION** -> Frosty Spring Farm - July 14, 2018.

**d. NATIONAL ENVIROTHON COMPETITION** -> Idaho State University - July 19-28, 2018.

### **6. EMS SOUTHWEST AGREEMENT.**

Mr. Voithofer moved to approve the agreement with EMS Southwest as presented to provide football game coverage at the hourly rate of \$95.00 per hour, per ambulance, per event, which is no change from previous year, effective June 12 to December 31, 2018. Second by Mr. May - 6 ayes; 0 nays.

## **D. TRANSPORTATION & BUILDING/GROUNDS (May, Voithofer, Voytek).**

### **1. FACILITIES.**

Mr. May moved to approve the request for facilities items a. and b. below as presented. Second by Mrs. Voytek - 6 ayes; 0 nays.

**a. CARMICHAELS YOUTH FOOTBALL GAMES** -> field/concession stand/press box - August 26, September 1, 15 & 29, 2018.

**b. CUMBERLAND TWP POLICE INSTRUCTOR COURSE** -> MSH library - June 12 & 26, 2018.

**2. PLANCON PART J: PROJECT ACCOUNTING BASED ON FINAL COSTS (Exhibit VIII).**

Mr. May moved to approve PlanCon Part J: Project Accounting Based on Final Costs for the Elementary/DAO project as presented. Second by Mrs. Voytek - 6 ayes; 0 nays.

**X. BUSINESS MANAGER / BOARD SECRETARY REPORT.**

**A. BILLS FOR PAYMENT (Exhibit IX).**

Mr. May moved to approve the bills for payment in the amount of \$1,249,272.42 as presented. Second by Mrs. Voytek - 6 ayes; 0 nays.

**B. SECRETARY / TREASURER / FINANCIAL REPORTS (Exhibit X).**

Mrs. Voytek moved to approve the secretary, treasurer and other financial reports as presented. Second by Mr. May - 6 ayes; 0 nays.

**XI. OTHER REPORTS.**

**A. FEDERAL PROGRAMS (Morecraft).**

**B. LEGISLATIVE REPORT (Ferek).**

**C. PUBLIC RELATIONS (Ricco, McIntire, Voytek, Krause, Gallagher, Morecraft, Zdravecky).**

**D. STRATEGIC PLAN REPRESENTATIVE (Voytek).**

**E. GCC&TC REPRESENTATIVE (May).**

**XII. ADJOURNMENT.**

Dr. Matyus moved to adjourn the meeting at 7:48 p.m. Second by Mrs. Voytek - 6 ayes; 0 nays.

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Julie Mascia, Board Secretary

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Thomas M. Ricco, Board President