

Quaker Valley School District

EDUCATIONAL SERVICES COMMITTEE MINUTES

September 16, 2014

Committee Members Present	Directors Present
Ms. Sarah Heres	Mr. Gianni Floro
Ms. Daniela Helkowski	Mr. Jon Kuzma
Mr. Jeffrey Watters	Mr. Mark Rodgers
Dr. Heidi Ondek, administrative liaison	Ms. Marianne Wagner
Others Present	
Mr. Karlton Chapman	Mr. Andrew Surloff
Dr. Joseph Marrone	Ms. Tina Vojtko
Mr. John Sheline	Ms. Christine Kardong

REPORTS

1. EDUCATIONAL FOCUS
 - 1.1 Dr. Mellett, Ms. Sopp, students and parents presented to the board about the gARTen at Osborne Elementary School. The project began four years ago and has grown to become an integral part of the school culture.
2. STUDENT REPRESENTATIVE REPORT - CIARA HENSCHKE AND JULIA POPPENBERG
 - 2.1 The fall school activities were outlined by the representatives.
3. TECHNOLOGY
 - 3.1 The technology report was attached to the agenda.
4. PUPIL SERVICES - NO ITEM
 - Special Education, Health Services, Guidance Services, Psychological Services
5. EDUCATIONAL LEADERSHIP
 - Curriculum, instruction, ESEA, federal programs, etc.
 - 5.1 Enrollment information was attached to the agenda.

There has been some concern expressed about the 3rd grade class enrollment being in the low to mid 20s. Class-size reduction teachers, substitute teachers, paraprofessionals, and other classroom supports have helped to optimize teacher-student ratios in these classrooms. The administration will continue to monitor them.

5.2 Dr. Ondek received a letter from the Pennsylvania Department of Education recognizing the school district's "maintenance of fiscal effort." The letter was attached to the agenda.

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 Quaker Valley High School student trip to Costa Rica with Nicaragua extension, to take place March 25 - April 3, 2015, at no cost to the district, except for substitute teachers.
- B. It was requested that the board approve the list of recognized booster organizations for the 2014-2015 school year, as presented. This is in accordance with the Pennsylvania Small Games of Chance Act, which requires booster organizations to produce proof of recognition by the school district, and other documentation in order to obtain a license for gaming, raffles, etc.
- C. It was requested that the board approve an agreement with John Doucette for school and yearbook pictures.
- D. It was requested that the board approve the administration of the 2014 Gallup Student Poll, as presented, at no cost to the district. More information will be emailed to the school board prior to the legislative meeting.

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

Ms. Helkowski seconded the motion.

Quaker Valley School District

COMMUNITY RELATIONS/INTERGOVERNMENTAL AFFAIRS COMMITTEE MINUTES

September 16, 2014

Committee Members Present	Directors Present
Mr. Gianni Floro	Ms. Sarah Heres
Ms. Daniela Helkowski	Ms. Marianne Wagner
Mr. Jon Kuzma	Mr. Jeffrey Watters
Mr. Mark Rodgers	
Dr. Heidi Ondek, administrative liaison	
Others Present	
Dr. Joseph Marrone	Ms. Tina Vojtko
Mr. Andrew Surloff	Mr. John Sheline
Mr. Karlton Chapman	Ms. Christine Kardong

1.0 REPORTS/INFORMATION/OTHER

1.1 The Quaker Valley Hall of Fame weekend begins Friday, September 19.

2.0 INTERGOVERNMENTAL AFFAIRS

2.1 No item

ACTION ITEMS

A. It was requested that the school board secretary, as, and if directed, represent the Quaker Valley Board of School Directors, and vote on its behalf in the annual election of PSBA officers. The slate of candidates, including photos, bios and videos, is available to board members: www.psba.org/elections/index.asp

MEMORIAL BOOKS

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

- Therese Ann Hoover, mother-in-law of Sally Hoover
- Charles R. Paton, father of Suzi Daltorio.
- Marion Elizabeth (Penny) Russell, retired high school teacher.
- William McCullough, retired elementary teacher.
- Stephen A. Damico, brother of Sue Brutout.
- Helen Foster, retired middle school teacher.

Mr. Floro moved that items A & B be placed on the agenda for action.

Mr. Rodgers seconded the motion.

Quaker Valley School District

POLICY COMMITTEE MINUTES

September 16, 2014

Committee Members Present	Directors Present
Mr. Jeffrey Watters	Ms. Sarah Heres
Ms. Daniela Helkowski	Mr. Mark Rodgers
Mr. Gianni Floro	Ms. Marianne Wagner
Mr. Jon Kuzma	
Dr. Heidi Ondek, administrative liaison	
Others Present	
Dr. Joseph Marrone	Ms. Tina Vojtko
Mr. Andrew Surloff	Mr. John Sheline
Mr. Karlton Chapman	Ms. Christine Kardong

1.0 FOR DISCUSSION

Mr. Watters suggested that rather than simply reviewing outdated policies, priority be given to policies related to contemporary issues.

It was requested that the board review policy 401.00 *Public Communications*. This will be placed on the October work session agenda.

1.1 Draft Policy 218.01 *Employee and Volunteer Use of Personal Vehicle* (Draft A) was discussed.

Dr. Ondek outlined the impetus for the draft policy. Procedures and requirements would need to be promulgated and enforced.

It was determined that more discussion and review is needed before a first reading.

2.0 FOR 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

6.0 FOR REVIEW

6.1 No item

ACTION ITEMS

There are no items for the legislative agenda.

Quaker Valley School District

FACILITIES & OPERATIONS COMMITTEE MINUTES

September 23, 2014

Committee Members Present	Directors Present
Mr. David Pusateri	Ms. Daniela Helkowski
Mr. Mark Rodgers <i>excused himself at 8:38</i>	Ms. Sarah Heres
Ms. Marianne Wagner	Mr. Jon Kuzma
Dr. Joseph Marrone, administrative liaison	Mr. Rob Riker
Mr. John Sheline, administrative liaison	Mr. Jeffrey Watters
Others Present	
Dr. Heidi Ondek	Ms. Tina Vojtko
Mr. Andrew Surloff	Ms. Christine Kardong

REPORTS/INFORMATION

1.0 High School

- 1.1 A summer repair projects update was provided.
- 1.2 Field project update
- 1.3 Update on compressor replacement

At 8:38 Mr. Rodgers excused himself from the meeting.

- 1.4 A site analysis continues. A report has not yet been submitted to the school district.

2.0 Middle School

- 2.1 A status report of the middle school "punch list" and final occupancy permit was distributed.
- 2.2 Exterior lighting
- 2.3 Columns

3.0 Edgeworth

- 3.1 The final compressor repair should be done on Monday, October 13.

4.0 Osborne

- 4.1 It is possible that a trail could be made along the adjacent park in order to provide a safer walk for students.

The wall along Ohio River Boulevard has been noted to have moved a little "more than normal," but is not hazardous. Markers have been put in place to help monitor any movement.

5.0 Bell Acres/Legacy Fields

A grant request was written to pay for the installation of rain gardens; with additional plantings to help finish the landscaping.

6.0 Facilities/Operations

- 6.1 A facilities report was attached to the agenda.

7.0 Safety and security has been augmented by local police officers.

8.0 Transportation

- 8.1 Mr. Sheline provided a transportation report. Mr. Pusateri asked for a more in-depth report in October.

ACTION ITEMS

- A. It was requested that the board authorize the administration to enter into a lease with the Sewickley YMCA for after school programs at the Edgeworth and Osborne Elementary Schools for \$310 per month per building for the 2014-2015 school year.
- B. It was requested that the board authorize the administration to enter into a lease with the Sewickley YMCA for daytime pre-school at the Osborne Elementary School for \$955 per month for the 2014-2015 school year.
- C. It was requested that the board authorize the administration to eliminate the outdoor fountains at the Edgeworth School, Osborne School and high school field at no cost to the district.
- D. It was requested that the board authorize the administration to properly dispose of school property and materials that are no longer safe or in proper working order in the school district. There will be no cost to the school district and the district will receive the proceeds from the scrap metal.
- E. It was requested that the board authorize the administration to purchase three replacement trucks off the government joint purchasing bid/agreement. The cost of \$108,648 is to be taken from the capital fund.

- F. It was requested that the board authorize the administration to purchase two replacement trailers. The cost will be \$7,708 and will be taken from the capital fund.
- G. It was requested that the board authorize the administration to accept a donation as per board policy of a garden shed from 84 Lumber for the Osborne Elementary School.
- H. It was requested that the board authorize the administration to purchase a \$1,500 low light camera for the exterior of the middle school. The cost will be taken from the capital reserve fund.
- I. It was requested that the board ratify the continued engagement Gateway Engineers not-to-exceed \$10,000, to be taken from the capitol projects fund.

Mr. Pusateri moved that items A - I be placed on the legislative agenda for action.

Ms. Wagner seconded the motion.

Quaker Valley School District

FINANCE COMMITTEE MINUTES

September 23, 2014

Committee Members Present	Directors Present
Mr. Mark Rodgers	Ms. Daniela Helkowski
Mr. Jon Kuzma	Ms. Sarah Heres
Mr. Rob Riker	Mr. David Pusateri
Ms. Marianne Wagner	Mr. Jeffrey Watters
Mr. John Sheline, administrative liaison	
Others Present	
Dr. Heidi Ondek	Ms. Tina Vojtko
Mr. Andrew Surloff	Ms. Christine Kardong
Dr. Joseph Marrone	

REPORTS/INFORMATION

1.0 GENERAL BUSINESS

- 1.1 A five-year history of earned income tax was provided.
- 1.2 Real estate and earned income tax collection reports for August, 2014 were attached.
- 1.3 The middle school renovation and capital projects fund report was provided for review.

2.0 DONATIONS

Date	From	Amount	Reason
5-8-14	General Mills	\$420.16	Box Tops for Education (Osborne)
6-13-14	Osborne Home and School Association	\$470.00	RFE Gift – Fire & Safety
7-17-14	Village Green Partners	\$500.00	Studio Life Art Program
8-15-14	Franklyn Gorell	\$1,000.00	Community Youth Worker
9-5-14	Target	\$487.04	Take Charge of Education (Middle School)
9-5-14	Target	\$545.18	Take Charge of Education (Osborne)
	Total Donations Received	\$3,422.38	

3.0 INFORMATION

- 3.1 Christopher Brewer, bond counsel and Timothy Frenz, financial advisor attended the meeting to discuss possible bond refunding.
- 3.2 The board was provided information on the fund balance.

ACTION ITEMS

- A. It was requested that the board approve the bond issue fund, capital projects fund, general fund and grant fund financial statements ending July 31 and August 31, 2014.
- B. It was requested that the board approve the transfer from the grant fund to the general fund in the amount of \$17,732.58 for the 2014 cost of Project Zero Classroom.
- C. It was requested that the board ratify the general fund June, July and August, 2014, invoices and payroll in the amount of \$10,962,559.88.
- D. It was requested that the board approve general fund invoices for September, 2014, in the amount of \$264,325.64.
- E. It was requested that the board ratify the capital projects fund invoices in the amount of \$28,134.
- F. It was requested that the board approve the capital projects fund invoices in the amount of \$130,269.21.
- G. It was requested that the board approve the transfer of \$100 from the food service fund to the general fund for food service expenses paid by the general fund.
- H. It was requested that the board ratify the grant fund invoices in the amount of \$50.65.
- I. It was requested that the board approve the grant fund invoices in the amount of \$369.44.
- J. It was requested that the board approve the transfer of the remaining balance of \$4.39 of 2011A bond issue funds to the capital projects fund.
- K. It was requested that the board approve the transfer of \$10,000 to the athletic fund to pay referees and other game expenses.

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