

June 25, 2018 Special Meeting

A Special Meeting of the Board of Directors of the Norwin School District was called to order by Board President Robert J. Perkins at 7:22 P.M. in the Auditorium of the Norwin Middle School.

An Executive Session for personnel and student matters was held Monday, June 25, 2018, prior to the Special Meeting. Another Executive Session for personnel and contractual matters was held immediately after the June 25th Special Meeting.

BOARD MEMBERS PRESENT:

Brian S. Carlton	Shawn N. Petrisko
Darlene J. Ciocca, Vice President	Donald W. Rhodes, Jr.
Tracey L. Czajkowski	Dennis J. Rittenhouse (<i>via speakerphone</i>)
Raymond Kocak	Barbara A. Viola
Robert J. Perkins, President	

BOARD MEMBERS ABSENT: None

ADMINISTRATION PRESENT:

William H. Kerr	Thomas H. Wroblewski
Timothy J. Kotch	Stacey A. Snyder
Natalie A. McCracken	Ryan P. Kirsch

SOLICITOR: Falco Muscante, Esq.

OTHERS PRESENT: Several dozen parents, community members, and Norwin teachers.

STUDENT PRESENTATIONS: None this month.

PUBLIC COMMENT:

- Mrs. Charlotte Bonifati, Norwin Educational Support Professionals (Secretarial Eliminations)
- Ms. Annette Barbera, Adele Drive, North Huntingdon (High School Gifted Coordinator position, teacher furloughs, Assistant Principal assignment at Hillcrest Intermediate School)
- Mrs. Kris Horvath, Colonial Manor Rd., North Huntingdon (Secretarial Eliminations)
- Mrs. Lorie Kukich, Samantha Way, North Huntingdon (School Police Officer / Readmission of Student / Gifted Program)

PERSONNEL:

Director Kocak moved and Director Viola seconded the motion to approve the resignation of Ms. Paula Giran, Elementary Teacher, effective immediately.

Carlton, Yea	Kocak, Yea	Rhodes, Yea
Ciocca, Yea	Perkins, Yea	Rittenhouse, Yea
Czajkowski, Yea	Petrisko, Yea	Viola, Yea

On a roll call vote, there being 9 yeas, President Perkins declared the motion carried.

Director Kocak moved and Director Viola seconded the motion to approve the resignation of Ms. Dawn Smith, Special Education Teacher, effective immediately.

Carlton, Yea	Kocak, Yea	Rhodes, Yea
Ciocca, Yea	Perkins, Yea	Rittenhouse, Yea
Czajkowski, Yea	Petrisko, Yea	Viola, Yea

On a roll call vote, there being 9 yeas, President Perkins declared the motion carried.

Director Kocak moved and Director Viola seconded the motion to approve the retirement of Mr. Jerome Sadosky, Full-Time Custodian, effective retroactively at the close of the work day on Friday, May 31, 2018.

Carlton, Yea	Kocak, Yea	Rhodes, Yea
Ciocca, Yea	Perkins, Yea	Rittenhouse, Yea
Czajkowski, Yea	Petrisko, Yea	Viola, Yea

On a roll call vote, there being 9 yeas, President Perkins declared the motion carried.

Director Kocak moved and Director Viola seconded the motion to approve the retirement of Ms. Eva Plassio, Full-Time Custodian, effective Monday, August 27, 2018.

Carlton, Yea	Kocak, Yea	Rhodes, Yea
Ciocca, Yea	Perkins, Yea	Rittenhouse, Yea
Czajkowski, Yea	Petrisko, Yea	Viola, Yea

On a roll call vote, there being 9 yeas, President Perkins declared the motion carried.

Director Kocak moved and Director Viola seconded the motion to approve the resignation of Ms. Lesley Kaminski as Assistant Girls' Soccer Coach, effective immediately.

Carlton, Yea	Kocak, Yea	Rhodes, Yea
Ciocca, Yea	Perkins, Yea	Rittenhouse, Yea
Czajkowski, Yea	Petrisko, Yea	Viola, Yea

On a roll call vote, there being 9 yeas, President Perkins declared the motion carried.

Director Kocak moved and Director Viola seconded the motion to approve the resignation of Ms. Caylyn Oliver as Assistant Varsity Cheerleading Coach, effective immediately.

Carlton, Yea	Kocak, Yea	Rhodes, Yea
Ciocca, Yea	Perkins, Yea	Rittenhouse, Yea
Czajkowski, Yea	Petrisko, Yea	Viola, Yea

On a roll call vote, there being 9 yeas, President Perkins declared the motion carried.

Director Kocak moved and Director Viola seconded the motion to approve the resignation of Ms. Heather Zeoli as Assistant HS/9th Grade Cheerleading Coach, effective immediately.

Carlton, Yea	Kocak, Yea	Rhodes, Yea
Ciocca, Yea	Perkins, Yea	Rittenhouse, Yea
Czajkowski, Yea	Petrisko, Yea	Viola, Yea

On a roll call vote, there being 9 yeas, President Perkins declared the motion carried.

Director Kocak moved and Director Viola seconded the motion to approve Ms. Anne Marie Morgante, a Child Rearing Leave of Absence for the 2018-2019 school year, used in conjunction with FMLA.

Carlton, Yea	Kocak, Yea	Rhodes, Yea
Ciocca, Yea	Perkins, Yea	Rittenhouse, Yea
Czajkowski, Yea	Petrisko, Yea	Viola, Yea

On a roll call vote, there being 9 yeas, President Perkins declared the motion carried.

Director Kocak moved and Director Viola seconded the motion to approve Mr. Richard Serrao for a Family & Medical Leave of Absence, used in conjunction with paid sick leave, beginning retroactively on Saturday, June 2, 2018, for the total time allotted for FMLA, for medical reasons.

Carlton, Yea	Kocak, Yea	Rhodes, Yea
Ciocca, Yea	Perkins, Yea	Rittenhouse, Yea
Czajkowski, Yea	Petrisko, Yea	Viola, Yea

On a roll call vote, there being 9 yeas, President Perkins declared the motion carried.

Director Kocak moved and Director Viola seconded the motion to approve Mr. Robert Swenson for a Family & Medical Leave of Absence, used in conjunction with paid sick leave, beginning retroactively on Monday, June 11, 2018, for the total time allotted for FMLA, for medical reasons.

Carlton, Yea	Kocak, Yea	Rhodes, Yea
Ciocca, Yea	Perkins, Yea	Rittenhouse, Yea
Czajkowski, Yea	Petrisko, Yea	Viola, Yea

On a roll call vote, there being 9 yeas, President Perkins declared the motion carried.

Director Kocak moved and Director Viola seconded the motion to approve the revised Summer College Worker List, for the 2017-2018 school year. (Attachment #13)

Carlton, Yea	Kocak, Abstain	Rhodes, Yea
Ciocca, Yea	Perkins, Yea	Rittenhouse, Yea
Czajkowski, Yea	Petrisko, Yea	Viola, Yea

On a roll call vote, there being 8 yeas and 1 abstention, President Perkins declared the motion carried.

Director Kocak moved and Director Viola seconded the motion to approve 2018 Summer Days/Hours in Addition to Contracted Days for Band. (Attachment #13A)

Carlton, Yea	Kocak, Yea	Rhodes, Yea
Ciocca, Yea	Perkins, Yea	Rittenhouse, Yea
Czajkowski, Yea	Petrisko, Yea	Viola, Nay

On a roll call vote, there being 8 yeas and 1 nay, President Perkins declared the motion carried.

Director Kocak moved and Director Viola seconded the motion to approve the elimination of one four (4) hour General Cafeteria Worker position at the High School, effective immediately.

Carlton, Yea	Kocak, Yea	Rhodes, Yea
Ciocca, Yea	Perkins, Yea	Rittenhouse, Yea
Czajkowski, Yea	Petrisko, Yea	Viola, Nay

On a roll call vote, there being 8 yeas and 1 nay, President Perkins declared the motion carried.

Director Kocak moved and Director Viola seconded the motion to approve the elimination of the following two (2) secretarial positions, effective June 30, 2018.

- (a) 12 Month Secretary to the Director of Special Education and Student Services. *(Job duties for this position will be split between the 11 Month Secretary for Psychologist Services and the 12 Month Secretary for the Computer Center)*
- (b) 10 Month Library Secretary for the High School, Middle School and Hillcrest Intermediate. *(Job duties for this position will be split between the 11 High School Month Main Office Secretary, the 10 Month Middle School Guidance Office Secretary, and the 10 Month Hillcrest Intermediate Guidance Office Secretary)*

Carlton, Yea	Kocak, Yea	Rhodes, Yea
Ciocca, Nay	Perkins, Yea	Rittenhouse, Yea
Czajkowski, Yea	Petrisko, Yea	Viola, Nay

On a roll call vote, there being 7 yeas and 2 nays, President Perkins declared the motion carried.

Director Kocak moved and Director Viola seconded the motion to rescind the following Board Approved motions which were approved at the Monday, May 21, 2018 Board meeting, effective immediately:

- (a) Approve the elimination of a Ten (10) Month Contracted Psychological Services position effective upon completion of the contracted days not to exceed Friday, June 30, 2018.
- (b) Approve the newly created position of Associate Director of Special Education & Student Services and the appointment of Ms. Lisa Banasick to this position, effective July 1, 2018, with no increase in compensation for the change of position.
- (c) Approve the elimination of the Coordinator of Educational Programs and Services, effective at the close of the workday on Friday, June 30, 2018, and re-assign Ms. Doreen Harris to the Assistant Principal at Hillcrest Intermediate School, effective July 1, 2018, with no increase in compensation for the change of position. (Ms. Harris will continue in the administrative assignment as Coordinator of Educational Programs and Services.)
- (d) Approve Ms. Doreen Harris, Assistant Principal at Hillcrest Intermediate School, to maintain responsibilities for Federal Programs, effective July 1, 2018, with no increase in compensation for these duties.
- (e) Assign responsibilities to a teacher for coordinating the Cyber Education Program as part of managing the Alternative Learning Center and Student Assistance Program, beginning with the 2018-2019 school year, with no increase in compensation for these duties.
- (f) Approve the re-assignment of the responsibilities for the Health, Wellness and Nutrition Program to Mr. Rodney Stewart, the Director of Food & Nutrition Services, effective July 1, 2018, with no increase in compensation for these duties.
- (g) Approve the assignment of the responsibilities for Workforce Education and the re-assignment for the coordination of Grant Writing to Mr. Troy Collier, Middle School Assistant Principal, effective July 1, 2018, with no increase in compensation for these duties.
- (h) Approve Central Office and Building Level Administration to share the responsibility for Grant Writing, with no additional increase in compensation for these duties.
- (i) Approve assigning the shared responsibilities for District-wide Assessment Coordination to Mr. Timothy Kotch, Assistant Superintendent for Secondary Education, and Dr. Natalie McCracken, Assistant Superintendent for Elementary Education, with no additional increase in compensation for these duties.

Carlton, Yea	Kocak, Yea	Rhodes, Nay
Ciocca, Yea	Perkins, Yea	Rittenhouse, Yea
Czajkowski, Nay	Petrisko, Yea	Viola, Yea

On a roll call vote, there being 7 yeas and 2 nays, President Perkins declared the motion carried.

Director Kocak moved and Director Viola seconded the motion to adopt a resolution approving the curtailment and alteration of the educational programs of the Norwin School District resulting in the elimination of an administrative professional employee position for the 2018-2019 school year. (Attachment #13B)

Carlton, Yea	Kocak, Yea	Rhodes, Yea
Ciocca, Yea	Perkins, Yea	Rittenhouse, Yea
Czajkowski, Yea	Petrisko, Yea	Viola, Nay

On a roll call vote, there being 8 yeas and 1 nay, President Perkins declared the motion carried.

Director Kocak moved and Director Viola seconded the motion to restructure and realign job descriptions with additional duties and responsibilities for Central Office Administrators and Principals / Assistant Principals — including a shared responsibility for grant writing — for the 2018-2019 school year, with no additional increase in compensation for these duties.

Carlton, Yea	Kocak, Yea	Rhodes, Yea
Ciocca, Yea	Perkins, Yea	Rittenhouse, Yea
Czajkowski, Yea	Petrisko, Yea	Viola, Yea

On a roll call vote, there being 9 yeas, President Perkins declared the motion carried.

ADMINISTRATION:

Director Kocak moved and Director Viola seconded the motion to rescind the motion approving an additional contract for Certified Occupational Therapy Assistant (COTA) services for 20 hours per week at a rate of \$40 per hour, based on further administrative review and updated enrollment of K-1 students.

Carlton, Yea	Kocak, Yea	Rhodes, Yea
Ciocca, Yea	Perkins, Yea	Rittenhouse, Nay
Czajkowski, Yea	Petrisko, Yea	Viola, Yea

On a roll call vote, there being 8 yeas and 1 nay, President Perkins declared the motion carried.

Director Kocak moved and Director Viola seconded the motion to approve Allison Brooks for a one-year independent contract for psychological services effective for the 2018-2019 school year. (Attachment#14)

Carlton, Yea	Kocak, Yea	Rhodes, Yea
Ciocca, Yea	Perkins, Yea	Rittenhouse, Yea
Czajkowski, Yea	Petrisko, Yea	Viola, Yea

On a roll call vote, there being 9 yeas, President Perkins declared the motion carried.

Director Kocak moved and Director Viola seconded the motion to authorize the Administration to begin the pre-employment process of advertisement, screening, interviewing, and hiring a School Police Officer for 2018-2019, subject to the approval of an employment contract by the District Solicitor and the Board of Education. Official action will occur at the August Board meeting, including subsequent filing of a petition to the Westmoreland County Court of Common Pleas for final approval of the School Police Officer.

Carlton, Yea	Kocak, Yea	Rhodes, Nay
Ciocca, Yea	Perkins, Yea	Rittenhouse, Yea
Czajkowski, Yea	Petrisko, Yea	Viola, Yea

On a roll call vote, there being 8 yeas and 1 nay, President Perkins declared the motion carried.

Director Kocak moved and Director Viola seconded the motion to approve the readmission of Student No. 304567 for the student's senior year at Norwin High School beginning July 1, 2018, which includes a probationary status for the 2018-2019 school year. The student is subject to automatic exclusion from school for any serious discipline infractions during the senior year.

Carlton, Yea	Kocak, Yea	Rhodes, Yea
Ciocca, Yea	Perkins, Yea	Rittenhouse, Yea
Czajkowski, Yea	Petrisko, Yea	Viola, Yea

On a roll call vote, there being 9 yeas, President Perkins declared the motion carried.

Director Kocak moved and Director Viola seconded the motion to approve Luft's Asphalt Paving to perform crack-filling, seal coating, and line painting in the designated sections of the High School Parking lot at a cost of \$9,950 to be paid from the Capital Projects Fund. Required work is to be completed within the parking areas designated as Areas #3, #4 and student walkway. The project consists of approximately 70,000 square feet of asphalt, which will have two coats of sealer applied, 2,500 lineal feet of cracks filled before sealing, approximately 175 regular and handicap parking lines repainted, and 5,000 square feet of crosswalk area repainted. Work is to be completed before August 13, 2018. (Attachment#15)

Carlton, Yea	Kocak, Yea	Rhodes, Yea
Ciocca, Yea	Perkins, Yea	Rittenhouse, Yea
Czajkowski, Yea	Petrisko, Yea	Viola, Yea

On a roll call vote, there being 9 yeas, President Perkins declared the motion carried.

Director Kocak moved and Director Viola seconded the motion to approve Luft's Asphalt Paving to perform asphalt repairs and line painting on the band practice lot at a cost of \$4,550 to be paid from the Capital Projects Fund. The project consists of cutting, removing and repaving approximately 600 feet of damaged and sunken asphalt, 2,100 lineal feet of cracks filled; and 5,610 lineal feet of lines and numbers repainted. Work is to be completed before August 13, 2018. (Attachment#16)

Carlton, Yea	Kocak, Yea	Rhodes, Yea
Ciocca, Yea	Perkins, Yea	Rittenhouse, Yea
Czajkowski, Yea	Petrisko, Yea	Viola, Yea

On a roll call vote, there being 9 yeas, President Perkins declared the motion carried.

Director Kocak moved and Director Viola seconded the motion to approve Pecora Flooring, Inc., to remove VCT, carpeting, and vinyl base, and replace with new VCT floor tile and vinyl base in designated rooms at Hillcrest Intermediate School and Hahntown Elementary School at a cost of \$17,605 to be paid from the Capital Projects Fund. Required work is to be completed in rooms 103, 105, 114, 120, 121 at Hillcrest and the music room at Hahntown before August 3, 2018. (Attachment#17)

Carlton, Yea	Kocak, Yea	Rhodes, Yea
Ciocca, Yea	Perkins, Yea	Rittenhouse, Yea
Czajkowski, Yea	Petrisko, Yea	Viola, Yea

On a roll call vote, there being 9 yeas, President Perkins declared the motion carried.

Director Kocak moved and Director Viola seconded the motion to accept the donation of \$12,000 on behalf of the Sheridan Terrace PTA for the installation of an outdoor asphalt basketball court by Brant's Asphalt, LLC. The project will consist of a 42' x 37' half-court asphalt surface, one basketball backboard support, one backboard, and one rim/net. A french drain will also be installed along the one side of the court and attach to an existing drain outlet. In accordance with Policy 702, the District will assume responsibility and oversee the installation, selection, and site specifics of this project. (Attachment#18)

Carlton, Yea	Kocak, Yea	Rhodes, Yea
Ciocca, Yea	Perkins, Yea	Rittenhouse, Yea
Czajkowski, Yea	Petrisko, Yea	Viola, Yea

On a roll call vote, there being 9 yeas, President Perkins declared the motion carried.

COMMENTS FROM THE PUBLIC:

- Mrs. Teri Cormas, Norwin Educational Support Professionals (Secretarial Eliminations)

ADJOURNMENT:

Director Rhodes moved and Director Ciocca seconded the motion to adjourn the meeting at 7:39 p.m.

Carlton, Yea	Kocak, Yea	Rhodes, Yea
Ciocca, Yea	Perkins, Yea	Rittenhouse, Yea
Czajkowski, Yea	Petrisko, Yea	Viola, Yea

On a roll call vote, there being 9 yeas, President Perkins declared the motion carried.

Respectfully submitted,

Jonathan D. Szish, Board Secretary