

TRINITY AREA SCHOOL DISTRICT
Board of Education
Minutes of the Planning Meeting
November 7, 2013
High School Auditorium

The meeting was called to order at 6:30 p.m. by President, Jennifer Morgan followed by the pledge of allegiance and roll call.

Board members present: Penny Caleffe, Sandra Clutter, Scott Day, Jenene Hupp, Kerrin McIlvaine, Jennifer Morgan, and Tamara Salvatori

Others present: Paul T. Kasunich, Superintendent; Michael P. Lucas, Assistant Superintendent; David G. Roussos, Director of Fiscal Services/Board Secretary; Dennis Makel, Solicitor; and Judy Walz, recording secretary.

Absent: Henry Clemens and Colleen Interval,

Minutes of the October 3 and 17, 2013 meetings will be presented for approval at the voting meeting.

HEARING OF CITIZENS

Natalie Johnson, North Franklin Township, addressed the board with concerns regarding large third grade class sizes at Trinity South.

Frances Eates, North Franklin Township, commented on the timing of the approval of a contract with Keystone Consulting as well as a cyber contract to offer French.

Gary and Tory Stadelman, North Franklin Township, spoke in support of the Girls Volleyball Coach.

TRANSPORTATION/FINANCE

Mr. West will present a Food Service Report at the voting meeting. Dr. Kasunich indicated that an update on the budget will also be presented at the November 21 meeting.

Approval will be recommended for the payment of bills for December 2013 as well as the Treasurer's Report for September 2013 at the voting meeting.

1. Motion by Mrs. Clutter, seconded by Mr. Day to approve to contract with Keystone Educational Consulting Group for Trinity Elementary Schools for the 2013-2014 school year. The contract is not to exceed \$10,000. (Item 4.5)
Motion carried unanimously.
2. Motion by Mrs. Clutter seconded by Ms. Hupp, to approve payment of bills from the General Fund in the amount of \$5,669,763.21 from the Extra Curricular Account in the amount of \$1,896.25 and from the Capital Reserve Account in the amount of \$13,552.10 (Item 4.6)

Motion carried unanimously.

Dr. Kasunich indicated that item 4.7 – Disposal of Obsolete Equipment, would be removed from the agenda as the sale of a used deep fryer had not gone through.

3. Motion by Mrs. Clutter, seconded by Mr. Day to approve a revised payment schedule with Sun Trust for HVAC work done at the Middle School in 2012, as per attachment. An administrative fee of no more than \$1,000 will be assessed by Sun Trust to execute the new schedule. The November 2013 payment will be offset by the Trinity Area School District Escrow Account balance, less a fee of 2% of the Escrow Account balance paid to Sun Trust. (Item 4.8)

Motion carried unanimously.

4. Motion by Mrs. Clutter, seconded by Mrs. Salvatori, to approve the amendment to the Health Insurance Consortium Trust Agreement as attached. (Item 4.9)

Motion carried unanimously.

PERSONNEL/ATHLETICS

A five year agreement with NovaCare for Athletic Training Services will be recommended at the voting meeting.

5. Motion by Mrs. Clutter, seconded by Mrs. Salvatori, to accept the resignations of Kenneth Loughman, Facilities Department, for retirement purposes, effective February 7, 2014 and Kristen Bowers as Middle School Track and Field coach, effective October 31, 2013.

Motion carried unanimously.

6. Motion by Mrs. Salvatori, seconded by Mrs. McIlvaine, to approve the following substitutes, effective November 8, 2013: Megan Brown, Ricky Perrotta, Natalie Gardner and Dennis Zellers -substitute teachers; Trisha Caldwell - substitute clerical, special service aide and cafeteria employee; Cari Walker - substitute clerical and special service aide; Linda Dire - substitute custodian; and Loretta Harold - long-term substitute teacher, effective August 22, 2013 through the end of the first semester at \$125.00 per day

Motion carried unanimously.

7. Motion by Mrs. Salvatori, seconded by Mrs. Caleffe, to approve the employment of Michael McCarthy, elementary teacher, effective October 21, 2013 at the first step Master's salary of \$50,218 (prorated); Kimberly Getz as a part-time Special Service Aide effective October 9, 2013; Jessica White as Auxiliary Unit Coordinator at the 9th step salary of \$4,162 and Jason Miller as 2nd Assistant Band Director at the 5th step salary of \$3,641 - effective the 2013-2014 school year; and to contract with Irene Batove to assist in the data quality control and maintenance of the PIMS (Pennsylvania Informational Management System), at the rate of \$25.00 per hour on an "as needed" basis, not to exceed 500 hours (\$12,500) for the 2013-2014 school year. (Item 5.4)

Motion carried unanimously.

8. Motion by Mrs. Salvatori, seconded by Mrs. Caleffe, to approve the following Teacher Mentors effective the 2013-2014 school year: Bill Higgins, Diane D'Orazio, Kathleen Kelly, Robin Willis, Brittany Aliveto, Jeff Bricker, Paul McCormick, Erin Georgalas, Allison Stevens, Jennifer Rakoczy, Buffy Biernesser, Melissa Santoro, John McLaughlin, Joe Dunn, Connie Schreibeis, Alicia Richey, and Mary Bertsch

Motion carried unanimously.

9. Motion by Mrs. Clutter, seconded by Ms. Hupp to name the following Advisors effective the 2013-2014 school year:

Steve Polansky and Meghan Child- 9th grade
Angelo Marino and Amanda Watkins - 10th grade
Mary Ann Berty and Josh Baringer - 11th grade
Brittany Aliveto and Brian Schwab - 12th grade
Katie O'Lare - The Hiller and Olympus
Janice Kuhn - Odyssey of the Mind
Robin Willis - Olympus Photo Sponsor
Mary Ellen Jutca - Mock Trial
Robyn Willis, Kristen Shaw, and Amy Frazee - High School Student Council
Lindsay Benzenhoefer - Middle School Student Council

Motion carried unanimously.

10. Motion by Mrs. Clutter, seconded by Mrs. Salvatori, to approve the following employee's requests for leaves of absence:
- Family Medical Leave on an intermittent basis for employee J.S. effective October 9, 2013, not to exceed one year
 - Family Medical Leave for employees S.R. effective approximately November 18, 2013, not to exceed 12 weeks
 - Family Medical Leave for employee D.W. effective November 18, 2013, not to exceed 12 weeks
 - Unpaid Child Rearing Leave for employee G.M. upon the expiration of FMLA, returning for the second semester beginning January 24, 2014

Motion carried unanimously.

11. Motion by Mrs. Clutter, seconded by Mrs. Salvatori to terminate the contract of Thomas Kurtz as Girls Volleyball Coach, effective October 25, 2013. (Item 5.8)

Motion by Mr. Day, seconded by Mrs. McIlvaine, to table the termination of the contract with Mr. Kurtz as Girls Volleyball Coach.

On a roll call vote, motion carried: 4 ayes (Morgan, Caleffe, Day, McIlvaine); 3 nays (Salvatori, Clutter, Hupp)

EDUCATION

Presentations at the November 21 voting meeting will include: RMU First Semester College in High School Program by Dr. Larry Tomei and analysis of the educational impact of Full Day Kindergarten.

12. Motion by Mrs. Clutter, seconded by Mrs. Salvatori, to approve the participation of Trinity Area students in grades 6, 8, 10 and 12 in the 2013 Pennsylvania Youth Survey (PAYS)

Motion carried unanimously.

13. Motion by Mrs. Salvatori, seconded by Mrs. McIlvaine, to approve to post the draft of Trinity Area School District's Comprehensive Plan on the district website.

Motion carried unanimously.

BUILDING AND GROUNDS

Mrs. McIlvaine reported her findings on the cost and feasibility of opening the lower parking lot at the high school. She had discussed the possibility with Mr. Scott, Director of Facilities as well as Mr. Chambers, Chambers Insurance and the zoning officer of North Franklin Township.

POLICY

14. Motion by Mrs. Salvatori, seconded by Mrs. Clutter, to reinstate Trinity East PTA as a recognized group, as per Administrative Regulation 707-4, effective November 8, 2013.

Motion carried unanimously.

WESTERN AREA CAREER & TECHNICAL CENTER – Penny Caleffe, Representative/Tamara Salvatori, Alternate

No report.

NORTH FRANKLIN BUSINESS & RECREATION AUTHORITY – Sandra Clutter, Jenene Hupp, Scott Day & Henry Clemens, Representatives

No report

CITIZENS LIBRARY – Gist Wylie, Representative

No report

PSBA LIAISON – Tamara Salvatori, Representative

No report.

ADDITIONAL BUSINESS

Mrs. Caleffe commented that no discussion had been held with the board regarding third grade class size at Trinity South. Dr. Kasunich noted that updated enrollment information had been placed at all board members' seats this evening. Mrs. Morgan indicated that the item would be added to the November 11 Education Committee agenda.

15. Motion by Mrs. Clutter, seconded by Mrs. McIlvaine to adjourn the meeting at 7:30 p.m.
Motion carried unanimously.

David G. Roussos, Secretary
Trinity Area School District Board of Education