



Apollo-Ridge School Board Special Meeting

Apollo-Ridge High School Community Room

Monday, July 18, 2016 8:00 a.m.

MINUTES

I. Call Meeting to Order

The meeting was called to order by Board President, Mr. Gregory Primm, at 8:04 a.m. Mrs. Jennie Ivory, Board Secretary, was requested to conduct the roll call and following same, declared a quorum present.

II. Pledge of Allegiance to the Flag

III. Roll Call

Board Members Present: Mr. Dominick Duso, Mr. Jim Ferguson, Mr. Rick Fetterman, Mrs. Rebecca Ross, Mr. Dan Obriot, Mrs. Susan Wenckowski, Mr. Gregory Primm

Board Members Absent: Mr. Paul King, Mr. Forrest Schultz

Administrators Present: Dr. Matthew Curci
Mrs. Courtney Anderson
Mr. Chris Clark
Mr. John Skiba

Administrators Absent: Not required to attend

Guests: Sarah Steighner, Leader Times
Mr. Andrew Jones, A-REA
Mr. Dan Consuegra
Mrs. Virginia Madison
Ms. Paxton Fetterman
Mrs. Regina Lierrman

Solicitor: Not present

IV. Meetings from the Previous Month

Special Meeting	Thursday June 9, 2016	(8:03 AM – 8:12 AM)
Committee Meeting	Monday June 20, 2016	(6:40 PM – 7:12 PM)
Executive Session: Personnel/Legal Matters		(7:20 PM – 9:15 PM)
Legislative Meeting	Monday June 27, 2016	(6:35 PM – 7:00 PM)
Executive Session: Personnel/Legal Matters		(7:15 PM – 7:57 PM)

V. BOARD AND SUPERINTENDENT REPORTS

- A. Superintendent Report (Dr. Matthew E. Curci)
- Summer Projects are in the Works
 - i. New carpeting and seating in the auditorium
 - ii. Footers are in for the dug outs
 - iii. Summer cleaning is taking place in all the buildings

IV. RESOLUTIONS

A. Finance

Resolution A-1

Be it resolved that the Apollo-Ridge Board approves the SBAP Agreement to Participate for ACCESS billing in the 2016-2017 school year as marked Exhibit A-1.

Resolution A-2

Be it resolved that the Apollo-Ridge Board approves the Letter of Collaborative Agreement with NHS Schools for the 2016-2017 school year as marked Exhibit A-2.

Resolution A-3

Be it resolved that the Apollo-Ridge Board approves an Agreement with Kiski Township for the Provision of a School Resource Officer from July 1, 2016 to June 30, 2022 pending language approval from the District Solicitor.

Resolution A-4

Be it resolved that the Apollo-Ridge Board approves a five-year Field Experience Agreement with Indiana University of Pennsylvania as marked Exhibit A-4.

Be it resolved that the Apollo-Ridge Board approves Finance resolutions A-1 through A-4.

A-1 SBAP Agreement
A-2 NHS School Agreement
A-3 Kiski Township SRO Agreement
A-4 Field Experience Agreement with IUP

Motion: Mr. Duso Second: Mrs. Wenckowski

Roll Call: 7 AYE 0 NAY

Motion Passed

B. Personnel

Resolution B-1

Be it resolved that the Apollo-Ridge Board accepts the resignation of Mr. Harry Branthoover, part-time custodian, effective June 27, 2016.

Resolution B-2

Be it resolved that the Apollo-Ridge Board approves Lori Corsi as a substitute custodian for summer help retroactive to June 3, 2016.

Resolution B-3

Be it resolved that the Apollo-Ridge Board approves Mr. Dan Consuegra, Plum, as High School principal, effective September 16, 2016, or upon release from current employer at a salary of \$90,000, and benefits per the Act 93 Administrative Compensation Plan, pending receipt of valid Acts 34, 151, 114, and 168 clearances.

Resolution B-4

Be it resolved that the Apollo-Ridge Board approves the re-appointment of Dr. Matthew Curci as District Superintendent for a term of five years commencing on July 1, 2017, and ending on June 30, 2022, per the employment Agreement as presented.

Resolution B-5

Be it resolved that the Apollo-Ridge Board approves a supplemental contract for Mr. Adam Ross as Assistant Football Coach for the 2016-2017 school year.

Resolution B-6

Be it resolved that the Apollo-Ridge Board approves Mr. Michael Ost, Apollo, as a maintenance technician, effective July 19, 2016, at a starting rate of \$15/hour, pending receipt of valid Acts 34, 151, 114, and 168 clearances.

Armstrong-Indiana-Clarion Drug and Alcohol Commission Student Assistance Program Agreement

This letter of agreement is between Armstrong-Indiana-Clarion mg and Alcohol Commission and the Apollo Ridge School District for the 2016-2017 school year. Whereas, both parties agree to cooperate mutually in the provision of services for the Student Assistance Program Initiative.

The Armstrong-Indiana-Clarion Drug and Alcohol Commission agrees to provide a Drug and Alcohol SAP Liaison to each Student Assistance Core Program during the 2016-2017 school year. The Drug and Alcohol SAP Liaison will serve as a team member but will not view the written student educational records without parental consent.

The duties of the Drug and Alcohol SAP Liaison will be as follows:

- A Drug and Alcohol SAP Liaison will attend a minimum of one Secondary School Core Team meeting per month to provide assistance with student referrals.
- A Drug and Alcohol SAP Liaison will conduct student interviews (as needed), along with another SAP team member, to obtain information about an individual student. The interview will be conducted after the behavioral checklists have been distributed and summarized and after written parental permission has been obtained.
- A Drug and Alcohol SAP Liaison will provide crisis assistance/intervention and management to students and faculty as needed.
- A Drug and Alcohol SAP Liaison will complete drug and alcohol assessments in the school setting and/or assist in making arrangements for assessments to be completed at a licensed drug and alcohol facility (based on the student/parent/school preference).
- A Drug and Alcohol SAP Liaison will provide information regarding the outcome of said assessments in compliance with the State and Federal Drug and Alcohol Confidentiality Guidelines.
- A Drug and Alcohol SAP Liaison will provide information regarding community agencies to assist the SAP Team, students, and families.
- A Drug and Alcohol SAP Liaison will assist with faculty in-service and student orientation, as requested, within the limitations of staff availability and funding.
- A Drug and Alcohol SAP Liaison will provide ongoing technical assistance and consultation to the SAP Team.
- A Drug and Alcohol SAP Liaison will provide assistance to SAP in maintaining SAP records and compiling the statistics regarding SAP activities.
- A Drug and Alcohol SAP Liaison will follow the DDAP Treatment Manual requirements for record keeping.
- A Drug and Alcohol SAP Liaison will follow the conflict resolution process as developed by the Commonwealth Student Assistance Program Interagency Committee.

The duties of the School District SAP Core team will be as follows:

- The Apollo Ridge School District agrees to provide a Student Assistance Core Team that complies with state guidelines (BEC 24 P.S. 15-1547) for membership, training, Common planning times, and ongoing maintenance.
- The SAP Core Team will provide referrals to the Drug and Alcohol SAP Liaison through a verbal summary describing the reasons for referral and any school-based collection of data, when appropriate and applicable, by the team such as behavior checklists, academic records, disciplinary records, parent checklists, student schedule, and signed parent permission form.
- Contact parent or guardian of identified students in order to explain referral, gather information, and obtain permission to involve students in the Student Assistance Program.
- With all referrals, the Core team will be responsible for issuing necessary student passes and appropriate space in the school where services can be provided with safety and privacy. If a student is unavailable for a scheduled appointment, a member of the Core team will notify the assigned liaison as soon as possible.
- The Core team will be responsible for orienting referred students to the SAP Process and providing explanation of the reason for referral prior to meeting with the Drug and Alcohol SAP Liaison.
- Provide in-school monitoring of students as indicated.
- Faculty and student orientation to the Student Assistance Program that includes staff, services, and referral procedures as necessary.
- Provide the Drug and Alcohol SAP Liaison with copies of the District's drug/alcohol, tobacco, suicide/mental health crisis policies, school calendar, a schedule of special activities, and any other school policies which may affect Student Assistance Program services.
- Submit data (bubble sheets and on-line reporting) regarding the Student Assistance Program as requested to the Department of Drug and Alcohol Programs, Education, and Public Welfare.
- Follow the conflict resolution process as developed by the Commonwealth Student Assistance Program

NHS LETTER OF COLLABORATIVE AGREEMENT

The undersigned acknowledges that a collaborative agreement has been established between NHS of PA Behavioral Health Division Program and Apollo-Ridge School District. Both parties agree to work collaboratively with individuals that are served between the agencies named herein in order to guarantee the most appropriate continuum of care for the individual.

PROCEDURE:

- * NHS will comply with HIPPA regulations in reference to disclosing information concerning individuals in care. All information exchanged shall be in accordance with state and federal confidentiality laws.
- * NHS of PA will be available for consultation with districts to ensure appropriate care for individuals.
- * NHS staff will obtain approval prior to making an appearance at any school.
- * NHS staff will follow all district policies when working with the individual during school hours.
- * NHS will provide updates and secure progress updates on individuals in services.
- * NHS will work with and support schools in working with individuals.
- * NHS will receive notice of IEP and be included in disciplinary meetings.
- * NHS will offer schools inclusion in the Interagency Team Meeting of individuals as appropriate.
- * It is an expectation that if NHS undergoes any significant alteration, this agreement shall be renegotiated.
- * NHS will make every effort to obtain necessary records to enroll clients in the school.
- * NHS staff providing services to students in school shall provide to school in advance all necessary clearances, including a Pennsylvania State Police criminal history report, a Federal Bureau of Investigation criminal history report and a Pennsylvania child abuse clearance and shall complete and employment history review in accordance with Section 111.1 of the Public School Code.

IUP FIELD EXPERIENCE AGREEMENT

Educator & Clinician Preparation Internship, Practicum, and Clinical Experience Agreement

This agreement establishes the relationship between Indiana University of Pennsylvania (referred to as the "University"), an educational institution in the State System of Higher Education, Commonwealth of Pennsylvania and Apollo-Ridge School District (referred to as the "Organization").

The University offers degree programs in a wide variety of disciplines, which are academically enhanced by practical experiences outside of the traditional classroom setting (referred to as "IUP field experience").

The Organization is able to provide practical experience pursuant to the terms of this agreement and serve as an IUP field experience site offering facilities, resources, and supervision to students.

Both parties agree to the following:

I. Duties and Responsibilities of the University

1. The University shall determine eligibility for students registering in an II-JP field experience for academic credit.
2. The University shall determine the amount of academic credit to be earned through the IUP field experience and establish all academic requirements that the student must meet to earn the credit. The University shall establish a grading system and criteria to earn the grade upon completion of the ICJP field experience.
3. The University will assign a faculty member to monitor and evaluate the student's performance during the IUP field experience and be responsible for all costs associated with faculty supervision of the student.
4. Upon notification by the Organization of failure of the student to comply with University guidelines and procedures for the field experience program, the University may remove the student from the IUP field experience.
5. The Organization understands that as an Agency of the Commonwealth, the University is prohibited from purchasing insurance. As a public university and state instrumentality, there is no statutory authority to purchase insurance and it does not possess insurance documentation. Instead, it participates in the Commonwealth's Tort Claims Self-Insurance Program administered by the Bureau of Risk and Insurance Management of the Pennsylvania Department of General Services. This program covers Commonwealth/University-owned property, employees and officials acting within the scope of their employment, and claims arising out of the University's performance under this agreement, subject to the provisions of the Tort Claims Act, 42 Pa.C.S.A. SS8521 , et seq.
6. University students shall be responsible for procuring professional liability insurance at their own expense. The limits of the policy shall be at a minimum of \$1 per claim. This policy must remain in full force and effect for the duration of the practicum, internship, or student teaching assignment.
7. For and in consideration of placement of student teachers with district cooperating teachers, the University agrees to pay to each cooperating teacher selected to guide the student's experience a stipend as outlined by the Pennsylvania State System of Higher Education's Board of Governors Policy 1988-04. This stipend is in addition to the regular salary paid by the School District. In accord with the aforementioned Policy 1988-04, compensation is not extended to district teachers working with University students in pre-clinical, practicum field experiences.
8. The University's Associate Dean for Teacher Education may designate a faculty member to serve as a liaison between the parties who will meet periodically with representatives of the Site in order to discuss, plan and evaluate the experience of the student(s).
9. The student teacher or educational specialist candidate will provide all currently required background clearances (Act 114, Act 34, Act 151, Act 25, ACT 126 and TB test) to his or her educator preparation program. This educator preparation program is responsible for maintaining a copy of all clearances. The candidate will retain the original of all clearances. A student placed in non-school setting(s) will acquire clearances as specified by the discipline.

II. Duties and Responsibilities of the Organization

1. The Organization agrees to prepare an IUP field experience description that outlines the duties and responsibilities of the student. The University will use this document to determine the suitability of the IUP field experience for academic credit.
2. The Organization agrees to notify the University of any Field Experience Participation Requirements, such as background investigations, drug testing, and health screenings.
3. The Organization reserves the right to select students based on the Organization's needs and preferences.
4. The Organization may determine the schedule that the student will maintain on premises.
5. The Organization acknowledges it will not be compensated by the University for the IUP field experience and the Organization shall be solely responsible for determining the amount of compensation, if any, received by the student. The Organization will inform the University if the student will receive an hourly wage, stipend or if they will serve in a non-paid capacity.
6. The Organization agrees to provide suitable space and resources for the student to complete the field experience assignment. The Organization will provide orientation, training, and supervision.

7. The Site shall provide either a site supervisor or a cooperating teacher who will supervise student activities during the clinical experience or student teaching.
8. The Organization shall provide mutually agreed upon information on a student's IUP field experience.
9. The Organization agrees to make reasonable accommodation to the University's request for a faculty site visit during a student's IUP field experience.
10. Should the Organization become dissatisfied with the performance of a student, the Organization may request the II-JP field experience be terminated. If for any reasons the 'IUP field experience should be terminated, the organization should notify the University.
11. The Site shall protect the confidentiality of student records as dictated by the Family Educational Rights and Privacy Act (FERPA) and shall release no information absent written consent of the student unless required to do so by law or as dictated by the terms of this Agreement.
12. For Teacher Education placements, each cooperating teacher or practicum teacher selected to supervise the student teacher or practicum student shall hold a current Pennsylvania certificate in the subject area/grade level to which the student is assigned. The teacher will have a minimum of three (3) years of full-time experience and have been in his/her current assignment for a minimum of one (1) year.
13. The Site shall comply with the appropriate Pennsylvania statutes prohibiting student teachers to be used as substitute teachers at any time during their student teaching assignments.

III. Mutual Terms and Conditions

1. This agreement will last for five (5) years from the date of the final signature below. Either the University or the Organization may terminate this agreement with ninety (90) days' notice. In the event of a substantial breach, either party may terminate this agreement. Should the Organization wish to terminate the agreement prior to the completion of a semester/term, any student intern(s) will have the opportunity to complete their II-JP field experience.
2. The parties agree to continue their respective policies of nondiscrimination based on Title VI of the Civil Rights Act of 1964 in regard to sex, age, race, color, creed, national origin, Title VII of the Civil Rights Act of 1964 in regard to sex, race, color, national origin, and religion, Title IX of the Education Amendments of 1972 in regards to sex and other applicable laws, as well as the provisions of the Americans with Disabilities Act. The Organization agrees to cooperate with the University in its investigation of claims of discrimination or harassment.
3. The Organization shall report any incident in which a student is the victim of sexual assault, dating violence, domestic violence, stalking or sexual harassment to the University Title IX Coordinator, Phone: (724)-357-3402. The site shall identify resources, such as medical care and counseling that are available to any student who has been the victim of sexual assault, dating violence, domestic violence or stalking.
4. The laws of the Commonwealth of Pennsylvania shall govern this agreement.
5. The relationship between the parties to this agreement to each other is that of independent contractors. The relationship of the parties to this contract to each other shall not be construed to constitute a partnership, joint venture or any other relationship, other than that of independent contractors.
6. Neither of the parties shall assume any liabilities to each other. As to liability to each other or death to persons, or damages to property, the parties do not waive any defense as a result of entering into this contract. This provision shall not be construed to limit the Commonwealth's rights, claims or defenses which arise as a matter of law pursuant to any provisions of this contract. This provision shall not be construed to limit the sovereign immunity of the Commonwealth or of the State System of Higher Education or the University.
7. This agreement represents the entire understanding between the parties. This agreement shall only be modified in writing with the same formality as the original agreement.