

United School District  
Regular Board Meeting  
May 12, 2015

The Regular Board Meeting of the United School Directors was held on Tuesday, May 12, 2015, at 7:30 p.m. in the Junior-Senior High School Board Room, for general purposes including but not limited to the following:

**Members Present:** Donald Davis, Trudy DeRubis, Beth Ann Marcus, Robert Dill, Kenneth Heming, Tommey Heming, Sandra Mack, Eric Matava, Ronald Moyer

**Others Present:** Dr. Barbara L. Parkins, Superintendent  
Patricia Berezansky, Director of Education  
Lewis Kindja, Elementary Principal  
Michael Worthington, High School Principal  
Ronald Saffron, Solicitor  
G. Thomas Kalinyak, Director of Finance/Board Secretary  
Barbara Turner, Recording Secretary

**Student Recognitions:** Students who participated in the FBLA States, ICTC Poster Contest Winner, Indiana Gazette Winners, and the Indiana Arts Council were all recognized for their accomplishments. A few of the students talked about their experiences. Lora Marsh displayed the student's art work. Kathy Reasor talked about the FBLA conference.

**Approval of the Minutes:** Tommey Heming moved to approve the minutes of the April 7, 2015 Work Session and the April 14, 2015 Regular Board Meeting. Ronald Moyer seconded the motion. YEA, all voted yes.

**Treasurer's Report:** Thomas Kalinyak read the report. Donald Davis moved to approve the report. Eric Matava seconded the motion. Roll Call was as follows: YEA, all voted yes.

**Student Activities Report:** Thomas Kalinyak reported that there is no report to be given.

**Payment of Bills:** Sandra Mack moved to pay bills when funds become available. Tommey Heming seconded the motion. Roll Call was as follows: YEA, all voted yes.

**Executive Session:** Ronald Moyer moved to enter into Executive Session at 7:48 p.m. for legal matters. Eric Matava seconded the motion. YEA, all voted yes.

**Return from Executive Session:** Ronald Moyer moved to go back into the agenda at 8:12 p.m. Tommey Heming seconded the motion. YEA, all voted yes.

**Motion Added:** Ronald Moyer moved to add the following motion:

To grant authorization to A. Liberoni, Inc. to access and enter onto the property of the United School District in the location presented to the Board, subject, however, to the following conditions: (1) A. Liberoni, Inc. shall be responsible to repair any and all damages to the District's property and to restore any affected area to the condition that existed prior to its use of the property and access road; and (2) that the use of the District's property and the access road shall not interfere with access to the Elementary School by buses and other vehicular traffic; and (3) the use of the access road shall not create an unsafe condition for the students, staff and

Motion added continued:

visitors to the Elementary School, the baseball field, parking areas and other sports facilities; and (4) create a slope that will maximize the playing surface. The appropriate officers of the Board are hereby authorized to execute an authorization to enter on behalf of the District.

Sandra Mack seconded the motion. Roll Call was as follows: YEA, all voted yes. Motion will be added to agenda.

**ATHLETIC/STUDENT ACTIVITIES:** Kenneth Heming moved to approve the following items (A – C) as listed below:

Volunteers: A. The list of volunteers for the 2014-2015 school year, pending receipt of proper documentation:

1. Jennifer Eritano – Elementary – Lewis Kindja

Volunteers 2015-2016: B. The list of volunteers for the 2015-2016 school year, pending receipt of proper documentation:

1. Melissa Metil – Elementary Cheerleaders – Jennifer McCully
2. Eric Dixon – Football – Kevin Marabito
3. Bryan Goodlin – Football – Kevin Marabito, Vince Skillings
4. Greg Mytrysak – Jr. High Football – Kevin Marabito

Fundraisers: C. The list of fundraisers for the 2014-2015 school year:

United Football Boosters – Pizza/Cookie Dough – May 26 – June 8, 2015

Tommey Heming seconded the motion. Roll Call was as follows: YEA, all voted yes. Motion carried.

**BOARD POLICY:** Eric Matava moved to approve the following items (A – C) as listed below:

First Reading Board Policy: A. The first reading of the following Board Policy listed below:

1. No. 819 Suicide Awareness, Prevention and Response

Second Reading/Adoption of Board Policies: B. The second reading and adoption of a revision to the following Board Policies as listed below:

1. No. 307 Student Teachers/Interns
2. No. 609 Investment of District Funds
3. No. 610 Purchases Subject to Bid/Quotation
4. No. 611 Purchases Budgeted

Board Policy continued:

Election of C. To elect Tommey Heming as Board Treasurer for the 2015-2016 school year  
Board Treasurer: with a bond set at \$25,000.00.

Ronald Moyer seconded the motion. Roll Call was as follows: YEA, all voted yes, except for Kenneth Heming and Tommey Heming who both abstained to Item C. Motion carried.

**BUILDING & GROUNDS:** Building Usage Request : Sandra Mack moved to approve the building usage request from Rodney Ruddock, on behalf of Indiana County Commissioners, to use the High School auditorium, on June 16, 2015, between the hours of 6:00 p.m. to 9:00 p.m. for an informational public meeting regarding tax reassessment. Dates and times to be scheduled at principal's discretion. Kenneth Heming seconded the motion. Roll Call was as follows: YEA, all voted yes. Motion carried.

Gas Pipeline Easement Grant: Sandra Mack moved to approve the Gas Pipeline Easement Grant with Peoples TWP, LLC as presented to the Board of School Directors, for the consideration of \$1.00 and other valuable consideration, granting a perpetual easement for the installation of a gas pipeline and all other necessary appurtenances that will extend through the parcels of property owned by the District and identified as Tax Parcel Numbers 40-002-105 and 40-002-105.01. This grant of easement is related to the District's agreement with Peoples TWP to provide natural gas service to the United Junior-Senior High School as approved by the Board of School Directors on April 14, 2015. Further, the appropriate officers of the Board of School Directors are hereby authorized to sign the Gas Pipeline Easement Grant on behalf of the United School District. Ronald Moyer seconded the motion. Roll Call was as follows: YEA, all voted yes. Motion carried.

Liberoni Access to Property: Sandra Mack moved to grant authorization to A. Liberoni, Inc. to access and enter onto the property of the United School District in the location presented to the Board, subject, however, to the following conditions: (1) A. Liberoni, Inc. shall be responsible to repair any and all damages to the District's property and to restore any affected area to the condition that existed prior to its use of the property and access road; and (2) that the use of the District's property and the access road shall not interfere with access to the Elementary School by buses and other vehicular traffic; and (3) the use of the access road shall not create an unsafe condition for the students, staff and visitors to the Elementary School, the baseball field, parking areas and other sports facilities; and (4) create a slope that will maximize the playing surface. The appropriate officers of the Board are hereby authorized to execute an authorization to enter on behalf of the District. Eric Matava seconded the motion. Roll Call was as follows: YEA, all voted yes. Motion carried.

**CURRICULUM AND INSTRUCTION:** Robert Dill moved to approve the following items (A - N) as listed below:

2014-2015 A. The list of United High School 2014-15 Seniors as identified, providing the  
Seniors: correct total of credits are earned in required subject and all graduation requirements are met.

Curriculum and Instruction continued:

- 8<sup>th</sup> Grade Class Trip: B. The Activity Request from Amy Citeroni to attend the 8<sup>th</sup> grade class trip to Washington, D.C., on the date of May 21, 2015, with eligible students, at no cost to the District.
- 8<sup>th</sup> Grade Class Trip: C. The Activity Request from Ellen Plowman to attend the 8<sup>th</sup> grade class trip to Washington, D.C., on the date of May 21, 2015, with eligible students, at no cost to the District.
- MTSS-RtII Conference: D. The Activity Request from Francine Ressler to attend the MTSS-RtII Implementers Forum Conference, in Harrisburg, PA on the dates of June 29, 2015 through July 1, 2015, at a cost of \$306.90. Budgeted funds are available.
- MTSS-RtII Conference: E. The Activity Request from Amy Citeroni to attend the MTSS-RtII Implementers Forum Conference, in Harrisburg, PA on the dates of June 29 through July 1, 2015, at a cost of \$40.00. Budgeted funds are available.
- PIAA State Track Meet: F. The Activity Request from Thomas Whitcomb to attend the PIAA State Track Meet, at Shippensburg University, on the dates of May 21 – 23, 2015, with eligible students, at a cost of \$945.00. Budgeted funds are available.
- PIAA State Track Meet: G. The Activity Request from Robert Penrose to attend the PIAA State Track Meet, at Shippensburg University, on the dates of May 21 – 23, 2015, with eligible students, at a cost of \$480.00. Budgeted funds are available.
- PIAA State Track Meet: H. The Activity Request from Jackie Treese to attend the PIAA State Track Meet, at Shippensburg University, on the dates of May 21 – 23, 2015, with eligible students, at a cost of \$275.00. Budgeted funds are available.
- FFA Activities Week Competition: I. The Activity Request from Kristie Good to attend the FFA Activities Week Competition, at Penn State University Park, on the dates of June 16 – 18, 2015, with eligible students, at a cost of \$980.00. Budgeted funds are available.
- Foreign Exchange Program: J. The United School District to participate in a joint operation with Indiana Area School District to host approximately five exchange students from Lycee Saint Paul in Vannes, France during the dates of October 19, 2015 through October 30, 2015.
- Donation: K. The donation of nine (6') benches from the Library Club to the District.
- Donation: L. The donation of \$200.00 from ARIN for expenses related to USD Team traveling to Statewide STEM Design Challenge being held at Harrisburg University on May 5, 2015.

Curriculum and Instruction continued:

Senior Class Trip: M. The Activity Request from Kim Stewart and Addy Stewart to attend the Senior Class Trip, to Kalahari Waterpark, in Sandusky, Ohio, on the date of May 15, 2015, with eligible students, at no cost to the District.

PIAA State Track Meet: N. The Activity Request from Chris Matava to attend the PIAA State Track Meet, at Shippensburg University, on the dates of May 21 – 23, 2015, with eligible students, at a cost of \$1,075.00. Budgeted funds are available.

Kenneth Heming seconded the motion. Roll Call was as follows: YEA, all voted yes. Motion carried.

**FINANCE:** Beth Ann Marcus moved to approve the following items (A - J) as listed below:

School Depositories: A. Designating S & T Bank, the Pennsylvania School District Liquid Asset Fund, and Pennsylvania Local Government Investment Trust and Invest Program as school district depositories.

Awarding Bids: B. Awarding the following bids:  
 Athletic Equipment/Supplies - \$18,792.47  
 Vo-Agricultural Supplies - \$2,234.90  
 Industrial Arts Equipment/Supplies - \$1,822.29  
 Janitorial Supplies - \$9,320.60  
 Art Supplies - \$2,739.56  
 General Supplies - \$8,848.95

Vision Benefits of America Renewal: C. The contract renewal with Vision Benefits of America for an additional twenty-four (24) month period from 7/1/15 through 6/30/17, at a monthly rate of \$11.75 per composite unit.

Disabled Veteran Tax Exemption: D. Acknowledge the receipt of the letter for the Disabled Veterans Real Property Tax Exemption application for an applicant in the West Wheatfield Township that became due on or after March 18, 2015.

Budgetary Transfers: E. The following budgetary transfers:

<u>To:</u>	<u>Amount:</u>	<u>Purpose:</u>
10-2380-610-000-19-00-00-107	\$ 121.55	Document cameras
10-2360-422-000-39-00-00-105	\$1,000.00	Copier rental
10-2360-530-000-39-00-00-105	\$ 405.00	Postage
10-2310-422-000-39-00-00-200	\$ 635.00	Copier rental
10-2310-540-000-39-00-00-200	\$1,000.00	Advertisement
10-2360-800-000-39-00-00-105	\$ 474.00	Dues renewal Indiana Chamber of Commerce

Finance continued:

Budgetary Transfers continued:

<u>To:</u>	<u>Amount:</u>	<u>Purpose:</u>
10-2600-432-000-39-00-00-603	\$1,800.81	Repair water leak
10-1100-330-000-39-00-89-104	\$1,100.00	Chemical waste disposal
10-3250-432-000-39-00-00-125	\$ 695.00	Football helmet and shoulder pad repair
10-2500-422-000-39-00-00-106	\$1,435.00	Xerox and WPS copy rental
10-2110-580-000-39-00-00-101	<u>\$ 505.00</u>	Child accounting conference lodging and registration
<b>Total:</b>	<b><u>\$9,171.36</u></b>	

<u>From:</u>	<u>Amount:</u>
10-110-610-000-19-00-65-107	\$ 121.55
10-2360-610-000-39-00-00-105	\$1,000.00
10-2360-610-000-39-00-00-105	\$ 405.00
10-2310-300-000-39-00-00-200	\$ 635.00
10-2310-300-000-39-00-00-200	\$1,000.00
10-2360-330-000-39-00-00-105	\$ 474.00
10-2600-610-000-39-00-00-603	\$1,800.81
10-1100-330-000-39-00-00-104	\$ 330.00
10-2120-330-000-39-00-41-104	\$ 470.00
10-1100-330-000-39-00-21-104	\$ 300.00
10-3250-300-000-39-00-00-125	\$ 695.00
10-2500-580-000-39-00-00-106	\$1,435.00
10-2110-610-000-39-00-00-101	<u>\$ 505.00</u>
<b>Total:</b>	<b><u>\$9,171.36</u></b>

NaviGate Agreement:

F. The agreement between the United School District and NaviGate prepared at a cost of \$6,600.00 for both the elementary and high school licenses and OnSite Team expenses for Year 1, as per the Lauren Innovations Quote.

Citizens' Ambulance Renewal Agreement:

G. The agreement with Citizens' Ambulance to provide ambulance service for the school district's students, staff, and visitors while on school premises or while participating in school functions or activities at a cost of \$2,600.00 for the 2015-2016 school year. Effective July 1, 2015 through June 30, 2016. Includes all Jr. High, Junior Varsity, and Varsity home football games.

Finance continued:

Bill List: H. Bill List:

- Integrated Services & Consultants, Inc. – \$5,793.50 (High School HVAC)
- Bob Biter Electrical Enter., Inc. - \$19,701.05 (Office Renovations to High School)
- MARC-Service, Inc. - \$10,875.63

ICTC Budget: I. The Indiana County Technology Center budget for the 2015-2016 school year with a member share of \$398,390.00 for the United School District.

Change Order J. The change order No. HC-2 submitted by Marc-Services, Inc. in the credit amount of \$24,001.40 for unused unit allowances pertaining to the Jr./Sr. High School Renovation Project.  
No. HC-2:

Kenneth Heming seconded the motion. Roll Call was as follows: YEA, all voted yes, except for Beth Marcus who abstained to Item I. Motion carried.

Adoption of the 2015-2016 Proposed Budget: Beth Ann Marcus moved to approve the adoption of the 2015-2016 proposed final budget with revenues of \$19,856,288.00 and expenditures of \$20,880,777.00, which includes a millage increase of 1.7 mills, for a total millage of 102.15. Kenneth Heming seconded the motion. Roll was as follows: YEA, all voted yes, except for Eric Matava and Ronald Moyer who voted NAY. Motion carried.

**PERSONNEL:** Donald Davis moved to approve the following items (A - I) as listed below:

- School Dentist: A. Appointing Dr. Michael Garver as school district dentist for the 2015-2016 school year at a cost of \$2.00 per examination pending receipt of proper documentation.
- School Physician: B. Appointing Dr. Phillip J. Turco as the school district physician for the 2015-2016 school year at a salary of \$8,000.00 pending receipt of proper documentation.
- Substitute Nurse: C. The list of substitute nurses for the 2014-2015 school year, pending receipt of proper documentation:
1. Joy Darr – LPN
- Supplemental Positions: D. Consider approving the following supplemental positions for the 2015-2016 school year, pending receipt of proper documentation:
1. Lyda Bartlebaugh– Assistant Varsity Volleyball Coach - \$1,865.73
  2. Kennedy Fletcher - Jr. High Girls Assistant Volleyball Coach - \$1,399.30
  3. Beth Michaels – Assistant Varsity Cheerleading Coach - \$1,632.52

Personnel continued:

- Creation of Position: E. The creation of the position of School Wide Positive Behavioral Intervention and Support (SWPBIS)/Response to Intervention and Instruction (RtII)/ United Cyber School Counselor and to approve the job description for the position as presented to the Board.
- Creation of Position: F. The creation of the position of Junior High School Guidance Counselor and Gifted Coordinator and to approve the job description for the position as presented to the Board.
- FMLA: G. The request of Michael Sesock for leave without pay under the provisions of Article XIV, Section 5. *Family and Medical Leave Act of 1993*, (the FMLA) for a period of time not to exceed twelve (12) weeks, with an anticipated effective commencement date of May 21, 2015, and with the understanding that the employee may return to work prior to utilizing the entire twelve (12) weeks of leave, subject, however, to the requirements of the collective bargaining agreement and the FMLA.
- Elimination of 10-Month Secretary Position H. Upon recommendation of the Superintendent and pursuant to its authority under Section 514 of the Public School Code, for reasons of economy, the Board of School Directors approves the elimination of a 10 month High School Secretary position, held by Dana Adams, effective June 30, 2015, and authorizes the Superintendent to take such other action as may be necessary or appropriate to carry out this motion, including but not limited to notifying the affected individual in writing of her procedural rights.
- Substitute Custodian: I. The list of substitute custodians for the 2014-2015 school year, pending receipt of proper documentation: 1. Jim Todd

Tommy Heming seconded the motion. Roll Call was as follows: YEA, all voted yes, except for Robert Dill who voted NAY to Item H. Motion carried.

**BOARD MEMBER REPORTS:**

ARIN Report - Trudy DeRubis (Representative) – Trudy DeRubis reported that ARIN is starting a short-term Drivers Ed program.

Legislative Representative Report - Eric Matava (Representative) – Eric Matava reported on a bill for pension reform.

Technology Center - Donald Davis (Representative) - Ronald Moyer (Alternate Representative) – Donald Davis thanked the Board for their support in the approval of the ICTC budget and United's contribution.

UEA Contract Negotiations Committee - Trudy DeRubis - (Chairperson) – Trudy DeRubis announced that negotiations are ongoing and they will be meeting at the end of the month.



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UESP Contract Negotiations Committee- Kenneth Heming (Chairperson) – Kenneth Heming reported that negotiations are ongoing and they will be meeting May 20<sup>th</sup>.

Meeting was adjourned at 8:33 p.m.

Executive Session was held for legal matters at 8:37 p.m. and adjourned at 8:45 p.m.

