

United School District
Regular Board Meeting
August 12, 2014

The Regular Board Meeting of the United School Directors was held on Tuesday, August 12, 2014, at 7: 30 p.m. in the Elementary Library for general purposes including but not limited to the following.

Members Present : Donald Davis, Trudy DeRubis, Beth Ann Marcus, Robert Dill, Tommey Heming, Sandra Mack, Eric Matava (Via Phone), Ronald Moyer

Members Absent: Robert Lichtenfels

Others Present: Dr. Barbara Parkins, Superintendent
Patricia Berezansky, Director of Education
Lewis Kindja, Elementary Principal/Transportation Coordinator
Michael Worthington, High School Principal
Clay Skedel, Supervisor of Maintenance
Scott McCully, Food Service Director
Ronald Saffron, Solicitor
G. Thomas Kalinyak, Director of Finance/Board Secretary
Barbara Turner, Recording Secretary

Approval of the Minutes: Ronald Moyer moved to approve the minutes of the June 3, 2014 Work Session, the June 10, 2014 Regular Board Meeting, and the June 30, 2014 Special Board Meeting. Sandra Mack seconded the motion. YEA, all voted yes.

Welcome to Visitors/Public Comments: James Dykun thanked all of the administrators and spoke of his decision not being easy to leave the district for another position.

Treasurer's Report: Thomas Kalinyak read the report. Trudy DeRubis moved to approve the report. Tommey Heming seconded the motion. YEA, all voted yes.

Student Activities Report: Thomas Kalinyak read the report. Ronald Moyer moved to approve the report. Sandra Mack seconded the motion. YEA, all voted yes.

Payment of Bills: Trudy DeRubis moved to pay bills when funds become available. Tommey Heming seconded the motion. YEA, all voted yes.

High School Construction Bill List: Trudy DeRubis moved to approve the list. Tommey Heming seconded the motion. YEA, all voted yes.

Executive Session: Robert Dill moved to enter into Executive Session at 7:35 p.m. for legal and personnel reasons. Tommey Heming seconded the motion. YEA, all voted yes.

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

ATHLETIC/STUDENT ACTIVITIES: Ronald Moyer moved to approve the following items (A – B) as listed below:

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

1. Nicole McCloskey – Elementary – Lewis Kindja
2. Melanie Brillhart – PTG – Lewis Kindja – reoccurring
3. Natalie Felix – PTG – Lewis Kindja – reoccurring

Athletic/Student Activities volunteers continued:

4. Jessica Riffer – PTG – Lewis Kindja – reoccurring
5. Veronica Plowman – PTG – Lewis Kindja – reoccurring
6. Patricia Rich – Band/Chorus – Ben Saylor/Acey Gongaware – reoccurring
7. Meribeth Brown – Band – Ben Saylor - reoccurring

Recognition of Boosters: B. The recognition of the following booster organization(s) as a board approved organization, with the understanding that their program may include students who are not members of the district:

1. Varsity and Jr. High Basketball Lady Lions Basketball Boosters
2. Varsity Cheerleading Boosters
3. United Elementary Parent Teachers Group (PTG)
4. United Soccer Boosters
5. UPIE (United Parents in Education)
6. United Volleyball Boosters
- *7. United Music Boosters

Trudy DeRubis 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 – D) as listed below.

Job Description: A. The following job description:

1. Supervisor of Maintenance

PSBA Voting Delegates: B. To appoint Donald Davis and Trudy DeRubis as voting delegates to participate in the PSBA Legislative Policy Council meeting for the 2014-2015 school year.

Consent to Adjudication: *C. To approve the Consent to Adjudication regarding Student No. 081601. The Administration is hereby directed to implement the terms and the Consent to Adjudication hereby adopted.

First Reading of AR: *D. The first reading of a revision to the following Board Policy/Administrative Regulation as listed below:

- A. Administrative Regulation No. 305-AR (Compensation for Professional Substitute Employees and Nurse Aide)

Ronald Moyer 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 – C) as listed below.

Activity Request: A. The retroactive Activity Request from Tyler Stokes to attend the **Autism Conference**, in State College, PA, on the dates of August 4 – 7, 2014, at a cost of \$686.20. Budgeted funds are available.

Curriculum and Instruction continued:

Faculty Handbooks: B. The High School and Elementary Faculty Handbooks for the 2014-2015 school year.

Dual Enrollment: *C. The Dual Enrollment Agreement by and between United School District and St. Francis College for the 2014-2015 school year.

Sandra Mack 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 – P) as listed below:

Budgetary Outlines: A. The Student Clubs & Organization Budgetary Outlines for the following for the 2014-2015 school year:

1. United Elementary Eco Team
2. Drama Club
3. Majorettes

AED Replacement Consortium: B. The participation in the ARIN IU28 Automated External Defibrillator Replacement Consortium for the 2014-2015 school year, at a cost of \$780.00. (\$95.00 per unit (4) for service; and, \$100.00 per set for Pediatric Replacement pads).

Bid Specifications: C. To authorize HHS DR to prepare bid specifications for the folding door in the elementary gymnasium.

Elevator Proposal: D. The proposal #U02.281310.TM from Eastern Elevator Service and Sales Company, at a cost of \$461.94, to replace the existing emergency light unit at the high school with a new emergency light unit containing a power supply. Pricing includes labor, travel and mileage to install this unit and will be invoiced on time-and-material basis and provide miscellaneous light bulbs, per Owner's request as outlined in pricing.

SAP Agreement: E. The Letter of Agreement with Armstrong-Indiana-Clarion Drug and Alcohol Commission, Inc. to provide services for the Student Assistance Program Initiative for the upcoming 2014-2015 school year.

Pre-Vocational/Vocational Training: F. The participation of a high school student for Pre-Vocational/Vocational Training in the Cambria County Association of the Blind and Handicapped program for the 2014-2015 school year at a rate of \$60.00 for Vocational Assessment Testing and \$40.00 for half day (charged only for days of attendance), plus the cost of transportation.

Learning Lamp Agreement: G. The Letter of Agreement from Learning Lamp to provide Title I instructional services in reading and/or math, tutoring, computer-assisted instruction, etc., for qualifying non-public students enrolled at Our Mother of Sorrows School, in the amount of \$2,618.56 (two students at a per pupil rate of \$1,169 plus administrative costs of \$280.56), for the term of August 27, 2014 through June 30, 2015.

Finance continued:

- Catapult Learning Agreement: H. The Professional Services Agreement from Catapult Learning, LLC to provide Title I instructional services in reading and/or math for qualifying non-public students enrolled at St. Bernard's and Seeds of Faith, in the amount of \$5,330.64 (four students at a per pupil rate of \$1,169 plus administrative costs of \$654.64), for the term of September 1, 2014 through June 30, 2015.
- New Story Agreements: I. The Tuition Agreement from New Story to provide services for four students for the 2014-2015 school year in the amount of \$170.00 per day and any other related service costs as needed, plus the cost of transportation.
- Reed Oil Bid: J. To accept the bid of Reed Oil Company for the purchase of 87 octane unleaded gasoline in fiscal year 2014-2015, at the rack price with a \$.20 per gallon markup, with a one percent (1%) discount if payment is made within ten (10) days of invoicing, and with an estimated usage of 24,000 gallons.
- Blackboard Agreement: K. The Blackboard Master Agreement and the Blackboard Order Form between Blackboard and the United School District for school year 2014-2015, at a cost to the District of \$3,172.20 for the service, AlertNow, for 1,244 recipients, as per the terms and conditions of the Master Agreement and Blackboard Order Form, and further, to authorize the appropriate Board officers to sign the Order Form.
- The Meadows Agreement: L. To approve and enter into a Letter of Agreement with The Meadows Psychiatric Center/Universal Community of Behavioral Health, as presented to the Board of School Directors, for educational services as needed for the 2014-2015 school year, at the rate of \$30.00 per hour offered Monday through Friday for up to two hours per day. Further, the appropriate Board Officers are hereby authorized to execute the Letter of Agreement on behalf of the District.
- Assured Guaranty Commitment Letter: M. To authorize Donald Davis, President of the Board of School Directors, to execute on behalf of the United School District, the Assured Guaranty Municipal Corp.'s commitment letter as presented to the Board in respect to the anticipated bond issue not to exceed \$1,085,000.00 aggregate principal amount, referred to as General Obligation Bonds, Series of 2014.
- Bond Execution of Documents Series of 2014: N. To authorize the officers of the Board of School Directors and G. Thomas Kalinyak, as Director of Finance, to execute any necessary documents in respect to the anticipated bond issue not to exceed \$1,085,000.00 aggregate principal amount, referred to as General Obligation Bonds, Series of 2014.
- Change Order No. GC-1 Concrete for Sidewalk: *O. The change order No. GC-1 submitted by BCS Construction, Inc. providing for the removal and replacement of an additional 400 square feet of concrete sidewalk at the United Junior/Senior High School at a cost to the District of \$3,444.00. The cost is covered under the contractor's base bid that included a field quantity allowance of \$4,305 for an additional 500 square feet of concrete sidewalk at the price of \$8.61 per square foot.

Finance continued:

Bayada *P. A contract with BAYADA Home Health Care, Inc., as presented to the Board, to provide
In-School Nursing "in-school" nursing services to a United School District student at the rate of \$44.00 per
Contract: hour for both RN and LPN services.

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

PERSONNEL: Trudy DeRubis moved to approve the following items (A – K) as listed below:

FMLA: A. The request of Kristie Good 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 approximately October 27, 2014, and with 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.

Mentors: B. The following mentors for the newly hired teachers:

<u>Mentor</u>	for	<u>Hired Teacher</u>
1. Brian Manges		Andrew Davis
2. Denesa Sharp		Tyler Stokes
3. Tara Fabbri (Semester 1)		Kristen Fisher
Bre Custer (Semester 2)		
4. Toni Draksler		Chanie Spearing

Supplemental Resignation: C. The resignation of Tyler Capitosti from his supplemental position of Assistant Jr. High Wrestling Coach, effective immediately.

Supplemental Resignation: D. The resignation of Bailey Fulkroad from her supplemental position of Assistant Band Director, effective immediately.

Substitute Custodians: E. The list of substitute custodians for the 2014-2015 school year, pending receipt of proper documentation:

1. Cindy McCabe 2. Melissa Nerone 3. Stanley Skedel

Substitute Teachers: F. The list of substitute teachers for the 2015-2015 school year, pending receipt of proper documentation:

1. Richard Auvil – Music K-12
2. Christine Beiter – Elementary
3. Stacy Colson – Elementary
4. Crystal Dull – English 7-12

Personnel continued:

Substitute Teachers continued:

5. Mary Jo Faith – Elementary
6. SueAnne Fatula – Early Childhood
7. Tiffany Fry – Mathematics 7-12
8. Amy Kirsch – PK-4, Special Education, PK – 8
9. Sharon Mack – Elementary
10. Donna Meyer - Elementary
11. Lureen Nelson – Elementary K-6 / Spanish, ESL
12. John Oram – French
13. Harriet Payne - Elementary
14. Mary Calaboyias-Raich – Elementary
15. Patricia Rich – Elementary
16. Spencer Sadler – English 7-12 / Library Science K-12
17. Sonya Seitz – Art K-12
18. Kim Sisitki – Elementary
19. John Sokol – Mathematics 7-12
20. Darlene Tishock – Art K-12
21. Brian Wolfe – Mid-Level Mathematics 7-9, Bus-Computer-Info Tech
K-12, Music K-12, Mid-Level English 7-9, Reading Specialist K-12

Substitute Nurses: G. The list of substitute nurses for the 2014-2015 school year, pending receipt of proper documentation:

1. Meribeth Brown – RN
2. Rebecca Dumm – RN
3. Heather Vavrek – RN

Substitute Secretaries: H. The list of substitute secretaries for the 2014-2015 school year, pending receipt of proper documentation:

- | | |
|------------------|-----------------------|
| 1. Cindy Bowers | 4. Crystal Montgomery |
| 2. Monica Friday | 5. Dorene Schillinger |
| 3. Sandra Klauss | 6. Vikki Spaid |

Substitute Aides: I. The list of substitute aides for the 2014-2015 school year, pending receipt of proper documentation:

- | | |
|-------------------|-----------------------|
| 1. Cindy Bowers | 6. Crystal Montgomery |
| 2. Monica Friday | 7. Amy Ponchione |
| 3. Rose Gehring | 8. Dorene Schillinger |
| 4. Heather Joseph | 9. Vikki Spaid |
| 5. Sandra Klauss | |

Personnel continued:

Agriculture J. The list of agriculture aides for the 2014-2015 school year, pending receipt of proper
Aides: documentation:

1. Carole Carney – Greenhouse Aide for VoAg
2. Roy Duncan – VoAg Aide

French *K. To accept the resignation, with regret, of James Dykun as French teacher effective sixty
Teacher (60) days from the date of July 30, 2014, being the date Mr. Dykun submitted his written
Resignation: resignation to the District Superintendent, provided, however, the Board hereby
authorizes the District's Superintendent, at the District's Superintendent's discretion, to
release Mr. Dykun from employment with the District at some time prior the expiration
of the aforementioned sixty (60) day period.

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

Athletic Supplemental Positions and Salaries: Trudy DeRubis moved to approve the following athletic
supplemental positions and salaries for the 2014-2015 school year, pending receipt of proper documentation:

Fall Athletics:

1. Lance Holupka – Head Football Coach - \$4,945.58
2. John Dunn – Head Jr. High Football Coach - \$3,045.31
3. Thomas Whitcomb – Cross Country Coach - \$2,337.78
4. Chris Matava – Head Golf Coach (Coed Golf) - \$2,259.23
5. Misty Widmar – Varsity Volleyball Coach - \$2,761.66
6. Cathleen Harr – Assistant Varsity Volleyball Coach - \$1,902.49
7. Jennifer Mack – Varsity JV Head Cheerleading Coach - \$3,805.01
8. Katie Mehalik – Assistant Cheerleading Coach - \$1,664.69
9. Jennifer McCully – Jr. High Cheerleading Coach - \$2,459.57
10. Candi Nagle – Assistant Jr. High Cheerleading Coach - \$1,940.86
11. Grace Evans – Varsity Girls Soccer Coach - \$2,066.90
12. Daniel Pajak – Varsity Boys Soccer Coach - \$2,066.90
13. Misty Widmar – Jr. High Girls Volleyball Coach - \$2,197.49

Winter Athletics:

1. John Dunn – Head Jr. High Boys Basketball Coach - \$3,465.39
2. Mikel Balsley – Assistant Jr. High Boys Basketball Coach - \$2,472.79
3. Toni Draksler – Assistant JV Girls Basketball Coach - \$3,241.95
4. Tyler Stokes – Head Boys Varsity Basketball Coach - \$4,890.90
5. Daniel Pajak – Assistant Boys Varsity Basketball Coach - \$3,210.47
6. Lee Ann Ault – Head Varsity Girls Basketball Coach - \$4,562.74
7. Lee Ann Ault – Assistant Jr. High Girls Basketball Coach - \$2,521.53
8. Timothy Riskus – Head Varsity Wrestling Coach - \$4,518.44
9. Samuel Buzinotti – Assistant Varsity Wrestling Coach - \$3,322.11

Personnel continued:

Supplemental positions and salaries continued:

Spring Athletics:

1. Robert Penrose – Head Boys Track Coach - \$4,428.47
2. Thomas Whitcomb – Assistant Boys Track Coach - \$2,161.30
3. Chris Matava – Head Girls Track Coach - \$4,767.36
4. Keri Miller – Assistant Girls Track Coach - \$2,593.57
5. Jerry Hammack – Head Baseball Coach - \$2,853.75
6. Stephen Barbus – Assistant Varsity Baseball Coach - \$2,140.31
7. Thomas Harley – Head Softball Coach - \$2,853.75
8. Dennis Rudnik – Assistant Softball Coach - \$2,119.53

Year-Round Athletics:

1. Cullen Stokes – Athletic Director - \$6,556.36
2. Nathan Bevard – Game Manager Full-Time - \$900.00 (\$30/event up to \$900)
3. William Strong - Game Manager As Needed - \$900.00 (\$30/event up to \$900)
4. Lance Holupka – Weight Room Supervisor - \$1,181.93

Ronald Moyer seconded the motion. All voted YEA, except Tommey Heming who voted NAY to Fall supplemental Item #1 and Year-Round supplemental Item #4. Motion carried.

Non-Athletic Supplemental Positions and Salaries: Trudy DeRubis moved to approve the following non-athletic supplemental positions and salaries for the 2014-2015 school year, pending receipt of proper documentation:

Non-Athletic Student Activities:

1. Ben Saylor – Band Director - \$3,343.74
2. Maria Razayeski – Yearbook Advisor - \$2,626.94
3. Kristie Good – Summer Agriculture Program Advisor - \$2,000.00
4. Michael Wilt – Summer Driver Education - \$20.95 per hour
5. Vicki Stelma – Newspaper Advisor - \$1,456.97
6. Darla Robinson – Jr. Class Prom Advisor - \$1,114.58
7. Molly Flanagan – Sr. High Student Council (9-12) - \$1,242.87
8. Michelle Dunn – Drama/Musical Director - \$1,651.96
9. Acey Gongaware – Drama/Musical Vocal Music Director - \$1,651.96
10. Michelle Dunn – Drama Director 1st Semester Play - \$1,243.32
11. Robert Penrose – Tech. Assistant 1st Semester Play - \$557.29
12. Michael Lee – Computer Competition Advisor - \$281.38
13. Mikel Balsley – Jr. Academy of Science Advisor - \$273.26
14. Jennifer Buchkovich – Quiz Bowl Advisor - \$278.65
15. Jody Conrad – National Honor Society Advisor - \$267.90
16. Bre Custer – Elementary Yearbook Advisor - \$601.00
17. Elyse Shearer – Majorette Advisor - \$1,671.88
18. Addy Stewart / Kimberly Ray – Sr. Class/Sr. Trip Advisor - \$892.75

Personnel continued:

Non-Athletic Supplemental positions and salaries continued:

Non-Athletic Curriculum Support:

1. Jerry Matava – Social Studies Department Head (HS) - \$1,641.88
2. Richard Szelong – Communications Department Head (HS) - \$940.92
3. Darlene Sexton – Math Department Head (HS) - \$1,002.83
4. Thomas Whitcomb – Science Department Head (HS) - \$1,002.83
5. Devon Brendle – Business/Tech. Team Leader (HS) - \$765.13
6. Marci Beyer – Specials Team Leader Elem) - \$655.82
7. Gregory Mytrysak – Communications Department Head (Elem) - \$1,112.89
8. Rita Stahura – Special Education Department Head (K-12) - \$990.45
9. Ron Ofman – Science Department Head (Elem) - \$1,641.88
10. Susan Garaventa – Math Department Head (Elem) - \$742.84
11. Chris Matava – Social Studies Department Head (Elem) - \$823.12
12. Becky McLaughlin – Health/PE Department Head (HS) - \$881.05
13. Lorraine Allman – Graduation Project Coordinator - \$1,324.51

Non-Athletic Community Outreach:

1. Jean Dumm – Media Coordinator (Newsletter) - \$721.41
2. Ashley Misterka – Media Production Coordinator (Newsletter) - \$721.41

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

Supplemental Position and Salary: Trudy DeRubis moved to approve the following supplemental positions and salaries for the 2014-2015 school year, pending receipt of proper documentation:

1. Marissa Kletter- Assistant Band Director - \$1,082.43

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

TRANSPORTATION: Ronald Moyer moved to approve the following items (A – I) as listed below:

- | | | |
|-----------------------------------|----|--|
| <u>Bus/Van Routes:</u> | A. | Bus/Van routes and schedules for the 2014-2015 school year. |
| <u>Changes & Corrections:</u> | B. | Authorizing the Superintendent to make changes and corrections as needed to bus routes/van routes and schedules, as per Board Policy, for the 2014-2015 school year. |
| <u>Non-public Transportation:</u> | C. | Authorizing the Director of Finance to arrange transportation for non-public students in accordance with district policy. |

Transportation continued:

Van Drivers: D. The following list of van drivers for the 2014-2015 school year, pending receipt of proper documentation:

1. Lara Blake
2. Marie Boring
3. Tracey Flynn
4. Dawna Freidhoff
5. Leroy Good
6. Dane Gregg
7. Julie Heming
8. Ruby Hershberger
9. Thomas Mountain
10. Amanda O'Neal
11. Stanley Skedel
12. Robert Stewart
13. Dennis Szalma
14. Lori Thomson
15. John Waldenville

Substitute Bus Drivers: E. The following list of substitute bus drivers for the 2014-2015 school year, pending receipt of proper documentation:

1. Robert Gobrecht
2. Norris Mason
3. Timothy Novella
4. Johndra Patterson
5. Heather Powell

Substitute Van Drivers: F. The following list of substitute van drivers for the 2014-2015 school year, pending receipt of proper documentation:

1. Robert McCombs
2. Santana Piper

Bus Drivers: G. The following list of bus drivers for the 2014-2015 school year, pending receipt of proper documentation:

1. David Findley
2. Georgette Janicsko
3. Rhonda Kinard
4. Yvonne Lingafelt
5. Lisa Olmstead
6. Josie Rudnik
7. Constance Spiaggi

Transportation continued:

Superintendent H. Authorizing the Superintendent to approve bus drivers, substitute bus driver, van drivers, substitute van drivers for the 2014-2015 school year, pending receipt of proper documentation.
Authorized to Approve Drivers:

After School I. The implementation of transportation services for after school activities for the benefit of the District's students, with such transportation services to be provided by Tri County Transportation, Inc., at the cost of one hundred percent of the approved reimbursable costs for such transportation services utilizing the first trip home reimbursable mileage as approved by the Pennsylvania Department of Education plus the costs of diesel fuel in excess of the wholesale cost of \$1.50 per gallon. The number of buses to be utilized for after school transportation services shall depend on the number of students utilizing the transportation services.
Activities Bus:

Beth Ann Marcus seconded the motion. Roll Call was as follows: YEA, all voted yes. Motion carried.

BOARD MEMBER REPORTS:

ARIN Report - Trudy DeRubis (Representative) – None given
Legislative Representative Report - Eric Matava (Representative) – None given
Technology Center - Donald Davis (Representative) - Ronald Moyer (Alternate Representative) – None given
Negotiations Committee - Trudy DeRubis (Representative) – None given

Meeting was adjourned at 8:35 p.m.

Executive Session was held at 8:40 p.m. for personnel and legal reasons, and adjourned at 10:54 p.m.



