



# Carlynton School District

Dr. Gary Peiffer • Superintendent

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## MEMORANDUM

TO: Board of Directors  
Administrators  
Municipal Offices

DATE: January 10, 2018

RE: BOARD OF EDUCATION MEETING

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The Carlynton Board of School Directors will conduct its monthly Voting Meeting on **Tuesday, January 16, 2018 at 7:00 pm** in the Carlynton Junior-Senior High School cafeteria.

- A Finance Committee Meeting will be held in the cafeteria beginning at 6:30 pm.

CARLYNTON SCHOOL DISTRICT

Voting Meeting  
January 16, 2018  
Carlynton Jr.-Sr. High School Cafeteria – 7:00 pm

AGENDA / ADDENDA

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL**

**PUBLIC COMMENT ON BUSINESS BEFORE THE BOARD:**

**BOARD APPRECIATION:** *Reception and tour of Create Lab*

**MOTION: Director of Fiscal Affairs and Budget**

Employ \_\_\_\_\_ for the position of Director of Fiscal Affairs and Budget, a 12-month position under the terms of the contract agreement at a starting salary of \$ \_\_\_\_\_ effective \_\_\_\_\_, 2018 through June 30, 2021.

Director of Fiscal Affairs and Budget – \_\_\_\_\_

**APPROVAL OF MINUTES:**

*Motion to approve the following minutes:*

1. The minutes of the December 4, 2017 Reorganization Meeting as presented;

Minutes of December 4, 2017 Reorganization Meeting

2. The minutes of the December 4, 2017 Regular Voting Meeting as presented.

Minutes of December 4, 2017 Voting Meeting

\_\_\_\_\_ *First*; \_\_\_\_\_ *Second*; \_\_\_\_\_ *Vote*

**REPORTS:**

- Executive Session
- Administrative Reports
  - Superintendent's Report – Dr. Peiffer
    - Facilities and Maintenance – Mr. McDade
    - Food Services – Ms. Lindhurst
    - Principals
  - Committee Reports
    - Parkway West CTC – Director Appel
    - Pathfinder – Director Honchar
    - SHASDA – Director Dugan
    - Legislative/PSBA – Director Simcic

**I. Miscellaneous**

*Motion to approve the following Miscellaneous Items:*

1. The additions to the 2017-2018 Conference and Field Trips Requests as submitted. (Miscellaneous Item #0118-01 **REVISED**)
2. Reschedule the June 2018 meeting dates to June 18 for executive session and June 25 as the public voting meeting, and to advertise accordingly. (Miscellaneous Item #0118-02)  
\_\_\_\_\_ *First*; \_\_\_\_\_ *Second*; \_\_\_\_\_ *Vote*

Conference and Field Trip Requests

Meeting Date Rescheduled

**II. Finance**

*Motion to approve the following Finance Items:*

1. The May 2017 Treasurer’s Report as submitted;
2. The June 2017 Treasurer’s Report as submitted;
3. The September 2017 bills in the amount of \$539,976.54 as presented;
4. The October 2017 bills in the amount of \$959,484.67 as presented;
5. The November 2017 bills in the amount of \$729,619.61 as presented;
6. The December 2017 bills in the amount of \$422,057.21 as presented;
7. The November 2017 Athletic Fund Report with an ending balance of \$3,392.47; (Finance Item #0118-01)
8. The November 2017 Activities Fund Report with an ending balance of \$70,872.36; (Finance Item #0118-02)
9. The 2018-2019 General Operating Budget as submitted by Parkway West Career and Technology Center in the amount of \$6,428,563 with a Jointure Budget of \$703,183. The Carlynton School District’s contribution to the General Operating Budget is \$376,521.02 with a contribution of \$27,422.75 to the Jointure Budget. (Finance Item #0118-03)
10. The December 2017 Food Services Report as submitted by Aramark Education Services; (Finance Item #0118-04)
11. Engage Public Finance Management as financial advisers for proposed capital projects financing options; (Finance Item #0118-05)
12. Renew the four-year agreement with Jordan Tax Services for the collection of real estate taxes in the Boroughs of Crafton and Rosslyn Farms; (Finance Item #0118-06)
13. The Homestead-Farmstead refund to a Carnegie resident in the amount of \$178.04 due to an Allegheny County error. (Finance Item #0118-07)  
\_\_\_\_\_ *First*; \_\_\_\_\_ *Second*; \_\_\_\_\_ *Vote*

May 2017 Treasurer’s Report

June 2017 Treasurer’s Report

September 2017 Bills

October 2017 Bills

November 2017 Bills

December 2017 Bills

November 2017 Athletic Fund Report

November 2017 Activities Fund Report

Parkway West CTC 2018-2019 Budget

Food Services Report – December 2017

Public Finance Management – Financial Advisers

Renew Agreement – Jordan Tax Service

Homestead-Farmstead Refund

### III. Personnel

*Motion to approve the following Personnel Items:*

1. The addition to the 2017-2018 Day to Day Substitute List as presented; (Personnel Item #0118-01 **REVISED**)
2. The additions to the 2017-2018 Supplemental Athletic List as presented; (Personnel Item #0118-02)
3. Employ Kimberly Holdcroft for the position of Assistant Director of Finance and Budget, a 12-month position under Act 93, at a salary of \$37,000 and effective January 8, 2018 subject to a 60-day probationary period; (Personnel Item #0118-03)
4. Employ \_\_\_\_\_ for the position of cafeteria worker at the junior-senior high school under the terms of the Secretarial-Cafeteria-Aides Collective Bargaining Unit Agreement; (Personnel Item #0118-05)
5. The addition to the 2017-2018 Day to Day Substitute Custodian List as presented; (Personnel Item #0118-06)
6. The resignation of Tonilyn Jackson as SAT English Instructor for the SAT preparatory class offered in the Spring 2018 and the posted for the open position; (Personnel Item #0118-07)
7. The proposal for the 2018 Carlynton Academic Summer Program to be offered June 11 through July 6, 2018 from 8:30 am to 11:30 am for students in grades 4-12 with an IEP who require support in reading, writing and math and to post for three (3) special education teachers who will be compensated at the per diem rate; (Personnel Item #0118-08)
8. **The Letter of Intent to Retire from high school teacher William Harris, as submitted, per the terms of the Carlynton Federation of Teachers Collective Bargaining Unit Agreement and effective the last day of the 2017-2018 school year. (Personnel Item #0118-09)**  
\_\_\_\_\_ *First*; \_\_\_\_\_ *Second*; \_\_\_\_\_ *Vote*

Addition to the 2017-2018 D-D Sub List

Additions to Supplemental Athletic List

Assistant Director of Finance and Budget- Kimberly Holdcroft

HS Cafeteria Worker –  
\_\_\_\_\_

Addition to D-D Substitute Custodian List

Resignation of SAT English Instructor

Proposal – Academic Summer Program

**Letter of Intent to Retire – William Harris**

### IV. Policy

*Motion to approve the following Policy Items:*

1. The second and final reading of Attachment 3 to Policy 227, the Carlynton School District Summary of Drug and Alcohol Administrative Guidelines; (Policy Item #0118-01)
2. The second and final reading of Policies 314.1 through 325 as presented; (Policy Item #0118-02)
3. The first reading of Policy 622, GASB Statement 34, as presented; (Policy Item #0118-03)
4. **The first reading of Policy 201, Admission of Students, as revised. (Policy Item #0118-04)**  
\_\_\_\_\_ *First*; \_\_\_\_\_ *Second*; \_\_\_\_\_ *Vote*

Attachment 3, Policy 227 – Final Reading

Policies 314.1-325 – Final Reading

Policy 622- First Reading

Policy 201 – First Reading

**V. Student Matter**

*Motion to approve the following Student Services Items:*

1. The adjudication in the matter of Student #SM1718-01 as presented.  
(Student Matter Item #0118-01)
  
2. The adjudication in the matter of Student #SM1718-02 as presented.  
(Student Matter Item #0118-02)  
\_\_\_\_\_ *First*; \_\_\_\_\_ *Second*; \_\_\_\_\_ *Vote*

Student Adjudication

Student Adjudication

**OLD BUSINESS:**

**NEW BUSINESS:**

**OPEN FORUM:**

**ADJOURNMENT:**

\_\_\_\_\_ *First*; \_\_\_\_\_ *Second*; \_\_\_\_\_ *Vote*; \_\_\_\_\_ *Time*