



Carlynton School District

Mr. Gary Peiffer • Superintendent

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M E M O R A N D U M

TO: Board of Directors
Administrators
Municipal Offices

DATE: March 8, 2013

RE: BOARD OF EDUCATION MEETING

The Carlynton Board of School Directors will conduct its Committee/Voting Meeting, **Thursday, March 14, 2013, 7:30 pm**, in the **library** of the Carlynton Junior-Senior High School.

- *An executive session will begin promptly at 6:00 pm in the superintendent's conference room.*

CARLYNTON SCHOOL DISTRICT

Committee/Voting Meeting
March 14, 2013
Carlynton Jr.-Sr. High School Library – 7:30 pm

AGENDA / **ADDENDA**

CALL TO ORDER

PLEDGE OF ALLEGIENCE: *High school students Lejla Isak, Amanda Dodd and Rose Doyle*

ROLL CALL

PUBLIC COMMENT ON BUSINESS BEFORE THE BOARD:

APPROVAL OF MINUTES:

Motion to approve the following minutes:

1. The minutes of the February 21, 2013 Agenda Setting/Committee/Voting Meeting as presented;
2. **The minutes of the March 7, 2013 Special Meeting for General Purposes as presented.**
_____ *First*; _____ *Second*; _____ *Vote*

Minutes of the February 21, 2013 Meeting

Minutes of March 7, 2013 Special Meeting

REPORTS:

- Executive Session
- Administrative Reports
 - Superintendent's Report
 - Business Manager Report
 - Director of Pupil Services' Report
 - Principals Report – *Presentation by the Discipline Committee*
- Pathfinder Report – *Director Wilson*
- Parkway West CTC Report – *Director Walkowiak*
- SHASDA – *Director Schirripa*
- PSBA-Legislative – *Director Schell*

I. Miscellaneous

Motion to approve the following Miscellaneous Items:

1. The 2012-2013 list of conference and field trip requests as presented and approved by administration; (Miscellaneous Item #0313-01 **REVISED**)
_____ *First*; _____ *Second*; _____ *Vote*

Conference and Field Trip Requests

II. Finance

Motion to approve the following Finance Items:

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| 1. The Treasurer’s Report for the month of February 2013 as presented; | February 2013 Treasurer’s Report
February 2013 Bills |
| 2. The February 2013 bills in the amount of \$1,660,857.30 as submitted; | Carnegie RE Tax Refunds |
| 3. Borough of Carnegie Real Estate Tax Refunds for the month of March 2013 as presented; (Finance Item #0213-01) | Contract Agreement –
Communications Consulting |
| 4. The contract agreement with Communications Consulting Inc. for technology service calls within a 20-hour block service plan at a cost not to exceed \$2,100 as presented; (Finance Item #0313-02) | Contract Agreement –
ManageEngine |
| 5. The contract agreement with ManageEngine for a technology help desk service plan at a cost not to exceed \$1,495 as presented; (Finance Item #0313-03) | RFP – High School RHVAC
Service Contract Renewal |
| 6. The specifications of the Request for Proposal and subsequent advertising for the renewal of a R.H.V.A.C. Service Contract for the Carlynton Junior-Senior High School as presented; (Finance Item #0313-04) | RFP – District Waste
Removal Service Contract
Renewal |
| 7. The specifications of the Request for Proposal and subsequent advertising for the renewal of the Waste Removal Service Contract for the Carlynton School District as presented; (Finance Item #0313-05) | BDA Engineering – HVAC
and Electrical for Carnegie
Elementary |
| 8. Retain BDA Engineering to provide engineering services for the Carnegie Elementary School HVAC and Electrical Upgrades for a fee of \$128,600.00 in accordance with the RFQ Proposal, Draft Agreement and successful negotiations of language to be contained in the Final Agreement (AIA Document B132-2009) and approval of the District Solicitor; | Loftus Engineers – HVAC
and Electrical for Crafton
Elementary |
| 9. Retain Loftus Engineers, LLC to provide engineering services for the Crafton Elementary School HVAC and Electrical Upgrades for a fee of \$136,411.00 in accordance with the RFQ Proposal, Draft Agreement and successful negotiations of language to be contained in the Final Agreement (AIA Document B132-2009) and approval of the District Solicitor; | Thomas & Williamson –
Agreement: Construction
Manager |
| 10. The Agreement with Thomas & Williamson for Construction Management Services contingent upon successful negotiations of the language to be contained in the Agreement (AIA Document C132-2009) and approval of the District Solicitor. Construction Management Services are to be performed on a Work Order by Work Order basis. | Thomas & Williamson –
Work Order No. 001 for
Carnegie Elementary |
| 11. Issue Work Order No. 001 in the amount of \$81,847.00 to Thomas & Williamson for Construction Management Services for the Carnegie Elementary School HVAC and Electrical Upgrades Project contingent upon reaching an agreement on AIA Document C132-2009 and approval of the District Solicitor; | |

- | | |
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| <p>12. Issue Work Order No. 002 in the amount of \$59,215.00 to Thomas & Williamson for Construction Management Services for the Crafton Elementary School HVAC and Electrical Upgrades Project contingent upon reaching an agreement on AIA Document C132-2009 and approval of the District Solicitor;</p> | <p>Thomas & Williamson –
Work Order No. 002 for
Crafton Elementary</p> |
| <p>13. Name Landmarks Design Associates, Inc. (LDA), as Architect of Record to provide Architectural services at Crafton Elementary School. The architect’s services and fees will be finalized pending agreement of the language contained in the Agreement (AIA Document B132-2009) and approval of the District Solicitor. Work will be performed by issuance of Work Orders; (Finance Item # 0313-06)</p> | <p>Landmarks Design Associates
– Architectural Services for
Crafton Elementary</p> |
| <p>14. Name Valentour English Bodnar & Howell (VEBH Architects) as Architect of Record to provide Architectural services at Carnegie Elementary School. The architect’s services and fees will be finalized pending agreement of the language contained in the Agreement (AIA Document B132-2009) and approval of the District Solicitor. Work will be performed by issuance of Work Orders; (Finance Item #0313-07)</p> | <p>VEBH Architects –
Architectural Services for
Carnegie Elementary</p> |
| <p>15. Issue Work Order No. 001 in the amount of \$60,406.00 to Valentour English Bodnar & Howell for Architectural Services for the Carnegie Elementary School Captured Vestibule and office Relocation Project contingent upon agreement of the Contract and approval by the District Solicitor;</p> | <p>VEBH Work Order No. 001 –
Captured Vestibule/Office
Relocation at Carnegie</p> |
| <p>16. Issue Work Order No. 001 in an amount to be negotiated by the Solicitor with Landmark Design Associates for Architectural Services for the Crafton Elementary School Captured Vestibule and Office Relocation Project. Negotiations will be based on the fee range provided to the District by LDA on March 13, 2013;</p> | <p>LDA Work Order No. 001 –
Captured Vestibule/Office
Relocation at Crafton</p> |
| <p>17. The February 2013 Athletic Fund Report with an ending balance of \$7,276.57 as submitted; (Finance Item #0313-08)</p> | <p>February 2013 Athletic Fund
Report</p> |
| <p>18. The February 2013 Activities Fund Report with and ending balance of \$44,527.40 as submitted; (Finance Item #0313-09)</p> | <p>February 2013 Activities
Fund Report</p> |
| <p>19. The Alternative Education Program/Education Services Agreement between the Allegheny Intermediate Unit and the District for the for the 2012-2013 school year as presented; (Finance Item #0313-10)</p> | <p>AIU Alternative Education
Services Program Agreement</p> |
| <p>20. The proposed General Operating Budget for the 2013-2014 school year for Parkway West Career and Technology Center Resolution No. 164 in the total amount of \$5,763,751 as presented; (Finance Item #0313-11)</p> | <p>General Operating Budget –
PWCTC</p> |
| <p>21. The proposed Building Rental Budget for the 2013-2014 school year for Parkway West Career and Technology Center Resolution No. 165 in the total amount of \$556,242 as presented; (Finance Item #0313-12)</p> | <p>Building Rental Budget -
PWCTC</p> |

_____ *First*; _____ *Second*; _____ *Vote*

III. Personnel

Motion to approve the following Personnel Items:

1. The following additions and deletion to the 2012-2013 Supplemental Athletic List as recommended by administration:
 - David Zinski – junior high head track
 - Katie Zinski – junior high assistant track
 - Anthony Istik – junior high assistant track
 - Benjamin Kohl – track volunteer
(Personnel Item #0313-01)

2. The letters of intent to retire from the following professional educators, as submitted per the terms of the Carlynton Federation of Teachers Bargaining Unit Agreement and effective June 30, 2013:
 - Jeanine Butts
 - Nina Kovanis
 - Clare Rex
 - Rosemary Ulintz
 - Mary Beth Veri
(Personnel Item #0313-02)

3. **One-half year Intermittent Leave of Absence as submitted by Employee #CFT13-12 as submitted. (Personnel Item #0313-03)**
_____ *First*; _____ *Second*; _____ *Vote*

Additions/Deletion to 2012-2013 Supplemental Athletic List

Letter of Intent to Retire – Teachers

Leave of Absence – Employee CFT13-12

IV. Student Services

Motion to approve the following Student Services Item:

1. The 2013-2014 school year Program of Studies for grades seven and eight as presented; (Student Services Item #0313-01)

2. Vanessafay Carter as an additional bus driver for Student Transportation of America as submitted; (Student Services Item #0313-02)

3. **A social studies field trip to Gettysburg Pennsylvania on May 30, 2013 to provide students the opportunity to explore the preserved historical battlefields in relation to course work within the classroom, as presented. (Student Services Item #0313-03)**
_____ *First*; _____ *Second*; _____ *Vote*

2013-14 Program of Studies, Grades Seven and Eight

Additional STA Bus Driver

Field Trip to Gettysburg – May 30, 2013

V. Policy

Motion to approve the following Policy:

1. The first reading of the Parent Request for Exclusion policy as presented. (Policy Item #0313-01)
_____ *First*; _____ *Second*; _____ *Vote*

First Reading – Parent Request for Exclusion Policy

OLD BUSINESS:

NEW BUSINESS:

Extension of the Transportation Contract with STA of Pennsylvania

OPEN FORUM:

ADJOURNMENT:

_____ *First*; _____ *Second*; _____ *Vote*; _____ *Time*