



# Carlynton School District

Dr. 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: August 15, 2018

RE: BOARD OF EDUCATION MEETING

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The Carlynton Board of School Directors will conduct its monthly Voting Meeting  
Monday, **August 20, 2018 at 7:00 pm** in the Carlynton Junior-Senior High School cafeteria.

- A Finance Committee Meeting will be held prior to the voting meeting,  
beginning, at 6:30 pm.

**CARLYNTON SCHOOL DISTRICT**

**Voting Meeting  
August 20, 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 VACANCY** – *Interviewing of candidates*

**APPROVAL OF MINUTES:**

*Motion to approve the following minutes:*

1. The minutes of the August 7, 2018 special meeting for general purposes.  
\_\_\_\_\_ *First*; \_\_\_\_\_ *Second*; \_\_\_\_\_ *Vote*

Minutes of August 7, 2018  
Special Voting Meeting

**REPORTS:**

- Executive Session
- Administrative Reports
  - Superintendent’s Report – *Dr. Peiffer*
    - Business/Finance – *Mr. Juzwick*
    - Special Education and Pupil Services – *Dr. Andler*
    - Curriculum and Data – *Mr. Mantich*
    - Principals
  - Committee Reports
    - Parkway West CTC – *Director Appel*
    - Pathfinder – *Director Honchar*
    - SHASDA
    - Legislative/PSBA – *Director Simcic*

**I. Miscellaneous**

*Motion to approve the following Miscellaneous Items:*

1. The 2018-2019 Conference and Field Trips Requests as submitted;  
(Miscellaneous Item #0818-01)  
\_\_\_\_\_ *First*; \_\_\_\_\_ *Second*; \_\_\_\_\_ *Vote*

Conference and Field Trip  
Requests

## II. Finance

*Motion to approve the following Finance Items:*

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|--|---|
| 1. The July 2018 bills in the amount of \$575,892.00 as presented;   | July 2018 Bills                             |
| 2. The revised Treasurer' Report for the month ending December 31, 2017 as presented;  | Treasurer's Report – December 2017          |
| 3. The Treasurer's Report for the month ending January 31, 2018 as presented;  | Treasurer's Report – January 2018           |
| 4. The Treasurer's Report for the month ending February 28, 2018 as presented;   | Treasurer's Report – February 2018          |
| 5. The Treasurer's Report for the month ending March 31, 2018 as presented;  | Treasurer's Report – March 2018             |
| 6. The Treasurer's Report for the month ending April 30, 2018 as presented;  | Treasurer's Report – April 2018             |
| 7. The Software License, Maintenance and Services Agreement between the District and N. Harris Computer Corporation for services, support and maintenance of the Pro-Soft accounting system, effective July 1, 2018; (Finance Item #0818-01) | Agreement with Harris School Solutions      |
| 8. The software-based solution agreement between the District and EdInsight for the use of OnHand Schools performance suite; (Finance Item #0818-02)   | Agreement with EdInsight – OnHands Software |
| 9. The July 2018 Athletic Fund Report with an ending balance of \$5,118.30; (Finance Item #0818-03)  | July 2018 Athletic Fund Report              |
| 10. The July 2018 Activities Fund Report with an ending balance of \$75,464.26; (Finance Item #0818-04)  | July 2018 Activities Fund Report            |
| _____ <i>First</i> ; _____ <i>Second</i> ; _____ <i>Vote</i>   |   |

## III. Personnel

*Motion to approve the following Personnel Items:*

- |  |  |
|--|--|
| 1. The Day to Day Substitute List for the 2018-2019 school year as presented; (Personnel Item #0818-01)  | 2018-2019 D-D Sub List                     |
| <b>2. The additions to the 2018-2019 Supplemental Athletic List with new and returning coaches as presented; (Personnel Item #0818-02 REVISED)</b> | <b>2018-2019 Supplemental Athlete List</b> |
| 3. The resignation of varsity girls basketball coach Frank Zebrasky, effective August 10, 2018; (Personnel Item #0818-03)                          | Resignation, Coach – Frank Zebrasky        |
| 4. The additions to the 2018-2019 Supplemental Activities List with returning sponsors as presented; (Personnel Item #0818-04)                     | 2018-2019 Supplemental Activities List     |

5. Recognize tenure status of the following for completing three years of satisfactory service under the terms of the Carlynton Federation of Teachers Collective Bargaining Unit Agreement:
  - Michael Donovan
  - Chelsie Fris Cerveris
  - Kathy Helfrick
  - Robin Wenrich
  - Brenda Vu Dzurko
 (Personnel Item #0818-05)
  
6. Reassign Jennifer O’Lexa to the position of junior-senior high school office secretary, effective August 3, 2018, and under the terms of the Secretary, Cafeteria, and Aides Collective Bargaining Unit Agreement; (Personnel Item #0818-05)
  
7. Reassign Sharon Stengel to the position of Special Education Access Secretary, effective August 13, 2018, and under the terms of the Secretary, Cafeteria, and Aides Collective Bargaining Unit Agreement; (Personnel Item #0818-06)
  
8. Appoint Robert Prevost to the position of temporary custodian, and move Ed Hoffman to the position of temporary maintenance worker under the terms of the Custodian-Maintenance Collective Bargaining Unit Agreement; (Personnel Item #0818-07)
  
9. Reassign Robin Wenrich to a fifth grade position at Crafton Elementary under the terms of the Carlynton Federation of teachers Collective Bargaining Unit Agreement; (Personnel Item #0818-08)
  
10. Appoint Mikalya Richards to the position of General Food Worker at the junior senior high school, effective August 20, 2018 under the terms of the Secretary-Cafeteria-Aides Collective Bargaining Unit Agreement; (Personnel #0818-09)
  
11. Appoint Erin Canton to the position of General Food Worker at the Carnegie Elementary, effective August 20, 2018 under the terms of the Secretary-Cafeteria-Aides Collective Bargaining Unit Agreement; (Personnel #0818-10)
  
- 12. Appoint Carol Nightingale to the position of lunchroom/playground aide at Crafton Elementary, effective August 20, 2018 under the terms of the Secretary-Cafeteria-Aides Collective Bargaining Unit Agreement; (Personnel #0818-11)**
  
- 13. The Leave of Absence request as submitted by Employee CFT1819-04. (Personnel Item #0818-12)**  
 \_\_\_\_\_ *First*; \_\_\_\_\_ *Second*; \_\_\_\_\_ *Vote*

Tenure Status

JSHS Office Secretary – Jennifer O’Lexa

SE Access Secretary – Sharon Stengel

Temp Custodian and Temp Maintenance Worker – Robert Prevost and Ed Hoffman

Fifth Grade, Crafton Elementary – Robin Wenrich

General Food Worker – Mikayla Richards

General Food Worker – Erin Canton

**Lunchroom/Playground Worker – Carol Nightingale**

**Leave of Absence**

**V. Policy**

*Motion to approve the following Policy Items:*

1. The second and final reading of Policies 701 through 710, excluding Policy 707, per the full PSBA policy review; (Policy Item 0818-01)

Policies 701-710 – Second Reading

2. The second and final reading of Policy 707, Use of School Facilities, with attachments, as presented. (Policy Item #0818-02)  
\_\_\_\_\_ *First*; \_\_\_\_\_ *Second*; \_\_\_\_\_ *Vote*

Policy 707 – Second Reading

**OLD BUSINESS:**

**NEW BUSINESS:**

**OPEN FORUM:**

**ADJOURNMENT:**

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