



Carlynton School District

Dr. Joseph Dimperio • Acting Superintendent

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M E M O R A N D U M

TO: Board of Directors
Administrators
Municipal Offices

DATE: November 13, 2018

RE: BOARD OF EDUCATION MEETING

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

CARLYNTON SCHOOL DISTRICT

Voting Meeting
November 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:

APPROVAL OF MINUTES:

Motion to approve the following minutes:

1. The minutes of the October 16, 2018 finance committee meeting;
2. The minutes of the October 16, 2018 regular voting meeting;
3. **The minutes of the November 13, 2018 finance committee meeting.**
_____ *First*; _____ *Second*; _____ *Vote*

Minutes of October 16, 2018
Finance Meeting
Minutes of October 16, 2018
Regular Meeting
**Minutes of November 13,
2018 Finance Meeting**

REPORTS:

- Executive Session
- Administrative Reports
 - Superintendent's Report
 - Business/Finance – *Mr. Juzwick*
 - Principals
 - Committee Reports
 - Parkway West CTC – *Director Appel*
 - Pathfinder – *Director Honchar*
 - SHASDA – *Director Frank*
 - Legislative/PSBA – *Director Simcic*

I. Miscellaneous

Motion to approve the following Miscellaneous Items:

1. The additions to the 2018-2019 Conference and Field Trips Requests as submitted; (Miscellaneous Item #1118-01 **REVISED**)
2. The Board Meeting Schedule for meeting dates beginning January 2019 and ending December 2019; (Miscellaneous Item #1118-02 **REVISED**)

Conference and Field Trip
Requests

2019 Board Meeting
Calendar

3. The Cooperative Sponsorship Agreement between the District and Bishop Canevin High School for participation with the Carlynton boys' and girls' varsity track team. (Miscellaneous Item #1118-03)
_____ *First*; _____ *Second*; _____ *Vote*

Coop-Sponsorship Agreement with BCHS

II. Finance

Motion to approve the following Finance Items:

1. The October 2018 bills in the amount of \$684,397.03 as presented;
2. Move all but eight percent of the general fund balance to an assigned fund balance for the 2018-2019 school year for future expenditures related to PSERs health care benefits, and building renovations, retroactive to June 30, 2018, as directed by the auditors;
3. The appraisal services agreement submitted by Valuation Engineers, Inc., including the fee schedules as presented in Part I, Part II, Part III, and Part IV; (Finance Item #1118-01)
4. The estimate for general maintenance to the Crafton Athletic Field ball field at a cost of \$4,945 as presented; (Finance Item #1118-02)
5. The invoice for work completed to date to the sink hole located near Honus Wagner Field in the amount of \$9,840 as submitted; (Finance Item #1118-03)
6. The Athletic Fund Report for the month ending September 30, 2018 with an ending balance of \$18,304.86; (Finance Item #1118-04)
7. The Activities Fund Report for the month ending September 30, 2018 with an ending balance of \$76,655.39; (Finance Item #1118-05)
8. **The Athletic Fund Report for the month ending October 31, 2018 with an ending balance of \$20,678.82; (Finance Item #1118-06)**
9. **The Activities Fund Report for the month ending October 31, 2018 with an ending balance of \$72,670.36; (Finance Item #1118-07)**
10. **To acknowledge the administration's completion and submission of the District's Annual Financial Report for the school year 2017-2018 to the Pennsylvania Department of Education; (Finance Item #1118-08)**
11. **The proposal from JAB Consulting (Jody Buchheit Spolar) to conduct a District staffing analysis to commence in January 2019 at a cost not to exceed \$4,710 as presented. (Finance Item #1118-09)**
_____ *First*; _____ *Second*; _____ *Vote*

October 2018 Bills

Assigned Fund Balance

Valuation Engineers Appraisal Agreement

Maintenance to Crafton Ball Field

Invoice for Sink Hole

Athletic Fund Report – September 2018

Activities Fund Report – September 2018

Athletic Fund Report October 2018

Activities Fund Report – October 2018

Annual Financial Report Submission

JAB Consulting – Staffing Analysis

III. Personnel

Motion to approve the following Personnel Items:

1. The additions and deletions to the 2018-2019 Supplemental Athletic List as presented; (Personnel Item #1118-01 **REVISED**)

2018-2019 Athletic Supplemental List

<p>2. The additions to the 2018-2019 Day to Day Substitute List as presented; (Personnel Item #1118-02)</p>	<p>Additions to the D-D Sub List</p>
<p>3. Assign Jordon Roussos to the position of long-term substitute at Crafton Elementary School under the terms of the Carlynton Federation of Teachers Collective Bargaining Unit Agreement, effective November 19, 2018; (Personnel Item #1118-03)</p>	<p>LTS at Crafton Elementary – Jordon Roussos</p>
<p>4. The Leave of Absence Memorandum of Understanding for Employee CFT1819-09 as submitted; (Personnel Item #1118-04)</p>	<p>MOU Leave of Absence</p>
<p>5. The Leave of Absence Request for Employee CFT1819-10 as submitted; (Personnel Item #1118-05)</p>	<p>Leave of Absence</p>
<p>6. The reassignment of Anthony Krause to the position of custodian at the junior-senior high school under the terms of the Custodial-Maintenance Collective Bargaining Unit Agreement; (Personnel Item #1118-06)</p>	<p>HS Custodian – Anthony Krause</p>
<p>7. The letter of resignation submitted by Linda Manion, Crafton Elementary lunchroom/playground aide, as submitted; (Personnel Item #1118-07)</p>	<p>Resignation – Linda Manion</p>
<p>8. The assignment of Mandee Zarvis to the position of lunchroom/playground aide at Carnegie Elementary, retroactive to November 5, 2018, under the terms of the Secretary-Cafeteria-Aides Collective Bargaining Unit Agreement; (Personnel Item #1118-08)</p>	<p>Carnegie L/PG Aide</p>
<p>9. The assignment of Pamela Stone to the after-school position of math and ELA instructor for a student, one hour per week per subject, at the per diem rate; (Personnel Item #1118-09)</p>	<p>Math/ELA Instructor – Pamela Stone</p>
<p>10. The reassignment of Krystal Arthur to the position of general food service worker at Carnegie Elementary, a 4.5 hour per day assignment under the terms of the Secretary-Cafeteria-Aides Collective Bargaining Unit Agreement; (Personnel Item #1118-10)</p>	<p>Food Service Worker, Carnegie – Krystal Arthur</p>
<p>11. The reassignment of Rob Charley to the No. 11 custodial position at Crafton Elementary School and Jacqueline Gamble to a daytime custodial position at Crafton Elementary under the terms of the Custodial-Maintenance Collective Bargaining Unit Agreement;</p>	<p>Custodial Reassignments – Rob Charley and Jacqueline Gamble</p>
<p>12. The assignment of Jamie Sonnie to the after-school position of ESL instructor at the junior-senior high school, Monday through Thursday from 3:15 pm to 4:15 pm at an hourly rate of \$30. (Personnel Item #1118-11)</p>	<p>ESL Instructor – Jamie Sonnie</p>
<p>13. The salary adjustment for the 2018-2019 school year retroactive to July 1, 2018 for the following administrators as presented:</p> <ul style="list-style-type: none"> ▪ Rachel Andler ▪ Lauren Baughman ▪ Marsha Burleson ▪ Rachel Gattuso (Personnel Item #1118-12) 	<p>Act 93 Salary Adjustments</p>

14. A monthly stipend for Kimberly Holdcroft for duties and responsibilities as transportation coordinator for the 2018-2019 school year, retroactive to July 1, 2018;

Transportation Coordinator – Monthly Stipend

15. A salary adjustment for confidential secretaries Michale Herrmann and Catherine Kovach for the 2018-2019 school year, retroactive to July 1, 2018;

Confidential Secretaries Salary Adjustment

16. The additional assignment of responsibilities to Acting Superintendent Joseph Dimperio to conduct the Superintendent Search for the District at an additional compensation of \$3,000;

Superintendent Search – Dr. Dimperio

17. The resignation of Carnegie Elementary lunchroom/playground aide Mande Zarvis, effective immediately; (Personnel Item #1118-13)

Resignation – Mande Zarvis

18. The assignment of after-school reading or math tutors at Carnegie and Crafton Elementary Schools to the following teachers at an hourly stipend of \$35 funded by a Ready-to-Learn grant:

After-School Tutors in Reading and Math – Carnegie Elementary

- Mary Campbell
- Susan Cantwell
- Renee Gaydos
- Brian Harewicz
- Kathy Helfrick
- Amanda Meyers
- Elaine Retcofsky
- Jordon Roussos
- Amy Rynn

(Personnel Item #1118-14 REVISED)

19. Assign Tanja Berkhouse to the position of Lunchroom/Playground Aide at Crafton Elementary consistent with the terms of the Secretary-Cafeteria-Aides Collective Bargaining Unit Agreement. (Personnel Item #1118-15)

L/PG Aide Crafton – Tanja Berkhouse

_____ First; _____ Second; _____ Vote

IV. Student Services

Motion to approve the following Student Activities Items:

1. The agreement for students Daphne Kalimon and Azjia Gardner to represent Carlynton by competing as independent gymnasts in the WPIAL gymnastics division for the 2018-2019 school year under the training and direction of Christine Gulakowski's All-Star Athletics and Gymnastics as presented; (Student Services Item #1118-01)

Independent Student Gymnasts Agreement

2. The proposed trip for French students to travel to France, June 10-18, 2019, as presented, at no cost to the District. (Student Services Item #1118-02)

Student Trip to France

3. The proposed spring trip for the Carlynton Marching Band to travel to New York City, April 26-28, 2019, as presented, at no cost to the District. (Student Services Item #1118-03)

Marching Band Trip to NYC

_____ First; _____ Second; _____ Vote

V. Policy

Motion to approve the following Policy Items:

1. The first reading of Finance Policies 611 through 626 per the full PSBA policy review. (Policy Item #1118-01)

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

Finance Policies 611-626 –
Final Reading

OLD BUSINESS:

NEW BUSINESS:

OPEN FORUM:

ADJOURNMENT:

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