

**PLUM BOROUGH SCHOOL DISTRICT  
900 ELICKER ROAD  
PLUM, PA 15239**

**AGENDA  
REGULAR VOTING MEETING**

**June 28, 2016  
Oblock Junior High School Auditorium  
7:00PM**

The Plum Borough School District's mission is to educate children in a safe and engaging learning environment while developing creative problem-solvers, critical thinkers, and globally competitive citizens.

**TO: Plum Borough Board of School Directors**  
**FROM: Dr. Guy Rossi, Assistant Superintendent**  
**DATE: June 28, 2016**

**I. Call to Order/Pledge of Allegiance**

**II. Roll Call**

**III. Executive Session**

The Board met in Executive Session on June 6, June 21, and this evening prior to and after the voting meeting, June 28, 2016 to discuss matters of personnel, legal matters, and real estate.

**IV. Approval of Minutes**

Recommend approval of the following Meeting Minutes: May 24 Regular Board Meeting; and the June 21, 2016 Committee of the Whole Meeting.

**V. Citizens' Comments on Agenda Items**

**VI. Citizens' Comments on Non-Agenda Items**

**VII. Agenda**

**A. Facilities Committee - Mr. Rich Zucco, Chair**

1. Recommend approval to pay GOB invoices, as presented.
2. Recommend approval to accept the Trash Hauling Bid with Waste Management Incorporated in the amount of \$3,248.27 per month.
3. The Committee of the Whole met on June 21, 2016. Mr. Zucco will make this report. The next Committee of the Whole Meeting is scheduled for Tuesday, July 12, 2016 at 6:00PM in Borough Council Chambers.

**B. Personnel Committee - Mr. Steve Schlauch, Chair**

1. Recommend approval to accept the retirement of Virginia Quillen, Health & Physical Education Teacher at Oblock Junior High School, retroactive to June 3, 2016.
2. Recommend approval to accept the updated retirement date of Ryan Milliron, System Administrator, to June 24, 2016.
3. Recommend approval to rescind the May 24, 2016 board motions to hire Emily Begley, as the Special Education Teacher, Pivik Elementary School.
4. Recommend approval to accept the resignation of Jordan Amigh, Network Administrator, retroactive to June 10, 2016.
5. Recommend approval to accept the resignation of Connor VanRyn, Bus Aide, retroactive to May 31, 2016.
6. Recommend approval to accept the resignation of Michele McIntyre, Staff Nurse at Oblock Junior High and Holiday Park Elementary Schools.
7. Recommend approval to assign Justin Stephans to Plum High School as Acting Principal at an additional stipend of \$30.00 per day, retroactive to June 8, 2016.
8. Recommend approval to assign Jeffrey Hadley to Regency Park Elementary School as Acting Principal, at no additional stipend, retroactive to June 8, 2016.
9. Recommend approval to hire Christopher Kotts as System Administrator, at a pro-rated salary of \$53,500/year, with a start date to be determined by Central Administration.
10. Recommend a salary adjustment to \$40,000 for Steven Miles, Help Desk Administrator, effective July 1, 2016.
11. Recommend approval to hire the following Special Services Sponsors for the 2016-2017 school year at the contracted rate, as listed.
  - a. Senior High School After School Detention – Joy Porter Drum
  - b. TV Production – Rick Berrott
  - c. Junior High School Audio Visual Aid Director – Jason Steele
  - d. Senior High Class Play (1) – Nick Mitchell
  - e. Senior High Class Play (2) – John DeLuce
  - f. Junior High Class Play – Jason Steele
  - g. Senior High School Store – Gina Sciulli

- h. Junior High School Yearbook – Amanda Durick
- i. Senior High School Newspaper – Kathleen Cooper
- j. Junior High School Newspaper – Karen Mienke
- k. National Honor Society – Rick Berrott
- l. Junior High School Ski Club (per trip, maximum 5 trips per year) – Ryan Silvis
- m. Senior/Junior Class (1) – Tim Rock
- n. Senior/Junior Class (2) – Samor Pieper
- o. Sophomore Freshman Student Government – Lori Black-Trusky
- p. Girls’ Leaders Association – Amy Martello
- q. Girls’ Leaders Association Assistant – Nicole Lundy
- r. Senior High School Band Director – Bethany Loy
- s. Assistant Band Director (1) – Joe Joyce
- t. Assistant Band Director (2) – Brandon Miller
- u. Drill Team – Ali Staniszewski
- v. Colorguard – Samanth Passarello and Christine Aley (shared stipend)
- w. Senior High School Chorus Director – John DeLuce
- x. Senior High School Orchestra Director – Andrew Bronkaj
- y. Junior High School Chorus Director - Jennifer Parachos
- z. Elementary Spring Concert Band Director – Erin Marion
- aa. Elementary Spring Concert Chorus Director – Jane Boyle
- bb. Elementary Spring Concert Chorus Director – Kelly Wilson
- cc. Elementary Spring Orchestra Concert Director – Nick Vranesevic
- dd. Musical Director – Nick Mitchell
- ee. Musical Vocal Director – John DeLuce
- ff. Musical Orchestra Director – Bethany Loy
- gg. Robotics Sponsor – Tamar McPherson
- hh. SADD – Rochelle Dunn

**12.** Recommend approval of the following teachers for professional contracts, who have successfully completed three years of service:

- a. Candice Comunale
- b. Lauren Dinga
- c. Mark Dinga
- d. Megan Gillis
- e. Nathan Lucas
- f. Nicole Lundy
- g. Zachary Rice
- h. Amy Palumbo
- i. Kristina Szurley

- 13. Recommend approval to hire Dave Dziewulski and Missy Karkowsky for technology related summer work at the contracted rate, not to exceed \$9,000.00, collectively.
- 14. Recommend approval of a Leave of Absence, per the Teacher’s Collective Bargaining Agreement, for Dr. Jennifer Clinton-Sikura, for the 2016-17 school year.
- 15. Recommend approval, in accordance with the Family Medical Leave Act (FMLA), for an intermittent leave for Missy Karkowsky, retroactive from May 23, 2016 through May 27, 2016.
- 16. Recommend approval to create a part-time Assistant Transportation Director position.

**C. Education Committee – Mrs. Susan Caldwell, Chair**

- 1. Recommend approval of the following educational agreements, as presented:

Educational Institution
1. The Meadows Psychiatric Center
2. Western Psychiatric Institute and Clinic of UPMC
3. Waterfront Learning Services Agreement
4. Adelphoi Education Services Agreement
5. Family Services of Western Pennsylvania
6. Pennsylvania School Based ACCESS

- 2. Recommend approval to accept \$20,000 STEAM Grant from the Allegheny Intermediate Unit.

- 3. Recommend approval of the following overnight fieldtrip request, as presented:

Attendees	When/Event	Where
AP U.S. Government and Politics Students/Chaperones	Presidential Inauguration	Washington D.C.

4. Recommend approval of the revised Parent-Student Handbooks for 2016-17, as presented.
5. The Committee of the Whole met on June 21, 2016. Mrs. Caldwell will make this report. The Committee of the Whole Meeting is scheduled for Tuesday, July 12, 2016, at 6:00PM in Borough Council Chambers.

**D. Finance Committee – Mr. Sal Colella, Chair**

1. Recommend approval of the Treasurer’s Report and bill payments for May 2016, as presented.
2. Recommend ratification of bus purchases for nine new buses (8 large and 1 small) for the 2016-17 school year from Blue Bird Bus Sales of Pittsburgh, Inc. in the amount of \$715,395. Blue Bird was the lowest responsible bidder. Funding is to be provided from Series B of 2016 Bond Issue.
3. Recommend approval of the following year-end Business Office functions:
  - a. Facsimile signatures for signing General Fund, all GOB Funds, Student Activities Fund, Athletic Fund and Food Service/cafeteria Fund checks.
  - b. Authorize the Director of Business Affairs to invest school district funds.
  - c. Authorize payments of utility and other discounted invoice pricing payments prior to the regular board voting meeting.
4. Recommend authorizing Central Administration and District’s Independent Auditors to make any necessary year-end budget transfers after June 30, 2016 for the 2015-16 fiscal year, as presented.
5. Recommend approval of the 2016-17 Substitute/Non-Bargaining Unit hourly rates, as presented.
6. Recommend approval to accept the 2016-17 Final General Fund Budget (Fund 10) with anticipated Revenues of \$65,278,129 and anticipated Expenditures of \$64,604,416 with the difference of \$673,713, an estimated budget operating surplus, with the millage rate set at 19.377.

- 7.** Homestead/Farmstead Exclusion Resolution (Act 1 of 2006) which results in a \$211.37 reduction in school real estate property taxes for 7,822 qualified applicants, as presented.
- 8.** Recommend approval of Act 20 Resolution for the collection of delinquent real estate taxes through sheriff sale processings, as presented.
- 9.** Recommend approval of the following local tax resolutions necessary to support the 2016-17 General Fund Budget (Fund 10):
  - a. Current Real Estate Tax Rate at 19.377 mils
  - b. Per Capita Tax (Act 511 and School Code) at total of \$10.00
  - c. Earned Income Tax (EIT) at 1.0% (Shared equally w/ Plum Borough)
  - d. Deed Transfer Tax at 1.0% (Shared equally w/ Plum Borough)
  - e. Local Service Tax (LST) at \$5.00
- 10.** Recommend authorization for Central Administration and Solicitor to explore terms and conditions for a potential Tax Revenue Anticipation Note (TRAN) for state funding for the 2016-17 General Fund Budget (Fund 10), in the event the state does not pass the State Budget by June 30, 2016 or in a timely manner to provide necessary operating cash flow.
- 11.** Recommend approval to authorize a Request for Proposals for independent audit services beginning with fiscal year end 2015-2016.
- 12.** Recommend approval to renew the agreement with Premier Medical Associates for School Physician Services for the period from July 1, 2016 to June 30, 2017 with no increase in cost or changes in service.
- 13.** Recommend approval to appoint Dr. Terry Stepnick of Golden Mile Dental for School Dentist Services for the period from July 1, 2016 to June 30, 2019 with no change in services and not to exceed \$499 annually.
- 14.** D.C. Field Trip Update.
- 15.** Recommend approval to accept tuition paying Student A and Student B for the 2016-17 school year.

16. The Committee of the Whole met on June 21, 2016. Mr. Colella will make this report. The Committee of the Whole meeting is scheduled for Tuesday, July 12, 2016, at 6:00PM in the Borough Council Chambers.

**E. Policy Committee – Mrs. Vicky Roessler, Chair**

1. Recommend approval to accept the following policy revisions, as listed.

Policy No.	Policy Name
Policy No. 304	Employment of District Staff
Policy No. 824	Maintaining Professional Adults/Student Boundaries
Policy No. 916	Volunteers

2. The Committee of the Whole met on June 21, 2016. Mrs. Roessler will make this report. The Committee of the Whole meeting is scheduled for Tuesday, July 12, 2016, at 6:00PM in the Borough Council Chambers.

**F. Safe and Supportive Schools Committee – Mrs. Vicky Roessler, Chair**

*The following motion was added to the agenda with a motion by Michelle Stepnick and a second from Michele Gallagher and a unanimous vote*

1. Recommend approval to enter a Memorandum of Understanding for the SRO with the Borough of Plum and the Plum Borough School District, as presented.
2. The Committee of the Whole met on June 21, 2016. Mrs. Roessler will make this report. The next Committee of the Whole meeting is scheduled for Tuesday, July 12, 2016, at 6:00PM in the Borough Council Chambers.

**G. Transportation Committee – Mr. Jim Rogers, Chair**

1. The Transportation Committee did not meet this month. Mr. Rogers will make a report.

**H. Athletic Committee – Mrs. Michele Gallagher, Chair**

1. Recommend approval to hire Lindsay Muchnock, Head Girls' Varsity Basketball Coach, at the contracted amount, for the 2016-17 school year.
2. Recommend approval to hire Lisa DeLorenzo, Assistant Cross Country Coach #2, at the contracted amount, for the 2016-17 school year.
3. Recommend approval to accept the following Volunteer Coaches for the 2016-17 season:
  - a. James White – Softball Coach
  - b. Terrence Wiles- Softball Coach
  - c. Suellen Wiles – Majorette Sponsor
  - d. Jessica Clark – Majorette Sponsor
4. The Athletic Committee did not meet this month. Mrs. Gallagher will make a report.

**I. Food Service and Nutrition Committee – Mrs. Michelle Stepnick, Chair**

1. The Food Service and Nutrition Committee did not meet this month. Mrs. Stepnick will make a report.

**J. Forbes Road Career and Technology Center - Mr. Jim Rogers, Representative**

1. Recommend approval of the Forbes Road Career & Technology Center Revenue Anticipation Note (RAN) in the amount of \$4,400,000 at an interest rate of 1.2% for the 2016-17 school year, as presented.
2. Mr. Rogers will make a report.

**K. Eastern Area Schools - Mrs. Michele Gallagher, Representative**

1. Mrs. Gallagher will make a report.

**L. Legislative Policy Council – Mrs. Michelle Stepnick, Representative**

1. Mrs. Stepnick will make this report.

**M. President's Report – Mr. Kevin Dowdell**

1. Mr. Dowdell will make this report.

**IX. Announcements**

- A. The regular July Board Meeting is scheduled for Tuesday, July 26, 2016 at 7:00 PM in the Borough Council Chambers.

**X. Adjournment**

- A. Motion to Adjourn