

**CHARLEROI AREA SCHOOL DISTRICT  
BOARD OF EDUCATION**

**Regular Meeting of Tuesday, August 22, 2017**

**7:00 PM**

**Charleroi Area High School Community Room**

**MINUTES**

Prior to the regular meeting, the Board met in Executive Session at 6:34 p.m. in the High School Community Room, 100 Fecsen Drive, Charleroi PA 15022 to discuss personnel matters. Persons present were: Mr. Caruso, Mrs. Hopkins, Mrs. Keranko, Mr. Nutting, Mrs. Pappasergi, Mrs. Pellegrini, Mrs. Pepper, Mr. Wiltz and Mr. Yakich.

Mr. Wiltz, Board President, announced that the Board had been in executive session since 6:34 p.m. and then called the regular meeting of the Charleroi Area School District Board of School Directors to order at 7:11 p.m. in the High School Community Room, 100 Fecsen Drive, Charleroi PA 15022.

Upon roll call, members present were: Mr. Caruso, Mrs. Hopkins, Mrs. Keranko, Mr. Nutting, Mrs. Pappasergi, Mrs. Pellegrini, Mrs. Pepper, Mr. Wiltz and Mr. Yakich.

**APPROVAL OF THE AGENDA**

Upon motion of Mr. Yakich, seconded by Mrs. Pepper, it was resolved to approve the agenda for the Regular Meeting of the Charleroi Area School District Board of School Directors for August 22, 2017.

**ROUTINE BUSINESS:**

Upon motion of Mrs. Pappasergi, seconded by Mr. Caruso, with all in favor, it was resolved to approve the following routine business items for the month of July 2017:

- a. Approval of the Minutes for the Regular Meeting of July 25, 2017

**CORRESPONDENCE**

The following correspondence was read at the meeting:

- a. August Subsidies

MINUTES – AUGUST 22, 2017 – REGULAR MEETING

The following Federal and State Funds have been or will be received for the month of August 2017:

FUNDING	AMOUNT
NATIONAL SCHOOL LUNCH PROGRAM	\$71,536.17
SD SPECIAL EDUCATION	\$176,525.00
PROPERTY TAX RELIEF	\$321,932.00
TITLE I IMPROVING BASIC PROGRAMS	\$29,860.90

b. Thank You Note

**EDUCATION AND CURRICULUM**

Upon motion of Mr. Nutting, seconded by Mr. Caruso, it was resolved to approve all EDUCATION AND CURRICULUM resolutions as presented by the Administration and subject to review by the District Solicitor as follows:

- a. Name 2018 PSBA Officers: President-Elect – David Hutchinson; Vice President – Eric Wolfgang; Treasurer – Mike Gossert; Central At Large – Clythera Hornung; Western At Large – Daniel O’Keefe; PSBA Insurance Trust Trustees – Marianne L. Neel
- b. Approval for Tax Collector, Wayne Ray, to Attend Tax Collector Convention
- c. Approval of Watson Institute Agreement, for the 2017-2018 school year, at an annual rate of \$45, 828.00
- d. Approval of Washington Drug & Alcohol Commission, Inc. Letter of Agreement, at no cost to the District
- e. Approval of PA-Educator.net Contract, in the amount of \$1,750.00
- f. Approval of CMFL Sunday Facilities Request, retroactive to August 20, 2017

**ROLL CALL:**

Mr. Caruso Yes, Mrs. Hopkins Yes, Mrs. Keranko Yes,  
Mr. Nutting Yes, Mrs. Pappasergi Yes, Mrs. Pellegrini Yes,  
Mrs. Pepper Yes, Mr. Yakich Yes, Mr. Wiltz Yes.

**POLICIES/ADMINISTRATIVE REGULATIONS**

Upon motion of Mr. Yakich, seconded by Mrs. Pellegrini, it was resolved to approve all POLICY/ADMINISTRATIVE REGULATIONS resolutions as presented by the Administration and subject to review by the District Solicitor as follows:

MINUTES – AUGUST 22, 2017 – REGULAR MEETING

- a. Final Reading of Policies: 301 – Creating a Position; 302 – Employment of Superintendent/Assistant Superintendent; 304 – Employment of District Staff; 305 – Employment of Substitutes; 306 – Employment of Summer School Staff; 307 – Student Teachers/Interns; 308 – Employment Contract/Board Resolution; 309 – Assignment and Transfer; 311 – Suspensions/Furloughs; 312 – Performance Assessment of Superintendent/Assistant Superintendent; 313 – Evaluation of Employees; 314 – Physical Examination; 314.1 – HIV Infection; 317 – Conduct/Disciplinary Procedures; 317.1 – Educator Misconduct; 318 – Penalties for Tardiness; 319 – Outside Activities; 320 – Freedom of Speech in Nonschool Settings; 321 – Political Activities; 322 – Gifts; 323 – tobacco; 324 – Personnel Files; 325 – Dress and Grooming; 326 – Complaint Process; 328 – Compensation Plans/Salary Schedules; 330 – Overtime; 331 – Job Related Expenses; 332 – Working Periods; 333 – Professional Development; 334 – Sick Leave; 335 – Family and Medical leaves; 336 – Personnel Necessity Leave; 337 – Vacation; 338 – Sabbatical Leave; 338.1 – Compensated Professional Leaves; 339 – Uncompensated Leave; 340 – Responsibility for Student Welfare; 341 – Benefits for Part-Time Employees; 342 – Jury Duty; 343 – Paid Holidays; 346 – Workers’ Compensation; 347 – Workers’ Compensation Transitional Return-to-Work Program; 348 – Unlawful Harassment; 351 – Drug and Substance Abuse; 352 – Pre-employment Drug Testing
- b. Final Reading of Policies: 701 – Facilities Planning; 702 – Gifts, Grants, Donations; 702.1 – Naming Rights; 703 – Sanitary Management; 704 – Maintenance; 705 – Safety; 706 – Property Records; 707 – Use of School Facilities; 708 – Lending of Equipment and Books; 709 – Building Security; 710 – Use of Facilities by Staff; 711 – Employee Off-Site Use of Computer Equipment; 714 – Memorials; 716 – Integrated Pest Management; 717 – Cellular Telephones; 718 – Service Animals in Schools
- c. First Reading of Revised Policy 203 – Immunizations and Communicable Diseases
- d. First Reading of Policy 209.2 – Diabetes Management
- e. First Reading of Revised Policy 246 – School Wellness
- f. First Reading of Revised Policy 251 – Homeless Students
- g. First Reading of Policy 255 – Educational Stability for Children in Foster Care
- h. First Reading of Policies: 601 – Fiscal Objectives; 602 – Budget Planning; 603 – Budget Preparation; 604 – Budget Adoption; 605 – Tax Levy; 606 – Tax Collection; 607 – Tuition Income; 608 – Bank Accounts; 609 – Investment of District Funds; 610 – Purchase Subject to Bid/Quotation; 611 – Purchases Budgeted; 612 – Purchases Not Budgeted; 613 – Cooperative Purchasing; 614 – Payroll Authorization; 615 – Payroll Deductions; 616 – Payment of Bills; 617 – Petty Cash; 618 – Student Activity Funds; 619 – District Audit; 620 – Fund Balance; 621 – Local Taxpayer Bill of Rights; 622 – GASB Statement 34; 624 – Taxable Fringe Benefits; 625 – Procurement Card
- i. First Reading of Policies: 800 – Records Management; 800.1 – Electronic Records Retention; 800.2 – Electronic Records/Signatures; 801 – Public Records; 802 – School organization; 803 – School Calendar; 804 – School Day; 805 – Emergency Preparedness;

MINUTES – AUGUST 22, 2017 – REGULAR MEETING

- 805.1 – Relations with Law Enforcement Agencies; 806 – Child Abuse; 807 – Opening Exercises/Flag Displays; 808 – Food Services; 808.1 – Student Meal Charge Accounts; 810.1 – Drug/Alcohol Testing – Covered Drivers; 810.2 – Transportation – Video/Audio Recording; 810.3 – School Bus Idling; 810.4 – Cell Phone Use by Bus Drivers; 811 – Bonding; 812 – Property Insurance; 813 – Other Insurance; 813.1 – Medical Insurance Plan Withdrawal; 814 – Copyright Material; 815 – Acceptable Use of Internet, Computers and Network Resources; 815.1 – Electronic Systems Usage for Employees; 818 – Contracted Services; 822 – Automated External Defibrillator (AED)/Cardiopulmonary Resuscitation (CPR); 828 – Fraud; 830 – Breach of Computerized Personal Information
- j. First Reading of Policies: 901 – Public Relations Objectives; 902 – Publications Program; 903 – Public Participation in Board Meetings; 904 – Public Attendance at School Events; 905 – Citizen Advisory Committees; 906 – Public Complaints; 907 – School Visitors; 908 – Relations with Parents/Guardians; 909 – Municipal Government Relations; 910 – Community Engagement; 911 – News Media Relations; 912 – Relations with Educational Institutions; 913 – Nonschool Organizations/Groups/Individuals; 914 – Relations with Intermediate Unit; 916 – Volunteers; 917 – Parental/Family Involvement; 918 – Title I Parental Involvement

**ROLL CALL:**

Mr. Caruso Yes, Mrs. Hopkins Yes, Mrs. Keranko Yes,  
Mr. Nutting Yes, Mrs. Pappasergi Yes, Mrs. Pellegrini Yes,  
Mrs. Pepper Yes, Mr. Yakich Yes, Mr. Wiltz Yes.

**PERSONNEL**

Upon motion of Mrs. Pepper, seconded by Heather Keranko, it was resolved to approve all PERSONNEL resolutions as presented by the Administration and subject to review by the District Solicitor as follows:

- a. Accept Resignation of One-on-One Nurse, Deanna Hileman, effective immediately
- b. Accept Resignation of Sophomore Class Sponsor, Laura Piecknick, effective immediately
- c. Accept Resignation of Middle School Soccer Assistant Coach, Chris Esola, effective immediately
- d. Name One-on-One Nurse, Molley Brown, at a rate of \$20.00 per hour
- e. Name One-on-One Aide for Special Education Student, Rachel Heckman, at a rate of \$11.00 per hour
- f. Name Elementary Center 21<sup>st</sup> Century Afterschool Program Teachers: Barb Todaro, Jessica Fritch and Stephanie Kirkpatrick, at a rate of \$21.00 per hour
- g. Name Elementary Center 21<sup>st</sup> Century Afterschool Program Paraprofessional: Melynda Girdwood, at a rate of \$12.00 per hour

MINUTES – AUGUST 22, 2017 – REGULAR MEETING

- h. Approval of Bus Drivers: Terri Crampo, Terry Boord, Linda Tabron, Harold Rodabaugh, David Petrosky, Joseph Rapp, John Tedrow, Eva Harris, Glenn Sanders, Dennis Caldwell, Charles Bolden, Majorie Giordanengo, Carl Minkovich, Gregory Gladys, William Giordanengo and Terry Semian
- i. Name Varsity Volleyball Assistant Coach, Danielle Clausen, at a salary of \$1,450.00, pending receipt of all clearances
- j. Name Varsity Volleyball Volunteer Coach, Lydia Zanardini, at a salary of \$1.00, pending receipt of all clearances
- k. Name Middle School Soccer Assistant Coach, Julianne Childs, at a salary of \$1,050.00, pending receipt of all clearances
- l. Name Football Volunteer Coach, Jim Diaz, pending receipt of all clearances
- m. Name Substitute Teachers (Attached)
- n. Name Substitute Support Personnel (Attached)

**ROLL CALL:**

Mrs. Hopkins Yes, Mrs. Keranko Yes, Mr. Nutting Yes,  
Mrs. Pappasergi Yes, Mrs. Pellegrini Yes, Mrs. Pepper Yes,  
Mr. Yakich Yes, Mr. Wiltz Yes, Mr. Caruso Yes.

**FINANCE AND SUPPORT AREAS**

Upon motion of Mr. Yakich, seconded by Mrs. Hopkins, it was resolved to approve all FINANCE AND SUPPORT AREA RESOLUTIONS as presented by the Administration and subject to review by the District Solicitor as follows:

- a. Approval of Monthly Secretary Treasurer Reports for the Month of July 2017 as follows:  
General Fund, Special Revenue, Payroll, Capital Project Fund, Capital Reserve Fund, and Food Service Fund
- b. Approval of General Fund and Food Service Fund Bill List for the Month of August 2017
- c. Approval of Interim Bill List for July 2017/August 2017
- d. Approval of High School, Middle School, Elementary Center and Athletic Activity Account Reports for July 2017
- e. Approval of the Tax Collection Report for the Month of July 2017
- f. Approval of the Lien Report for the Month of June 2017
- g. Approval of the Monthly Revenues and Expenditures Report for July 2017
- h. Approval of Extra Duty Time Reports for July 2017

## MINUTES – AUGUST 22, 2017 – REGULAR MEETING

- i. Approval of Agreement with Charleroi Education Support Professionals Association to Raise Substitute Custodian pay to \$10.00 Per hour
- j. Approval of Resolution to Submit a Claim in Class Action Lawsuit Versus Pennsylvania Cyber/Charter School
- k. Approval of Community Action Southwest 2017-2018 Pre-K Counts Meal Agreement and Lease Agreement

### ROLL CALL:

Mrs. Keranko Yes , Mr. Nutting Yes , Mrs. Pappasergi Yes ,  
Mrs. Pellegrini Yes , Mrs. Pepper Yes , Mr. Yakich Yes ,  
Mr. Wiltz Yes , Mr. Caruso Yes , Mrs. Hopkins Yes .

### REPORT OF THE SUPERINTENDENT

Dr. Zelich informed the Board that the Mon Valley Regional Chamber of Commerce will be recognized our Harvest Bounty program for their outstanding dedication to helping our students.

Dr. Zelich informed the Board of the 2017-2018 SHASDA meeting dates.

Dr. Zelich informed the Board that the state has reduced the standardized testing time for 3<sup>rd</sup>-8<sup>th</sup> grade students by 20%.

Dr. Zelich informed the Board that our students will be working with Duct Mate Industry through our “Student Powered Solutions” program to research and come up with ideas for their waste products.

### INFORMATION ITEMS

Mr. Nutting announced that the Education Foundation has \$8,000 that was donated to help toward Harvest Bounty when they are in need of funds.

Upon motion of Mr. Yakich, seconded by Mr. Nutting, the meeting was adjourned at 7:30p.m.