

# CLAIRTON CITY SCHOOL DISTRICT

Board of Directors  
Legislative Meeting Minutes  
June 28, 2016  
7:00 p.m.

**I. Call to Order** – Richard P. Livingston, President of the Board of School Directors, called the meeting to order at 7:14 p.m.

## II. Roll Call

William Bradford	Absent ( <i>Personal</i> )
Lawrence Carra	Present
Gloria James	Present
Richard Livingston	Present
Barbara Roberts	Present
Gloria Ruffing	Present ( <i>Phone</i> )
Kathy Santoline	Present
Roger Tachoir	Present
Jennifer Williams	Present

Board of Directors:            8 Present            1 Absent

## III. Salute to the Flag

## IV. Approval of the Minutes – May 25, 2016

**MOTION** made by Ms. Roberts, seconded by Mr. Carra, to approve the Minutes of the May 25, 2016 meeting.

**Non-Roll Call Vote: 8 Ayes    0 Nays    1 Absent    0 Abstentions    APPROVED**

## V. Presentations: None

## VI. Reports

### A. Administration –

A. **MOTION** made by Mr. Livingston, seconded by Ms. Santoline, to approve the appointment of Mr. Roger Tachoir to serve as voting delegate to participate in the PSBA Delegate Assembly to be held the afternoon of Saturday, October 15, 2016.

**Non-Roll Call Vote: 8 Ayes    0 Nays    1 Absent    0 Abstentions    APPROVED**

- B. Solicitor’s Report** – No report
- C. Board Committees:**
  - a) **Personnel** –

**The Board went into an Executive Session to discuss personnel issues at 7:29 p.m. The meeting reconvened at 7:48 p.m.**

- b) **Finance** – *Mr. Tachoir shared information from the June 23<sup>rd</sup> finance committee meeting which overlapped Building & Grounds. Attention encompassed the current situation with the antiquated Heating, Ventilating, Air Conditioning (HVAC) system throughout the Clairton Education Center. Discussion ensued regarding possible avenues to take in order to address the repair and efficiency of the aging system. The consensus to pursue projection studies on cost for the next five years and demographics on population growth was decided. A Trane proposal will be entertained.*
- c) **Curriculum/Technology** – No Report
- d) **Building & Grounds** – No Report
- e) **Recreation** – No Report
- f) **Athletics** – No Report

**VII. Citizens Comments** – None

**VIII. Treasurer’s Report – May, 2016**

**MOTION** made by Mr. Tachoir, seconded by Ms. Santoline, to approve the Treasurer’s Report for the month of May, 2016.

**Non-Roll Call Vote: 8 Ayes 0 Nays 1 Absent 0 Abstentions APPROVED**

**IX. Payment of Bills – June, 2016**

**MOTION** made by Mr. Tachoir, seconded by Ms. Santoline, to approve the Payment of Bills for the month of June, 2016.

**Non-Roll Call Vote: 8 Ayes 0 Nays 1 Absent 0 Abstentions APPROVED**

**X. Old Business – No Old Business**

**XI. New Business – No New Business**

**Administrative Agenda**

Personnel Committee – Mr. Livingston, Chairperson

**ON MOTION** made by Ms. James, seconded by Ms. Roberts, the Board of Directors, by non-roll call vote, approved the following items designated A. through D.

- A. Board approved the resignation, with regret, of Sally Kunkel as Girls on the Run Sponsor at the completion of the 2015/2016 school year.
- B. Board approved the resignation, with regret, of Cassidy Pytash as Girls on the Run Sponsor at the completion of the 2015/2016 school year.
- C. Board approved the resignation, with regret, of Cassidy Pytash as Elementary Leadership Sponsor at the completion of the 2015/2016 school year.
- D. Board approved the resignation, with regret, of Kim Koebler as Senior Class Sponsor at the completion of the 2015/2016 school year.

**Non-Roll Call Vote: 8 Ayes 0 Nays 1 Absent 0 Abstentions APPROVED**

- E. **MOTION** made by Mr. Tachoir, seconded by Ms. Roberts, to approve the elimination of the Director of Curriculum and Instruction position.

Roll Call:

Jennifer Williams	Yes
Gloria Ruffing	Yes
William Bradford	Absent
Kathy Santoline	Yes
Lawrence Carra	Yes
Gloria James	Yes
Barbara Roberts	Yes
Roger Tachoir	Yes
Richard Livingston	Yes

**Roll Call Vote: 8 Ayes 0 Nays 1 Absent 0 Abstentions APPROVED**

- F. **MOTION** made by Ms. Roberts, seconded by Mr. Tachoir, to approve the transfer of Debra Maurizio from Director of Curriculum and Instruction to Elementary School Principal in accordance with the terms of the agreement between the District and Act 93.

Roll Call:

Kathy Santoline	Yes
Jennifer Williams	Yes
William Bradford	Absent
Lawrence Carra	Yes
Gloria James	Yes
Richard Livingston	Yes
Barbara Roberts	Yes
Gloria Ruffing	Yes
Roger Tachoir	Yes

**Roll Call Vote:        8 Ayes    0 Nays    1 Absent    0 Abstentions    APPROVED**

- G. **MOTION** made by Ms. Roberts, seconded by Mr. Tachoir, to approve the elimination of the Business/Community/Liaison position.

Roll Call:

Gloria James	Yes
Richard Livingston	Yes
Barbara Roberts	Yes
Gloria Ruffing	Yes
Kathy Santoline	Yes
Roger Tachoir	Yes
Jennifer Williams	Yes
William Bradford	Absent
Lawrence Carra	Yes

**Roll Call Vote:        8 Ayes    0 Nays    1 Absent    0 Abstentions    APPROVED**

- H. **MOTION** made by Mr. Livingston, seconded by Mr. Carra, to approve the elimination of 1 Family and Consumer Science position for the 2016/2017 school year due to curtailment or alteration of the educational program as recommended by the Superintendent to conform with standards of organization or educational activities required by law for recommended by the Department of Education. The Superintendent is directed to determine the appropriate person or people to furlough.

*Ms. James asked for clarification regarding staff affected by the furlough, which was addressed to satisfaction by the Solicitor.*

Roll Call:

Richard Livingston	Yes
Barbara Roberts	Yes
Gloria Ruffing	Yes
Kathy Santoline	Yes
Roger Tachoir	Yes
Jennifer Williams	Yes
William Bradford	Absent
Lawrence Carra	Yes
Gloria James	Yes

**Roll Call Vote:            8 Ayes      0 Nays      1 Absent      0 Abstentions      APPROVED**

I. **MOTION** made by Ms. Roberts, seconded by Ms. Williams, to approve a moratorium on all overtime.

Roll Call:

Barbara Roberts	Yes
Gloria Ruffing	Yes
Kathy Santoline	Yes
Roger Tachoir	Yes
Jennifer Williams	Yes
William Bradford	Absent
Lawrence Carra	Yes
Gloria James	Yes
Richard Livingston	Yes

**Roll Call Vote:            8 Ayes      0 Nays      1 Absent      0 Abstentions      APPROVED**

J. **MOTION** made by Ms. James, seconded by Mr. Livingston, to enter into an independent service contract with Alexis Trubiani to perform Public Relations and Communication Services, Registrar for Outside Placements, Cyber and Charter Schools and the Free & Reduced Lunch Program for the 2016/2017 school year, as submitted.

Roll Call:

Gloria Ruffing	Yes
Roger Tachoir	Yes
Kathy Santoline	Yes
Jennifer Williams	Yes
William Bradford	Absent
Lawrence Carra	Yes

Gloria James	Yes
Richard Livingston	Yes
Barbara Roberts	Yes

**Roll Call Vote:        8 Ayes     0 Nays     1 Absent     0 Abstentions     APPROVED**

K. **MOTION** made by Ms. Roberts, seconded by Ms. Williams, to approve the agreement between the District and Patricia Detwiler to act as a Reading Tutor, Student Information Day Coordinator and Title I Parent Involvement Coordinator for the 2016/2017 school year, as submitted.

Roll Call:

Roger Tachoir	Yes
Kathy Santoline	Yes
Jennifer Williams	Yes
William Bradford	Absent
Lawrence Carra	Yes
Gloria James	Yes
Richard Livingston	Yes
Barbara Roberts	Yes
Gloria Ruffing	Yes

**Roll Call Vote:        8 Ayes     0 Nays     1 Absent     0 Abstentions     APPROVED**

**ON MOTION** made by Mr. Tachoir, seconded by Ms. Santoline, the Board of Directors, by non-roll call vote, approved the following items designated L. through R.

L. Board approved the employment of Floyd Cooper as School Van Driver, in accordance with the terms of the employment agreement between Mr. Cooper and the District commencing July 1, 2016 as per contract, as submitted.

M. Board approved Melba Callaway, Certified Nurse Assistant, for five (5) hours per school day at a rate of \$9.50 per hour for the 2016/2017 school year.

N. Board approved awarding tenure to Zachary Mathews, who has achieved three consecutive satisfactory years of service with the District.

O. Board approved Memorandums of Understanding between the CEA and the District for special assignments for the following staff members for the 2016/2017 school year:

Cheryl Bowser	Elementary Instructional Coach
Angela Cooper	Testing Coordinator
Carol Gelet	Discipline Management (Elementary)

- P. Board approved a Memorandum of Understanding between the Act 93 and the District granting conversion of unused vacation days to sick days, as submitted.
- Q. Board approved the updated substitute teacher list, as submitted.
- R. Board approved the following individuals as Title I Paraprofessionals for the 2016/2017 school year to be paid by Title I funds.

Richard Barna  
Laura Federovich  
Angela Recaldini  
Monique Semian

**Non-Roll Call Vote: 8 Ayes 0 Nays 1 Absent 0 Abstentions APPROVED**

Curriculum Committee – Ms. James, Chairperson

**ON MOTION** made by Ms. Santoline, seconded by Ms. Roberts, the Board of Directors, by non-roll call vote, approved the following items designated S. through Y.

- S. Board approved to proceed with grant applications for the 2016/2017 school year as follows: Title I, Title II-A, School Intervention and Ready To Learn Grants.
- T. Board approved the second reading of Policy #201– Admission of Students consistent with law and regulations, as submitted.
- U. Board approved the first reading of Policy #823 – Naloxone, *as recommended for legal liability purposes if the school entity administers Naloxone.*
- V. Board approved Crystal Vogtsberger to attend the Leadership Academy for Leading Special Educators on July 25 – July 28, 2016 at Bedford Springs Conference Center, Bedford PA. Registration fees, lodging and travel expenses are to be paid by the district.
- W. Board approved Deborah Marshall to attend the 2016 Alternative Education Conference which will be held on August 1 – 3, 2016 at the Hilton Harrisburg, Harrisburg, PA. Registration fees, lodging and travel expenses are to be paid by the district.
- X. Board ratified the Southeast Area Special School and the Steel Center for Career and Technical Education Administrative budgets for the 2016-2017 school year.

- Y. Board approved YouthPlaces to conduct a Study Table for our student athletes Monday's and Thursday's after school from 2:45 p.m. – 3:30 p.m. during the 2016/2017 school year, as submitted.

**Non-Roll Call Vote: 8 Ayes 0 Nays 1 Absent 0 Abstentions APPROVED**

**Business Administrator's Agenda**

Finance Committee – Roger Tachoir, Chairperson

- A. **MOTION** made by Mr. Livingston, seconded by Ms. Roberts, to adopt the Proposed Final Budget for the General Fund of the Clairton City School District for the 2016-17 fiscal year with the millage rates of 0.07785 for Land, .007266 for Buildings, Revenues of \$14,907,739 and Expenditures of \$15,332,773 and a deficit of \$425,034 and the use of \$425,034 of the Unassigned Fund Balance and other Tax rates and amounts remaining unchanged, as follows:

- a. Earned Income Rate of .005 (1/2 percent)
- b. Business Privilege Tax of .006 (6 mills)
- c. Mercantile Tax on Retail of .00075 (3/4 mill) and Mercantile Tax on Wholesale .0005 (1/2 mill)
- d. \$5.00 per person for Local Services Tax

Roll Call:

Gloria Ruffing	Yes
Roger Tachoir	Yes
Kathy Santoline	Yes
Jennifer Williams	Yes
William Bradford	Absent
Lawrence Carra	Yes
Gloria James	Yes
Richard Livingston	Yes
Barbara Roberts	Yes

**Roll Call Vote: 8 Ayes 0 Nays 1 Absent 0 Abstentions APPROVED**

- B. **MOTION** made by Mr. Livingston, seconded by Ms. Roberts, to accept the proposal, dated June 6, 2016 from AON Risk Solutions for the district's insurance coverage with UPMC for the 2016-17 fiscal year, as submitted.

Workers Compensation                      \$ 37,683

Roll Call:



Roger Tachoir	Yes
Kathy Santoline	Yes
Jennifer Williams	Yes
William Bradford	Absent
Lawrence Carra	Yes
Gloria James	Yes
Richard Livingston	Yes
Barbara Roberts	Yes
Gloria Ruffing	Yes

**Roll Call Vote:        8 Ayes     0 Nays     1 Absent     0 Abstentions     APPROVED**

C. **MOTION** made by Mr. Livingston, seconded by Ms. Williams, to award bids for Athletic Supplies for the 2016-17 school year, as submitted.

Roll Call:

Roger Tachoir	Yes
Kathy Santoline	Yes
Jennifer Williams	Yes
William Bradford	Absent
Lawrence Carra	Yes
Gloria James	Yes
Richard Livingston	Yes
Barbara Roberts	Yes
Gloria Ruffing	Yes

**Roll Call Vote:        8 Ayes     0 Nays     1 Absent     0 Abstentions     APPROVED**

D. **MOTION** made by Ms. Santoline, seconded by Ms. Williams, to authorize Administration to seek bids for contracted security services for the 2016-17 school year, as presented.

Roll Call:

Roger Tachoir	Yes
Kathy Santoline	Yes
Jennifer Williams	Yes
William Bradford	Absent
Lawrence Carra	Yes
Gloria James	Yes
Richard Livingston	Yes
Barbara Roberts	Yes
Gloria Ruffing	Yes

**Roll Call Vote:        8 Ayes     0 Nays     1 Absent     0 Abstentions     APPROVED**

**ON MOTION** made by Mr. Livingston, seconded by Ms. Santoline, the Board of Directors, by non-roll call vote, approved the following items designated E. through Q.

E. Board approved to authorize the Business Administrator to make all necessary budget transfers resulting from adjusting journal entries and local audit reclassifications subsequent to June 30, 2016. When such transfers are made, appropriate details will be provided to the Board.

F. Board approved the Business Administrator to pay necessary bills prior to the next Board meeting in lieu of a scheduled July 2016 meeting.

G. Board approved to accept the proposal from Arthur J. Gallagher & Co. for the district's insurance coverage for the districts for the 2016-17 fiscal year, as presented.

a. Property Liability	\$ <u>38,205</u>
b. Auto	\$ <u>5,891</u>
c. Excess Liability	\$ <u>2,881</u>
d. Student Athletic	\$ <u>7,138</u>

H. Board approved to authorize Administration to seek bids for upgrade and repair to CEC Doors with the Fire Alarm System.

I. Board approved continuing contracted security services with SSIS at the current 2015-16 rates on a month-by-month basis, as presented.

J. Board approved to authorize Administration to approve filing of 61 liens on behalf of the District by The Law Office of Patricia McGrail for the year 2012 for non-Municipal or non-authority properties that have unpaid balances exceeding \$1,000.00, at a cost of \$20.00 per lien and a total cost of \$1,220.00, as submitted.

K. Board approved a 3-year agreement with AMASTI for two postage meters in the School and Administration Building, as submitted.

L. Board approved a 2 year agreement with Precision HR Solutions, Inc. to furnish "Substitutes" to the Clairton City School District, as submitted.

M. Board approved a 2 year agreement with Frontline Technologies Group, LLC for subscription use of Frontline's employee replacement system (Aesop), as submitted.

N. Board approved the service agreement between Clairton City School District and Waterfront Learning for the Clairton Alternative Education Program, as submitted.

P. Board approved the 2 year service agreement between Clairton City School District and Steel City Therapy for occupational and physical therapy, as submitted.

- Q. Board approved a monthly payment of \$15 per month to approved employees who use their personal cell phones instead of district phones.

**Non-Roll Call Vote: 8 Ayes 0 Nays 1 Absent 0 Abstentions APPROVED**

**Athletic Agenda**

Athletic Committee – Mr. Livingston, President

**ON MOTION** made by Ms. Santoline, seconded by Ms. Roberts, the Board of Directors, by non-roll call vote, approved the following items designated A. through D.

- A. Board approved the following individuals as football coaches and volunteers for the 2016/2017 football season:

Head Coach	Wayne Wade
Assistant Coach	Lance Cash
Assistant Coach	Loran Cooley
Assistant Coach	John DeMarco
Assistant Coach	Jason Jarrett
Assistant Coach	Jeff Thompson
Assistant Coach	Remondo Williams
Volunteer Coach	Wayne Anderson
Volunteer Coach	Floyd Cooper
Volunteer Coach	Armand Martin
Volunteer Coach	Davlin Mullen

- B. Board approved the following:
- a. Carlton Wade as the Videographer at \$100.00 per game.
  - b. James Wessel as the PA Announcer at home games at a rate of \$40.00 per game for a total not to exceed \$200.00 for the 2016/2017 football season.
- C. Board approved the following individuals as stick crew for the 2016/2017 football season:

Larry Brown                      Nino Donato  
Qualynn Linnen                  Robert Williams

- D. Board approved the Varsity Football Team and Varsity Cheerleading Squad to attend the WPXI Skylights Media Day, hosted at Heinz Field, Tuesday, July 19<sup>th</sup>, 2016. The district will cover cost of one bus for transportation of both groups.

**Non-Roll Call Vote: 8 Ayes 0 Nays 1 Absent 0 Abstentions APPROVED**

**XII. MOTION made by Ms. Santoline, seconded by Ms. Roberts, at 8:08 p.m. to ADJOURN.**

Respectfully submitted:

Gayle S. Colonna  
Secretary to the Board