

CLAIRTON CITY SCHOOL DISTRICT
Board of Directors
Legislative Meeting Minutes
January 22, 2014
7:00 p.m.

I. Call to Order – Richard P. Livingston, President of the Board of School Directors, called the meeting to order at 7:08 p.m.

II. Salute to the Flag

III. Roll Call

Paulette Bradford	Present
Robert Harrigan	Present
Gloria James	Present
Richard Livingston	Present
Barbara Roberts	Present
Gloria Ruffing	Present
Roger Tachoir	Present
Jennifer Williams	Present

Board of Directors: 8 Present 0 Absent

IV. Approval of the Minutes – November 26, 2013 and December 4, 2013

MOTION made by Ms. Roberts, seconded by Mrs. James to approve the Minutes of the November 26 and December 4, 2013 meetings.

Non-Roll Call Vote: 8 Ayes 0 Nays 0 Absent 1 Abstention APPROVED
(Mrs. Harrigan abstained on the minutes of December 4 Meeting.)

V. Reports

A. Administration – Mr. Lanna introduced Mr. Ed Mertz for the Accounting Firm of Hosack Specht Muetzel & Wood, LLP. Mr. Mertz presented the financial report to the Board for the years 2012-2013.

B. Solicitor's Report - Mr. Andrews thanked the Board for the appointment of his firm to the Solicitor position.

C. Building & Grounds – No Report

- D. Athletics** – Ms. Bradford reported that the Black Hills Conference has been disbanded and WPIAL has realigned and renamed the conferences. Because of the recent severe weather, many of the basketball have been cancelled. Mr. Linnert is making every attempt to reschedule our conference games.

VI. Citizens Comments - No Citizens Comments

VII. Treasurer’s Report – October and November, 2013

MOTION made by Mrs. Ruffing, seconded by Mrs. Roberts to approve the October and November, 2013 Treasurer’s Reports as submitted.

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

VIII. Payment of Bills – December and January, 2014

MOTION made by Mr. Livingston, seconded by Ms. Roberts, to approve the Payment of Bills for the month of December, 2013 and January, 2014 as revised (page 10 showing payroll)

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

- IX. Old Business** - Mr. Lanna requested the Board to approve the procedure previously submitted “Reimbursement of Sales Tax for District Purchases.” Mr. Andrews stated that Board Approval would not be necessary and that the procedure could be distributed by the administration.

- X. New Business** - Mr. Livingston introduced Mrs. Kathy Santoline. Mrs. Santoline made a brief statement as to why she was interested in filling the vacant seat on the Board Of Directors.

Mr. Livingston requested that a letter be sent to the Clairton Police thanking them for riding some of our students walking to school on those extremely cold mornings.

Administrative Agenda

Personnel Committee – Mrs. Bradford, Co-Chairperson

- A. MOTION** made by Mr. Harrigan, seconded by Mrs. Williams to ratify the contract between Dr. Ginny Hunt as Superintendent of Schools and the Clairton City School Board of Directors, as submitted.

Roll Call

Paulette Bradford	Yes
Robert Harrigan	Yes
Gloria James	Yes
Richard Livingston	Yes
Barbara Roberts	Yes
Gloria Ruffing	Yes
Roger Tachoir	Yes
Jennifer Williams	Yes

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

- B. **MOTION** made by Mrs. Roberts, seconded by Mrs. James to ratify the appointment of Andrews & Price, Attorneys at Law, as the Solicitors for the Clairton City School District, effective December, 2013.

Roll Call

Robert Harrigan	Yes
Gloria James	Yes
Richard Livingston	Yes
Barbara Roberts	Yes
Gloria Ruffing	Yes
Roger Tachoir	Yes
Jennifer Williams	Yes
Paulette Bradford	Yes

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

- C. **MOTION** made by Mrs. Roberts, seconded by Mrs. Ruffing to approve the retirement of Debra Masley, Secretary to the Superintendent and Board Secretary, effective June 30, 2014.

Roll Call

Jennifer Williams	Yes
Paulette Bradford	Yes
Robert Harrigan	Yes
Gloria James	Yes
Richard Livingston	Yes
Barbara Roberts	Yes
Gloria Ruffing	Yes
Roger Tachoir	Yes

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

D. **MOTION** made by Ms. James, seconded by Mrs. Roberts to accept, with regret, the resignation of Sue A. Wessel as a member of the Board of Directors of the Clairton City School District effective immediately.

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

E. **MOTION** made by Ms. Ruffing, seconded by Ms. Roberts requested to approve Kathy Santoline to complete the remaining two years of a four year term on the Board of Directors vacated by Sue A. Wessel effective immediately.

Roll Call

Paulette Bradford	Yes
Gloria Ruffing	Yes
Jennifer Williams	Yes
Robert Harrigan	Yes
Richard Livingston	Yes
Roger Tachoir	Yes
Gloria James	Yes
Barbara Roberts	Yes

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

At this time, Mrs. Santoline was sworn in by Mr. Andrews.. Mr. Andrews announced that Mrs. Santoline was now an official member of the Board, and able to participate and vote on all issues before the Board.

F. **MOTION** made by Mr. Tachoir, seconded by Ms. Ruffing to approve the reassignment of Debra Maurizio to the Director of Curriculum & Federal Programs effective immediately under the terms and conditions of the Act 93 Agreement.

Non-Roll Call Vote: 9 Ayes 0 Nays 0 Absent 0 Abstentions APPROVED

G. **MOTION** made by Mr. Livingston, seconded by Ms. Williams to approve the reassignment of Deborah Marshall to Principal of Cyber & Alternative Schools effective immediately.

Non-Roll Call Vote: 9 Ayes 0 Nays 0 Absent 0 Abstentions APPROVED

H. **MOTION** made by Ms. Roberts, seconded by Ms. James to enter into an MOU between the District and the CEA designating Michael Linnert as a Teacher on Special Assignment as the Dean of Students.

Non-Roll Call Vote: 9 Ayes 0 Nays 0 Absent 0 Abstentions APPROVED

- I. **MOTION** made by Ms. Roberts, seconded by Ms. Ruffing to accept, with regret, the retirement of Deborah Bender, sixth grade teacher, effective June 30, 2014.

Roll Call

Jennifer Williams	Yes
Paulette Bradford	Yes
Robert Harrigan	Yes
Gloria James	Yes
Richard Livingston	Yes
Barbara Roberts	Yes
Gloria Ruffing	Yes
Roger Tachoir	Yes
Kathy Santoline	Yes

Roll Call Vote: 9 Ayes 0 Nays 0 Absent 0 Abstentions APPROVED

ON MOTION made by Mr. Tachoir, seconded by Ms. Roberts, the Board of Directors, by non-roll call vote, approved the following items designated J. and K.

- J. The Board approved Debra Maurizio to attend the Annual PASAP Conference at the Penn Stater Conference Center, State College, PA to be held February 23 – 25, 2014. Travel and conference fee are to be paid by the District.
- K. The Board approved David Geckle and Kevin Danchik to attend the Symphony and Imagination Frameworks Workshop on February 17, 2014 at Plum Borough High School. Registration fees of \$155.00 per participant and travel expenses are requested to be paid by the District.

Non-Roll Call Vote: 9 Ayes 0 Nays 0 Absent 0 Abstentions APPROVED

ON MOTION made by Mr. Tachoir, seconded by Ms. Roberts, the Board of Directors, by non-roll call vote, approved the following items designated L. and M.

- L. The Board approved Resolution 02-14 identifying and authorizing Dr. Ginny Hunt to execute electronically on behalf of the Clairton City School District.
- M. The Board approved Designation of Agent Resolution identifying and authorizing Charles J. Lanna to execute all PEMA forms and documents for the purpose of obtaining financial assistance.

Non-Roll Call Vote: 9 Ayes 0 Nays 0 Absent 0 Abstentions APPROVED

Curriculum Committee – Ms. James - Chairperson

ON MOTION made by Ms. Bradford, seconded by Ms. Ruffing,, the Board of Directors, by non-roll call vote, approved the following items designated O, P, and Q.

- O. The Board approved the second reading of Policy #215.1, Grade Level Advancement, as submitted.
- P. The Board approved a change in the district calendar to show Wednesday, April 16, 2014 as a regular school day due to the cancellation of school on Tuesday, January 7, 2014.
- Q. The Board approved attendance of the Title I sponsored “Winter Wonders” Parent Workshop to be held on April 9, 2014 at the Georgetown Centre from 9:00 a.m. to 1:30 p.m.at a cost of \$200.00 for the guest speaker and \$30.00 per attendee to be paid by Title I funds.

Non-Roll Call Vote: 9 Ayes 0 Nays 0 Absent 0 Abstentions APPROVED

Business Administrator’s Agenda

Business Administrator - Mr. Lanna

ON MOTION made by Mr. Tachoir, seconded by Ms. Roberts, the Board of Directors, by non-roll call vote, approved the following items designated A. and B.

- A. The Board approved the Business Office to advertise for bids where necessary for instructional supplies and equipment, general school supplies and equipment, custodial supplies and equipment, and athletic supplies and equipment, for the 2014-2015 school year.
- B. The Board accepted the Independent Auditor’s Report, which includes the Single Audit Report, for the Clairton City School District for the year ended June 30, 2013, as prepared by Hosack Specht Muetzel and Wood LLP. Audit Report will be advertised and on display in the Business Office as required by School Code.

Non-Roll Call Vote: 9 Ayes 0 Nays 0 Absent 0 Abstentions APPROVED

- C. **MOTION** made by Mr. Tachoir, seconded by Ms. James to approve 2013 real estate tax refunds resulting from taxpayer assessment appeals as submitted by Jordan Tax Service in the amount of \$25,355.58 plus \$1,524.69 for a total of \$26,880.27.

Roll Call

Richard Livingston	Yes
Barbara Roberts	Yes
Gloria Ruffing	Yes
Roger Tachoir	Yes
Kathy Santoline	Yes
Jennifer Williams	Yes
Paulette Bradford	Yes
Robert Harrigan	Yes
Gloria James	Yes

Roll Call Vote: 9 Ayes 0 Nays 0 Absent 0 Abstentions APPROVED

- D. **MOTION** made by Ms. Roberts, seconded by Ms. Ruffing to approve Charles J. Lanna to attend the Annual PASBO Conference in Hershey, PA on March 12-14, 2014. Registration of \$284.00 and travel expenses are to be paid by the District.

Non-Roll Call Vote: 9 Ayes 0 Nays 0 Absent 0 Abstentions APPROVED

- E. **MOTION** made by Ms. Roberts, seconded by Mr. Tachoir to approve Resolution 01-14 limiting any tax increase to the published PDE Index for the 14/15 fiscal year.

Roll Call

Gloria Ruffing	Yes
Roger Tachoir	Yes
Kathy Santoline	Yes
Jennifer Williams	Yes
Paulette Bradford	Yes
Robert Harrigan	Yes
Gloria James	Yes
Richard Livingston	Yes
Barbara Roberts	Yes

Roll Call Vote: 9 Ayes 0 Nays 0 Absent 0 Abstentions APPROVED

- F. **MOTION** made by Mr. Livingston, seconded by Ms. Williams to ratify the purchase of a 2014 Ford E350 Super Duty Commercial Cargo Van from Woltz & Wind Ford, under the Pennsylvania COSTARS 25-032 program. The net total cost to the District is \$26,100.00.

Non-Roll Call Vote: 9 Ayes 0 Nays 0 Absent 0 Abstentions APPROVED

- G. **MOTION** made by Mr. Livingston, seconded by Ms. Roberts to approve the purchase of a 2014 Ford E250 Extended Commercial Cargo Passenger Van from Woltz & Wind Ford, under the Pennsylvania COSTARS 26-019 program. The net cost is \$30,570.00.

Non-Roll Call Vote: 9 Ayes 0 Nays 0 Absent 0 Abstentions APPROVED

(Approval of this item was based on research by Mr. Andrews regarding the type of Operator's License required to drive this vehicle.)

- H. **MOTION** made by Mr. Tachoir, seconded by Ms. Roberts to renew the annual grass cutting contract with Mincin Landscaping and Tree Service for two additional years at the same rates as the 2013 rates.

Non-Roll Call Vote: 9 Ayes 0 Nays 0 Absent 0 Abstentions APPROVED

- I. **MOTION** made by Mr. Tachoir, seconded by Ms. Roberts to approve the exoneration of Jordan Tax Services, Current Real Estate Tax Collector, for the 2013 Uncollected Real Estate property taxes on 2,034 properties in the amount of \$945,542.50..

Non-Roll Call Vote: 9 Ayes 0 Nays 0 Absent 0 Abstentions APPROVED

- J. **MOTION** made by Ms. Bradford, seconded by Ms. Williams to approve entering into a contract with SCHOOLinSITES, web hosting vendor for the district web site. SCHOOLinSITES would replace our current vendor, eChalk, for an annual savings of \$2,300.00 per year.

Non-Roll Call Vote: 9 Ayes 0 Nays 0 Absent 0 Abstentions APPROVED

- K. **MOTION** made by Ms. Roberts, seconded by Ms. Ruffing to ratify the Business Administrator paying necessary bills prior to the January 22, 2014 board meeting.

Non-Roll Call Vote: 9 Ayes 0 Nays 0 Absent 0 Abstentions APPROVED

Athletic Agenda

No Athletic Agenda

- XI. **MOTION** made by Ms. Bradford seconded by Ms. Ruffing at **8:08 p.m.** to **ADJOURN.**

Respectfully submitted:

Debra Masley
Secretary to the Board