

CLAIRTON CITY SCHOOL DISTRICT
Board of Directors
Legislative Meeting Minutes
May 22, 2013
7:00 p.m.

I. Call to Order – Richard P. Livingston, President of the Board of School Directors, called the meeting to order at 7:00 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
Sue Wessel	Present
Jennifer Williams	Present

Board of Directors: 9 Present 0 Absent

IV. Approval of the Minutes – April 24, 2013

MOTION made by Ms. Bradford, seconded by Ms. Roberts to approve the Minutes of the April 24, 2013 meeting.

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

V. Reports

A. Administration

- a. Mr. Beard gave a brief report to the Board on the success of the Robotics Team in the National Competition and donations in excess of \$58,000.00 toward the program. Mrs. Bradford thanked Mr. Beard on behalf of the Board for his efforts with the Robotics Team and the arrangements for the Prom. Mrs. Bradford also mentioned the success of the National Honor Society Induction Ceremony and dinner.

- b. Student, Chris Johnson, made a brief presentation to the Board on the advantages of deck hockey and requested that a deck hockey club be instituted at the CEC. Mr. Mike Henninger, high school mathematics teacher, has agreed to sponsor the club, and spoke on behalf of the students interested in playing.

- B. Solicitor’s Report** – Mr. Beisler noted an article recently printed in the Pittsburgh Post Gazette regarding tax issues. Additionally, Mr. Beisler said that he will continue to explore the possibility of using commercial advertising on the district website for additional funding.

Mr. Livingston requested Mr. Beisler arrange a meeting with the Municipal authority.

Mr. Beisler requested that the Board act on the Settlement Agreement with a former District employee and presented the following Motion.

MOTION made by Mr. Livingston, seconded by Mr. Tachoir, to approve the Settlement Agreement and General Release between the School District, the Clairton Secretarial Association/PSEA and Melvina Jones, as submitted.

Roll Call

Paulette Bradford	Yes
Robert Harrigan	No
Gloria James	Yes
Richard Livingston	Yes
Barbara Roberts	Yes
Gloria Ruffing	Yes
Roger Tachoir	Yes
Sue Wessel	Yes
Jennifer Williams	Yes

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

- C. Building & Grounds** – Mr. Lanna reported on the repairs needed on the sidewalks surrounding the stadium and walls and steps on the stadium property.
- D. Athletics** – Ms. Bradford reported that the committee, athletic director, and coaches are attempting to collect the remaining jerseys from players on both the baseball and football teams, and explained the ramifications if jerseys are not returned.

VI. Citizens Comments

Barbara Boozer, 351 Arch Street, Clairton, PA 15025 requested to speak. Ms. Boozer indicated that the topic was her son, and Mr. Livingston informed her that the Board would speak to her in Executive Session at the conclusion of the regular meeting.

VII. Treasurer’s Report – April, 2013.

MOTION made by Ms. Roberts, seconded by Ms. Ruffing, to approve the Treasurer’s Report for the month of April, 2013.

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

VIII. Payment of Bills – May, 2013

MOTION made by Mr. Tachoir, seconded by Ms. James, to approve the Payment of Bills for the month of May, 2013.

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

IX. Old Business

No old business

X. New Business

Mr. Livingston requested that the Board act on the following items regarding issues that had arisen since the Work Session:

MOTION made by Ms. Ruffing, seconded by Ms. Williams to approve a loan through PNC in an amount of up to \$200,000.00 at a estimated rate of 1.91% for a term of five (5) years. This loan is for capital improvement projects to be determined by the Board within the next few weeks.

Roll Call

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

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

MOTION made by Ms. Bradford, seconded by Ms. Wessel, to approve the proposal from Steel Center for the rebuilding of the porch on the administration building. Cost of materials will be

approximately \$13,000.00 and Steel Center students and staff will provide the labor as a graded class project.

Roll Call

Sue Wessel	Yes
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: 9 Ayes 0 Nays 0 Absent 0 Abstentions APPROVED

MOTION made by Ms. Wessel, seconded by Mr. Harrigan, to establish a Deck Hockey Club at the Clairton Education Center. A Memorandum of Understanding will be drafted between the CEA/District regarding stipends for club sponsors.

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

Mrs. Bradford requested Mr. Beisler to look into the City of Clairton Home Rule Charter as it relates to taxes.

Administrative Agenda

Personnel Committee – Mrs. Bradford, Co-Chairperson

A. **MOTION** made by Mr. Harrigan, second by Ms. Roberts, to approve placement of two student teachers from California University of Pennsylvania for the fall semester in the middle/high school:

Michael Smith – Social Studies	Cooperating Teacher - Adam Headrick
Nicole Werner - Math	Cooperating Teacher – Michael Henninger

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

B. **MOTION** made by Ms. Ruffing, seconded by Ms. James to approve the following individuals for the Summer School and Extended School Year Program beginning June

14th through July 18th, 2013 at a rate of \$25.00 per hour. Expenses are to be paid from the Heinz Endowment – Summer Enrichment and Acceleration (SAE) Program and District funds.

Leadership Program Coordinator: Angela Cooper (June 14th – July 26th)

Tutors:

Lisa Bellon
Renee Goldsmith
Tracy Parsons
Kristan Spencer
Jennifer Wells
Linda Withrow
Renee Worst

Substitute Tutors:

Jared Englert
George Tatone

Keystone Remediation: (June 24th – July 19th)

Jodie Harriman
Anthony Hritz
Michael Linnert

Food Monitors:

Carrie Auld
Andrea Johnson
Valerie Koehler

Extended School Year:

Special Ed. Teachers

Carrie Auld
Andrea Johnson
Valerie Koehler

Paraprofessionals

Terri Britton
Janice Hinkle
Debra Porter
Monique Semian

Nurse:

Maria DiCarlo

Mr. Livingston commented that the Summer School and Extended School Year Programs will need additional security.

Roll Call

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

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

ON MOTION made by Ms. Wessel, seconded by Mr. Harrigan, the Board of Directors, by non-roll call vote, approved the following items designated C. and D.

- C. The Board approved Amy Dooley, Kindergarten Teacher, to take FMLA when necessary for ongoing issues throughout the remainder of the school year.
- D. The Board approved Virginia Deasy to attend the National Autism Conference to be held at Penn State, State College, PA July 29 – August 1, 2013. Registration fees and expenses are to be paid from Special Education Funds.

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

Curriculum Committee –Ms. James, Chairperson

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

- E. The Board approved the IDEIA-Part B Use of Funds Agreement between the district and the Allegheny Intermediate Unit for the period July 1, 2013 through June 30, 2014.
- F. The Board approved the adoption of the Allegheny Intermediate Unit’s Policies, Procedures and Use of Funds under Federal requirements.
- G. The Board approved the Memorandum of Agreement between McKeesport YMCA and the Board to collaborate on a pilot program to combat summer learning loss.
- H. The Board approved service agreements between Clairton City School District and Waterfront Learning for the Clairton Alternative Education Program, CIS Academy, and Phase 4 Learning Center, as submitted.

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

Building & Grounds Committee –Mr. Livingston, Chairperson

- I. **MOTION** made by Ms. Roberts, seconded by Ms. Bradford to approve the use of the Gymnasium, Auditorium, Secondary Cafeteria, Room #214, and the practice field near the playground for the purpose of conducting Band Camp for a period of two weeks, Monday through Friday from 8:00 a.m. to 4:00 p.m., August 8 through August 16, 2013.

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

Business Administrator’s Agenda

Business Administrator - Mr. Lanna

- A. **MOTION** made by Mr. Harrigan, seconded by Ms. Roberts, to accept the proposal dated May 15, 2013 from Barnett Insurance Inc. for the District’s insurance coverage for the 2013-14 fiscal year, as follows:

a. Worker’s Compensation	\$ 42,917
b. Property, Liability and Inland Marine	\$ 26,085
c. Auto	\$ 3,607
d. Excess Liability	\$ 3,055
e. Student Athletic	<u>\$ 7,143</u>
 TOTAL	 <u>\$ 82,807</u>

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

ON MOTION made by Ms. Ruffing, seconded by Ms. Roberts, the Board of Directors, by roll call vote, approved the following items designated B. and C.

- B. The Board was requested to pass the Note Resolution authorizing the issuance of a Tax and Revenue Anticipation Note (TRAN), Series 2013/2014, and directing proper Clairton City School District officials to execute all necessary documents.
- C. The Board was requested to approve the Tax and Revenue Anticipation Note (TRAN) with PNC Bank in the amount of \$2,000,000 at a rate of 1.61%.

Roll Call

Paulette Bradford	Yes
Robert Harrigan	Yes
Gloria James	Yes
Richard Livingston	Yes

Barbara Roberts	Yes
Gloria Ruffing	Yes
Roger Tachoir	Yes
Sue Wessel	Yes
Jennifer Williams	Yes

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

- D. **MOTION** made by Ms. Wessel, seconded by Ms. Bradford to adopt the Proposed Final Budget for the General Fund of the Clairton City School District for the 2013-14 fiscal year with millage rates of 75.4 for Land, 7.5 for Buildings, Revenues of \$14,296,146.00 and Expenditures of \$14,490,407.00 and a deficit of \$194,261.00 and the use of \$194,261.00 of the Unassigned Fund Balance.

Roll Call:

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

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

- E. **MOTION** made by Ms. Bradford, seconded by Ms. Ruffing to approve the Software Maintenance Agreement between Harris School Solutions and the District effective July 1, 2013 to June 30, 2014 in the amount of \$14,922.30, which is a reduction of \$1,403.79 from the \$16,326.09 for 2012-13, primarily due to the elimination of three software modules.

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

- F. **MOTION** made by Ms. James, seconded by Ms. Roberts, to accept the proposal, dated April 30, 2013, from Mincin Landscaping and Tree Service, for the 2013 District's Grass Mowing and Bush Trimming, at a cost of \$8,170.00.

Comment: Mr. Livingston stated that approximately \$2,000.00 was saved over last year's contract by putting this out for bid.

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

- G. **MOTION** made by Mr. Harrigan, seconded by Ms. Ruffing, to approve Charles J. Lanna, as the District's Agent to execute on behalf of the District, all forms and documents related to the Pennsylvania Emergency Management Authority (PEMA), emergency titled Project No. 02JH011- Emergency Snow Removal & Protective Measures.

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

ON MOTION made by Mr. Livingston, seconded by Ms. Roberts, the Board of Directors, by roll call vote, approved the following items designated H. through J.

- H. The Board approved the renewal of the contract with Classroll.com for a term of one year beginning July 1, 2013 at a cost of \$4,248.00 to be paid from district funds. This cost is unchanged from the current year cost.
- I. The Board approved the continuance of the Agreement for contracted use of Follett's Destiny Library Software between the District and the Riverview School District for the 2013-14 school year.
- J. The Board ratified the agreement with Lancaster-Lebanon Intermediate Unit (IU13) to participate in a state-wide joint purchasing agreement with Microsoft to provide licensing for a three-year term effective June 1, 2013 through July 31, 2016.

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

- K. **MOTION** made by Ms. James, seconded by Ms. Roberts, to accept the proposal from Hosack, Specht, Muetzel & Wood, LLP, dated May 9, 2013, for auditing services for the years 2013, 2014, and 2015 as submitted.

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

Athletic Agenda

Athletic Committee – Mrs. Bradford, Chairperson

ON MOTION made by Mr. Harrigan, seconded by Ms. Williams, the Board of Directors, by roll call vote, approved the following items designated A. through C.

- A. The Board approved the football team to attend the 2013 Pitt Football team camp held on June 22-23 at a cost of \$450.00 to be paid from Athletic Fund.
- B. The Board approved MedExpress to administer sports physicals free of charge at the school on June 5th starting at 9:00 a.m.

- C. The Board approved the football program to order “HUDL” software to facilitate communication with WPIAL organizations at a cost of \$800.00 to be paid from the Athletic Fund.

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

Ms. Bradford announced that the new championship banners are being displayed in the gym, and Representative Rick Saccone donated an American Flag.

Ms. Ruffing read a letter addressed to the Board from Reverend Leroy Thompson inviting Board Members to participate in a community march and rally at 1:00 p.m. on June 22 supporting non-violence.

- *Ms. Roberts left the meeting at 8:05 p.m. to take care of family business.*

XI. Adjourn

MOTION made by Ms. Wessel, seconded by Ms. Ruffing at **8:07 p.m.** to **ADJOURN** to an Executive Session regarding a student issue.

Respectfully submitted:

Debra Masley
Secretary to the Board