

CLAIRTON CITY SCHOOL DISTRICT  
Board of Directors  
Legislative Meeting Minutes  
May 23, 2012  
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 (by phone from Alabama)
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 25, 2012**

**MOTION** made by Mrs. Wessel, seconded by Mrs. James to approve the Minutes of the April 25, 2012 meeting.

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

**V. Reports**

**A. Administration**

On behalf of the Administration, Mr. Lanna introduced Ed Mertz, CPA, of Hosack Specht to present the district Auditor's Report to the Board.

**B. Solicitor's Report**

Mr. Beisler was unable to attend the meeting, but sent Mr. Jay Skeezi in his place. Mr. Skeezi reported that there are currently 49 hearings scheduled regarding real estate, and Mr. Beisler is trying to consolidate them.

**C. Building & Grounds – No report**

**D. Athletics - No report**

**VI. Citizens Comments**

Sean Thomas, 673 Reed Street, Clairton, PA asked the Board about procedures to use school facilities during the summer for various planned activities.

Alexis Trubiani, School Public Relations person, passed out the first edition of the school newsletter, and notified the Board that a second newsletter will be produced immediately after graduation.

**VII. Treasurer's Report – April, 2012**

**MOTION** made by Mrs. Wessel, seconded by Mrs. Bradford to accept the Treasurer's Report for the month of April, 2012.

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

**VIII. Payment of Bills – May, 2012**

**MOTION** made by Mrs. Ruffing, seconded by Mrs. James to approve the Payment of Bills for the month May, 2012.

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

**IX. Old Business - No report**

**X. New Business**

- Stock Market Team was once again honored for their win.
- Charles ShROUT, 11<sup>th</sup> grader, was designated as "Top of the Shop", for the second year from Steel Center.

- All grades in the elementary school will be visiting Camp Guyasuta during the last week in May.
- Computer software was purchased to produce email “blasts”.
- Monitor was purchased for the lobby area with funds obtained through the Heinz Grant.
- Ms. Williams, Mrs. Bradford and Mrs. James all agreed that the Prom was extraordinary!

Mr. Livingston called for the Board to go into an Executive Session to discuss a legal issue at 7:30 p.m.  
The meeting reconvened at 7:58 p.m.

### Administrative Agenda

#### Personnel Committee – Mrs. Bradford, Co-Chairperson

**ON MOTION** made by Mrs. Ruffing, seconded by Mrs. Wessel, the Board of Directors, by roll call vote, approved the following items designated A. and B.

- A. The Board accepted the irrevocable letter of resignation of Judy McCorkle, paraprofessional, effective May 24, 2012 and approved the related Settlement Agreement and Release.
- B. The Board approved a Settlement Agreement and Release with respect to the resignation for retirement purposes of Sharon Kaczmarek effective at the end of the 2011/2012 school year.

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

- C. **MOTION** made by Mrs. Wessel, seconded by Mrs. James to ratify Dr. Ginny Hunt as the Director of Curriculum and Federal Programs effective May 21, 2012 at a starting salary of \$75,000.00 plus \$2,500.00 for the buyout of medical benefits, and under all other terms and conditions of the Act 93 Agreement.

ROLL CALL VOTE:

Mrs. Bradford	Yes
Mr. Harrigan	Yes
Mrs. James	Yes
Mr. Livingston	Yes
Mrs. Roberts	Yes
Mrs. Ruffing	Yes
Mr. Tachoir	Yes
Mrs. Wessel	Yes
Ms. Williams	Yes

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

D. **MOTION** made by Mrs. Wessel, seconded by Mrs. James to approve the hiring of Peter Mathis as a K – 12 Health and Physical Education Teacher in accordance with the terms and conditions of the CEA/District Agreement on Step 1, Masters and benefits, beginning on August 17, 2012.

ROLL CALL VOTE:

Mrs. Bradford	Yes
Mr. Harrigan	Yes
Mrs. James	Yes
Mr. Livingston	Yes
Mrs. Roberts	Yes
Mrs. Ruffing	Yes
Mr. Tachoir	Yes
Mrs. Wessel	Yes
Ms. Williams	Yes

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

**ON MOTION** made by Mr. Tachoir, seconded by Mrs. Williams, the Board of Directors, by roll call vote, approved the following items designated E. and F.

E. The Board approved the following individuals to act as Tutors for the summer school and extended school year programs beginning June 12 through July 10, 2012 at a rate of \$25.00 per hour to be paid from Heinz Endowment - Youth Equity in Education Grant, and District funds:

**Leadership:** Kristine Cant, Greg Spotti

**Tutors:**

Lisa Bellon	Debra Porter
Patti Detwiler	Monique Semian
Renee Goldsmith	Patrice Shelly
Janella Hamlin	Sh'ron Sloan
Kristen Korenoski	Terry Spencer
Rebecca Maksin	Maria Suss
Anita Millner	George Tatone

**Substitute Tutors:**

Jennifer Schlata, Alexis Trubiani

**Extended School Year:**

Carrie Auld	Kristen Sirbaugh
Janice Hinkle	Denise Thomas
Andrea Johnson	Jennifer Wardropper
Terri Roberts	Michael Policastro, one-on-one aide

**Nurses:**

Cheryl Blosl, Barbara Bick (*Alternating days*)

**Data & Testing Coordinator:**

Angie Cooper

- F. The Board approved Dr. Ingrid Holman of Weigles Hill Family Medicine as the School Physician for the 2012/2013 school year to provide all sports physical examinations, mandated school physical examinations, mandated physicians reviews of IEP's and telephone consultation services beginning July 1, 2012 through June 30, 2013, at a cost of \$1,400.00 payable in quarterly installments of \$350.00.

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

- G. **MOTION** made by Mrs. Ruffing, seconded by Mrs. Bradford to approve the Act 93 Agreement effective July 1, 2010 through June 30, 2015 as submitted.

Mr. Tachoir questioned some of the contract language i.e. At-Will Employee, salary range and realignment.

**ROLL CALL VOTE:**

Mrs. Bradford	Yes
Mr. Harrigan	Yes
Mrs. James	Yes
Mr. Livingston	Yes

Mrs. Roberts	Yes
Mrs. Ruffing	Yes
Mr. Tachoir	Yes
Mrs. Wessel	Yes
Ms. Williams	Yes

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

Curriculum Committee – Mrs. James, Chairperson

**ON MOTION** made by Mrs. Bradford, seconded by Mrs. Ruffing, the Board of Directors, by roll call vote, approved the following items designated H. and I.

- H. The Board approved the Technology Department to dispose of obsolete equipment either by offering for sale at fair market value, or other means of disposal as deemed appropriate by the Technology Director.
- I. The Board approved the IDEIA-Part B Use of Funds Agreement between the district and the Allegheny Intermediate Unit for the period July 1, 2012 through June 30, 2013.

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

- J. **MOTION** made by Mrs. Wessel, seconded by Mrs. Roberts to approve the adoption of the Allegheny Intermediate Unit’s Policies, Procedures and Use of Funds under Federal requirements.

**ROLL CALL VOTE:**

Mrs. Bradford	Yes
Mr. Harrigan	Yes
Mrs. James	Yes
Mr. Livingston	Yes
Mrs. Roberts	Yes
Mrs. Ruffing	Yes
Mr. Tachoir	Yes
Mrs. Wessel	Yes
Ms. Williams	Yes

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

**ON MOTION** made by Mr. Livingston, seconded by Mr. Tachoir, the Board of Directors, by roll call vote, approved the following items designated K. and L.

K. The Board approved an agreement with Steel City Therapy, LLC to provide Occupational and Physical Therapy service to the students in the district for the period of September 1, 2012 through August 31, 2014, as submitted.

L. The Board approved the first reading of Policy No. 815, Acceptable Use of Internet, Computers, and Network Resources, as submitted.

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

Building and Grounds Committee – Mr. Harrigan, Chairperson

M. **MOTION** made by Mrs. Bradford, seconded by Mrs. Wessel to approve the use of the playground and field next to the CEC by the Unity Committee on September 15, 2012 for Community Day.

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 Mrs. James, seconded by Mrs. Roberts to accept the Independent Auditor’s Report, which includes the Single Audit Report, for the Clairton City School District for the year ended June 30, 2011, 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

B. **MOTION** made by Mrs. Bradford, seconded by Mrs. Ruffing to approve the food service management contract with Nutrition, Inc., effective July 1, 2012 through June 30, 2013, which includes an increase in the breakfast, lunch and ala carte meal prices of 25 cents, and results in a Net Loss of \$15,413.26 for the 2012-13 school year compared to a Net Loss of \$23,690 for the 2011-12 school year and a guarantee from Nutrition, Inc. up to its’ management fee of \$23,470.23. The management fee guarantee applies only to losses in excess of the budgeted loss.

Meal	Current Price	New Price
Elementary Breakfast	\$ .90	\$1.15
Elementary Lunch	\$1.45	\$1.70
Secondary Breakfast	\$1.00	\$1.25
Secondary Lunch	\$1.55	\$1.80
Al-a-Carte		Additional .25¢

ROLL CALL VOTE:

Mrs. Bradford	Yes
Mr. Harrigan	Yes
Mrs. James	Yes
Mr. Livingston	Yes
Mrs. Roberts	Yes
Mrs. Ruffing	Yes
Mr. Tachoir	Yes
Mrs. Wessel	Yes
Ms. Williams	Yes

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

- C. **MOTION** made by Mr. Tachoir, seconded by Mrs. Ruffing to accept the proposal, dated April 20, 2012, from Facilities Maintenance Systems for the District's Facilities Management and Custodial and Maintenance and Grounds Services, for the five year term from July 1, 2012 through June 30, 2017, as follows:

July 1, 2012 through June 30, 2013	\$350,621
July 1, 2013 through June 30, 2014	\$364,646
July 1, 2014 through June 30, 2015	\$379,232
July 1, 2015 through June 30, 2016	\$398,194
July 1, 2016 through June 30, 2017	<u>\$418,103</u>
<b>TOTAL CONTRACT</b>	<u><b>\$1,910,796</b></u>

ROLL CALL VOTE:

Mrs. Bradford	No
Mr. Harrigan	Yes
Mrs. James	Yes
Mr. Livingston	No
Mrs. Roberts	Yes
Mrs. Ruffing	Yes
Mr. Tachoir	Yes
Mrs. Wessel	Yes
Ms. Williams	Yes

Roll Call Vote: 7 Ayes      2 Nays      0 Absent      0 Abstentions      APPROVED

- D. **MOTION** made by Mr. Harrigan, seconded by Mrs. Wessel to approve the Tax and Revenue Anticipation Note (TRAN) with First Commonwealth Bank in the amount of \$2,000,000.00 at a rate of 1.90%.

ROLL CALL VOTE:

Mrs. Bradford	Yes
Mr. Harrigan	Yes
Mrs. James	Yes
Mr. Livingston	Yes
Mrs. Roberts	Yes
Mrs. Ruffing	Yes
Mr. Tachoir	Yes
Mrs. Wessel	Yes
Ms. Williams	Yes

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

*Mr. Lanna brought an additional item to the table that coincides with the passing of the Motion approving the TRAN Note above.*

**MOTION** made by Mrs. Bradford, seconded by Mrs. Roberts to pass the Note Resolution authorizing the issuance of a Tax and Revenue Anticipation Note (TRAN), Series 2012/2013, and directing proper Clairton City School District officials to execute all necessary documents.

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

E. **MOTION** made by Mrs. Ruffing, seconded by Mrs. James to adopt the Proposed Final Budget for the General Fund of the Clairton City School District for the 2012/2013 fiscal year with Revenues of \$13,808,237.00, and Expenditures of \$14,108,237.00, and a deficit of \$300,000.00. The deficit will be eliminated by the use of the Unassigned Fund Balance and/or an increase in the millage rates for land and buildings to generate \$300,000 in additional revenues.

ROLL CALL VOTE:

Mrs. Bradford	Yes
Mr. Harrigan	Yes
Mrs. James	Yes
Mr. Livingston	Yes
Mrs. Roberts	Yes
Mrs. Ruffing	Yes
Mr. Tachoir	Yes
Mrs. Wessel	Yes
Ms. Williams	Yes

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

**ON MOTION** made by Mrs. Wessel, seconded by Mrs. James, the Board of Directors, by roll call vote, approved the following items designated F. through I.

- F. The Board approved the renewal of the contract with Classroll.com for a term of one year beginning July 1, 2012 and ending June 30, 2013 at a total cost of \$4,248.00 to be paid from district funds. This cost is unchanged from the current year cost.
- G. The Board approved the renewal of the revised contract between the District and Victory Security Agency including the implementation of Option 2, for the period of one year commencing July 1, 2012 through June 30, 2013, as submitted.
- H. 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 2012/2013 school year.
- I. The Board approved the Software Maintenance Agreement between Harris School Solutions (formerly ProSoft Technologies) and the District effective July 1, 2012 to June 30, 2013 reflecting an increase of 12.2% (9.4% + 2 additional modules, for a total increase of 12.2%), from \$14,556.00 for 2011-12 to \$16,326.09 for 2012/2013..

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

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**Athletic Agenda**

**Athletic Committee – Mrs. Bradford, Chairperson**

- A. **MOTION** made by Mrs. Wessel, seconded by Mrs. Roberts to approve Peter Mathis as the Athletic Director for the Clairton City School District at the rate of \$6,556.36, pro-rated, for the remainder of the 2011/2012 school year commencing May 24, 2012, and \$6,753.05 beginning July 1, 2012 for the 2012/2013 school year.

**ROLL CALL VOTE:**

Mrs. Bradford	Yes
Mr. Harrigan	Yes
Mrs. James	Yes
Mr. Livingston	Yes
Mrs. Roberts	Yes
Mrs. Ruffing	Yes
Mr. Tachoir	Yes
Mrs. Wessel	Yes
Ms. Williams	Yes

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

Mrs. Bradford requested that any Board Members that know baseball team players asked that they turn in their uniforms.

**XI. Adjournment**

**MOTION** made by Mr. Livingston, seconded by Mrs. Bradford at **8:30 p.m.** to **adjourn to an executive session** to discuss personnel issues.

Respectfully submitted:

Debra Masley  
Secretary to the Board