

**GREENSBURG SALEM SCHOOL DISTRICT  
REGULAR SCHOOL BOARD MEETING OF NOVEMBER 9, 2022**

**PRESENT:**

Mr. Brian Conway  
Mr. Frank Gazze  
Miss Lynn Jobe  
Mrs. Emily Miller  
Mr. Jeff Metrosky  
Mr. Jon O'Brien  
Mrs. Robin Savage  
Mrs. Heather Shearer  
Mr. Stephen Thomas (via phone)

**ABSENT:**

**NON-VOTING MEMBERS:**

Dr. Kenneth A. Bissell, Superintendent  
Mrs. Allison Willis, School Board Secretary  
Mr. Lee Demosky, Solicitor  
Mr. John Scales, Solicitor

**OTHERS IN ATTENDANCE**

Mr. James Baker, Coordinator of Technology Integration & Student Information  
Mr. Kevin Bringe, Director of Human Resources & Online Learning  
Dr. Justine Federico, Metzgar Elementary School Principal  
Mr. Ray Francis, Middle School Associate Principal  
Mrs. Ashley Kertes, Associate Administrator to the Superintendent & Community Outreach  
Mr. Todd McMillen, Coordinator of Student Services  
Dr. Lenni Nedley, Coordinator of Elementary Education, Federal Programs and Instruction  
Mr. Matt Sofran, Greensburg Salem Education Association Representative

**NEWS MEDIA**

Jeff Himler, Greensburg Tribune Review Newspaper Reporter

Approximately six (6) citizens of the community.

**CALL TO ORDER:**

Mr. Jeff Metrosky, School Board President, called the Meeting to Order at 7:33 P.M. Mrs. Ashley Kertes called the Roll, which is indicated above.

**EXECUTIVE SESSION:**

An Executive Session of the Board was held prior to the Board Voting Meeting on Wednesday, November 9, 2022 to discuss legal and personnel matters. The Regular School Board Meeting of November 9, 2022 convened at 7:33 P.M.

**INFORMATIONAL ITEMS**

Mrs. Robin Savage thanked everyone who helped to make Hutchinson Elementary’s Veterans Day program a success, including Mrs. Kapusta who revitalized a wonderful program and started the tradition up again. Mrs. Savage also thanked Ms. Crouse for spearheading the event, along with Mrs. Shearer who handled a lot of the duties at the reception afterwards. Finally, she thanked Mr. Gross, Miss Hazlett, Mrs. Mertz, Mrs. Little, and Dr. Baker. Other Veterans Day celebrations this week included Nicely’s celebration the previous day and Metzgar’s the following day. From the fire department coming and setting up, to the flag bearers, to the bag pipers, to the honor guard, it was a very moving event that even included some Korean War veterans. She added that the kids could not have behaved any better.

Mrs. Emily Miller recognized all of the students that were selected for the senior high county band.

**VISITORS**

No visitors.

**REGULAR SCHOOL BOARD MEETING MINUTES**

**A motion was made by Savage/O’Brien** to approve the minutes of the Regular School Board Meeting of October 12, 2022.

*Section 508 vote: All nine Board Members present voted in the affirmative.*

**SEE ATTACHMENTS 1-11**

**A motion was made by Savage/O’Brien** to approve the minutes of the Special School Board Meeting of October 26, 2022.

Voting Aye: Conway, Jobe, Miller, O’Brien, Savage, Shearer, Thomas, Metrosky

Voting Nay: No one.

Abstaining: Gasse

Absent: No one.

**Motion passed 8 – 0.**

**SEE ATTACHMENTS 12-19**

**FINANCIAL MATTERS: REPORTS**

**A motion was made by Thomas/Shearer** to accept the following financial reports for September 2022, items 3.1 – 3.8: Treasurer’s Report; Tax Collection Report; Grant Report; Financial Reports

**FINANCIAL MATTERS: REPORTS CONT'D.**

for the General Fund; Financial Reports for the Capital Project Fund; Financial Reports for the Food Service Fund; Middle School Activity Fund Report; High School Activity Fund Reports.

*Section 508 vote: All nine Board Members present voted in the affirmative.*

**SEE ATTACHMENTS 20-36**

**FINANCIAL MATTERS: NEW BUSINESS**

**A motion was made by Jobe/Shearer** to ratify following disbursements made since the September 14, 2022 Meeting, items 4.1 – 4.4: General Fund - \$ 1,287,603.07; Food Service Fund: \$171,452.69; Capital Projects Fund - \$ 2,840.00; Approval of General Fund Bill List

*Section 508 vote: All nine Board Members present voted in the affirmative.*

**SEE ATTACHMENTS 37-124**

**FEDERAL PROGRAMS REPORT**

Nothing to report at this time.

**BOARD REPORTS**

**Central Westmoreland Career and Technology Center (CWCTC)** – Robin Savage gave the CWCTC report. Co-ops programs are going up. There are seven Greensburg Salem students that are participating in co-ops this year with local manufacturing companies. Mrs. Savage reminded everyone about the CWCTC Christmas event on Thursday, December 8. General Carbide is a sponsor for the dinner and gave a \$2,500 donation towards the program.

**Westmoreland Intermediate Unit** – Nothing to report.

**Greensburg Salem Education Foundation (GSEF)** – Lynn Jobe gave the GSEF report. The GSEF is preparing for the next purse/cash bash at Marion Hall in Crabtree in March. Ms. Jobe also thanked Nick Harr who updated the GSEF website and did a fabulous job. She asked everyone to check it out and support the foundation.

**Greensburg Community Development Corporation (GCDC)** – Nothing to report.

**COMMITTEE REPORTS**

**Education Committee** - Emily Miller gave the Education Committee report. At the October 12 Education Committee meeting, members talked about the library, making sure we are getting books to the kids. They will try to get them to the kids during steam and will be trying to make sure there is a library schedule. There was also discussion about the course selection guide. The draft will be coming in December rather than February so that there can be additional discussion. The committee also discussed NWA data and the Keystones and PSSAs.

**Facility Committee** – Jeff Metrosky gave the Facility Committee report. The committee had a meeting at the High School on November 1<sup>st</sup>. This meeting included a tour of the building and

**COMMITTEE REPORTS CONT'D.**

grounds. Mr. Metrosky emphasized that one thing for sure is that we need to get some help in the form of a consulting engineer and architect to help guide some of these larger initiatives.

**Policy Committee** – Emily Miller gave the Policy Committee report. The last committee meeting was held on October 17th, where they primarily talked about medical marijuana used by students and how best to balance that in terms of who should administer it and how that should fit in with federal and state law. The committee also had discussions about some of the policies that were up at the discussion meeting as well.

**SOLICITOR'S REPORT**

Nothing to report at this time.

**SUPERINTENDENT'S REPORT**

All hires are pending governmental clearances, certification records, physical and tuberculin tests where applicable.

**RESIGNATIONS**

**A motion was made by Savage/O'Brien** to accept the following resignations, items 9.1 – 9.2:

- Resignation of Brianne Summy, Administrative Assistant to Human Resources and Middle School, effective November 11, 2022.
- Resignation of Anthony Manley, Football MS Head Coach, effective immediately.

*Section 508 vote: All nine Board Members present voted in the affirmative.*

**FAMILY AND MEDICAL LEAVES OF ABSENCE**

**A motion was made by Jobe/Miller** to accept the following resignations, items 9.3 – 9.4:

- Family and Medical Leave Act for employee #1065 effective retroactive to 10/31/22 for two (2) to three (3) weeks.
- Family and Medical Leave Act, not to exceed twelve (12) weeks, for employee #1848 effective November 11, 2022.

*Section 508 vote: All nine Board Members present voted in the affirmative.*

**APPOINTMENTS**

**A motion was made by Savage/Miller** to approve the hiring of Raymond Petrie as a Maintenance employee, compensation set at \$25.31 per hour per the contractual agreement with the Maintenance and Custodial Workers 627.

Voting Aye: Conway, Gazze, Jobe, Miller, O'Brien, Savage, Shearer, Thomas, Metrosky

**APPOINTMENTS CONT'D.**

Voting Nay: No one.

Abstaining: No one.

Absent: No one.

**Motion passed 9 – 0.**

**A motion was made by Jobe/Savage** to approve the hiring of Holly Stellato as a Central Office Administrative Assistant for Student Services, with compensation set at \$17.25 per hour per the agreement with the Administrative Assistants, Classroom Instructional Assistants, and Nurse Assistants.

Voting Aye: Conway, Gazze, Jobe, Miller, O'Brien, Savage, Shearer, Thomas, Metrosky

Voting Nay: No one.

Abstaining: No one.

Absent: No one.

**Motion passed 9 – 0.**

**A motion was made by Savage/Shearer** to approve the hiring of Valerie Tantlinger as a Second Shift Custodian, compensation set at \$17.00 per hour per the contractual agreement with the Maintenance and Custodial Workers Local 627 (Item 9.7).

Voting Aye: Conway, Gazze, Jobe, Miller, O'Brien, Savage, Shearer, Thomas, Metrosky

Voting Nay: No one.

Abstaining: No one.

Absent: No one.

**Motion passed 9 – 0.**

**A motion was made by Thomas/Savage** to hire and/or accept the following supplementals, volunteers, and substitute position, items 9.8-9.18:

- Recommend approval to hire the following individual as a Middle School Musical Director to begin during the 2022-2023 school year at the supplemental rate of \$2,901 per the contractual agreement with GSEA: Maurissa Auer
- Recommend approval to hire Beth Brady as a substitute custodian, compensation set at \$15.00 per hour per the contractual agreement with the Maintenance and Custodial Workers Local 627, effective retroactive to October 7, 2022.
- Recommend approval to hire following individual as a substitute Detention Hall Supervisor for the 2022-2023 school year, retroactive to 11/1/22, at the supplemental rate of \$24.00 per hour per the contractual agreement for GSEA: Ryan Hayden
- Recommend approval to hire the following individual as an Elementary ASSIST teacher for the 2022-2023 school year at the supplemental rate of \$29.50 per hour, per the contractual agreement with GSEA, effective retroactive to November 1, 2022: Mackenzie Johnson.
- Recommend approval to hire Dennis Little as Boys Basketball HS Assistant for the 2022-2023 school year at the supplemental rate of \$5,918, per the contractual agreement with GSEA.

**APPOINTMENTS CONT'D.**

- Recommend approval to hire Tyler George as Boys Basketball HS Assistant for the 2022-2023 school year at the supplemental rate of \$4,992, per the contractual agreement with GSEA.
- Recommend approval to accept Luke Ewing as a volunteer Wrestling coach for the 2022-2023 school year.
- Recommend approval to accept Alize Cooper as a volunteer 7th Grade Basketball Coach for the 2022-2023 school year.
- Recommend approval to accept Jerry Cooley as volunteer for HS Boys Basketball for the 2022-2023 school year.
- Recommend approval to accept Amy White as the volunteer sponsor for Gymnastics for the 2022-2023 school year.
- Recommend the following additions to the list of bus drivers for DMJ Transportation, Inc. for the 2022-2023 school year: Frankie Aviles, Heather Baker, Matthew Lipko, Kathleen Cotton, Walter Patton, Dakota Lecker, and Amber Saville.

*Section 508 vote: All nine Board Members present voted in the affirmative.*

**ADVERTISEMENTS**

**A motion was made by Jobe/Shearer** to advertise for the following positions, items 9.19-9.20:

- Recommend approval to advertise for the position of Football MS Head Coach for the 2023-2024 school year at the supplemental rate of \$4,920, per the contractual agreement with GSEA
- Recommend approval to advertise for the following positions for the 2022-2023 school year, at the supplemental rates per the contractual agreement with GSEA: MS Musical Assistant Director, MS Musical Choreographer, MS Musical Technical Director, MS Musical Art Director, HS Musical Choreographer, HS Musical Dramatics Coach, HS Musical Orchestra Coach

*A brief discussion followed.*

*Section 508 vote: All nine Board Members present voted in the affirmative.*

**FINANCE**

**A motion was made by Savage/O'Brien** to accept a donation from Discover Westmoreland/Go Laurel Highlands of the Westmoreland County Children's Book titled Go, Discover Westmoreland! A Children's History of Westmoreland County, commemorating the 250th anniversary of Westmoreland County.

*Section 508 vote: All nine Board Members present voted in the affirmative.*

**SEE ATTACHMENTS 125-142**

**A motion was made by Conway/Miller** to accept a donation from the Rotary Club of Greensburg of dictionaries for GS third grade students.

*A brief discussion followed.*

*Section 508 vote: All nine Board Members present voted in the affirmative.*

**FINANCE CONT'D**

**A motion was made by Conway/Savage** to retroactively accept a \$28,661.59 donation in the form of e-gift cards from Office Depot as part of their 2022 Back-to-School In-Store Donation Drive to be used for classroom supplies.

*Section 508 vote: All nine Board Members present voted in the affirmative.*

**A motion was made by Miller/Shearer** to retroactively accept a \$1,000 donation from Burlington to be used for classroom supplies.

*Section 508 vote: All nine Board Members present voted in the affirmative.*

**A motion was made by Savage/Miller** to approve the following tax refunds, items 10.5-10.6:

- Recommend approval of tax refund in the amount of \$289.44 due to Catastrophic Loss. Map #10-02-15-0-062
- Recommend approval of tax refund in the amount of \$1,607.28 due to duplicate payment by property owner and escrow company. Map #34-01-06-0-243

*Section 508 vote: All nine Board Members present voted in the affirmative.*

**A motion was made by Thomas/O'Brien** to approve the attached resolution – Act 57 of 2022 (Item 10.7)

*A brief discussion followed.*

*Section 508 vote: All nine Board Members present voted in the affirmative.*

**SEE ATTACHMENTS 143-147**

**CONTRACTS/CONTRACTED SERVICES**

**A motion was made by Savage/O'Brien** to approve items 11.1-11.3:

- Recommend approval of the updated Memorandum of Understanding between the Greensburg Salem School District and Big Brothers Big Sisters of the Laurel Highlands Region outlining each entity's roles and responsibilities for the development and growth of one-to-one, professionally supported mentoring provided to students by Big Brothers Big Sisters of the Laurel Region.
- Recommend approval to prepare and advertise a request for proposals for a District-wide demographic study.
- Recommend approval to prepare and advertise a request for proposals for replacement door key readers, and additional key readers in select locations for safety and security purposes.

*Section 508 vote: All nine Board Members present voted in the affirmative.*

**SEE ATTACHMENTS 148-150**

**A motion was made by Thomas/O'Brien** to approve the preparation and advertising of a request for proposals for a consulting engineer/architect to provide general professional services to the Greensburg Salem School District.

**CONTRACTS/CONTRACTED SERVICES CONT'D.**

*A brief discussion followed.*

*Section 508 vote: All nine Board Members present voted in the affirmative.*

**BOARD POLICIES**

**A motion was made by Savage/Conway** to approve the first reading of Board Policies 146.1 Trauma-Informed Approach, 218.3 Discipline of Student Convicted/Adjudicated of Sexual Assault, 236.1 Threat Assessment, 252 Dating Violence, 800.1 Electronic Signatures/Records, 805.2 School Security Personnel, 816 District Social Media.

*A brief discussion followed.*

*Section 508 vote: All nine Board Members present voted in the affirmative.*

**SEE ATTACHMENTS 151-190**

**A motion was made by Gazze/O'Brien** to approve the first reading of Board Policy 210.2: Use of medical marijuana by students.

*A brief discussion followed.*

*Section 508 vote: All nine Board Members present voted in the affirmative.*

**SEE ATTACHMENTS 191**

**A motion was made by Jobe/Gazze** to approve the policy agreement between the Greensburg Salem School District and the Administrative Assistants, Nurse Assistants, and Classroom Instructional Assistants as contained herein.

Voting Aye: Conway, Gazze, Jobe, Miller, O'Brien, Savage, Shearer, Thomas, Metrosky

Voting Nay: No one.

Abstaining: No one.

Absent: No one.

**Motion passed 9 – 0.**

**SEE ATTACHMENTS 192 - 205**

**STUDENT MATTERS**

**A motion was made by Savage/Miller** to approve the following student matters, items 13.1-13.2:

- Recommend approval to create the Fellowship of Christian Athletes (FCA) club at the Greensburg Salem High School.
- Recommend approval to purchase the licensing rights for the musical Annie Junior from Musical Theater International for the 2022-2023 Middle School Musical production as contained herein.

*Section 508 vote: All nine Board Members present voted in the affirmative.*

**SEE ATTACHMENTS 206-223**



**CONFERENCES/WORKSHOPS**

**A motion was made by Conway/Savage** to approve the following conferences/workshops, items 14.1-14.2:

- Recommend retroactive approval for Morgan Ferczak to attend and present at the Annual Integrated Learning Conference (ILC) in State College, PA, November 2-4, 2022. In addition to a day-to-day substitute teacher, the cost to the district is \$245.00, including registration fees and mileage.
- Recommend approval for Dr. James Baker to attend the Pennsylvania Educational Technology Expo and Conference at the Kalahari Resorts and Conventions, February 12 - 15, 2023. The cost to the district is \$1,133.75, including registration fees, lodging, and mileage.

*A brief discussion followed.*

*Section 508 vote: All nine Board Members present voted in the affirmative.*

**SEE ATTACHMENTS 224-227**

**ATHLETIC MATTERS**

**A motion was made by Savage/O'Brien** to approve Somerset Trust Company as an athletic sponsor, accepting a \$25,000 donation in exchange for sponsorship.

*Section 508 vote: All nine Board Members present voted in the affirmative.*

**SEE ATTACHMENTS 228**

**A motion was made by Jobe/Gazze** to approve Fox's Pizza Den, Delmont as an athletic sponsor, accepting a \$150 donation in exchange for sponsorship.

*Section 508 vote: All nine Board Members present voted in the affirmative.*

**SEE ATTACHMENTS 229**

**A motion was made by Gazze/Savage** to approve Eat 'n Park as an athletic sponsor, accepting a \$150 donation in exchange for sponsorship.

*Section 508 vote: All nine Board Members present voted in the affirmative.*

**SEE ATTACHMENTS 230**

**A motion was made by Gazze/Conway** to approve the following athletic matters, items 15.4-15.5:

- Recommend approval to hold a Winter Sports Kickoff event in the High School Gymnasium on November 22.
- Recommend approval to permit the following student-athletes to participate in individual gymnastics for the 2022-23 school year: Sophia Demorest, Sophia Kunkle, Rhea Outly, Reese Price, Emma Visnick

*Section 508 vote: All nine Board Members present voted in the affirmative.*

**FACILITIES/FACILITIES USAGE**

**A motion was made by Conway/O'Brien** to retroactively approve the following facilities/facilities usage items 16.1-16.2:

- Request approval for Ligonier Valley School District to use Offutt Field for their home WPIAL football playoff game on Friday, November 4, 2022. *Section 508 vote:*
- Request retroactive approval for Greensburg Central Catholic to use Offutt Field on November 3, 2022, from 3:30 - 5:30 pm for football practice.

*Section 508 vote: All nine Board Members present voted in the affirmative.*

**INFORMATIONAL ITEMS**

The next Board Meeting will be held Monday, December 5 at 7:30 P.M. in room 003, beginning with the reorganization meeting with the Board Voting Meeting to follow.

**ADJOURNMENT**

**A motion was made by Conway/Savage** to adjourn the meeting.

*Section 508 vote: All nine Board Members present voted in the affirmative.*

The Regular School Board Meeting of the Greensburg Salem School District Board of Education held on Wednesday, November 9, 2022, beginning at 7:33 P.M. at the Middle School in Room 003 was adjourned at 8:03 P.M.

ATTEST:

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Allison Willis, School Board Secretary