

**AVELLA AREA SCHOOL DISTRICT  
1000 AVELLA ROAD  
AVELLA, PA 15312**

**BOARD OF EDUCATION MINUTES**

**September 26, 2018**

The Regular Board Meeting of the Avella Area School District Board of Education was held in the Avella Jr. Sr. High School Library on Wednesday, September 26, 2018. Ms. Leslie Cunningham, Board President, called the meeting to order at 7:00 p.m. An Executive Session was held prior to the meeting regarding personnel and contracts. Debra Bentz, Board Secretary, held roll call and the following board members were present:

**BOARD MEMBERS:** Karen Birdsall, Kim Cassidy, Leslie Cunningham, Jeffrey Devenney, Melissa Dryer, James Gagich, Sharon Hixenbaugh  
Absent: Corey McConn, Alex Paris

**ADMINISTRATION:** Cyril Walther, Superintendent  
Laura Shola, Business Manager  
Sheryl Wright-Brown, JSHS Principal  
Zachary Zebrasky, Elementary Principal  
Debra L. Bentz, Board Secretary

**OTHERS:** Barbara Graham, District Solicitor

**A. GENERAL PROCEDURES**

**Roll Call**

**Pledge of Allegiance**

**Presentations/Recognitions - None**

**Request to Speak at the Board Meeting - None**

**Visitor's Request to Speak on Agenda Items - None**

## GENERAL PROCEDURE ITEMS

1. **APPROVAL OF MINUTES** **ATTACHMENT "A"**  
Board Members were furnished copies of the August 2018 Regular Board Meeting and Special Board Meeting Minutes.

Moved by Mr. Gagich, seconded by Ms. Hixenbaugh, to approve the August 2018 Regular Board Meeting and Special Board Meeting Minutes.

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich and Ms. Hixenbaugh said "aye". Motion carried 7-0.

2. **APPROVAL OF ACCOUNTS PAYABLE** **ATTACHMENT "B"**  
Board Members were furnished copies of the Accounts Payable for the August and September 2018 General Fund.

Moved by Mr. Devenney, seconded by Ms. Dryer, to approve the Accounts Payable for the August and September 2018 General Fund.

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich and Ms. Hixenbaugh said "aye". Motion carried 7-0.

3. **FINANCIAL/BUDGET REPORTS** **ATTACHMENT "C"**
4. **SOLICITOR'S REPORT** **ATTACHMENT "D"**
5. **BOARD INSURANCE REPORT** **No Revisions**

## B. NEW BUSINESS

1. **ATHLETIC COMMITTEE**

- a. **Trinity Ice Hockey Club**  
Moved by Ms. Dryer, seconded by Ms. Birdsall, to approve the Avella Area School District students to co-op with the Trinity Ice Hockey Club, grades 6-12, PIHL rules, per Attachment Athletic "A".

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich and Ms. Hixenbaugh said "aye". Motion carried 7-0.

2. **BUILDINGS & GROUNDS COMMITTEE**

- a. **Use of School Facilities**  
Moved by Ms. Dryer, seconded by Ms. Hixenbaugh, to approve the following Use of School Facilities:

NAME: Avella Girls' Basketball Boosters  
PURPOSE: 7<sup>th</sup>/8<sup>th</sup> Grade Girls' Basketball Tournament  
PLACE: JSHS Gym/Cafeteria  
DATE: October 27-28, 2018

NAME: Avella Youth Girls' Basketball  
PURPOSE: Practice/Games  
PLACE: Elementary Gym/Cafeteria  
DATE: 2018-19 Season

**B. NEW BUSINESS**

**2. BUILDINGS & GROUNDS COMMITTEE**

**a. Use of School Facilities - Continued**

NAME: Cub Scout Pack 1365  
PURPOSE: Table at Open House  
PLACE: Elementary Gym  
DATE: September 19, 2018

NAME: Girl Scout Troup 28810  
PURPOSE: Table at Open House  
PLACE: Elementary Gym  
DATE: September 19, 2018

NAME: Avella Youth Boys' Basketball  
PURPOSE: Practice/Games  
PLACE: Elementary Gym/Cafeteria  
DATE: 2018-19 Season

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich and Ms. Hixenbaugh said "aye". Motion carried 7-0.

- b. Mr. Walther, Superintendent, reported the results of the air quality tests in the school buildings and the steps the District will take for preventing mold in the future.**

**3. CURRICULUM COMMITTEE**

- a. Ms. Cunningham, Board President, reported Western Area Career & Technology Center began school on August 27, 2018, with 35 Avella students enrolled.**

- b. Kennywood Day – 2018-19 School Year**  
Moved by Ms. Birdsall, seconded by Ms. Dryer, to approve the Kennywood School Picnic Agreement for June 17, 2019, per Attachment Curriculum "A".

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich and Ms. Hixenbaugh said "aye". Motion carried 7-0.

- c. Washington Drug & Alcohol Commission**  
Moved by Mr. Devenney, seconded by Ms. Dryer, to approve the Letter of Agreement between the Avella Area School District and Washington Drug & Alcohol Commission, Inc., for the 2018-19 school year, per Attachment Curriculum "B".

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich and Ms. Hixenbaugh said "aye". Motion carried 7-0.

**B. NEW BUSINESS**

**3. CURRICULUM COMMITTEE**

**d. Inventory Control**

Moved by Mr. Devenney, seconded by Ms. Dryer, to approve Mr. Saunders, Business Education Teacher's request to dispose/donate the outdated books listed on Attachment Curriculum "C".

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich and Ms. Hixenbaugh said "aye". Motion carried 7-0.

**e. Teach Simply Educational Consulting, L.L.C.**

Moved by Mr. Devenney, seconded by Ms. Dryer, to approve the Agreement between the Avella Area School District and Teach Simply Educational Consulting, LLC, for the 2018-19 school year, per Attachment Curriculum "D".

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Ms. Dryer, and Ms. Hixenbaugh said "aye". Mr. Gagich voted "nay". Motion carried 6-1.

**f. Gettysburg Field Trip**

Motion by Ms. Dryer, seconded by Ms. Cassidy, to approve the JSHS students to travel to Gettysburg in March 2019 for an education field trip, per Attachment Curriculum "E".

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich and Ms. Hixenbaugh said "aye". Motion carried 7-0.

**g. Intermediate Unit 1 - Title I Nonpublic School Services**

Moved by Mr. Devenney, seconded by Ms. Birdsall, to approve the Intermediate Unit's Title I Nonpublic School Services Form for the 2018-19 school year, per Attachment Curriculum "F".

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich and Ms. Hixenbaugh said "aye". Motion carried 7-0.

**h. 2018-2019 School Calendar**

Moved by Mr. Devenney, seconded by Ms. Birdsall, to approve the following revisions to the 2018-2019 School Calendar, per Attachment Curriculum "G" to Revised Agenda:

- September 20, 21, 24, 2018 – No School (Applied for Waiver of days)
- October 10, 2018 – JSHS & Elementary Open House (6-8 p.m.)

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich and Ms. Hixenbaugh said "aye". Motion carried 7-0.

**i. School Calendar Dates:**

- 10/4/18 - Bon Fire 7:30-9:30 p.m.
- 10/5/18 - Homecoming Parade on Campus @ 6:00 p.m.  
Pregame @ 6:30 p.m./Kickoff @ 7:00 p.m.  
Crowning @ Halftime
- 10/6/18 - Homecoming Dance 7-10 p.m.
- 10/10/18-JSHS & Elementary School Open House 6-8 p.m.

**B. NEW BUSINESS**

**4. FINANCE COMMITTEE**

**a. McLean Architects –Application and Certification for Payment**

Moved by Mr. Devenney, seconded by Ms. Birdsall, to approve the Application and Certification for Payment to Westmoreland Electric in the amount of \$6,361.58, per Attachment Finance “A” to Agenda.

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich and Ms. Hixenbaugh said “aye”. Motion carried 7-0.

**b. McLean Architects –Application and Certification for Payment**

Moved by Mr. Devenney, seconded by Ms. Birdsall, to approve the Application and Certification for Payment to Swede Construction in the amount of \$9,972.00, per Attachment Finance “B” to Agenda.

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich and Ms. Hixenbaugh said “aye”. Motion carried 7-0.

**c. McLean Architects - Invoice**

Moved by Mr. Devenney, seconded by Ms. Birdsall, to approve the McLean Architects’ invoice in the amount of \$592.75 for Project #MA 1720-5, per Attachment Finance “C” to Agenda.

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich and Ms. Hixenbaugh said “aye”. Motion carried 7-0.

**d. 7<sup>th</sup> Grade - Student Activity Fund**

Moved by Mr. Devenney, seconded by Ms. Birdsall, to approve the Class of 2024 (7<sup>th</sup> Grade) to establish a Student Activity Account.

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich and Ms. Hixenbaugh said “aye”. Motion carried 7-0.

**e. FFA - Student Activity Fund**

Moved by Mr. Devenney, seconded by Ms. Birdsall, to approve the FFA to establish a Student Activity Account.

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich and Ms. Hixenbaugh said “aye”. Motion carried 7-0.

**5. NEGOTIATIONS COMMITTEE**

**a. Additional Assistant Band Director Position**

Moved by Ms. Birdsall, seconded by Mr. Devenney, to ratify an additional Assistant Band Director position for the 2018-19 school year.

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich and Ms. Hixenbaugh said “aye”. Motion carried 7-0.

**B. NEW BUSINESS**

**5. NEGOTIATIONS COMMITTEE**

**b. MOU – Additional Assistant Band Director Position**

Moved by Ms. Birdsall, seconded by Mr. Devenney, to approve a Memorandum of Understanding between the Avella Area School District and the Avella Education Association regarding an additional Assistant Band Director position for the 2018-19 school year, and sharing the stipend of said position between Bethany Songer and Leigh Stets, per Attachment Negotiations “A”.

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich and Ms. Hixenbaugh said “aye”. Motion carried 7-0.

**6. PERSONNEL COMMITTEE**

**a. Susan Temple – Part-Time (5 Hour) Cafeteria Worker - Elementary**

Moved by Ms. Dryer, seconded by Ms. Hixenbaugh, to ratify Susan Temple to the Part-Time (5 hours per day/180 days per year) Cafeteria Worker position at the Elementary School, effective August 23, 2018.

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich and Ms. Hixenbaugh said “aye”. Motion carried 7-0.

**b. Diana Dorsey – Part-Time (5 Hour) Cafeteria Worker - JSHS**

Moved by Ms. Dryer, seconded by Ms. Hixenbaugh, to ratify Diana Dorsey to the Part-Time (5 hours per day/180 days per year) Cafeteria Worker position at the JSHS School, effective August 23, 2018. (Position created by Susan Temple’s transfer to the Elementary School. Union waived posting of position.)

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich and Ms. Hixenbaugh said “aye”. Motion carried 7-0.

**c. Posting – Part Time (4 Hour) Cafeteria Worker Position**

Moved by Ms. Dryer, seconded by Ms. Hixenbaugh, to ratify posting of a 4 hours per day/180 days per year, Part-Time Cafeteria Worker position located in the JSHS Cafeteria. (Position created by Diana Dorsey moving into 5 Hour Cafeteria Worker position.)

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich and Ms. Hixenbaugh said “aye”. Motion carried 7-0.

**d. Kelly Miller – Part-Time (4 Hour) Cafeteria Worker - JSHS**

Moved by Ms. Dryer, seconded by Ms. Hixenbaugh, to approve Kelly Miller to the Part-Time (4 hours per day/180 days per year) Cafeteria Worker position at the JSHS School, effective September 27, 2018.

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich and Ms. Hixenbaugh said “aye”. Motion carried 7-0.

**B. NEW BUSINESS**

**6. PERSONNEL COMMITTEE**

**e. Christine Rice, Vo-Ag Teacher - Resignation**

Moved by Ms. Dryer, seconded by Ms. Hixenbaugh, to accept the resignation of Christine Rice, Part-Time Vocational Agriculture Teacher, effective September 4, 2018.

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich and Ms. Hixenbaugh said "aye". Motion carried 7-0.

**f. Part-Time Vocational Agricultural Teacher - Posting**

Moved by Ms. Dryer, seconded by Ms. Hixenbaugh, to ratify a posting (advertisement if necessary) for a Part-Time Vocational Agricultural Teacher.

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich and Ms. Hixenbaugh said "aye". Motion carried 7-0.

**g. 2018-19 School Volunteer List**

Moved by Ms. Dryer, seconded by Ms. Hixenbaugh, to approve the following to the School Volunteer List for the 2018-19 school year:

Maggie Amaismeier  
Jacqueline O. Bell  
Jack Buel  
Jodie Cowden  
Magan Craig  
Dana Davis  
Leslie Decker  
Maria Delesio  
Joyce Downey  
Dana DuPain  
Jaime Evans  
Adam Gailey  
Amanda Gailey  
Gina Graham  
Michelle Hammond  
Terri Jeffers  
Nicole Kisner  
Kelly Miller  
LeAnn O'Donohoe  
Natalie Papson  
David Rice  
Kara Rice  
Cedric Thomas  
Cassandra Throckmorton  
Michael Throckmorton  
Melissa Torboli-Fuller  
Cassandra Ware  
Ashley Welch  
Malina Willey  
Katelyn Willyerd

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich and Ms. Hixenbaugh said "aye". Motion carried 7-0.

**B. NEW BUSINESS**

**6. PERSONNEL COMMITTEE**

**h. Substitute Teacher List**

Moved by Ms. Dryer, seconded by Ms. Hixenbaugh, to add the following to the Substitute Teacher List for the 2018-19 school year:

- Gary Fonner
- Chandra Koroly
- Katelyn Willyerd

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich and Ms. Hixenbaugh said “aye”. Motion carried 7-0.

**i. Homebound Instructor - Posting**

Moved by Ms. Dryer, seconded by Ms. Hixenbaugh, to ratify a posting (advertisement if necessary) for a Homebound Instructor for a 9<sup>th</sup> Grade Student.

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich and Ms. Hixenbaugh said “aye”. Motion carried 7-0.

**j. Ashley Fedak - Homebound Instructor**

Moved by Ms. Dryer, seconded by Ms. Hixenbaugh, to approve Ashley Fedak as a Homebound Instructor for a 9<sup>th</sup> Grade Student.

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich and Ms. Hixenbaugh said “aye”. Motion carried 7-0.

**k. Dana Gatewood, Elementary Teacher – Maternity Leave**

Moved by Ms. Dryer, seconded by Ms. Hixenbaugh, to ratify Dana Gatewood, Elementary Teacher's request for Maternity Leave, effective August 21 – October 26, 2018.

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich and Ms. Hixenbaugh said “aye”. Motion carried 7-0.

**7. POLICIES**

**a. First Reading of the following policies – Attachment Policies “A” to Revised Agenda**

**#246 – School Wellness**

**#808 – Food Service**

**#917 – Family Engagement**

**#918 – Title I Parent and Family Engagement**

**8. SAFETY COMMITTEE**

**a. Safety Committee meeting scheduled October 4, 2018 at 8:00 a.m.**

**b. The Board discussed a letter received regarding Senate Bill 1098.**

**B. NEW BUSINESS**

**9. TECHNOLOGY COMMITTEE**

- a. Ms. Dryer, Board Member, reported the Varsity Basketball Boosters entered into a 1 year contract to have a camera installed in the JSHS gymnasium to record games and practices.
- b. Ms. Hixenbaugh, Board Member, requested the administration to circulate a survey monkey to employees of the District.

**10. TRANSPORTATION COMMITTEE – No Report**

**C. ADJOURNMENT**

With no further business before the Board, moved by Mr. Devenney, seconded by Ms. Hixenbaugh, to adjourn the meeting at 7:41 p.m. Motion carried.

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich and Ms. Hixenbaugh said “aye”. Motion carried 7-0.

Respectfully submitted,

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Debra L. Bentz  
Board Secretary