

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

BOARD OF EDUCATION MINUTES

December 5, 2018

The Reorganization Meeting of the Avella Area School District Board of Education was held in the Avella Jr. Sr. High School Library on Wednesday, December 5, 2018. Ms. Leslie Cunningham, Board President, called the Reorganization Meeting to order at 7:04 p.m. Debra Bentz, Board Secretary, held roll call and the following board members were present:

BOARD MEMBERS: Karen Birdsall, Leslie Cunningham, Jeffrey Devenney - via speaker phone, Melissa Dryer, James Gagich, Sharon Hixenbaugh, Corey McConn
Absent: Kim Cassidy and Alex Paris

ADMINISTRATION: Cyril Walther, Superintendent
Laura Shola, Business Manager
Sheryl Wright-Brown, JSBS 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

B. REORGANIZATION

1. NOMINATIONS FOR TEMPORARY PRESIDENT

Moved by Mr. McConn, seconded by Ms. Birdsall, to nominate Melissa Dryer as Temporary President for the purpose of reorganization.

No other nominations were made for Temporary President.

Moved by Mr. McConn, seconded by Ms. Birdsall, to close the nominations and appoint Ms. Dryer for Temporary President.

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

Ms. Dryer takes the chair as Temporary President.

B. REORGANIZATION

2. NOMINATIONS FOR BOARD PRESIDENT

Moved by Mr. McConn, seconded by Ms. Hixenbaugh, to nominate Ms. Cunningham as Board President.

Moved by Mr. Devenney to nominate Mr. Corey McConn as Board President.

Mr. McConn declined the nomination for Board President.

No other nominations were made for Board President.

Moved by Mr. McConn, seconded by Ms. Hixenbaugh, to close the nominations for Board President.

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

Moved by Mr. McConn, seconded by Ms. Dryer, to appoint Ms. Leslie Cunningham as Board President.

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

Ms. Leslie Cunningham takes over the chair as Board President.

3. NOMINATIONS FOR BOARD VICE-PRESIDENT

Moved by Mr. McConn, seconded by Ms. Hixenbaugh, to nominate Karen Birdsall as Board Vice-President.

No other nominations were made for Board Vice-President.

Moved by Mr. McConn, seconded by Ms. Cunningham, to close the nominations for Board Vice-President.

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

Moved by Mr. McConn, seconded by Ms. Dryer, to appoint Karen Birdsall as Board Vice-President.

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

4. DISTRICT SOLICITOR

Moved by Ms. Birdsall, seconded by Ms. Hixenbaugh, to approve Barbara Graham, Law Offices of Peacock Keller, LLP, to continue as the District's Solicitor for the 2019 year, per attached proposal letter dated November 1, 2018. (Attachment "A")

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

B. REORGANIZATION

5. BOARD MEETINGS

Moved by Mr. McConn, seconded by Ms. Hixenbaugh, to approve a tentative list of the 2019 meeting dates with meeting times beginning at 7:00 p.m. All meetings are regular meetings. The committee meetings will be non-voting and meet as needed and advertised. (Attachment "B")

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

6. FACSIMILE SIGNATURES

Moved by Mr. McConn, seconded by Mr. Gagich, to approve permission for application to the Secretary of the Commonwealth to use facsimile signatures for the following bank accounts:

Cafeteria Fund Checks:	President and Secretary
General Fund Checks:	President, Treasurer and Secretary
Payroll Fund Checks:	Treasurer and Secretary

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

7. AUTHORIZATION FOR PAYMENTS

Moved by Mr. McConn, seconded by Mr. Gagich, to approve the Officers of the Board to be authorized to draw orders for payrolls and for payments of bonds, interest, utilities and other pertinent bills as they come due.

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

8. BOARD COMMITTEES

Moved by Ms. Birdsall, seconded by Mr. McConn, to approve the Board Committee List for the 2019 year.

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

C. ADJOURNMENT

With no further business before the Board, moved by Ms. Birdsall, seconded by Mr. McConn, to adjourn the Reorganization Meeting at 7:13 p.m. Motion carried.

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

Respectfully submitted,

Debra L. Bentz
Board Secretary

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

BOARD OF EDUCATION MINUTES

December 5, 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, December 5, 2018. Ms. Leslie Cunningham, Board President, called the meeting to order at 7:14 p.m., following the Reorganization Meeting. 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, Leslie Cunningham, Jeffrey Devenney-via speaker phone, Melissa Dryer, James Gagich, Sharon Hixenbaugh, Corey McConn
Absent: Kim Cassidy and Alex Paris

ADMINISTRATION: Cyril Walther, Superintendent
Laura Shola, Business Manager
Sheryl Wright-Brown, JSBS 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

1. John & Melinda Latynski, 106 Painters Lane, Avella, PA, requested to speak regarding the Winter Guard Dance Line Instructor position.

GENERAL PROCEDURE ITEMS

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

Moved by Mr. McConn, seconded by Ms. Dryer, to approve the November 2018 Regular Board Meeting Minutes.

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

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

Moved by Mr. McConn, seconded by Ms. Birdsall, to approve the Accounts Payable for the November and December 2018 General Fund.

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

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

B. NEW BUSINESS

1. **ATHLETIC COMMITTEE – No Report**
2. **BUILDINGS & GROUNDS COMMITTEE**

a. Use of School Facilities

Moved by Mr. McConn, seconded by Ms. Dryer, to approve/ratify the following Use of School Facilities:

NAME: Avella Athletics Inc.
PURPOSE: Wrestling Match Youth
PLACE: JSHS Gym, Locker Rooms, Cafeteria
DATE: January 20, 2019

NAME: Avella Athletics Inc.
PURPOSE: Wrestling Match Youth
PLACE: JSHS Gym, Locker Rooms, Cafeteria
DATE: February 16, 2019

NAME: Avella Athletics Inc.
PURPOSE: Wrestling Tournament
PLACE: JSHS Gym, Locker Rooms, Cafeteria
DATE: March 2, 2019

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

B. NEW BUSINESS

3. CURRICULUM COMMITTEE

- a. **Mrs. Cunningham, Board President, reviewed the items discussed at the Western Area Career & Technology Center meeting. The WACTC's holiday dinner will be held November 28, 2018 at 5:30 p.m.**

4. FINANCE COMMITTEE

- a. **McLean Architects –Application and Certification for Payment**
Moved by Mr. McConn, seconded by Mr. Gagich, to approve the Application and Certification for Payment to East West Manufacturing & Supply Co., Inc., in the amount of \$19,350.00, per Attachment Finance "A".

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

- b. **McLean Architects –Application and Certification for Payment**
Moved by Mr. McConn, seconded by Mr. Gagich, to approve the Application and Certification for Payment to Westmoreland Electric, in the amount of \$34,858.42, per Attachment Finance "B".

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

5. NEGOTIATIONS COMMITTEE – No Report

6. PERSONNEL COMMITTEE

- a. **Geraldine Coffield, Custodian - Resignation**
Moved by Mr. McConn, seconded by Ms. Birdsall, to accept Geraldine Coffield's resignation for retirement purposes, effective December 5, 2018.

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

- b. **Custodian - Posting**
Moved by Mr. McConn, seconded by Ms. Birdsall, to ratify a posting (advertisement if necessary) for a full time custodian, due to the retirement of Geraldine Coffield.

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

- c. **John Pirillo, Custodian - Resignation**
Moved by Mr. McConn, seconded by Ms. Birdsall, to accept John Pirillo's resignation, effective December 5, 2018.

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

B. NEW BUSINESS

6. PERSONNEL COMMITTEE

d. Pam Danneker, Custodian - Resignation

Moved by Mr. McConn, seconded by Ms. Birdsall, to accept Pam Danneker's resignation, effective December 5, 2018.

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

e. Tami Radomski, Winter Guard Instructor - Resignation

Moved by Mr. McConn, seconded by Ms. Birdsall, to accept the resignation of Tami Radomski as Winter Guard Instructor for the 2018–19 school year.

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

f. Winter Guard Instructor - Posting

Moved by Mr. McConn, seconded by Ms. Birdsall, to approve a posting (advertisement if necessary) for a Winter Guard Instructor for the 2018-19 school year.

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

g. Substitute Support Personnel

Moved by Mr. McConn, seconded by Ms. Dryer, to authorize the Superintendent to approve additional individuals as substitute instructional aides, custodians, cafeteria employees and/or clerical employees, prior to the January 2019 meeting, conditioned upon receipt of all required employment documents, and subject to ratification of such individuals at the January 2019 meeting.

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

h. Custodians - Posting

Moved by Ms. Dryer, seconded by Mr. McConn, to approve a posting (advertisement if necessary) for two full time custodians, due to the resignations of John Pirillo and Pam Danneker, respectfully.

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

i. Vacancies - Posting

Moved by Mr. McConn, seconded by Ms. Dryer, to authorize the Superintendent to post (advertise if necessary) any vacancies resulting from employees moving into other positions as a result of the posting for the three vacant custodial positions.

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

B. NEW BUSINESS

6. PERSONNEL COMMITTEE

j. Winter Guard Dance Line Instructor

Moved by Mr. McConn, seconded by Ms. Hixenbaugh, to authorize the Superintendent to approve an individual as the Winter Guard Dance Line Instructor, and an individual as the Assistant Winter Guard Dance Line Instructor for the 2018-19 school year, prior to the January 2019 meeting, conditioned upon receipt of all required employment documents, and subject to ratification of such individuals at the January 2019 meeting.

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

7. POLICIES – No Report

8. SAFETY COMMITTEE

a. A Safety Committee meeting is scheduled January 3, 2019 at 8:00 a.m.

b. Inter-District Emergency Support Agreement

Moved by Mr. Gagich, seconded by Mr. McConn, to approve the Inter-District Emergency Support Agreement between the Avella Area School District and Burgettstown Area School District, per Attachment Safety "A".

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

9. TECHNOLOGY COMMITTEE

a. A discussion was held regarding the District's telephone system.

10. TRANSPORTATION COMMITTEE – No Report

C. ADJOURNMENT

With no further business before the Board, moved by Ms. Hixenbaugh, seconded by Ms. Birdsall, to adjourn the meeting at 7:56 p.m. Motion carried.

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

Respectfully submitted,

Debra L. Bentz
Board Secretary