

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

BOARD OF EDUCATION MINUTES

May 15, 2019

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, May 15, 2019. 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, Leslie Cunningham, Jeffrey Devenney, Melissa Dryer, James Gagich, Sharon Hixenbaugh, Corey McConn, Alex Paris, Leslie Thames

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

1. The following students were recognized as the May Students of the Month:
Jaylyn Moore – 6th Grade Student
Dalton Siler - 6th Grade Student
Madelyn Walther – Senior
Justin Lowe – Senior
2. Aja Miller, 9th Grade Art Student, was recognized for receiving 3rd place in the Pennsylvania Congressman Reschenthaler's Congressional Art Competition.
3. Case|Sabatini, District Auditors, presented the Auditor's Report for the 2017-18 year.

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 April 2019 Regular Board Meeting Minutes.

Moved by Ms. Birdsall, seconded by Ms. Hixenbaugh, to approve the April 2019 Regular Board Meeting Minutes.

ROLL CALL: Ms. Birdsall, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Mr. Paris and Ms. Thames said "aye". Motion carried 9-0.

2. APPROVAL OF ACCOUNTS PAYABLE ATTACHMENT "B"

Board Members were furnished copies of the Accounts Payable for the April and May 2019 General Fund.

Moved by Ms. Birdsall, seconded by Mr. Paris, to approve the Accounts Payable for the April and May 2019 General Fund.

ROLL CALL: Ms. Birdsall, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Mr. Paris and Ms. Thames said "aye". Motion carried 9-0.

3. FINANCIAL/BUDGET REPORTS ATTACHMENT "C"

4. SOLICITOR'S REPORT ATTACHMENT "D"

5. BOARD INSURANCE REPORT ATTACHMENT "E"

B. NEW BUSINESS

1. ATHLETIC COMMITTEE & EXTRA CURRICULAR ACTIVITIES

a. Allegheny Medical – Student Athlete Physicals

Moved by Mr. McConn, seconded by Mr. Paris, to approve Allegheny Medical Integrated Health Services to complete the student sport physicals for the 2019-2020 school year. (Physicals will be scheduled in June in JSHS Gym)

ROLL CALL: Ms. Birdsall, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Mr. Paris and Ms. Thames said "aye". Motion carried 9-0.

b. Cheryl Rush, Color Guard Instructor

Moved by Mr. McConn, seconded by Mr. Paris, to approve Cheryl Rush as the Color Guard Instructor for the 2019-2020 school year.

ROLL CALL: Ms. Birdsall, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Mr. Paris and Ms. Thames said "aye". Motion carried 9-0.

B. NEW BUSINESS

1. ATHLETIC COMMITTEE & EXTRA CURRICULAR ACTIVITIES

c. Melinda Latynski, Dance Line Instructor - Resignation

Moved by Mr. McConn, seconded by Mr. Paris, to accept the resignation of Melinda Latynski as Dance Line Instructor, effective end of the 2018-19 school year.

ROLL CALL: Ms. Birdsall, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Mr. Paris and Ms. Thames said "aye". Motion carried 9-0.

d. Dance Line Instructor - Posting

Moved by Mr. McConn, seconded by Mr. Paris, to post (advertise if necessary) for a Dance Line Instructor for the 2019-2020 school year.

ROLL CALL: Ms. Birdsall, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Mr. Paris and Ms. Thames said "aye". Motion carried 9-0.

e. NovaCare – Athletic Trainer Services

Moved by Mr. McConn, seconded by Mr. Paris, to approve a contract between the Avella Area School District and NovaCare for Athletic Trainer services, effective August 1, 2019 – May 31, 2022, per Attachment Athletic "A" to Revised Agenda.

ROLL CALL: Ms. Birdsall, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Mr. Paris and Ms. Thames said "aye". Motion carried 9-0.

2. BUILDINGS & GROUNDS COMMITTEE

a. Mr. McConn reported the items addressed at the Buildings & Grounds Committee meeting held on May 7, 2019.

3. CURRICULUM COMMITTEE

a. Mrs. Cunningham, Board President, announced the Western Area Career & Technology Center's graduation ceremony will be held on May 23, 2019.

b. Mr. Walther, Superintendent, reported the Curriculum Committee reviewed a draft of the Dual Enrollment Agreement at the meeting held on May 6, 2019.

c. Safe & Drug Free School – Memorandum of Understanding

Moved by Mr. McConn, seconded by Mr. Devenney, to approve a Memorandum of Understanding between the Pennsylvania State Police Department and the Avella Area School District, pursuant to Act 26 of 1995, Safe & Drug Free School, Section 1317-2. (Due every two years) Attachment Curriculum "A"

ROLL CALL: Ms. Birdsall, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Mr. Paris and Ms. Thames said "aye". Motion carried 9-0.

B. NEW BUSINESS

3. CURRICULUM COMMITTEE

d. Steel City Therapy, LLC

Moved by Mr. McConn, seconded by Mr. Devenney, to approve the Contract between Steel City Therapy, LLC and Avella Area School District, to provide Occupational Therapy services, effective September 1, 2019 through August 31, 2020, per Attachment Curriculum "B".

ROLL CALL: Ms. Birdsall, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Mr. Paris and Ms. Thames said "aye". Motion carried 9-0.

e. Julia Zago Passos, Exchange Student

Moved by Mr. McConn, seconded by Mr. Devenney, to approve Julia Zago Passos, 11th Grade Exchange Student from Brazil, to attend the Avella Area School District during the fall semester of the 2019-2020 school year. The host family for Julia will be Derek and Donna Maceiko.

ROLL CALL: Ms. Birdsall, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Mr. Paris and Ms. Thames said "aye". Motion carried 9-0.

f. PA Pre-K Counts

Moved by Mr. McConn, seconded by Mr. Devenney, to approve the Lease Agreement and Meal Service Agreement between the Avella Area School District and Blueprints Early Learning Head Start and Pre-K Counts, effective 2019-2020 school year, per Attachment Curriculum "C" to Revised Agenda.

ROLL CALL: Ms. Birdsall, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Mr. Paris and Ms. Thames said "aye". Motion carried 9-0.

4. FINANCE COMMITTEE

a. Western Area Career & Technology Center

Moved by Mr. McConn, seconded by Mr. Paris, to approve the 2019-2020 Western Area Career & Technology Center's proposed budget totaling \$6,008,317.00, per letter dated April 25, 2019 from Dennis McCarthy, Ph.D., Director of Vocational Education, per Attachment Finance "A".

ROLL CALL: Ms. Birdsall, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Mr. Paris and Ms. Thames said "aye". Motion carried 9-0.

b. Business Manager – Renewal Bond

Moved by Mr. McConn, seconded by Mr. Paris, to approve the renewal bond of Laura Shola, Business Manager, setting bond at \$100,000, to begin July 1, 2019 through June 30, 2020, according to PA School Code Section 404.

ROLL CALL: Ms. Birdsall, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Mr. Paris and Ms. Thames said "aye". Motion carried 9-0.

B. NEW BUSINESS

4. FINANCE COMMITTEE

c. Board Treasurer – Renewal Bond

Moved by Mr. McConn, seconded by Mr. Paris, to appoint Corey McConn as Board Treasurer for one year beginning July 1, 2019 through June 30, 2020, according to PA School Code Section 404, setting bond at \$50,000.

ROLL CALL: Ms. Birdsall, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Mr. Paris and Ms. Thames said “aye”. Motion carried 9-0.

d. Board Secretary – Renewal Bond

Moved by Mr. McConn, seconded by Mr. Paris, to approve the renewal bond of Debra Bentz, Board Secretary setting bond at \$50,000, to begin July 1, 2019 through June 30, 2020, according to PA School Code Section 404.

ROLL CALL: Ms. Birdsall, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Mr. Paris and Ms. Thames said “aye”. Motion carried 9-0.

e. Budget Transfers to the 2018-19 Budget

Moved by Mr. McConn, seconded by Mr. Paris, to approve the budget transfers to the 2018-19 budget, per Attachment Finance “B”.

ROLL CALL: Ms. Birdsall, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Mr. Paris and Ms. Thames said “aye”. Motion carried 9-0.

f. 2019-2020 Proposed Budget

Moved by Mr. McConn, seconded by Mr. Paris, to approve the proposed budget in the amount of \$11,196,846.00, for the fiscal year 2019-2020 and set the millage at 10.7735 mills, a .2475 mill increase. Attachment Finance “C” to Revised Agenda.

ROLL CALL: Ms. Birdsall, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Mr. Paris and Ms. Thames said “aye”. Motion carried 9-0.

g. Finance Committee Meetings are scheduled:

- June 5, 2019 @ 5:30 p.m.
- June 19, 2019 @ 5:30 p.m.

5. NEGOTIATIONS COMMITTEE

a. MOU – Health Care Coverage

Moved by Mr. Devenney, seconded by Ms. Birdsall, to approve the Memorandum of Understanding between the Avella Area School District and the Avella Area Education Association regarding the current health plan, per Attachment Negotiations “A” to Revised Agenda.

ROLL CALL: Ms. Birdsall, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. Paris and Ms. Thames said “aye”. Mr. McConn said “nay”. Motion carried 8-1.

B. NEW BUSINESS

6. PERSONNEL COMMITTEE

a. Linda Gilmore, Medical Leave

Moved by Mr. McConn, seconded by Ms. Dryer, to approve Linda Gilmore's request for Medical Leave, effective April 24, 2019.

ROLL CALL: Ms. Birdsall, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Mr. Paris and Ms. Thames said "aye". Motion carried 9-0.

b. Joy Kowcheck, Part-Time Aide - Retirement

Moved by Mr. McConn, seconded by Ms. Dryer, to accept the retirement of Joy Kowcheck, Part-Time Aide, effective June 5, 2019.

ROLL CALL: Ms. Birdsall, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Mr. Paris and Ms. Thames said "aye". Motion carried 9-0.

c. Elimination – Part-Time Aide

Moved by Mr. McConn, seconded by Ms. Dryer, to approve elimination of a part-time Aide position.

ROLL CALL: Ms. Birdsall, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Mr. Paris and Ms. Thames said "aye". Motion carried 9-0.

d. Alice Carroll, Part-Time Custodian

Moved by Mr. McConn, seconded by Ms. Dryer, to approve Alice Carroll as a part-time custodian, 5 hours per day/12 month employee. effective May 16, 2019.

ROLL CALL: Ms. Birdsall, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Mr. Paris and Ms. Thames said "aye". Motion carried 9-0.

e. Toni Snoke – Substitute School Nurse

Moved by Mr. McConn, seconded by Ms. Dryer, to approve Toni Snoke as a Substitute School Nurse for the 2018-2019 school year.

ROLL CALL: Ms. Birdsall, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Mr. Paris and Ms. Thames said "aye". Motion carried 9-0.

f. Ashley Fedak, Family/Medical Leave

Moved by Mr. McConn, seconded by Ms. Dryer, to approve Ashley Fedak's request for intermittent Family Medical Leave, effective immediately.

ROLL CALL: Ms. Birdsall, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Mr. Paris and Ms. Thames said "aye". Motion carried 9-0.

B. NEW BUSINESS

6. PERSONNEL COMMITTEE

g. Maxim Healthcare Services

Moved by Mr. McConn, seconded by Ms. Dryer, to approve the Educational Institution Staffing Agreement between the Avella Area School District and Maxim Healthcare Services to provide substitute nurses, effective May 16, 2019, per Attachment Personnel "A" to Revised Agenda.

ROLL CALL: Ms. Birdsall, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Mr. Paris and Ms. Thames said "aye". Motion carried 9-0.

h. Eliminate Full Time Special Education Teacher Position

Moved by Mr. McConn, seconded by Mr. Devenney, to eliminate a full time Special Education Teacher position, effective June 30, 2019.

ROLL CALL: Ms. Birdsall, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Mr. Paris and Ms. Thames said "aye". Motion carried 9-0.

i. Create Part-Time Special Education and Part-Time Vocational Agricultural Teacher Position

Moved by Mr. McConn, seconded by Ms. Dryer, to create a part-time Special Education and part-time Vocational Agricultural Teacher position, effective July 1, 2019.

ROLL CALL: Ms. Birdsall, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Mr. Paris and Ms. Thames said "aye". Motion carried 9-0.

j. Posting – Part-Time Special Education and Part-Time Vocational Agricultural Teacher Position

Moved by Ms. Dryer, seconded by Mr. Devenney, to approve a posting (advertisement if necessary) for a part-time Special Education and part-time Vocational Agricultural Teacher position.

ROLL CALL: Ms. Birdsall, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Mr. Paris and Ms. Thames said "aye". Motion carried 9-0.

7. POLICIES

a. First Reading of the PSBA's First Phase of District's Comprehensive Review of 100 Policy Section – Programs – Attachment Policies "A"

- 100 Comprehensive Planning
- 101 Mission Statement
- 102 Academic Standards
- 103 Nondiscrimination/Discriminatory Harassment – School and Classroom Practices
- 103.1 Nondiscrimination-Qualified Students with Disabilities
- 104 Nondiscrimination in Employment Practices
- 105 Curriculum
- 105.1 Review of Instructional Materials by Parents/Guardians
- 105.2 Exemption From Instruction

B. NEW BUSINESS

7. POLICIES

a. *First Reading of the PSBA's First Phase of District's Comprehensive Review of 100 Policy Section – Programs – Continued*

- 106 Guides for Planned Instruction
- 107 Adoption of Planned Instruction
- 108 Adoption of Textbooks
- 109 Resource Materials
- 110 Instructional Supplies
- 111 Lesson Plans
- 112 Guidance Counseling
- 113 Special Education
- 113.1 Discipline of Students with Disabilities
- 113.2 Behavior Support
- 113.3 Screening & Evaluations for Students with Disabilities
- 113.4 Confidentiality of Special Education Student Information
- 114 Gifted Education
- 115 Career and Technical Education
- 116 Tutoring
- 117 Homebound Instruction
- 118 Independent Study
- 119 Current Events
- 121 Field Trips
- 122 Extracurricular Activities
- 123 Interscholastic Activities
- 123.1 Concussion Management
- 123.2 Sudden Cardiac Arrest
- 124 Alternative Instruction
- 125 Adult Education
- 126 Class Size
- 127 Assessment System
- 130 Homework
- 137 Home Education Programs
- 137.1 Extracurricular Participation by Home Education Students
- 138 Language Inst Educational Program for English Learners
- 140 Charter Schools
- 104.1 Extracurricular Participation Charter/Cyber Charter Schools
- 142 Migrant Students
- 143 Standards for Persistently Dangerous Schools
- 144 Standards of Victims of Violent Crimes
- 146 Student Services
- 150 Title I Comparability of Services
- Surrogate Parents 113.5 and Curricular Participation by Students who Attend School in an Alternative Setting 140.2 are recommended to be deleted from the 100 Section.
- Original Federal Programs Policies 150, 150.1, 150.2 150.3 are recommended to relocate to 600 Finances Section
- Original Federal Programs Policy 150.4 is recommended to relocate to 800 Operations Section

8. SAFETY COMMITTEE

- a. Safety Committee meeting is scheduled June 6, 2019 at 8:00 a.m.**

B. NEW BUSINESS

9. TECHNOLOGY COMMITTEE

a. Communications Consulting, Inc.

Moved by Mr. McConn, seconded by Ms. Hixenbaugh, to approve Communications Consulting, Inc. for the District's Base System Phone Hardware and Server, per Attachment Technology "A."

ROLL CALL: Ms. Birdsall, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Mr. Paris and Ms. Thames said "aye". Motion carried 9-0.

10. TRANSPORTATION COMMITTEE

a. Parent Transportation Agreement

Moved by Mr. Devenney, seconded by Mr. McConn, to approve the Parent Transportation Agreement between Mrs. Joy Kowcheck and the Avella Area School District to transport student to and from the ESY Program, per Attachment Transportation "A."

ROLL CALL: Ms. Birdsall, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Mr. Paris and Ms. Thames said "aye". Motion carried 9-0.

C. ADJOURNMENT

With no further business before the Board, moved by Ms. Dryer, seconded by Ms. Hixenbaugh, to adjourn the meeting at 7:47 p.m. Motion carried.

ROLL CALL: Ms. Birdsall, Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Mr. Paris and Ms. Thames said "aye". Motion carried 9-0.

Respectfully submitted,

Debra L. Bentz
Board Secretary