

**GREENSBURG SALEM SCHOOL DISTRICT  
REGULAR SCHOOL BOARD MEETING OF MARCH 8, 2023**

**PRESENT:**

Mr. Brian Conway  
Mr. Frank Gazze  
Miss Lynn Jobe  
Mrs. Emily Miller  
Mr. Jonathan O'Brien  
Mrs. Robin Savage  
Mrs. Heather Shearer

**ABSENT:**

Mr. Stephen Thomas

**NON-VOTING MEMBERS:**

Dr. Kenneth A. Bissell, Superintendent  
Mrs. Allison Willis, School Board Secretary (via phone)  
Mr. Lee Demosky, Solicitor

**OTHERS IN ATTENDANCE**

Mr. Kevin Bringe, Director of Human Resources & Online Learning  
Mr. Ray Francis, Middle School Associate Principal  
Mrs. Jennifer Kapusta, Hutchinson Elementary Principal  
Mrs. Ashley Kertes, Associate Administrator to the Superintendent & Community Outreach  
Mr. Todd McMillen, Coordinator of Student Services  
Mr. Matt Sofran, Greensburg Salem Education Association Representative

**NEWS MEDIA**

Jeff Himler, Greensburg Tribune Review Newspaper Reporter  
Approximately twelve (12) citizens of the community.

**CALL TO ORDER:**

Mr. Jeffrey Metrosky School Board President, called the Meeting to Order at 7:02 pm. Mrs. Ashley Kertes called the roll, which is indicated above.

**EXECUTIVE SESSION:**

Two brief Executive Sessions of the Board were held prior to the Board Voting Meeting on Wednesday, March 8, 2023. The first was held after the Board Discussion Meeting on March 1, 2023. The second was held March 8, 2023, prior to Board Voting Meeting. Both were held to discuss personnel, legal, disciplinary, and contractual issues. The Regular School Board Meeting of March 8, 2023 convened at 7:02 pm.

**INFORMATIONAL ITEMS**

Miss Lynn Jobe shared that a group of retired Greensburg Salem teachers asked her to publicly convey that they follow the happenings of the district and commend Dr. Bissell for doing a terrific job of leading the district through these tough educational times. They wanted Dr. Bissell to know they support and appreciate his efforts.

Mr. Jeff Metrosky announced that tomorrow night is Mr. GS at 7:30 pm at the high school. He added that the middle school spring musical, Annie Jr. will take place March 9 -12. Mr. Brian Conway applauded the cast and crew of the high school spring musical, SpongeBob the Musical, for putting on a great performance.

**VISITORS**

No visitors.

**REGULAR SCHOOL BOARD MEETING MINUTES**

**A motion was made by Savage/O'Brien** to approve the minutes of the Regular Board Meeting held on February 8, 2023.

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

**SEE ATTACHMENTS 1 – 9**

**DISCUSSION ITEMS AND PRESENTATIONS**

Dr. Bissell recognized two Greensburg Salem alumni, Alyssa Yeckel and Wayne Clark, for their achievements as part of the German American Chamber of Commerce (GACC) Pre-Apprenticeship Program. Both were nominated for the GACC'S Apprentice of the Year Award, an accolade given to an apprentice who demonstrates extraordinary skills and abilities inside and outside the classroom. Dr. Bissell also congratulated Wayne for going on to win the Apprentice of the Year Award at the GACC's annual Ice Gala. Wayne and Alyssa both addressed the Board to share their experience with the GACC's Pre-Apprenticeship Program and how it has impacted their lives.

Dr. Bissell also recognized Greensburg Salem senior, Colten Houser, for his heroic actions battling a house fire on January 6, 2023. As a member of the Greensburg Volunteer Fire Department, Colten was on his way home from the fire station when he observed flames and smoke coming from a neighbor's house and notified county dispatch by radio. Once help arrived, Colten assisted in pulling the homeowner outside to safety.

**FINANCIAL MATTERS: REPORTS**

**A motion was made by Savage/Miller** to accept the following financial reports for January 2023, items 3.1 - 3.8: Treasurer's Report; Tax Collection Report; Grant Report; Financial Reports 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 eight Board Members present voted in the affirmative.*

**SEE ATTACHMENTS 11 - 30**

**FINANCIAL MATTERS: NEW BUSINESS**

**A motion was made by Savage/O'Brien** to accept the following financial reports, items 4.1 – 4.3: General Fund Disbursements; Food Service Fund Disbursements; General Fund Bill List  
*Section 508 vote: All eight Board Members present voted in the affirmative.*

**SEE ATTACHMENTS 31 - 118**

**FEDERAL PROGRAMS REPORT**

Nothing to report at this time.

**BOARD REPORTS**

**Central Westmoreland Career and Technology Center (CWCTC)** – Mrs. Robin Savage gave the CWCTC report. The CWCTC is in the middle of finalizing the draft of the 2023-2024 budget. Skills USA students have been traveling to Stanwood Elementary to participate in Read Across America. Welding Skills USA competitors attended a competition this past week in Williamsport, including one GS student, but the competition results are not yet in. Grants: The CWCTC received a PCCD Mental Health & School Safety Grant of \$140,000. Important Dates: Today was the annual spring career fair. May 1 is the Technical Honor Society Ceremony for students. May 15 is the Senior Recognition Ceremony at 5:30 pm at the CWCTC.

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

**Greensburg Salem Education Foundation (GSEF)** – Miss Lynn Jobe gave the GSEF report, reminding everyone that the purse and cash bash will take place on March 11 at Marion Hall. The annual Distinguished Alumni Banquet will be held April 21, 2023. Miss Jobe also announced that the spring grant period has now opened for the GSEF's Golden Apple Grants.

**Greensburg Community Development Corporation (GCDC)** – Brian Conway gave the GCDC report. He wanted the Board to be aware that the LERTA program will be expiring at the end of the year, so they will be looking to renew it.

**COMMITTEE REPORTS**

**Education Committee** – Nothing to report at this time.

**Facility Committee** – Mr. Jeff Metrosky gave the Facility Committee update. He announced that the district is waiting for Civil and Environmental Consultants (CEC) to complete their evaluation and reports. Once those are complete, he will provide and update.

**Policy Committee** – Mrs. Emily Miller gave the Policy Committee report. The committee needs to have another meeting, but there will be discussion of the change in meeting structure later on in the agenda.

**SOLICITOR'S REPORT**

Nothing to report at this time.

**SUPERINTENDENT’S REPORT – PERSONNEL**

All appointments are pending proper governmental clearances, certification, and/or medical records as required by the District.

**CORRECTIONS**

**A motion was made by Savage/Miller** to amend Motion 9.6.1 from the February 8, 2023 Board Voting Meeting to reflect that Caitlin Kravulick was hired as the Softball HS Assistant/JV Coach at the supplemental rate of \$3201 per the contractual agreement with GSEA.

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

**RETIREMENTS**

**A motion was made by Savage/Miller** to accept the following resignations:

1. Jeffrey Blanchetti, Technology Teacher - effective 3/17/2023
2. Tammy Lyons, Spanish Teacher - effective 6/7/2023
3. Judith Constantine, Math Specialist - effective 6/30/2023

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

**RESIGNATIONS**

**A motion was made by Jobe/O’Brien** to accept the following retirements:

1. Madison Hantz, Softball HS Assistant/JV Coach
2. Jared Bailey, Elementary Emotional Support Teacher
3. Michele Cribbs, GSMS Bus Duty Supervisor

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

**APPOINTMENTS: SUPPLEMENTAL CONTRACTS**

**A motion was made by Conway/Miller** to hire the following individual(s) for the supplemental positions listed for the 2022-2023 school year at the rate(s) negotiated per the contract with GSEA:

1. Eric Baer, AM/PM Bus Duty Supervisor (GSMS) - \$24.00/hour
2. Lisa Giacomo, PAWS Teacher - \$29.50/hour
3. Madalyn Minahan, PAWS Teacher - \$29.50/hour
4. Jonelle Dini, PAWS Teacher - \$29.50/hour
5. Jennifer Cameron, PAWS Teacher - \$29.50/hour
6. Jackie Gesalman, PAWS Teacher - \$29.50/hour
7. Sherry Thomas, PAWS Teacher - \$29.50/hour
8. Katie Firment, PAWS Teacher - \$29.50/hour
9. Kylie McSwaney, PAWS Teacher - \$29.50/hour
10. Andrea Moffatt, PAWS Teacher - \$29.50/hour
11. Elizabeth Tobay, PAWS Teacher - \$29.50/hour
12. Miranda Mangery, PAWS Teacher - \$29.50/hour

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

**APPOINTMENTS: OTHER**

**A motion was made by Savage/Miller** to hire the following individual(s) for the position(s) listed, with compensation set by the Board:

1. Mark Kuhns, Lunchroom Supervisor (Nicely) - \$8.00/hour

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

**APPOINTMENTS: SUBSTITUTES**

**A motion was made by Miller/Shearer** to hire the following individuals as substitutes for the district:

1. James Cherubini, Activity Van Driver - \$20.50/hour

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

**VOLUNTEERS**

**A motion was made by Miller/Jobe** to accept the following individuals as volunteers for the 2022-2023 school year:

1. William Jacka, HS Musical (retroactive)
2. Charlene Baker, HS Musical (retroactive)
3. Jeffrey Glowa, HS Musical (retroactive)
4. Kelley Audia, HS Musical (retroactive)
5. Darryl Audia, HS Musical (retroactive)
6. Greg Moyer, HS Musical (retroactive)
7. Vickie Rowe, HS Musical (retroactive)
8. Jessica Melodia, Girls' Flag Football Club Team

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

**ADDITIONS TO THE BUS DRIVER LIST**

**A motion was made by Savage/Miller** to approve the following additions to the list of bus drivers for DMJ Transportations, Inc. for the 2022-2023 school year:

1. Amanda Perez
2. Rebecca Mahoney
3. Julie Ulery

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

**ADVERTISEMENTS**

**A motion was made by Conway/Miller** to retroactively advertise for the following job vacancies within the district:

1. Special Education Teacher, K-12 (2/9/2023)
2. Technology Education Teacher, K-12 (3/17/2023)
3. Math Specialist, K-6 Teacher Certification (anticipated for the 2023-2024 school year)
4. Spanish Teacher, K-12 (anticipated for the 2023-2034 school year)
5. Full-time Custodian (2/24/2022, repost)

**ADVERTISEMENTS CONT'D.**

- 6. Ten [10] PAWS Teachers (2/24/2023)
  - 7. Five [5] Extended School Year (ESY) Teachers (3/8/2023)
  - 8. Five [5] Extended School Year (ESY) Classroom Instructional Assistants (3/8/2023)
  - 9. One [1] Extended School Year (ESY) Nurse (3/8/2023)
- Section 508 vote: All eight Board Members present voted in the affirmative*

**SUPERINTENDENT’S REPORT – FINANCE**

**WESTMORELAND INTERMEDIATE UNIT BUDGET**

**A motion was made by Savage/Conway** to approve the Westmoreland Intermediate Unit 2022-2023 general operating budget in the amount of \$6,681,605.40 with Greensburg Salem School District's contribution set at \$11,410.17.

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

**SEE ATTACHMENTS 119 – 128**

**SUPERINTENDENT’S REPORT – CONTRACTS/CONTRACTED SERVICES**

**A motion was made by Jobe/O’Brien** to enter into an agreement with Vector Solutions to provide asynchronous training sessions for all District employees for compliance items and staff specific training sessions related to human resources. This will be a five year agreement at \$5,335 per year.

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

**SEE ATTACHMENTS 129 - 139**

**A motion was made by Savage/Conway** to enter into an agreement by and between Greensburg Salem School District, Westmoreland County Behavioral Health and Developmental Services Program and Westmoreland County Drug and Alcohol Commission, Inc. for the continuation of the Westmoreland County Student Assistance Program (SAP), effective for the 2023-2024 school year.

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

**SEE ATTACHMENTS 140 - 146**

**SUPERINTENDENT’S REPORT – BOARD POLICIES**

**A motion was made by Savage/Jobe** to adopt the following Board Policies:

- 1.) 146.1: Trauma-Informed Approach

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

Voting Nay: Miller

Abstaining: No one

Absent: Thomas

**Motion passed 7 – 1**

**SEE ATTACHMENTS 147 - 153**

**SUPERINTENDENT’S REPORT – BOARD POLICIES CONT’D.**

**A motion was made by Conway/Savage** to adopt the following Board Policies:

- 2.) 218.3: Discipline of Student Convicted/Adjudicated of Sexual Assault 3.) 236.1: Threat Assessment, 252 Dating Violence
- 4.) 252: Dating Violence
- 5.) 800.1: Electronic Signatures/Records
- 6.) 805.2: School Security Personnel
- 7.) 816: District Social Media

**A subsidiary motion was made by Miller** to divide the approval for policies 2 – 7 under agenda item 12.1 Board Policies. Without a second, the motion failed.

**The original motion made by Conway/Savage** to adopt Board Policies 2 – 7 under agenda item 12.1 passed.

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

**SEE ATTACHMENTS 154 - 186**

**A motion was made by Savage/O’Brien** to adopt the following Board Policy:

- 1.) 210.2: Use of medical marijuana by students

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

**SEE ATTACHMENTS 187 - 188**

**A motion was made by Conway/Savage** to amend Policy 305: Substitutes as contained herein.

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

**SEE ATTACHMENTS 189 - 192**

**SUPERINTENDENT’S REPORT – STUDENT MATTERS**

**A motion was made by Savage/Shearer** to accept the adjudication of student #317918 for disciplinary purposes.

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

Voting Nay: No one

Abstaining: No one

Absent: Thomas

**Motion passed 8 - 0**

**A motion was made by Miller/Conway** Morgan Ferczak and Tiffany Smietana-Lysell to attend the PA-FCCLA Conference at Seven Springs with six (6) high school FCCLA student members, March 20-22, 2023, at a total cost of \$3,477.06. Funds will be paid with the student activities fund for FCCLA, with \$1,000 being provided by the District.

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

**SUPERINTENDENT’S REPORT – CONFERENCES/WORKSHOPS**

**A motion was made by Savage/O’Brien** to approve the following conference and workshop requests:

- 1.) Approval for Ashley Kertes to attend the Annual Pennsylvania School Public Relations Association (PenSPRA) Symposium on April 24-25, 2023, in State College, PA at a cost to the district of \$458.34.
- 2.) Approval for Erik Doran to attend the 2023 State Math Counts Competition on Mach 17-18, 2023, in Harrisburg, PA at a cost to the district of \$659.47.
- 3.) Approval for Christy Irvin to attend the 2023 PDE Data Summit Conference on March 27-29, 2023, in Hershey PA at a cost to the district of \$1,881.27.

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

**SEE ATTACHMENTS 193 -196**

**SUPERINTENDENT’S REPORT – ATHLETIC MATTERS**

**A motion was made by Jobe/O’Brien** to approve the Girls' Varsity Basketball team to travel to Orlando to participate in the KSA Events Pre-Holiday Basketball Tournament from December 17-23, 2023. All costs will be covered by the Girls' Basketball Booster Organization.

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

**SUPERINTENDENT’S REPORT – GENERAL/MISCELLANEOUS MATTERS**

**A motion was made by Savage/O’Brien** to approve the reauthorization of the Greensburg Salem School District's Health and Safety Plan as contained herein.

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

**SEE ATTACHMENTS 197 - 202**

**A motion was made by Savage/O’Brien** to set the rate of pay for lunchroom supervisors at \$10.00 per hour.

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

**INFORMATIONAL ITEMS**

**A motion was made by Savage/Miller** to approve the additions to the board calendar to include committee as a whole dates as needed as contained herein.

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

**SEE ATTACHMENTS 203**

Dr. Ken Bissell announced that the next Board Discussion meeting will be held at 7:00 pm on Wednesday, April 5, 2023 in the Administrative Office Staff Development Room.



**INFORMATIONAL ITEMS CONT'D.**

The next Board Monthly Voting Meeting will be held at 7:00 pm on Wednesday, April 12, 2023 in the John N. Scales Legislative Meeting Room at the Middle School.

**ADJOURNMENT**

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

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

The Regular School Board Meeting of the Greensburg Salem School District Board of Education held on Wednesday, March 8, 2023 beginning at 7:02 pm at the Middle School in the John N. Scales Legislative Meeting Room was adjourned at 8:04 pm.

ATTEST:

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Allison Willis, School Board Secretary