

**RINGGOLD SCHOOL DISTRICT**  
**400 Main Street**  
**New Eagle, PA 15067**

**Regular Ringgold Board Of School Directors' Meeting**

**Wednesday, December 20, 2017**

**I. CALL TO ORDER**

The Regular Meeting of the Ringgold Board of School Directors, for General Purposes, was held in the Administration Building, 400 Main Street, New Eagle, PA 15067 at 7:08 P.M. Notices of this meeting were sent to all Board Members and it was properly posted and advertised. The meeting was called to order by President Carol F. Flament and the following Board Members were present to the call of the roll.

**II. ROLL CALL**

First Vice President  
Second Vice President

Mrs. Sherrie L. Garry  
Mrs. Maureen A. Ott  
Mr. James R. Dodd  
Mr. Jason H. Gerard  
Mrs. Gail A. Glaneman  
Mr. Gene R. Kennedy  
Mr. Lawrence L. Mauro  
Mr. William C. Stein, Jr.

**Also Present**

Superintendent  
Director of Operations  
and Financial Services  
Solicitor  
Secretary

Dr. Karen L. Polkabila  
Mr. Randall S. Skrinjorich  
Mr. Timothy R. Berggren  
Mrs. Betty J. Dornan

**III. SUPERINTENDENT'S REPORT - DR. POLKABLA**

- A. Negotiations Update by Mr. Stein and Mrs. Degan
- B. Middle School Open House - December 21, 2017, 6:00 P.M. to 8:00 P.M.
- C. Governor's Press Conference noted Ringgold High School's achievement in increasing AP scores
- D. Thanked the Mon Valley Independent for the write up regarding the new Ringgold Middle School

Wednesday, December 20, 2017

- E. The Foster Grandparent Program is now being sponsored by Wesley Family Services
- F. Mr. Matt Franz, from Architects HHSDR, gave an update on the new Ringgold Middle School
- G. Cypher and Cypher presented the Audit Report to the Board

**IV. SECRETARY'S REPORT**

No Report

**V. APPROVAL OF MINUTES**

The Board, by a unanimous voice vote of the nine members present, approved a motion by Mr. Kennedy, seconded by Mrs. Glaneman, to accept the Minutes of the following meetings as presented.

- A. Regular Board Meeting Of Monday, November 20, 2017
- B. Reorganization Meeting Of Wednesday. December 6, 2017
- C. Special Board Meeting Of Wednesday, December 6, 2017

**VI. MON VALLEY CAREER AND TECHNOLOGY CENTER REPORT - MR. KENNEDY**

The Students' are competing in contests and doing very well.

**VII. INTERMEDIATE UNIT 1 REPORT - MRS. OTT**

Mrs. Ott reported the following:

- A. The Intermediate Unit 1 is holding the Superintendent's Leadership Academy - January 11 and 12, 2018
- B. Beginning in the 2018-2019 school year, all newly-elected or appointed school directors are required to complete, during the first year of their first term, a training program made available by the PDE.
- C. The Annual Intermediate Unit 1 is set for Tuesday, March 27, 2018 at the Hilton Garden Inn.

**VIII. SOLICITOR'S REPORT - MR. BERGGREN**

Mr. Berggren stated that he had nothing to report publicly.

**IX. PRESIDENT'S REPORT - MRS. FLAMENT**

Mrs. Flament announced that prior to tonight's meeting, the Board met in Executive Session to discuss the following:

- A. Possible Construction Contract Issue
- B. Personnel
- C. Labor Contract Negotiations and Related Issues
- D. Student Discipline

**X. VISITORS' REQUESTS TO ADDRESS THE BOARD**

**Karl Norman Kelley** - 3500 Kelley Lane, Finleyville, PA - **Topic:** Ringgold History (Mr. Kelley requested that a letter he presented to the Board become a part of the Minutes of this meeting. The letter can be found in the Appendix of these Minutes on page

**Mac Miller** - Fourth Street, Monongahela, PA - **Topic:** Address the Board on opinion of contracts, etc.

**Mike Reidenbaugh** - 256 Patterson Road, Eighty Four, PA - **Topic:** Feedback for Board regarding my son's request to create a new club.

**David Reidenbaugh** - 256 Patterson Road, Eighty Four, PA - **Topic:** American Club Agenda - request for approval

**XI. COMMITTEE REPORTS**

- A. **Business And Financial Services - Chairperson: Mr. Stein - Co-chairpersons: Mr. Kennedy And Mrs. Garry**

- 1. **Treasurer's Report**

- The Board, by a unanimous voice vote of the nine members present, approved a motion by Mr. Stein, seconded by Mrs. Ott, to accept the Treasurer's Report as presented. A copy of the Treasurer's Report can be found in the Appendix of these Minutes on pages

2. **Payment Of Bills**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mr. Stein, seconded by Mr. Kennedy, to accept the Bills as presented. A copy of the Bills can be found in the Appendix of these Minutes on pages

3. **Approval Of Cypher & Cypher Annual Audit**

The Board, by a vote of 7-2 to the call of the roll of the nine members present, approved a motion by Mr. Stein, seconded by Mrs. Ott, to accept the Cypher & Cypher Annual Audit and Interfund Transfers and Budget Transfers of the school year ending June 30, 2017.

**Voting Yes** - Messrs.: Gerard, Kennedy, Stein, Mesdames: Garry, Glaneman, Ott, and Flament

**Voting No** - Messrs.: Dodd and Mauro

4. **Resolution Regarding A Tax Increase**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mr. Stein, seconded by Mr. Mauro, to adopt a resolution that the District will not raise the rate of any tax for support of its public schools for the 2018-2019 fiscal year by more than the index established by the Department of Education that is 3.2% for the Ringgold School District. A copy of the Resolution can be found in the Appendix of these Minutes on page

5. **Final Payment To Massaro CM Services, LLC**

The Board, by a vote of 7-2 to the call of the roll of the nine members present, approved a motion by Mr. Stein, seconded by Mrs. Ott, for final payment to Massaro CM Services, LLC in the amount of \$7,736.04 for services related to the Ringgold Middle School project. Payment of final Invoice Number 20 will be made from the Capital Projects Fund.

**Voting Yes** - Messrs.: Gerard, Kennedy, Stein, Mesdames: Garry, Glaneman, Ott, and Flament

**Voting No** - Messrs.: Dodd and Mauro

Mr. Dodd passed on the first vote.

**6. Payment To Architects HHSDR**

The Board, by a vote of 7-2 to the call of the roll of the nine members present, approved a motion by Mr. Stein, seconded by Mrs. Ott, for payment to Architects HHSDR in the amount of \$22,708.00 for architectural services related to the Ringgold Middle School project. Payment of Invoice Number 3793-34 will be made from the Capital Projects Fund.

**Voting Yes** - Messrs.: Gerard, Kennedy, Stein, Mesdames: Garry, Glaneman, Ott, and Flament

**Voting No** - Messrs.: Dodd and Mauro

**7. Payment Of Invoices**

The Board, by a vote of 8-1 to the call of the roll of the nine members present, approved a motion by Mr. Stein, seconded by Mr. Kennedy, for the following Invoices, as approved by the Architects HHSDR and the Construction Manager Massaro CM Services, LLC, for services related to the Ringgold Middle School Project. Payments will be made from the Capital Projects Fund.

<u>Vendor</u>	<u>Invoice</u>	<u>Amount</u>
Hudson Group Inc.	#20	\$265,391.02
A-1 Electric, Inc.	#19	\$ 74,405.00
Vrabel Plumbing Company, LLC	#17	\$130,165.00

**Voting Yes** - Messrs.: Dodd, Gerard, Kennedy, Stein, Mesdames: Garry, Glaneman, Ott, and Flament

**Voting No** - Mr. Mauro

**8. Deduct Change Order**

The Board, by a unanimous voice vote of the nine members present, approved a motion by Mr. Stein, seconded by Mrs. Ott, to accept a Deduct Change Order in the amount of (\$7,303.00) from S. A. Comunale Company, Inc. to reduce the final contract amount for unused field quantity allowances and shared classroom corridor floor repairs related to the Ringgold Middle School project.

9. **Payment To Integrated Services & Consulting, Inc.**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mr. Stein, seconded by Mrs. Ott, for payment to Integrated Services & Consulting, Inc. in the amount of \$11,770.00 for HVAC commissioning services related to the Ringgold Middle School project. Payment of Invoice Number 2042 will be made from the Capital Projects Fund.

10. **Payment To Architects HHSDR**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mr. Stein, seconded by Mrs. Ott, for payment to Architects HHSDR in the amount of \$660.00 for architectural and engineering services during the construction administration phase of the Ringgold High School Emergency Generator and Main Switch Replacement. Payment of Invoice Number 4 will be made from the Capital Reserve Fund.

11. **Payment To Vern's Electric, Inc.**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mr. Stein, seconded by Mrs. Ott, for payment to Vern's Electric, Inc., as approved by the Architects HHSDR, in the amount of \$107,010.91 for the emergency generator and switchgear replacement at the Ringgold High School. Payment of Invoice Number 2 will be made from the Capital Reserve Fund.

12. **Payment To GeoMechanics, Inc.**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mr. Stein, seconded by Mrs. Ott, for payment to GeoMechanics, Inc. in the amount of \$4,020.00 for geotechnical services during the construction of the Ringgold Middle School project - revised stadium handicap parking. Payment of Invoice Number 1 will be made from the capital Projects Fund.

13. **Pitney Bowes Lease**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mr. Stein, seconded by Mr. Kennedy, to accept a lease proposal from Pitney Bowes for the Sendpro 1500 mailing machine for a term of 60 months at a cost of \$302.63 per month. Pricing is based on PACOSTARS state contract number 4400015965.

**B. Personnel And Administration - Chairperson: Mrs. Glaneman - Co-chairpersons: Mr. Stein And Mrs. Ott**

**1. Cafeteria Utility Worker Resignation**

The Board, by a unanimous voice vote of the nine members present, approved a motion by Mrs. Glaneman, seconded by Mrs. Garry, to accept the resignation of Melissa Terrant as a three and one half hour cafeteria utility worker effective immediately.

**2. Unpaid Leave Requests**

The Board, by a unanimous voice vote of the nine members present, approved a motion by Mrs. Glaneman, seconded by Mrs. Garry, granting permission for the following unpaid leave requests:

**Jennifer Czaniecki, a Mathematics Teacher at the Ringgold High School - January 2-5, 2018**

**Michelle Kitchens - Cook/Baker at the Ringgold High School - November 30, December 1, and December 14, 2017**

**Dana Dopler - Cafeteria Utility Worker at the Ringgold Elementary School South - March 5-8, 2018**

**3. Additions To The Substitute Rosters**

The Board, by a unanimous voice vote of the nine members present, approved a motion by Mrs. Glaneman, seconded by Mr. Kennedy, granting permission to add the following persons to the substitute rosters:

**Bus Driver Trainees**

Wanda Hinnebusch	Eighty Four, PA
Scott Meszaros	Belle Vernon, PA
Melissa Schuster	Monongahela, PA

**4. Request For A Family And Medical Leave**

The Board, by a unanimous voice vote of the nine members present, approved a motion by Mrs. Glaneman, seconded by Mrs. Ott, granting a Family and Medical Leave to Linda Zywan, a Teacher Aide at the Ringgold Elementary School North, beginning on December 20, 2017 for up to twelve weeks.

5. **Trip Requests**

a. **Annual Spring Ringgold Middle School Students Field Trips**

The Board, by a unanimous vote to the call of the roll of the eight members present, approved a motion by Mrs. Glaneman, seconded by Mr. Kennedy, granting permission for the following field trip requests from Robyn Cornelius, a Ringgold Middle School Math Teacher:

**April 28-29, 2018 - Seventh Grade Students to Washington D.C.**

**June 2-3, 2018 - Eighth Grade Students to Baltimore, Maryland**

Mr. Stein was out of the room at roll call.

b. **Ringgold High School Students Field Trip - 2019**

The Board, by a unanimous voice vote of the nine members present, approved a motion by Mrs. Glaneman, seconded by Mr. Dodd, granting permission for Kristen Marena, a Spanish Teacher at the Ringgold High School, to take a group consisting of students and any interested teachers and parents to Costa Rica in the summer of 2019. There will be no cost to the District, however the group would like to have a fundraiser using the Ringgold name. Fundraising is approved only with the stipulation that any fundraising agrees with the Ringgold School District Policies.

6. **Agreement With Allegheny Intermediate Unit 3**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mrs. Glaneman, seconded by Mr. Stein, granting permission for Chief Clayton Shell to evaluate the safety of three special education schools at the Allegheny Intermediate Unit 3 and that all legal fees be waived. A copy of the Agreement can be found in the Appendix of these Minutes on pages

7. **Superintendent's Evaluation Document - 2016-2017**

The Board, by a unanimous voice vote of the nine members present, approved a motion by Mrs. Glaneman, seconded by Mrs. Ott, to approve the Superintendent's Evaluation for the 2016-2017 school year of Dr. Karen Polkabila with a "Proficient" rating. Evaluation information will be posted publicly on the Ringgold website.



8. **Student Discipline**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mrs. Glaneman, seconded by Mrs. Ott, to accept the Agreement reached between the Administration and the Parents of Student "A" whereby Student "A" will be admitted into the RAMS Alternative Education Program on December 19, 2017 for up to one year.

C. **Curriculum - Chairperson: Mr. Mauro - Co-chairpersons: Mrs. Ott And Mr. Dodd**

No Report

D. **Technology - Chairperson: Mr. Gerard - Co-chairpersons: Mr. Dodd And Mrs. Glaneman**

No Report

E. **Athletics - Chairperson: Mrs. Garry - Co-chairpersons: Mr. Gerard And Mr. Mauro**

1. **PIAA Championship Requests**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mrs. Garry, seconded by Mr. Kennedy, granting permission for any athlete(s) and/or team(s) to attend the following PIAA State Championships, if they were to qualify:

- a. **Competitive Spirit** - January 19-20, 2018 in Hershey, PA
- b. **Wrestling**  
Team Championships - February 8-10, 2018 in Hershey, PA  
Individual Championships - March 8-10, 2018 in Hershey, PA
- c. **Swimming And Diving** - March 14-17, 2018 at Bucknell University in Lewisburg, PA
- d. **Boys and Girls Basketball** - March 22-24, 2018 in Hershey, PA

F. **Health And Nutrition - Chairperson: Mr. Dodd - Co-chairpersons: Mrs. Glaneman And Mr. Mauro**

No Report

**G. Safety And Security - Chairperson: Mr. Kennedy - Co-chairpersons: Mr. Stein And Mrs. Garry**

No Report

**H. Facilities, Planning, And Transportation - Chairperson: Mrs. Ott - Co-chairpersons: Mr. Kennedy And Mr. Gerard**

**1. Requests For Use Of Facilities**

The Board, by a unanimous voice vote of the nine members present, approved a motion by Mrs. Ott, seconded by Mr. Garry, granting permission for the following use of facilities requests:

**a. Community Soccer - Elizabeth Romito**

**What:** Practice for winter soccer tournaments

**When:** Flexible times - December 21, 2017, January 4, 2018, February 8, 2018, and March 8, 2018

**Where:** Ringgold Elementary School South Gymnasium

**Cost:** No fees associated with this usage as the request occurs during normal operating hours and does not require the presence of additional custodial or security personnel.

**c. Special Olympics Washington County - Denise Muzina**

**What:** Basketball Practice

**When:** Tuesdays 6:00 P.M. to 8:00 P.M. beginning on January 9, 2018 and lasting through May 29, 2018.

**Where:** Ringgold Elementary School South Gymnasium

**Cost:** No fees associated with this usage as the request occurs during normal operating hours and does not require the presence of additional custodial or security personnel.

c. **BPO Elks #455 - Stanley Welsh**

**What:** Youth Hoop Shoot

**When:** January 13, 2018 - 8:30 A.M. to 1:00 P.M.

**Where:** Ringgold Elementary School South

**Cost:** \$30/Hour Custodial for any hours outside normal operating hours.

d. **Modernettes - Maureen Ott**

**What:** Baton Practice

**When:** 9:00 A.M. to 6:00 P.M. on select Saturdays and Sundays beginning January 2018 and ending March 2018

**Where:** Ringgold High School or Ringgold Middle School Gymnasium

**Cost:** \$30/Hour Custodial for any hours outside normal operating hours.

e. **Ringgold Lady Rams Soccer Boosters - Rebecca Dudzik**

**What:** Annual Indoor Tournament

**When:** February 17, 2018 - 7:00 A.M. to 8:00 P.M.

**Where:** Ringgold High School Gymnasium

**Cost:** \$20/Hour Security and \$30/Hour Custodial for hours outside normal operating hours.

6. **Ringgold Band - Dawn Mason**

**What:** Annual Indoor Competition

**When:** April 14, 2018 from 1:00 P.M. to 10:00 P.M.

**Where:** Ringgold High School Gymnasium


**Cost:** No fees associated - School Sponsored Event

Wednesday, December 20, 2017

**XII. ADJOURNMENT**

The Board, by a unanimous voice vote of the nine members present, approved a motion by Mr. Garry, seconded by Mr. Gerard, to adjourn.

The Board adjourned at 8:35 P.M.

  
Betty J. Dornan  
Secretary of the Board  
Ringgold Board of School Directors