

ALLEGHENY-CLARION VALLEY SCHOOL DISTRICT
BOARD OF EDUCATION WORKSHOP AGENDA
Monday, November 13, 2023 - 6:00 P.M.

ALL WORKSHOP MEETINGS ARE BEING HELD USING VIRTUAL TECHNOLOGY

I. Roll call of members and recording names of directors present.

II. PUBLIC PARTICIPATION

III. PRESENTATIONS

--Introduction of Jordan Merryman, Emlenton Chief of Police
(during Regular Voting Meeting on 11/20/23)

--Introduction of the newly hired WSTU Staff
(during Regular Voting Meeting on 11/20/23)

--Dr. Levato Myford – Principal
--Mr. Joseph Beck – 7 – 12th Grade Social Studies Teacher
--Mr. David Bessler – 7 – 12th Grade Science Teacher
--Mrs. Melissa Hulings – 7 – 12th Grade Math Teacher
--Mr. Zachary Latorre – Physical Education and Health Education Teacher
--Ms. Sandra Marwick – 7 – 12th Grade English Teacher

IV. BOARD CONCERNS

CONSENT AGENDA

- A. Discussion related to the conference and field trip requests, as presented, on the attached form.
- B. Discussion related to, as listed and upon receipt of all appropriate documentation, adding the following to the substitute list for the 2023-2024 school year:
- | | |
|--|--------------------------------------|
| TEACHER/NURSE
Keith Fancher – Guest Teacher | AIDE/CAFETERIA/CUSTODIAN/SECRETARIAL |
|--|--------------------------------------|
- C. Discussion related to the request from Broc Weigle to remain a volunteer with the Boys' Baseball Team for the 2023-2024 season as attached. All required paperwork is currently on file in the District Office.
- D. Discussion related to the request from Dustin Kifer, upon receipt of all appropriate documentation, to be a Volunteer with the Jr. High Boys' and Jr. High Girls' Basketball programs for the 2023-2024 school year.
- E. Discussion related to the request from Heather Nulph, upon receipt of all appropriate documentation, to be a Volunteer with the PTO for the 2023-2024 school year.
- F. Discussion related to the retroactive request from Stephanie Master/A-CV PTO to use the PTO Room on Monday, October 30, 2023 from 3:00 P.M. – 4:00 P.M. for the purpose of holding a meeting as attached.

- G. Discussion related to the request from Valerie Snyder/Legacy Club Volleyball to use the Elementary or High School Gymnasium from 3:30 P.M. – 5:30 P.M. (when the gym facilities are available that will not interfere with nor coincide with in-season sport games or practices, regardless of the Elementary gymnasium's availability) 2 – 3 evenings per week beginning November, 2023 – March 2024 for the purpose of holding 2-hour practices as attached.
- H. Discussion related to the request from fAe gibson to use the Elementary Gymnasium on Tuesday and Friday evenings beginning November 3, 2023 through Tuesday, November 28, 2023 (times are listed on the attached form) for the purpose of holding Elementary Girls' Basketball Open Gym and in December, 2023, January and February, 2024 and March 1, 2024 for the purpose of holding Elementary Girls' Basketball Practice and a pizza party (times are listed on the attached form) as attached.
- I. Discussion related to the request from Whitney Banks, Minister of Music at Chapel on the Hill to borrow two spotlights for a Christmas program in the local community to be held this December. The spotlights would be needed on Wednesday, December 13, 2023 (for rehearsals and production) and will be returned on Monday, December 18, 2023 following the program as attached.

V. FINANCE AND PURCHASE (discussion only)

- A. Discussion related to paying bills for November, 2023
- B. Activities Report for October, 2023.
- C. F.I.R.S.T. Program Reports for October, 2023.
- D. Elementary Activity Account for October, 2023.
- E. Elementary Yearbook Activity Account for October, 2023
- F. Cafeteria Report - Stacey Redding
- G. Discussion related to accepting the donation from the Servicemen's Club of Knox in the amount of \$2,000.00 to be distributed to the following Boosters: Cross Country, Volleyball, Basketball, Softball, Baseball and Football as attached.
- H. Discussion related to the donation from the Clarion County COVID 19 group in the amount of \$33,518.41 from Webster's Fitness Products, Inc., dated November 1, 2023 as attached. (This donation was previously approved at the July 17, 2023 regular Voting Meeting in the amount of \$39,818.00)
- I. Discussion related to the donation for the AC Valley Cafeteria from the Emlenton United Methodist Church in the amount of \$505.00 for delinquent lunch accounts as attached.

VI. PERSONNEL

- A. Discussion related to posting "in-house" for a full-time 3:00 P.M. – 11:00 P.M. Heavy-Duty Custodian.
- B. Discussion related to the letter of resignation from Jeannette Amsler, Custodian, effective November 17, 2023 as attached. Jeannette has been an employee with the district since March, 2006.
- C. Discussion related to posting "in-house" for a full-time 3:00 P.M. – 11:00 P.M. Light-Duty Custodian.

- D. Discussion related to advertising for Cafeteria; Custodial; Secretarial/Aide and Teacher substitutes.
- E. Discussion related to advertising for a Full Time Child Specific Aide at the Elementary.
- F. Discussion related to the letter of resignation as Girls' Softball Head Coach from Michael Parks dated October 23, 2023 as attached.
- G. Discussion related to advertising for a Girls' Softball Head Coach.
- H. Discussion related to advertising for an Assistant Varsity Boys' Basketball Coach.
- I. Discussion related to the letter of resignation as Part-time Speech Pathologist from Amanda Gadsby as attached.
- J. Discussion related to advertising for a Part-time (1 day per week) Speech Pathologist.
- K. Discussion related to hiring Jake Dehart as Elementary Boys' Basketball coach upon receipt of all appropriate documentation at a supplemental salary of \$878.00.
- L. Discussion related to hiring Anthony McGarvey as head JV Boys' Baseball Coach upon receipt of all appropriate documentation at a supplemental salary of \$1,427.00.
- M. Discussion related to hiring Logan Pistorius as Assistant JV Boys' Baseball Coach upon receipt of all appropriate documentation at a supplemental salary of \$1,427.00.
- N. Discussion related to hiring _____ for the newly formed position of Special Education Teacher at the Western Secure Treatment Unit in Emlenton, PA, at a first year salary of \$57,053.00, with future salary increases to be negotiated with the Allegheny-Clarion Valley Education Association. This position is approved as 183 days, being Monday through Thursday, for a school year dating from August 1st of each year to the following June 30th, with the first year salary pro-rated to the number of available school days from the first work day through June 30, 2024. This position is hired contingent upon the continued need and operation of the Western Secure Treatment Unit. This position shall further be contingent on the individual executing a consent and acknowledgement to a future decrease in salary, in the event the individual's employment changes to a position with lesser pay. All other terms of the Agreement between Allegheny-Clarion Valley School District and the Allegheny-Clarion Valley Education Association, effective July 1, 2023 shall apply to the position.
- O. Discussion related to hiring _____ for the newly formed position of Special Education Teacher at the Western Secure Treatment Unit in Emlenton, PA, at a first year salary of \$57,053.00, with future salary increases to be negotiated with the Allegheny-Clarion Valley Education Association. This position is approved as 183 days, being Monday through Thursday, for a school year dating from August 1st of each year to the following June 30th, with the first year salary pro-rated to the number of available school days from the first work day through June 30, 2024. This position is hired contingent upon the continued need and operation of the Western Secure Treatment Unit. This position shall further be contingent on the individual executing a consent and acknowledgement to a future decrease in salary, in the event the individual's employment changes to a position with lesser pay. All other terms of the Agreement between Allegheny-Clarion Valley School District and the Allegheny-Clarion Valley Education Association, effective July 1, 2023 shall apply to the position.

- P. Discussion related to the request from Employee #143 to utilize FMLA leave after utilizing all Sick, Personal and Emergency Days following surgery scheduled for December 20, 2023 with an estimated time off being 4 – 6 weeks as attached.
- Q. Discussion related to the request from Employee #54 to utilize sick days concurrent with FMLA leave as needed.
- R. Discussion related to advertising for a Primary Level Elementary teacher for a long-term substitute position beginning December 20, 2023.
- S. Discussion related to the Allegheny-Clarion Valley School District Compensation Plan/Director of Building and Grounds (James Best) effective November 1, 2023 through June 30, 2026 as attached.
- T. Discussion related to increasing the salary of the Business Administrator, Andrea Stewart, by 20%, to compensate for the increased work and responsibility resulting from and associated with the District's operation and education of the students at the WSTU facility. The 20% increase in salary shall be based upon the position's required 220 work days from July 1, 2023 through June 30, 2024, pro-rated to the number of work days available from September 27, 2023 through June 30, 2024. The 20% increase shall continue thereafter so long as the Board finds the increase appropriate, based upon the continued amount of required work and responsibility of the WSTU facility.
- U. Discussion related to increasing the salary of the Accounts Payable / Superintendent Secretary, Cortney Chalmers, by 20%, to compensate for the increased work and responsibility resulting from and associated with the District's operation and education of the students at the WSTU facility. The 20% increase in salary shall be based upon the position's required 220 work days from July 1, 2023 through June 30, 2024, pro-rated to the number of work days available from September 19, 2023 through June 30, 2024. The 20% increase shall continue thereafter so long as the Board finds the increase appropriate, based upon the continued amount of required work and responsibility of the WSTU facility.
- V. Discussion related to increasing the salary of the Attendance Officer/PIMS/Homeless Liaison, Michelle Austin, by 20%, to compensate for the increased work and responsibility resulting from and associated with the District's operation and education of the students at the WSTU facility. The 20% increase in salary shall be based upon the position's required 193 work days from July 1, 2023 through June 30, 2024, pro-rated to the number of work days available from September 19, 2023 through June 30, 2024. The 20% increase shall continue thereafter so long as the Board finds the increase appropriate, based upon the continued amount of required work and responsibility of the WSTU facility.
- W. Discussion related to increasing the salary of the Central Office School Board Secretary, Tammy Thompson, by 20%, to compensate for the increased work and responsibility resulting from and associated with the District's operation and education of the students at the WSTU facility. The 20% increase in salary shall be based upon the position's required 220 work days from July 1, 2023 through June 30, 2024, pro-rated to the number of work days available from September 19, 2023 through June 30, 2024. The 20% increase shall continue thereafter so long as the Board finds the increase appropriate, based upon the continued amount of required work and responsibility of the WSTU facility.

- X. Discussion related to increasing the salary of the School Psychologist, Anna Smith, by 20%, to compensate for the increased work and responsibility resulting from and associated with the District's operation and education of the students at the WSTU facility. The 20% increase in salary shall be based upon the position's required 220 work days from July 1, 2023 through June 30, 2024, pro-rated to the number of work days available from October 20, 2023 through June 30, 2024. The 20% increase shall continue thereafter so long as the Board finds the increase appropriate, based upon the continued amount of required work and responsibility of the WSTU facility.

VII. INSTRUCTIONAL SERVICES

- A. Discussion related to the 2023/2024 WSTU Calendar as attached.
- B. Discussion related to the WSTU 2023-2024 Student Handbook as attached.
- C. Discussion related to the Western Secure Treatment Unit Enrollment Credit Count (Graduation Planner) as attached.
- D. Discussion related to the Varsity and Junior Varsity Football Cooperative Agreement between Allegheny-Clarion Valley School District, Keystone School District and the Union School District conditional upon approval by all three participating school districts. If any one or more of the three mentioned school districts fails to approve this agreement, approval shall be considered void. If approved by all three school districts, this agreement will start with the 2024-2025 school year and continue through the 2025-2026 school year.
- E. Discussion related to the Junior High Football Cooperative Agreement between Allegheny-Clarion Valley School District, Keystone School District and the Union School District conditional upon approval by all three participating school districts. If any one or more of the three mentioned school districts fails to approve this agreement, approval shall be considered void. If approved by all three school districts, this agreement will start with the 2024-2025 school year and continue through the 2025-2026 school year.
- F. Discussion related to the Varsity and Junior Varsity Cheerleading Cooperative Agreement between Allegheny-Clarion Valley School District, Keystone School District and the Union School District conditional upon approval by all three participating school districts. If any one or more of the three mentioned school districts fails to approve this agreement, approval shall be considered void. If approved by all three school districts, this agreement will start with the 2024-2025 school year and continue through the 2025-2026 school year.
- G. Discussion related to the Junior High Cheerleading Cooperative Agreement between Allegheny-Clarion Valley School District, Keystone School District and the Union School District conditional upon approval by all three participating school districts. If any one or more of the three mentioned school districts fails to approve this agreement, approval shall be considered void. If approved by all three school districts, this agreement will start with the 2024-2025 school year and continue through the 2025-2026 school year.
- H. Discussion related to the Varsity and Junior Varsity Boys Soccer Cooperative Agreement between Allegheny-Clarion Valley School District, Keystone School District and the Union School District conditional upon approval by all three participating school districts. If any one or more of the three mentioned school districts fails to approve this agreement, approval shall be considered void. If

approved by all three school districts, this agreement will start with the 2024-2025 school year and continue through the 2025-2026 school year.

- I. Discussion related to the Varsity and Junior Varsity Girls Soccer Cooperative Agreement between Allegheny-Clarion Valley School District, Keystone School District and the Union School District conditional upon approval by all three participating school districts. If any one or more of the three mentioned school districts fails to approve this agreement, approval shall be considered void. If approved by all three school districts, this agreement will start with the 2024-2025 school year and continue through the 2025-2026 school year.
- J. Discussion related to the Junior High Co-Ed Soccer Cooperative Agreement between Allegheny-Clarion Valley School District, Keystone School District and the Union School District conditional upon approval by all three participating school districts. If any one or more of the three mentioned school districts fails to approve this agreement, approval shall be considered void. If approved by all three school districts, this agreement will start with the 2024-2025 school year and continue through the 2025-2026 school year.
- K. Discussion related to the Varsity and Junior Varsity Boys Cross Country Cooperative Agreement between Allegheny-Clarion Valley School District, Keystone School District and the Union School District conditional upon approval by all three participating school districts. If any one or more of the three mentioned school districts fails to approve this agreement, approval shall be considered void. If approved by all three school districts, this agreement will start with the 2024-2025 school year and continue through the 2025-2026 school year.
- L. Discussion related to the Varsity and Junior Varsity Girls Cross Country Cooperative Agreement between Allegheny-Clarion Valley School District, Keystone School District and the Union School District conditional upon approval by all three participating school districts. If any one or more of the three mentioned school districts fails to approve this agreement, approval shall be considered void. If approved by all three school districts, this agreement will start with the 2024-2025 school year and continue through the 2025-2026 school year.
- M. Discussion related to the Junior High Cross Boys Country Cooperative Agreement between Allegheny-Clarion Valley School District, Keystone School District and the Union School District conditional upon approval by all three participating school districts. If any one or more of the three mentioned school districts fails to approve this agreement, approval shall be considered void. If approved by all three school districts, this agreement will start with the 2024-2025 school year and continue through the 2025-2026 school year.
- N. Discussion related to the Junior High Girls Cross Country Cooperative Agreement between Allegheny-Clarion Valley School District, Keystone School District and the Union School District conditional upon approval by all three participating school districts. If any one or more of the three mentioned school districts fails to approve this agreement, approval shall be considered void. If approved by all three school districts, this agreement will start with the 2024-2025 school year and continue through the 2025-2026 school year.
- O. Discussion related to the Varsity Girls Golf Cooperative Agreement between Allegheny-Clarion Valley School District, Keystone School District and the Union School District conditional upon approval by all three participating school districts. If any one or more of the three mentioned school districts fails to approve this agreement, approval shall be considered void. If approved by all three school districts, this agreement will start with the 2024-2025 school year and continue through the 2025-2026 school year.

- P. Discussion related to the Junior High Girls Golf Cooperative Agreement between Allegheny-Clarion Valley School District, Keystone School District and the Union School District conditional upon approval by all three participating school districts. If any one or more of the three mentioned school districts fails to approve this agreement, approval shall be considered void. If approved by all three school districts, this agreement will start with the 2024-2025 school year and continue through the 2025-2026 school year.
- Q. Discussion related to the Varsity and Junior Varsity Girls Basketball Cooperative Agreement between Allegheny-Clarion Valley School District, Keystone School District and the Union School District conditional upon approval by all three participating school districts. If any one or more of the three mentioned school districts fails to approve this agreement, approval shall be considered void. If approved by all three school districts, this agreement will start with the 2024-2025 school year and continue through the 2025-2026 school year.
- R. Discussion related to the Junior High Varsity Girls Basketball Cooperative Agreement between Allegheny-Clarion Valley School District, Keystone School District and the Union School District conditional upon approval by all three participating school districts. If any one or more of the three mentioned school districts fails to approve this agreement, approval shall be considered void. If approved by all three school districts, this agreement will start with the 2024-2025 school year and continue through the 2025-2026 school year.
- S. Discussion related to the Varsity and Junior Varsity Baseball Cooperative Agreement between Allegheny-Clarion Valley School District, Keystone School District and the Union School District conditional upon approval by all three participating school districts. If any one or more of the three mentioned school districts fails to approve this agreement, approval shall be considered void. If approved by all three school districts, this agreement will start with the 2024-2025 school year and continue through the 2025-2026 school year.
- T. Discussion related to the Junior High Baseball Cooperative Agreement between Allegheny-Clarion Valley School District, Keystone School District and the Union School District conditional upon approval by all three participating school districts. If any one or more of the three mentioned school districts fails to approve this agreement, approval shall be considered void. If approved by all three school districts, this agreement will start with the 2024-2025 school year and continue through the 2025-2026 school year.
- U. Discussion related to the Junior High Softball Cooperative Agreement between Allegheny-Clarion Valley School District, Keystone School District and the Union School District conditional upon approval by all three participating school districts. If any one or more of the three mentioned school districts fails to approve this agreement, approval shall be considered void. If approved by all three school districts, this agreement will start with the 2024-2025 school year and continue through the 2025-2026 school year.
- V. Discussion related to the Varsity and Junior Varsity Boys Track Cooperative Agreement between Allegheny-Clarion Valley School District, Keystone School District and the Union School District conditional upon approval by all three participating school districts. If any one or more of the three mentioned school districts fails to approve this agreement, approval shall be considered void. If approved by all three school districts, this agreement will start with the 2024-2025 school year and continue through the 2025-2026 school year.

- W. Discussion related to the Varsity and Junior Varsity Girls Track Cooperative Agreement between Allegheny-Clarion Valley School District, Keystone School District and the Union School District conditional upon approval by all three participating school districts. If any one or more of the three mentioned school districts fails to approve this agreement, approval shall be considered void. If approved by all three school districts, this agreement will start with the 2024-2025 school year and continue through the 2025-2026 school year.
- X. Discussion related to the Junior High Boys Track Cooperative Agreement between Allegheny-Clarion Valley School District, Keystone School District and the Union School District conditional upon approval by all three participating school districts. If any one or more of the three mentioned school districts fails to approve this agreement, approval shall be considered void. If approved by all three school districts, this agreement will start with the 2024-2025 school year and continue through the 2025-2026 school year.
- Y. Discussion related to the Junior High Girls Track Cooperative Agreement between Allegheny-Clarion Valley School District, Keystone School District and the Union School District conditional upon approval by all three participating school districts. If any one or more of the three mentioned school districts fails to approve this agreement, approval shall be considered void. If approved by all three school districts, this agreement will start with the 2024-2025 school year and continue through the 2025-2026 school year.
- Z. Discussion related to the Cooperative Athletics Procedural Handbook as presented for the 2024-2025 School Year and subsequent school years until presented for revision. This handbook shall govern operating procedures for all cooperative athletic programs approved by the Allegheny-Clarion Valley, Keystone, and Union School Districts.
- AA. Information related to an update from Union School District to add the following Volunteers (with the Co-op program) for the 2023-2024 season as follows: Matt Corle/Jr. High Baseball and Emma Fox/Jr. High Track.
- BB. Information related to an update from Union School District to hire the following coaches (for the Co-op program) for the 2023-2024 season as follows (paid by Union School District): Shanna Tharan/Co-Head Track Coach; Dave Sherman/Assistant Track Coach; Lexis Twentier/Assistant Track Coach; Scott Kindel/Head Jr. High Baseball Coach; Dustin Kifer/Assistant Jr. High Baseball Coach; Brianna Pennington/Head Jr. High Track Coach; and Ann Ramsey/Head Jr. High Softball Coach.

VIII. POLICY

--Discussion related to the Second Reading of Policy #006- Local Board Procedures as attached.

IX. FACILITIES

X. TRANSPORTATION

- A. Discussion related to the request from Pam Myers, upon receipt of all appropriate documentation and an interview with the Administration to add Janie Jack as a substitute driver as attached.

XI. MISCELLANEOUS

A. Career Center Report.

--A copy of the October 23, 2023 JOC Meeting Minutes are attached. Content will be reviewed and approved at the next regular JOC meeting are attached.

B. Intermediate Unit Report.

--A copy of the October 25, 2023 RIU6 Board Agenda is attached.

C. Correspondence.

--Letter and book donation (for the Elementary Library) *Memoirs of a Parrot* by Devin Scillian from Becky Dussinger and Lena Hannah, PSBA Representatives dated October 18, 2023 as attached.

--Thank You note from the members and leaders of Falcon Fellowship as attached.

D. Technology Committee update.

E. Athletic Committee update.

F. Football Field Renovation Committee update.

G. Finance Committee update.

XII. OLD BUSINESS

XIII. NEW BUSINESS

CONFERENCES AND FIELD TRIPS FOR 2023-2024 (November, 2023 –Workshop Conference)

Attendee(s)	Conference	Date	Location	Subs	Registration	Mileage	Meals	Lodging	Other	Total
Allie Atwood	Review ACT 16 and GIEP Writing	12/14/23	Riverview IU 6 Clarion, PA	\$166.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$166.00
Andrea Stewart	Annual PASBO Conference – PA Association of School Business Officials	3/5/23 3/6/24 3/7/24 3/8/24	Hershey Lodge Hershey, PA	\$0.00	\$389.00	\$297.00	\$62.50	\$550.00	\$0.00	\$1,298.50
Minnie Logue RJ Feicht (approx.) 18 (10 th – 12 th grade) students	Tour facilities of the Operating Engineers	11/29/23	PA Operators' Union New Alexandria, PA	\$0.00	\$0.00	2 School Vans	\$0.00	\$0.00	\$0.00	\$0.00
Minnie Logue Bill Jordan (approx.) 18 (10 th – 12 th grade) students	Tour Duquesne Light Electrical Distribution Technology Program	11/30/23	Duquesne Light Pittsburgh, PA	\$0.00	\$0.00	2 School Vans	\$0.00	\$0.00	\$0.00	\$0.00
Michelle Austin	PDE Data Summit	3/11/24 3/12/24 3/13/24	Hershey Lodge Hershey, PA	\$0.00	\$325.00	\$276.25	\$95.00	\$456.00	\$0.00	\$1,152.25

District costs to date:

July, 2023	\$	0.00
August, 2023	\$	428.92
September, 2023	\$	4,970.51
October, 2023	\$	5,159.30
November, 2023	\$	2,616.75