



UPPER ST. CLAIR SCHOOL DISTRICT

BOARD OF SCHOOL DIRECTORS

Mr. Patrick A. Hewitt, President • Mr. Phillip J. Elias, Vice President • Mrs. Amy L. Billerbeck
Mrs. Barbara L. Bolas • Mrs. Jennifer L. Bowen • Dr. Daphna Gans • Mr. Louis P. Mafrice, Jr.
Mrs. Angela B. Petersen • Mrs. Jennifer A. Schnore
Dr. John T. Rozzo, Superintendent • Mrs. Jocelyn P. Kramer, Solicitor

SCHOOL BOARD MEETING MINUTES

Monday, November 8, 2021 @ 7:00pm
District Administration Building Board Room

Notice having been advertised and posted and members duly notified, a special Board meeting of the Board of School Directors was held on November 8, 2021 in the District Administration Board Room.

School Board Members:

Mr. Patrick A. Hewitt, President (in-person)
Mr. Phillip J. Elias, Vice-President (in-person)
Mrs. Amy L. Billerbeck (in-person)
Mrs. Barbara L. Bolas (in-person)
Mrs. Jennifer L. Bowen (virtual)
Dr. Daphna Gans (in-person)
Mr. Louis P. Mafrice Jr. (in-person)
Mrs. Angela B. Peterson (in-person)
Mrs. Jennifer A. Schnore (in-person)

School Personnel:

Dr. John T. Rozzo, Superintendent (in-person)
Dr. Sharon K. Suritsky, Assistant/Deputy Superintendent (virtual)
Mrs. Amy Pfender, Assistant Superintendent (virtual)
Mr. Ray Carson, Senior Director of Operations & Administrative Services (virtual)
Mr. Scott Burchill, Director of Business & Finance (virtual)
Dr. Lou Angelo, Director of Operations & Facilities (virtual)
Mr. Raymond Berrott, Director of Technology (virtual)
Dr. Judith Bulazo, Director of Curriculum and Development (virtual)
Mrs. Cassandra Doggrell, Director Special Education (not in attendance)
Dr. Lauren Madia, Assistant Director of Pupil Services (virtual)
Mr. Bradley Wilson, Director of Strategic Initiatives (virtual)
Mrs. Jocelyn Kramer, Solicitor (in-person)
Mrs. Sarah MacDonald, Board Stenographer (virtual)
R.J. Shontz, Student Board Representative (virtual)
Ashvita Saxena, Student Board Representative (virtual)

Call to Order

(Hewitt, School Board President)

Mr. Hewitt called the meeting to order at approximately 7:14pm.

Resident's Comments - (Regarding Voting Agenda items only)

Note: As per Guidelines for Resident's Comments, please state your name and address and limit your comments to three minutes. All attendees must comply with the State mask order.

There was one resident comment at this time.

Approval of Agenda

(Hewitt, School Board President)

MOTION: By Elias: I move that the Board approve the Agenda, as presented. Seconded by Bolas and carried by unanimous voice vote.

Superintendent's Report

(Rozzo, Superintendent of Schools)

a. Approval for Staffing Resolution, Boyce German Teacher (Resolution 2021-23)

(Suritsky, Deputy/Assistant Superintendent)

Dr. Suritsky reviewed Staffing resolution 2021-23. She advised that she is requesting the decrease, as there has been a decline in the number of students enrolled in German at Boyce.

Decrease: 1.0 to 0.60 - Boyce German Teacher

MOTION: By Schnore: I move that the Board approve Staffing Resolution 2021-23, Decrease 1.0 Boyce German Teacher to .60 Boyce German Teacher, effective December 1, 2021. Seconded by Elias and carried by unanimous voice vote.

b. Approval for Staffing Resolution, Activities (Resolution 2021-24)

(Pfender, Assistant Superintendent)

Mrs. Pfender reviewed Staffing Resolution 2021-24. She explained that since Mr. Holzer has moved into his new role as interim Athletic Director, he has resigned from his role as Director of Student Activities. She advised that due to this change, there is a need to change the current 0.75 Activities Coordinator position to a 1.0 Head of Student Activities. She noted that funds for the change are available in the budget.

Decrease: 0.75 - Activities Coordinator
Increase: 1.0 - Head of Student Activities

MOTION: By Petersen: I move that the Board approve Staffing Resolution 2021-24, Decrease 0.75 Activities Coordinator and Increase 1.0 Head of Student Activities, effective November 9, 2021. Seconded by Schnore and carried by unanimous voice vote.

c. Approval of Personnel Listings

(Carson, Sr. Director of Operations & Administrative Services)

ATTACHED

Mr. Carson reviewed the Personnel Listings, noting the listing included the staffing resolution positions, ECAs for basketball coaches, and the recommended rate of \$18 per hour, for substitute van drivers. Mr. Carson also shared that the comments related to hiring were well-taken. He advised that the District continues to be very aggressive with hiring, while keeping the high standards that USC has always had.

MOTION: By Bowen: I move that the Board approve the Personnel listing as presented, subject to all required pre-employment history reviews and clearance requirements. Seconded by Petersen and carried by unanimous voice vote.

d. Approval of Contract with Bob Steineck and Association, Inc. for Lighting and Labor for the Fall Play, not to exceed \$2,000.00.

(Pfender, Assistant Superintendent)

ATTACHED

Mrs. Pfender reviewed the Contract with Bob Steineck and Association, Inc. for lighting and labor related to the Fall Play, not to exceed \$2,000.00. She noted that the District has approved prior contracts with Bob Steineck and Association.

MOTION: By Billerbeck: I move that the Board approve the Agreement with Bob Steineck and Association, Inc. for Light and Labor at the Fall Play, not to exceed \$2,000.00, subject to final terms acceptable to the Superintendent and Solicitor. Seconded by Gans and carried by unanimous voice vote.

Board Member Resignation

(Hewitt, Board President)

Mr. Hewitt advised that Mrs. Billerbeck would be resigning from the Board, effective November 8, 2021. Mr. Hewitt, Mrs. Bolas, Mrs. Petersen, Mr. Mafrice, Mrs. Bowen, and Dr. Rozzo thanked Mrs. Billerbeck for her years of service and dedication to the District.

Mrs. Billerbeck thanked everyone and read a few prepared remarks about her time on the Board and the wonderful people she has met and interacted with over the years.

MOTION: By Mafrice: I move that the Board accept the resignation of Amy Billerbeck and declare her seat vacant. Seconded by Elias and carried by unanimous voice vote.

Adjournment

(Hewitt, School Board President)

Mr. Hewitt adjourned the meeting at approximately 7:35pm on a motion, which was seconded.

Patrick A. Hewitt, President
BOARD OF SCHOOL DIRECTORS

Scott P. Burchill, Secretary
BOARD OF SCHOOL DIRECTORS

Submitted by: Sarah MacDonald
SCHOOL BOARD STENOGRAPHER

Personnel List**Board Meeting****November 8, 2021****ELECTION**

Staff Name	Location	New Assignment	New Assignment Status	Effective Date
Brown, Jason	Stream/Baker	1.0 Custodian (0.5 Streams/0.5 Baker)	FT	11-01-21
Reis, Jacob	High School	Marching Band - Percussion Coordinator/Battery Instructor	ECA	11-08-21 through 06-30-22
Rentler, Raymond	Bus Garage	1.0 Bus Driver	PT	11-15-21
Torquato, Stephen	High School	Interim Student Activities Assistant	ECA	11-09-21

CHANGE OF STATUS

Staff Name	Location	Current Assignment	Current Assignment Status	New Assignment	New Assignment Status	Effective Date
Cain, Lisa	Ft. Couch	1.0 Phys Ed Teacher/	FT	Leave	Leave	12-08-21 through 03-08-22
Conte, Jacob	District Wide	Technology Student Intern	PT	District Technology Support (DTS)	PT	12-01-21
Dietrich, Tom	High School	Head Coach: Rifle Team	ECA	N/A	N/A	11-19-21 through 02-14-22
Geyer, Susan	Eisenhower /Streams	Substitute Teacher Aide	Substitute	1.0 Teacher Aide (0.5 Eisenhower/0.5 Streams)	FT	10-28-21
Kluckman, Lauren	Boyce	1.0 German Teacher	FT	0.6 German Teacher	PT	12-01-21
Lenthall, Melanie	Streams	1.0 Teacher Aide	FT	Leave	Leave	Begin 12-20-21
Leonard, Cheryl	Ft. Couch	1.0 Communications Teacher	FT	Leave	Leave	01-18-22 through LDTR
McKeever, Rebecca	Baker	1.0 Teacher Aide	FT	Leave	Leave	10-18-21 through 11-19-21
Niedermeyer, Sharon	Boyce	Head Cook	FT	Leave	Leave	10-18-21 through 11-05-21
Tarcson, Brooke	High School	0.75 Activities Coordinator	PT	1.0 Head of Student Activities	FT	11-09-21

REAPPOINTMENT

Staff Name	Location	Current Assignment	Current Assignment Status	Effective Date
Ali, Richard	Ft. Couch	Coach: Boys Basketball	ECA	11-03-21 through 12-22-21
Bowers, Andrew	Ft. Couch	Coach: Boys Basketball	ECA	11-03-21 through 12-22-21
Cramer, Jennifer	Ft. Couch	Coach: Girls Basketball	ECA	11-03-21 through 12-22-21
Falascino, Caren	Ft. Couch	Coach: Girls Basketball	ECA	11-03-21 through 12-22-21
Gaetano, Sam	Ft. Couch	Coach: Boys Basketball	ECA	11-03-21 through 12-22-21
Klein, Sam	Ft. Couch	Coach: Boys Basketball	ECA	11-03-21 through 12-22-21
Palmer, Jace	Ft. Couch	Coach: Boys Basketball	ECA	11-03-21 through 12-22-21

RESIGNATION

Staff Name	Location	Current Assignment	Current Assignment Status	Effective Date
Heid, Ronald	High School	Marching Band - Percussion Coordinator/Battery Instructor	ECA	10-29-21
Lapia, Donna	Bus Garage	1.0 Bus Driver	PT	11-03-21
Sandala, Jacob	Substitute	Substitute Custodian	Substitute	11-01-21

OTHER

EE ID#3533 - Disciplinary Action: 3-day unpaid suspension on 11-04-21, 11-10-21 and 11-11-21
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EE ID#4577 - Disciplinary Action: 3-day unpaid suspension as of 11-01-21 through 11-03-21

PROPOSED SALARY

Substitute Van Drivers: Hourly rate is \$18.00 per hour

INFORMATION ONLY

Bulazo, Judith - (DAB - 1.0 Director of Curriculum & Professional Development) Return to Work 10-25-21

Cottrill, Deana (Eisenhower - 1.0 Teacher Aide) Leave of Absence FROM 08-18-21 through 11-16-21 TO 08-18-21 through 11-05-21

Galloway, Denise (Boyce - 1.0 Spanish Teacher) Return to Work 10-25-21

Karambelkar, Elizabeth (High School - LTS Math Teacher for A. Vizzini) Salary change FROM \$53,500 TO \$54,590, effective 08-18-21 through LDTR

King, Carole (Eisenhower - 1.0 Teacher Aide) Leave of Absence FROM 09-07-2021 through TBD TO 09-07-2021 through Last Day Teacher Aide Responsibility

Memo



To: Dr. John Rozzo, USC Board Members
From: Mrs. Amy Pfender and Mr. Tom Hunsberger
Date: November 8, 2021
RE: Contract with Bob Steineck & Association, Inc.

Bob Steineck & Association Inc. provided services as part of fall play *All in the Timing* production. Services, per the contract, included labor in lighting design and equipment rental. Total contract approval for equipment and services rendered is no more than \$2000.00.

Approval of contracts/agreements will be contingent upon documentation acceptable to the Superintendent and Solicitor.