

**UPPER ST. CLAIR BOARD OF SCHOOL DIRECTORS
REGULAR BOARD MEETING**

**MONDAY, APRIL 23, 2018 - 7:00 P.M.
CENTRAL OFFICE BOARD ROOM**



Customizing Learning,
Nurturing Potential...
Delivering Excellence

5:30 P.M. - LEGAL UPDATE/BOARD ORIENTATION

Notice having been advertised and posted and members duly notified, the regular meeting of the Board of School Directors was held on April 23, 2018 in the Central Office Board Room.

School Board Members in attendance:

Mrs. Amy L. Billerbeck, President
Mrs. Barbara L. Bolas, Vice President
Mrs. Jennifer L. Bowen
Mr. Phillip J. Elias
Dr. Daphna Gans
Mr. Patrick A. Hewitt (via speakerphone)
Mr. Louis P. Mafrice, Jr.
Mrs. Angela B. Petersen
Mr. Dante R. Plutko, Jr.

School personnel in attendance:

Dr. Patrick O'Toole, Superintendent of Schools
Dr. Sharon Suritsky, Deputy/Assistant Superintendent
Dr. John Rozzo, Assistant Superintendent
Mr. Scott P. Burchill, Director of Business & Finance
Dr. Judith Bulazo, Director of Curriculum & Professional Development
Mr. Raymond Berrott, Director of Technology
Mrs. Amy Pfender, Director of Student Support Services
Mr. Brad Wilson, Supervisor of Customized & On-Line Learning
Mrs. Mary Ann Stabile, Stenographer
Mr. Robert Prorok, Solicitor

CALL TO ORDER/PLEDGE OF ALLEGIANCE (Billerbeck)

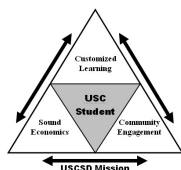
Mrs. Billerbeck called the meeting to order at approximately 7:00 p.m.

STAR SPANGLED BANNER

Harrison Burgess, high school student, sang the Star Spangled Banner.

READING OF THE MISSION

Mr. Plutko read the following School District Mission Statement:



Developing lifelong learners and responsible citizens for a global society is the mission of the Upper St. Clair School District, served by a responsive and innovative staff who in partnership with the community provides learning experiences that nurture the uniqueness of each child and promotes happiness and success.

SHARED BELIEF STATEMENT #2 FROM STRATEGIC PLAN

Dr. Gans read the following Shared Belief Statement #2 from the Strategic Plan:

We believe that:

the involvement of the parents and community in the schools is critical to the education of students and Sets an example for children to grow as responsible citizens.

RESIDENTS' COMMENTS (REGARDING AGENDA ITEMS ONLY)

There were no residents' comments at this time.

APPROVAL OF AGENDA (Billerbeck)

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

REPORT FROM STUDENT BOARD REPRESENTATIVES (Joshua Meyer and Rebecca Speer)

Joshua Meyer, student board representative, reported on various activities at the high school.

APPROVAL OF MINUTES

MOTION: By Petersen: I move that the Board approve the minutes of the March 12, 2018 Board meeting. Seconded by Plutko, and carried on unanimous voice vote.

MOTION: By Petersen: I move that the Board approve the minutes of the April 10, 2018 Board meeting. Seconded by Plutko, and carried on unanimous voice vote.

APPROVAL OF ELECTION OF SUPERINTENDENT OF SCHOOLS (Billerbeck)

MOTION: By Bolas: I move that the Board elect John T. Rozzo, Ed.D. as the Superintendent of Schools for a term of five years to commence on July 1, 2018, and to approve a formal contract AS ATTACHED TO THE PERMANENT RECORD OF THE MINUTES OF THIS MEETING. Seconded by Mafrice, and carried on unanimous roll call vote.

Mrs. Billerbeck congratulated Dr. Rozzo on his appointment as Superintendent and read the following statement:

Congratulations to Dr. Rozzo - I remember when he was introduced as the new Asst. Principal (FC) – in 2005 – over 13 yrs ago. Over the years as Dr. Rozzo moved around the district in various capacities, it became clear that he had leadership talent and a big picture vision for the district. And so it wasn't surprising that he eventually joined the central office team and has played a pivotal role, along with Dr. O'Toole and Dr. Suritsky, in our leadership for the past several years.

One of the strengths of our district has been the priority placed on a strong strategic planning process. Our leaders and staff across the district use that plan as a living, breathing roadmap. In 2015, when the time came to renew the Strategic Plan, the PA Dept. of Ed. had watered down the state requirements for strategic planning. But as point person for the Strategic Plan, Dr. Rozzo believed that we needed to continue to have a robust visioning and planning process. So, he structured the SP renewal to meet the district's needs and played the lead role in executing and carrying out the process. It was during this period that his leadership instincts and abilities really began to shine.

Importantly, Dr. Rozzo has been mentored by and partnered closely with Dr. Suritsky over the past 4 years since coming to Central Office. That partnership has served the district well and will continue to be very important in the coming years. We want to acknowledge and thank Dr. Suritsky for her role in this transition and for her continuing, vitally important leadership going forward.

As we've discussed, the average tenure of a superintendent in PA is 3.4 years. This is a sobering statistic, given that there is a proven link between Supt. longevity and student achievement. But as one of our Board members recently said, we change superintendents in USC like the Steelers change coaches – not often. So this is a very important night for the district.

We are very thankful for the role Dr. O'Toole has played in this transition. He has been focused on succession planning and leadership development for many years. As a result, we are fortunate to have many talented educators right here in the district, Dr. Rozzo chief among them. This has saved the district from the lengthy and costly process of an external search, and will enable us to have a seamless transition between superintendents.

I am very excited about this new chapter for our school district. When you talk to Dr. Rozzo, you are immediately struck by his passion for USC, and dedication to our families and students. His excitement about the future of the district is contagious. Most importantly, he has the vision for how to continue the great legacy of our district, and we couldn't be more delighted to have him as our new superintendent.

School board members also offered congratulatory comments to Dr. Rozzo, which included that he always puts students first, that the district will be in good hands, and that they looked forward to working with him as the next superintendent.

Dr. O'Toole and Dr. Suritsky congratulated Dr. Rozzo commenting that he has distinguished himself in many areas such as strategic planning, instruction, curriculum, school law, psychology, human resources, and transportation to name a few. They stated that they are very proud of him, that he values people and truly cares about the organization. Dr. Suritsky stated that she was looking forward to working with Dr. Rozzo as his deputy superintendent and that she is confident he will do a wonderful job as superintendent.

Dr. Rozzo accepted the position of superintendent effective July 1, 2018 and offered the following remarks:

I would like to first thank the Board of School Directors for providing me the opportunity to serve as the Upper St. Clair School District's next superintendent of schools. It is an incredible honor and I am forever grateful for your trust and confidence in me. I am humbled as there is no greater honor or responsibility than to be entrusted with the education of our community's children. I have greatly enjoyed working with the School Board and look forward to our continued collaboration in leading the Upper St. Clair School District.

Dr. O'Toole...thank you for your leadership of the district throughout the past 11 years. Your work has positioned us all to be ready for our future endeavors. Your support, confidence in me, mentoring and, most importantly, your friendship have been deeply valued and appreciated. To make sure you don't think that I've forgotten about you, expect a call at 4 a.m. each time I'm contemplating a delay or cancellation so that we can process the decision together. I have struggled to find the right words to capture what you have meant to the district and to me, so I will simply say...thank you for everything.

I want to recognize and thank my colleague, mentor and dear friend, Dr. Sharon Suritsky. She is a special leader who I have admired since the moment I arrived in Upper St. Clair in 2005. She has played a pivotal role in my development as a leader. I have always enjoyed and appreciated our close working relationship and I am excited for us to enter the next chapter of our careers together in leading this great district.

In 2005, Joe DeMar, principal of Fort Couch Middle School, recommended me to the superintendent and Board of School Directors to be hired as the assistant principal of Fort Couch. That one decision not only changed my life, but the lives of my family members, and the many lives I have been able to impact in Upper St. Clair. Thank you Joe for taking a chance on me.

To my administrative teammates, collectively you are the most collaborative, intelligent and cohesive leadership team that I've had the pleasure of working with during my tenure. There are too many of you to mention individually, but please know how very important all of you are to me. Many of us have worked together for more than a decade. You are a talented group of leaders who make such a difference in the lives of our students. I am grateful to have you as colleagues.

To our entire district staff, thank you for the important work you do every day to support the social, emotional and academic needs of our students. You are special individuals who have the enormous responsibility of educating and caring for our students. From the classroom to the cafeteria, to the school bus, each of you plays an important and valuable role in our district.

Dr. O'Toole has said many times that great schools make great communities, and great communities make great schools. I could not agree more. We are fortunate to have that dynamic here in Upper St. Clair. The close partnership between our school district and our parents and community members is highly valued and will continue to be a priority...as it is an essential ingredient to our success.

Many of us have been asked over the years, what makes the Upper St. Clair School District special or different from other districts. While there are countless responses to that question, the most appropriate and accurate is our students. Our students are the backbone and strength of our school district. We have great kids in Upper St. Clair and I am incredibly honored to be their next superintendent.

Last but certainly not least, I want to recognize my family. My wife Shauna and three children are here tonight. My daughter Sydney is a seventh grader at Fort Couch; my son Anthony is a third grader at Eisenhower; and my youngest daughter Isabella is in preschool. As an Upper St. Clair parent, empathy and the parent perspective is embedded in all that I do. My children have had the largest influence on shaping me as an educator. Although they do not realize it, they have given me the perspective of making every decision in my professional career through the lens of what is best for kids. Such a perspective will be the most important element of my leadership as superintendent of this great school district. My wife Shauna is my biggest supporter. Thank you Shauna for your unconditional love and support. Together, we decided to move to USC shortly before our oldest daughter started kindergarten. I can honestly say it was one of the best decisions we have ever made. We are committed to our community and school district. When my youngest daughter Isabella graduates high school in 2032, it will mark 24 consecutive years that we will have had a child in the district. At that time, I hope to mark my 27th year of service in the school district.

In closing, I want to again thank our school board, Dr. O'Toole, Dr. Suritsky, our administrative team, staff members, parents and community members, our students, and my family. This is going to be an incredible journey and I'm looking forward to embarking on it with you.

BOND FINANCING UPDATE (O'Toole/Burchill/Bova)

Dr. O'Toole, Mr. Burchill, and Mr. Mike Bova of Boenning & Scattergood recommended that the Board approve a parameters resolution at the May 7 meeting for the incurrence of non-electoral indebtedness. They explained the rationale for their recommendation so that financing options could be analyzed and evaluated to determine the market conditions and the best time to market bonds for the capital projects.

SUPERINTENDENT'S REPORT (O'Toole)

APPROVAL OF COMMENDATIONS & RECOGNITIONS - ATTACHED

Dr. Suritsky read the Commendations & Recognitions.

MOTION: By Mafrice: I move that the Board approve the Commendations & Recognitions AS ATTACHED. Seconded by Bolas, and carried on unanimous voice vote.

PRESENTATION OF 2018-19 TECHNOLOGY BUDGET (O'Toole/Burchill/Berrott) - ATTACHED

Mr. Berrott presented the 2018-19 Technology Budget AS ATTACHED. He explained the collaborative effort that goes into preparing the technology budget, which included feedback from students. Mr. Berrott shared information regarding outside funding; a budget summary comparing 2017-18 to 2018-19; main technology investments for 2018-19; the technology infrastructure; software, licenses and applications; recommendations for technology at each of the levels (elementary, middle school and high school), proposed leases, 2018-19 lease payments, and copying/printing needs. Mr. Berrott noted that he is recommending that the Board approve the copier contract and technology leases at the May 7 meeting.

Mr. Berrott, Mr. Burchill, and Dr. O'Toole responded to comments and questions of board members.

BUSINESS & FINANCE (Burchill)

APPROVAL OF BID AWARD FOR BAND UNIFORMS

MOTION: By Bowen: I move that the Board award the bid for Band Uniforms to Fred J. Miller, Inc. in the amount of \$61,437.50. Seconded by Bolas, and carried on unanimous roll call vote.

APPROVAL OF CONSENT AGENDA

MOTION: By Plutko: The Committee recommends and I move that the Board approve the following Consent Agenda items, subject to final approval by the Superintendent and Solicitor, AS ATTACHED TO THE PERMANENT RECORD OF THE MINUTES OF THIS MEETING. Seconded by Mafrice, and carried on unanimous roll call vote.

a. APPROVAL OF RESOLUTION REGARDING STAFFING

Approve the following resolution regarding staffing:

The District staff be decreased by the following positions:

- 1.0 - Baker Part-Time Nutrition Center Worker
- 1.0 - Streams Part-Time Nutrition Center Worker

b. APPROVAL OF PERSONNEL LISTINGS - ATTACHED

Approve the Personnel Listings, pending receipt of all paperwork and required clearances, AS ATTACHED.

c. APPROVAL OF SPECIAL EDUCATION PLAN REPORT FOR JULY 1, 2018 THROUGH JUNE 30, 2021 (Pfender)

Approve the Special Education Plan Report dated July 1, 2018 through June 30, 2021 to be submitted to the Pennsylvania Department of Education.

d. APPROVAL OF STUDENT SUPPORT SERVICES AGREEMENT WITH THE WATSON INSTITUTE WISCA SOCIAL CENTER FOR ACADEMIC ACHIEVEMENT (Pfender)

Approve the tuition agreement with The Watson Institute (WISCA-Social Center for Academic Achievement) for one student placement at a prorated cost of \$43,875 (full year) for the remainder of the 2017-18 school year.

e. APPROVAL TO DECLARE ITEMS SURPLUS (Berrott)

Declare a list of technology equipment surplus and authorize the administration to sell, exchange, dispose, or donate the items in accordance with the provisions of Policy #3006 - Sale or Disposal of Surplus Property, Equipment, Supplies, and Textbooks.

**f. APPROVAL OF TREASURER'S REPORT (4-10-18)
INCLUDING SUPPLEMENTAL REPORT (4-23-18)**

Approve the Treasurer's Report, including approved total of Bill List and Check File Listing as follows:

Fund 10 (General Fund) - \$2,826,399.62
Fund 31 (Capital Reserve Fund) - \$16,529.27
Fund 36 (Construction Fund) - \$577,130.98
Fund 50 - (School Lunch Fund) - \$84,195.13

**g. APPROVAL OF SOUTH CENTRAL AREA SPECIAL SCHOOLS COMMITTEE
2018-19 ADMINISTRATIVE BUDGET**

Approve the operation budget for the South Central Area Special Schools Committee for the 2018-19 school year totaling \$167,000.

**h. APPROVAL OF RENTAL AGREEMENT WITH ALLEGHENY INTERMEDIATE UNIT
FOR DART PROGRAM**

Approve the Lease Agreement with the Allegheny Intermediate Unit for one classroom at Baker Elementary School the DART Program in the amount of \$850.00 per month for the 2018-19 school year.

i. ADOPTION OF POLICY #3031 - GASB #34 CAPITALIZATION - ATTACHED

Adopt Policy #3031 - GASB # 34 Capitalization AS ATTACHED.

j. ADOPTION OF POLICY #3032 - FOOD SERVICES - ATTACHED

Adopt Policy #3032 - Food Services AS ATTACHED.

**k. APPROVAL TO ACCEPT PROPOSAL FOR PROFESSIONAL APPRAISAL
SERVICES**

Accept the proposal from AssetWORKS to provide Comprehensive Fixed Asset Inventory Appraisal Services for the School District.

**l. APPROVAL OF GEOTECHNICAL SERVICES AND ON-SITE INSPECTION FOR
CAPITAL PROJECTS**

Accept the proposal from Professional Services Industries, Inc. to provide construction materials testing and inspection services for the capital projects.

COMMITTEE REPORTS

Mrs. Bolas announced that PSBA is conducting an election of officers and applications are due on June 1. She also shared information regarding the PSBA legislative platform, a pupil transportation seminar, and Senate Bill 2. Mrs. Bolas noted that the school district adopted a resolution in January opposing Senate Bill 2 and also that a vote by the legislature is being delayed.

Dr. O'Toole stated that he would like to reconvene the Capital Projects Review Ad Hoc Committee so that a recommendation could be brought to the Board regarding oversight of the capital projects. He explained that he would provide a date for an upcoming meeting with the construction manager and architect to review the process of the Board's oversight of the project.

Dr. Gans thanked Dr. O'Toole and his administrative staff for conducting the Superintendent Open Mic on April 16. She stated that it was well attended and successful and that she hoped the new superintendent would continue the tradition of the Superintendent Open Mic.

ANNOUNCEMENT REGARDING EXECUTIVE SESSIONS

Mrs. Billerbeck announced that an executive session was held on the following date:

April 10, 2018 – Personnel Matters

MATTERS OF INFORMATION - SUPERINTENDENT & ADMINISTRATION

REPORT REGARDING PTC SUPERINTENDENT OPEN MIC - APRIL 16

Dr. O'Toole thanked the Parent Teacher Council for hosting the Superintendent Open Mic. He explained that a number of issues were discussed, including school violence and safety. Dr. O'Toole noted that the Superintendent Open Mic is a great vehicle for sharing information and addressing parental concerns.

REPORT OF LEGAL UPDATE/BOARD ORIENTATION - APRIL 23 (PRIOR TO BOARD MEETING)

Dr. O'Toole reported that the Board participated in a legal update prior to the meeting and thanked Mr. Prorok for conducting the update and orientation.

SHASDA CONFERENCE - APRIL 28

Dr. O'Toole stated that the SHASDA Conference would be held on Saturday, April 28 where two students from each of the participating school districts are presented with awards for overcoming challenges in their academic careers.

AIU SCHOOL DIRECTORS' CONVENTION - APRIL 30

Dr. O'Toole stated that the Allegheny Intermediate Unit School Directors' Convention would be held on Monday, April 30. He reminded board members to let Mary Ann know if they were interested in attending.

BOARD BREAKFAST WORKSHOP - MAY 16

Dr. O'Toole announced that the next Board Breakfast Workshop would be held on Wednesday, May 16 on the topic of safety and security.

COMMUNITY DAY - MAY 19

Dr. O'Toole announced that Community Day is being celebrated on May 19 and that the school district would be participating in the parade.

HIGH SCHOOL AWARDS NIGHT - MAY 22 @ 7 PM (THEATRE)

Dr. O'Toole announced that the High School Awards Night would be held on Tuesday, May 22 at 7:00 pm in the High School Theatre.

MAY MEETING SCHEDULE

Dr. O'Toole announced the following meeting schedule for May, explaining the School Code requirement of having 30 days between the adoption of the proposed and final budgets.

May 7 – Committee of the Whole Meeting
May 21 – Regular Board Meeting

SPRING OPEN HOUSES SCHEDULE

Dr. O'Toole announced the Spring Open Houses schedule as follows:

May 3 – Fort Couch Middle School
May 10 – Elementary Schools
May 24 – Boyce Middle School

ADJOURNMENT

It was moved, seconded, and carried on unanimous voice vote that the meeting adjourn at approximately 8:30 p.m.

Amy L. Billerbeck, President
BOARD OF SCHOOL DIRECTORS

Scott P. Burchill, Secretary
BOARD OF SCHOOL DIRECTORS

Submitted by: Mary Ann L. Stabile
School Board Stenographer

COMMENDATIONS AND RECOGNITIONS
APRIL, 2018

Staff

Jennifer Kirk, Upper St. Clair High School counselor and curriculum leader, has been honored with the 2018 Chi Sigma Iota, Delta Upsilon Chapter Outstanding Site Supervisor Award from the Duquesne University Counseling Program. The award is given to a site supervisor who has taken numerous Duquesne students on as interns, and has provided exceptional supervision. Mrs. Kirk was recognized at the Chi Sigma Iota Induction ceremony on Thursday, April 19, 2018, at Duquesne University.

Congratulations are extended to Jerry Malarkey, high school counselor and varsity baseball head coach, for recently registering his 400th career victory. Jerry has coached baseball for thirty-four years and accumulated his 400th career win on opening day, March 23, when the Panthers defeated Valley, 6-1. Included in Jerry's 400 victories are nearly a dozen section titles and three appearances in WPIAL championship games.

K – 12

The Western Pennsylvania Odyssey of the Mind regional tournament was held Saturday, March 3, 2018, at Moon Area High School.

Six USC teams comprised of students from all building levels qualified to advance to the state competition on April 7 in the Poconos.

First Place:

Performance Problem - Division I (Boyce):

Eva Dubreil
Komel Nulwala
Michael Conte
Anushka Sharma
Pritika Gupta
George Abdel-Messih
Benjamin Ross

Technical Problem - Division I (Boyce):

Esha Lathia
Anastasia Gzikowski
Ben Murtough
Owen Mucho

Jake Casares
Ben Seewald
Peter Markovitz

Vehicle Problem - Division III (High School):

Christina Conte
Vivek Babu
Jacob Conte
Maggie Lowden
Isabella Putorti
Gracie Lowden

Second Place:

Classics Problem - Division III (High School):

Sammie Seewald
Max Murtough
Victoria Cuba
Brianna Lin
Joseph Markovitz
Eric Wang
Constantine Tripodes

Third Place:

Performance Problem - Division I (Streams & Eisenhower):

Ellie Simons
Geneva Eisinger
Lily Simons
Lauren Ginsburg
Kurt Baran
Collin Rosenberg

Classics Problem - Division II (Fort Couch):

Cameron Coller
Rosemary Ramirez
Josilyn Seftchick
Lindsay Ross
Jack Lowden
Cameron Weber
Mariam Abdel-Messih

Upper St. Clair has been named a 2018 NAMM Foundation Best Community for Music Education. The award recognizes the commitment and dedication of USC school administrators, School Board, teachers and parents who believe in music education and are working to ensure that it is part of a complete and well-rounded education for all children. The award highlights music education in USC, demonstrating that students can achieve at a very high level in both music and academics, and that each supports the other.

High School

The Speech & Debate Team finished second at the National Speech & Debate Association's qualifying tournament on March 10 at North Allegheny Senior High School.

Qualifying to compete at the National Speech & Debate Tournament June 17-22, in Fort Lauderdale were district champions Wyatt Keating and Shebl Rosati in Duo, and Dina Leyzarovich and Meghan Joon in Public Forum debate.

Alternates include Ethan Bowman in U.S. Extemporaneous; Charlize Goff and Sammy Levy in Program Oral Interpretation; Hashim Durrani in Drama; and Maddie Nolen in Humor; and the team of Anvi Kumar and Harshini Sakthivel in Public Forum.

Other finalists included the team of Jacob Lantzman and Steven Cheung in Public Forum; Hridhay Reddy in U.S Extemporaneous; Antara Cleetus in International Extemporaneous; and the teams of Yash Jajoo & Devan Ekbote and Claire Chen & Sunny Chai in Policy debate. In addition, High School Principal Dr. Louis Angelo was awarded the Pittsburgh District Principal of the Year for his role in supporting the Speech & Debate Team throughout the years.

Members of the Speech & Debate team also qualified to compete at the National Catholic Forensic League Grand National Tournament as a result of their performance at the qualifying tournament on March 3, 2018, at Fort Couch Middle School.

Amanda Ross

Abby Riemer

The team of Jacob Lantzman and Steven Cheung

The team of Yash Jajoo and Devan Ekbote

Daniel Speer

Paarth Shankar

Ethan Bowman

The team of Wyatt Keating and Shebl Rosati

The team of Anber Bhuiyan and Aya Dakroub

Charlize Goff

Bryce Keating

Joe Phillips

Shanthi Krishnaswamy

Alternates include:

Spencer Miller

The team of Anika Sinha and Mathena Jencka

The team of Sunny Chai and Claire Chen

Chand Vadalia

Hridhay Reddy

Neha Patel

The Pittsburgh Civic Orchestra presented the fourth concert of its 2017-2018 series on Saturday March 24, 2018 in the Upper St. Clair High School Theater.

The concert featured winners of the Young Artist Concerto Competition co-sponsored by the Pittsburgh Civic Orchestra and the Pennsylvania Music Teachers Greater Pittsburgh Chapter.

As one of the winners of this year's auditions, Christian Chiu, a freshman at Upper St. Clair High School, performed the first movement of Chopin's Piano Concerto No 2.

Congratulations are extended to the following Parkway West Career and Technology Center's 2018 National Technical Honor Society Inductees:

Lillian Caudill – Public Safety Technology

Daniel Jaffee – Information Technology Essentials

Upper St. Clair freshman, Josh Matheny claimed gold during the PIAA state championships held March 14-17 at Bucknell University. He achieved victory in the 100-yard breaststroke and became the first freshman since 2008 to win an individual state title at the Class AAA level. In the individual medley, Josh placed eighth overall and earned All-State acclaim.

Congratulations are extended to the following students that placed in the top ten at the FBLA state competition in Hershey. Nine USC teams placed in the top 10 in the state with 2 advancing to the National competition.

Business Calculations

Sam Ding

Business Ethics

Meghan Joon

Arushi Khaitan

Mallika Matharu

Business Plan

Olivia John

Methena Jencka

Anika Sinha

E-Business

Shashank Kokkula

Sid Pandya

Connor Ryan

Management Information Systems

Sam Berlin

Neha Patel

Grace Wagner

Introduction to Information Technology

Harrison Chui

Sports and Entertainment Management

Anvi Kumar

Krishna Monpara

Mary Wilding

Introduction to Business Presentation

Devan Ekbote

Dev Patel

Introduction to Business Procedures

Nisarg Kalra

Middle School

The NFPA Fluid Power Challenge is a competition that encourages middle school students to solve an engineering problem using fluid power and demonstrate their skills using hands on experience. The student teams design and build a fluid power mechanism that they will use to compete in a timed competition. While many students worked on the project at Fort Couch, Phillip Markovitz, Evan Sarkett, Matt Earley, Colin Eccher, Ritvik Shah, Evan Tefft, Isha Sinha, and Adam Zheng went to the competition to represent USC. With 32 teams competing, the USC team brought home both the 1st place overall trophy and the best teamwork trophy. Congratulations are extended to all of the students who worked on the project.

Proposed
Technology Investment
2018-2019



Customizing Learning, Nurturing Potential ... ***Delivering Excellence***

Outside Funding

Federal e-Rate program 2006-2016	\$820,000
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Federal e-Rate program 2017	\$57,000
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PDE Classrooms for the Future Grant 2006-2008	\$580,000
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	\$1,457,000
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e-Rate applications for 2018*	\$38,000
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** Application submitted on February 28, 2018*



Budget Summary 2018-2019

Tech Budget for 2017-2018

\$1,416,000

Proposed Tech Budget for 2018-2019

\$1,373,000* (-\$43,000)

**Approximately 1.7% of the Proposed 2018-2019 Budget*



Main Tech Investments for 2018-2019

- Technology Infrastructure (Servers and Building Core Switches)
- Elementary Spanish iPad Cart Replacements (reallocated from HS)
- Expansion of iPads in Elementary Classrooms (reallocated from HS)
- Elementary Classroom Projector/Smart Board Replacement
- Middle School Laptop Replacements
- Expansion of 1:1 at the High School



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Technology Infrastructure

- Elementary Schools & Core Switches - \$56,000 (e-Rate project)
 - *Current switches are 8 years old and no longer supported by Cisco, no warranty or upgrade option. These switches support our phone systems, networks, Internet connectivity, and all the applications/systems.*
- (3) Servers that support our virtual infrastructure - \$33,000
 - *Current servers are 7 years old, Dell has declared them “end of life”, cannot use with new versions of our virtual server platform VMWARE*



Software, Licenses, and Applications

- Microsoft Licenses (servers, workstations, and databases) changed to a yearly subscription model



- JAMF management software for all networked devices, including computers, laptops, and iPads moved to the cloud



- MMS Student Database moved to the cloud



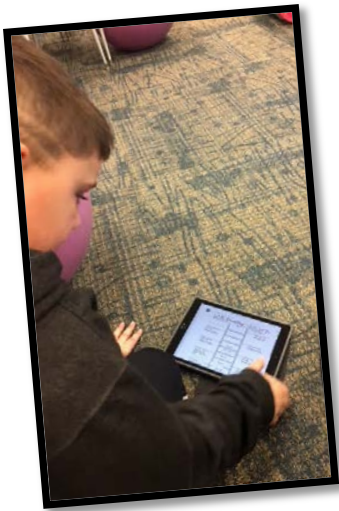
- Additional software moved to the yearly subscription based model

Total Investment \$238,000 (increase of \$66,000)



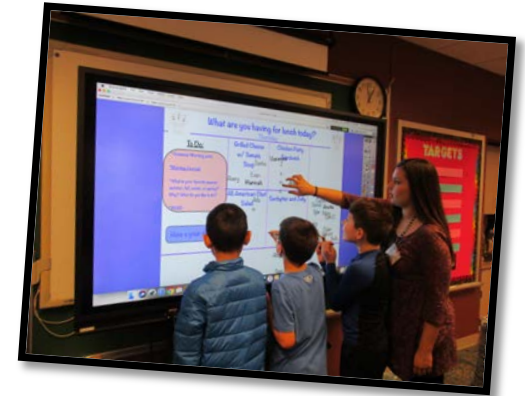
Elementary Schools

- Spanish iPad carts (reallocated from HS) - **\$0.00**
 - *The Spanish program has been designed with the use of iPads for each student in the class, 30 iPads per elementary school. The current iPads are 6 years old.*
- 6-8 iPads per Elementary Classroom (reallocated from HS) - **\$0.00**
 - *Currently piloting this model in one grade level in each elementary building. Each classroom had (4) 11-12 year old desktops computers that have been removed from each classroom over the last two years. iPads are replacing the desktops in elementary classrooms.*
 - **Rationale:** *Expanded use of electronic instructional resources allows the teacher to engage in small group instruction, use of centers, and self directed learning activities.*



Elementary Schools

- Replacement Classroom Projector/Smart Board - **\$54,800** (\$274,000 over 5 years)
 - *Currently piloting a mobile ActivPanel in one grade level in each elementary building*
 - **Rationale:** *All the projectors/boards in the elementary building are "end of life" and 10-11 years old. The new ActivPanel allows the board to be an extension of the teacher's computer – and the content can be manipulated and recorded with students/teachers interacting directly with the content. It allows video into the classroom and electronic resources to be shared with the entire class – presenting and demonstrating concepts.*



Middle Schools

- Replacement of Fort Couch Innovation Hub/Engineering laptops - **\$9,400**
(\$47,000 over 5 years)
 - *Current computers are 7 years old and hardware is “end of life”.*
- 4 Laptop Carts (two for Fort Couch, two for Boyce) - **\$21,600**
(\$108,000 over 5 years)
 - *Current desktop computers are from 2007-2009, current laptops are from 2010.*
 - *Laptops needed for state testing, advanced graphic design, professional video editing, assistive technology, and legacy programs.*



High School

- Replacement of Shop@USC computers - **\$1500** (\$7,500 over 5 years)
 - *Current computers are 7 years old and refurbished*
- Replacement of TV Studio computers - **\$7,400** (\$37,000 over 5 years)
 - *Current computers are 7-9 years old*
- Expansion of 1:1 to all grade levels at the High School - **\$199,500** (\$598,500 over 3 years)



Proposed Leases

\$210,000 per year for three years = **\$598,500**

High School 1:1 Expansion	\$210,000	(\$598,500)

	\$210,000 (includes interest)	

\$130,000 per year for five years = **\$650,000**

Elementary ActivPanels	\$54,800	(\$274,000)
Replacement FC Innovation Hub/Engineering Laptops	\$9,400	(\$47,000)
Replacement Shop@USC Computers	\$1,500	(\$7,500)
Replacement HS TV Studio Computers	\$7,400	(\$37,000)
Replacement Middle School Laptops & Computers	\$23,600	(\$118,000)
Video Projectors	\$2,300	(\$11,500)
Miscellaneous staff laptop replacements	\$2,100	(\$10,500)
Elementary Building Core Switches	\$11,200	(\$56,000)
Servers	\$6,600	(\$33,000)

	\$130,000 (includes interest)	

Total Proposed New Lease Payments for 2018-2019 = \$340,000

Requires vote at the May 7th Board Meeting



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2018-2019 Lease Payments

Total 2018 – 2019 Lease Payments \$692,966 (*decrease of \$48,411*)

▪ Lease Payments in 2017-2018	\$741,377
▪ Expiring Leases at the end of 2017-2018	-\$388,411

	\$352,966 (<i>remaining lease payments</i>)
▪ Proposed Leases for 2018-2019	+\$340,000

	\$692,966



Copying/Printing

- Increase in the amount of instructional materials that our staff are creating/copying with our copiers (increase of \$10,000)
 - Recommending restructuring of our copier lease contracts
Requires vote at the May 7th Board Meeting
- Increase in the amount of instructional materials being sent to the outsourced Office Depot Copy Center (increase of \$22,000)



COPY & PRINT
DEPOT



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Any Questions?



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PERSONNEL LISTINGS**DATE: April 23, 2018****Board Meeting****Curriculum Leader – Resignation**

Name	Location	Assignment	Notification Date	Last Date Worked
Pickell, Donald	High School	.5 Fine & Performing Arts Curriculum Leader	3-22-18	6-30-18

Professional Staff – Leave of Absence

Name	Location	Assignment	Type of Leave	Leave Dates
Cornali, Amy	Streams	Elementary Teacher	Personal Leave	Beginning 4-3-18
Manion, Kara	Baker	Elementary Teacher	Personal Leave	Beginning 3-12-18
McCullough, Gary	Boyce	Elementary Teacher	Military Leave	3-16-18
McIntyre, Kathryn	Streams	Elementary Teacher	Sabbatical Leave for Professional Development	2018-2019 school year
Nettles, Sarah	Ft. Couch	Math Teacher	Personal Leave	Anticipated dates 5-31-18 through last day of teacher responsibility for the 2017-18 school year
Nettles, Sarah	Ft. Couch	Math Teacher	Personal Leave	Anticipated dates 8-21-18 through 5-30-19
Smith, Tracy	High School	Physics Teacher	Sabbatical Leave for Professional Development	2018-2019 school year
Von Bloch, Jessica	Ft. Couch	Math Teacher	Personal Leave	4-9-18 through last day of teacher responsibility for the 2017-18 school year

Professional Staff – Change of Status (Leaves)

Name	Location	Assignment	From	To
Decroo, Jennifer	Eisenhower	Special Ed Teacher	Personal Leave Anticipated leave dates 4-3-18 through last day of teacher responsibility for the 2017-18 school year	Personal Leave 3-23-18 through last day of teacher responsibility for the 2017-18 school year
Kristan, Erica	Eisenhower	Elementary Teacher	Personal Leave 8-23-17 through 5-21-18	Personal Leave 8-23-17 through last day of teacher responsibility for the 2017-18 school year
Lagania, Yasmina	Ft. Couch	Math Resource Teacher	Anticipated dates 3-12-18 through 6-6-18	3-12-18 through 6-6-18

Professional Staff – Change of Status (Long-term Assignment Dates)

Name	Location	From	To
Garces, Amy	Eisenhower	Elementary Teacher (Long-term Substitute for E. Kristan 8-23-17 through 11-30-17)	Elementary Teacher (Long-term Substitute for E. Kristan 8-23-17 through last day of teacher responsibility for the 2017-18 school year)

Classified Staff – Elections

Name	Location	Assignment	Effective	Salary
Lucas, Lisa	Boyce	PT Nutrition Center Worker	3-23-18	\$11.62/hr

Classified Staff – Leave of Absence

Name	Location	Assignment	Type of Leave	Leave Dates
Geisler, Jacqueline	Boyce	Teacher Aide	Personal Leave	3-6-18 through 3-20-18
Jordan, William	High School	Head Custodian	Personal Leave	Beginning 4-24-18
Martin, John	Baker	Custodian	Personal Leave	Return to Work 4-3-18
Osbourne, Cynthia	High School	Teacher Aide	Personal Leave	Beginning 4-9-18

Other Staff – Leave of Absence

Name	Location	Assignment	Type of Leave	Leave Dates
Glikis, Leslie	Bus Garage	Bus Driver	Personal Leave	Return to work 4-30-18

Other Staff – Change of Status

Name	From	To	Effective Date
Mechenbier, Richard	Substitute Bus Driver (\$16.50/hour)	Bus Driver (\$20.64/hour)	4-24-18

Other Staff – Resignation

Name	Location	Assignment	Notification Date	Last Date Worked
Himes, William	Bus Garage	Bus Driver	4-23-18	4-20-18

District Substitute List – Additions

Professional:

Name	Type of Substitute	Effective
Compel, Lauren	School Nurse	4-17-18
Hay, Krista Alexandra	English	4-10-18
Rollick, Laura	Music PK-12	4-4-18
Wharton, Lauren	School Nurse	3-13-18
Temoff, Tonya	School Nurse	4-6-18

Other:

Name	Type of Substitute	Effective
Kappeler, Cindy	Bus Attendant	4-2-18

District Substitute List – Deletions

Professional:

Name	Type of Substitute	Effective
Hannan, Courtney	School Nurse	4-6-18
Swanson, Marissa	School Nurse	4-6-18

Extra-Curricular Activities – New Appointments (2017-2018 School Year)

Name	Position	Salary
Neice, Ashley	HS Track Volunteer Coach	\$0.00

Extra-Curricular Activities – Re-Appointments (2017-2018 School Year)

Name	Position	Salary
Lang, Richard	MS Pit Orchestra Director (Fort Couch)	\$750
Lang, Richard	Spring Musical Musician	\$700*
Scandrol, Paula	Spring Musical Musician	\$700*
Shoemaker, Sarah	Spring Musical Musician	\$700*

*Funded from proceeds of ticket sales

Extra-Curricular Activities – Deletions

Name	Position	Last Date Worked
Harkleroad, Mary Beth	Middle School Track Assistant Coach	5-9-17
Madia, Lauren	Middle School Assistant Softball Coach	5-8-17
Morton, Shawn	HS Spring Sports Conditioning Coach	5-31-17
Powell, Jason	Rifle Head Coach	2-16-18
Render, Jim	HS Spring Sports Conditioning Coach	5-31-17

3031 GASB #34 Capitalization**Purpose**

The Board recognizes the need to implement the required accounting and financial reporting standards stipulated by the Pennsylvania Department of Education.

The primary objectives of implementing the GASB Statement 34 are to assure compliance with state requirements, and properly account for both the financial and economic resources of the District.

Authority

Participation of the School District in any such activity shall be in accordance with Board policy.

Delegation of Responsibility

The responsibility to coordinate the compilation and preparation of all information necessary to implement this policy is delegated to the Director of Business and Finance.

The designated individual shall be responsible for implementing the necessary procedures to establish and maintain a fixed asset inventory, including depreciation schedules. Depreciation shall be computed on a straight-line basis over the useful lives of the assets, using an averaging convention. Normal maintenance and repairs shall be charged to expense as incurred; major renewals and betterments that materially extend the life or increase the value of the asset shall be capitalized. A schedule of accumulated depreciation shall be consistent from year to year. The basis for depreciation, including groups of assets and useful lives, shall be in writing and submitted for review to the Independent Auditors.

The Director of Business and Finance in conjunction with the Independent Auditors shall prepare the required Management Discussion and Analysis (MD&A). The MD&A shall be in the form required by GASB Statement 34 and shall be submitted to the Board for approval, prior to publication.

Guidelines

In order to associate debt with acquired assets, and to avoid net asset deficits, any asset that has been acquired with debt proceeds shall be capitalized, regardless of the cost of the asset. The asset life of the assets shall be considered relative to the time of the respective debt amortizations.

For all other assets not acquired by debt proceeds, the dollar value of any single item for inclusion in the fixed assets accounts shall be not less than four thousand dollars (\$4000).

The assets listed below do not normally individually meet capitalization threshold criteria:

1. Library books.
2. Classroom books.
3. Computer equipment.
4. Classroom furniture.

Any individual asset below the capitalization threshold of four thousand dollars (\$4000) will not be capitalized.

Asset Class	Examples	Years/Range
Land		n/a
School Buildings		50
Swimming Pools		50
Electrical/Plumbing		30
Interior Construction		25
Sprinkler/Fire Systems		25
Site Improvements	Paving, flagpoles, retaining walls, sidewalks, fencing, outdoor lighting	20
HVAC Systems	Heating, ventilation, air conditioning systems	20
Roofing		20
Outdoor Equipment	Playground, radio towers, fuel tanks, pumps	20

Furniture & Accessories	Classroom & office furniture	20
Kitchen Equipment	Appliances	15
Grounds Equipment	Movers, tractors, attachments	15
Machinery & Tools	Shop & maintenance equipment, tools	10
Custodial Equipment	Floor scrubbers, vacuums, other	10
Business Machines	Fax, duplicating & printing equipment	10
Communication Equipment	Mobile, portable radios, non-computerized	10
Audio Visual Equipment	Projectors, cameras (still & digital)	10
Musical Instruments	Pianos, string, brass, percussion	10
Athletic Equipment	Cardiovascular/exercise equipment	10
Licensed Vehicles	Buses, other on-road vehicles	8
Carpet Replacements		7
Computer Hardware	PC's, printers, network hardware	5
Computer Software	Instructional, other short-term	5
Computer Software	Administrative or long-term	5
Library Books	Collections	5
Uniforms		5

Assets that fall below the capitalization threshold for GASB 34 reporting purposes may still be significant for insurance, warranty service, and obsolescence/replacement policy tracking purposes. The District may record and maintain these non-GASB 34 asset inventories in subsidiary ledgers.

ADOPTED: April 23, 2018

3032 Food Services**Purpose**

The Board recognizes that students require adequate, nourishing food and beverages in order to grow, learn and maintain good health. The Board directs that students shall be provided with adequate space and time to eat meals during the school day.

Authority

The Food Service Program shall be operated in compliance with all applicable state and federal laws and regulations, as well as federal guidelines established by the Child Nutrition Division of the United States Department of Agriculture (USDA).

The District shall ensure that, in the operation of the food service program, no student, staff member, or other individual shall be discriminated against on the basis of race, color, national origin, age, sex or disability.

Food sold by the school may be purchased by students and District employees, but only for consumption on school premises. The price charged to students shall be established by the District in compliance with state and federal laws.

Non-program food shall be priced to generate sufficient revenues to cover the cost of such items. A non-program food shall be defined as a food or beverage, other than a reimbursable meal or snack that is sold at the school and is purchased using funds from the child nutrition account. Non-program foods include but are not limited to adult meals and à la carte items. All sales of non-program food shall be recorded to the Food Service Fund.

Delegation of Responsibility

Operation and supervision of the Food Service Program shall be the responsibility of the Director of Business & Finance and the Food Services Director.

A statement financial summary of the receipts and expenditures for Food Service Fund shall be presented to the Board monthly for approval. Cafeterias shall be operated on a nonprofit basis. A periodic financial review of the cafeteria accounts shall be made by the Accounting Manager.

The individuals responsible for the operation and supervision of the Food Service Program shall ensure that school meals meet the standards required by the School Breakfast Program, the National School Lunch Program and the Special Milk Program.

The Superintendent or designee shall comply with state and federal requirements for conducting cafeteria health and safety inspections and ensuring employee participation in appropriate inspection services and training programs.

The Superintendent or designee shall develop and disseminate administrative regulations to implement this policy.

The Superintendent or designee shall annually notify students, parents/guardians and employees concerning the contents of this policy and applicable administrative regulations. Notification shall include information related to nondiscrimination.

Guidelines

To reinforce the district's commitment to nutrition and student wellness, foods served in school cafeterias shall:

1. Be carefully selected to contribute to students' nutritional well-being and health.
2. Meet the nutrition standards specified in law and regulations and approved by the Board.
3. Be prepared by methods that will retain nutritive quality, appeal to students, and foster lifelong healthy eating habits.
4. Be served in grade-level appropriate quantities, at reasonable prices.

The District shall use USDA Foods for school menus available under the Child Nutrition USDA Foods Programs.

All funds derived from the operation, maintenance or sponsorship of the Food Service Program shall be deposited in the separate Food Service Fund, in the same manner as other District funds. Such funds shall be expended in the manner approved and directed by the Board, but no amount shall be transferred from the Food Service Fund to any other account or fund;

however, District cash advances to the Food Service Program may be reimbursed to the District's General Fund.

Free/Reduced-Price School Meals and Free Milk

The District shall provide free and reduced-price school meals and/or free milk to students in accordance with the terms and conditions of the National School Lunch Program, the School Breakfast Program and the Special Milk Program.

The District shall conduct direct certification three (3) times per year using the Pennsylvania Student Eligibility System (PA-SES) to identify students who are eligible for free school meal benefits without the need for submission of a household application. Direct certification shall be conducted:

1. At or around the beginning of the school year.
2. Three (3) months after the initial effort.
3. Six (6) months after the initial effort.

The District may also conduct direct certification on a weekly or monthly basis.

Throughout the school year, the administration and/or school counselors should make an effort to provide information regarding the free and reduced-price meal program to families.

Accommodating Students With Special Dietary Needs

The District shall make appropriate food service and/or meal accommodations to students with special dietary needs in accordance with applicable law, regulations and Board policy.

School Meal Service and Accounts

To ensure the effective operation of the District's Food Service Program and delivery of school food program meals to students, the district shall:

1. Assign individual school meal accounts to each student for the purchase of meals served in school cafeterias, which ensure that the identity of each student is protected.
2. Notify parents/guardians when the student's school meal account reaches a low balance.
3. Notify parents/guardians when the student's school meal account reaches a negative balance. The notice shall include information on payment options.
4. Provide a school food program meal to each student who does not have the money to pay for the school food program meal or who has a negative balance in his/her school meal account, unless the student's parent/guardian has specifically provided written notice to the district to withhold a school food program meal.

When a student owes money for five (5) or more school food program meals, the district shall make at least two (2) attempts to contact the student's parent/guardian and shall provide the application for free/reduced-price school meal benefits to the parent/guardian to apply for benefits under federal school meal programs. The district may offer assistance to parents/guardians with applying for free/reduced-price school meal benefits.

Communications regarding money owed by a student for school meals shall be made to the student's parent/guardian, not the student, unless the student is an emancipated minor.

The District shall be permitted to contact the student's parent/ guardian by means of a letter addressed to the parent/guardian that is delivered by the student. Also, the District may communicate directly with the parent/guardian via phone or email regarding low or negative student account balances.

Furthermore, the District is permitted to provide a student with their meal account balance if that student asks for the balance information.

District schools shall be prohibited from:

1. Publicly identifying or stigmatizing a student who cannot pay for a school food program meal or who has a negative school meal account balance.

2. Requiring a student who cannot pay for a school food program meal to perform chores or other work to pay for the meal, unless chores or other work are required of all students regardless of their ability or inability to pay for a school food program meal.
3. Requiring a student to discard a school food program meal after it was served to the student due to the student's inability to pay for the meal or due to a negative school meal account balance.

This policy and any applicable procedures or administrative regulations regarding school meal charges and school meal accounts shall be communicated annually to school administrators, school food service personnel, other appropriate school staff, and contracted food service personnel.

The district shall provide parents/guardians with access to a written copy of this policy and any applicable procedures or administrative regulations at the start of each school year, when a student enrolls in school after the start of the school year, and when a parent/guardian is notified of a negative school meal account balance.

Collection of Unpaid Meal Charges

All reasonable efforts shall be made by the District to collect unpaid meal charges from parents/guardians. The District may utilize emails and/or phone calls to communicate directly with the parent/guardian concerning a negative balance. Efforts taken in the collection shall not have a negative impact on the student involved, but shall focus primarily on the parents/guardians responsible for providing funds for meal purchases.

Any family with a **total** balance exceeding one hundred fifty dollars (\$150) must have an approved payment plan. The family will be notified by certified letter regarding the negative student account balance(s) exceeding one hundred fifty dollars (\$150), including the requirements under this policy. Once a payment plan is established, the debt owed will be removed from the students account for the collection process. The student(s) may continue to charge meals to their student account, but the account(s) must remain current and in “good standing”. The following reasons will initiate legal action by the District to collect any monies owed:

1. A payment plan is not set up by the parent/guardian
2. A payment plan is not adhered to by the parent/guardian
3. The student(s) current account is not in “good standing”

Any applicable court cost/fees incurred by the District will be added to the outstanding balance.

Procurement

Procurement of goods or services for the food service program shall meet the requirements of applicable law, regulations and Board policy and procedures.

Professional Standards for Food Service Personnel

The District shall comply with the professional standards for school food service personnel who manage and operate the National School Lunch and School Breakfast Programs. For purposes of this policy, professional standards include hiring standards for new food service program directors and annual continuing education/training for all individuals involved in the operation and administration of school meal programs. Such professional standards shall apply to both district-operated food service programs and contracted food service programs.

School Food Safety Inspections

The District shall obtain two (2) safety inspections per year in accordance with local, state, and federal laws and regulations.

The District shall post the most recent inspection report and release a copy of the report to members of the public, upon request.

School Food Safety Program

The District shall comply with federal requirements in developing a food safety program that enables district schools to take systematic action to prevent or minimize the risk of foodborne illness among students.

The District shall maintain proper sanitation and health standards in food storage, preparation and service, in accordance with applicable state and local laws and regulations and federal food safety requirements.

ADOPTED: April 23, 2018