



FREEPORT AREA SCHOOL DISTRICT
Freeport, Pennsylvania

BOARD OF SCHOOL DIRECTORS
REGULAR MEETING AGENDA

Wednesday, June 12, 2024, at 7:00 pm

1. CALL TO ORDER BY THE BOARD PRESIDENT

a. Roll Call:

Christine F. Davies	Dino A. DiGiacobbe
John K. Haven	Michael J. Huth
Sylvia R. Maxwell	Gary L. Risch, Jr.
Daniel Ritter	Gregory Selinger
Melanie A. Zembrzusi	

b. Pledge of Allegiance

c. Welcome to the Public

Meeting participants are reminded to please silence their mobile devices.

Public Comment

Comments from the public on any agenda items will be presented at this time under the direction of the Board President. Board Policy No. 903 provides that individual public comment shall not exceed five (5) minutes and the portion of the meeting during which the public is invited to speak shall not exceed 30 minutes. Completed Public Participation forms will be collected as required by Policy 903.

Attachment

2. REPORTS

- | | |
|---|--------------|
| a. Minutes of the Regular Meeting held on May 8, 2024 | <u>Tab A</u> |
| b. Secretary's Meeting Report | <u>Tab B</u> |

Attachment

- c. Administration Report
 - Final 2024-2025 General Operating Budget Presentation (June 5)
- d. President's Report
- e. Lenape Technical School Report
- f. Armstrong-Indiana Intermediate Unit 28 (ARIN) Report
- g. Committees Report
- h. Legislative Report
- i. Freeport Area School District Foundation Report

Tab C

3. PERSONNEL

- a. Action on accepting the resignation of Erin L. Joyce, Educational Assistant, effective May 31, 2024.
- b. Action on accepting the resignation of Sandra A. Laidlaw, part-time Cafeteria Worker, effective May 31, 2024.
- c. Action on accepting the resignation of Alyssa A. Cadamore, Teacher, effective June 30, 2024.
- d. [Action on accepting the resignation of Erika L. Planavsky, Teacher, effective July 31, 2024](#)
- e. Action on approving the request of Employee No. 2373 for Family and Medical Leave Act (FMLA) Leave.
- f. Action on approving the request of Employee No. 4121 for Family and Medical Leave Act (FMLA) Leave.
- g. Action on approving the request of Employee No. 1757 for Family and Medical Leave Act (FMLA) Leave.

Tab DTab ETab FTab G

Attachment

- h. Action on approving the request of Employee No. 2236 for Family and Medical Leave Act (FMLA) Leave.
- i. Action on approving the employment of the individuals listed on the attachment as Substitute Custodians, from June 13, 2024, through August 15, 2024, at the rates provided on the attachment. Tab H
- j. Action on approving the employment of [Makayla A. Bowersox](#) and [Michael J. Williams](#) as full time Custodians, at an hourly wage rate of \$15.50, effective July 1, 2024, and contingent on satisfactory completion of all pre-employment requirements.
- k. Action on approving the employment of [Deborah J. Pastoria](#) as a part-time Cafeteria Worker, at an hourly wage rate of \$12.75, effective August 1, 2024, and contingent on satisfactory completion of all pre employment requirements.
- l. Action on approving the employment of [Julie A. Fry](#) as a School Nurse Assistant, at an hourly wage rate of \$24, effective August 1, 2024, and contingent on satisfactory completion of all pre-employment requirements.
- m. Action on accepting the resignation of [Julie A. Fry](#), Cafeteria Worker, effective August 1, 2024. Tab I
- n. Action on approving the employment of the individuals listed on the attachment as Professional Learning Mentors and New-Teacher Mentors for the 2024-2025 school year, with salaries in accordance with contracted terms of remuneration approved by the Board. Tab J

Attachment

- o. Action on approving the employment of the paid and volunteer individuals listed on the attachment for the District's 2024-2025 Athletics Programs, with salaries in accordance with contracted terms of remuneration approved by the Board and contingent on satisfactory completion of all pre-employment requirements (additions for approval listed below).

[Tab K](#)

[Philippe R. Bromfield](#), Volunteer Girls Soccer Coach
 Robert G. Livrone, Volunteer Cross-Country Coach
 Dana L. Pfaff, Volunteer Cross-Country Coach
[Charles E. Sarver](#), Volunteer Cross-Country Coach
 Joel R. Schaeffer, Volunteer Cross-Country Coach
[Linsey A. Schnur](#), Assistant Cross-Country Coach - \$1,728
 Olivia N. Sutara, Volunteer Cross-Country Coach
 Dennis E. Wuyscik, Junior Varsity Golf Coach - \$2,652

- p. Action on approving the employment of the paid and volunteer individuals listed on the attachment for the District's 2024-2025 Extracurricular Programs, with salaries in accordance with contracted terms of remuneration approved by the Board and contingent on satisfactory completion of all pre-employment requirements (additions for approval listed below).

[Tab L](#)

Drew M. Brenborg, Volunteer Musical Advisor
 Heather A. Koharchik, Volunteer Musical Advisor
 Stephen J. Kovach, Volunteer Musical Advisor
 Danielle J. Pomfret, Volunteer Musical Advisor
 Jacob M. Schaeffer, Volunteer Musical Advisor
 Elizabeth K. Surgil, Musical Advisor (Coordinator) - \$2,342

4. CURRICULUM AND TECHNOLOGY

- a. Action on approving the attached student handbooks/codes of conduct for the 2024-2025 school year.
- b. Action on approving the attached assessment schedule for the 2024-2025 school year.

[Tab M](#)[Tab N](#)

Attachment

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|----|--|--------------|
| c. | Action on approving the attached Affiliation Agreement with Duquesne University School of Education for its field placements, student teaching, and internships, from June 1, 2024, to June 1, 2029.
TABLED | <u>Tab O</u> |
| d. | Action on approving the attached School Affiliation Agreement with the University of Phoenix for placement of its students in District schools, from April 15, 2024, until the Agreement is terminated by either party.
TABLED | <u>Tab P</u> |
| e. | Action on approving the attached Memorandum of Understanding with Wilkes University, regarding its Education Certification Programs, from May 13, 2024, through December 1, 2024. | <u>Tab Q</u> |

5. **ATHLETICS AND ACTIVITIES**

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|----|--|--------------|
| a. | Action on approving a performance by the District's Marching Band at Kennywood Park in West Mifflin, Pennsylvania, on August 14, 2024. | |
| b. | Action on approving the participation of High School students in the Foundation Cross Country Invitational to be held on September 20 and September 21, 2024, in Hershey, Pennsylvania, as described on the attachment, at no cost to the District. | <u>Tab R</u> |
| c. | Action on approving the request of Jennifer A. Dell, South Buffalo Elementary School Play Director, for approval of the 2024-2025 South Buffalo Elementary School student production of:

<i>The Entire American Revolution (in 40 Minutes or Less!)</i> | <u>Tab S</u> |
| d. | Action on granting pre-approval for a Music Department High School student field trip to Pigeon Forge, Tennessee, in the spring of 2025, described on the attachment. | <u>Tab T</u> |

*Attachment***6. POLICY**

- a. Action on approving the adoption of the attached revised School Board Policy No. 222 (Tobacco and Vaping Products). Tab U
- b. Action on approving the adoption of the attached revised School Board Policy No. 227 (Controlled Substances/Paraphernalia). Tab V
- c. Action on approving the adoption of the attached revised School Board Policy No. 323 (Tobacco and Vaping Products). Tab W
- d. Action on approving the adoption of the attached revised School Board Policy No. 351 (Drug and Substance Abuse). Tab X
- e. Action on approving the adoption of the attached revised School Board Policy No. 707 (Use of School Facilities). Tab Y

7. OTHER BUSINESS

- a. Action on approving the attached Change Order HC-3 to Contract #2 HVAC Construction with East West Manufacturing & Supply Company, Inc., for the Freeport Area High School Boiler and Electrical Projects, for a decreased cost in the contract sum of \$9,055. Tab Z
- b. Action on approving the attached final payment application from East West Manufacturing & Supply Co., Inc. (Contract No. 2 – HVAC Construction) for the High School Renovations Project. Tab AA
- c. Action on the appointment of Sylvia A. Crytzer, Aven J. Heavner, Emma G. Michelini, Lucia A. Danka, Dawson J. Gaillot, Mario P. Lesko, Himani Harrell, and Peyton A. Los as Student School Board Members for the 2024-2025 school year.

- Attachment*
- d. Action on appointing the firm of Tucker Arensberg, P.C. as school board solicitor for the 2024-2025 school year as per the firm's attached proposal dated May 23, 2024. Tab BB
- e. Action on approving the election of Tracy Bowser as the Lenape Joint Operating Committee and Armstrong County Area Vocational-Technical School Board Treasurer for a one-year term expiring on June 30, 2025. Tab CC
- f. Action on approving the attached Mutual Aid Memorandum of Understanding for Emergency Management with the other districts and vocational technical schools in Armstrong and Indiana counties. Tab DD
- g. Action on approving the attached Student Assistance Program Agreement with Butler County Human Services Center for Community Resources for the 2024-2025 school year. Tab EE
- h. Action on approving the attached Agreement with Armstrong Indiana (ARIN) Intermediate Unit 28 for Licensed Professional Counselor services to be provided during the 2024-2025 school year, at a cost to the District not to exceed \$80,000. Tab FF
- i. [Action on approving the attached Agreement with the Caring Foundation, for grief support services for students and their families through the Highmark Caring Place Center for Grieving Children, Adolescents and their Families, for a 24-month term, at no cost to the District.](#) Tab GG
- j. Action on approving the appointment of Elizabeth Cassisi as School District Dentist for the 2024-2025 school year at an annual rate of \$150, plus the cost of supplies not to exceed \$100. Tab HH
- k. Action on approving the attached Agreement with Buffalo Township for police officer traffic control services to be provided during the 2024-2025 school year, at an hourly rate per officer of \$115. Tab II

- Attachment*
- l. Action on accepting the attached proposal from School Health Corporation, for automated external defibrillator (AED) service, maintenance, and inspection services, from July 1, 2024, to June 30, 2025, at a cost of \$3,135. Tab JJ
- m. Action on approving the renewal of the District's device damage protection program for 2024-2025 through Arthur J. Gallagher & Co. Risk Management, as described on the attachment, at no cost to the District. Tab KK
- n. Action on approving the attached proposal from n2y, LLC, for renewal of one license to use its News2you solution, from August 29, 2024, through August 28, 2025, at a cost of \$249.99. Tab LL
- o. Action on approving the attached proposal from NWEA, a division of Houghton Mifflin Harcourt Publishing Company, for one license to its MAP Growth Foundations Online solution, including up to 950 student records, from August 1, 2024, through July 31, 2025, at a total cost of \$14,775. Tab MM
- p. Action on approving the attached proposal from Edulink, Inc., for license to use its PA-EETEP electronic teacher evaluation portal during the 2024-2025 school year, at a total cost of \$8,267. Tab NN
- q. Action on approving the attached proposal from Edulink, Inc., for license to use its COMPLY Software / Act 48 Module solution during the 2024-2025 school year, at a total cost of \$4,033. Tab OO
- r. Action on approving the attached proposal from Lexia Voyager Spris Inc., for a license to use its Acadience Learning Online (ALO) Reading K-6 Manual Entry solution for 850 users during the 2024-2025 school year, at a total cost of \$2,550. Tab PP
- s. Action on approving the attached proposal from IXL Learning, for a 3-year license to use its Professional Learning Services solution, from March 29, 2024, through March 29, 2027, at a total cost of \$51,942 (\$27,271 for year 1, \$12,336 for year 2, and \$12,335 for year 3). Tab QQ

Attachment

- t. Action on approving the attached proposal from Harris Education Solutions/OnHand Schools, for a license to use its EdInsight Instructional Management System during the 2024-2025 school year and including a 10-hour coaching package, at a total cost of \$6,800. Tab RR
- u. Action on approving the attached proposal from Clever Inc. for 2,144 student user licenses to its Clever Identity Management (IdM) solution, from June 30, 2024, through June 30, 2027, at a cost of \$8,683.20. Tab SS
- v. Action on approving the attached Planned Maintenance Service Agreement with CS&E Combustion Service & Equipment Co., for boiler inspection and maintenance services to be provided from July 1, 2024, through June 30, 2025, at a cost of \$3,475. Tab TT
- w. Action on approving the attached proposal from Tobey-Karg Service Agency, Inc., for preventative maintenance services to be provided to chiller equipment at Freeport Area High School, Buffalo Elementary School, and South Buffalo Elementary School, in 2024, at a cost of \$7,550. Tab UU
- x. Action on approving the attached proposal from Tobey-Karg Service Agency, Inc., for preventative maintenance services to be provided to chiller equipment at Freeport Area Middle School in 2024, at a cost of \$2,250. Tab VV
- y. Action on approving the attached proposal from Allegheny Refrigeration Sales Co., for purchase and delivery of the freezer equipment described in the proposal, for the Buffalo Elementary School cafeteria, at a cost of \$14,250. Tab WW
- z. Action on approving the attached proposal from Great Lakes Ventures, dba Great Lakes Hotel Supply, for purchase, delivery, and installation of the a la carte serving equipment described in the proposal, for the Freeport Area High School cafeteria, at a cost of \$10,395.99. Tab XX

- Attachment*
- aa. Action on approving the attached proposal from Great Lakes Ventures, dba Great Lakes Hotel Supply, for purchase, delivery, and installation of the warmer equipment described in the proposal, for the Freeport Area Middle School cafeteria, at a cost of \$7,681. Tab YY
- bb. Action on approving the attached proposal from Singer Equipment Company, for the purchase and delivery of the mixer equipment described in the proposal, for the South Buffalo Elementary School cafeteria, at a cost of \$6,156.44. Tab ZZ
- cc. Action on approving the attached Agreement with Merakey Pennsylvania for educational services which may be provided to resident students, from August 1, 2024, through July 31, 2025, with fees as provided on Exhibit A to the Agreement. Tab AAA
- dd. Action on approving the attached Clinical Support Tuition Service Agreement with Pittsburgh Behavioral Services, Inc., for services to be provided to a resident student in accordance with the student's IEP during the 2024-2025 school year, at a cost of \$18,176.76. Tab BBB
- ee. Action on approving the attached Memorandum of Understanding with the Pennsylvania State Police Troop D / Butler Barracks for school years 2024-2025 and 2025-2026. Tab CCC
- ff. Action on approving the attached Memorandum of Understanding with the Pennsylvania State Police Troop D / Kittanning Barracks for school years 2024-2025 and 2025-2026. Tab DDD
- gg. Action on approving the attached independent contractor agreements with [Craig A. Chodkowski](#) and [John R. Michelli](#), to serve as School Police Officers, at the hourly rate of \$31.00, and contingent on satisfactory completion of all pre-appointment requirements. Tab EEE

- Attachment*
- hh. Action on authorizing the District solicitor to file the attached Petitions for Appointment of School Police Officers with the Court of Common Pleas of Armstrong County, Pennsylvania, and the Court of Common Pleas of Butler County, Pennsylvania. Tab FFF
- ii. Action on authorizing administration to submit an Environmental Repairs Grant application via the Public School Environmental Repairs Program. Tab GGG
- jj. Action on accepting the Band Uniform Bid Award to [Stanbury Uniforms, LLC](#), in the amount of [\\$93,027.20](#) based on the bid application process conducted by the District for the purchase of new Band Uniforms. Tab HHH
- kk. [Action on accepting the donation valued at approximately \\$4,000 of six belt swings and two zero gravity swing chairs \(including the cost of installation\) for the Buffalo Elementary School playground, from the Buffalo Elementary School PTO.](#) Tab III
- ll. Action on approving a Student Disciplinary Agreement for Student A, as recommended by Administration.

8. **FINANCE**

Finance Report

Tab JJJ

- a. Action on approving the May reports as listed: Tab KKK

- General Fund Reports
- Capital Projects Fund Reports
- Debt Service Fund Reports
- Food Service Fund Reports
- Athletics Reports
- Slivan Scholarship Fund Report
- Student Activity Fund Reports
- Investment Report
- Treasurer's Report

Attachment

- b. Action on approving May payments in the amount of \$1,649,439.89 as listed:

[Tab LLL](#)

General Fund Payments	\$1,377,771.63
Athletic Payments	\$1,071.00
Capital Projects Fund Payments	\$147,438.66
Debt Service Fund Payments	\$71,476.20
Food Service Fund Payments	\$51,682.40

- c. Action on approving the attached list of budgetary transfers.

[Tab MMM](#)

- d. Action on approving the transfer of \$300,000 from the General Fund to the Capital Fund, as budgeted during the 2023-2024 school year.

- e. Action on authorizing the Director of Finance and Operations to make final year-end 2023-2024 budgetary transfers, which will be reported to the Board for approval in September 2024, as recommended by the state auditor.

- f. Action on approving the student activity accounts listed on the attachment for the 2024-2025 school year.

[Tab NNN](#)

- g. Action on authorizing and directing Administration to publicize on the Freeport Area School District website an itemized listing of real estate tax delinquencies, including the names of the delinquent taxpayers and the amounts owed, with delinquent taxpayer information coordinated and updated via the Armstrong County and Butler County tax offices on an annual basis per the County office timelines.

TABLED

- h. Action on awarding workmen’s compensation insurance coverage for the 2024-2025 school year to UPMC for the premium amount of \$49,246, through Arthur J. Gallagher & Co.

- i. Action on awarding property and casualty insurance coverage for the 2024-2025 school year to Utica Mutual Insurance Company for the premium amount of \$85,817, through Arthur J. Gallagher & Co.

Attachment

- j. Action on awarding auto liability insurance coverage for the 2024-2025 school year to Utica Mutual Insurance Company for the premium amount of \$3,666, through Arthur J. Gallagher & Co.
- k. Action on awarding umbrella liability insurance coverage for the 2024-2025 school year to Utica/Graphic Arts Mutual Insurance Company for the premium amount of \$11,676, through Arthur J. Gallagher & Co.
- l. Action on awarding liability insurance coverage for the 2024-2025 school year to Travelers Insurance Company, through Arthur J. Gallagher & Co., for the premium amount of \$13,881.
- m. Action on awarding environmental liability insurance coverage for the 2024-2025 school year to Ironshore Specialty Insurance Co. for the premium amount of \$13,157, through Arthur J. Gallagher & Co.
- n. Action on adopting the proposed Final Budget of the School District for the 2024-2025 fiscal year on form PDE-2028 as presented to the School Board as a Final Budget for the School District General Fund in the amount of [\\$38,447,833 \(-10.42% and 61.83 mills for Armstrong County and 3.56% and 176.37 mills for Butler County\)](#). [Tab OOO](#)
- o. Action on approving the attached Annual Tax Levy Resolution providing for the levy of taxes for school purposes for the school year beginning July 1, 2024, subject to the provisions of the Local Tax Collection Law and in accordance with the tax rates approved on Form PDE-2028. [Tab PPP](#)
- p. Action on authorizing a homestead and farmstead real estate tax assessment exclusion for the school year beginning July 1, 2024, under the provisions of the Homestead Property Exclusion Program Act (part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006), in accordance with the attached resolution and the tax rates approved on Form PDE-2028. [Tab QQQ](#)

Attachment

9. NEXT MEETINGS

Committee Meeting

– Wednesday, August 7, 2024, at 7:00 pm

Regular Meeting

– Wednesday, August 14, 2024, at 7:00 pm

Concerns or Comments from Board Members

Concerns or Comments from the Public

Comments from the public on any non-agenda items will be presented at this time under the direction of the Board President. Completed Public Participation forms will be collected as required by Board Policy 903.

10. ADJOURNMENT