

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

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

**Wednesday, December 18, 2024**

**I. CALL TO ORDER**

The Regular Meeting of the Ringgold Board of School Directors, for General Purposes, was held at 7:00 PM. Notices of this meeting were sent to all Board Members and it was properly posted and advertised. The meeting was called to order by the President, Mrs. Carol Flament, and the following Board Members were present to the call of the roll: Mr. Briscoe, Mrs. Flament, Mrs. Fine, Mrs. Garry, Mrs. Glaneman, Mr. Mountain, Mrs. Ott, Mr. Toprani, Mrs. Wilhelm were present to the call of the roll.

**ROLL CALL**

President  
First Vice President  
Second Vice President

Mrs. Ott  
Mr. Briscoe  
Mrs. Glaneman  
Mrs. Flament  
Mrs. Fine  
Mrs. Garry  
Mr. Mountain  
Mr. Toprani  
Mrs. Wilhelm

**Also Present**

Superintendent  
Director of Finance & Board Secretary  
Solicitor

Mr. Randall S. Skrinjorich  
Ms. Kimberley Moore  
Mr. Carl Beard

**II. SUPERINTENDENT’S REPORT – MR. SKRINJORICH**

Mr. Skrinjorich invited Cypher and Cypher Auditors to give a presentation on the 2023-2024 Audit. Information about the audit can be found on the District website.

**III. SECRETARY’S REPORT**

No report.

**IV. APPROVAL OF MINUTES**

The Board, by a unanimous voice vote of the nine members present, approved a motion by Mr. Mountain, seconded by Mrs. Flament, to accept the following minutes as presented:

- A. Regular Board Meeting of Wednesday, November 20, 2024
- B. Reorganization Meeting of Wednesday, December 4, 2024
- C. Regular Board Meeting of Wednesday, December 4, 2024

**V. MON VALLEY CAREER AND TECHNOLOGY CENTER REPORT – MRS. WILHELM**

No report.

**VI. SHASDA REPORT – MRS. OTT**

No report.

**VII. PSBA REPORT – MRS. OTT**

Mrs. Ott reported that PDE announced that professionals can get a teaching certificate in three years and can be in the classroom as they are obtaining the certificate.

**VIII. ACSHIC REPORT – MRS. OTT**

No report.

**IX. SOLICITOR’S REPORT – MR. BEARD**

Mr. Beard reported that we will find out in a few months what will happen with TikTok. There is a new toolkit for AI coming out.

**X. PRESIDENT’S REPORT – MRS. OTT**

Mrs. Ott announced that the Board met in Executive Session prior to tonight’s meeting, to discuss the following items:

- A. Receive Information from the Administration
- B. Personnel
- C. Receive Legal Counsel

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

None.

**I. SETTING DATES, TIME, AND PLACE OF COMMITTEE OF THE WHOLE MEETINGS FOR 2025**

There needs to be a motion to setting the dates, time, and place of the Committee of the Whole Meetings for 2025.

Ms. Glaneman made a motion to hold the Committee of the Whole Meetings the first Wednesday of the month. This was seconded by Mr. Mountain.

Before a motion could be taken a motion to table was made by Mr. Toprani, seconded by Ms. Flament. The Board, by a 6-3 vote to the call of the roll of the nine members present, approved the motion to table.

Voting Yes – Messrs: Toprani and Briscoe, Mesdames: Flament, Garry, Fine, and Wilhelm

Voting No – Messr: Mountain, Mesdames: Glaneman and Ott

Ms. Flament made a motion to hold the Committee of the Whole Meetings on the at 6:00pm before the Regular School Board Meetings each month. The motion was seconded by Mr. Toprani. The motion passed by a 6-3 vote to the call of the roll of the nine members present.

Voting Yes – Messrs: Toprani and Briscoe, Mesdames: Flament, Garry, Fine, and Wilhelm

Voting No – Messr: Mountain, Mesdames: Glaneman and Ott

At this time Mr. Toprani made a motion to amend the agenda. Mrs. Flament seconded the motion. The motion failed by a 3-6 vote to the call of the roll of the nine members present.

Voting Yes – Messrs: Briscoe and Toprani, Mesdame: Flament

Voting No – Messr: Mountain, Mesdames: Fine, Garry, Glaneman, Ott, and Wilhelm

**XII. COMMITTEE REPORTS**

- A. Policy – Chairperson: Mrs. Garry  
Co-chairpersons: Mrs. Glaneman and Mrs. Wilhelm

**Mrs. Glaneman stepped out of the room at this time.**

**1. Approval of Revised Policies**

The Board, by a unanimous vote to the call of the roll of the eight members present, approved a motion by Mrs. Garry, seconded by Mrs. Fine, to accept the following policy revisions. Copies of the policies were included in the Board packet.

Policy 007 - Distribution  
Policy 117 - Homebound Instruction  
Policy 125 - Adult Education  
Policy 137 - Home Education Programs

**B. Business and Financial Services – Chairperson: Mrs. Flament  
Co-chairpersons: Mr. Mountain and Mr. Toprani**

**1. Treasurer’s Report**

The Board, by a unanimous vote to the call of the roll of the eight members present, approved a motion by Mrs. Flament, seconded by Mr. Briscoe, to accept the Treasurer’s Report as presented. A copy of the Treasurer’s Report can be found in the Appendix of these minutes.

**Mrs. Glaneman returned to the room at this time.**

**2. Payment of Bills**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mrs. Flament, seconded by Mrs. Garry, to pay the Bills as presented. A copy of the Bills can be found in the Appendix of these minutes.

**3. Approval of Cypher and Cypher Annual Audit**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mrs. Flament, seconded by Mrs. Garry, to accept the Cypher & Cypher Annual Audit and Interfund Transfers and Budget Transfers for the school year ending June 30, 2024.

**4. Approval of Homestead Exclusion**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mrs. Flament, seconded by Mr. Briscoe,



approving the 2024-2025 Homestead Exclusion in the amount of \$303.67 for parcel 130-006-03-02-0005-01, 108 Locust Street, Carroll Township.

The Board, by a unanimous vote to the call of the roll of the nine members participating, approved a motion by Mrs. Flament, seconded by Mr. Toprani, to approve Motions 5,7, 8, 9, and 10 as stated below:

**5. Approval of UGI Energy Services, LLC Agreement**

To approve the Agreement between UGI Energy Services, LLC and Ringgold School District for natural gas renewal rates through August 2028. A copy of the Agreement has been presented in the Board packet. Approval is subject to final review by the Solicitor and Administration.

**6. Approval Bond Counsel and Advisors**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mrs. Flament, seconded by Mr. Toprani, authorizing the Administration to work with PFM Financial Advisors LLC., as independent Financial Advisor, Dinsmore & Shohl LLP as Bond Counsel, and the local Solicitor to proceed with the issuance of General Obligation Bonds, Series of 2025, to fund the new money needs of the District in the amount of \$9,995,000 via competitive internet auction.

**7. Payment to HHS DR – Ginger Hill**

For payment to HHS DR in the amount of \$68,533.50 for invoice #1 for the Ginger Hill Transportation and Maintenance Facility project. Payment of invoice #1 will be made from the Capital Reserve Fund.

**8. Payment to HHS DR – Joe Montana Stadium**

For payment to HHS DR in the amount of \$31,070.70 for invoices #1 and #2 (invoice amounts individually stated below) for the Joe Montana Stadium improvements project. Payment of invoices #1 and #2 will be made from the Capital Reserve Fund.

Invoice Number	Amount
Invoice #1	\$20,441.25
Invoice #2	\$10,629.45

**9. Resolution Regarding a Tax Increase**

To adopt a resolution that the District will not raise the rate of any tax for support of its public schools for the 2025-2026 fiscal year by more than the

index established by the Department of Education that is 5.4% for the Ringgold School District. A copy of the Resolution is enclosed in the Board packets.

**10. Approval of Resolution**

To adopt and approve a resolution for the environmental covenant for District property located in Union Township. A copy of the Resolution and other supporting documents were enclosed in the Board packets. Approval is subject to final review by the Solicitor and Administration.

**C. Personnel and Administration – Chairperson: Mrs. Glaneman  
Co-chairpersons: Mr. Briscoe and Mrs. Flament**

**1. Authorization to Hire**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mrs. Glaneman, seconded by Mr. Briscoe, authorizing the Superintendent to hire necessary staff, including extracurricular and coaching staff, as needed through December 31, 2025, with ratification of such hirings to occur at the following School Board meeting.

**2. Letter of Retirement**

The Board, by a unanimous voice vote of the nine members present, approved a motion by Mrs. Glaneman, seconded by Mr. Briscoe, to accept the retirement.

<b>Christina Kennedy</b>	Bus Driver for the Ringgold School District effective end of the day December 31, 2024.
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**3. Employment of Personnel**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mrs. Glaneman, seconded by Mrs. Garry, granting permission to employ the following individual, pending receipt of proper documentation:

<b>Paul Brand</b>	School Police Officer for the Ringgold School District.
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The Board, by a unanimous vote to the call of the roll of the nine members participating, approved a motion by Mrs. Glaneman, seconded by Mrs. Garry, to approve Motions 4 through 7 as stated below:

**4. Ratification of Hirings**

To ratify and confirm the hiring of the following individuals, pending receipt of proper documentation:

<b>Cody Carr</b>	Full-time Custodian for the Ringgold Elementary School South effective December 11, 2024.
<b>Brian Hustava</b>	Full-time Custodian for the Ringgold High School effective December 11, 2024.

**5. Additions to the Substitute Roster**

Granting permission to add the following individuals to the substitute roster, pending proper documentation:

**Custodian**

**Robin Gibson**      **Perryopolis, PA**

**6. Ratification of Additions to the Substitute Roster**

Granting permission to add the following individuals to the substitute roster, pending proper documentation:

**Paraprofessional**

**Alyssa Pagliei**      **Monongahela, PA**

**7. Approval of Job Descriptions**

To approve and accept the following job descriptions:

- **Mechanic I**
- **Mechanic II**
- **Head Mechanic**
- **Mechanic Co-op**

**8. Granting Teacher Tenure**

The Board, by a unanimous voice vote of the nine members present, approved a motion by Mrs. Glaneman, seconded by Mrs. Garry, granting tenure to the following individuals:

Jessica Mooney  
Julia Natalia  
Phoebe Dailey

**9. Approval of Employment Contract - Chief of Police**

The Board, by an 8-1 vote to the call of the roll of the nine members present, approved a motion by Mrs. Glaneman, seconded by Mr. Toprani, approve the three-year Contract for Employment of Clayton Shell as Chief of Ringgold



Police pursuant to the terms of the contract between the parties beginning July 1, 2025.

Voting Yes – Messrs: Toprani, Briscoe, and Mountain, Mesdames: Garry, Fine, Ott, Glaneman and Flament

Voting No –Mesdame: Wilhelm

**10. Approval of Employment Contract – Assistant Superintendent**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mrs. Glaneman, seconded by Mr. Mountain, to approve Dr. Greg Saraceni to serve as District Assistant Superintendent for a period of five (5) years commencing July 1, 2025 through June 30, 2030, pursuant to the terms and conditions outlined in the agreement between the parties and securing all necessary/final clearances, commissions, etc. The Assistant Superintendent shall sign and execute a formal agreement in compliance with the provision of the Public School Code of 1949, as amended.

**11. Approval of Employment Contract – Superintendent**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mrs. Glaneman, seconded by Mrs. Flament, extend the term of the Superintendent for a period of five years commencing December 1, 2025 and to run for a period up through November 30, 2030, pursuant to the terms and conditions outlined in the employment agreement between the parties. The Superintendent shall sign and execute a formal agreement in compliance with the provision of the Public School Code of 1949, as amended, and Act 141 of 2012.

**12. Request To Attend A Conference**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mrs. Glaneman, seconded by Mr. Toprani, granting permission for the following conference request:

**NASRO CPTED Course**  
Police Department  
Nevin Beatty  
Conshohocken, PA  
February 3-5, 2025  
Total \$1,261.40

**13. Approval of Agreement**



The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mrs. Glaneman, seconded by Mr. Briscoe, to approve Agreement with parents of student #24SDEC5 and the District, and to authorize the Board President to sign any necessary paperwork to effectuate same.

**D. Curriculum, Education & Technology – Chairperson: Mrs. Wilhelm**  
**Co-chairpersons: Mr. Briscoe and Mrs. Glaneman**

**1. Translation Services**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mrs. Wilhelm, seconded by Mrs. Garry, to enter into two Memoranda of Understanding regarding TransPerfect AI Portal Translation Services and Telephone Interpretation Services, each with the Allegheny Intermediate Unit. These services are provided by TransPerfect and allow for telephone and written translation services to support non-English speaking parents and families. Costs for the services will be paid from the curriculum budget. A copy of each memorandum was included in the board packet. Approval is subject to final review by the Solicitor and Administration.

**E. Athletics – Chairperson: Mr. Mountain**  
**Co-chairpersons: Mrs. Fine and Mrs. Garry**

No report.

**F. Health, Wellness, and Security – Chairperson: Mr. Toprani**  
**Co-chairpersons: Mr. Briscoe and Mr. Mountain**

No report.


**G. Facilities, Planning, and Transportation – Chairperson: Mrs. Fine**  
**Co-chairpersons: Mrs. Flament and Mrs. Wilhelm**

No report.

**XIII. ADJOURNMENT**

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

The Board adjourned at 8:30 PM.

  
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Kimberley Moore Burchill  
Secretary of the Board  
Ringgold Board of School Directors