RINGGOLD SCHOOL DISTRICT
400 Main Street
New Eagle, PA 15067

Regular Ringgold Board of School Directors' Meeting

Wednesday, December 17, 2025

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, Mr. Jason Briscoe, and the following Board Members were present to the call of the roll: Dr. Dougherty, Mr. Briscoe, Mrs. Flament, Mrs. Garry, Mr. Kennedy, Mr. Mountain, Mrs. Ott, Mr. Toprani, and Ms. Wilhelm.

ROLL CALL

President	Mr. Briscoe
First Vice President	Mrs. Flament
Second Vice President	Mrs. Garry
	Dr. Dougherty
	Mr. Kennedy
	Mrs. Ott
	Mr. Mountain
	Mr. Toprani
	Mrs. Wilhelm

Also Present

Superintendent	Mr. Randall S. Skrinjorich
Director of Finance & Board Secretary	Ms. Kimberley Moore
Solicitor	Mr. Carl Beard

II. SUPERINTENDENT'S REPORT – MR. SKRINJORICH

Mr. Skrinjorich reported, "The holiday season is a busy time for our students and staff across the District. From Razz Ma Tazz performances at the elementary schools to the Choir, Band, and Orchestra concerts at the middle school, our talented students have devoted considerable time and effort to prepare for this season.

In addition to showcasing their talent, our schools are actively giving back to the community. RESN raised more than $800 at the Holiday Concert to assist families in need, and RESS collected toys and clothing for RAM families in need.

On behalf of the Board and Administration, I would like to extend my sincere gratitude to everyone for their generosity, as well as to the individuals who organized these meaningful events. We wish you all a Great Holiday Season!"

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 Mrs. Garry, seconded by Mrs. Flament, to accept the following minutes as presented:

A. Regular Board Meeting of Wednesday, November 19, 2025
B. Reorganization Board Meeting of Wednesday, December 3, 2025

V. MON VALLEY CAREER AND TECHNOLOGY CENTER REPORT

Mrs. Wilhelm reported they had their year end meeting for the Board and they hired a new director for the Culinary Program. The Skills USA Competition was today.

VI. SHASDA REPORT – MRS. OTT

No report.

VII. PSBA REPORT – MRS. OTT

Mrs. Ott reported PA State senate passed a bill to prohibit student cell phones from regular school hours.

VIII. ACSHIC REPORT – MRS. OTT

No report.

IX. SOLICITOR'S REPORT – MR. BEARD

Mr. Beard reported Act 55 as it relates to weapons will have to be know to the community. We will be putting out a newsletter stating the changes for school districts. Communication must be released within 24 hours.

X. PRESIDENT'S REPORT

Mr. Briscoe announced that the Board met in Executive Session prior to tonight's meeting, to discuss the following items:

A. Program of Studies
B. Coaching Matters
C. Grant Opportunity

XI. VISITORS' REQUESTS TO ADDRESS THE BOARD

None

XII. APPOINTMENT OF A ONE YEAR REPRESENTATIVE TO MON VALLEY CAREER AND TECHNOLOGY CENTER

Mr. Kennedy withdrew. The board unanimously approved Mrs. Wilhelm as the MVCTC representative.

XIII. COMMITTEE REPORTS

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

No report.

B. Business and Financial Services – Chairperson: Mrs. Flament
Co-chairpersons: Mrs. Ott and Mrs. Wilhelm

1. Treasurer's Report

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. Mountain, to accept the Treasurer's Report as presented. A copy of the Treasurer's Report can be found in the Appendix of these minutes.

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. Ott and Mrs. Garry, to pay the Bills as presented. A copy of the Bills can be found in the Appendix of these minutes.

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, to approve Motions 3 through 4 as stated below:

3. **Payment to HHSDR**

For payments to HHSDR for the invoices below:

Project	Invoice	Amount	Fund Account
Ginger Hill	#12	$15,664.80	Capital Projects Fund

4. **Payment for Joe Montana Miscellaneous Project**

For payment of the following invoice, approved by the architects HHSDR, for the Joe Montana Miscellaneous project.

Vendor	Invoice	Amount	Fund Account
DiMarco Construction Company, Inc.	#8	$3,907.92	Capital Projects Fund

5. **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, 2025.

6. **Acceptance of a Proposal from Cypher & Cypher**

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 Dr. Dougherty, to accept the proposal from Cypher & Cypher for auditing services for the years 2026 through 2029. A copy of the proposal was provided to the Board. This proposal is contingent upon final review by the Solicitor and Administration.

7. **Resolution Regarding a Tax Increase**

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 Ms. Ott, to adopt a resolution that the District will not raise the rate of any tax for support of its public schools for the 2026-2027 fiscal year by more than the index established by the Department of Education that is 4.7% for the Ringgold School District. A copy of the Resolution is enclosed in the Board packets.

C. **Personnel and Administration – Chairperson: Mrs. Ott**
Co-chairpersons: Mrs. Flament and Mr. Mountain

1. **Authorization to Hire for 2026**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mrs. Ott, seconded by Mrs. Flament, authorizing the Superintendent to hire necessary staff, including extracurricular and coaching staff, as needed through December 31, 2026, with ratification of such hirings to occur at the following School Board meeting.

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mrs. Ott, seconded by Mrs. Garry, to approve Motions 2 through 3 as stated below:

2. Ratification of Hirings

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

Name	Position	Start Date
Employment List		
Hannah Harris	Healthcare Assistant	12/8/2025
Substitute List		
Mark Boyer	Bus Trainee	12/11/2025

3. Employment of Personnel

Granting permission to employ the following individuals, pending receipt of proper documentation:

Name	Position	Location	Salary for 2025-26 School Year	Step
Full-time Employment List				
Madison Forsythe	Biology Teacher	RHS	$45,000	MS-1
Substitute List				
Joseph Matesich	Bus Trainee	GH	hourly	
Francesco Lombardi	Teacher	RSD	per diem	

4. Approval of Leave of Absence

The Board, by a unanimous voice vote of the nine members present, approved a motion by Mrs. Ott, seconded by Mrs. Garry, granting employee #UL2601 an unpaid leave of absence beginning January 12, 2026 for a period not to exceed one hundred eighty (180) working days.

5. PERC Job Fair

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mrs. Ott, seconded by Mrs. Garry, for the District's participation in the 2026 Pittsburgh Education Recruitment Consortium (PERC) Job Fair on Wednesday, March 25 at the Monroeville Convention Center in Monroeville, PA. The standard registration fee is $500, and approximately $200 in additional costs will be incurred for access to electricity and internet services. Approval is subject to final review by the Solicitor and Administration.

6. 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. Ott, seconded by Mrs. Flament, granting permission for the following conference requests:

PASBO's 71st Annual Conference
Randall Skrinjorich
Pittsburgh, PA
March 24-27, 2026
Total $840.60

2026 PDE Data Summit
Sherry Black
Hershey, PA
March 30 - April 1, 2026
Total $1,287.07

7. Granting Teacher Tenure

The Board, by a unanimous voice vote of the nine members present, approved a motion by Mrs. Ott, seconded by Mr. Kennedy, granting tenure per Section 1108 to the following individual:

Jason Pfarr

D. Curriculum, Education & Technology – Chairperson: Mrs. Wilhelm
Co-chairpersons: Mrs. Ott and Mr. Toprani

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. Ott, to enter into a Memorandum of Understanding regarding TransPerfect Telephone Interpretation Services with the Allegheny Intermediate Unit. These services are provided by TransPerfect and allow for telephone services to support non-English speaking parents and families. Costs for the services will be paid from the curriculum budget. A copy of the memorandum was included in the Board packet. Approval is subject to final review by the Solicitor and Administration.

2. RMS Guitar Donation

The Board, by a unanimous voice vote of the nine members present, approved a motion by Mrs. Wilhelm, seconded by Dr. Dougherty, to allow Ringgold Middle School to donate the 14 old guitars to Don Chalfant music repair shop, to be used for spare parts. The guitars are between 10 and 40 years old, and many of them were donated to the District by the Salvation Army or individuals who no longer wanted the instruments. These guitars are no longer necessary because Ringgold Middle School has a sufficient number of functioning guitars for its music classes. Approval is subject to final review by the Solicitor and Administration.

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

1. **Appointment of Coaches**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mr. Toprani, seconded by Mrs. Garry, to hire the following coaches. Appointments are subject to contract documents prepared by the Administration and Solicitor, receipt of clearances, and other required paperwork.

Boys' Tennis
Rick Susick – Head Coach at a starting salary of $5,000

Indoor Track & Field
Brian Zampatt – 1st Assistant Coach at a starting salary of $2,100
Kristen McMichael – Volunteer Assistant Coach

F. Health, Wellness, and Security – Chairperson: Mr. Kennedy
Co-chairpersons: Mrs. Garry and Mr. Toprani

No report.

G. Facilities, Planning, and Transportation – Chairperson: Mr. Mountain
Co-chairpersons: Dr. Dougherty and Mrs. Wilhelm

1. **Use of Facility Request**

The Board, by a unanimous voice vote of the nine members present, approved a motion by Mr. Mountain, seconded by Dr. Dougherty, to approve the following Use of Facilities requests. The granting of the use of facilities shall be subject to change as determined by the Administration.

Ringgold Youth Wrestling

- Use of the RHS gymnasium for annual tournament and match on January 3-4, 2026, from 6:00 AM – 6:00 PM.
- Community Group
- All fees according to policy

XIV. ADJOURNMENT

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

The Board adjourned at 7:26 PM.

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