

**SCHOOL DISTRICT OF THE BOROUGH OF WILKINSBURG
LEGISLATIVE MEETING
August 26, 2014**

The August 26, 2014 Legislative Meeting of the Wilkinsburg School District Board of Directors was called to order by the Board President, Ed Donovan at 7:06 pm. The meeting was held in the Administration Building at 718 Wallace Avenue, starting with the Pledge of Allegiance. The following board members were in attendance: LaTonya Washington, Richard Bradford, Klara K. Brown, Michael A. Johnson, Tiffany Lumpkin, Karen E. Payne, Debra Raubenstrauch and Cheryl Pierce. Phil Martell, Director of Business Affairs and the Solicitor Matthew Hoffman, of the firm Tucker Arensberg, P.C., were also present.

SECRETARY'S REPORT

A motion was made by Richard Bradford, seconded by Michael Johnson to approve the minutes of the July 29, 2014 Legislative meeting.

The motion carried by unanimous vote.

COMMUNICATIONS/CORRESPONDENCE

none

PUBLIC FORUM

Denise Graves, Worship and Outreach Pastor, from Covenant Church of Pittsburgh shared how the church has been providing backpacks for Wilkinsburg Elementary students for fourteen years. Partnering with the Church, Pittsburgh Youth Partnership holds a golf outing each June which provides funding for the backpacks.

COMMITTEE REPORTS

**COMMUNITY RELATIONS/EXTRA CURRICULAR ACTIVITIES/ATHLETICS/PARENT INVOLVEMENT
COMMITTEE**

Richard Bradford, Chairperson

Mr. Bradford shared an objection/complaint form to monitor and track all complaints coming in from the community and parents. The draft form has been shared via email. Dr. Matsook will review the form along with the existing policy for updating.

Mr. Bradford shared an article about excessive testing.

CURRICULUM, INSTRUCTION, AND ASSESSMENT COMMITTEE

Ed Donovan, Chairperson

No report.

EASTERN AREA SPECIAL SCHOOLS JOINT COMMITTEE

Michael Johnson, Chairperson

No report.

FORBES ROAD CAREER & TECHNOLOGY CENTER

Tiffany Lumpkin, Chairperson

There will be a meeting on August 28th at 9:30 am, Ms. Lumpkin will attend.

FINANCE, BUILDING AND GROUNDS COMMITTEE

Deb Raubenstrauch, Chairperson

The Finance Committee met on Tuesday, August 12 at 6:00 pm.

Board members attending: Deb Raubenstrauch (Chair), Klara Brown, Karen Payne, LaTonya Washington

Community members attending: Jean Dexheimer, Kate Luxemburg and Jim Richard

Mr. Martel was on vacation. Consequently, only limited financial reports were ready for the meeting.

The August Planning and Legislative meeting agenda items were reviewed. The regular monthly reports (Treasurer’s report, EIT, delinquent tax collections, etc.) were reviewed. Ms. Brown had several questions regarding individual checks that were sent to the business office after the meeting.

Ms. Luxemburg reported that the new delinquent tax collector attended the latest sheriff sale. A discussion about the collection of delinquent taxes occurred. It was restated that the school district will work closely with Borough Council to coordinate tax collection efforts. Ms. Payne will continue to lead the ad-hoc tax committee and will invite council members to attend.

Ms. Raubenstrauch reported that items related to consulting contracts were taken off of the agenda and will be discussed at an executive session at the next planning session.

The committee reviewed the informational items Mr. Martel had on the agenda.

The district will file one application for both the Accountability Block Grant and the Ready To Learn Block grant

The district submitted letters of intent for additional pre-K Counts and 21st Century funding for the high school and Kelly School.

PDE 363 was completed and submitted to the state. The calculations on PDE 363 set charter school tuition for regular education students at \$12,010.36 and \$29,915 for special education students. The committee asked that Mr. Martel send copies of PDE 363 to the board.

The audit of benefits conducted by Grossman Yanak and Ford was completed. A report will be forthcoming.

Meeting was adjourned.

AD HOC: DELINQUENT TAX COLLECTION COMMITTEE

Karen Payne, Chairperson

The committee will meet on September 17th at 6:00 pm. A notice will be posted to note the schedule change. Dr. Matsook and Mr. Martell will be a meeting with the new Tax Collector, Ms. Payne will also attend.

PERSONNEL COMMITTEE

LaTonya Washington, Chairperson

No report.

LEGISLATIVE CHAIRPERSON & P.S.B.A. LIAISON

Richard Bradford, Chairperson

No report.

POLICY AND PLANNING COMMITTEE

Tiffany Lumpkin, Chairperson

No report.

PARKS & RECREATION COMMITTEE

Richard Bradford, Chairperson

No report.

SUPERINTENDENT'S REPORT

Dr. Matsook talked about school enrollment, the numbers will continue to fluctuate through the first few weeks of school. A sample of the binder distributed to staff on their first day back was shared with the Board. Laptops were distributed to all staff and they were used for Professional Development with only a few technology glitches.

Ms. Payne and Mr. Donovan reported positive feedback from the staff about the start of the new school year.

Dr. Matsook reported that the district was contacted by the Pittsburgh Penguin foundation about donating backpacks.

Dr. Matsook added that over 40 new electives were offered to students, students have registered for at least 7 electives and at least 3 honors classes will be offered.

A motion was made by Michael Johnson, seconded by Richard Bradford to approve the course of study for the 2014-2015 school year.

The motion carried by unanimous vote.

A motion was made by Richard Bradford, seconded by Michael Johnson to approve a change in the 2014-2015 calendar of moving the in service day on April 30, 2015 to September 29, 2014.

The motion carried by unanimous vote.

CONSENT AGENDA ITEMS

POLICIES

A motion was made by Michael Johnson, seconded by Richard Bradford to approve the first and final reading of Policy No. 005, Section: Local Board Procedures, Title: Organization.

A motion was made by Michael Johnson, seconded by Richard Bradford to table Policy No. 008, Section: Local Board Procedures, Title: Organizational Chart and Policy 246, Section: Pupils, Title: Student Wellness.

The motion carried by unanimous vote.

A motion was made by Debra Raubenstrauch, seconded by Michael Johnson to approve the first reading of two readings of Policy No. 237, Section: Pupils, Title: Electronic Devices with administrative revisions.

Ms. Payne was opposed. The motion passed.

A motion was made by Richard Bradford, seconded by Michael Johnson to approve the first of two readings of Policy No. 009, Section: Local Board Procedure, Title: Nepotism, Policy No. 100, Section: Programs, Title: Comprehensive Planning, Policy No. 102, Section: Programs, Title: Academic Standards, Policy No. 217, Section: Pupils, Title: Graduation Requirements, and the first and final reading of Policy No. 101, Section: Programs, Title: Philosophy of Education/Mission Statement.

The motion carried by unanimous vote.

A motion was made by Richard Bradford, seconded by Tiffany Lumpkin to delete Policy No. 919, Section: Community, Title: District/School Report Cards.

The motion carried by unanimous vote.

FINANCE AND OPERATIONS

A motion was made by Richard Bradford, seconded by Debra Raubenstrauch to ratify and confirm the July 2014 Finance Report payments of \$ 2,245,871.20 for payroll, benefits, and other operational expenses.

The motion carried by unanimous vote.

The following reports as of July 30, 2014 will be made a matter of record in the minutes:

Treasurer’s Report	Attachment Bus. #2
EIT/EMST Report	Attachment Bus. #3
Current R.E. Collections Report	Attachment Bus. #4
Delinquent R.E. Collections Report	Attachment Bus. #5
Deed Transfer Tax Report	Attachment Bus. #6
Monthly Statement of Expenditures and Revenues	Attachment Bus. #7
Student Activity Report – Secondary	Attachment Bus. #8
Student Activity Report – Elementary	Attachment Bus. #9
Bond Fund – Budget Vs. Actual Expense Report	Attachment Bus. #10

A motion was made by Richard Bradford, seconded by Debra Raubenstrauch to approve an agreement with Deb Cavrak for basic content updates to the website including calendar, contacts, and text edits. Edits to be made once/week for approximately 8 weeks, not to exceed 8 total hours at a cost of \$400.

The motion carried by unanimous vote.

GRANTS

A motion was made by Karen Payne, seconded by Michael Johnson to approve the following 21st Century Summer Programs and Providers as recommended by the Consortium for Public Education and approved by the Pennsylvania Department of Education as permitted within the grant guidelines, pending final review and approval by the district solicitor:

	<u>NAME</u>	<u>AMOUNT</u>
1.	Gwen’s Girls 6101 Penn Ave, Suite 301 Pittsburgh, Pa 15206	\$9,200.00
2.	The Saturday Light Brigade 10 Children’s Way, Suite 21 Pittsburgh, Pa 15228	\$23,000.00
3.	Sense of Place Learning 619 Harvey Ave Pittsburgh, Pa 15601	\$24,000.00
4.	Pittsburgh Cares 3505 Butler St Pittsburgh, Pa 15201	\$5,120.00
5.	Art Expressions 31 Spalding Circle Pittsburgh, Pa 15228	\$6,960.00

21st Century Summer Total: \$68,280.00

The motion carried by unanimous vote.

PERSONNEL

INFORMATIONAL ITEMS:

The below listed positions are vacant within the district:

- A. Assistant Principal High School/Middle School
- B. Physical Education Teacher Turner Elementary
- C. Physical Education Teacher High School/Middle School
- D. Maintenance III District Wide
- E. Senior Class Sponsor High School
- F. Junior Class Sponsor High School
- G. Yearbook Sponsor High School
- H. Head Coach Varsity Boys Basketball High School
- I. Assistant Coach Varsity Girls Basketball High School
- J. Long Term Sub Reading, Kelly Elementary School, first semester

ACTION ITEMS:

A motion was made by Richard Bradford, seconded by Michael Johnson to ratify and confirm the following appointments:

- A. William McWilliams, Furloughed Teacher assigned as Long Term Substitute, 4th Grade Kelly for Lisa Fortier Child Rearing Leave, \$42,470.00/year for the 2014-2015 school year.
- B. Carmon Pomaibo, Long Term Substitute Teacher, Family Consumer Science, High School, for Christy Kotnik, Child Rearing Leave, at the rate of \$39,920/year pro-rated with benefits, effective August 25, 2014 thru December 19, 2014.
- C. Shannon White, Teaching Assistant, Kelly Elementary, at the rate of \$14,800.12/year effective August 25, 2014.
- D. James Matthews, Pre-K Lunch Aide, Kelly Elementary, at the rate of \$10.00/hour effective August 25, 2014.

The motion carried by unanimous vote.

A motion was made by Richard Bradford, seconded by Michael Johnson to ratify and confirm the following tenures. The below listed employees will be issued Professional Teaching Contracts:

- A. Mia Jackson, Teacher, High/Middle School, effective August 23, 2013.
- B. Sharon Kura, Nurse, Kelly/Turner Elementary, effective August 23, 2013.
- C. Nicole Palmer-Zubaidi, Teacher, High/Middle School, effective August 21, 2013.
- D. Aaron Altemus, Teacher, High/Middle School, effective February 22, 2013.
- E. Carrie Brueckner, Home School Visitor, High/Middle School, effective January 19, 2013.
- F. Jason Boll, Teacher, High/Middle School, effective January 24, 2013.
- G. Meghan Conrad-Stefanik, Teacher, High/Middle School, effective September 16, 2012.
- H. Bart Gadola, Teacher, High/Middle School, effective August 24, 2012.
- I. Tausha Grunberg, Teacher, Turner Elementary, effective August 24, 2012.

The motion carried by unanimous vote.

A motion was made by Michael Johnson, seconded by Richard Bradford to ratify and confirm the following resignations:

- A. Tausha Grunberg, Teacher Reading Specialist Turner Elementary, \$41,670.00/year, effective August 25, 2014.
- B. Mia Jackson, Reading Specialist, High School Furloughed, \$58,120.00/year effective August 25, 2014; is also resigning as the Cheerleading Coach and 21st Century Tutor.
- C. Rueben Coleman, Teacher Physical Education, High/Middle School, \$40,920.00/year, effective August 25, 2014..
- D. Laura Collins, Teacher, Special Education, High/Middle School, \$41,170.00/year, effective August 8, 2014.
- E. Michael Fastuca, Teacher Chemistry/Physics, High School, \$39,670.00/year, effective August 25, 2014.
- F. Nicole Polliard, Substitute Teacher, District Wide, \$100.00/day, effective August 1, 2014.
- G. Cecil Howard, Assistant Football Coach, High School, \$1,741.00, effective August 8, 2014.

The motion carried by unanimous vote.

A motion was made by Richard Bradford, seconded by Michael Johnson to ratify and confirm the following contractual calendars:

- A. Maintenance/Custodial Work Calendar for the 2014-2015 school year.
- B. Secretarial Work Calendar for the 2014-2015 school year.

The motion carried by unanimous vote.

A motion was made by Michael Johnson, seconded by Richard Bradford to ratify and confirm the Extra Curricular Activities Sponsors and Department Chairperson Appointments effective 2014-2015 school year:

- A. John Myers, English Department Chair at the rate of \$485.75
- B. Cami Plymire, Math Department Chair at the rate of \$485.75
- C. Lila Oukaci, Science Department Chair at the rate of \$485.75
- D. Louis Strobel, Music Department Chair at the rate of \$2,077.00
- E. Dominic Woods, History Department Chair at the rate of \$485.75
- F. Douglas Argall, Library Department Chair at the rate of \$485.75
- G. Julian Martinez, Special Education Department Chair at the rate of \$485.75
- H. Janet Visk, Nurse Department Chair at the rate of \$485.75
- I. Marian Sullivan, Cycles Department Chair at the rate of \$485.75
- J. Carla Miles, Activities Treasurer, High School at the rate of \$1,256.00
- K. Takiyah Spivey-Polk, Sophomore Class, High School at the rate of \$385.00
- L. Takiyah Spivey-Polk, Freshman Class, High School at the rate of \$385.00
- M. Takiyah Spivey-Polk, Student Council, High School at the rate of \$670.00
- N. Dominic Woods, Key Club, High School at the rate of \$335.00
- O. Louis Strobel, Band, High School/Middle School at the rate of \$2,077.00
- P. Julian Martinez, Student Council, Middle School at the rate of \$368.00
- Q. Jaclyn Simon, Student Council, Kelly Elementary at the rate of \$500.00
- R. William McWilliams, Co-Chair Science Club, Kelly Elementary at the rate of \$250.00
- S. Kristy Steffy, Co-Chair Science Club, Kelly Elementary at the rate of \$250.00
- T. William McWilliams, Chess Club, Kelly Elementary at the rate of \$368.50
- U. Michelle Collins, student Council, Turner Elementary at the rate of \$368.50

The motion carried by unanimous vote.

A motion was made by Michael Johnson, seconded by Tiffany Lumpkin to ratify and confirm the following Athletic Positions:

- A. Richard Hardy, Assistant Coach Varsity Boys Basketball, at the rate of \$1,608.00, effective September 2, 2014.
- B. Dewayne Brown, Assistant Football Coach, High School, \$1,741.00, effective August 27, 2014.
- C. Kayla Lee, Cheerleading Coach, Middle School, \$1,300.00, effective August 27, 2014.

The motion carried by unanimous vote.

A motion was made by Michael Johnson, seconded by Richard Bradford to ratify and confirm the following 21st Century Tutors for the 2014-2015 school year at the rate of \$17.00/hour, effective August 25, 2014:

- A. Nancy Rowley
- B. Angela Nicholson
- C. Jeffrey Antoszewski
- D. Benjamin Rettig
- E. William McWilliams
- F. Nicole Palmer-Zubaidi

The motion carried by unanimous vote.

A motion was made by Richard Bradford, seconded by Michael Johnson to ratify and confirm the termination of employment between the Wilkinsburg School District and Joseph Pecze, Maintenance III, \$34,008.00/year, effective August 8, 2014. The district exercises the contractual ability to not extend employment past the probationary period.

The motion carried by unanimous vote.

A motion was made by Michael Johnson, seconded by Karen Payne to approve the Finance and Operations consulting services agreement with Ramona Pope for the period of September 1, 2014 through December 31, 2014. The daily rate will be \$300 per day not to exceed \$6700 per month.

The motion carried by unanimous vote.

A motion was made by Karen Payne, seconded by Richard Bradford to approve an agreement for consulting with Barbara Mehalov for the period of September 1, 2014 through December 31, 2014. This will include serving as the Data Coordinator of the Keys to Opportunity Grant and Educational Consultant. The amount not to exceed \$3900 (\$2340 KTO and \$1560 General Fund) per month until December 31, 2014.

The motion carried by unanimous vote.

NEW BUSINESS

Mr. Donovan announced Dr. Pierce's resignation from the Board effective August 30, 2014. A motion to approve her resignation was made by Richard Bradford, seconded by Karen Payne.

The motion carried by unanimous vote.

The Board will work to fill the vacancy within 30 days.

Karen Payne talked about the Community Life Back-to-School event attended on August 22, 2014 by Board members and the Superintendent.

Richard Bradford recommended that the Board play a greater role in the first parent-teacher conferences, since there was no Back-To-School event.

SOLICITOR'S REPORT

Matt Hoffman did not have anything new to report.

ADJOURNMENT

A motion was made by Michael Johnson, seconded by Richard Bradford to adjourn the meeting at 8:20 pm.

The motion carried by unanimous vote.

Minutes Respectfully Submitted by:

Jeanne E. Taylor

Jeanne E. Taylor
School Board Secretary