



## **Legislative Session Minutes (Tuesday, September 26, 2017)**

### **Members present**

Klara K Brown, Edward J Donovan, Kathy Firestine, Michael A Johnson, Joshua Miller, Debra Raubenstrauch, LaTonya Washington, Ellen Kitzerow, Leigh Corrigan-Owens. Business Manager, Rick Liberto and Solicitor, Matt Hoffman were also in attendance.

### **Meeting called to order at 7:01 PM**

*The Board held an Executive Session immediately following the September 19, 2017 Planning Session and again on September 20, 2017 at 6:30pm to discuss personnel matters.*

### **1. INTRODUCTION**

Ed Donovan called the meeting to order, followed by the pledge of allegiance and salute to the flag.

### **2. PRESENTATIONS**

Information: A. Students of the Month

Students of the Month were recognized for both Kelly and Turner Elementary Schools.

Information: B. The Nutrition Group -- David Pribish

David Pribish, the Food Service Director and Kelly Patterson, Regional Manager from The Nutrition Group provided an overview of new and innovative programs in the school lunch program. Board members were given samples of new treats for students.

Discussion: C. Bond Refinancing -- Piper Jaffray

Randy Fredricks, Piper Jaffray & Co. and Anthony Ditka, Dinsmore & Scohl, LLP discussed Bond refinancing details and options. The Board agreed to a \$100,000 minimum.

### **3. REPORTS**

Information, Reports: A. Superintendent's Report -- Dr. Linda Iverson

Dr. Iverson shared the high enrollment numbers for the Instrumental Music program. Next month will be the Curriculum presentation to the Board at the Planning Session. PVASS scores will also be presented in October. Dan Miller and Dr. Biancaniello will present to the Board in November and quarterly reports will be provided thereafter.

Ms. Kitzerow requested 15-16 DIBELS data.

Reports: B. Solicitor's Report -- Matt Hoffman

Mr. Hoffman had nothing to add to the written report.

#### **4. Approval of the Minutes**

Action, Minutes: A. August 22, 2017 Minutes -- Ed Donovan

Board action is requested to approve the *amended* minutes of the August 22, 2017 Legislative Session.

Motion by Michael A Johnson, second by Klara K Brown.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Michael A Johnson, Joshua Miller, Debra Raubenstrauch, LaTonya Washington, Ellen Kitzerow, Leigh Corrigan-Owens

Action, Minutes: B. September 7, 2017 Minutes -- Ed Donovan

Board action is requested to approve the minutes of the September 7, 2017 Special Voting and other Business Session.

Motion by Klara K Brown, second by Kathy Firestine.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Michael A Johnson, Joshua Miller, Debra Raubenstrauch, LaTonya Washington, Ellen Kitzerow, Leigh Corrigan-Owens

#### **5. EDUCATION/CURRICULUM**

Reports: A. Partnership & Curriculum Reports -- Dr. Cubelic

The Steering Committee met on September 26, 2017 and decided to reexamine the guidelines and function of the group -- in terms of participation and Pittsburgh Public School's role. The current focus is on data sharing, since our systems are not compatible. We will have 3 new teachers going through the Induction process. This will be the first Induction process in the district since 2018. The administration has been working closely with teachers in both buildings on the supervision portal and process, outlined in Act 82.

Action: B. J. Daniel Miller Agreement -- Dr. Iverson

Board action is requested to approve the agreement with J. Daniel Miller for the delivery of professional development and training, at a cost not to exceed \$13,800, to be paid from Title I funds in the 2017-18 budget, effective September 20, 2017 through March 27, 2018.

Motion by Debra Raubenstrauch, second by Klara K Brown.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Michael A Johnson, Joshua Miller, Debra Raubenstrauch, LaTonya Washington, Ellen Kitzerow, Leigh Corrigan-Owens

Action: C. Title I -- Pittsburgh-Mt. Oliver Intermediate Unit #2 -- Rick Liberto

Board action is requested to approve an agreement with Pittsburgh-Mt. Oliver Intermediate Unit #2 to provide a Title I Reading Program at: Imani Christian Academy, St. Edmund's Academy, St. Rosalia Academy, and Sacred Heart Elementary School, for an amount not to exceed \$40,304.34, paid from Title I funds.

Motion by Kathy Firestine, second by Debra Raubenstrauch.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Michael A Johnson, Joshua Miller, Debra Raubenstrauch, LaTonya Washington, Ellen Kitzerow, Leigh Corrigan-Owens

Action: D. Title I -- Sound Foundation Reading Instruction, LLC -- Rick Liberto

Board action is requested to approve an agreement with Sound Foundation Reading Instruction, LLC to provide Title I services at Redeemer Lutheran School, for an amount not to exceed \$4,741.20, paid

from Title I funds.

Motion by Michael A Johnson, second by Kathy Firestine.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Michael A Johnson, Joshua Miller, Debra Raubenstrauch, LaTonya Washington, Ellen Kitzerow, Leigh Corrigan-Owens

Action: E. Title I -- Step By Step Learning, LLC -- Rick Liberto

Board action is requested to approve an agreement with Step By Step Learning, LLC to provide Title I services at Sister Thea Bowman Academy, for an amount not to exceed \$28,946, paid from Title I funds.

Motion by Klara K Brown, second by Kathy Firestine.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Michael A Johnson, Joshua Miller, Debra Raubenstrauch, LaTonya Washington, Ellen Kitzerow, Leigh Corrigan-Owens

Action: F. Title I -- AIU - Mother of Sorrows -- Rick Liberto

Board action is requested to approve an agreement with the Allegheny Intermediate Unit to provide Title I services at Mother of Sorrows Elementary School, for an amount not to exceed \$2,347.15 for Non-Public Title I Instructional services, and for an amount not to exceed \$23.69 for Non-Public Title I Parent Involvement services, for a total amount not to exceed \$2,370.84.

Motion by Kathy Firestine, second by Debra Raubenstrauch.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Michael A Johnson, Joshua Miller, Debra Raubenstrauch, LaTonya Washington, Ellen Kitzerow, Leigh Corrigan-Owens

Action: G. Title I -- AIU - Pittsburgh Urban Christian School -- Rick Liberto

Board action is requested to approve an agreement with the Allegheny Intermediate Unit to provide Title I services at Pittsburgh Urban Christian School, for an amount not to exceed \$14,082.90 for Non-Public Title I Instructional services, and for an amount not to exceed \$142.14 for Non-Public Title I Parent Involvement services, for a total amount not to exceed \$14,225.04.

Motion by Debra Raubenstrauch, second by Kathy Firestine.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Michael A Johnson, Joshua Miller, Debra Raubenstrauch, LaTonya Washington, Ellen Kitzerow, Leigh Corrigan-Owens

## **6. TREASURER'S REPORT**

Action: A. Treasurer's Report -- Michael Johnson

Board action is requested to ratify and confirm the August 2017 General Fund: List of Payments -- \$1,639,620.61, Wire Transfers -- \$443,804.74 and Capital Project Expenditures -- \$39,637.44.

Motion by Kathy Firestine, second by Debra Raubenstrauch.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Michael A Johnson, Joshua Miller, Debra Raubenstrauch, LaTonya Washington, Ellen Kitzerow, Leigh Corrigan-Owens

## **7. FACILITIES AND TRANSPORTATION**

Reports: A. Facilities Transportation Report -- Rick Liberto

No report

## **8. FINANCE**

Reports: A. Finance Report -- Debra Raubenstrauch

The Finance Committee met on Tuesday, Sept 19 at 5:30.

Attendees: Debra Raubenstrauch, Dr. Linda Iverson, Rick Liberto (staff)

Mr. Liberto reported on the following:

- The Allegheny Intermediate Unit's outstanding \$3.2M balance from previous years has been paid in full. All invoices from AIU are for current year only.
- Cash flow is okay through November. Hoping the state's budget standoff will be over by then.
- Auditors have completed control testing on payroll and personnel and sent out audit confirmations. They will be in the District on September 25<sup>th</sup> for 5 days to audit accruals, payables, receivables, etc. They plan to be at the October Finance Meeting to present preliminary findings.
- Reviewed and answered questions regarding financial reports. Auditors will be consolidating equity and reserve categories on the balance sheet in ProSoft.
- Recommended that we move capital funds currently held in a PNC account earning .05% interest to PSDLAF to get a better interest rate.

The list of bills and payroll transfers were reviewed. Mr. Liberto will look at policy on timely reimbursement of staff expenses.

Board action items will include approval of a contracting agreement to Pittsburgh Education Consulting LLC to provide oversight to all federal programs, effective October 1, 2017.

Mr. Liberto distributed a handout showing interest rate savings on refinancing the 2012 Bond. The handout showed potential net PV savings of \$177,292.04. A Piper Jaffray representative and Anthony Ditka, bond counsel, will be available to answer questions at the September 26 Legislative meeting. If the Board is interested in refinancing, a board action authorizing Piper Jaffrey to proceed will be added to the Legislative Agenda.

The meeting adjourned at 6:30 pm.

The Joint Tax Committee met on Monday, September 25 at 5:30 pm. Michael Lefebvre, Patrick Shattuck and Amanda Ford attended from the Borough. Rick Liberto, Joshua Miller and Deb Raubenstrauch attended from the School District.

- Minutes from the August 28<sup>th</sup> meeting were approved.
- A tax compromise application for 520 North Avenue was approved.
- Mr. William Abramovitz addressed a concern about Portnoff and MBM not applying tax payments to his account appropriately. MBM suggested that Mr. Abramovitz bring all receipts to their office to review and ensure that they were applied to his account appropriately.

The meeting adjourned.

Action: B. Pittsburgh Educational Consulting -- Debra Raubenstrauch

Board action is requested to approve an agreement with Pittsburgh Education Consulting for Title I, Title IA, Title IIA, and Title IVA services, at a cost not to exceed \$38,948.00, effective October 1, 2017 to September 30, 2018, to be paid from Title I funds.

Motion by Klara K Brown, second by Kathy Firestine.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Michael A Johnson, Joshua Miller, Debra Raubenstrauch, LaTonya Washington, Ellen Kitzerow, Leigh Corrigan-Owens

No: Kathy Firestine

Action: C. Resolution directing actions of Professionals -- Debra Raubenstrauch

Board action is requested to approve a resolution of the Wilkesburg Borough School District authorizing the administration to work with appointed professionals in connection with the structuring, marketing, approving and issuing of its general obligation bonds, refunding series A of 2017 and the acquisition and execution of an Intercept Agreement with the Pennsylvania Department of Education and the Pennsylvania State Treasurers Office to provide additional credit support for said bonds.

Motion by Joshua Miller, second by Klara K Brown.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Michael A Johnson, Joshua Miller, Debra Raubenstrauch, LaTonya Washington, Ellen Kitzerow, Leigh Corrigan-Owens

## **9. INSTRUCTIONAL STAFF**

Action: A. Part Time Instrumental Music Teacher -- Dr. Iverson

Board action is requested to approve Clarissa Stewart as a Part-Time Instrumental Music Teacher, in a 10-month position, effective September 6, 2017, according to the terms of the Wilkinsburg Education Association Agreement and based on the Memorandum of Understanding, at a Bachelors Step 1 salary of \$41,170, pro-rated, to be paid from the general fund budget.

Motion by Edward J Donovan, second by Debra Raubenstrauch.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Michael A Johnson, Joshua Miller, Debra Raubenstrauch, LaTonya Washington, Ellen Kitzerow, Leigh Corrigan-Owens

Action: B. Special Education Teacher candidate -- Dr. Iverson

Board action is requested to approve the hiring of Alexandra P. Hasis as a Special Education Teacher at Kelly Elementary School, in a 10-month position, effective September 27, 2017, according to the terms and conditions of the Wilkinsburg Education Association Agreement, at a Bachelor's Step 1 salary of \$41,170, to be paid from the general fund budget.

Motion by Debra Raubenstrauch, second by Kathy Firestine.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Michael A Johnson, Joshua Miller, Debra Raubenstrauch, LaTonya Washington, Ellen Kitzerow, Leigh Corrigan-Owens

Action: C. Harding Long Term Substitute Teacher

Board action is requested to approve Jennifer Harding as a Long Term Substitute Teacher at Turner Elementary School, effective September 21, 2017 at the rate of \$240.42/day, per the collective bargaining agreement for a furloughed teacher, to be paid from the general fund budget.

Motion by Debra Raubenstrauch, second by Kathy Firestine.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Michael A Johnson, Joshua Miller, Debra Raubenstrauch, LaTonya Washington, Ellen Kitzerow, Leigh Corrigan-Owens

## **10. NON-INSTRUCTIONAL SERVICES**

Action: A. Substitute Custodian Rawlings Resignation -- Rick Liberto

Board action is requested to approve the resignation of Marvin Rawlings, Substitute Custodian, effective August 25, 2017.

Motion by Edward J Donovan, second by Kathy Firestine.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Michael A Johnson, Joshua Miller, Debra Raubenstrauch, LaTonya Washington, Ellen Kitzerow, Leigh Corrigan-Owens

Action: B. Substitute Custodian Gaines resignation -- Rick Liberto

Board action is requested to approve the resignation of Roosevelt Gaines, Substitute Custodian, effective September 15, 2017.

Motion by Debra Raubenstrauch, second by Edward J Donovan.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Michael A Johnson, Joshua Miller, Debra Raubenstrauch, LaTonya Washington, Ellen Kitzerow, Leigh Corrigan-Owens

Action: C. Pre-K Lunch Aide -- Rick Liberto

Board action is requested to approve Nika Hines as a Pre-K Lunch Aide at Kelly Elementary School, effective September 18, 2017, at a salary of \$12 per hour, with a schedule of 11:15 am to 2:45 pm and

full days on field trip days, to be paid from the Pre-K funds.

Motion by Kathy Firestine, second by Klara K Brown.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Michael A Johnson, Joshua Miller, Debra Raubenstrauch, LaTonya Washington, Ellen Kitzerow, Leigh Corrigan-Owens

## **11. POLICY AND PLANNING**

Action: A. Draft of Nondiscrimination - Transgender and Gender Expansive Students Policy -- Ellen Kitzerow

Board action is requested to approve the second and final reading of Policy Number: 102.3, Section: Programs, Title: Nondiscrimination - Transgender and Gender Expansive Students Policy.

Motion by Michael A Johnson, second by Ellen Kitzerow.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Michael A Johnson, Joshua Miller, Debra Raubenstrauch, LaTonya Washington, Ellen Kitzerow, Leigh Corrigan-Owens

Action: B. Draft of 218 Student Discipline Policy -- LaTonya Washington

Board action is requested to approve the second and final reading of Policy Number: 218, Section: Pupils, Title: Student Discipline.

Motion by Michael A Johnson, second by Debra Raubenstrauch.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Michael A Johnson, Joshua Miller, Debra Raubenstrauch, LaTonya Washington

No: Ellen Kitzerow

Abstain: Leigh Corrigan-Owens

Board action is requested to approve a motion to TABLE 11. C, D, and E.

Motion by Joshua Miller, second by Ed Donovan

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Michael A Johnson, Joshua Miller, Debra Raubenstrauch, LaTonya Washington, Ellen Kitzerow, Leigh Corrigan-Owens

Action: C. Draft of 325 -- Administrative Employees: Dress and Grooming Policy -- LaTonya Washington

Action: D. Draft of 425 -- Professional Employees: Dress and Grooming Policy -- LaTonya Washington

Action: E. Draft of 525 -- Classified Employees: Dress and Grooming Policy -- LaTonya Washington

## **12. BOARD GOVERNANCE/BOARD RESOLUTIONS**

Information, Reports: A. Travel Investment Activities Report -- Ed Donovan

Action (Consent): **B.** Superintendent's Professional Development -- Ed Donovan

Resolution: Board action is requested to approve Dr. Linda Iverson to attend the Superintendents Professional Development, October 3 through 6, 2017, at Hershey Lodge, in Hershey, PA, at a cost not to exceed \$307.20 for transportation, to be paid from the general fund budget.

Action (Consent): **C.** Welsh to Alternate Eligible Content and Math training -- Ed Donovan

Resolution: Board action is requested to approve Jill Welsh to attend Alternate Eligible Content and Math training on October 10, 2017, at the Allegheny Intermediate Unit, at a cost no cost to the district.

Action (Consent): **D.** Staff to SAP Training -- Ed Donovan

Resolution: Board action is requested to approve Eletta Cameron (Social Worker), Darin Cole (Math Coach-Turner), Michael Kosor (Math Coach-Kelly), and Karen Morrow (Literacy Coach-Kelly), to attend

SAP training on October 11, 12 and 19, 2017, in Moon Township, PA, at a cost not to exceed \$1000, to be paid from the general fund budget.

Action (Consent): **E.** Cubelic to STEM Workshop -- Ed Donovan

Resolution: Board action is requested to approve Dr. Cathleen Cubelic to attend the Connecting the Dots with STEM Workshop on October 12, 2017, at the Allegheny Intermediate Unit, at a cost not to exceed \$89.28, to be paid with KTO funds.

Action (Consent): **F.** Bush and Weinstein STEM Workshop -- Ed Donovan

Resolution: Board action is requested to approve Russel Bush, and Timothy Weinstein, to attend the Connecting the Dots with STEM Workshop on October 12, 2017, at the Allegheny Intermediate Unit, at a cost not to exceed \$198, to be paid from the KTO funds.

Action (Consent): **G.** Kellick to PA Fellowship Program Graduates training -- Ed Donovan

Resolution: Board action is requested to approve Lisa Kellick, Supervisor of Special Education to attend the Pennsylvania Fellowship Program Graduates training on October 12 and 13, 2017, in Harrisburg, PA, at a cost not to exceed \$440.40, to be paid from the general fund budget.

Action (Consent): **H.** Weinstein and Bush to iNACOL Symposium: Personalizing Learning: Equity, Access, Quality -- Ed Donovan

Resolution: Board action is requested to approve Russell Bush and Timothy Weinstein to attend the iNACOL Symposium in Orlando, Florida on October 23 through 26, 2017, at a cost not to exceed \$2620, paid from Remake Learning grant funds.

Action (Consent): **I.** Psychologist and Social Worker to Anxiety Disorders Workshop -- Ed Donovan

Resolution: Board action is requested to approve Eletta Cameron (Social Worker) and Kelly Majersky (Psychologist) to attend the Treating Anxiety Disorders in Children and Adolescents Workshop on November 8 and 9, 2017, in Pittsburgh, PA, at a cost not to exceed \$855.98, to be paid from the general fund budget.

Action (Consent): **J.** Kelly Pre-K to Frick Park -- Ed Donovan

Resolution: Board action is requested to approve Kelly Pre-K students to visit Frick Park, in Pittsburgh on September 29, 2017 at no cost to the district.

Action (Consent): **K.** Kelly 1st grade to Triple B Farms -- Ed Donovan

Resolution: Board action is requested to approve Kelly 1st grade students to visit Triple B Farms in Monongahela, PA on October 10, 2017 at a cost not to exceed \$540, to be paid from the general fund budget.

Action (Consent): **L.** Turner and Kelly 5th grade to Maker Faire Education Friday -- Ed Donovan

Resolution: Board action is requested to approve Turner and Kelly students to attend a Maker Faire Education Friday at the Children's Museum, in Pittsburgh on October 13, 2017 at a cost not to exceed \$475.00, to be paid from KTO funds.

Action (Consent): **M.** Kelly and Turner Pre-K to Simmons Farm -- Ed Donovan

Resolution: Board action is requested to approve Kelly and Turner Pre-K students to visit Simmons Farm, in McMurray, PA on October 20, 2017 at a cost not to exceed \$1150, to be paid from the Pre-K funds.

Action (Consent): **N.** Turner 1st grade to Triple B Farms -- Ed Donovan

Resolution: Board action is requested to approve Turner 1st grade students to visit Triple B Farms, in Monongahela, PA on October 25, 2017 at a cost not to exceed \$517.50, to be paid from the general fund budget.

Action (Consent): **O.** Kelly 3rd through 6th students to University of Pittsburgh Basketball game and Educational talk -- Ed Donovan

Resolution: Board action is requested to approve Kelly 3rd through 6th grade students to attend the University of Pittsburgh for a Basketball game and Educational talk on November 13, 2017 at a cost not to exceed \$540, to be paid from the general fund budget.

Action (Consent): **P.** Turner and Kelly Pre-K to Children's Museum of Pittsburgh -- Ed Donovan  
Resolution: Board action is requested to approve Turner and Kelly Pre-K students to attend the Children's Museum of Pittsburgh on February 1, 2018 at a cost not to exceed \$450, to be paid from the Pre-K funds.

Action (Consent): **Q.** Consent Vote -- Ed Donovan

Resolution: Board action is requested to approve consent agenda items 12. B-P, as presented.

Motion by Debra Raubenstrauch, second by Michael A Johnson.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Michael A Johnson, Joshua Miller, Debra Raubenstrauch, LaTonya Washington, Ellen Kitzerow, Leigh Corrigan-Owens

### **13. PUBLIC COMMENTS**

Nicole Green, Wilkinsburg resident, asked a question about the recall of furloughed employees. Ms. Green was referred to the Business Manager to get accurate information.

### **14. EXCUSAL OF ABSENT BOARD MEMBER(S)**

Kathy Firestine asked for clarification on elected vs. appointed School Board members. Matt Hoffman confirmed that they are the same.

### **15. BOARD MEMBER COMMENTS**

### **16. ADJOURNMENT**

Action: A. Meeting Adjournment -- Ed Donovan

Board action is requested to adjourn.

Motion by Joshua Miller, second by Debra Raubenstrauch.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Michael A Johnson, Joshua Miller, Debra Raubenstrauch, LaTonya Washington, Ellen Kitzerow, Leigh Corrigan-Owens

**Generated by Jeanne Taylor on Wednesday, September 27, 2017**