

**SCHOOL DISTRICT OF THE BOROUGH OF WILKINSBURG  
LEGISLATIVE MEETING  
November 24, 2105**

The November 24, 2105 Legislative Meeting of the Wilkinsburg School District Board of Directors was called to order by the Board President, Ed Donovan at 7:05 pm. The meeting was held in the Board Room at 718 Wallace Avenue, starting with the Pledge of Allegiance. The following board members were in attendance: LaTonya Washington, Klara K. Brown, Michael A. Johnson, Joshua Miller, Debra Raubenstrauch, Karen Payne, and Kevin C. Urda. Acting Superintendent, Joe Petrella, Rick Liberto, Business Manager and the Gavin Robb, of the firm Tucker Arensberg, P.C., were also present.

**APPROVAL OF BOARD MINUTES**

A motion was made by Klara Brown, seconded by Karen Payne to approve the minutes of the October 27, 2015 Legislative meeting.

*The motion carried by unanimous vote.*

A motion was made by Michael Johnson, seconded by Karen Payne to approve the minutes of the November 10, 2015 Legislative meeting.

*The motion carried by unanimous vote.*

**PUBLIC FORUM**

none

**BOARD AGENDA ITEMS**

A motion was made by Klara Brown, seconded by Joshua Miller to approve the December Board meeting schedule.

*The motion carried by unanimous vote.*

**TREASURER’S REPORT**

A motion was made by Kevin Urda, seconded by Karen Payne to ratify and confirm the October 2015 General Fund payments of \$1,596,012.52 for payroll, benefits, and other operational expenses.

*The motion carried by unanimous vote.*

The following reports as of October 31, 2015 will be made a matter of record in the minutes:

Treasurer’s Report	<b>Attachment Bus. #2</b>
EIT/EMST Report	<b>Attachment Bus. #3</b>
Current R.E. Collections Report	<b>Attachment Bus. #4</b>
Delinquent R.E. Collections Report	<b>Attachment Bus. #5</b>
Deed Transfer Tax Report	<b>Attachment Bus. #6</b>

Monthly Statement of Expenditures and Revenues  
Student Activity Report – Secondary  
Student Activity Report – Elementary

**Attachment Bus. #7**  
**Attachment Bus. #8**  
**Attachment Bus. #9**

**FINANCE COMMITTEE REPORT**

The Finance Committee met on Tuesday, November 10, 2015 at 6:15 p.m.

Board members attending: Deb Raubenstrauch (Chair), Klara Brown, Ed Donovan, Michael Johnson, Karen Payne, Latonya Washington, Kevin Urda. Staff attending: Dr. Joseph Petrella, Pete Camarda, Rick Liberto

\*\*\*\*\*

Mr. Liberto updated the committee on the status of the audit. The auditors will be in the District through the end of November and have been asked to expand their audit. Cash balances and bank reconciliations will be finalized and the AFR will be submitted by Thanksgiving. Mr. Liberto will get some dates/times from the auditors to schedule a meeting with Board members

The regular business and treasurer’s reports were reviewed. Mr. Liberto answered questions with respect to the list of payments and the various revenue and expenditure reports. There were several questions that Mr. Liberto was not able to answer but were followed up in an email to board members. Mr. Liberto noted that he and Dr. Petrella are working on submitting the Title I application that was not filed last spring. Ms. Payne asked if whether or not the secondary activity funds would have to be spent prior to the end of the fiscal year if the high school is closed. Mr. Camarda noted that the funds would follow the students to Westinghouse.

Mr. Liberto presented a sample travel activity report for Board approval at the November legislative meeting. The report shows more detail about the entire cost of staff travel. The Committee is recommending approval of the new report.

Mr. Liberto reviewed the Act 1 Resolution to limit tax increases to the allowable index. While the Board does not anticipate raising taxes, the District is required to pass the resolution and will be asking for Board approval.

Due to the budget impasse, Mr. Camarda and Mr. Liberto are recommending that the district ask to delay payment on the TRAN to June 30<sup>th</sup>. There is no penalty for paying it in June, however, the District will have to pay additional monthly interest.

Ms. Raubenstrauch reported that there was no meeting of the Joint Tax Committee in October. The next meeting will be held on Monday, November 23<sup>rd</sup> at 5:30.

Board action items for November include adopting the Act 1 Resolution.

The meeting adjourned at 7:35 p.m.

### **FINANCE AGENDA ITEMS**

A motion was made by Michael Johnson, seconded by Karen Payne to adopt Resolution 2015-020 "School Real Property Taxes Limited to the Index", as presented. This resolution certifies that the Board of School Directors will limit any school district tax increase for the 2016-2017 school year to the index as calculated by the Pennsylvania Department of Education.

*The motion carried by unanimous vote.*

### **BUILDING AND GROUNDS REPORT**

none

### **BUILDING AND GROUNDS AGENDA ITEMS**

A motion was made by Karen Payne, seconded by Debra Raubenstrauch to approve the following (2) two invoices from J.C. Pierce and Associates for the capital project at Kelly and Turner Elementary Schools.

- |                          |             |
|--------------------------|-------------|
| 1. Invoice 2900-13-03-11 | \$67,716.22 |
| 2. Invoice 2900-14-04-11 | \$15,355.34 |

*The motion carried by unanimous vote.*

Capital Fund balance as of October 31, 2015: **\$9,912,328.28**

Capital Fund balance after Invoices 2900-13-03-11 and 2900-14-04-11: **\$9,803,566.91**

### **COMMUNITY RELATIONS AND PARENT INVOLVEMENT REPORT**

A motion was made by Kevin Urda, seconded by Debra Raubenstrauch to approve the permit for use of school property for Karla Givner Lewis, of the Wilksburg Educational Support Professionals, for a Union Meeting at Kelly Elementary School in the Cafeteria on November 2, 2015 from 2:30pm to 5:00pm.

*The motion carried by unanimous vote.*

A motion was made by Karen Payne, seconded by Debra Raubenstrauch to approve the permit for a Coro meeting in the Board Room on December 3, 2015 from 5:30pm to 9:30pm, subject to the submission of an appropriate permit to be approved by the Superintendent.

*The motion carried by unanimous vote.*

### **COMMUNITY RELATIONS AND PARENT INVOLVEMENT REPORT**

PENDING

### **CURRICULUM, INSTRUCTION AND ASSESSMENT REPORTS**

**Eastern Area Special Schools Report**

No report.

**Forbes Road Career and Technology Center**

No report.

**CURRICULUM, INSTRUCTION AND ASSESSMENT AGENDA ITEMS**

A motion was made by Michael Johnson, seconded by Karen Payne to approve Joseph Petrella and Rick Liberto to travel to Harrisburg for a meeting with the Pennsylvania Federal Programs Department, on Monday, November 23, 2015.

*The motion carried by unanimous vote.*

A motion was made by Michael Johnson, seconded by Karen Payne to approve Kerry Francis and Kelly Polosky to attend the Standards Aligned Systems Institute specifically designed for Priority and Focus school leadership teams on Wednesday, December 9, 2015, at the Hershey Lodge and Convention Center. There will be no cost to the district, except for mileage and tolls.

*The motion carried by unanimous vote.*

**PERSONNEL REPORT**

none

**PERSONNEL AGENDA ITEMS**

Professional

A motion was made by Michael Johnson, seconded by Karen Payne to approve Tanya Patterson as long-term sub, as per the collective bargaining agreement, effective November 25, 2015.

*The motion carried by unanimous vote.*

A motion was made by Kevin Urda, seconded by Karen Payne to approve FMLA for Tanya Smith, Turner Elementary Principal, effective December 14, 2015, returning on or before February 16, 2016.

*The motion carried by unanimous vote.*

A motion was made by Debra Raubenstrauch, seconded by Kevin Urda to approve Diane Ionodi, as PIMS/Food Service/Transportation Coordinator, effective November 25, 2015 at an annual salary of \$42,000, pro-rated for the remainder of the 2015/2016 school year. Terms and conditions as per Act 93 Agreement.

*Karen Payne opposed, LaTonya Washington abstained. The motion carried.*

Board action is requested to approve Sheila Lubert as Assistant Director of Finance and Operations, effective December 24, 2015, at an annual salary of \$70,000. Terms and conditions as per Act 93 Agreement.

*Karen Payne opposed, LaTonya Washington and Michael Johnson abstained. The motion carried.*

A motion was made by Michael Johnson, seconded by Debra Raubenstrauch to approve the resignation of Stephen Puskar, High School Principal, effective January 4, 2016.

*The motion carried by unanimous vote.*

A motion was made by Joshua Miller, seconded by Debra Raubenstrauch to approve the amendment to the Leaders in Learning agreement, for an extension through June 30, 2016, as per the attached Addendum, not to exceed \$50,000.

*The motion carried by unanimous vote.*

A motion was made by , seconded by Karen Payne to approve unpaid leave for Jeffrey Antoszewski, High School Special Education/Math Teacher, from May 24, 2016 through June 3, 2016.

*The motion carried by unanimous vote.*

A motion was made by Michael Johnson, seconded by Debra Raubenstrauch to approve Erwin Weischedel, as Interim High School Principal, at a daily rate of \$375, per day effective on the date of departure of the sitting principal, plus five additional training days to be determined, subject to the review and approval of the Solicitor and Superintendent.

*The motion carried by unanimous vote.*

A motion was made by Michael Johnson, seconded by Debra Raubenstrauch to approve the resignation of William McWilliams, Kelly Elementary School Teacher, effective December 4, 2015.

*The motion carried by unanimous vote.*

A motion was made by Joshua Miller, seconded by Debra Raubenstrauch to table the request to approve Kelley Majersky, as Interim Contracted Psychologist. The cost will be \$500 per evaluation, not to exceed 90 evaluations, per contractual agreement to be approved by the solicitor. *This is a cost savings of \$400 per evaluation through Maxim.*

*The motion carried by unanimous vote.*

#### Athletic

A motion was made by Michael Johnson, seconded by Debra Raubenstrauch to approve Ellis Thrift, Assistant Varsity Boys Basketball Coach, at an annual salary of \$1,608.

*The motion carried by unanimous vote.*

A motion was made by Debra Raubenstrauch, seconded by Michael Johnson to approve Sonjia Hoston, Assistant Varsity Girls Basketball Coach, at an annual salary of \$1,239.50.

*The motion carried by unanimous vote.*

#### Activities

A motion was made by Michael Johnson, seconded by Karen Payne to approve the following Activities Chairs:

1. Ray Strobel, Band, High School/Middle School at the rate of \$2,077.00
2. Pam Drane , National Honor Society at the rate of \$452.25
3. Jordan Manos, Senior Class, High School at the rate of \$753.75
4. Kristy Kotnik, Junior Class, High School at the rate of \$335.00
5. Brett Plavchak, Newspaper, High School/Middle School at the rate of \$1,038.00
6. Sam Leininger, Student Council, High School/Middle School at the rate of \$670.00
7. Pam Drane, Yearbook, High School/Middle School at the rate of \$2,077.00

- 8. Marian Sullivan, French Club, High School/Middle School at the rate of \$452.25
- 9. Lila Oukaci, Science Club, High School/Middle School at the rate of \$368.50
- 10. Nancy Rowley, Art Club, High School/Middle School at the rate of \$368.50
- 11. Keri Boyer, Key Club, High School at the rate of \$368.50
- 12. John Myers, Chess Club, High School/Middle School at the rate of \$368.50
- 13. Michelle Collins, Pep Club, High School/Middle School at the rate of \$368.50
- 14. Jennifer Hermes, Junior National Honor Society, Middle School at the rate of \$368.50
- 15. Jaclyn Simon, Student Council, Kelly Elementary at the rate of \$452.25
- 16. Ken Chambon, Student Council, Turner Elementary at the rate of \$452.25

*The motion carried by unanimous vote.*

**POLICY AND PLANNING REPORT**

Ms. Lumpkin met with Mrs. Taylor and turned over her file for the next Chair.

**POLICY AND PLANNING AGENDA ITEMS**

none

**NEW BUSINESS**

Mr. Melvin Hubbard El, of State Representative Ed Gainey’s office read a proclamation recognizing Karen Payne for 25 years of service to the Wilkinsburg School District Board of Directors.

**SUPERINTENDENT’S REPORT**

**SOLICITOR’S REPORT**

Any questions about the Solicitor’s Report should be directed to Dr. Petrella.

**ADJOURNMENT**

A motion was made by Karen Payne, seconded by Debra Raubenstrauch to adjourn the meeting at 9:10 pm.

*The motion carried by unanimous vote.*

Minutes Respectfully Submitted by:

*Jeanne E. Taylor*

Jeanne E. Taylor  
School Board Secretary