



WILKINSBURG SCHOOL DISTRICT

December Joint Planning/Legislative Session Minutes

(Tuesday, December 20, 2016)

Members present:

Klara K Brown, Edward J Donovan, Kathy Firestine, Joshua Miller, Debra Raubenstrauch, Kevin C Urda, LaTonya Washington
Rick Liberto, Business Manager and Matthew Hoffman, Solicitor from Tucker Arensberg, were also present.

Meeting called to order at 7:03 PM

1. INTRODUCTION

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

2. PRESENTATIONS

none

3. REPORTS

Dr. Iverson shared a Superintendent's Report including; a letter shared by hard copy with teachers and electronically with other staff. Teachers also received the book, ***I Wish My Teacher Knew***, as a gift from the Board and Administration. Dr. Iverson will utilize the book for professional development throughout the rest of the school year. Mr. Donovan shared the letter with Borough Council and asked all partners to share the letter broadly to get the word out about the good things happening in the district. Dr. Iverson also shared a video example of Makerspaces in the classroom.

In addition to the written report, Mr. Hoffman reported that some additional assessment decisions were received this week. He will share them with the Board Secretary for distribution.

4. Approval of the Minutes

Action: A. November Board Minutes

A motion was made by Klara K Brown, seconded by Debra Raubenstrauch to approve the minutes of the November 22, 2016 Legislative Session meeting.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Joshua Miller, Debra Raubenstrauch, Kevin C Urda, LaTonya Washington

Action: B. Reorganization Meeting Minutes

A motion was made by Kathy Firestine, seconded by Joshua Miller to approve the minutes of the December 6, 2016 Board Reorganization meeting.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Joshua Miller, Debra Raubenstrauch, Kevin C Urda, LaTonya Washington

5. EDUCATION/CURRICULUM

Action: A. Josh and Gab Productions, LLC

A motion was made by Debra Raubenstrauch, seconded by Joshua Miller to approve an anti-bullying assembly for Turner and Kelly Elementary Schools by Josh and Gab Productions, LLC on December 20 and 21, 2016. The total cost is \$920, \$450 will be paid by a grant from the Marcus L. Ruscitto Foundation, the balance not to exceed \$470 will be paid from Title I funds.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Joshua Miller, Debra Raubenstrauch, Kevin C Urda, LaTonya Washington

Action: B. OnHand School proposal extension

A motion was made by LaTonya Washington, seconded by Kathy Firestine to **TABLE** the motion to approve an addendum to the agreement with OnHand Schools, Inc. to include four additional half-day sessions coordinated with Targeted Leadership on January 18, February 9, March 20, and April 25, 2017 at \$625 per session, for a cost not to exceed \$2,500, to be paid with Title I funds.

Final Resolution: Motion Carries

Yes: Kathy Firestine, Joshua Miller, Kevin C Urda, LaTonya Washington

No: Klara K Brown, Edward J Donovan, Debra Raubenstrauch

Action: C. Committee for Children -- Second Step program

A motion was made by Debra Raubenstrauch, seconded by Joshua Miller to approve the purchase of a Kindergarten through 5th bundle and Grade 6 Kit for each elementary school, at a cost not to exceed \$5379 , paid from the general fund budget.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Joshua Miller, Debra Raubenstrauch, Kevin C Urda, LaTonya Washington

Action: D. Cycles of Professional Learning

Dr. Iverson explained the concept and types of Learning Walks that will be implemented for ongoing professional development.

Action: E. Letter of Understanding Re: School Based Access Program

A motion was made by Debra Raubenstrauch, seconded by Joshua Miller to approve the agreement with the Allegheny Intermediate Unit for coordination of the School Based Access Program. The costs are an at-cost management fee of \$1.65 per processed direct service transaction, \$1.25 per processed transportation transaction, and \$1.65 per Random Moment Time Study participant per quarter, not to exceed \$4,400, to be paid from Access funds.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Joshua Miller, Debra Raubenstrauch, Kevin C Urda, LaTonya Washington

Report: F. Travel Investment Activities Report

The details of all of the costs for Field Trips and Professional Development were reviewed.

6. TREASURER'S REPORT

Action: A. Treasurer's Report

A motion was made by Joshua Miller, seconded by Klara K Brown to ratify and confirm the November 2016 General Fund payments of \$1,659,322.58 for salary, benefits, and other operational expenses.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Joshua Miller, Debra Raubenstrauch, Kevin C Urda, LaTonya Washington

Reports: B. Financial Reports

The December Expenditures, Voids and Wire Transfer reports were reviewed.

7. FINANCE

Action: A. Finance Report

Ms. Raubenstrauch provided an update on the Audit. Although the district ended the year at a deficit, it was a clean audit and very positive process. The Board will vote on the final audit in January.

Action: B. School Real Property Taxes Limited to the Index

A motion was made by Kevin C Urda, seconded by Kathy Firestine to adopt the School Real Property Taxes Limited to the Index Resolution, as presented. This Resolution certifies that the Board of School Directors will limit any school district tax increase for the 2017-2018 school year, to the index as calculated by the Pennsylvania Department of Education of 3.3%.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Joshua Miller, Debra Raubenstrauch, Kevin C Urda, LaTonya Washington

8. INSTRUCTIONAL STAFF

Action: A. Keystones to Opportunity Grant After School Tutors

A motion was made by Joshua Miller, seconded by Kathy Firestine to approve a posting for 14 After School Tutors from January 16 through June 1, 2017 at \$20/hour, including benefits. Tutors will work 1 hour per day and 2 preparation hours per week for 4 days per week, over 19 weeks, at a total cost not to exceed \$30,240, to be paid from KTO funds.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Joshua Miller, Debra Raubenstrauch, Kevin C Urda, LaTonya Washington

Action: B. M. Smith medical leave request

A motion was made by Kathy Firestine, seconded by Kevin C Urda to approve medical leave for Margaret Smith, Kelly 1st Grade Teacher, from January 26, 2017 through approximately March 24, 2017.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Joshua Miller, Debra Raubenstrauch, Kevin C Urda, LaTonya Washington

Action: C. Lech unpaid leave request

A motion was made by Debra Raubenstrauch, seconded by Kathy Firestine to approve unpaid leave for Barbara Lech for 3 days, February 15, 16, and 17, 2017.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Joshua Miller, Debra Raubenstrauch, Kevin C Urda, LaTonya Washington

Action: D. SAP Training

A motion was made by Kathy Firestine, seconded by Debra Raubenstrauch to approve Judy Baudoux, Alicia Winwood, Randy Davis, and Darin Cole to attend SAP training on January 11, 12, and 18, 2017 in Moon Township, PA, at a cost not to exceed \$400, to be paid from the general fund budget.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Joshua Miller, Debra Raubenstrauch, Kevin C Urda, LaTonya Washington

Action: E. Flasco Long Term Substitute Teacher

A motion was made by Debra Raubenstrauch, seconded by Kathy Firestine to approve Matthew Flasco as Long Term Substitute Teacher at Turner Elementary School through March 31, 2017, at the rate of \$228.64 per day, per the collective bargaining agreement for a furloughed teacher, to be paid from the general fund budget.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Joshua Miller, Debra Raubenstrauch, Kevin C Urda, LaTonya Washington

Action: F. Harding Long Term Substitute Teacher

A motion was made by Kathy Firestine, seconded by Joshua Miller to approve Jennifer Harding as a Long Term Substitute Teacher at Turner Elementary School through March 31, 2017, at the rate of \$236.49/day, per the collective bargaining agreement for a furloughed teacher, to be paid from the general fund budget.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Joshua Miller, Debra Raubenstrauch, Kevin C Urda, LaTonya Washington

9. NON-INSTRUCTIONAL SERVICES

none

10. POLICY AND PLANNING

none

11. BOARD GOVERNANCE/BOARD RESOLUTIONS

Action (Consent): A. Board Policy 005

Resolution: Board action is requested to suspend Board Policy No. 005, Section: Local board Procedures, Title: Organization, through the next session of this Board.

Action (Consent): B. Turner and Kelly Pre-K to Carnegie Museum

Resolution: Board action is requested to approve the Request for Field Trip Approval for 56 Turner and Kelly Pre-K students to attend the Carnegie Museum, on January 9, 2017, at a cost not to exceed \$450.20 to be paid from the general fund budget.

Action (Consent): C. Kelly Stars Trip

Resolution: Board action is requested to approve the Request for Field Trip approval for 80 Kelly 3rd through 6th grade students to attend Lokay Lanes in Monroeville, on January 19, 2017, at a cost not to exceed \$978.20, to be paid from the general fund budget.

Action (Consent): D. Kelly Pre-K through 1st grade to Heinz Hall

Resolution: Board action is requested to approve the Request for Field Trip Approval for 135 Kelly (Pre-K through 1st grade students, teachers and assistants) to visit Heinz Hall, on January 25, 2017, to hear the Pittsburgh Symphony Orchestra at a cost not to exceed \$675.30, to be paid from the general fund budget.

Action (Consent): E. Kelly 6th grade to Heinz Hall

Resolution: Board action is requested to approve the Request for Field Trip Approval for 25 Kelly 6th grade students to attend Heinz Hall, on January 27, 2017, to hear the Pittsburgh Symphony Orchestra at a cost not to exceed \$225.10, to be paid from the general fund budget.

Action (Consent): F. Turner 6th Grade to Heinz Hall

Resolution: Board action is requested to approve the Request for Field Trip Approval for 20 Turner 6th grade students to attend Heinz Hall, on January 27, 2017, to hear the Pittsburgh Symphony Orchestra at a cost not to exceed \$225.10, to be paid from the general fund budget.

Action (Consent): G. Consent Vote

Resolution: Board action is requested to approve consent agenda items 11. A-F, as presented.

A motion was made by Joshua Miller, seconded by Debra Raubenstrauch to approve consent agenda items 11. A-F, as presented.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Joshua Miller, Debra Raubenstrauch, Kevin C Urda, LaTonya Washington

12. PUBLIC COMMENTS

none

13. BOARD MEMBER COMMENTS

Action: A. Board member resignation

A motion was made by Klara K Brown, seconded by Debra Raubenstrauch to accept the resignation of Kevin Urda, effective Tuesday, January 3, 2017.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Joshua Miller, Debra Raubenstrauch, Kevin C Urda, LaTonya Washington

14. EXCUSAL OF ABSENT BOARD MEMBERS

Action: A. Board member excusal

A motion was made by Joshua Miller, seconded by Kevin C Urda to excuse Michael Johnson from the meeting.

Final Resolution: Motion Carries

Yes: Klara K Brown, Kathy Firestine, Joshua Miller, Debra Raubenstrauch, Kevin C Urda, LaTonya Washington

No: Edward J Donovan

Action: B. Board member excusal

A motion was made by Debra Raubenstrauch, seconded by Kevin C Urda to excuse Beth Slaby from the meeting.

Final Resolution: Motion Fails

Yes: Edward J Donovan, Debra Raubenstrauch, Kevin C Urda

No: Klara K Brown, Kathy Firestine, Joshua Miller, LaTonya Washington

15. ADJOURNMENT

Action: A. Meeting Adjournment

A motion was made by Kevin C Urda, seconded by Joshua Miller to adjourn the meeting.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Kathy Firestine, Joshua Miller, Debra Raubenstrauch, Kevin C Urda, LaTonya Washington

Respectfully submitted by Board Secretary, Jeanne E. Taylor