



# **WILKINSBURG SCHOOL DISTRICT**

## **Legislative Session Minutes (Tuesday, November 22, 2016)**

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### **Members present:**

Klara K Brown, Edward J Donovan, Kathy Firestine, Michael A Johnson, Joshua Miller, Debra Raubenstrauch, Kevin C Urda, LaTonya Washington

### **Meeting called to order at 7:13 PM**

### **1. INTRODUCTION**

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

### **2. PRESENTATIONS**

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

Dr. Matsook shared an update on the Pittsburgh Public Schools Wilkinsburg School District Partnership. The Pittsburgh Public School Magnet School application process has started, including Wilkinsburg students from 6th grade and up. Westinghouse Academy efforts to prevent and address truancy were shared.

### **3. REPORTS**

Dr. Iverson shared a brief Superintendent's Report.

Mr. Hoffman recommended that any questions about the Solicitor's Report be directed to the Superintendent.

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

A motion was made by Klara K Brown, seconded by Kathy Firestine to approve the minutes of the October 25, 2016 Legislative Session and the November 15, 2016 Special Legislative Session.

Final Resolution: Motion Carries

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

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

#### **A. On Hand School proposal**

A motion was made by Klara K Brown, seconded by Debra Raubenstrauch to approve the extension of the current contract for an additional 5 days of Professional Development/Training from OnHand Schools, Inc. at a rate of \$1,250/day, not to exceed \$5250, paid from Title funds.

Final Resolution: Motion Carries

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

**B. Targeted Leadership Consulting**

A motion was made by Klara K Brown, seconded by Debra Raubenstrauch to approve the proposal from Targeted Leadership Consulting for Instructional Leadership Development, at a cost not to exceed \$64,800, to be paid from the Title funds.

Final Resolution: Motion Carries

Yes: Klara K Brown, Edward J Donovan, Michael A Johnson, Joshua Miller, Debra Raubenstrauch, Kevin C Urda, LaTonya Washington

No: Kathy Firestine

**C. Barbara Mehalov contract extension**

A motion was made by Joshua Miller, seconded by Klara K Brown to approve the extension of the Professional Services Contract with Barbara Mehalov at the daily rate of \$390 per day not to exceed \$3,900 per month, to be paid with Keystones to Opportunity (KTO) funds, effective January 1, 2016, through June 30, 2017.

Final Resolution: Motion Carries

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

**D. Travel Investment Activities Report** -- provides the details and cost of conferences and field trips.

**6. TREASURER'S REPORT**

**A. Treasurer's Report**

A motion was made by Joshua Miller, seconded by Klara K Brown to ratify and confirm the October 2016 General Fund payments of \$1,320,314.80 for salary, benefits, and other operational expenses.

Final Resolution: Motion Carries

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

**B. Financial Reports**

The following reports as of October 31, 2016 will be made a matter of record in the minutes:

- 1. Statement of Revenue & Expenditures
- 2. Year to Date Expenditure Summary -- Function
- 3. Year to Date Expenditure Summary -- Object
- 4. Year to Date Summary Report -- Revenue

**7. FINANCE**

**A. Finance Report**

Debra Raubenstrauch shared the report from the Finance Committee meeting:

The Finance Committee met on Tuesday, November 15, 2016 at 5:30 p.m.

Board members attending: Deb Raubenstrauch (Chair), Ed Donovan, Kathy Firestine, Joshua Miller  
Staff attending: Dr. Linda Iverson, Rick Liberto

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Mr. Liberto reported the following:

- Auditors have finished their work on the Title programs.
- The AFR was filed on November 9. Because of having to book \$889,000 of charter school expenses from 14-15 and \$494,000 of delinquent tax receipts that went to the district but should have been used to repay the sale of delinquent real estate taxes from 2013, the District will end the year with a deficit of approximately 564K.

- Progress is being made on repaying the AIU with the balance owed being approximately \$1.6M (down from \$3.5M last Sept.)
- No October reports from Pittsburgh Public Schools. Dr. Matsook will give a report at the Legislative meeting and is working with staff to carefully reconcile the number of students attending.
- Bond refinancing – The state is now reluctant to put the District in the Intercept program. There are meetings scheduled in December with officials.
- The committee agreed with the Borough to accept the sale price of \$500,000 as the assessed value for 900 Rebecca. The sale of the property is contingent upon the reduction in assessed value from \$3,381,400.
- With the repayment of over \$494,000 of payments incorrectly sent to the District in 15-16, the outstanding balance of the 2013 delinquent real estate tax lien sale is \$1,690,352. The district anticipates regular monthly payments toward this balance. Consequently, Mr. Liberto told Jim Geronimo from Municipal Revenue Service that the District does not plan to refinance and that the obligation will be repaid in Sept. as scheduled.
- Cash flow continues to be good.

The 16-17 Statement of Revenue and Expenses, the YTD Expenditure summaries by function and object codes, and the Balance Sheet were reviewed.

The check register for November was reviewed. There were no questions

The meeting adjourned at 6:40 p.m.

### **B. Allegheny Intermediate Unit Joint Purchasing Program**

A motion was made by Klara K Brown, seconded by Kathy Firestine to approve participation in the Allegheny Intermediate Unit's Joint Purchasing Program.

Final Resolution: Motion Carries

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

### **C. GASB 75 Valuation Services**

A motion was made by Kathy Firestine, seconded by Debra Raubenstrauch to approve the agreement with Hawley Consulting Group for a GASB 75 Valuation report, at a cost not to exceed \$4,000.

Final Resolution: Motion Carries

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

## **8. INSTRUCTIONAL STAFF**

### ***Act 93 Agreement***

A motion was made by Michael A Johnson, seconded by Debra Raubenstrauch to approve the Act 93 Agreement effective July 1, 2016 through June 30, 2018.

Final Resolution: Motion Carries

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

## **9. NON-INSTRUCTIONAL SERVICES**

### ***Liens / Delinquency Prioritization***

A motion was made by Debra Raubenstrauch, seconded by Kathy Firestine to approve the delinquency prioritization structure discussed at the October 18, 2016 and November 15, 2016 Planning **F. Turner 4th - 6th grade to Carnegie Science Center Field Trip Approval**

Resolution: Board action is requested to approve the Request for Field Trip Approval for Turner Elementary 4th through 6th grade to visit the Carnegie Science Center with sixty (60) students and 6 to 8 adults to be paid for with a google grant. 2 buses will be utilized for a total cost not to exceed \$450.20, paid from general funds.

***G. Turner Pre-K-3 to Carnegie Science Center Field Trip Approval***

Resolution: Board action is requested to approve the Request for Field Trip Approval for Turner Elementary Pre-K through 3rd grade to visit the Carnegie Science Center with 186 students to be paid for with a google grant. 2 buses will be utilized for a total cost not to exceed \$450.20, paid from general funds.

***H. Kelly AND TURNER K-6 to Frick Art and History Museum Field Trip Approval***

Resolution: Board action is requested to approve the Request for Field Trip Approval for Kelly AND TURNER Elementary K through 6th grade students to visit the Frick Art and History Museum with 50 students, to be paid for with a grant from the Buncher Corporation, at no cost to the district.

***I. Kelly and Turner Pre-K to the Gemini Theatre Field Trip Approval***

Resolution: Board action is requested to approve the Request for Field Trip Approval for Kelly and Turner Pre-K to visit the Gemini Theatre with 56 students, at a cost not to exceed \$800.20.

***J. Kelly 3-6 Pitt Womens Basketball Field Trip Approval***

Resolution: Board action is requested to approve the Request for Field Trip Approval for Kelly 3rd through 6th grade students to attend a University of Pittsburgh Womens Basketball game, at a cost not to exceed \$74 paid from the general fund budget.

***K. Board member use of District-owned Equipment Policy***

Resolution: Board action is requested to approve the second of two readings of Policy No. 010, Section: Local Board Procedures, Title: Board member use of District-owned Equipment Policy.

***L. Special Education Teaching Assistant***

Resolution: Board action is requested to approve the hiring Brandon Ferguson as a 10-month, Special Education Teaching Assistant for the Autistic Support program at Kelly Elementary School for the 2016-17 school year, pro-rated, at the salary of \$15.24 per hour, with benefits according to the provisions of the collective bargaining agreement and paid out of Special Education funds, effective November 23, 2016.

***M. One-on-One Personal Care Assistant***

Resolution: Board action is requested to approve the hiring of Angela Allen-Thorton as a 10-month, One-on-One Personal Care Assistant for Kelly Elementary School for the 2016-17 school year, pro-rated, at the salary of \$15.24 per hour, with benefits according to the provisions of the collective bargaining agreement and paid out of Special Education funds, effective November 23, 2016.

**N. Consent Vote**

**A motion was made by Joshua Miller, seconded by Kathy Firestine to approve consent agenda items 11. A-M, as presented.**

**Final Resolution: Motion Carries**

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

**12. PUBLIC COMMENTS**

NONE

**13. BOARD MEMBER COMMENTS**

Kathy Firestine participated in the Wilkinsburg Borough Parks and Recreation committee meeting.

**14. EXCUSAL OF ABSENT BOARD MEMBERS**

**Excuse**

A motion was made by Michael A Johnson, seconded by Debra Raubenstrauch to excuse Beth Slaby from the Legislative meeting.

Final Resolution: Motion Carries

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

**15. ADJOURNMENT****Adjourn**

A motion was made by Kathy Firestine, seconded by Michael A Johnson to adjourn the meeting.

Final Resolution: Motion Carries

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

*An Executive Session was held following the Legislative Session to discuss Legal and Personnel matters.*

*Minutes respectfully submitted by Board Secretary, Jeanne E. Taylor*