

SCHOOL DISTRICT OF THE BOROUGH OF WILKINSBURG LEGISLATIVE MEETING

August 23, 2011

The August 2011 Legislative Meeting of the Wilkinsburg School District Board of Directors was called to order by the President, Karen Payne at 7:15 p.m., in the Administration Building, 718 Wallace Avenue, with the Pledge of Allegiance. The following board members were in attendance: Jean Dexheimer, Carole Lee, Raymond Griffith, Nanet Hamlin-Black, and Donora Craighead, LaTonya Washington arrived at 7:20 pm. Jerome Garrett, and Barbara Thompson were absent from the meeting. Archie D. Perrin, Superintendent, Bruce Dakan, Director of Business Affairs and the Solicitor Matthew Hoffman, of the firm Tucker Arensberg, P.C., were also present.

INVITATION TO PUBLIC TO ADDRESS THE BOARD

No one requested to address the board.

APPROVAL OF MINUTES

Motion was made by Nanet Hamlin-Black, seconded by Carole Lee to approve the minutes from the July 26, 2011 Legislative meeting.

Motion carried by unanimous vote.

PRESENTATION TO THE BOARD

Wilkinsburg School District teachers, Erica Kalo, Lisa Fortier, and Kelly Polosky who initiated and designed the district substitute teacher manual and provided the training to implement the new procedures, presented their program to the school board members.

COMMITTEE REPORTS

COMMUNITY RELATIONS AND SCHOOL IMAGE COMMITTEE

Carol Lee, Nanet Hamlin-Black, Co-Chairs

Did not meet in August 2011

EASTERN AREA SPECIAL SCHOOLS JOINT COMMITTEE

Barbara Thompson, Chairperson

No Report

FINANCE, OPERATIONS AND PERSONNEL COMMITTEE

Tuesday, August 9, 2011 5:30 pm

In attendance: Karen Payne, Chair, Board Members: Jean Dexheimer, Carol, Lee, Nan Hamlin Black, Barbara Thompson, and Mr. James Richard, Board Treasurer.

Business Department Agenda: 5:30 pm

The committee reviewed and discussed the items listed on the business agenda and recommended that the items be approved, pending any questions from the Board.

Mr. Richard left at this time

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Personnel Department Agenda: 6:20 pm

In attendance: Karen Payne, Chair, Board Members: Jean Dexheimer, Carol Lee, Nan Hamlin-Black, and Barbara Thompson,

The committee reviewed and discussed the items on the personnel agenda. The committee recommended that the items be approved, pending any questions from the Board. ***** All members should keep in mind that there may be additions or deletions to the Personnel Agenda.

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Please note: Mr. Bruce Dakan, Business Manager and Mr. Archie Perrin, Superintendent were both on vacation.

Any questions from the Board were written down by Andrea Williams, Board Secretary/Personal Secretary to the Superintendent, and Karen Payne, Board President. Answers would be emailed to the Board prior to the Legislative Meeting.

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The meeting was adjourned at 7:00 pm.

Next meeting date will be held on September 13, 2011, at 5:30 p.m.

All Board Members are invited to attend.

Submitted by Karen E. Payne, Chair

LEGISLATIVE
Legislative Report
Raymond Griffith, Chair

POLICY AND PLANNING COMMITTEE
Barbara Thompson, Chair

CURRICULUM, INSTRUCTION, AND ASSESSMENT COMMITTEE
Board Curriculum Committee
August 2011

Curriculum

Pre-K–12 Literacy

The Pre-K–12 Literacy Curriculum was rolled out at the elementary and secondary schools on the August 23 and 24 In-Service Days. The curriculum design was explain in general to all of the elementary teachers at Kelly and to the secondary teachers of Reading and English at the High School, and reviewed in depth in grade level groups.

The Harcourt trainer for the *Journeys* Reading Program did an overview of the program materials and electronic resources, and worked with grade level groups to map the program resources to the new curriculum for the first quarter.

Secondary teachers were trained in the summer on the *Language!* program and resources. They mapped the program resources to the new curriculum for the first quarter.

Pre-K–12 Science

The Pre-K–12 Science Curriculum has been re-aligned to the revised Pennsylvania Standards and Common Core Standards.

Pre-K–12 Math

The Pre-K–12 Math Curriculum is being re-aligned to the revised Pennsylvania Standards and Common Core Standards.

Assessments

Ordered assessments have been received and their databases have been updated to reflect the staff and student changes in the district.

Instruction

Tutoring

Terri Ayers has a call into Dr. Terri Henderson to work out the protocols for the Middle School students' tutoring at the Boys & Girls Club.

Mrs. French is taking the lead to coordinate the primary tutoring at Hosanna House's WFSC with Ms Smith, Ms Fisher and Paulette Davis.

Professional Development

To date, 85 days have been scheduled for professional development for teachers and administrators; of them, 75 days have firm plans. Among the service providers for these professional developments are ASSET, AIU3, Math & Science Partnership, Harcourt Reading, McGraw-Hill Math, Cambium Learning for Language! and Bel-Mor.

Paulette Davis' staff participated in the Pre-K's Professional Development on the August 23 In-Service Day.

Other

E-Strategic Plan

Of the five eStrategic Plan Reports that are due to the state by September 30, 2011, the Special Education Report (was due May 30; was submitted on time and subsequent additional changes were done) and the Educational Technology Report are complete. The other three reports are being worked.

Free Flu Shots for WSD Employees

On the October 31 Clerical Day, the Allegheny County Health Consortium will provide free flu shots for employees throughout the work day. Jan Visk will organize this service.

Respectfully submitted by Patricia Grey,

Director of Curriculum, Instruction, Assessment & Professional Development

FORBES ROAD CAREER & TECHNOLOGY CENTER

Jerome Garrett, Chair

July 28, 2011

The Combined Planning/Board meeting of the Forbes Road Career & Technology Center was called to order at 9:05 am, in the restaurant by President Bill Magill.

Mr. Balint reported on the Summer Creativity and Technology Camp which took place the week of June 13-16, 2011. There were approximately 35 students in attendance with eight of our programs being presented. Summer maintenance work has begun. All classrooms are being cleaned. Two new electronic L.E.D. signs will be installed on both sides of the entrance to the driveway. We are waiting for the signs to be delivered. The 2011/2012 Budget was passed by all sending districts. We received an updated enrollment for the 2011/2012 school year.

During the spring students participated in the "Blessing in a Backpack" service project. Students in Building Construction Technology designed and built wooden donation boxes in the shape of backpacks and the Advertising Design students created the labels for the donating boxes.

Mr. Roger D. Ermidio, Superintendent of East Allegheny School District will serve as Superintendent of Record for the 2011-2013 term. Mr. Thomas Washington, Superintendent of Penn Hills School District was appointed Assistant Superintendent of Record for the 2011-2013 term.

The next board meeting will be held on Thursday, August 25, 2011 at 9:00 am in the restaurant. The meeting was adjourned at 9:47 am.

OTHER BOARD MEMBER REPORTS

SUPERINTENDENT'S DEPARTMENT REPORT

Legislative Session – August 23, 2011

Action Items:

Motion was made by Nanet Hamlin-Black, seconded by Raymond Griffith, to approve the agreement between the Wilkinsburg School District and Waterfront Learning Services. Waterfront Learning Services will assist the school district with a cyber education program. The outline of assistance provided by Waterfront Learning is included in the agreement that is attached. Attachment Supt. #1

Motion carried by unanimous vote

Motion was made by Nanet Hamlin-Black, seconded by Carole Lee, to approve the agreement between the Wilkinsburg School District and Bel-Mor Associates for professional development services in the amount of \$100,000 for the 2011-2012 school year. Attachment Supt. #2

Motion carried by unanimous vote

BUSINESS OFFICE AGENDA

Legislative Meeting – August 23, 2011

Action Items:

Motion was made by Nanet Hamlin-Black, seconded by Raymond Griffith to ratify and confirm the July 2011 General Fund payments of \$1,839,820.09 for payroll, benefits, and other operational expenses. -Attachment Bus. #1

Motion carried by unanimous vote

The following reports as of July 31, 2011 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

Motion was made by Jean Dexheimer, seconded by Nanet Hamlin-Black to approve budget transfers from June 2011 for the 2010/2011 fiscal year for the General Fund as per the attached Budget Transfer Transaction Detail Report. -Attachment Bus. #10

Motion carried by unanimous vote

Motion was made by Jean Dexheimer, seconded by Raymond Griffith, to declare as surplus, and hence NOT needed, approximately 119 (one-hundred nineteen) computers, 46 (forty six) monitors, etc. as recommended by John Staudacher, Director of Technology, and also authorizes an agreement with Reclamere, Inc. in an amount not to exceed \$1,615.48 to pay for the cost of legal disposal, as per the attached. -Attachment Bus. #11

Motion carried by unanimous vote

FOR INFORMATIONAL PURPOSES ONLY:

Wilkesburg Borough employee has contacted the District as to the possible transfer of ownership of Green Street park from the District to the Borough, as per the attached. -Attachment Bus. #12

FEDERAL PROGRAMS REPORT

**Federal Programs Agenda
Board of School Directors**

Action Item:

Motion was made by Nanet Hamlin-Black, seconded by Jean Dexheimer, to approve the Letters of Agreement with the Allegheny Intermediate Unit#3 for the 2011-2012 Title I non-public services for our students that attend Saint Theo Bauman, Universal Academy, Christ Lutheran and Pittsburgh Urban Christian Academy. These agreements will be paid with Title I Non Public Funds. (See Federal Programs Attachment 1-4)

Motion carried by unanimous vote.

PERSONNEL DEPARTMENT REPORT

Motion was made by Jean Dexheimer seconded by Carole Lee to ratify and confirm the following appointments, leaves of absence and resignations, and retirements:

Personnel Report

APPOINTMENTS				
NAME	Budget	POSITION	SALARY	EFFECTIVE DATE
Rian Crothers	Y	Library Department Head	\$485.75	2011-2012 year
Laura Collins	Y	Yearbook / High School	\$2,077.00	2011-2012 year
*Emily Chapman	Y	Music Department Head	\$485.75	2011-2012 year
*Emily Chapman	Y	Band Director	\$2,077.00	2011-2012 year
Nicole Palmer-Zubaidi	Y	Student Council	\$670.00	2011-2012 year
Carla Miles	Y	Activities Treasurer	\$1,256.00	2011-2012 year
Pamela Drane	Y	National Honor Society	\$452.00	2011-2012 year
Pamela Drane	Y	Book Club / High School	\$369.00	2011-2012 year
Marian Sullivan	Y	Foreign Language Department Head	\$485.75	2011-2012 year
Cami Plymire	Y	Middle School Sponsor	\$1,038.50	2011-2012 year
Rose Anne Vigliante	Y	Drama Sponsor	\$369.00	2011-2012 year
Andrea Davis	Y	Vocal Director	\$720.25	2011-2012 year
*Aaron Johnson	Y	Secondary Principal	\$96,000.00 (Pro-rated)	08-10-2011
*Christina Scotillo	Y	Long Term Substitute/Kelly Elementary	\$90.80/day	2011-2012 year
*Katharine Stephens	Y	District Wide Substitute Secretary	\$8.00/hr	2011-2012 year
*Damon Agurs	Y	Girls Basketball Coach/Middle School	\$1,273.00	2011-2012 year
*Khaleena Yates	Y	Cheerleading Coach/High School	\$1,591.00	2011-2012 year
PAID LEAVE OF ABSENCE				
NONE AT THIS TIME				
RESIGNATIONS				
Katie Hruska	Y	Behavior Intervention Specialist Alternative Ed.	\$38,000.00/year	08-15-2011
Morgan Scheetz	Y	Math Teacher / Alternative Ed. Program	\$38,420.00/year	08-05-2011
Lisa Shaner	Y	Multiple Disabilities Teacher Johnston Elementary	\$40,670.00/year	08-22-2011
*Adrienne Ciuccio	Y	English Teacher/Middle School	\$40,670.00/year	08-19-2011

Motion carried by unanimous vote.

Motion was made by Raymond Griffith seconded by Carole Lee to ratify and confirm the tenure for the following teachers:

Name	Seniority Date	Tenure Date
Reuben Coleman	08-25-2008	08-25-2011
Jennifer Hermes	08-25-2008	08-25-2011
April Balsomico	08-25-2008	08-25-2011
Michelle Markowitz	08-25-2008	08-25-2011
Brian Wagner	08-25-2008	08-25-2011
William McWilliams	08-25-2008	08-25-2011
Emily Chapman	08-25-2008	08-25-2011
Jeffrey Antoszewski	08-25-2008	08-25-2011
Jennifer Lyman	08-25-2008	08-25-2011
Scott Uhlinger	08-25-2008	08-25-2011

JOB OPENINGS

Head Custodian	Johnston Elementary
Pre-K Lunch Aides	Johnston, Kelly & Turner Elementary

Motion carried by unanimous vote.

NEW BUSINESS

Motion was made by Nanet Hamlin-Black, seconded by Donora Craighead to excuse Jerome Garrett and Barbara Thompson from the August 23, 2011 Legislative Meeting.

Motion carried by unanimous vote

STAFF REPORTS

No Report

SOLICITOR'S REPORT

See File.

ADJOURNMENT

Motion was made by Nanet Hamlin-Black, seconded by Donora Craighead to adjourn.

Motion carried by unanimous vote

Meeting adjourned at 8:10p.m.

Minutes Respectfully Submitted by:

Andrea L. Williams

Andrea L. Williams
School Board Secretary