

DECEMBER 5, 2013

The Freedom Area School Board held their Agenda/Regular Board Meeting on December 5, 2013, in the Middle School Library. President Barbara Heyman called the Business Meeting to order at 7:10 pm, EST.

Board Members Present:

Lorraine Rocco
Harry Gilarno
Dawn Greene
Barbara Heyman
Lori Pail
Mary Ann Petcovic
Jennifer Sayre
Dennis Sharpless

Board Members Absent:

Mike Tibolet

School Staff Present:

Dr. Jeffrey Fuller, Superintendent
Noriene Plate, Business Manager
Misty Slavic, Director of Curriculum & Instruction
Timothy Dadich, Principal, High School
Richard Edder, Elementary Principal
Gary Mortimer, Director of Buildings & Grounds
John Rosa, Faculty and Athletic Director
Keith Kovalic, High School Music Teacher

Solicitor:

Matt Hoffman, Esq.

Guests: **Public sign-in sheet is attached to the minutes in the minute book.**

The December meeting began with the Middle School 7th and 8th grade choral group beautifully singing a song titled "Christmas Day". The choral group wrote the lyrics and **a copy will be placed in the minute book.**

Dr. Jeffrey Fuller, Superintendent, and Timothy Dadich, High School Principal, presented an award to Middle School 8th Grade Student Caleb Donohue for his artwork that was voted to be the District's 2013 Holiday Card.

COMMUNICATIONS:

Timothy Dadich, High School Principal, extended congratulations to the following recipients of the Freedom Area High School H.O.P.E. and Student of the Month Awards for the month of November 2013.

- H.O.P.E. Award (Theme--"Challenges Me to Go Above and Beyond"):
 - Mr. Aaron Fitzpatrick
- Student of the Month Award (Theme--"Excellence"):
 - 12th Grade:
 - Boy - Lane Ward
 - Girl - Kayla Rosenkranz
 - 11th Grade:
 - Boy - Jacob Beckey
 - Girl - Morgan Calahan
 - 10th Grade:
 - Boy - Aaron Scheider
 - Girl - Reilly Collins
 - 9th Grade:
 - Boy - Joey Pail
 - Girls - Paige Rizzi

Congratulations:

Freedom Area High School CTC Student of the Month for October 2013:

- Commercial Arts - Brett Adams
- Cosmetology - Leslie Miller
- Graphic Arts - Chelsea Cushing

Freedom Area High School 11th Grade Students, Recipients of the Eagle Scout Award (Letter of Congratulations was sent from the Board and Superintendent):

- Joshua and Zachary Kugel

“Thank You” letters were received from:

- Janney Montgomery Scott LLC for appointment as Bond Underwriter for the District’s forthcoming financing
- Pine Run Fire Department for the refund of the 2012 and 2013 School District Real Estate Taxes

Alumni Scholarship Gift: A \$500 scholarship award was received from Alumnus Mr. Carl Arbus to be awarded for a STEM related project.

Invitation:

- BVIU 2013 Reorganization Meeting, Tuesday, December 10, 5:45 P.M., beaver County Career & Technology Center.

Other:

- Presentation of Financials for Year Ending June 30, 2013, by Auditors Hosack, Specht, Muetzel & Wood LLP

Motion by Gilarno, seconded by Sharpless, to appoint Lorraine Rocco as an Alternate member to the Beaver Valley Joint School Committee for New Horizon School, Annual Term. Note: Representative – Mary Ann Petcovic was approved at November 7, 2013, Board Meeting

Roll Call Yea Votes – Petcovic, Heyman, Sharpless, Gilarno, Rocco, Greene, Sayre, and Pail.
Vote Motion carried – 8 Yeas

- Holiday Events:
 - High School:
 - Band and Chorus, Monday, December 16 – 7:00 P.M.
 - Middle School:
 - Chorus Concert – 5th/6th Grade, Tuesday, December 10 – 7:00 P.M.
 - Christmas Dance – Holiday Hop, Friday, December 13 – 7:00 P.M. – 9:00 P.M.
 - Band Concert, Wednesday, December 18 – 7:00 P.M.
 - Elementary:
 - Chorus Concert – 4th Grade, Monday, December 9 – 7:00 P.M. (Middle School Auditorium)

January 2014 Board Meetings to be held on January 9 and January 16

Use of School Facilities (Scheduled According to Policy) (Enclosure)

Kim Nicely, Auditor, Hosack, Specht, Muetzel & Wood LLP, reported that the District’s financial audit was given an Unqualified opinion, saying this is the best opinion an audit can receive. Ms. Nicely reviewed various fund financial statements and notes of financial statements saying they mostly remained unchanged. **A copy of the Independent Auditor’s Report is attached to the minutes in the minute book.** Central Office was commended for the work they did in the audit and appreciation was extended to Business Manager Noriene Plate.

PUBLIC/COMMUNITY RELATIONS:

Mr. Timothy Kraus, Parent of High School football players, discussed the lack of supervision at the High School Fitness Room. Mr. Kraus requested the District hire a strength and conditioning coach for all sports to get players in better shape. John Rosa reported that individual coaches run conditioning for players. Request will be taken under advisement to make better use of the facility.

Mr. Tom Lazarus, President of Football Boosters, discussed the existing/new concession stand in light of the Middle School construction project. Mr. Lazarus said that the concession stand is the

sole source of revenue for the Boosters and asked what the District plans are going forward since the existing stand will be demolished in March 2014. Dr. Jeffrey Fuller, Superintendent, said that no final decision has been made yet, however, space will be provided for next season. The Boosters will be notified when discussion begins regarding the concession stand.

Mrs. Daly, parent of DECA student, requested monetary help for DECA students saying 18 students are going on to the DECA State Tournament. One hundred percent (100%) participated and won. The students spent endless hours after school preparing for marketing, finance, etc. Eight of the 18 were first place winners. We also now have a state representative on DECA.

Motion by Gilarno, seconded by Sharpless, for the Board to go into Executive Session at 7:55 pm to discuss the following:

Personnel Matters
Athletics

Roll Call Yea Votes – Petcovic, Heyman, Sharpless, Gilarno, Greene, Sayre, Rocco, and Pail.
Vote Motion carried – 8 Yeas

Adjourn Executive Session Motion by Pail, seconded by Gilarno, to adjourn Executive Session at 8:50 pm.

Roll Call Yea Votes – Petcovic, Heyman, Sharpless, Gilarno, Greene, Sayre, Rocco, and Pail.
Vote Motion carried – 8 Yeas

MINUTES:

Motion by Gilarno, seconded by Petcovic, to approve the following minutes:

Agenda Meeting - November 7, 2013

NOTE: Construction Meeting was held on November 14, 2013

Roll Call Yea Votes – Petcovic, Heyman, Sharpless, Gilarno, Greene, Sayre, Rocco, and Pail.
Vote Motion carried – 8 Yeas

ENCLOSURES:

- A. Use of School Facilities Schedule (According to Policy) (Communications – Item D.)
- B. Detailed list of Depositories for School District thru June 30, 2014 (Finance – Item F.)
- C. 2013-2014 Budget Transfers (Finance – Item G.)
- D. Request for Proposal for Banking Services (Finance – Item H.)
- E. List of Student Activity Account Signatures for Students and Activity Sponsors (Extra-Curricular – Item B.)
- F. Free-Reduced Lunch Report as of December 3, 2013 – District at 42.31%
- G. In/Out Migration Report as of November 2013 – 1,483 (-2 from October 2013)
- H. Cyber/Charter School Enrollment as of November 25, 2013 – Current Projected Annual Cost for 2013-2014 School Year \$634,951.30; 42 Cyber/Charter Students, 29 Brick and Mortar Students – Total No. of Students - 71
- I. BVIU School Board Notes for November 20, 2013 Meeting

SUPERINTENDENT'S REPORT:

Dr. Fuller, Superintendent, requested approval for the following:

Motion by Rocco, seconded by Gilarno, to approve release time, according to policy, for Superintendent to attend Math & Science Collaborative Winter 2014 Network Connections, Thursday, February 13, 8:00 A.M. – 3:30 P.M., Carnegie Science Center-Pittsburgh, Cost Mileage Plus Parking.

Roll Call Yea Votes – Petcovic, Heyman, Sharpless, Gilarno, Greene, Sayre, Rocco, and Pail.
Vote Motion carried – 8 Yeas

Note: School Board pictures to be taken the first meeting in January.

FINANCE:

Motion to approve the following finance items was made by Rocco, seconded by Petcovic, and unanimously approved through consent agenda: **(Copies of items CA:1 – CA:8 are attached to the minutes in the minute book)**

- CA:1 Bills in the amount of \$920,584.28 (Second Check Run for November 2013)
 CA:2 Bills in the amount of \$260,221.42 (First Check Run for December 2013)
 CA:3 Capital Improvement Check Run for December 2013 - \$176,867.18
 CA:4 November 2013 Cafeteria Report
 CA:5 Payment of December 2013 invoices deemed necessary due to one December Board Meeting
 CA:6 The following Depositories for School District thru June 30, 2014 (Enclosure):
1. Huntington Bank:
 - i. General Fund
 - ii. Money Market
 - iii. Payroll Account
 - iv. Cafeteria Account
 - v. Activity Fund
 - vi. Capital Improvement Checking
 - vii. Premier Savings
 - viii. Bodkin Scholarship Fund
 2. PSDLAF/PSDMAX
 3. INVEST
- CA:7 2013-2014 Budget Transfers (Enclosure)
 CA:8 Release of Request for Proposal for Banking Services (Enclosure)
 CA:9 Signature Card for the following Account:
 - General Fund – xxxxxxxxxx43
 - Board President
 - Board Vice President
 - Board Treasurer
- CA:10 Annual financial report as presented by Auditors Hosack, Specht, Muetzel & Wood LLP
 CA:11 '98 Bond Interest Payment in the Amount of \$61,216.25

Roll Call Yea Votes – Petcovic, Heyman, Sharpless, Gilarno, Greene, Sayre, Rocco, and Pail.
 Vote Motion carried – 8 Yeas

Note in Minutes:

- Highmark Loyalty Administrative Cost Agreement (Administrative Report)
- Beaver County School Health Insurance Consortium Report for October 2013

EDUCATION:

Motion to approve the following Education items was made by Gilarno, seconded by Petcovic, and was unanimously approved through consent agenda according to Act 48:

CA:1 A. Approve Released Time According to Act 48:

PROFESSIONAL DEVELOPMENT:

1. Special Education:

- a. Confirm: Henry Podbielski, High School Career Coach, Judging of District DECA Competition, December 5, Sheraton-Moon Township, Cost Mileage

2. Other:

- a. Courtney Anderson, Cyber Coordinator, Beaver County On-Line Learning Network for 2013-2014, BVIU, Cost Mileage
- b. Tiffany Beckwith, Middle School Computer Applications Teacher, Energy Education Workshop, December 9, BVIU, Cost Substitute (to be reimbursed) Plus Mileage
- c. Tara Little, Elementary Librarian, Beaver County Association of School Librarians Meeting, December 12, March 13, May 7, BVIU, Cost Substitute Plus Mileage

- d. Beth Majors, High School Business/Technology Teacher, DECA Advisors Meeting, December 10, North Allegheny School District, Cost Substitute (One-Half Day)

STUDENTS AND STAFF TRAVEL:

1. **Gifted:**

- a. Sara Miller, K-8 Gifted Coordinator:
 - i. Math 24 Competition, January 23, Midland School District, Cost \$25 Registration Fee Plus Transportation
 - ii. CLO Gallery of Heroes Performance: Invention of Edison, February 21, Rochester High School, Cost Transportation
 - iii. Presidents' Academic Games Competition, February 27, Geneva College, Cost \$3.50 Per Student/Game Registration Fee Plus Transportation
 - iv. Invention Convention, May 14, Beaver Falls School District, No Cost to District (Will Use School Van)

2. **Other:**

- a. Confirm: Beth Majors, High School Business/Technology Teacher, District DECA Competition, December 5, Sheraton-Moon Township, Cost Substitute Plus Transportation
- b. Keith Kovalic, High School Music Teacher:
 - i. PMEA District 5 Honors Band Festival, December 12-14, Westminster College, Cost \$468 Registration Fee Plus Substitute (Will Use School Van)
 - ii. PMEA District 5 Band Festival, February 6-7, Lakeview High School-Stoneboro, Cost \$345 Registration Fee (Includes Lodging for Students), Substitute, Lodging for Director (Will Use School Van)
- c. Beth Majors, High School Business/Technology Teacher, Robotics Preparation, December 12, Veka Inc.-Fombell, Cost Mileage (Transportation Provided by Personal Vehicle)
- d. Holiday Community Service Performance, December 19-20, District Elementary/Middle Schools and Community Centers, Cost Substitute:
 - i. Keith Kovalic, High School Music Teacher
 - ii. George Miklas, High School Learning Support Teacher

- CA:2 Resignation of Greg Keenan, Middle School Instructional Aide, Effective November 12, 2013
- CA:3 Ashton Haas as Middle School Instructional Coach Aide effective December 9, 2013 – Salary \$11.60 Per Hour (Not to Exceed 29.5 Hours Per Week) (Clearances on File, Pending Receipt of New Employee Drug Screening Test)
- CA:4 Request from Amie Buzza, Big Knob Elementary 1st Grade Teacher, for Two Unpaid Days, December 10 and December 16, 2013, According to Policy No. 439
- CA:5 Middle School Instructional Staff Attendance to 2014 PAMLE Western Region Workshop at South Allegheny School District on January 20, 2014 (In-Service Day), Cost \$10 Registration Fee Plus Mileage
- CA:6 Homebound Instruction, According to Policy, for High School Student
- CA:7 High School Trip to Costa Rica, Requested by Ruthanne Gudzan, High School Spanish Teacher, Approximately April 1-9, 2015 (Administrative Report)
- CA:8 Acceptance of \$500 Gift from Alumnus C.J. Arbes, Esquire, FAHS Class of 1961
- CA:9 Contract with Lead to Learn, Inc. to provide professional development for 2013-2014 and 2014-2015 School Years, Cost \$336,000
- CA:10 Resignation of Stefanie Ising, Middle School Instructional Aide, Effective December 20, 2013
- CA:11 Tyler Chapala as Long-Term Substitute Industrial Arts Instructor for Bert Pickard, High School Industrial Arts Teacher (Pending Receipt of Emergency Certification from PDE) (Clearances on File)
- CA:12 Posting of part-time teacher for instruction in the home.

Roll Call Yea Votes – Petcovic, Heyman, Sharpless, Gilarno, Greene, Sayre, Rocco, and Pail.
Vote Motion carried – 8 Yeas

OPERATIONS:

Motion to approve the following Operations items was made by Gilarno, seconded by Petcovic, and unanimously approved through consent agenda:

- CA:1 Resignation of Joseph Petroff, Permanent Part-Time Custodian for Big Knob Elementary, Effective November 22, 2013
- CA:2 The Following as Custodial Substitutes:
1. Joseph Petroff (Clearances on File)
 2. Hilda Eddy (Clearances on File)
 3. Tyler Dunbar (Pending Receipt of Act 151 Clearance)
- CA:3 Monique Hoover as Permanent Part-Time Custodian at Conway Elementary (Clearances on File, Pending Receipt of New Employee Drug Screening)
- CA:4 Memorandum of Understanding with New Sewickley Township and New Sewickley Township Police Department for a School Resource Officer to serve the School District for an initial four (4) year period beginning approximately January 1, 2014 (Signature Required)
- CA:5 Creation of Position as Secretary to Director of Buildings & Grounds was tabled.

Roll Call Yea Votes – Petcovic, Heyman, Sharpless, Gilarno, Greene, Sayre, Rocco, and Pail.
Vote Motion carried – 8 Yeas

Gary Mortimer, Director of Buildings and Grounds, provided the following monthly report:

Big Knob:

Continued domestic water and sewer plant testing for DEP compliance. Adjusted chlorine levels of the drinking water to meet DEP requirements. Current District water waiver was approved by DEP for operation as public water supplier until January 1, 2015. Continue repairs of plumbing needs in all sinks and restrooms. Repurpose of kitchen sink with garbage disposal to operate without a disposal.

Conway:

Elevator repairs have been completed, fluid levels checked. Work continues on the heating system with the Pneumatic controls and temperature regulators. Servicing of the uni-vents and radiant heaters has been completed.

High School:

Repairs to the sewer line are complete, they serve the kitchen/cafeteria area. Servicing of the rooftop and ventilation equipment has been completed. Work continues with rekeying of the high school locks, funded by a grant from the Pennsylvania Department of Education, Safe Schools Office. Parts for the kitchen steamer are on order.

Middle School:

Construction continues with completion of Phase 1 and scheduled relocation of the Nurse's office. District staff has exhausted all knowledge regarding the clock/bell system. Dobil Laboratories has been contacted to evaluate/repair system. Replacement of fan motors and heating system repairs continue.

District Wide:

Work continues on the required SDS sheets for the District. Wanda Murray and I have completed a web cast with the new required Global Harmonization changes. District staff will require yearly training.

FACILITIES MASTER PLAN:

Dr. Jeffrey Fuller, Superintendent, provided an update on the Phase 1 completion and relocation of the nurse's office. MSA donated 80 hard hats to be used when touring the construction site.

EXTRA-CURRICULAR:

Motion to approve the following Extra-Curricular items was made by Pail, seconded by Gilarno, and were unanimously approved through consent agenda:

- CA:1 List of Student Activity Account Signatures for Students and Activity Sponsors (Enclosure)
- CA:2 Michelle Koutsourais as Middle School Math Counts Sponsor, Salary According to Contract (Clearances on File)
- CA:3 Establishment of High School Physics Club (Administrative Report) – Volunteer Sponsor

- CA:4 Release Time, According to Policy, for Jim Covert, Head Wrestling Coach, Wrestling Staff, and Up to 14 Wrestlers, to Attend Christmas Wrestling Tournament, December 27-28, Southmoreland High School, Cost fuel (Will Use School Van) (Boosters to Cover Lodging and Meals)
- CA:5 Request from High School Ski Club Sponsors Kristen Milanovich and Andrea Niedbala for Students, Plus (1) One Male Staff Member, to take an Overnight Ski Trip to Holiday Valley in Ellicottville, New York, Leaving Saturday, January 18, and Returning Sunday, January 19 (No Cost to District)
- CA:6 Resignation of Jim Culler as High School Gym Supervisor for Girls' Basketball Games
- CA:7 Release Time, According to Policy, for Dan O'Leary, Head Baseball Coach, Plus Two (2) Assistant Coaches, to Attend 2014 Pennsylvania Baseball Coaches' Clinic, January 10-11, Doubletree Hotel-Pittsburgh, Cost \$240 Registration Fee
- CA:8 Gary Piehler as Volunteer Wrestling and Baseball Coach (Clearances on File)
- CA:9 Creation of the Following Coaching Positions:
1. Middle School Baseball, Salary \$1,000
 2. Middle School Softball, Salary \$1,000
- CA:10 Resignation of Josh Mabin as 7th Grade Boys' Basketball Coach
- CA:11 Elimination of the swimming program due to low student interest effective at the end of 2013-14 swim season.

Roll Call Yea Votes – Petcovic, Heyman, Sharpless, Gilarno, Greene, Sayre, Rocco, and Pail.
Vote Motion carried – 8 Yeas

John Rosa, Athletic Director, provided the following monthly report:

1) Booster Groups Meeting – All in attendance except Football (will meet with that group).

Update on accountability reporting, Board policy, and consideration of one booster group.

2) Winter Sports Roster Sizes:

Boys Swimming 5; Girls Swimming 4; Girls Basketball 15; Boys Basketball 12; Wrestling 13; Gymnastics 2; Indoor Track 6 (expecting about 6 more – starts later in season); JH Wrestling 16; MS Boys Basketball 25; Wrestling Cheer 12; Basketball Cheer 17

3) Weight Room Supervision (concerns about athletes wanting to lift with no coach present):

In the past, we had two different employees serve as a weight room supervisor at an approximate rate of \$8.75 per hour. This was budgeted into the Athletic Payroll.

4) Coaching Contract Status – Four programs have coaching contracts that expire this year (attached).

MEET & DISCUSS:

Motion by Gilarno, seconded by Rocco, to approve repair of high school loading dock based upon the lowest quote obtained by the business office. The final contract amount will be ratified at the January 2014 meeting.

Roll Call Yea Votes – Petcovic, Heyman, Sharpless, Gilarno, Greene, Sayre, Rocco, and Pail.
Vote Motion carried – 8 Yeas

Adjourn Motion by Gilarno, seconded by Rocco, to adjourn. All members voting Yea.
6 Yeas. Adjourned at 9:25 pm, EST.

Submitted by:

Lorraine Rocco, Board Secretary