

**West Greene School District
1367 Hargus Creek Road
Waynesburg, PA 15370**

The West Greene School District Board of Education held their **regular meeting** on **Thursday, April 28, 2016**, at the West Greene Middle-Senior High School, 1352 Hargus Creek Road, Waynesburg, PA at 8:00 PM.

CALL TO ORDER

The meeting was called to order by President Mike Pikula who led the pledge to the flag.

ROLL CALL

Jan Berdine – P
Robert Gilbert – P
Mike Pikula – P

Butch Cassiday – P
Kelly Loughman – P
Chad Scott – P

Daniele Frye – P
Timothy Mankey – P
Lynn Wise – P

APPROVAL OF AGENDA

- **MOTION BY** Gilbert, **SECOND BY** Cassiday, to approve the agenda.

VOTE: ALL AYES

MOTION CARRIED.

NOTICE OF EXECUTIVE SESSIONS

- April 14, 2016 – Personnel
- April 28, 2016 – Personnel & Litigation

APPROVAL OF MINUTES

- **MOTION BY** Loughman, **SECOND BY** Cassiday, to approve the **March 24, 2016, regular** meeting minutes.

VOTE: ALL AYES

MOTION CARRIED.

APPROVAL OF COMMITTEE MINUTES

- **MOTION BY** Cassiday, **SECOND BY** Loughman, to approve the **April 14, 2016**, Educational Planning, Personnel, Budget, Policy and Building & Sites committee meeting minutes.

VOTE: ALL AYES

MOTION CARRIED.

REPORTS

Superintendent, Thelma Szarell

On April 5, Elementary parents accompanied Mrs. Szarell to the Parent Workshop which was sponsored by Federal Programs. The presentation was focused on helping and encouraging young children to read. Video judging for drug abuse prevention will take place tomorrow in the Greene County Courthouse. These videos play an important role in our effort to promote healthy activities available in Greene County that do not involve drugs and alcohol; and the awareness of the unhealthy, physical and negative legal consequences of drugs and alcohol abuse. Mrs. Szarell and Mr. Painter will be attending the PAFPC conference from May 1 – 4.

Business Manager, Jessica Bissett

Mrs. Bissett is continuing with the preparation of the 2016-2017 budget, which will be discussed at the next committee meeting. She has been working with the support negotiations calculations and reconciling accounts. With the passing of the State's 2015-2016 budget, West Greene is scheduled to receive \$487,930.00 on April 29. Current revenue for the district is \$15,000,000 and expenditures are \$11,800,000. Mrs. Bissett will attend the Business Manager's meeting tomorrow at the Intermediate Unit 1 to review health insurance.

Middle-Senior High School Principal, Scott Sakai

Mr. Sakai introduced the gifted students to speak about the video they are submitting the Judges Award, which revolves around drug awareness. The Drama Club's video submission and the Peer Mentoring group's video submission were also presented.

Elementary Principal, Don Painter

Kindergarten registration has concluded and 49 students are registered for 2016-2017. Mrs. White was on-hand to assist with determining bus stops for each of the Kindergarten students registered. All Kindergarten registrants will be invited to "Kindergarten Club" over the summer. The PSSA testing concluded this morning. The Elementary Center students collected \$4,700 in five days for Relay for Life. The Greene County Conservation District held a county-wide poster contest entitled "All About Trees" and all three winners were West Greene students.

Director of Educational and Informational Technology, Bob Ward

Time has been mostly spent with system updates, server updates and security patches. Earlier in the month Mr. Ward attended the Technology Coordinator's meeting where the new Regional WAN contract, bundle service and costs were discussed.

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Director of Food Service, Jim Elsenheimer

West Greene is in the running for a grant to do a modified summer food program through the Greater Pittsburgh Food Bank. Funding would involve transportation. The reimbursement rate coming from the grant would off-set West Greene's costs. Mr. Elsenheimer will be following up with the board.

Director of Facilities, John McDermitt

The Honeywell EPI system has been installed. The HVAC system should be operating more efficiently in the classrooms, and even saving the district money. A bad seam was located and the roofing leak in the Elementary Center has been fixed.

Athletic Director, Bill Simms

Jim Romanus was honored as a finalist for Boys' Basketball Coach of the Year. Ron Faust won the award, but it was great to see the amount of respect and admiration displayed to Mr. Romanus among his coaching peers. Also at the banquet, a tremendous speech about dealing with adversity was given by Luke Blanock of Canon-McMillan. Mr. Simms thanked Stacy Berdine, Administrators and spring sports coaches for dealing with an abnormally difficult spring. He also thanked John McDermitt and his maintenance staff for their work at Center Township Park. 7&8 Grade Softball is currently 5 and 2, with 17 girls on the squad. The Varsity Track team most recently competed in the Section 6-AA meet, and brought home several medals and ribbons. Mikhayla Post continues to run well in the 200 and 400 meter. Rachel Jones won medals in the distance 1600 and 3200 races. Kaitlin Kreuzer has re-broke her school record in the triple jump, and we have several relay teams and throwers putting up good times and distances. The Boys' Baseball team is 4 and 7. They are currently in 4th place, and need some help to get a playoff berth now. The Softball team is currently 15 and 1, and has clinched a playoff berth. They have an opportunity to tie/break/set the school record for wins in a season, and win a section title for the first time in 33 years. The 1983 team was the last softball team to win a section title, and they finished 18 and 3. The girls are currently the top-ranked Class teams in the WPIAL and in some publications are ranked No. 1 in the state. In another publication, we are ranked in the top 500 programs in the entire country. Spring Sport Senior Day has been scheduled for May 5, at Center Township Park.

Peacock-Keller Representative, Barbara Graham

Mrs. Graham had nothing further to add to the written report already received by the board.

CTC Representative, Jan Berdine

The Child Care and Drafting Program have been terminated due to low attendance. The new program being added this fall is the Sports Medicine/Rehabilitative Technician. Two teachers will be furloughed at the end of the school year. Open-house was held April 27, and was well attended.

PSBA Liaison, Timothy Mankey

The ESSA (Every Student Succeeds Act) was signed into law in December 2015. This replaces the NCLBA (No Child Left Behind Act). All states, including Pennsylvania, are now in the process of crafting new state plans that are expected to be submitted for approval to the US Department of Education.

WGEA Representative, Winifred Sweeney

Mrs. Cowden reported the Opportunities Scholarship and Thelma Hoge Scholarship interviews were conducted. ELA Math and Science PSSAs have been completed. Former teacher, Jessie Meighen has a great-grandson who was commissioned as a Navy S.E.A.L. Mrs. McCollum's International Club will have a chicken roast at Tractor's Supply on April 30. Mr. Armstrong's Envirothon team released 205 trout. The Greenhouse will open May 2. Mrs. Day's class will host K-6 art show on the same night as the Elementary Spring Music Program on May 10.

Parent Organization Representative, Connie Bloom

Mrs. Bloom reported that new officers were going to be elected at their next meeting. Fun Day will be held May 6, weather permitting; and the Teacher Appreciation Luncheon will be held May 12.

HEARING OF CITIZENS

Nellie Cook, Center Township – In her capacity as a bus driver, she discussed her concerns with her new bus stop along with a potential solution.

PERSONNEL

1. **MOTION BY** Loughman, **SECOND BY** Scott, to approve Dr. David Szarell, DMD, as school dentist for the 2016-2017 school year at a cost of \$500.00.

VOTE: ALL AYES

MOTION CARRIED.

2. **MOTION BY** Loughman, **SECOND BY** Scott, to approve Cornerstone Care as school physician for the 2016-2017 school year at a cost of \$5,000.00.

VOTE: ALL AYES

MOTION CARRIED.

3. **MOTION BY** Loughman, **SECOND BY** Scott, to approve West Virginia University Research Corporation to provide athletic trainer services for the 2016-2017 school year at a cost of \$17,929.00 with appropriate clearances provided prior to the commencement of services.
VOTE: ALL AYES **MOTION CARRIED.**
4. **MOTION BY** Loughman, **SECOND BY** Gilbert, to approve Peacock Keller & Ecker, LLP as school solicitor for the 2016-2017 school year at an annual retainer fee of \$3,600.00 with hourly rates as follows:
• \$120.00 per hour for partner services
• \$110.00 per hour for associate attorney services
• \$85.00 per hour for paralegal services
VOTE: ALL AYES **MOTION CARRIED.**
5. **MOTION BY** Loughman, **SECOND BY** Scott, to approve Cypher and Cypher as the school district's auditor for a three (3) year period for the following fiscal years:
• 2015-2016 - \$10,800
• 2016-2017 - \$11,232
• 2017-2018 - \$11,681
VOTE: ALL AYES **MOTION CARRIED.**
6. **MOTION BY** Loughman, **SECOND BY** Cassiday, to establish a sick leave bank for Teresa Carroll, a member of the West Greene Educational Support Professional Association, consistent with the procedure established when bargaining unit members experienced such a need in the past. This approval is contingent upon the acceptance and execution of a letter of agreement between the WGESPA and the West Greene School District, which sets forth this procedure, and includes a statement that this does not establish a binding past practice.
VOTE: ALL AYES **MOTION CARRIED.**
7. **MOTION BY** Loughman, **SECOND BY** Cassiday, to accept the resignation of Charles R. Jacobs as a 12-Month Custodian, effective May 27, 2016, with regret.
VOTE: ALL AYES **MOTION CARRIED.**
8. **MOTION BY** Loughman, **SECOND BY** Scott, to post and advertise, if necessary, for a 12-Month Custodian, as per the support contract.
VOTE: ALL AYES **MOTION CARRIED.**
9. **MOTION BY** Loughman, **SECOND BY** Cassiday, to approve participating in the Emergency Substitute Program coordinated by the Intermediate Unit 1 for the 2016-2017 school year at a cost of \$400.00.
VOTE: ALL AYES **MOTION CARRIED.**
10. **MOTION BY** Loughman, **SECOND BY** Frye, to approve Kendra Allen as a substitute Pre-K-4 and Special Education K-8 teacher for the 2015-2016 school year, pending receipt of a letter from the Dean of Education at California University of Pennsylvania, and satisfactory results from a pre-employment drug test. Physical exam, clearances and Act 168 release form are on file.
VOTE: ALL AYES **MOTION CARRIED.**
11. **MOTION BY** Loughman, **SECOND BY** Cassiday, to ratify the approval of Sarah Beth Braddock as a substitute teacher (elementary certification) for the 2015-2016 school year. Physical Exam, clearances, and Act 168 release form are on file.
VOTE: ALL AYES **MOTION CARRIED.**
12. **MOTION BY** Loughman, **SECOND BY** Scott, to approve Thelma J. Szarell as an unpaid consultant representing the West Greene School District for Federal Programs. Her name will be listed on the membership for PAFPC. (This would allow her to continue to serve on the PAFPC committee.)
VOTE: ALL AYES **MOTION CARRIED.**
13. **MOTION BY** Loughman, **SECOND BY** Scott, to appoint Brian R. Jackson to the office of District Superintendent of the West Greene School District for a term of five (5) years, beginning July 1, 2016 and continuing through June 30, 2021, in accordance with the terms of the attached Agreement.
Discussion: Kelly Loughman and Mike Pikula were not in agreement with voting for a five year contract.
VOTE: 7 YEA; 2 NAY (Loughman, Pikula); 0 ABSTAIN; 0 ABSENT **MOTION CARRIED.**
14. **MOTION BY** Loughman, **SECOND BY** Cassiday, to extend the probationary period of John McDermitt for an additional six-month period following the expiration of the current probationary period identified in his employment agreement, all other terms and conditions of the agreement remain in place.
VOTE: 8 YEA; 1 NAY (Mankey); 0 ABSTAIN; 0 ABSENT **MOTION CARRIED.**

EDUCATIONAL PLANNING

1. **MOTION BY** Scott, **SECOND BY** Loughman, to approve the following field trip requests:

Jackie Slogan	04-29-16	Law Day – Judges Award Competition	\$ 95.20 }	Paid through Principal's
	05-06-16	Greene County Courthouse Scrabble Tournament New Salem, PA	\$318.16 }	Account Gifted Acct.

VOTE: ALL AYES

MOTION CARRIED.

2. **MOTION BY** Scott, **SECOND BY** Cassiday, to approve the following field trip request:

Melissa Ullom	05-11-16	Carnegie Museum of Art Pittsburgh, PA	\$1,244.00 }	Budgeted
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VOTE: ALL AYES

MOTION CARRIED.

3. **MOTION BY** Scott, **SECOND BY** Berdine, to approve the following field trip request (this field trip includes Algebra II - AP Calculus classes):

Jennifer Gilbert	05-18-16	Kennywood Education Day West Mifflin, PA	\$3,868.00 }	Budgeted
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VOTE: ALL AYES

MOTION CARRIED.

4. **MOTION BY** Scott, **SECOND BY** Loughman, to approve the following field trip request:

Kurt Jones	05-18-16	30 th Annual Meeting of Society of Toxicology WVU Morgantown, WV	\$130.00 }	Budgeted
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VOTE: ALL AYES

MOTION CARRIED.

5. **MOTION BY** Scott, **SECOND BY** Cassiday, to ratify the approval of the following field trip request:

Michael Bruno	04-08-16 & 04-09-16	Jr. High District Choir Trinity Middle School Washington, PA	\$130.00 }	Budgeted
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VOTE: ALL AYES

MOTION CARRIED.

6. **MOTION BY** Scott, **SECOND BY** Berdine, to approve the following field trip request:

Rebecca McCollum	05/21/16	Pittsburgh Strip District	\$375.00 }	Paid by Participants
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VOTE: ALL AYES

MOTION CARRIED.

7. **MOTION BY** Scott, **SECOND BY** Cassiday, to approve the following field trip request:

Scott McCollough	05/14/16	March Against Drugs Greene County Airport	\$ 68.00 }	Budgeted
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VOTE: ALL AYES

MOTION CARRIED.

8. **MOTION BY** Scott, **SECOND BY** Loughman, to approve the following field trip request:

Adrienne Day	05/24/16	Pittsburgh Center for the Arts Pittsburgh	\$ 0.00 }	Paid by the Center for the Arts
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VOTE: ALL AYES

MOTION CARRIED.

ATHLETICS

1. **MOTION BY** Wise, **SECOND BY** Scott, to accept the resignation of Brian Jackson as the Head 7 & 8 Grade Football Coach, with regret.

VOTE: ALL AYES

MOTION CARRIED.

2. **MOTION BY** Wise, **SECOND BY** Loughman, to post and advertise, if necessary, for a Head 7 & 8 Grade Football Coach and Assistant 7 & 8 Grade Football Coach, as per the professional contract.

VOTE: ALL AYES

MOTION CARRIED.

3. **MOTION BY** Wise, **SECOND BY** Scott, to approve the following field trip request:

Bill Simms	March/April 2017 TBD	Varsity Softball Team Spring Training Trip The Ripken Experience Myrtle Beach, SC	\$ 0.00 }	Paid by the Softball Boosters
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VOTE: 8 YEA; 1 NAY (Frye); 0 ABSTAIN; 0 ABSENT

MOTION CARRIED.

4. **MOTION BY** Wise, **SECOND BY** Gilbert, to accept the resignation of Jed Hamberger as the Assistant Varsity Football Coach, with regret.
VOTE: 8 YEA; 1 NAY (Scott); 0 ABSTAIN; 0 ABSENT **MOTION CARRIED.**
5. **MOTION BY** Wise, **SECOND BY** Scott, to post and advertise, if necessary, for an Assistant Varsity Football Coach, as per the professional contract.
VOTE: ALL AYES **MOTION CARRIED.**

BUILDING & SITES

1. **MOTION BY** Gilbert, **SECOND BY** Loughman, to approve the purchase of a tow-behind trailer from Tom's Equipment, Inc., at a cost of \$2,633.00.
VOTE: ALL AYES **MOTION CARRIED.**
2. **MOTION BY** Gilbert, **SECOND BY** Scott, to adopt Resolution No. 042816 to authorize the execution of the Consent Order and Agreement from the Department of Environmental Protection, and to forward the signed Consent Order and Agreement to the Department of Environmental Protection in a timely manner.
VOTE: ALL AYES **MOTION CARRIED.**
3. **MOTION BY** Gilbert, **SECOND BY** Scott, to accept the proposal from Widmer Engineering Inc., to prepare a monitoring report for the PA DEP as per the Special Conditions of the Stream Encroachment Permit for the Elementary School Addition Project, and to submit an "as-built" drawing as per the Stream Encroachment Permit, at a cost not to exceed \$2,500.00.
VOTE: 8 YEA; 1 NAY (Wise); 0 ABSTAIN; 0 ABSENT **MOTION CARRIED.**
4. **MOTION BY** Gilbert, **SECOND BY** Loughman, to accept the proposal from Wind Ridge Engineering dated April 5, 2016, to provide Engineering Services for a Parking and Driveway Project in an amount not to exceed \$4,000.00.
VOTE: 8 YEA; 1 NAY (Gilbert, Wise); 0 ABSTAIN; 0 ABSENT **MOTION CARRIED.**

POLICY

1. **MOTION BY** Berdine, **SECOND BY** Scott, to approve the second reading of the following policy as written:
• No. 810 Transportation
VOTE: ALL AYES **MOTION CARRIED.**
2. **MOTION BY** Berdine, **SECOND BY** Scott, to approve the second reading of the following policies as written:
• Policy No. 150 Federal Programs Allowability Costs
• Policy No. 150.1 Federal Programs Cash Management
• Policy No. 150.2 Federal Programs Travel Reimbursement
• Policy No. 150.3 Federal Programs Procurement
• Policy No. 150.4 Federal Programs Conflict of Interest
VOTE: ALL AYES **MOTION CARRIED.**

BUDGET

1. **MOTION BY** Cassiday, **SECOND BY** Scott, that the General Fund paid list in the amount of \$53,448.10 be approved as submitted.
VOTE: ALL AYES **MOTION CARRIED.**
2. **MOTION BY** Cassiday, **SECOND BY** Loughman, that the General Fund unpaid list in the amount of \$1,090,473.43 be approved as submitted.
VOTE: ALL AYES **MOTION CARRIED.**
3. **MOTION BY** Cassiday, **SECOND BY** Scott, that the Cafeteria Fund paid list in the amount of \$1,445.00 be approved as submitted.
VOTE: ALL AYES **MOTION CARRIED.**
4. **MOTION BY** Cassiday, **SECOND BY** Loughman, that the Cafeteria Fund unpaid list in the amount of \$19,005.97 be approved as submitted.
VOTE: ALL AYES **MOTION CARRIED.**
5. **MOTION BY** Cassiday, **SECOND BY** Scott, that the General Fund paid list (for payment to Cyber/Charter Schools) in the amount of \$73,955.90 be approved as submitted.
VOTE: ALL AYES **MOTION CARRIED.**

6. **MOTION BY** Cassiday, **SECOND BY** Loughman, that the Capital Projects unpaid list in the amount of \$3,183.00 be approved as submitted.
VOTE: ALL AYES **MOTION CARRIED.**
7. **MOTION BY** Cassiday, **SECOND BY** Scott, that the April 1, 2016 and April 15, 2016 payrolls in the amount of \$254,230.74 and \$246,846.18 be approved as submitted.
VOTE: ALL AYES **MOTION CARRIED.**
8. **MOTION BY** Cassiday, **SECOND BY** Loughman, to approve Petermann's Invoice No. 91296502 for services rendered from March 1, 2016 through March 31, 2016, in the amount of \$120,780.87.
VOTE: ALL AYES **MOTION CARRIED.**
9. **MOTION BY** Cassiday, **SECOND BY** Scott, to approve the transfer of \$1,000,000.00 from the General Fund TMMA to the General Fund.
VOTE: ALL AYES **MOTION CARRIED.**
10. **MOTION BY** Cassiday, **SECOND BY** Loughman, to assign \$1,350,000.00 deposited into the General Fund in November 2015, from Hayes Design Group – Architects and ACA Engineering, to Capital Projects.
VOTE: ALL AYES **MOTION CARRIED.**
11. **MOTION BY** Cassiday, **SECOND BY** Mankey, to approve the General Fund transfer of \$5,000.00 from the Athletic Accounts to the Athletic Fund to assist with costs associated with spring sports officials, Athletic Banquet, and for start-up of the 2016-2017 fall sports season.
VOTE: ALL AYES **MOTION CARRIED.**

HEARING OF CITIZENS – No response.

ADJOURNMENT

- **MOTION BY** Loughman, **SECOND BY** Scott, at 9:00 PM to adjourn the meeting.
VOTE: ALL AYES **MOTION CARRIED.**

Board President, Mike Pikula

Board Secretary, Butch Cassiday