

**AVELLA AREA SCHOOL DISTRICT
1000 AVELLA ROAD
AVELLA, PA 15312**

BOARD OF EDUCATION MINUTES

February 19, 2020

The Regular Board Meeting of the Avella Area School District Board of Education was held in the Avella Jr. Sr. High School Library on Wednesday, February 19, 2020. Ms. Leslie Cunningham, Board President, called the meeting to order at 7:00 p.m. An Executive Session was held prior to the meeting regarding personnel and contracts. Debra Bentz, Board Secretary, held roll call and the following board members were present:

BOARD MEMBERS: Leslie Cunningham, Jeffrey Devenney, Melissa Dryer, James Gagich, Sharon Hixenbaugh, Corey McConn, Summer Miller, Leslie Thames
Absent: Emanuel Paris

ADMINISTRATION: Cyril Walther, Superintendent
Laura Shola, Business Manager
Sheryl Wright-Brown, JSBS Principal
Zachary Zebrasky, Elementary Principal - Absent
Debra L. Bentz, Board Secretary

OTHERS: Barbara Graham, District Solicitor

A. GENERAL PROCEDURES

Roll Call

Pledge of Allegiance

Presentations/Recognitions

1. The following students were recognized as the February Students of the Month:
Nathaniel Jackson - Senior
Kaitlyn Bruce – 6th Grade Student

Request to Speak at the Board Meeting – None

Visitor's Request to Speak on Agenda Items - None

GENERAL PROCEDURE ITEMS

1. **APPROVAL OF MINUTES** **ATTACHMENT "A"**
Board Members were furnished copies of the January 2020 Regular Board Meeting Minutes.

Moved by Mr. McConn, seconded by Ms. Hixenbaugh, to approve the January 2020 Regular Board Meeting Minutes.

ROLL CALL: Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Ms. Miller, and Ms. Thames said "aye". Motion carried 8-0.

2. **APPROVAL OF ACCOUNTS PAYABLE** **ATTACHMENT "B"**
Board Members were furnished copies of the Accounts Payable for the January and February 2020 General Fund.

Moved by Mr. McConn, seconded by Ms. Miller, to approve the Accounts Payable for the January and February 2020 General Fund.

ROLL CALL: Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Ms. Miller, and Ms. Thames said "aye". Motion carried 8-0.

3. **FINANCIAL/BUDGET REPORTS** **ATTACHMENT "C"**
4. **SOLICITOR'S REPORT** **ATTACHMENT "D"**

B. NEW BUSINESS

1. **ATHLETIC COMMITTEE & EXTRA-CURRICULAR ACTIVITIES**

- a. **2020-2021 Fall Sport Coaches**
Moved by Mr. McConn, seconded by Ms. Thames, to approve the following Fall Sport Coaches for the 2020-2021 school year:

Cross Country

Laura Lazzarotti, Head Coach
Paula Davies, Assistant Coach

7th/8th Grade Girls' Basketball

Gilbert Cutruzzula, Head Coach
Mike Drazich, Assistant Coach

7th/8th Grade Football

James Gatewood, Head Coach
Brad Rankin, Assistant Coach

Varsity Football

Ryan Cecchini, Head Coach
Zachary Zebrasky, Assistant Coach
JT Mylan, Assistant Coach

Tennis

Natalie Frank, Head Coach
Chelsea Craig, Assistant Coach

B. NEW BUSINESS

1. ATHLETIC COMMITTEE & EXTRA-CURRICULAR ACTIVITIES

a. 2020-2021 Fall Sport Coaches - Continued

Volleyball

Joelle Cooper, Head Coach

Dennis O'Neil, Assistant Coach

ROLL CALL: Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Ms. Miller, and Ms. Thames said "aye". Motion carried 8-0.

b. Laura Lazzarotti, 7th/8th Grade Advisor - Resignation

Moved by Mr. McConn, seconded by Ms. Thames, to accept the resignation of Laura Lazzarotti as the 7th/8th Grade Advisor, effective immediately.

ROLL CALL: Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Ms. Miller, and Ms. Thames said "aye". Motion carried 8-0.

c. Posting - 7th/8th Grade Advisor

Moved by Mr. McConn, seconded by Ms. Thames, to ratify a posting (advertisement if necessary) for a 7th/8th Grade Advisor for the 2019-2020 school year.

ROLL CALL: Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Ms. Miller, and Ms. Thames said "aye". Motion carried 8-0.

d. Clara Zatta, 7th/8th Grade Advisor

Moved by Mr. McConn, seconded by Ms. Thames, to approve Clara Zatta as the 7th/8th Grade Advisor for the 2019-2020 school year.

ROLL CALL: Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Ms. Miller, and Ms. Thames said "aye". Motion carried 8-0.

e. Dave Marx, Head Softball Coach - Resignation

Moved by Mr. McConn, seconded by Ms. Thames, to accept the resignation of Dave Marx as the Head Softball Coach for the 2019-2020 school year, effective immediately.

ROLL CALL: Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Ms. Miller, and Ms. Thames said "aye". Motion carried 8-0.

f. Posting – Head Softball Coach

Moved by Mr. McConn, seconded by Ms. Thames, to ratify a posting (advertisement if necessary) for a Head Softball Coach for the 2019-2020 school year.

ROLL CALL: Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Ms. Miller, and Ms. Thames said "aye". Motion carried 8-0.

B. NEW BUSINESS

1. ATHLETIC COMMITTEE & EXTRA-CURRICULAR ACTIVITIES

g. Jamie Scears, Head Softball Coach

Moved by Mr. McConn, seconded by Ms. Thames, to approve Jamie Scears as the Head Softball Coach for the 2019-2020 school year.

ROLL CALL: Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Ms. Miller, and Ms. Thames said "aye". Motion carried 8-0.

h. Robert Dittrich, Assistant Softball Coach

Moved by Mr. McConn, seconded by Ms. Thames, to approve Robert Dittrich as the Assistant Softball Coach for the 2019-2020 school year.

ROLL CALL: Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Ms. Miller, and Ms. Thames said "aye". Motion carried 8-0.

2. BUILDINGS & GROUNDS COMMITTEE – No Report

3. CURRICULUM COMMITTEE

a. Ms. Wright-Brown, JSHS Principal, reported the Western Area Career & Technology Center will have Shadow Day for the 9th grade students on March 10, 2020.

b. Rebecca Ocker, Burgettstown Tuition Student

Moved by Mr. McConn, seconded by Ms. Hixenbaugh, to approve Rebecca Ocker to enroll in the Avella Area School District's vocational agricultural course of study as a tuition student for the 2020-2021 school year.

ROLL CALL: Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Ms. Miller, and Ms. Thames said "aye". Motion carried 8-0.

c. School Calendar 2019-2020

Moved by Mr. McConn, seconded by Ms. Dryer, to approve the following revision to the Avella Area School District Calendar for the 2019--2020 school year:

Snow Day – Friday, February 7, 2020

Makeup Snow Day – Monday, March 16, 2020

ROLL CALL: Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Ms. Miller, and Ms. Thames said "aye". Motion carried 8-0.

d. School Calendar 2020-2021

Moved by Ms. Dryer, seconded by Mr. McConn, to approve the Avella Area School District Calendar for the 2020-2021 school year, per Attachment Curriculum "A".

ROLL CALL: Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Ms. Miller, and Ms. Thames said "aye". Motion carried 8-0.

B. NEW BUSINESS

3. CURRICULUM COMMITTEE

e. Gifted Program – Educational Tour

Moved by Mr. McConn, seconded by Ms. Thames, to approve the Elementary Gifted Program Students to take an educational tour to the National Museum of the USAF and Kings Island from May 15-16, 2020, per Attachment Curriculum “B” to Revised Agenda.

ROLL CALL: Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. McConn, Ms. Miller, and Ms. Thames said “aye”. Mr. Gagich said “nay”. Motion carried 7-1.

f. Board Contribution towards Educational Tour

Moved by Ms. Cunningham, seconded by Ms. Thames, to contribute \$700 towards the Gifted Program’s Educational Tour to the National Museum of the USAF and Kings Island, per Attachment Curriculum “C” to Revised Agenda.

ROLL CALL: Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. McConn, Ms. Miller, and Ms. Thames said “aye”. Mr. Gagich and Ms. Hixenbaugh said “nay”. Motion carried 6-2.

g. Student Discipline

Moved by Mr. McConn, seconded by Mr. Devenney, to approve the Waiver of Informal Hearing and Agreement between the Avella Area School District and GF and SF/AF, and direct and authorize the Administration to implement it.

ROLL CALL: Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Ms. Miller, and Ms. Thames said “aye”. Motion carried 8-0.

h. Student Discipline

Moved by Mr. McConn, seconded by Mr. Devenney, to approve the Waiver of Informal Hearing and Agreement between the Avella Area School District and MK and RK, and direct and authorize the Administration to implement it.

ROLL CALL: Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Ms. Miller, and Ms. Thames said “aye”. Motion carried 8-0.

i. School Play

Friday, March 27, 2020 at 7:30 p.m.
Saturday, March 28, 2020 at 3:30 p.m. and 7:30 p.m.

4. FINANCE COMMITTEE

a. Student Sponsored Activity Fund

Moved by Mr. McConn, seconded by Ms. Hixenbaugh, to approve the creation of a Student Sponsored Activity Fund, classified as a Special Revenue Fund (Fund 21), to record the activities of the Elementary Center’s Principal’s fundraising, incentives and school store.

ROLL CALL: Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Ms. Miller, and Ms. Thames said “aye”. Motion carried 8-0.

B. NEW BUSINESS

4. FINANCE COMMITTEE

b. Resolution – Intermediate Unit I

Moved by Mr. McConn, seconded by Ms. Hixenbaugh, to approve the 2020-2021 Intermediate Unit I General Operational Budget. Section 914-A(6)(1) Act 102 of 1970, requires that the Intermediate Unit Budget be approved by at least a majority of the school districts comprising the Intermediate Unit. Attachment Finance “A”

ROLL CALL: Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Ms. Miller, and Ms. Thames said “aye”. Motion carried 8-0.

c. Hickory Telephone Company – Internet Service Contract

Moved by Mr. McConn, seconded by Ms. Hixenbaugh, to approve the Application for Services between the Avella Area School District and the Hickory Telephone Company for telecommunications, effective 7/1/20 – 6/30/22, per Attachment Finance “B”.

ROLL CALL: Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Ms. Miller, and Ms. Thames said “aye”. Motion carried 8-0.

d. Resolution

Moved by Mr. McConn, seconded by Ms. Hixenbaugh, to approve the following Resolution:

Resolved, that the Board of School Directors for the Avella Area School District, hereby set the amount of bond for West Middletown Borough for two years (2020-2022), and be set in the amount of thirty (30%) percent of the estimated amount of collections as follows:

West Middletown Borough	Beverly Paul, Tax Collector
Assessed Value	\$ 6,733,700
Estimated Amount of Collections, School District	\$ 53,000
Amount of Bond (30% of Collections)	\$ 15,900

This Resolution approved by the Board of School Directors for the Avella Area School District at its Regular Monthly Meeting on February 19, 2020.

ROLL CALL: Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Ms. Miller, and Ms. Thames said “aye”. Motion carried 8-0.

5. NEGOTIATIONS COMMITTEE

a. Memorandum of Understanding

Moved by Mr. McConn, seconded by Mr. Devenney, to approve the Memorandum of Understanding between the Avella Area School District and the Avella Education Association regarding an employee’s voluntary early retirement incentive, per Attachment Negotiations “A”.

ROLL CALL: Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Ms. Miller, and Ms. Thames said “aye”. Motion carried 8-0.

B. NEW BUSINESS

6. PERSONNEL COMMITTEE

a. School Volunteer List

Moved by Mr. McConn, seconded by Ms. Hixenbaugh, to approve the following to the School Volunteer List for the 2019-2020 school year:

Polly Clarchick
Victoria Clarchick
Jade Georgetti
John Latynski
Melinda Latynski
Jean Lloyd
Judith Rubel
Kearstin Rubel
Michael Rubel

ROLL CALL: Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Ms. Miller, and Ms. Thames said "aye". Motion carried 8-0.

b. Substitute Teacher List

Moved by Mr. McConn, seconded by Ms. Hixenbaugh, to approve the following to the Substitute Teacher List for the 2019-2020 school year:

Robert Rockwell

ROLL CALL: Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Ms. Miller, and Ms. Thames said "aye". Motion carried 8-0.

c. Extended School Year Program Teacher - Posting

Moved by Mr. McConn, seconded by Ms. Hixenbaugh, to approve a posting (advertisement if necessary) for a JSHS/Elementary Extended School Year Program Teacher, effective Summer 2020.

ROLL CALL: Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Ms. Miller, and Ms. Thames said "aye". Motion carried 8-0.

d. Extended School Year Program Special Education Aide - Posting

Moved by Mr. McConn, seconded by Ms. Hixenbaugh, to approve a posting (advertisement if necessary) for an Extended School Year Program Special Education Aide, effective Summer 2020.

ROLL CALL: Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Ms. Miller, and Ms. Thames said "aye". Motion carried 8-0.

e. Posting - Homebound Instructor

Moved by Mr. McConn, seconded by Ms. Hixenbaugh, to approve a posting (advertisement if necessary) for a Homebound Instructor for a Senior Student.

ROLL CALL: Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Ms. Miller, and Ms. Thames said "aye". Motion carried 8-0.

B. NEW BUSINESS

6. PERSONNEL COMMITTEE

- f. A discussion was held regarding the Avella Public Library's letter addressed to Ms. Hixenbaugh, Board Library Representative, stating the Library is not accepting board membership from the Avella Area School District, per Attachment Personnel "A". The Board agreed to end the yearly donation to the Avella Public Library.
- g. **Onsite FBI Fingerprinting Service**
Moved by Mr. Devenney, seconded by Ms. Hixenbaugh, to authorize the Avella Education Association to schedule an onsite FBI fingerprinting service at the Avella Area School District for employees and volunteers. The Board agreed to contribute \$100 towards the cost.

ROLL CALL: Ms. Cunningham, Mr. Devenney, Ms. Hixenbaugh, Mr. McConn, Ms. Miller, and Ms. Thames said "aye". Ms. Dryer and Mr. Gagich said "nay". Motion carried 6-2.

7. POLICIES

- a. **PSBA Comprehensive Review –800 Operations**
Moved by Mr. McConn, seconded by Ms. Dryer, to approve the adoption/revisions to the first phase of PSBA's Comprehensive Review of the *800 Policy Section – Operations, per Attachment Policies "A"*
 - 800 Records Management
 - 801 Public Records
 - 802 School Organization
 - 803 School Calendar
 - 804 School Day
 - 805 Emergency Preparedness and Response
 - 805.1 Relations with Law Enforcement Agencies
 - 806 Child Abuse
 - 807 Opening Exercises/Flag Displays
 - 808 Food Services
 - 810 Transportation
 - 810.2 Transportation – Video/Audio Recording
 - 810.3 School Vehicle Drivers
 - 811 Bonding
 - 812 Property Insurance
 - 813 Other Insurance
 - 814 Copyright Material
 - 815 Acceptable Use of Internet, Computers & Network Resources
 - 815.1 Chromebooks
 - 818 Contracted Services Personnel
 - 819 Suicide Awareness, Prevention and Response
 - 822 Automated External Defibrillator/Cardiopulmonary Resuscitation
 - 823 Naloxone
 - 824 Maintaining Professional Adult/Student Boundaries
 - 827 Conflict of Interest
 - 828 Fraud
 - 830 Breach of Computerized Personal Information
 - 831 Electronic Transactions, Records & Signatures

ROLL CALL: Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Ms. Miller, and Ms. Thames said "aye". Motion carried 8-0.

B. NEW BUSINESS

7. POLICIES

b. PSBA Comprehensive Review –900 Community

Moved by Mr. McConn, seconded by Ms. Dryer, to approve the adoption/revisions to the first phase of PSBA's Comprehensive Review of the *900 Policy Section – Community*, per Attachment Policies "B

- 901 Public Relations Objectives
- 902 Publications Program
- 903 Public Participation in Board Meetings
- 905 Citizen Advisory Committees
- 906 Public Complaint Process
- 907 School Visitors
- 908 Relations with Parents/Guardians
- 909 Municipal Government Relations
- 910 Community Engagement
- 911 News Media Relations
- 912 Relations with Educational Institutions
- 913 Nonschool Organizations/Groups/Individuals
- 914 Relations with Intermediate Unit
- 915 Booster Organizations
- 916 Volunteers
- 917 Parental/Family Involvement
- 918 Title I Parent and Family Engagement

ROLL CALL: Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Ms. Miller, and Ms. Thames said "aye". Motion carried 8-0.

c. PSBA Policy 253 – Participation in Athletics

Moved by Mr. McConn, seconded by Ms. Dryer, to approve the revisions to PSBA Policy 253 – Participation in Athletics, per Attachment Policies "C".

ROLL CALL: Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Ms. Miller, and Ms. Thames said "aye". Motion carried 8-0.

d. PSBA Policies Volume 1 – February 2020

Moved by Mr. McConn, seconded by Ms. Dryer, to approve the adoption/revisions to PSBA's Policies, PNN Volume 1 – February 2020, per Attachment Policies "D".

- 222 Tobacco and Vaping Products – Student Section
- 323 Tobacco and Vaping Products – Employee Section
- 707 Use of School Facilities – Property Section
- 805.2 School Security Personnel – Operations Section
- 810.1 School Bus Drivers – Operations Section
- 904 Public Attendance at School Events – Community Section

ROLL CALL: Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Ms. Miller, and Ms. Thames said "aye". Motion carried 8-0.

8. SAFETY COMMITTEE

a. Safety Committee Meeting scheduled March 5, 2020 at 8:00 a.m.

B. NEW BUSINESS

9. TECHNOLOGY COMMITTEE

a. Inventory Control

Moved by Mr. McConn, seconded by Ms. Dryer, to approve Greg Wargo, Network Administrator's request to recycle the outdated chrome books #4860, 5383, 5327, and per Attachment Technology "A" to Revised Agenda..

ROLL CALL: Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Ms. Miller, and Ms. Thames said "aye". Motion carried 8-0.

b. SchoolPointe

Moved by Mr. McConn, seconded by Ms. Cunningham, to authorize the Administration to contract services with SchoolPointe to develop, implement and maintain the District's website, to be live 7/1/2020. Amount for Year 1 to be paid from 2020-2021 budget. Contract will renew annually until 6/30/2022.

ROLL CALL: Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Ms. Miller, and Ms. Thames said "aye". Motion carried 8-0.

10. TRANSPORTATION COMMITTEE – No Report

C. ADJOURNMENT

With no further business before the Board, moved by Mr. McConn, seconded by Ms. Cunningham, to adjourn the meeting at 7:48 p.m. Motion carried.

ROLL CALL: Ms. Cunningham, Mr. Devenney, Ms. Dryer, Mr. Gagich, Ms. Hixenbaugh, Mr. McConn, Ms. Miller, and Ms. Thames said "aye". Motion carried 8-0.

Respectfully submitted,

Debra L. Bentz
Board Secretary