AVELLA AREA SCHOOL DISTRICT

1000 AVELLA ROAD

**AVELLA, PA 15312**

**BOARD OF EDUCATION MINUTES**

**April 18, 2012**

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, April 18, 2012. Mr. Jeffrey Devenney, Board Vice-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**: James Cassidy, Leslie Cunningham, Jeffrey Devenney, Corey McConn arrived 7:12 p.m., Michael Muhr, Jennifer Newman, Alex Paris, Donald Underwood

Absent: Kevin Geresti

**ADMINISTRATION**: Dr. Janell Logue-Belden, Superintendent

Laura Shola, Business Manager

Timothy Beck, Jr. Sr. High School Principal

Joel Kirsch, Elementary Principal

Debra L. Bentz, Board Secretary

**OTHERS**: Barbara Graham, District Solicitor

9 Visitors

#### A. GENERAL PROCEDURES

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

#### PRESENTATIONS/RECOGNITION

1. The following students were recognized as the April Students of the Month:

Nicole Kinney – Senior

Tim Waddell – Senior

McKaela Bloch – 6th Grade

Randall Kidwell – 6th Grade

**REQUEST TO SPEAK AT THE BOARD MEETING - None**

**VISITORS REQUEST TO SPEAK ON AGENDA ITEM - None**

**GENERAL PROCEDURE ITEMS**

**1. APPROVAL OF MINUTES *ATTACHMENT “A”***

Board Members were furnished copies of Board Minutes for the March 2012 Regular Board Meeting.

Moved by Mr. Cassidy, seconded by Ms. Cunningham, to approve the March 2012 Regular Board Meeting Minutes.

ROLL CALL: Mr. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. McConn, Mr. Muhr, Ms. Newman, Mr. Paris and Mr. Underwood said “aye”. Motion carried 8-0.

**2. APPROVAL OF ACCOUNTS PAYABLE *ATTACHMENT “B”***

Board Members were furnished copies of Accounts Payable for the March and April 2012 General Fund.

Moved by Mr. Underwood, seconded by Mr. Cassidy, to approve the Accounts Payable for the March and April 2012 General Fund.

ROLL CALL: Mr. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. McConn, Mr. Muhr, Ms. Newman, Mr. Paris and Mr. Underwood said “aye”. Motion carried 8-0.

**3. FINANCIAL/BUDGET REPORTS *ATTACHMENT “C”***

**4. SOLICITOR’S REPORT *ATTACHMENT “D”***

**5. BOARD INSURANCE REPORT *ATTACHMENT “E”***

**B. NEW BUSINESS**

**1. ATHLETIC COMMITTEE**

**a. 2012-13 Coaches**

Moved by Mr. Underwood, seconded by Mr. Paris, to approve the following coaches for the 2012-13 school year:

Zachary Zebrasky – Head 7th/8th Grade Girls’ Volleyball Coach

Kelsey Cataldo – Assistant 7th/8th Grade Girls’ Volleyball Coach

Jeremy Allen – Head Varsity Wrestling Coach

Jeff Kusich – Assistant Varsity Wrestling Coach

ROLL CALL: Mr. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. McConn, Mr. Muhr, Ms. Newman, Mr. Paris and Mr. Underwood said “aye”. Motion carried 8-0.

**b. Volunteer Track and Field Coach**

Moved by Mr. Underwood, seconded by Mr. Muhr, to approve Karen Birdsall as a volunteer Track and Field Coach for the 2011-12 school year.

ROLL CALL: Mr. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. McConn, Mr. Muhr, Ms. Newman, Mr. Paris and Mr. Underwood said “aye”. Motion carried 8-0.

**B. NEW BUSINESS**

**1. ATHLETIC COMMITTEE - Continued**

**c. Rifle Coach**

Moved by Mr. Underwood, seconded by Mr. Cassidy, to approve a posting (advertisement, if needed) for a Head Rifle Coach for the 2012-13 school year.

ROLL CALL: Mr. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. McConn, Mr. Muhr, Ms. Newman, Mr. Paris and Mr. Underwood said “aye”. Motion carried 8-0.

**d.** The Assistant Varsity Football Coach positions were advertised in the Observer-Reporter on Saturday, April 14th and Sunday, April 15th.

**e.** A discussion was held regarding a Cooperative Agreement with Burgettstown School District for the Jr. High Football and Jr. High Wrestling programs.

**f.** An Athletic Committee Meeting is scheduled for May 2, 2012 at 6:30 p.m. regarding personnel, followed by an open meeting at 7:00 p.m. to discuss athletic issues.

**g. Fundraiser Basketball Game with the Pittsburgh Steelers**

Moved by Mr. Underwood, seconded by Mr. Muhr, to approve a basketball game fundraiser between the Pittsburgh Steelers and Avella faculty/alumni, per Attachment Athletic “A”, at no cost to the District.

ROLL CALL: Mr. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. McConn, Mr. Muhr, Ms. Newman, Mr. Paris and Mr. Underwood said “aye”. Motion carried 8-0.

**h.** A discussion was held regarding the football boosters placing sponsor signs on the football field instead of advertisements in the football programs.

**2. BUILDINGS & GROUNDS COMMITTEE**

**a. Tennis Court Repairs**

Moved by Mr. Paris, seconded by Mr. Devenney, to authorize a contract for repairs to the tennis courts, not to exceed $4,000.00.

ROLL CALL: Mr. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. McConn, Mr. Muhr, Ms. Newman, Mr. Paris and Mr. Underwood said “aye”. Motion carried 8-0.

**b. Use of School Facilities**

Moved by Mr. Paris, seconded by Mr. Devenney, to approve the following Use of School Facilities:

NAME: Class of 2013PURPOSE: Car ShowPLACE: High School Cafeteria, Parking Lot

DATES: Saturday, July 14, 2012 (7:00 a.m. – 4:00 p.m.)

Friday, July 13, 2012 (set up 4:30 - 6:30 p.m.)

**B. NEW BUSINESS**

**2. BUILDINGS & GROUNDS COMMITTEE**

**b. Use of School Facilities - Continued**

NAME: Marching Band Parent Preview ShowPURPOSE: After Band Camp PerformancePLACE: High School Football Field/Band Room

DATES: Friday, July 27, 2012 (5:00 – 9:00 p.m.)

ROLL CALL: Mr. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. McConn, Mr. Muhr, Ms. Newman, Mr. Paris and Mr. Underwood said “aye”. Motion carried 8-0.

**c. Wastewater Treatment Plant**

Moved by Mr. Cassidy, seconded by Mr. Underwood, to approve the quote from W.C. Weil Company for a sewage plant backwash pump system, to be purchased through the Capital Reserve Fund, per Attachment B&G “A”.

ROLL CALL: Mr. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. McConn, Mr. Muhr, Ms. Newman, Mr. Paris and Mr. Underwood said “aye”. Motion carried 8-0.

**d. Replacement Box Truck**

Moved by Mr. Cassidy, seconded by Mr. Underwood, to approve the purchase of a replacement used box truck, not to exceed $3,500.

ROLL CALL: Mr. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. McConn, Mr. Muhr, Ms. Newman, Mr. Paris and Mr. Underwood said “aye”. Motion carried 8-0.

**e. 1985 Ford Truck**

Moved by Mr. Cassidy, seconded by Mr. Underwood, to approve the 1985 Ford Truck to be scrapped at Powers Auto Crushing, after a replacement truck has been purchased.

ROLL CALL: Mr. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. McConn, Mr. Muhr, Ms. Newman, Mr. Paris and Mr. Underwood said “aye”. Motion carried 8-0.

**f. Memorial Tree in Honor of Don Rush**

Moved by Mr. Underwood, seconded by Ms. Cunningham, to approve Annie Buehner and family (sister-in-law- to Don Rush, Jr.) to plant a tree on the Avella school grounds in honor/memory of Donald “Duck” Rush.

ROLL CALL: Mr. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. McConn, Mr. Muhr, Ms. Newman, Mr. Paris and Mr. Underwood said “aye”. Motion carried 8-0.

**g. Light Poles - Bid**

Moved by Mr. Cassidy, seconded by Mr. Paris, to approve an advertisement for light pole bids.

ROLL CALL: Mr. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. McConn, Mr. Muhr, Ms. Newman, Mr. Paris and Mr. Underwood said “aye”. Motion carried 8-0.

**B. NEW BUSINESS**

**2. BUILDINGS & GROUNDS COMMITTEE - Continued**

**h.** Mr. Brian Smitsky, Building and Grounds Supervisor, announced he has passed the Pennsylvania State for Certification of Water and Wastewater Systems Operations Test (PASS).

**3. CURRICULUM COMMITTEE**

**a. Intermediate Unit 1 – Psychological & Social Work Services**

Moved by Mr. Underwood, seconded by Mr. Devenney, to approve the Psychological Services and Social Work Services from the Intermediate Unit 1, for the 2012-13 school term, per **Attachment Curriculum “A”.**

ROLL CALL: Mr. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. McConn, Mr. Muhr, Ms. Newman, Mr. Paris and Mr. Underwood said “aye”. Motion carried 8-0.

**b.** The Board reviewed a handout from Mr. Beck regarding courses.

**c. Eagle Marching Band Handbook**

Moved by Mr. Underwood, seconded by Mr. Paris, to approve the Eagle Marching Band Handbook, per Attachment Curriculum “C”.

ROLL CALL: Mr. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. McConn, Mr. Muhr, Ms. Newman, Mr. Paris and Mr. Underwood said “aye”. Motion carried 8-0.

**d. Eagle Marching Band Camp**

Moved by Mr. Underwood, seconded by Mr. Paris, to approve the Eagle Marching Band Camp at Slippery Rock University, week of July 22-27, 2012. The students are responsible for cost of the camp. GG&C will transport the students.

ROLL CALL: Mr. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. McConn, Mr. Muhr, Ms. Newman, Mr. Paris and Mr. Underwood said “aye”. Motion carried 8-0.

**e. Band – Outdated Equipments/Instruments**

Moved by Mr. Underwood, seconded by Mr. Cassidy, to approve the list of equipment/instruments to be disposed, credited, or repaired by Progressive Music, per Attachment Curriculum “D”. (Instruments were found in the storage room of the music department.)

ROLL CALL: Mr. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. McConn, Mr. Muhr, Ms. Newman, Mr. Paris and Mr. Underwood said “aye”. Motion carried 8-0.

**f. Extra-Curricular – Pancake Skating Rink**

Moved by Mr. Underwood, seconded by Mr. Paris, to approve the 7th grade class to attend Pancake Skating Rink after school, tentative date is April 26, 2012. Students and their Activity Fund will pay for the costs.

ROLL CALL: Mr. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. McConn, Mr. Muhr, Ms. Newman, Mr. Paris and Mr. Underwood said “aye”. Motion carried 8-0.

**B. NEW BUSINESS**

**4. FINANCE COMMITTEE**

**a. State Income Tax Information for Tax Year 2010**

Moved by Mr. Underwood, seconded by Mr. Cassidy, to approve obtaining the 2010 PA State Income Tax List for wage tax collection purposes, with all information held in confidentiality, according to Memoranda of Understanding signed by Central Tax Bureau, District’s Wage Tax Collector, per letter dated April 9, 2012, with attachments, from Central Tax Bureau of PA, Inc./Don Wilkinson Agency, Inc. **Attachment Finance “A”.**

ROLL CALL: Mr. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. McConn, Mr. Muhr, Ms. Newman, Mr. Paris and Mr. Underwood said “aye”. Motion carried 8-0.

**b.** A Finance Committee Meeting is scheduled May 16, 2012 at 5:30 p.m.

**5. NEGOTIATIONS COMMITTEE**

**a.** Barbara Graham, District Solicitor, will prepare Memorandum of Understandings for the following:

* **Marching Band**

(Mr. Deutsch will be reinstating the Color Guard and Dance Line to the Marching Band. He is asking the Board to consider an MOU to equally split the $900 Majorette position between the two positions, since the Majorette position will not be filled.)

* **Summer Work Schedule -** Summer employees working 4 – 10 hour days.

**6. PERSONNEL COMMITTEE**

**a. Posting – Pilot Education Exchange with W&J College**

Moved by Mr. Underwood, seconded by Mr. Cassidy, to approve a posting for the Pilot Education Exchange with W&J College, per Attachment Personnel “A”. (Posting example is from 2011-12 for Washington School District)

ROLL CALL: Mr. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. McConn, Mr. Muhr, Ms. Newman, Mr. Paris and Mr. Underwood said “aye”. Motion carried 8-0.

**b. Postings – Marching Band Color Guard and Dance Line Positions**

Moved by Mr. Underwood, seconded by Mr. Cassidy, to approve a posting for the Color Guard position and Dance Line position for the Marching Band for the 2012-13 school year.

ROLL CALL: Mr. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. McConn, Mr. Muhr, Ms. Newman, Mr. Paris and Mr. Underwood said “aye”. Motion carried 8-0.

**B. NEW BUSINESS**

**6. PERSONNEL COMMITTEE - Continued**

**c. Assistant Band Director – Bethany Songer**

Moved by Mr. Underwood, seconded by Mr. Cassidy, to approve Bethany Songer as the Assistant Marching Band Director for the 2012-13 school year. All clearances are on file.

ROLL CALL: Mr. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. McConn, Mr. Muhr, Ms. Newman, Mr. Paris and Mr. Underwood said “aye”. Motion carried 8-0.

**d. Volunteers**

Moved by Mr. Underwood, seconded by Mr. Cassidy, to approve the following to the 2011-12 Volunteer List:

Dana Cecchini – Dance Team – All clearances are on file.

ROLL CALL: Mr. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. McConn, Mr. Muhr, Ms. Newman, Mr. Paris and Mr. Underwood said “aye”. Motion carried 8-0.

**e. Janet Seigfried, Full Time Aide - Transfer of Position**

Moved by Mr. Cassidy, seconded by Mr. Paris, to approve Janet Seigfried to transfer to Susan Kubacka’s full time aide position, effective April 24, 2012. (The student assigned to Janet Seigfried is no longer attending Avella School District; therefore, her position is eliminated. Mrs. Seigfried will transfer to the full time aide position that is less senior than her, Susan Kubacka.)

ROLL CALL: Mr. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. McConn, Mr. Muhr, Ms. Newman, Mr. Paris and Mr. Underwood said “aye”. Motion carried 8-0.

**f. Susan Kubacka, Full Time Aide - Furlough**

Moved by Mr. Underwood, seconded by Mr. Cassidy, to approve furloughing Susan Kubacka from her full time aide position, effective April 24, 2012, due to Janet Seigfried’s transfer of position.

ROLL CALL: Mr. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. McConn, Mr. Muhr, Ms. Newman, Mr. Paris and Mr. Underwood said “aye”. Motion carried 8-0.

**g. Substitute List - Cafeteria**

Moved by Mr. Underwood, seconded by Mr. Cassidy, to approve Mary Ann Brandenburg to the Substitute Cafeteria List for the 2011-12 school year. All clearances are on file.

ROLL CALL: Mr. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. McConn, Mr. Muhr, Ms. Newman, Mr. Paris and Mr. Underwood said “aye”. Motion carried 8-0.

**h. Posting – Laurie Frank’s Position**

Moved by Mr. Underwood, seconded by Mr. Cassidy, to approve a posting (advertisement, if necessary) for a Title I Elementary Teacher, due to Laurie Frank’s retirement.

ROLL CALL: Mr. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. McConn, Mr. Muhr, Ms. Newman, Mr. Paris and Mr. Underwood said “aye”. Motion carried 8-0.

**B. NEW BUSINESS**

**6. PERSONNEL COMMITTEE - Continued**

**i. Volunteer Nurse**

Moved by Mr. Cassidy, seconded by Ms. Cunningham,

It is recommended that the Board approve Sharon Loftus Hixenbaugh as an unpaid volunteer nurse, for the 5th grade field trip to PNC Park on April 25, 2012. Mrs. Hixenbaugh is a Registered Nurse, with a valid PA nursing license, and will be accompanying her own child. Mrs. Hixenbaugh has agreed that, while on the field trip, she will provide the routine medical assistance with medication that four (4) of the students need/may need, and the parents of each of these students have signed a written consent form to allow Mrs. Hixenbaugh to provide this service to their respective children. This approval is contingent upon confirmation of availability of coverage under the District’s insurance policy.

ROLL CALL: Mr. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. McConn, Mr. Muhr, Ms. Newman, Mr. Paris and Mr. Underwood said “aye”. Motion carried 8-0.

**j. Complaint Decision**

Moved by Mr. Cassidy, seconded by Mr. Paris,

The Board of School Directors affirms the decision of the District Superintendent with respect to a complaint filed by an employee, pursuant to Policy #448, as per Attachment Personnel “B”.

ROLL CALL: Mr. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. McConn, Mr. Muhr, Ms. Newman, Mr. Paris and Mr. Underwood said “aye”. Motion carried 8-0.

**k. Settlement Agreement**

Moved by Mr. Underwood, seconded by Mr. Cassidy,

It is recommended that the Board of School Directors approve the Settlement Agreement and General Release in the matter filed at the PA Human Relations Commission at No. 201101271, and directs the Board President to execute the Agreement and Release.

ROLL CALL: Mr. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. McConn, Mr. Muhr, Ms. Newman, Mr. Paris and Mr. Underwood said “aye”. Motion carried 8-0.

**7. POLICIES**

**a. Guidance Counselor Job Descriptions**

Moved by Mr. Underwood, seconded by Mr. Cassidy, to approve the Elementary Guidance Counselor and Secondary Guidance Counselor job descriptions, effective immediately, per Attachment Policies “A”.

ROLL CALL: Mr. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. McConn, Mr. Muhr, Ms. Newman, Mr. Paris and Mr. Underwood said “aye”. Motion carried 8-0.

**B. NEW BUSINESS**

**8. SAFETY COMMITTEE**

**a.** A Safety Committee meeting is scheduled May 3, 2012 at 7:45 a.m.

**9. TECHNOLOGY COMMITTEE – No Report**

**10. TRANSPORTATION COMMITTEE**

**a. Transportation Agreement**

Moved by Mr. Devenney, seconded by Mr. Cassidy, to approve a School Transportation Agreement between Mrs. Patricia Boggs and Avella Area School District, per Attachment Transportation “A”.

ROLL CALL: Mr. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. McConn, Mr. Muhr, Ms. Newman, Mr. Paris and Mr. Underwood said “aye”. Motion carried 8-0.

**b.** A Transportation Committee Meeting is scheduled May 9, 2012 at 6:00 p.m.

**C. ADJOURNMENT**

With no further business before the Board, moved by Mr. Devenney, seconded by Mr. Cassidy, to adjourn the meeting at 8:12 p.m. Motion carried.

ROLL CALL: Mr. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. McConn, Mr. Muhr, Ms. Newman, Mr. Paris and Mr. Underwood said “aye”. Motion carried 8-0.

Respectfully submitted,

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Debra L. Bentz

Board Secretary