AVELLA AREA SCHOOL DISTRICT

1000 AVELLA ROAD

**AVELLA, PA 15312**

**BOARD OF EDUCATION MINUTES**

**August 9, 2017**

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, August 9, 2017. Mr. Jeffrey Devenney, Board President, called the meeting to order at 7:23 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**: Karen Birdsall, Kim Cassidy, Leslie Cunningham, Jeffrey Devenney, James Gagich, Corey McConn, Jennifer Newman

Absent: Michael Muhr, Alex Paris

**ADMINISTRATION**: Cyril Walther, Superintendent

Laura Shola, Business Manager

Sheryl Wright-Brown, JSHS Principal

Zachary Zebrasky, Elementary Principal

Debra L. Bentz, Board Secretary

**OTHERS**: Barbara Graham, District Solicitor

**A. GENERAL PROCEDURES**

##### Roll Call

**Pledge of Allegiance**

#### Presentations/Recognitions - None

**Request to Speak at the Board Meeting**

**1.** Kris Krivanek, Program Manager at Pre-K Counts Community Action Southwest, requested to speak to the Board regarding implementing a Pre-K Program.

**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 July 2017 Regular Board Meeting Minutes.

Moved by Mr. McConn, seconded by Ms. Newman, to approve the July 2017 Regular Board Meeting Minutes.

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

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

Board Members were furnished copies of the Accounts Payable for the July and August 2017 General Fund.

Moved by Mr. McConn, seconded by Ms. Newman, to approve the Accounts Payable for the July and August 2017 General Fund.

ROLL CALL: Ms. Birdsall, Ms. Cunningham, Mr. Devenney, Mr. Gagich, Mr. McConn, Mr. Muhr, Ms. Newman, and Mr. Paris 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 – No Report**

**2. BUILDINGS & GROUNDS COMMITTEE**

**a. Use of School Facilities**

Moved by Mr. McConn, seconded by Ms. Birdsall, to approve the following Use of School Facilities:

NAME: Athletics, Inc.

PURPOSE: Youth Basketball

PLACE: Elementary & JSHS Gyms

DATE: 2017-18 Season

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. Gagich, Mr. McConn and Ms. Newman said “aye”. Motion carried 7-0.

**3. CURRICULUM COMMITTEE**

**a. Washington Drug & Alcohol Commission**

Moved by Mr. McConn, seconded by Ms. Newman, to approve the Letter of Agreement for Student Assistant Program (SAP) between Avella Area School District and the Washington Drug and Alcohol Commission for the 2017-18 school year, per Attachment Curriculum “A”.

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. Gagich, Mr. McConn and Ms. Newman said “aye”. Motion carried 7-0.

**B. NEW BUSINESS**

**3. CURRICULUM COMMITTEE**

**b. Kennywood Day – 2017-18 School Year**

Moved by Mr. McConn, seconded by Ms. Newman, to approve the Kennywood School Picnic Agreement for June 18, 2018, per Attachment Curriculum “B”.

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. Gagich, Mr. McConn and Ms. Newman said “aye”. Motion carried 7-0.

**c. Western Area Career & Technology Center Students**Moved by Mr. McConn, seconded by Ms. Newman, to approve the 2017-18 Western Area Career & Technology Center list of students, per Attachment Curriculum “C” to Revised Agenda.

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. Gagich, Mr. McConn and Ms. Newman said “aye”. Motion carried 7-0.

**d. School Calendar Dates:**

* 8/23/17 First Day Teachers

6:00 p.m. - 7th Grade Orientation

* 8/28/17 First Day Students

6:00–8:00 p.m. Meet the Eagles’ Night (football field)

**4. FINANCE COMMITTEE**

**a. McLean Architects – Application and Certification for Payment**

Moved by Mr. McConn, seconded by Ms. Cunningham, to approve the Application and Certificate for Payment to Gurtner Construction Co., Inc. in the amount of $22,370.00, per Attachment Finance “A”.

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. Gagich, Mr. McConn and Ms. Newman said “aye”. Motion carried 7-0.

**b. Insurance Renewal**

Moved by Mr. McConn, seconded by Ms. Cunningham, to approve the following renewal policy through Campbell Insurance Associates:

* Student Accident from US Fire Insurance Co., effective 8/14/17 in the amount of $4,950.00.

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. Gagich, Mr. McConn and Ms. Newman said “aye”. Motion carried 7-0.

**c. Guaranteed Energy Savings Contract - TEN**

Moved by Mr. McConn, seconded by Ms. Cunningham, to approve the Guaranteed Energy Savings Contract with The Efficiency Network (TEN) to provide the District with lighting upgrades, per Attachment Finance “B” to Revised Agenda.

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. Gagich, Mr. McConn and Ms. Newman said “aye”. Motion carried 7-0.

**B. NEW BUSINESS**

**4. FINANCE COMMITTEE**

**d. PA Educator.Net – Contract of Services**

Moved by Mr. McConn, seconded by Ms. Cunningham, to renew the Contract of Services between Avella Area School District and PA Educator.Net for the 2017-18 school year, per Attachment Finance “C” to Revised Agenda.

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. Gagich, Mr. McConn and Ms. Newman said “aye”. Motion carried 7-0.

**5. NEGOTIATIONS COMMITTEE**

**a. AEA - Tuition Students**

Moved by Mr. McConn, seconded by Ms. Birdsall, to approve the following students to be enrolled as tuition students in the Avella Area School District for the 2017-18 school year, in accordance with the Memorandum of Understanding between the Avella Area School District and Avella Education Association.

Cole Davidson – Grade 8

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. Gagich, Mr. McConn and Ms. Newman said “aye”. Motion carried 7-0.

**6. PERSONNEL COMMITTEE**

**a. Kellington Protection Service, LLC**

Moved by Mr. McConn, seconded by Ms. Birdsall, to approve the Bid Submission by Kellington Protection Service, LLC for Security Services for the 2017-18 school year, per Attachment Personnel “A”.

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. Gagich, Mr. McConn and Ms. Newman said “aye”. Motion carried 7-0.

**b. 2017-18 Substitute Teacher List**

Moved by Mr. McConn, seconded by Ms. Birdsall, to approve the Substitute Teacher List for the 2017-18 school year, per Attachment Personnel “B” to Revised Agenda.

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. Gagich, Mr. McConn and Ms. Newman said “aye”. Motion carried 7-0.

**c. 2017-18 Substitute Support Personnel List**

Moved by Mr. McConn, seconded by Ms. Birdsall, to approve the Substitute Support Personnel List for the 2017-18 school year, per Attachment Personnel “C” to Revised Agenda.

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. Gagich, Mr. McConn and Ms. Newman said “aye”. Motion carried 7-0.

**B. NEW BUSINESS**

**6. PERSONNEL COMMITTEE**

**d. 2017-18 School Volunteer List**

Moved by Mr. McConn, seconded by Ms. Birdsall, to approve the following to the School Volunteer List for the 2017-18 school year:

Luann Craig

Mary Kimberland

Sandra Lis

Carol Morgan

Charity Porbin

Sean Porbin

Christine Rice

Janice Stickle

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. Gagich, Mr. McConn and Ms. Newman said “aye”. Motion carried 7-0.

**e. Susan Kubacka – Full Time JSHS Secretary**

Moved by Mr. McConn, seconded by Ms. Birdsall, to approve Susan Kubacka to the position of full time JSHS Secretary, effective August 23, 2017, per PSEA/NEA Contract.

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. Gagich, Mr. McConn and Ms. Newman said “aye”. Motion carried 7-0.

**f. 5 Hour Aide Position**

Moved by Mr. McConn, seconded by Ms. Birdsall, to approve a posting (advertisement if necessary) of a 5 hour aide position.

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. Gagich, Mr. McConn and Ms. Newman said “aye”. Motion carried 7-0.

**g. Christine Rice, Part-Time Vocational Agricultural Teacher**

Moved by Mr. McConn, seconded by Ms. Birdsall, to approve Christine Rice as a part-time Vocational Agricultural Teacher, temporary professional employee, per AEA Contract, effective August 23, 2017, pending PDE’s approval of Vocational Agricultural Program.

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. Gagich, Mr. McConn and Ms. Newman said “aye”. Motion carried 7-0.

**h. Colleen Jastrzebski, Part-Time Special Education Teacher**

Moved by Mr. McConn, seconded by Ms. Birdsall, to approve Colleen Jastrzebski as a part-time Special Education Teacher, temporary professional employee, per AEA Contract, effective August 23, 2017.

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. Gagich, Mr. McConn and Ms. Newman said “aye”. Motion carried 7-0.

**i.** A discussion was held regarding the Use of Facilities Coordinator position. The Board agreed for the position to be paid $3,000 for the 2017-18 school year.

**B. NEW BUSINESS**

**7. POLICIES**

**a. Student Handbooks**

Moved by Mr. McConn, seconded by Ms. Cunningham, to approve the Elementary Center and JSHS Student Handbooks for the 2017-18 school year, per Attachment Policies “A” to Revised Agenda.

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. Gagich, Mr. McConn and Ms. Newman said “aye”. Motion carried 7-0.

**b. Teachers’ Handbook**

Moved by Mr. McConn, seconded by Ms. Cunningham, to approve the Teachers’ Handbook for the 2017-18 school year, per Attachment Policies “B” to Revised Agenda.

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. Gagich, Mr. McConn and Ms. Newman said “aye”. Motion carried 7-0.

**c. Student Cafeteria Accounts Policy**

Moved by Mr. McConn, seconded by Ms. Cunningham, to approve the revisions to the Student Cafeteria Accounts Policy - #808.1, effective August 9, 2017. (First reading was held 7/19/17)

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. Gagich, Mr. McConn and Ms. Newman said “aye”. Motion carried 7-0.

**8. SAFETY COMMITTEE**

**a. A Safety Committee meeting is scheduled September 7, 2017 at 8:00 a.m.**

**9. TECHNOLOGY COMMITTEE – No Report**

**10. TRANSPORTATION COMMITTEE**

**a. Bus/Van Driver List**

Moved by Ms. Cunningham, seconded by Ms. Newman, to approve the Bus/Van Driver List for the 2017-18 school year, per Attachment Transportation “A” to Revised Agenda. (GG&C is responsible for updating bus/van driver documentation on list with CAO before driving.)

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. Gagich, Mr. McConn and Ms. Newman said “aye”. Motion carried 7-0.

**b. Parent Transportation Contract**

Moved by Ms. Cunningham, seconded by Ms. Newman, to approve the Parent Transportation Agreement between Mrs. Carrie Breze and the Avella Area School District to transport student to and from First Love Christian Academy for the 2017-18 school year, per Attachment Transportation “B” to Revised Agenda.

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. Gagich, Mr. McConn and Ms. Newman said “aye”. Motion carried 7-0.

**C. ADJOURNMENT**

With no further business before the Board, moved by Ms. Cunningham, seconded by Mr. Devenney, to adjourn the meeting at 8:23 p.m. Motion carried.

ROLL CALL: Ms. Birdsall, Ms. Cassidy, Ms. Cunningham, Mr. Devenney, Mr. Gagich, Mr. McConn and Ms. Newman said “aye”. Motion carried 7-0.

Respectfully submitted,

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Debra L. Bentz

Board Secretary