

**UPPER ST. CLAIR BOARD OF SCHOOL DIRECTORS  
COMMITTEE OF THE WHOLE MEETING**



Customizing Learning,  
Nurturing Potential...  
**Delivering Excellence**

**MONDAY, OCTOBER 12, 2015 - 7:00 P.M.  
CENTRAL OFFICE BOARD ROOM**

**6:15 PM - EXECUTIVE SESSION - PERSONNEL MATTERS**

Notice having been advertised and posted and members duly notified, the Committee of the Whole meeting of the Board of School Directors was held on October 12, 2015 in the Central Office Board Room.

School Board Members in attendance:

Mr. Frank J. Kerber, President  
Mrs. Amy L. Billerbeck  
Mrs. Barbara L. Bolas  
Mr. Louis M. Oliverio  
Mrs. Angela B. Petersen  
Mrs. Rebecca A. Stern

School personnel in attendance:

Dr. Patrick O'Toole, Superintendent of Schools  
Dr. Sharon Suritsky, Assistant/Deputy Superintendent  
Dr. John Rozzo, Assistant Superintendent  
Ms. Frosina C. Cordisco, Director of Business & Finance  
Ms. Judith Bulazo, Director of Curriculum & Professional Development  
Mr. Raymond Berrott, Director of Technology  
Ms. Eloise Stoehr, Supervisor of Pupil Services  
Ms. Melissa Garvin, Supervisor of Special Education  
Mrs. Mary Ann Stabile, Stenographer  
Mr. Robert Prorok, Solicitor

**CALL TO ORDER/PLEDGE OF ALLEGIANCE (Kerber)**

Mr. Kerber called the meeting to order at approximately 7:00 p.m.

**READING OF THE MISSION**

Mr. Oliverio read the following School District Mission Statement:



*Developing lifelong learners and responsible citizens for a global society is the mission of the Upper St. Clair School District, served by a responsive and innovative staff who in partnership with the community provides learning experiences that nurture the uniqueness of each child and promotes happiness and success.*

## **SHARED BELIEF STATEMENT #14 FROM STRATEGIC PLAN**

Mrs. Petersen read the following Shared Belief Statement #14 from the Strategic Plan:

*We believe that:*

*effective education develops the whole person - ethically, intellectually, emotionally, socially, and physically - and promotes self-esteem and personal happiness.*

## **RESIDENTS' COMMENTS (REGARDING AGENDA ITEMS ONLY)**

There were no residents' comments at this time.

## **APPROVAL OF AGENDA (Kerber)**

MOTION: By Bolas: I move that the Board approve the agenda as presented. Seconded by Petersen, and carried on unanimous voice vote.

## **REPORT FROM STUDENT BOARD REPRESENTATIVE (Allie Ryave)**

Allie Ryave reported on various activities at the High School.

## **RECOGNITION OF SERVICE**

### **RONALD DEVEY, JR., MAINTENANCE TECHNICIAN (Hired August 1988)**

Dr. O'Toole recognized Ronald Devey, Maintenance Technician, for the years of dedicated service to the School District from August 1988 through October 2015.

### **PETER WRAY, BUS DRIVER (Hired February 2014)**

Dr. O'Toole recognized Peter Wray, Bus Driver, for the years of dedicated service to the School District from February 2014 through June 2015.

## **PRESENTATION OF ANNUAL AUDIT FOR YEAR ENDING JUNE 30, 2015 (Amy Lewis, Maher Duessel)**

Amy Lewis of Maher Duessel presented a PowerPoint presentation regarding the annual audit for the year ending June 30, 2015. She noted that there were no findings to report from the audit and commended Ms. Cordisco and her staff.

## **PRESENTATION REGARDING CAPITAL PROJECTS BY DAVE MC LEAN (McLean)**

Dave McLean of McLean Architects presented a PowerPoint regarding Capital Projects for the School District for the 2015-16 school year and beyond, including cost estimates. He recommended that the following Capital Projects, which are included in the current Capital Expenditures Budget, be bid so that the work could begin this summer:

High School Athletic Complex Turf Replacement  
Streams Elementary School Paving  
High School Panther Pass Paving

Mr. McLean also provided information to the Board regarding floor conditions at Boyce Middle School in the section of the building that was renovated in 1990 where sections of the floor slab have lifted. He explained what was causing the conditions and what could be done to correct the conditions.

Mr. McLean responded to questions and comments of Board members.

Dr. O'Toole stated that he would be working with the Board leadership in prioritizing projects, involving the Advancement Office, and researching financing options for the proposed projects.

#### **SUPERINTENDENT'S REPORT (O'Toole)**

##### **REQUEST APPROVAL OF PERSONNEL LISTINGS**

Dr. O'Toole requested approval of the Personnel Listings, pending receipt of all paperwork and required clearances.

The Committee will recommend approval, to be placed on the Consent Agenda.

##### **REQUEST APPROVAL OF ADMINISTRATIVE SALARY PLAN FOR 2015-16**

Dr. O'Toole stated that he would be presenting an Administrative Salary Plan for 2015-16 for approval, retroactive to July 1, 2015.

The Committee will recommend approval, to be placed on the Consent Agenda.

##### **REQUEST APPROVAL OF RENEWAL OF ACT 93 AGREEMENTS (*Consent Agenda*)**

- **CURRICULUM LEADER**
- **SECURITY**
- **TRANSPORTATION**

Dr. O'Toole requested approval of the renewal of Act 93 Agreements. He recommended that the Curriculum Leader Act 93 Agreement be renewed for one year and that the Security and Transportation Act 93 Agreements be renewed for 18 months.

The Committee will recommend approval, to be placed on the Consent Agenda.

##### **REQUEST APPROVAL OF RENEWAL OF BOARD STENOGRAPHER AND RIGHT TO KNOW COORDINATOR AGREEMENT (*Consent Agenda*)**

Dr. O'Toole recommended that the Board renew the Board Stenographer and Right to Know Coordinator Agreement for another five-year term commencing January 1, 2016.

The Committee will recommend approval, to be placed on the Consent Agenda.

#### **BUSINESS & FINANCE (Cordisco)**

##### **REQUEST APPROVAL TO ACCEPT ANNUAL AUDIT FOR YEAR ENDED JUNE 30, 2015**

Ms. Cordisco requested that the Board accept the Annual Audit for the year ended June 30, 2015 prepared by Maher Duessel.

The Committee will recommend approval, to be placed on the Consent Agenda.

**REVIEW OF FINANCIAL & CASH FLOW STATEMENTS, CAPITAL EXPENDITURES, BUDGET TRANSFERS & BILL LIST**

Ms. Cordisco reviewed highlights from the financial and cash flow statements and budget transfers. She requested approval of the financial and cash flow statements, capital expenditures, budget transfers, and bill list.

The Committee will recommend approval, to be placed on the Consent Agenda.

**RECOGNITION OF BOOSTER ORGANIZATIONS AND CLUB SPORTS CONTINGENT UPON COMPLIANCE WITH BOARD POLICIES AND REGULATIONS**

Ms. Cordisco requested approval to recognize the list of booster groups and sports clubs for the 2015-16 school year, contingent upon compliance with Board policies and regulations, noting that non-compliance with Board policies and regulations may result in removal from such approved list. In addition, she requested that the Athletic Director be approved to serve as the District liaison.

The Committee will recommend approval, to be placed on the Consent Agenda.

**REQUEST APPROVAL TO DECLARE ITEMS SURPLUS**

Ms. Cordisco requested that in accordance with Policy #3006 - Sales of Surplus Furniture, Equipment and Other Tangible Personal Property, that the Board declare equipment surplus and that the administration be authorized to bid the sale of the items, donate the items, dispose of the items as appropriate, or advertise via public Internet auction.

The Committee will recommend approval, to be placed on the Consent Agenda.

**MATTERS OF INFORMATION - SUPERINTENDENT & ADMINISTRATION**

**COMPLETION OF STATE AUDIT WITH NO FINDINGS**

Dr. O'Toole announced that the state audit performed by the Auditor General's office has recently been completed with no findings and commended Ms. Cordisco and her staff.

**PRESENTATION & PARTICIPATION IN EXCELLENCE FAIR AT PSBA CONFERENCE - OCTOBER 15**

Dr. O'Toole stated that the SHOP@USC program has been chosen for the Excellence Fair held at the PSBA Conference. He noted that Dr. Suritsky and Dr. Wagner, along with Michelle Zirngibl, Special Education Department Chairperson and High School Special Education Teacher, and Steve Stroyne, High School STEM Teacher, will accompany the students participating in the Excellence Fair.

Dr. O'Toole stated Mrs. Bolas, Mr. Wilson and he would be presenting a session regarding the District's 1:1 Learning Initiative program, including the education process, professional development with staff, how the program has worked for the School District, and the Board's leadership perspective of the program.

**RECOGNITION OF BAKER ELEMENTARY SCHOOL FOR EARNING SECOND NATIONAL BLUE RIBBON AWARD (OCTOBER 26)**

Dr. O'Toole proudly announced that Baker Elementary School has earned their second National Blue Ribbon Award. He stated that he has invited Dr. McClintock-Comeaux and Baker staff members to the October 26 Board meeting to recognized for this accomplishment.

**STRATEGIC PLAN STEERING COMMITTEE MEETING - OCTOBER 19 @ 6:30 PM  
(BOYCE THEATRE)**

Dr. O'Toole stated that a Strategic Plan Steering Committee Meeting would be held on Monday, October 19 at 6:30 pm in the Boyce Theatre. He explained that the work that has been completed regarding the Strategic Plan will be shared with the steering committee. Dr. O'Toole noted that the steering committee members have been a great resource and that he will be asking them to remain engaged with the School District.

**HALLS OF FAME INDUCTION - OCTOBER 16**

Dr. O'Toole stated that he is looking forward to recognizing the individuals who are being inducted into the Halls of Fame on Friday, October 16 at the High School Theatre.

**PARENT TEACHER COUNCIL SUPERINTENDENT'S OPEN MIKE - NOVEMBER 2  
@ 7:00 PM (BOYCE THEATRE)**

Dr. O'Toole announced that the Parent Teacher Council would host a Superintendent's Open Mike on November 2 at 7:00 p.m. at the Boyce Theatre. The topics that will be discussed include the state of the District, Strategic Plan, capital projects, professional development, challenges faced by the School District, safety and security, and the great things happening in the School District.

**BOARD BREAKFAST WORKSHOP & RECOGNITION OF NATIONAL MERIT  
SEMI-FINALISTS & COMMENDED STUDENTS - NOVEMBER 5 @ 7:30 AM**

Dr. O'Toole stated that a Board Breakfast Workshop would be held at the High School on November 5 at 7:30 a.m. He noted that there are many High School students who have been named National Merit Scholarship Semi-Finalists and Commended Students and they will be invited to attend the workshop to be recognized by the Board. Dr. O'Toole added that the recognition would be recorded to be cablecast on local TV.

**VETERANS DAY OBSERVANCE @ USC VETERANS PARK - NOVEMBER 11 @ 9:30 AM**

Dr. O'Toole announced that a Veterans Day Observance would be held at the USC Veterans Park on Wednesday, November 11 at 9:30 a.m. He invited all Board members to attend the observance.

**HIGH SCHOOL MUSIC DEPARTMENT STUDENT TRIP (Suritsky)**

Dr. Suritsky announced that the High School Music Department would be taking their upcoming trip to New York City from Thursday, April 7 through Sunday, April 10 to participate in a variety of music education activities.

**ADJOURNMENT**

It was moved, seconded, and carried on unanimous voice vote that the meeting adjourn at approximately 9:07 p.m.

Respectfully submitted,

Mary Ann L. Stabile  
School Board Stenographer