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Nurturing Potential...
Delivering Excellence

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

**MONDAY, NOVEMBER 9, 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, a Committee of the Whole meeting of the Board of School Directors was held on November 9, 2015 in the Central Office Board Room.

School Board Members in attendance:

Mr. Frank J. Kerber, President
Mrs. Buffy Z. Hasco, Vice President
Mrs. Amy L. Billerbeck
Mr. Harry F. Kunselman
Mrs. Angela B. Petersen
Mrs. Rebecca A. Stern

School personnel in attendance:

Dr. Patrick O'Toole, Superintendent of Schools
Dr. John Rozzo, Assistant Superintendent
Ms. Frosina C. Cordisco, Director of Business & Finance
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 (Hasco)

Mrs. Hasco called the meeting to order at approximately 7:00 p.m.

READING OF THE MISSION

Mrs. Stern 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 #16 FROM STRATEGIC PLAN

Mrs. Petersen read the following Shared Belief Statement #16 from the Strategic Plan:

We believe that:

because students learn at different rates and in different ways, it is essential to recognize each student's needs and interests when creating opportunities for continuous progress.

RESIDENTS' COMMENTS (REGARDING AGENDA ITEMS ONLY)

There were no residents' comments at this time.

APPROVAL OF AGENDA (Hasco)

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

REPORT FROM STUDENT BOARD REPRESENTATIVES (Dan Quiroga and Allie Ryave)

Dan Quiroga and Allie Ryave, Student Board Representatives, reported on various activities at the High School.

Mrs. Hasco recognized Dan Quiroga for attending the Board Breakfast Workshop and congratulated him for being named a National Merit Scholarship Competition Commended Student.

RECOGNITION OF SERVICE

MADELINE KNEIER, EISENHOWER TEACHER AIDE (Hired January 2005)

Dr. O'Toole and the Board recognized Madeline Kneier, Eisenhower Teacher Aide, for her ten years of dedicated service to the School District. Mrs. Kneier was hired in January 2005 as a .50 Teacher Aide at Baker Elementary School. In August 2005, she became a fulltime Special Education Teacher Aide at Eisenhower Elementary School and remained there until her retirement in November 2015.

Dr. O'Toole and Mr. Kerber presented Mrs. Kneier with an engraved paperweight and USC iPad portfolio.

PRESENTATION OF DISTRICT STRATEGIC PLAN GOALS THROUGH 2020 (Administrative Team)

Dr. O'Toole stated that Dr. John Rozzo did a wonderful job in overseeing the process of the Strategic Plan process.

Dr. Rozzo reviewed the Strategic Planning process. He stated that representatives for three of the Comprehensive Plan Visioning Team will be presenting their outcome goals this evening and two additional presentations will be given at the November 23 Board meeting.

The following individuals presented information regarding the outcome goals of their respective Comprehensive Plan Visioning Team:

Eloise Stoehr - Safety and Security
Louis Angelo - High School Experience
Raymond Berrott - Technology

In addition, Mr. Bradley Wilson provided an update regarding the 1:1 iPad Learning Initiative.

Dr. Rozzo thanked the chairs and co-chairs of the Comprehensive Plan Visioning Teams for their leadership. He noted that the strategic plan process was customized to meet the needs of the District. He also thanked all participants in the Comprehensive Plan Visioning Teams, including the number of students that participated.

The administration responded to questions and comments of Board members.

Mr. Berrott acknowledged Michael Binkley and thanked him for coordinating the SmartDesk at the High School that is run by the students. Dan Quiroga and Allie Ryave also commented regarding the wonderful assistance that the students on the High School SmartDesk have provided to all High School students.

SUPERINTENDENT'S REPORT (O'Toole)

REQUEST APPROVAL OF NOVEMBER 23 PERSONNEL LISTINGS

Dr. O'Toole requested approval of the November 23 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 ELECTION (O'Toole) *(Requires Board Vote at 11/9 Board Meeting - See Agenda Item #10)*

Dr. O'Toole stated that it is with great pride that he recommends Mrs. Amy Pfender for the Director of Student Support Services position effective January 1, 2016. He requested that the Board approve Mrs. Pfender's change of administrative status at a Board meeting to be convened this evening.

Change of Status - Administrative Staff

Amy Pfender FROM Boyce Middle School Principal TO Director of Student Support Services effective 1-1-16

REQUEST APPROVAL OF NOVEMBER 9 PERSONNEL LISTINGS *(Requires Board Vote at 11/9 Board Meeting - See Agenda Item #10)*

Dr. O'Toole recommended approval of the November 9 Personnel Listings, pending receipt of all paperwork and required clearances, at a Board meeting to be convened this evening.

CONVENE BOARD MEETING (Kerber)

The Committee of the Whole recessed at approximately 7:55 p.m. to convene a Board meeting.

The Committee of the Whole reconvened at approximately 7:58 p.m.

ADMINISTRATOR'S REPORT

UPDATE REGARDING 2015-16 PROFESSIONAL DEVELOPMENT (Bulazo)

Dr. O'Toole requested that this item be tabled until the November 23 Board meeting.

BUSINESS & FINANCE (Cordisco)

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

Ms. Cordisco reviewed the financial statements and requested approval of the Bill List.

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 - Sale 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 recommended approval, to be placed on the Consent Agenda.

REQUEST APPROVAL OF LEASE EXTENSION WITH T-MOBILE

Ms. Cordisco requested approval of the First Amendment to Site Agreement with T-Mobile, contingent upon documentation acceptable to the Superintendent and Solicitor.

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

REQUEST APPROVAL OF PENTAMATION UPGRADE TO 5.1

Ms. Cordisco requested approval of an upgrade of Pentamation software to version 5.1 in the amount of \$4,875 as the one-time upgrade fee and the additional monthly fee of \$251, contingent upon documentation acceptable to the Superintendent and Solicitor.

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

REVIEW & DISCUSSION OF 2016-17 BUDGET DATES AND ACT 1

Ms. Cordisco presented the Act 1 Timeline for the 2016-17 budget, noting that deadline dates are advanced by one month due to 2016 being a Presidential election year.

CAPITAL PROJECTS UPDATE (Kerber/O'Toole)

Dr. O'Toole stated that Mr. Kerber, Mrs. Hasco and he discussed the best method to review and prioritize the capital projects that were presented by Mr. McLean, taking into consideration budget constraints and District advancement functions. He explained that they are recommending that an Ad Hoc Committee be established after the election of a Board President and Vice-President for 2016 and swearing in of two new School Board members.

Dr. O'Toole requested Board members to let him know if they were interested in serving on the Capital Projects Review Ad Hoc Committee. He stated that he would also be giving the newly elected Board members an opportunity to serve on this Ad Hoc Committee.

PSBA HONOR ROLL OF SCHOOL BOARD SERVICE RECOGNITIONS

Dr. O'Toole and Mr. Kerber recognized School Board members Amy Billerbeck, Harry Kunselman, and Rebecca Stern for serving on the USC Board of School Directors for eight years and presented them with certificates from the Pennsylvania School Boards Association for their Honor Roll of School Board Service

RECOGNITION OF RETIRING BOARD MEMBERS - LOUIS M. OLIVERIO AND REBECCA A. STERN

Dr. O'Toole and Mr. Kerber recognized School Board members Louis Oliverio and Rebecca Stern for their years of dedication and service to the USC Board of School Directors.

Mr. Oliverio served on the Board from December 2011 through December 2015 (4 years). During Mr. Oliverio's tenure on the Board, he served on the following committees: SHASDA Committee Representative – 2012-2014; Legislation Committee Alternate – 2012-2015; Township Liaison Representative – 2015; and Youth Steering Committee Liaison Alternate - 2015.

Mr. Oliverio was unable to attend the meeting.

Mrs. Stern served on the Board from December 2007 through December 2015 (8 years). During Mrs. Stern's tenure on the Board, she served in the following capacities: Board President – 2012; Board Vice President – 2011; Committee of the Whole Chairperson – 2011; Pathfinder Representative – 2008-2010 and 2012-2015; SHASDA Representative – 2015 and Alternate – 2013 and 2014; and Township Liaison Representative - 2012. Dr. O'Toole also recognized Mrs. Stern for her efforts in the ABC Project (Alumni Back in the Classroom) and Yes You Can Dance! for the special needs students.

Dr. O'Toole and Mr. Kerber presented Mrs. Stern with a commemorative plaque recognizing the years that she served on the Board of School Directors.

Mrs. Stern commented regarding what a pleasure it has been for her to serve on the Board of School Directors. She added that she would remain connected with the School District in her efforts to continue the ABC Project and Yes You Can Dance! programs.

Mrs. Hasco and Board members thanked Mrs. Stern for her years of service on the Board and looked forward to her continued connection with the School District.

MATTERS OF INFORMATION - SUPERINTENDENT & ADMINISTRATION

REPORT FROM PARENT TEACHER COUNCIL SUPERINTENDENT'S OPEN MIKE - NOVEMBER 2

Dr. O'Toole reported that a Parent Teacher Council Superintendent's Open Mike was held on November 2. He stated that there were questions regarding the 1:1 Learning Initiative and communications with families. Dr. O'Toole commented that the Open Mike is a good forum for the administrative team to receive feedback from parents. He thanked his administrative team for attending the Superintendent's Open Mike with him.

REPORT FROM BOARD BREAKFAST WORKSHOP & RECOGNITION OF NATIONAL MERIT SEMI-FINALISTS & COMMENDED STUDENTS - NOVEMBER 5

Dr. O'Toole stated that a Board Breakfast Workshop was held on November 5 at the High School in the LGI Room to recognize the 35 students who were named National Merit Scholarship Semifinalists and Commended Students. He stated that after the formal recognition, the students participated in informal round table discussions with the administrators and School Board members.

REPORT FROM VETERANS DAY ASSEMBLIES AT HIGH SCHOOL – NOVEMBER 9

Dr. O’Toole reported that Veterans Day assemblies were held at the High School on November 9. He stated that each year this annual program is very well done and received.

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

Dr. O’Toole reminded the Board and community that a Veterans Day Observance would be held at the USC Veterans Park on November 11 at 9:30 a.m.

NEW BOARD MEMBERS ANNOUNCEMENT & ORIENTATION INFORMATION

Dr. O’Toole announced that Mr. Phillip Elias and Mr. Patrick Hewitt were recently elected to the Board of School Directors. He congratulated both gentlemen and stated that he would be meeting with each of the individuals prior to conducting a New Board Member Orientation for them. Dr. O’Toole stated that he would provide the Board with the date and time that the orientation would be held.

DECEMBER MEETING SCHEDULE

Dr. O’Toole announced the December meeting schedule as follows:

- Tuesday, December 1 - Board Reorganization Meeting
- Monday, December 14 - Regular Board Meeting

BOARD CALENDAR FOR 2016 - INPUT REQUEST

Dr. O’Toole requested input from Board members regarding the 2016 Board meetings calendar. He asked for comments regarding what worked or didn’t work during the 2015 Board meeting schedule.

ADJOURNMENT

It was moved, seconded, and carried on unanimous voice vote that the meeting adjourn at approximately 8:36 p.m.

Frank J. Kerber, President
BOARD OF SCHOOL DIRECTORS

Frosina C. Cordisco, Secretary
BOARD OF SCHOOL DIRECTORS

Submitted by: Mary Ann L. Stabile
School Board Stenographer