

GREATER LATROBE SCHOOL DISTRICT
LATROBE, PENNSYLVANIA
Board of Education – REGULAR MEETING - April 23, 2013
MINUTES

6:30 PM: Executive Session - Personnel

7:30 PM: Regular Meeting

Members Present: Kathryn Elder, Eric Hauser, Heidi Kozar, Rhonda Laughlin, Susan Mains, David Moffa, William Palmer
Members Absent: Merle Musick, Michael Zorch
Others Attending: Mrs. Judith Swigart, Daniel M. Watson, Dr. Cindy Soltys, Dr. Georgia Teppert, Ken Millslagle, Robin Pynos, Mark Mears, Ned J. Nakles, Constance E. Lazur, Steven LoCascio, Becki Pellis, Student Representatives Blaire Barnhart and Kevin Davoli, Latrobe Bulletin & Tribune Review Reporters, Jack Doherty - Videographer and 5 visitors

Mrs. Mains, Board of Education President, presided at the Committee of the Whole Meeting held in the Senior High School Center for Student Creativity.

MEETING CALLED TO ORDER

An EXECUTIVE SESSION was held immediately following last week’s Committee of the Whole Meeting for the purpose of discussing personnel.

FLAG SALUTE

ROLL CALL

Following the flag salute and roll call with seven members present, Mrs. Mains called for Hearing of Visitors Part I, an opportunity for anyone to address the Board regarding any voting item on tonight’s agenda. No one came forward to address the Board.

HEARING OF VISITORS PART I

RESOLUTION 2012 - 2013 # 216 - APPROVAL OF MINUTES

On a motion offered by Mrs. Mains, seconded by Mrs. Kozar and carried unanimously, the following resolution was approved by voice vote: 7 yeas – 0 nays.

RESOLVED: That the minutes of the Regular Meeting held March 19, 2013, and the Committee of the Whole Meeting held April 16, 2013 are hereby approved as recorded in the copies presented to the Board.

1) SOLICITOR’S REPORT: MR. NAKLES

2) LEGISLATIVE REPORT: DR. LAUGHLIN

3) EDUCATION AND PLANNING: MRS. MAINS

RESOLUTION 2012 - 2013 # 217 - APPROVE TUITION STUDENT

On a motion offered by Mrs. Mains, seconded by Mrs. Elder and carried unanimously, the following resolution was approved by voice vote: 7 yeas – 0 nays.

RESOLVED: That the Greater Latrobe Board of School Directors hereby approves and accepts the following student on a tuition basis for the balance of the 2012 – 2013 school year: Laurel Hergenroeder, 10th grade Mt. Pleasant School District Resident. Tuition and transportation are the responsibility of the parent/guardian.

RESOLUTION 2012 - 2013 # 218 - APPROVE EXTENDED SCHOOL YEAR PROGRAM

On a motion offered by Mrs. Mains, seconded by Mr. Palmer and carried unanimously, the following resolution was approved by voice vote: 7 yeas – 0 nays.

RESOLVED: That the Greater Latrobe Board of School Directors hereby approves the Extended School Year Program Services Agreement between GLSD and The Children’s Institute of Pittsburgh for the period 7/1 – 7/31/2013 at a cost of \$200/day per student. A copy of the Agreement will become part of the official minutes of the District.

4) FINANCE: MRS. ELDER

On a motion offered by Mrs. Elder, seconded by Mrs. Kozar and carried unanimously, resolution numbers 2012 – 2013 #219, 2012 – 2013 # 220, and 2012 – 2013 # 221 were unanimously approved by voice vote: 7 yeas – 0 nays.

RESOLUTION 2012 - 2013 # 219 - TREASURER’S REPORT – FEBRUARY 2013

RESOLVED: That the monthly report of the Treasurer, First National Bank, covering period February 1, 2013 through February 28, 2013, for the General Fund, Athletic, Capital Projects, Food Service, Trust & Agency, Foundation, and Student Activities Funds pending their being properly approved by the Finance Committee, is hereby accepted as presented to the Board and made part of the minutes.

RESOLUTION 2012 - 2013 # 220 - PAYMENT OF BILLS DATED APRIL 17, 2013

RESOLVED: That the bills, pending their being properly approved by the Finance Committee, are hereby approved as presented to the Greater Latrobe Board of School Directors. A copy will be made part of the minutes.

RESOLUTION 2012 - 2013 # 221 - BUDGETARY TRANSFERS

RESOLVED: That the Greater Latrobe Board of School Directors hereby approves Budgetary Transfers as listed:

GREATER LATROBE SCHOOL DISTRICT

2012-13 BUDGETARY TRANSFERS SCHEDULE # 4-01-13

REF.	ACCOUNT DESCRIPTION	ASN	TRANS TO	TRANS FROM	Purpose
BT20	TEXTBOOKS-JHS-LANG ARTS	1116105	841.49		REALIGN JHS LANG ARTS BUDGET

	SUPPLIES-JHS-LANG ARTS	1116041		731.49	REALIGN JHS LANG ARTS BUDGET
	DUES/FEES-JHS-LANG ARTS	1118020		110.00	REALIGN JHS LANG ARTS BUDGET
BT21	TRAVEL/CONF-DATA CENTER	1285012	82.00		REALIGN DATA CENTER BUDGET
	TRAVEL/CONF-TECH COORD-ELEM	1225001		41.00	REALIGN DATA CENTER BUDGET
	TRAVEL/CONF-TECH COORD-SEC	1225002		41.00	REALIGN DATA CENTER BUDGET
BT22	NON-CAP(N)EQUIP-MTV-GENERAL	1117085	1,000.00		REALIGN MES PRINCIPAL BUDGET
	SUPPLIES-MTV-GENERAL	1116037		1,000.00	REALIGN MES PRINCIPAL BUDGET
BT23	CAPITAL(R)EQUIP-MTV-GENERAL	1117186	3,000.00		REALIGN MES PRINCIPAL BUDGET
	SUPPLIES-MTV-GENERAL	1116037		3,000.00	REALIGN MES PRINCIPAL BUDGET
BT24	SUPPLIES-LES-ART	1116017	100.00		REALIGN DISTRICT ART BUDGET
	SUPPLIES-MTV-ART	1116028	100.00		REALIGN DISTRICT ART BUDGET
	SUPPLIES-BES-ART	1116006	100.00		REALIGN DISTRICT ART BUDGET
	SUPPLIES-JHS-ART	1116039	200.00		REALIGN DISTRICT ART BUDGET
	EQUIP REPAIR-LES-ART	1114005		100.00	REALIGN DISTRICT ART BUDGET
	EQUIP REPAIR-MTV-ART	1114009		100.00	REALIGN DISTRICT ART BUDGET
	EQUIP REPAIR-BES-ART	1114001		100.00	REALIGN DISTRICT ART BUDGET
	EQUIP REPAIR-JHS-ART	1114013		200.00	REALIGN DISTRICT ART BUDGET
BT25	NON-CAP(N)EQUIP-SHS-MATH	1117095	695.00		REALIGN SHS MATH BUDGET
	CAPITAL(N)TECH EQ-SHS-MATH	1117008		695.00	REALIGN SHS MATH BUDGET
BT26	TEXTBOOKS-SHS-MATH	1116118	600.00		REALIGN SHS MATH BUDGET
	CAPITAL(N)TECH EQ-SHS-MATH	1117008		600.00	REALIGN SHS MATH BUDGET
BT27	NON-CAP(N)EQUIP-LRN SPRT-MES	1127057	53.00		REALIGN MES LRN SUPPORT BUDGET
	SUPPLIES-DIR SPEC ED/PPL SVCS	1216011		53.00	REALIGN MES LRN SUPPORT BUDGET
BT28	SUPPLIES-BES-SOC SCI	1116014	230.00		REALIGN BES SOC STUDIES BUDGET
	FIELD TRIP-BES-SOC SCI	1115003		230.00	REALIGN BES SOC STUDIES BUDGET

7,001.49 7,001.49

RESOLUTION 2012 - 2013 # 222 - ACCEPT GIFTS – GRANTS - DONATIONS

On a motion offered by Mrs. Elder, seconded by Mrs. Kozar and carried unanimously, the following resolution was approved by voice vote: 7 yeas – 0 nays.

RESOLVED: That the Greater Latrobe Board of School Directors hereby accepts a \$500 donation from American Legion District 31 directed to the SHS field trip to the Vietnam Veteran’s Memorial.

RESOLUTION 2012 - 2013 # 223 - APPROVE COPIER LEASE AT LATROBE ELEMENTARY SCHOOL

On a motion offered by Mrs. Elder, seconded by Mr. Hauser and carried unanimously, the following resolution was approved by voice vote: 7 yeas – 0 nays.

RESOLVED: That the Greater Latrobe Board of School Directors hereby approves a copier contract with Canon Solutions America, Inc. for a five-year period beginning May 1, 2013 and ending April 30, 2018 at a cost of \$337.00/month for one Canon Image Runner Advance 6255 copier at Latrobe Elementary School pending review by the Solicitor.

RESOLUTION 2012 - 2013 # 224 - CONSENT TO USE SUPERINTENDENT'S E-SIGNATURE

On a motion offered by Mrs. Elder, seconded by Mr. Palmer and carried unanimously, the following resolution was approved by voice vote: 7 yeas – 0 nays.

BE IT RESOLVED, by authority of the Greater Latrobe Board of School Directors of the Greater Latrobe School District, and it is hereby resolved by authority of the same, that Judith A. Swigart, who is the Superintendent of the above named body is authorized and directed to sign any and all contracts, agreements, grants and/or licenses (hereinafter collectively referred to as contract(s)) with the Pennsylvania Department of Education (Department); and

BE IT FURTHER RESOLVED, that the body consents to the use of electronic signatures by the above named individual and that no handwritten signature from the above named individual shall be required in order for any contract with the Department to be legally enforceable and that by affixing his/her electronic signature to an electronic file of the contract via the Department's e-grants system, the above designated authorized individual shall have effectively executed and delivered the contract, binding the Greater Latrobe School District to comply with the terms of said contract; and

BE IT FURTHER RESOLVED, that no writing shall be required in order to make the contract valid and legally binding, provided that the Department and all other necessary Commonwealth approvers affix their signatures electronically and an electronically-printed copy of the Contract is e-mailed or is otherwise made available to the body by electronic means; and

BE IT FURTHER RESOLVED, that the body will not contest the due authorization, execution, delivery, validity or enforceability of the electronic Contract under the provisions of a statute of frauds or any other applicable law. The Contract, if introduced as evidence on paper in any judicial, arbitration, mediation, or administrative proceedings, will be admissible as between the parties to the same extent and under the same conditions as other business records originated and maintained in documentary form and the admissibility thereof shall not be contested under either the business records exception to the hearsay rule or the best evidence rule; and

BE IT FURTHER RESOLVED, that the body will notify the Department's Bureau of Management Services promptly in the event that the above named individual is no longer authorized to execute agreements on behalf of the body electronically and that the Department shall be entitled to rely upon the above named officer's authority to execute agreements electronically on behalf of the body until such notice is received by the Department's Office of Chief Counsel.

**5) PROPERTY AND SUPPLY: MRS. KOZAR
RESOLUTION 2011 – 2012 # 225 - BID AWARD FOR 2013-2014 GENERAL SCHOOL SUPPLIES, DATA PROCESSING, CUSTODIAL, ELECTRICAL, FALL SPORTS EQUIPMENT & SUPPLIES, AUDIO VISUAL & SCIENCE SUPPLIES**

On a motion offered by Mrs. Kozar, seconded by Mrs. Elder and carried unanimously, the following resolution was approved by voice vote: 7 yeas – 0 nays.

RESOLVED: That the Greater Latrobe Board of School Directors hereby approves SCHEDULE I – AWARD OF BIDS for the 2013 – 2014 School Year as listed.

Next Property and Supply Committee meeting Thursday, May 2, 3:30 pm, Admin

6) STUDENT ACTIVITIES AND RECREATION: DR. LAUGHLIN

a) SPRING SPORTS SENIOR NIGHT SCHEDULE:

SOFTBALL
BOYS LACROSSE
GIRLS LACROSSE
BOYS VOLLEYBALL

THURSDAY, APRIL 25TH
WEDNESDAY, MAY 1ST
TUESDAY, MAY 7TH
THURSDAY, MAY 9TH

3:30 p.m. ROTARY FIELD
6:45 p.m. MEMORIAL STADIUM
6:45 p.m. MEMORIAL STADIUM
6:45 p.m. SHS GYMNASIUM

7) COMMUNITY RELATIONS: DR. ZORCH

8) WESTMORELAND INTERMEDIATE UNIT LIAISON: MRS. MAINS

RESOLUTION 2012 - 2013 # 226 - APPROVE 2013 – 2014 WIU GENERAL OPERATING BUDGET

On a motion offered by Mrs. Mains, seconded by Mrs. Kozar and carried unanimously, the following resolution was approved by voice vote: 7 yeas – 0 nays.

RESOLVED: That the Board of Directors of the Greater Latrobe School District, a member of Westmoreland Intermediate Unit No. 7, approves the budget of the Intermediate Unit for the Fiscal Year July 1, 2013 to June 30, 2014 as presented.

(Total Budget \$5,361,530 – All districts shares \$ 440,592 – GLSD share \$42,139.59)

RESOLUTION 2012 – 2013 # 227 - BID AWARD FOR MULTI-PURPOSE PAPER THROUGH THE WESTMORELAND INTERMEDIATE UNIT CONSORTIUM

On a motion offered by Mrs. Mains, seconded by Mrs. Elder and carried unanimously, the following resolution was approved by voice vote: 7 yeas – 0 nays.

RESOLVED: That the Greater Latrobe Board of School Directors hereby approves awarding the bid for Multi-Purpose Paper and purchase the items, per GLSD’s quantity request, from CONTRACT PAPER GROUP, the party indicated whom the WIU Joint Purchasing Consortium has recommended as the lowest responsible bidder meeting or equaling specifications for the 2013 – 2014 school year.

(GLSD Paper - \$ 54,149.61)

RESOLUTION 2012 - 2013 # 228 - ADOPTION OF POLICIES, PROCEDURES, AND USE OF FUNDS BY SCHOOL DISTRICT

On a motion offered by Mrs. Mains, seconded by Mrs. Kozar and carried unanimously, the following resolution was approved by voice vote: 7 yeas – 0 nays.

RESOLVED: The Greater Latrobe School District hereby gives notice of its adoption of the Westmoreland Intermediate Unit's policies and procedures under the federal requirements of 34 CFR PART 300. A copy of the policies and procedures are maintained for review in the administrative offices. The IU-adopted policies and procedures are implemented to fulfill the requirements of 22 PA Code Chapter 14 and the regulatory requirements under the Individuals with Disabilities Education Act – Part B. The Sub-grantee has in effect policies and procedures whereby the SEA may, through corrective action for failure to comply with Part B of the act, exercise its general supervisory authority to withhold all direct or indirect subsidies for special education and related services provided by the SEA to public agencies with responsibility to offer a free appropriate public education to eligible children. (20 USC Section 1412 (11), 34 CFR Section 300.151, and 34 CFR Section 300.608).

9) EWCTC JOINT OPERATING COMMITTEE: MRS. KOZAR

RESOLUTION 2012 - 2013 # 229 - APPROVE 2013 – 2014 EWCTC OPERATING BUDGET

On a motion offered by Mrs. Kozar, seconded by Mrs. Elder and carried unanimously, the following resolution was approved:

RESOLVED: That the members of the Board of Directors of the Greater Latrobe School District hereby approves the budget of Eastern Westmoreland Career & Technology Center for the Fiscal Year July 1, 2013 to June 30, 2014 as presented.

(Total Budget \$3,438,430 – All 3 districts share - \$2,766,034 – GLSD share \$1,212,014)

ROLL CALL

AFFIRMATIVE: Mrs. Elder, Mr. Hauser, Mrs. Kozar, Dr. Laughlin, Mrs. Mains, Dr. Moffa, Mr. Palmer

NEGATIVE: None

10) BOARD POLICY / PSBA LIAISON: MRS. ELDER

11) TRANSPORTATION: DR. MOFFA

12) TECHNOLOGY: MR. PALMER

Technology Committee Meeting May 14 @ 6:00 pm

13) SUPERINTENDENT'S RECOMMENDATIONS

RESOLUTION 2012 - 2013 # 230 - RESIGNATIONS

On a motion offered by Mr. Hauser, seconded by Mrs. Elder and carried unanimously, the following resolution was approved by voice vote: 7 yeas – 0 nays.

RESOLVED: That the Greater Latrobe Board of School Directors hereby approves Schedule C - RESIGNATIONS as listed.

SCHEDULE C – RESIGNATIONS

NAME	POSITION	EFFECTIVE DATE	COMMENTS
BRYSON, Paula	JHS School Nurse	End of 2012 - 2013	Retirement
CURCI, Teresa	SHS Health & Physical Education	End of 2012 - 2013	Retirement
GILLIGAN, Judith	MVES Learning Support	End of 2012 - 2013	Retirement
PARKER, Sandra	BES Guidance	End of 2012 - 2013	Retirement
RESSLAR, Debra	JHS Music	End of 2012 - 2013	Retirement
ROST, Deborah	SHS School Nurse	End of 2012 - 2013	Retirement
WADE, Mary	JHS Business	End of 2012 - 2013	Retirement
SEARFOSS, Beth	E S L	End of 2012 - 2013	Retirement
JURY, Robert	Asst. Football Coach	March 20, 2013	Personal
WRIGHT, Carole	SHS Environmental Science	August 1, 2013	Other Employment

RESOLUTION 2012 – 2013 # 231 – PROFESSIONAL PERSONNEL APPOINTMENTS: SUBSTITUTE TEACHERS

On a motion offered by Mrs. Elder, seconded by Mr. Palmer and carried unanimously, the following resolution was approved by voice vote: 7 yeas – 0 nays.

RESOLVED: That the Greater Latrobe Board of School Directors hereby approves Schedule A – PROFESSIONAL PERSONNEL APPOINTMENTS – SUBSTITUTE TEACHERS as listed.

SCHEDULE A – PROFESSIONAL PERSONNEL APPOINTMENTS: SUBSTITUTE TEACHERS

First Name	Last Name	Certification
Michelle	Bush	Art

RESOLUTION 2012 – 2013 # 232 - SUPPORT PERSONNEL CLASSIFIED

On a motion offered by Mr. Palmer, seconded by Mr. Hauser and carried unanimously, the following resolution was approved by voice vote: 7 yeas – 0 nays.

RESOLVED: That the Greater Latrobe Board of Directors hereby approves the listed 2012 – 2013 CLASSIFIED SUPPORT PERSONNEL:

NAME	POSITION	RATE	EFFECTIVE DATE
RUSSO, Katherine	Substitute Secretary	\$ 9.10 / hour	As needed
SOWINSKI, Ray	Student Summer Worker	\$ 7.25 / hour	As needed
REEPING, Blake	Student Summer Worker	\$ 7.25 / hour	As needed
STEWART, Nicholas	Student Summer Worker	\$ 7.25 / hour	As needed

RESOLUTION 2012 - 2013 # 233 - APPROVE SCHOOL PSYCHOLOGY INTERN

On a motion offered by Mrs. Kozar, seconded by Mrs. Elder and carried unanimously, the following resolution was approved by voice vote: 7 yeas – 0 nays.

RESOLVED: That the Greater Latrobe Board of School Directors hereby approves Kara Yagle M.Ed. as a School Psychology Intern for the School Year 2013 – 2014, at a stipend of \$ 7,000.

RESOLUTION 2012 - 2013 # 234 - APPROVE SPEECH INTERN

On a motion offered by Mrs. Kozar, seconded by Mr. Palmer and carried unanimously, the following resolution was approved by voice vote: 7 yeas – 0 nays.

RESOLVED: That the Greater Latrobe Board of School Directors hereby approves Kirstie Fiorina as a Speech Intern for the Spring 2014 semester, at no cost to the District.

14) OTHER BUSINESS

RESOLUTION 2012 - 2013 # 235 - PERMISSION TO ADVERTISE MEETING CHANGE

On a motion offered by Mrs. Kozar, seconded by Mrs. Elder and carried unanimously, the following resolution was approved by voice vote: 7 yeas – 0 nays.

RESOLVED: That the Greater Latrobe Board of School Directors hereby authorizes the Board Secretary to advertise the May Regular Board Meeting DATE CHANGE to TUESDAY, MAY 28, 2013 at 7:30 pm. The Committee of the Whole Meeting will remain as originally scheduled on Tuesday, May 14.

15) HEARING OF VISITORS PART II

Mr. Greg Fumea, Unity Township resident, asked about the condition of the roof at Latrobe Elementary. Mr. Millslagle replied that the roof repairs are on-going given the age of the roof at LES. Mr. Fumea also asked about an issue with mold in a JHS classroom two years ago. Again, Mr. Millslagle explained the problem was minor and immediately corrected.

16) ADJOURNMENT

RESOLUTION 2012 - 2013 # 236 - ADJOURNMENT

On a motion offered by Mr. Palmer, seconded by Mrs. Mains and carried unanimously, the following resolution was approved by voice vote: 7 yeas – 0 nays.

RESOLVED: That there being no further business, this meeting is adjourned at 7:56 PM.

Minutes Approved: May 28, 2013

Constance E. Lazur, Board Secretary