

**KARNS CITY AREA SCHOOL DISTRICT  
BOARD ACTION**

*August 12, 2019*

**APPROVED MINUTES:**

--Approved minutes of the July 22, 2019 meeting.

**PUBLIC TO BE HEARD:**

--None.

**BOARD LIAISON:**

**CAFETERIA LIAISON**

--Approved Cafeteria financial statement, as submitted.

--Approved Cafeteria bills, as submitted.

**ATHLETICS LIAISON**

--No Report.

**TRANSPORTATION LIAISON**

--Approved the list of buses/equipment submitted by Shriver Bus Company for the 2019-2020.

--Approved bus routes and special auxiliary runs for the 2019-2020 school year, as submitted.

--Approved the list of bus drivers submitted by Shriver Bus Company for the 2019-2020 school year.

**BUILDING AND GROUNDS LIAISON**

--Approved the change order in the amount of \$3,750.00 from Tudi Mechanical Systems, Inc. for additional work on the water line tie-in at Karns City Jr./Sr. High School, as submitted.

--Approved the change order in the amount of \$3,090.00 from 2Krew Security and Surveillance for additional work on the fire alarm as submitted; additional devices were found during demolition that were not included in the original quote. The change order provides for additional new devices and labor needed to complete the installation.

--Approved 2Krew Security and Surveillance to install temperature alarms for the coolers and freezers at all three school cafeterias with a cost not to exceed \$1,200.00 as submitted, with an updated quote to be provided on Monday as the current quote only covered cost of Karns City Jr./Sr. High School.

--Approved request(s) for Use of School Facilities, as submitted.

**STUDENT ACTIVITIES LIAISON**

--No Report.

## CURRICULUM LIAISON

--Approved the list of education placements of students\* for appropriate educational programs (entails tuition and transportation costs):

	<u># Students</u>
St. Stephens Academy	4
Glade Run Transition Program	3
Slippery Rock Transitions Program	1
Clarion High School (IU6) Life Skills Program	1
PA Western School for Blind	1
Children's Institute	1
Cove Prep Residential	1
Instruction in the Home (IU4)	1
Adelphoi	1
Outside/In Treatment Facility Residential	1
PACE Residential	1

*\*Subject to change throughout the year as needed*

- Approved the service agreement between Karns City Area School District and Family Pathways for the 2019-2020 school year, as submitted.
- Approved the Transition Agreements between Karns City Area School district and Slippery Rock University of Pennsylvania for the 2019-2020 school year, as submitted.
- Approved the Karns City Area School District Elementary School Parent/Student Handbook last revised 08/02/2018, as submitted.
- Approved the Karns City Area School District Jr./Sr. High School Parent/Student Handbook for the 2019-2020 school year, as submitted.
- Approved the Memorandum of Understanding between Karns City Area School District and Riverview Intermediate Unit #6 for the 2019-2020 school year, as submitted.

## POLICY LIAISON

- Approved second and final read of revised policy#702.1, Crowdfunding, as submitted.
- Approved first read of revised policy #004, Membership, as submitted.
- Approved first read of revised policy #201, Admission of Students, as submitted.
- Approved first read of revised policy #204, Attendance, as submitted.
- Approved first read of revised policy #208, Withdrawal from School, as submitted.
- Approved first read of revised policy #209, Health Examinations/Screenings, as submitted.
- Approved first read of revised policy #808, Food Services, as submitted.

## FINANCE LIAISON

- Approved General Fund Bills, as submitted.
- Approved Treasurer's Report, as submitted.
- Approved Student Activity Fund Report, as submitted.

## PERSONNEL LIAISON

- Approved travel request(s), as submitted.
- Approved addition(s)/deletion(s) to the Substitute List, pending successful completion and receipt of all required clearances under Act 24, Act 34, Act 114, Act 151, and Act 168 as submitted
  - Add – Ms. Nicole Mohn, Substitute Paraprofessional
  - Add – Mrs. Virginia Barnhart, Substitute Secretary and Paraprofessional

--Approved Guest Emergency Substitute Instructor(s) through the Midwestern Intermediate Unit IV for the 2019-2020 school year pending successful completion of all required clearances under Act 24, Act 34, Act 114, Act 151, & Act 168

Mr. Joseph Olkowski, Guest

--Approved additions(s)/deletions(s) to the Authorized Driver List, as submitted .

--Approved the Substantial Volunteer List for the 2019-2020 school year, as submitted.

--Authorized the Athletic Director to employ workers for athletic events as needed; workers to consist of current employees and/or substitutes within the district.

--Approved for the Superintendent to be able to attend meetings as needed throughout the 2019-2020 school year that pertain to School District business. Examples of such: the Superintendents' Advisory Council meetings at MIU IV, Butler Vocational Technical School meetings, Chicora-East Brady Rotary meetings, and the Western Pennsylvania Schools Health Care Consortium meetings.

--Approved for Director of Special Education to attend required meetings as needed throughout the 2019-2020 school year at various locations such as MIU6, MIU4 ,PaTTan, Butler Career/Technical Center, St. Stephens Academy, School for the Blind and the Children's Institute, as approved by the Superintendent.

--Approved for the Food Services Director to be able to attend meetings as needed throughout the 2019-2020 school year that pertain to School District Business: Examples of such: PDE Training, PRFSD, SNAPA, and PASBO meetings, as approved by the Superintendent.

--Approved for the Principals to be able to attend meetings as needed throughout the 2019-2020 school year such as MIU IV and PaTTan trainings, as approved by the Superintendent.

--Approved for Director of Business Affairs and the Assistant Business Manager, to attend required meetings as needed throughout the 2019-2020 school year such as the Western Pennsylvania Schools Health Care Consortium meetings, Chicora-East Brady Rotary meetings, Butler County and KSAC Business Managers, Butler County Tax Collection Committee meetings, and PDE/PASBO/ACCESS/MIU4 trainings, as approved by Superintendent.

--Appointed Mr. Michael Stimac as the district's Title IX Coordinator.

--Accepted the resignation of Ms. Nicole Mohn, Part-time Paraprofessional, effective immediately, as submitted.

--Hired Ms. Melanie Drumm for the position of Part-time Paraprofessional at a rate of \$11.23/hr., per the current support staff collective bargaining agreement, effective with the beginning of the 2019-2020 school year, pending successful completion and receipt of all required clearances under Act 24, Act 34, Act 114, Act 151, and Act 168.

--Approved revised salary for Mr. Jake Paterline, Secondary Instructor, from \$44,000 to \$44,500 per the current collective bargaining agreement (Initial salary approved on 7/22/19 Board agenda included the Step 1 salary from the previous CBA; new CBA approved 7/22/19 Step 1 salary is \$44,500).

--Approved unpaid leave for Ms. Emily Ellenberger, Secretary, with specific dates to be determined, using any personal and vacation days first and remaining days unpaid, as submitted.

--Approved mentor assignments for the 2019-2020 school year:

Mrs. April Christy as the mentor for Mr. Jake Paterline

Mrs. Danielle Lemmon as the mentor for Miss Lauren Drew

--Approved the following job descriptions:

Assistant Athletic Director

Athletics Clerk

--Authorized the administration to post and advertise for the following supplemental positions:

Assistant Athletic Director

Assistant Volleyball Coach

First Assistant Girls Soccer Coach

Junior Class Advisor

--Approved unpaid leave for Ms. Debra Pezzuti, Part-time Paraprofessional, from August 22, 2019 through September 30, 2019, using any personal days first and remaining days unpaid, as submitted

#### CAPITAL RESERVE

No Report.

#### IU-IV BOARD REPORT

No Report.

#### BCAVTS REPORT

No Report.

#### MISCELLANEOUS

- Declared the list of items submitted by Mr. Corey Sweeney, of no value to the district and authorize the administration to sell, donate, or dispose of such items.
- Declared the list of items submitted by Mrs. Brenda Knoll, of no value to the district and authorize the administration to sell, donate, or dispose of such items.
- Declared the list of items submitted by Mr. Shane Spack, of no value to the district and authorize the administration to sell, donate, or dispose of such items.
- Declared the list of items submitted by Mr. Jeff Wagner, of no value to the district and authorize the administration to sell, donate, or dispose of such items.
- Approved the lease agreement between Karns City Area School District and Butler County Children's Center, Inc. for the 2019-2020 school year for one classroom at Sugarcreek Elementary School, as submitted.
- Approved the purchase of tables and chairs for the Chicora Elementary Library from National Business Furniture in the amount of \$10,173.00 under the Keystone Purchasing Network, contract #KPN-A-201712-06, as submitted (budgeted amount is \$16,15.92).
- Approved for Mr. Eric Ritzert and Mr. Michael Stimac to survey district parents and teachers for the purpose of doctoral studies throughout the 2019-2020 school year.
- Approved the subscription license and service agreement between Karns City Area School District and Tyler Technologies, Inc. for Tyler Financial Information System applications including General Ledger, Human Resources, iVisions Core , Payroll, and Purchasing and Payroll in the amount of \$14,210.49 for software subscription fees per year (automatic renewal with 5% annual increase), \$6,955 hosting services per year (5 year term with 3% annual increase), and one- time hosting setup fee of \$3,100, as submitted and pending Solicitor review.
- Approved the subscription license and service agreement between Karns City Area School District and Tyler Technologies, Inc. for Tyler Student Information System and hosting services in the amount of \$3,291.75 per year, with a one-time VPN setup of \$2,000, as submitted and pending Solicitor review.
- Ratified the amended agreement between Karns City Area School District and EFCC Acquisition Corporation DBA Extended Family Care to provide nursing services originally approved at the July 22, 2019 Board meeting (exhibit 13.8). Amended agreement includes revisions recommended by the Solicitor as per his review.
- Approved surveying district residents to obtain their opinion of the District website and what they would like to see on the website.

--Approved Petition for Judicial Sale of real estate at public sale by the Butler County Tax Claim Bureau on behalf of the District for MSD No. 2019-40206 and MSD No. 2019-40198, as submitted.

ADJOURNMENT

--The meeting adjourned at 8:33 p.m.

POSTING

**TO:** Staff  
**FROM:** Mr. Eric D. Ritzert  
Superintendent  
**DATE:** August 14, 2019  
**SUBJECT:** Posting of Vacancies

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The Karns City Board, at its meeting of August 12, 2019, authorized the Administration to post the following vacancy:

Assistant Athletic Director  
Assistant Volleyball Coach  
First Assistant Girls Soccer Coach  
Junior Class Advisor

If you are interested in applying for any of these positions, please do so in writing to the District Office by August 30, 2019.