

# Frazier School District

**Board of School Directors  
Regular Monthly Board Meeting for January 2025  
Held On: Monday, January 27<sup>th</sup>, 2025  
Board Room of the Administration Building**

The regular monthly meeting of the members of the Board of School Directors of the Frazier School District was held on Monday, January 27<sup>th</sup>, 2025, and was called to order at 7:00 p.m. by Board President, Douglas Clingan. The meeting was held in the Board Room of the Administration Building, located at 142 Constitution Street, Perryopolis, PA.

Present: Rick Adams, Doug Clingan, Jill Devine, Megan Hoff, Melissa Patitucci, Alicia Puskar, Thomas Shetterly, Michael Tretinik, Vicki Olexa  
Absent: None  
Others: Superintendent: Mr. Michael Turek  
High School Principal: Mr. Jason Pappas  
Middle School Principal: Mrs. Amanda Law  
Elementary School Principal: Ms. Anne Stillwagon  
Director, Special Education: Mr. Nicholas Damico  
District Business Manager: Rebecca Rodriguez  
Director, Technology: Scott Hazelbaker  
Cafeterias/Transportation Supervisor: Suzanne Boni  
Solicitor: Michael Mays, Davis and Davis Law Firm

At the completion of the Roll Call, conducted by the Board Secretary, all in attendance recited the Pledge of Allegiance, led by Board President, Douglas Clingan.

Minutes to reflect that Board of Directors met in executive session from 5:30 p.m. to 6:30 p.m. for personnel and attorney privileged matters. Immediately following the Work Session was held for informational purposes.

Comments from the Public on the Agenda: None

Student Representative, Sophia Kudyba, highlighted the events and activities in the currently happening in the district.

Motion by Olexa, second by Adams, to approve the agenda of January 27<sup>th</sup>, 2025.

[Roll Call Vote]

Vote: Yes: Adams, Clingan, Devine, Hoff, Patitucci, Puskar, Shetterly, Tretinik, Olexa  
(Summary: Nine yes. Motion carried.)

Motion by Olexa, second by Adams, to approve the separation agreement between the Frazier School District and Professional Staff Member. [Mr. Turek noted Mrs. Jackie Elliott's intent to retire and acknowledged her years of service with the district.]

[Roll Call Vote]

Vote: Yes: Adams, Clingan, Devine, Hoff, Patitucci, Puskar, Shetterly, Tretinik, Olexa  
(Summary: Nine yes. Motion carried.)

Motion by Olexa, second by Adams, to approve the election of Rebecca Rodriguez, Business Manager, to serve as a member of the Southwest Regionals Tax Bureau Executive Committee and the Fayette County Tax Collection Committee for 2025, both for one-year representing Frazier School District.

[Roll Call Vote]

Vote: Yes: Adams, Clingan, Devine, Hoff, Patitucci, Puskar, Shetterly, Tretinik, Olexa  
(Summary: Nine yes. Motion carried.)

Motion by Olexa, second by Adams, to accept the revised Tax Collector Resolution starting July 1, 2026, and thereafter until changed, setting the tax collection rate of \$6.00 per collected bill.

[Roll Call Vote]

Vote: Yes: Adams, Clingan, Devine, Hoff, Patitucci, Puskar, Shetterly, Tretinik, Olexa  
(Summary: Nine yes. Motion carried.)



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Motion by Devine, second by Shetterly, to approve the nomination of Vicki Olexa for election to the IU1 Board of Directors for a three-year term which will begin on July 1, 2025.

[Roll Call Vote]

Vote: Yes: Adams, Clingan, Devine, Hoff, Patitucci, Puskar, Shetterly, Tretinik, Olexa  
(Summary: Nine yes. Motion carried.)

Motion by Olexa, second by Devine, to approve the following meeting minutes, as presented:

- Regular monthly meeting on Monday, November 18<sup>th</sup>, 2024.
- Reorganization and Regular Monthly for December held on Thursday, December 5<sup>th</sup>, 2024.

[Roll Call Vote]

Vote: Yes: Adams, Clingan, Devine, Hoff, Patitucci, Puskar, Shetterly, Tretinik, Olexa  
(Summary: Nine yes. Motion carried.)

It was decided to take 6a – 6e as one, with one motion, one second and one vote.

Motion by Olexa, second by Devine, to approve the financial report, cafeteria fund report, MS/HS activity fund report, capital reserve, and treasurer's report. No comments or questions.

[Roll Call Vote]

Vote: Yes: Adams, Clingan, Devine, Hoff, Patitucci, Puskar, Shetterly, Tretinik, Olexa  
(Summary: Nine yes. Motion carried.)

Motion by Olexa, second by Devine, to approve the payment of bills due and payable and additional bills due and payable.

[Roll Call Vote]

Vote: Yes: Adams, Clingan, Devine, Hoff, Patitucci, Puskar, Shetterly, Tretinik, Olexa  
(Summary: Nine yes. Motion carried.)

Motion by Olexa, second by Devine, to approve the following conferences and field trips:

**Retroactive Approval**

1. Jason Salaway, Ski Club Sponsor  
Seven Springs – Thursday, January 23<sup>rd</sup>, 2024  
Number in Group – 10-20  
Students have their own passes  
Transportation paid for by Ski Club  
**No cost to the district**

**Retroactive Approval**

2. Zach Keefer and several students  
Greater Latrobe High School – Personal Fitness and Weightlifting  
Friday, January 17<sup>th</sup>, 2025  
School Van used for transportation  
One (1) Substitute needed - \$110.00  
**Total cost to the district - \$110.00**
3. David Columbus and Several students from the Bots Club/Bots Class  
Keystone Oaks High School Competition - Friday, January 31, 2025  
Registration - \$60.00  
One (1) Substitute - \$110.00  
School Van for Transportation  
**Total cost to the district - \$170.00**
4. Karen Babyak, Melissa Stairs, Daniel Bird,  
and Middle School Art Club Students (30)  
Fallingwater – Thursday, April 10<sup>th</sup>, 2025  
Transportation paid for by Fallingwater Wright in our Backyard  
(3) Substitutes - \$330.00  
**Total cost to the district - \$330.00**



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5. Fifth Grade Staff and Students  
Wild Things Park – Washington, PA  
Thursday, May 15<sup>th</sup>, 2025  
Transportation paid for by PTO  
No substitutes needed  
**No cost to the district**
  
6. **Retroactive Approval**  
Amanda Law and Cari Capozza  
Igniting Creativity LLC – Career Exploration  
Monday, January 27<sup>th</sup>, 2025  
Registration and transportation covered by the Tugboat Grant Monies  
No substitutes needed  
**No cost to the district**
  
7. Ryan Gerney, and Four (4) Students from the Honors Band  
West Virginia University – February 14<sup>th</sup>, 2025  
Registration: \$160.00  
One (1) Substitute - \$110.00  
Van for transportation  
**Total cost to the district: - \$270.00**

[Roll Call Vote]

Vote: Yes: Adams, Clingan, Devine, Hoff, Patitucci, Puskar, Shetterly, Tretinik, Olexa  
(Summary: Nine yes. Motion carried.)

Motion by Olexa, second by Adams, to approve the following use of facilities:

1. Approval of request from Stephen Felsher to hold a youth softball camp for Frazier students in the middle school gymnasium. Times and dates to be determined.
  
2. Approval of request submitted by Brian Secrest, on behalf of the Football Booster Organization, to approval the following fundraising and use of facilities:
  - Use of the concession stand including the use of both storage closets within the stand for Varsity, Jr. Varsity and Middle School games.
  - Use of the cafeteria lunch room to feed the football players during their August football camp. Approximate dates are Monday, August 11<sup>th</sup> through Friday, August 15<sup>th</sup>, 2025. Times are approximate but anticipate lunch to be around 1:30 to 3:30 p.m. and 3:30 to 5:30 p.m. for dinner. All meals provided by the booster organization and would not require the use of any kitchen appliances, *except the kitchen sink to fill the large water coolers for drinks.*
  - Hanging of sponsored signs along the fence inside of the stadium. These will be paid for by the booster organization and will be removed at the end of the season.
  - Fundraising includes team apparel sale, spaghetti dinner, hoagie and pizza sales, tagging at businesses, car wash, letter writing campaigns, dodgeball/corn hole, ticket sales, field goal competitions, golf outing, night at the races, bingo, weight lifting tournament, fundraising dinners, youth training camp, 50/50 raffle, and ticket/calendar lottery sales. Additional fundraising items will be added, if necessary.
  - Use of the high school cafeteria to hold booster meetings. Meeting times will fall between 6:00 and 8:00 p.m. and last approximately 1-2 hours. All booster meetings are scheduled for the *second* Thursday of the month.
  - Use the high school auditorium for their annual football parent/player meeting (date and time to be determined.)

[Roll Call Vote]

Vote: Yes: Adams, Clingan, Devine, Hoff, Patitucci, Puskar, Shetterly, Tretinik, Olexa  
(Summary: Nine yes. Motion carried.)

Motion by Olexa, second by Adams, to approve the yearbook renewal for the middle school through Varsity Yearbook for 2026.

[Roll Call Vote]

Vote: Yes: Adams, Clingan, Devine, Hoff, Patitucci, Puskar, Shetterly, Tretinik, Olexa



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(Summary: Nine yes. Motion carried.)

Motion by Olexa, second by Devine, to approve setting the substitute armed security rate at \$20/hour retroactive to December 6<sup>th</sup>, 2024.

[Roll Call Vote]

Vote: Yes: Adams, Clingan, Devine, Hoff, Patitucci, Puskar, Shetterly, Tretinik, Olexa

(Summary: Nine yes. Motion carried.)

Motion by Olexa, second by Devine, to approve the co-curricular staff elections:

- |    |                   |  |
|----|-------------------|--|
| 1. | Tony Battaglini   | Head Coach, Varsity Football                       |
| 2. | Ron Holp          | Asst. Coach, Varsity Baseball (pending clearances) |
| 3. | William Scrip III | Head Coach, Middle School Baseball                 |
| 4. | Nic Hixenbaugh    | Asst. Coach, Middle School Baseball                |
| 5. | Devin Judy        | Volunteer, Baseball (pending clearances)           |
| 6. | John Ciferno      | Volunteer, Wrestling (pending clearances)          |
| 7. | Joe Scalise       | Weightlifting Sponsor (shared position)            |
| 8. | Isabella Kudyba   | Volunteer, Track                                   |
| 9. | Julian Muccioli   | Volunteer, Track                                   |

[Roll Call Vote]

Vote: Yes: Adams, Clingan, Devine, Hoff, Patitucci, Puskar, Shetterly, Tretinik, Olexa

(Summary: Nine yes. Motion carried.)

Motion by Olexa, second by Devine, to take 7c and 7d as one motion:

Accept the letter of resignation from Jamie Stauffer-Evans, Building Substitute, effective Friday, December 6<sup>th</sup>, 2024.

Accept the letter of resignation from Paula Abels, Paraprofessional, effective Friday, January 31<sup>st</sup>, 2025.

[Roll Call Vote]

Vote: Yes: Adams, Clingan, Devine, Hoff, Patitucci, Puskar, Shetterly, Tretinik, Olexa

(Summary: Nine yes. Motion carried.)

Motion by Olexa, second by Adams, to approve the leave of absence for a custodial worker effective Thursday, January 16<sup>th</sup>, 2025, for approximately 6 to 8 weeks.

[Roll Call Vote]

Vote: Yes: Adams, Clingan, Devine, Hoff, Patitucci, Puskar, Shetterly, Tretinik, Olexa

(Summary: Nine yes. Motion carried.)

Motion by Olexa, second by Adams, to approve the request to elect Charlotte Kennedy as the Pre-K Paraprofessional, effective Tuesday, January 28<sup>th</sup>, 2025, at the contracted rate of pay of \$16.50/hr and prorated personal days for the remainder of the school year.

[Roll Call Vote]

Vote: Yes: Adams, Clingan, Devine, Hoff, Patitucci, Puskar, Shetterly, Tretinik, Olexa

(Summary: Nine yes. Motion carried.)

Motion by Olexa, second by Adams, to take 7g, 7h, and 7i, as one motion:

Approval to utilize Scott Hazelbaker as substitute security on an as needed basis retroactive to December 6<sup>th</sup>, 2024.

Approval to utilize Dennis Heath as substitute security on an as needed bases retroactive to December 17<sup>th</sup>, 2024.

Approval to add Davidean Van Divner to the Cafeteria Worker substitute list for the 2024-2025 school year.

[Roll Call Vote]

Vote: Yes: Adams, Clingan, Devine, Hoff, Patitucci, Puskar, Shetterly, Tretinik, Olexa

(Summary: Nine yes. Motion carried.)

Comments from the Public:

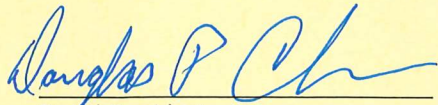
Ryan Tacuher requesting approval for his son to participate in the tennis program again this year at Upper St. Clair.

Motion by Devine, second by Adams, to move for adjournment of the meeting. All in attendance were in agreement. No objections to the motion, all in favor.



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The regularly scheduled monthly meeting of the members of the Board of School Directors of the Frazier School District for the month of January, 2025, held on Monday, January 27<sup>th</sup>, 2025, in the board room of the Administrative Building, 142 Constitution Street, Perryopolis, PA, was adjourned at 7:40 p.m.

  
Board President

  
Board Secretary

VO:dts