



BOARD OF SCHOOL DIRECTORS
Regular Monthly Meeting for November and December 2023
Held on: Tuesday, December 5th, 2023
Board Room of the Administration Building

~ AGENDA ~

- 1. Roll Call**
- 2. Motion to Approve the Agenda as Presented**
- 3. Comments from the Public on the Agenda**
- 4. Approval of the Minutes**
 - a. Regular Monthly Meeting for September; held on Tuesday, September 19th, 2023.
 - b. Regular Monthly Meeting for October; held on Tuesday, October 10th, 2023.
- 5. Financial**
 - a. Financial Report [October 2023]
 - b. HS/MS School Activity Fund [October 2023]
 - c. Cafeteria Fund Report [October 2023]
 - d. Capital Reserve Fund Report [October 2023]
 - e. Payment of Bills Due and Payable and Additional Bills Due and Payable
 - f. **PNC Accounts**

Approve the closure of the following PNC Bank accounts as a result of the district's banking relationship being moved to Somerset Trust. Any remaining funds in the accounts will be returned to the district in the form of a check.

 - General Fund 1582
 - General Fund Sweep 1502
 - Payroll Fund 1611
 - Cafeteria Fund 1531
 - Capital Reserve Fund 0798
 - Capital Projects 1667
 - Activities Fund 1603
 - Tax Collection 7916
 - Credit Card 0691
 - Clarence Smith Memorial Investment 7018
 - g. **Budget Resolution**

Motion to adopt the Resolution stating the school district will not increase taxes above the 2024-2025 index of 7.5%.

6. General Business

a. **Library Books**

Approval to purchase the attached list of books from Perma-Bound for the high school library. Grant funding in the amount of \$14,395.80 to cover the purchase.

b. **E-Rate Application**

Approval of request submitted by Scott Hazelbaker to accept the proposal from Van Strien Consulting, LLC for E-rate services for 2024-2025 funding year.

c. **Use of Facilities**

1. Approval of request from Heather Rubish, on behalf of Frazier Youth Wrestling, to use the elementary facilities for practice, beginning November 14, 2023 through March 2024. Gym times are as follows: Tuesdays - elementary gym from 6:00 p.m. to 8:00 p.m. and Thursdays - elementary gym from 6:00 pm. to 7:30 p.m.

No costs to the district

2. Approval of request from Mary Kay Wojtanowski, on behalf of Frazier Girl's 6th grade basketball (Industry Sports,) to use the elementary facilities, beginning November 2023 through March 2024 on Thursdays from 7:30 a.m. to 9:00 p.m.

No costs to the district

d. **Penn West University**

Approval of request to accept the affiliation agreement between Penn West University and Frazier School District for students to participate in a clinical experience through supervision in a clinic setting. The term of this agreement is five (5) years from the date of execution.

e. **Tutoring Staff**

Approval of Carrie Collins and Danielle Angelo as elementary tutors, two (2) days per week, each for one (1) hour at the contracted rate of pay.

f. **Family Ties Service Agreement**

Approval of request submitted by Eric Johnson, Special Education Director, to accept the service agreement with Family Ties to provide paraprofessionals based on need and availability.

g. **Truancy Officer**

Approve Mike Turek as the Truancy Officer for the high school for the remainder of the 2023-2024 school year.

h. **Truancy Officer**

Approve Dr. Henderson as a Truancy Officer in the absence of any building level principals, on as needed basis.

i. **Handbook Addendum**

Approval of request to modify the language in the handbooks under Appearance (#2b – Footwear) to read as follows:

2b. The wearing of steel toe protective footwear is prohibited on school premises, unless required for CTC (Vocational School) classes. Footwear must be removed during safety screening upon entry into the school.

j. **Maintenance Agreement**

Approve the preventive maintenance service agreement with Palco Power systems for the district's generators at a total annual cost of \$2,114. [Maintenance includes Elementary, Middle School and High School.]

k. **Horizon Proposal**

Approval of request submitted by Scott Hazelbaker to accept the change order in the amount of \$654.00 from Horizon Information Services to install station software to the Aiphone equipment.

l. **Affiliation Agreement**

Accept affiliation agreement between Penn West University and Frazier School District to provide an educational experience for the University's students in the area of speech-language pathology. Term of agreement shall be five (5) years from the date of execution, at no cost to the district.

m. **School Calendar**

Approval to remove Friday, May 17th, 2024, In-service Day from the school calendar due to the change in the FEA Collective Bargaining Agreement. There will be no school on this day for students. [Graduation date and last day of school will not change – unless snow make-up days are used.]

n. **Field Trips**

1. ***Retroactive Approval***

Mike Steeber, Robotics Sponsor & John Malone, Gifted Sponsor

BOTS Class and Several Gifted Students

Penn Trafford High – Friday, December 1, 2023

Compete in the VEX Robotics Competition – Number in Group - 20

Transportation and Substitute - \$350.00 (Possibly only one (1) substitute needed)

Total Cost to the District - \$350.00

2. Joe Scalise and Mr. Turek

Tobacco Resistance Unit – Laurelville Retreat Center, Mt. Pleasant

Friday, December 15th, 2023 – Number in Group – 15

Adagio Health to reimburse the cost of transportation and substitute

No Cost to the District

3. Shari Hohol – High School Guidance Counselor and Chaperones (Lori Kirchner,

Rebecca Day, Kaci Pleva, Eric Wilkins, and Mike Shannon)

9th Grade Students Tour and Presentation of the CWCTC

January 24th, 2024

Number in Group – 95 Students

Two (2) Buses - \$200/each

Total Cost to the District - \$400.00

4. Kris Levi, FBLA Sponsor

Byham Theater – Wednesday, December 20th, 2023

Number in Group – 21

Transportation paid for by Students

Substitute - \$110

Total Cost to the District - \$110.00

5. Rebecca Day and the Anatomy and Physiology Class students
Carlow University – Friday, March 15, 2024
Lab activities in the University Cadaver Lab
Transportation cost - \$250
One (1) substitute - \$110
Total Cost to the District - \$360.00

- o. **Maxim Staffing**
Approval to accept the agreement between Maxim Staffing and Frazier School District to provide paraprofessional staffing on an as needed basis.

7. Personnel

- a. **Substitute List Additions for the 2023-2024 SY**

1. Jennifer Brandt, RN (retroactive approval)
2. Tiffany Hixenbaugh, Paraprofessional
3. MaryAnn Brown – custodian

- b. **Letter of Resignation**

Accept letter of resignation from Marissa Dreucci, Business Manager, effective December 22, 2023.

- c. **Computer Technician**

Approve the election of Adam Sepic for the Technology Assistant position at a salary of \$32,500 with a start date of January 2, 2024, and benefits in accordance with the non-professional staff.

- d. **Retroactive Election of Extracurricular Staff for the 2023-2024 School Year**

- | | | |
|----|----------------|-----------------------------------|
| 1. | Emily Marshall | Assistant Coach, Girls Basketball |
| 2. | Zach Keefer | Weightlifting Coach |
| 3. | Mike Shannon | Weightlifting Coach |
| 4. | Kaci Pleva | Volunteer, Drama |
| 5. | Ryan Keebler | Volunteer, Boys Basketball |

- e. **Leave of Absence**

Change the previous motion listed on the October 2023 agenda for Employee A to take a sabbatical leave of absence to a medical leave of absence for the remainder of the 2023-2024 school year.

- f. **Staff Election**

Approve the election of Jessica Martin as a full-time paraprofessional, at the contracted rate of pay, plus two (2) personal days to be used within the school year. Effective date of Wednesday, December 6th, 2023.

8. Comments from the Public

9. Adjournment