

# **Frazier School District**

## **Board of School Directors Regular Monthly Meeting of the Board Held On: Monday, August 11<sup>th</sup>, 2025**

The regular monthly meeting of the members of the Board of School Directors of the Frazier School District was held on Monday, August 11<sup>th</sup>, 2025, and was called to order at 6:45 p.m. by Board President, Douglas Clingan. The meeting was held in the Board Room in the administrative offices.

Present: Rick Adams, Douglas Clingan, Jill Devine, Megan Hoff, Melissa Patitucci, Alicia Puskar, Thomas Shetterly, Michael Tretinik, Vicki Olexa  
Absent: None  
Others: Michael V. Turek, Superintendent  
Jason Pappas, High School Principal  
Amanda Law, Middle School Principal  
Anne Stillwagon, Elementary Principal  
Nick Damico, Director, Special Education  
Rebecca Rodriguez, Business Manager  
Scott Hazelbaker, Director, Technology  
Attorney Jeremy Davis, Solicitor

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.

Comments from the Public on the Agenda:

1. Jason Salaway – Asked the Board to support the Cross Country Club with a Sponsor salary only of \$2,375 and no additional costs to be covered.

Motion by Devine, second by Adams, to approve the agenda as presented with the following changes:

7d – #25 – Name change from Salaway to Rafail  
7I – Removal of the high school building sub.

[Roll Call Vote]

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

Motion by Devine, second by Adams, to approve the minutes from the meeting held on Monday, June 23<sup>rd</sup>, 2025, as presented. No questions no comments.

[Roll Call Vote]

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

Motion by Devine, second by Adams, to increase the day-to-day substitute rate from \$110 to \$125/day.

[Roll Call Vote]

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

Motion by Devine, second by Adams, to approve the following reports as presented; Financial Report, Cafeteria Fund, HS/MS Activity, and Capital Reserve Fund.

[Roll Call Vote]

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

Motion by Devine, second by Adams, 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.)



Regular Monthly Meeting of the Board  
Monday, August 11<sup>th</sup>, 2025  
Page 2

Motion by Devine, second by Adams, to approve the following handbooks:

- High School
- Middle School
- Pre-K/Elementary
- Teacher Induction Handbook

[Roll Call Vote]

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

Motion by Devine, second by Adams, to approve the following cafeteria items for the 2025-2026 school year:

- 1) **Awarding of Milk Supplier**  
Approval of Turner's Dairy as the milk supplier.
- 2) **Breakfast and Lunch Prices**  
Approval of adult breakfast (\$2.95) and lunch prices (\$4.85.)
- 3) **Awarding of Food Service Supplier**  
Approval of US Foods as the food supplier.

[Roll Call Vote]

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

Motion by Devine, second by Adams, to approve the contract with Fayette EMS, Inc. to provide ambulance coverage during the 2025 football season. Varsity game fee is \$225/hour, and JV & Middle School game fee is \$175/hour.

[Roll Call Vote]

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

Motion by Devine, second by Adams, to approve the following use of facilities, as listed:

1. Band Boosters  
Approval of request submitted by Tiffany Hixenbaugh, on behalf of the Band Boosters Association, to use the school facilities during the 2025-2026 school year as follows:
  - Permission to use the band room on the second Tuesday of each month from 6:30 pm – 8:30 pm to hold monthly meetings. If there is a need to cancel the meeting, request permission to reschedule for the following Tuesday evening.  
[September 2025 through May 2026]
  - Permission to use the band booth at the football stadium during the 2025-2026 school year to sell the following items; various baked goods, popcorn, ice cream sandwiches, water, coffee and hot chocolate.
2. Retroactive Approval  
Heidi Harn and Lynnette Kurtz, on behalf of Frazier Youth Football and Cheer League to use the middle school gymnasium for camp and uniform fitting. Monday, July 28<sup>th</sup> through Thursday, July 31<sup>st</sup> - No costs to the district

[Roll Call Vote]

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

Motion by Devine, second by Adams, to approve the request submitted by Dr. Stillwagon, to accept the Elementary School-Wide Title One Plan for the 2025-2026 school year.

[Roll Call Vote]

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



Regular Monthly Meeting of the Board

Monday, August 11<sup>th</sup>, 2025

Page 3

Motion by Devine, second by Adams, to accept the agreement between Fayette County Drug and Alcohol Commission, Inc. and Frazier School District to provide services to our students. No costs to the district.

[Roll Call Vote]

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

(Summary: Nine yes. Motion carried.)

Motion by Devine, second by Adams, to approve the Pre-K calendar for the 2025-2026 school year, as presented.

[Roll Call Vote]

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

(Summary: Nine yes. Motion carried.)

Motion by Devine, second by Adams, to retroactively approve the three-year lease agreement (2025-2028) with HP Integrated Financial Services to lease 275 Chromebooks for the middle school at a cost not to exceed \$25,403.22 per year (total of \$76,209.66.) At the end of the fourth year, there will be a \$1.00/per device buyout.

[Roll Call Vote]

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

(Summary: Nine yes. Motion carried.)

Motion by Devine, second by Adams, to approve the discarding/selling of roughly 60 old dry-rotted uniforms housed in the locker room at the stadium.

[Roll Call Vote]

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

(Summary: Nine yes. Motion carried.)

Motion to take 6j and 6k as one, with one motion and one second.

j. The Children's Institute

Approval to accept the Service Agreement from The Day School at The Children's Institute for the 2025-2026 school year, to provide alternative educational placement for our students. Fees vary based on services needed.

k. Value Add Program Agreement

Approval of request submitted by Scott Hazelbaker to accept the agreement with HiveTek Corporation to apply a discount to the district's Amazon Web Service usage, at no cost to the district.

[Roll Call Vote]

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

(Summary: Nine yes. Motion carried.)

Motion by Devine, second by Adams, to approve the agreement between Frazier School District and Edmentum to be the district's online cyber program. Charges incurred are based on individual enrollment and course selection.

[Roll Call Vote]

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

(Summary: Nine yes. Motion carried.)

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

1. Jason Salaway, Tabletop Sponsor  
Pittsburgh Renaissance Festival  
Saturday, September 6<sup>th</sup>, 2025  
School Vans will be used for transportation  
No cost to the district
2. Retroactive Approval  
Dr. Anne Stillwagon – 2025-2026 Principal Leadership Induction Program  
July 16<sup>th</sup> and 17<sup>th</sup>, 2025 – Erie, PA  
Estimated cost of trip (\$850.00)



Regular Monthly Meeting of the Board

Monday, August 11<sup>th</sup>, 2025

Page 4

3. Mandy Hartman, Head Coach, Volleyball and Varsity Volleyball Team  
Endless Summer High School Volleyball Tournament  
Williamsburg and Virginia Beach  
Wed., Sept. 10, 2025 through Sunday, Sept. 14<sup>th</sup>, 2025  
Booster Organization funding all costs associated with this tournament  
District costs – Substitute x 3 days - \$330.00

[Roll Call Vote]

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

Motion by Devine, second by Adams, to accept the LEA agreement with Allegheny Intermediate Unit 3 for the Children and Youth Homelessness Program, as presented, for the 2025-2026 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 approve the creation of a Cross Country Club Sponsor position at a salary of \$2,375/year.

[Roll Call Vote]

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

Motion by Devine, second by Adams, to approve the creation of an Elementary Band Director Sponsor position at a salary of \$950.00/year.

[Roll Call Vote]

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

Motion by Devine, second by Adams, to approve the ticket prices for 2025-2026 school year, as follows:

***Varsity***

- Adults - \$5.00
- Visiting Students - \$5.00
- Sr. Citizens - \$3.00 (65 years of age or older)
- Frazier Students – Free

***Middle School***

- Adults - \$2.00
- Sr. Seniors - \$1.00 (65 years of age or older)
- Visiting Students - \$1.00
- Frazier Students – Free

[Roll Call Vote]

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

Motion to take 6r and 6s as one, with one motion and one second.

Motion Devine, second by Adams, to approve the following agreements:

r. Educational Agreement

Approval to accept the 2025-2026 agreement between The Watson Institute and Frazier School District for student placement and educational services in the amount of \$66,902/per student.

s. Educational Institution Agreement

Approval to accept the Educational Institution Agreement between Maxim Healthcare Services and Frazier School District to provide supplemental staffing services, when needed, to the district. Prices vary based on staffing rates.

[Roll Call Vote]

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



Regular Monthly Meeting of the Board  
Monday, August 11<sup>th</sup>, 2025  
Page 5

Motion by Devine, second by Adams, to discard the following textbooks:

- 76 Biology textbooks with lab manuals, copyright 2008
- 23 Biology textbooks, copyright 2000

[Roll Call Vote]

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

Motion by Devine, second by Adams, to accept the three (3) year Dual Credit Agreement between Seton Hill University and Frazier School District to permit qualified students to participate in the dual credit program. Term of the agreement is July 1<sup>st</sup>, 2025 through June 30<sup>th</sup>, 2028.

[Roll Call Vote]

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

Motion to take 7a and 7b as one, with one motion and one second.

a. Master Substitute List

Approve the Master List of Substitute Employees for the 2025-2026 school year, as presented.

b. Transportation Contract

Approval of the transportation contracts for the 2025-2026 school year, as listed below.

- Kimberly Domonkos - \$130/day - Western PA School for the Blind, Pgh, PA
- Lisa Miller - Frazier Elementary School - \$11.20 per day

[Roll Call Vote]

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

Motion to take 7c and 7d as one, with one motion and one second.

Motion by Devine, second by Adams, to approve the following elections:

c. List of Bus Drivers for the 2025-2026 School Year

Approve the lists of Bus Drivers and Van Drivers for the 2025-2026 school year, as presented by T.A. Nelson Bus Lines, Rittenhouse, and Suzanne Boni, Transportation Coordinator.

d. Election of Staff for Co-Curricular Activities and Sports 2025-2026 SY

- |                           |  |
|---------------------------|--|
| 1. After School Detention | Andrea Allen – Elementary<br>Dan Kordich – Middle School<br>William Ferris – High School |
| 2. Art Club               | Karen Babyak, Melissa Stairs   |
| 3. Drama Club             | Vince Rafail   |
| 4. Elementary NHS         | Susan Guiser   |
| 5. Freshman Class Sponsor | Rachel Petyk   |
| 6. FBLA                   | Kris Levi  |
| 7. Health Careers Club    | Rebecca Day  |
| 8. HS Computer Club       | Mike Smith   |
| 9. HS Yearbook            | Rachel Petyk   |
| 10. Interact Club         | Joe Scalise  |
| 11. Jr. Class Sponsors    | R. Petyk, V. Rafail, G. Shepler  |
| 12. Media/Sound           | Vince Rafail   |
| 13. Mock Trial Sponsor    | Rachel Petyk   |
| 14. MS Computer Club      | Joe Scalise  |
| 15. MS NHS                | Katie Victor   |
| 16. MS Student Government | Vince Rafail   |
| 17. NHS                   | Rachel Petyk   |
| 18. Saturday Detention    | Jason Salaway  |



Regular Monthly Meeting of the Board

Monday, August 11<sup>th</sup>, 2025

Page 6

19. Sophomore Class Sponsor	Rachel Petyk
20. Sr. Class Sponsors	R. Petyk, V. Rafail
21. Stage Band	Ryan Gerney
22. Stage Crew/Equipment	Vince Rafail
23. Student Government	Rachel Petyk
24. Tabletop Guild	Jason Salaway
25. MS Tutoring	<del>Jason Salaway</del> —Vince Rafail
26. Ski Club	Jason Salaway
27. Assistant Band Director	Kacie Pleva
28. Head Coach, Boys Basketball	Zach Keefer
29. Head Coach, Girls Basketball	Jonathan Bass
30. Volunteer, Volleyball	McKenzie Barch
31. Volunteer, Volleyball	Shannon Watkins
32. Volunteer, Volleyball	Richard Watkins
33. MS Asst. Softball, Coach	Daniel Collins
34. Volunteer, MS Softball	Michael Sidun
35. Volunteer, MS Softball	Troy William

[Roll Call Vote]

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

Abstain – Adams (from 7d1 – relative)

(Summary: Nine yes. Motion carried.)

Motion to take 7e and 7f as one, with one motion and one second.

Motion by Devine, second by Adams, to approve the following agreements:

e. School Police Agreement

Approve the renewal agreement with Matt Alekson, School Police Officer, to provide security coverage for the district during the 2025-2026 school year.

f. School Police Agreement

Approve the renewal agreement with Francis Ryan, School Police Officer, to provide security coverage for the district during the 2025-2026 school year.

[Roll Call Vote]

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

Abstain – Adams (from 7d1 – relative)

(Summary: Nine yes. Motion carried.)

Motion by Devine, second by Adams, to approve the election of Gracie DeLucia, as the Elementary Building Substitute teacher at a salary of \$140 per day. After serving 45 days in the position, she will receive single benefits along with prorated sick and personal days.

[Roll Call Vote]

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

(Summary: Nine yes. Motion carried.)

Motion by Devine, second by Adams, to approve the election of Alexander Bilohlavek, as the Middle School Building Substitute teacher at a salary of \$140 per day. After serving 45 days in the position, she will receive single benefits along with prorated sick and personal days.

[Roll Call Vote]

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

(Summary: Nine yes. Motion carried.)

Motion 7i – High School Building Substitute has been removed from the agenda.

Motion by Devine, second by Adams, to elect Robin Gibson, full time custodial worker at the contracted rate of pay and benefits in accordance with the Non-Professional Collective Bargaining Agreement. Effective date of hire to be determined. [Pending fingerprinting clearance.]

[Roll Call Vote]



Regular Monthly Meeting of the Board  
Monday, August 11<sup>th</sup>, 2025  
Page 7

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

Motion by Devine, second by Adams, to accept the letter of resignation from Laura Kloock, Middle School Special Education Teacher. The release date will be determined at the Superintendent's discretion and based on School Code.

[Roll Call Vote]

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

Motion by Devine, second by Adams, to accept the letter of resignation from Rachelle Rice, Cafeteria Cashier, effective immediately.

[Roll Call Vote]

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

Motion by Devine, second by Adams, to elect Davidean Van Divner, as the Cafeteria Cashier at the contracted rate of pay effective Monday, August 25<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 Devine, second by Adams, to permit the following Band Boosters to transport students to sporting activities, pending clearances and license check:

- Jason Salaway
- Jennifer Salaway
- Tim Lynch
- Mike Wynland
- Todd Blair

[Roll Call Vote]

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

Motion by Devine, second by Adams, to approve the request for a professional staff member to take a FMLA starting Monday, August 18<sup>th</sup>, 2025 and ending on Friday, October 24<sup>th</sup>, 2025, barring no unforeseen circumstances.

[Roll Call Vote]

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

Motion by Devine, second by Adams, to approve the request to elect Sarah McWilliams as the PreK Paraprofessional at a salary of \$16.50/hour with three (3) personal days for the 2025-2026 school year.

[Roll Call Vote]

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

Motion by Devine, second by Adams, to approve the request to elect the following paraprofessionals to full time positions for the 2025-2026 school year at the contracted rate of pay according to their credentials and three (3) personal days to be used during the school year, if needed.

1. Lisa Faust - \$16.50/hr. (retroactive to cover ESY program)
2. Valarie Eckman - \$16.50/hr.
3. Jessica Morgan - \$16.50/hr.

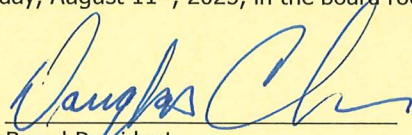
[Roll Call Vote]

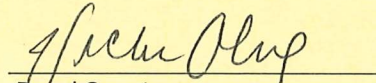
Vote: Yes – Adams, Clingan, Devine, Hoff, Patitucci, Puskar, Shetterly, Tretinik, Olexa  
(Summary: Nine yes. Motion carried.)

Comments from the Public: None

Regular Monthly Meeting of the Board  
Monday, August 11<sup>th</sup>, 2025  
Page 8

The regular monthly meeting of the members of the Board of School Directors of the Frazier School District held on Monday, August 11<sup>th</sup>, 2025, in the board room adjourned at 7:03 p.m.

  
Board President

  
Board Secretary

VO:dts