

# **Frazier School District**

**Board of School Directors  
Regular Monthly Meeting of the Board  
Held On: **Monday, October 20<sup>th</sup>, 2025**  
6:00 p.m.  
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, October 20<sup>th</sup>, 2025, and was called to order at 6:00 p.m. by Board Member, Thomas Shetterly. The meeting was held in the boardroom of the Administrative offices.

Present: Jill Devine, Megan Hoff, Melissa Patitucci, Alicia Puskar, Thomas Shetterly, Michael Tretinik, Vicki Olexa  
Absent: Rick Adams, Doug Clingan  
Others: Superintendent: Michael V. Turek  
High School Principal: Jason Pappas  
Middle School Principal: Amanda Law  
Elementary Principal: Anne Stillwagon  
Director, Special Education: Nick Damico  
Business Office Services: Tyler Jacobs (IU1)  
Cafeterias/Transportation Coordinator: Suzanne Boni  
Director, Technology: Scott Hazelbaker  
Solicitor: Attorney Jeremy Davis / Davis & Davis

At the completion of the Roll Call, conducted by the Board Secretary, all in attendance recited the Pledge of Allegiance, led by Board Member, Thomas Shetterly.

It was noted an executive session was held at 5:30 p.m. to 5:55 p.m. for personnel and legal matters.

Motion by Puskar, second by Tretinik, to approve the agenda as presented adding Brian Smith to motion 9i and the Head Coach, Wrestling.

[Roll Call]

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

Absent – Adams, Clingan

(Summary: Seven yes. Two absent. Motion carried.)

Comments from the Public on the Agenda: Mrs. Kifer wanted to thank the school and teachers for sending the students on the walking tour field trip of Perryopolis. The students asked great questions about the history of the town.

Student Representative, Chloe Harger presented updates to the Board on high school level activities and sports.

Motion by Olexa, second by Tretinik, to approve the minutes from the meeting held on September 15<sup>th</sup>, 2025.

[Roll Call]

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

Absent – Adams, Clingan

(Summary: Seven yes. Two absent. Motion carried.)

Motion by Olexa, second by Devine, to retroactively accept the agreement with the Intermediate Unit One to provide one (1) qualified business office support professional at an hourly rate of \$60/per hour. This rate is inclusive of any travel or transportation costs. The services began on Tuesday, October 13<sup>th</sup>, 2025, and shall terminate June 30<sup>th</sup>, 2026, unless terminated early by either party.

[Roll Call]

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

Abstain - Shetterly

Absent – Adams, Clingan

(Summary: Six yes. One abstain. Two absent. Motion carried.)



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It was decided to take 71 – 7e, financial reports, as one with one motion and second.  
Motion by Devine, second by Olexa, to approve the financial reports as presented.

[Roll Call]

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

(Summary: Seven yes. Two absent. Motion carried.)

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

[Roll Call]

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

(Summary: Seven yes. Two absent. Motion carried.)

It was decided to take 8a1-7 as one, with one vote and one second.

1. *Retroactive Approval*  
Senior Class Luncheon w/Sponsors  
Olive Garden, Uniontown, PA  
Friday, October 10<sup>th</sup>, 2025  
Transportation paid by Class Activity Funds  
Two (2) Substitutes - \$250.00  
**Total cost to the district: \$250.00**
2. Christie Mansberry, Food Services Manager  
Orientation to School Food Service Operations – PATTAN  
Monday, October 20<sup>th</sup> – Wednesday, October 22, 2025  
Harrisburg, PA  
Hotel (2 nights) - \$192.00  
Mileage/Tolls - \$321.00  
**Total cost to the district - \$513.00**
3. *Retroactive Approval*  
Eighth Grade Classes  
Local Perryopolis Walking Tour  
Friday, October 3<sup>rd</sup>, 2025  
No transportation or substitutes needed  
**No cost to the district**
4. *Retroactive Approval*  
Joe Scalise and Interact Club Students  
Interact Student Leadership Convention  
Greensburg Country Club  
Thursday, October 9<sup>th</sup>, 2025  
School Van will be used for transportation  
One (1) Substitute - \$125.00  
**Total cost to the district - \$125.00**
5. Winston Shaulis, Tanya Brown and 4<sup>th</sup> grade PE class students  
Reinforce bowling skills and concepts  
Number in Group – 21  
Sons of Italy Bowling Alley - Friday, October 24<sup>th</sup>, 2025  
Walking – (School van if inclement weather)  
No substitutes needed  
**No cost to the district**
6. John Malone, Gifted Teacher and Gifted Students (6)  
Allegheny General Hospital – Open Heart Surgery Observation  
Thursday, October 23, 2025  
Transportation – School Van  
One (1) Substitute - \$125  
**Total cost to the district - \$125.00**



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7. John Malone, Gifted Teacher and Gifted Students (6)  
Academic League Competition – Charleroi, PA  
Friday Nov. 7<sup>th</sup>, Thursday, Nov. 20<sup>th</sup>, and Thursday, Jan. 8<sup>th</sup>, 2026  
(add'l days to be determined)  
School Van for transportation  
No substitute needed  
**No cost to the district**

[Roll Call]

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

(Summary: Seven yes. Two absent. Motion carried.)

Motion by Devine, second by Puskar, to approve the following Use of Facilities:

1. Mary Kay Wojtanowski on behalf of the Frazier Travel Basketball Team  
(8<sup>th</sup> graders) to use the elementary gymnasium on Monday's beginning  
November 2025 thru February 2026 from 6:00 p.m. to 9:00 p.m.  
**No cost to the district**
2. Shannon Laitinen, on behalf of Youth Basketball  
-Middle School Gymnasium – 6:00 to 9:00 p.m. – practice  
-Elementary School Gymnasium – Wed., & Friday – 6:00 to 9:00 pm - practice  
(Wednesday will not be available beginning Dec., 3<sup>rd</sup>, 2025)  
-High School Gymnasium – Saturdays as requested ending on March 14<sup>th</sup>, 2026  
Fall and Winter Season (October 2025 to March 2026)  
*\*On Saturday games, a security guard must be present and custodial charges  
will apply.*

The Board has noted that if snow removal is necessary, it will be at youth basketball's  
expense, as well.

3. Heather Rubish, on behalf of Youth Wrestling  
Use of the elementary gymnasium on Tuesday and Thursday beginning  
November 4<sup>th</sup>, 2025 and ending March 2026 from 6:00 p.m. to 9:00 p.m.  
**No cost to the district**
4. Lynnette Kurutz, on behalf of the Youth Cheer Organization  
Use of the elementary gymnasium on Thursday, October 30<sup>th</sup>, 2025  
Cheer competition practice – 5:00 p.m. to 8:00 p.m.  
**No cost to the district**

[Roll Call]

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

(Summary: Seven yes. Two absent. Motion carried.)

Motion by Olexa, second by Tretinik, to accept the Intermediate Unit One 2025-2026 Title III Consortium  
Memorandum of Understanding and Performance Goals. Title III provides supplemental services for students who  
are English Learners (EL's) to meet academic content and achievement standards.

[Roll Call]

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

(Summary: Seven yes. Two absent. Motion carried.)

Motion by Devine, second by Olexa, to approve the removal of the large oak tree by the Honor Roll which  
has become a source of danger to the public and staff of the district. The district has received acknowledgement  
from the Borough of Perryopolis and the Veteran's Post 723 that the removal will be completed by Robert Chuboy  
Contracting, at no cost to the district.

[Roll Call]

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



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Absent – Adams, Clingan  
(Summary: Seven yes. Two absent. Motion carried.)

Motion by Devine, second by Tretinik, to approve the MOU between the Frazier School District and the Frazier Education Association to accept the FID or Remote Learning Day agreement for the 2025-2026 school year, as presented.

[Roll Call]

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

Absent – Adams, Clingan

(Summary: Seven yes. Two absent. Motion carried.)

Motion by Devine, second by Olexa, to take 9a and 9b as one, with one motion and second.

9a. **Election of Staff for Extracurricular Sports and Activities for the 2025-2026 School Year**

- |    |                             |                                       |
|----|-----------------------------|---------------------------------------|
| 1. | Zach Keefer and Joe Scalise | Weightlifting (split salary position) |
| 2. | Mike Ostrosky               | MS Head Coach, Boys Basketball        |
| 3. | Justin Novak                | MS Asst. Coach, Boys Basketball       |
| 4. | Tim Keefer                  | Varsity Asst. Coach, Boys Basketball  |
| 5. | Kaelyn Shaporka             | Varsity Asst. Coach, Girls Basketball |
| 6. | Lanie Howard                | Vol., Drama Club (pending clearances) |

9b. **Substitute List**

Approval to add the following to the list of substitute employees for the 2025-2026 school year.

1. Jessica Monti – Cafeteria Substitute – (pending fingerprinting)
2. Amanda Todora – Substitute Professional Staff Member
3. Andrea King – Cafeteria Worker Substitute

[Roll Call]

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

Absent – Adams, Clingan

(Summary: Seven yes. Two absent. Motion carried.)

Motion by Olexa, second by Tretinik, to accept the letter of resignation from Dustin Wiltrout, Head Coach, Wrestling, effective immediately.

[Roll Call]

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

Absent – Adams, Clingan

(Summary: Seven yes. Two absent. Motion carried.)

Motion by Puskar, second by Olexa, to add the following list of approved drivers for the district:

- Nancy Sechrist – Van Driver, Nelsons
- Johnathan Goddard – Driver, Rittenhouse

[Roll Call]

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

Absent – Adams, Clingan

(Summary: Seven yes. Two absent. Motion carried.)

Motion by Devine, second by Tretinik, approve the request to elect Davidean Van Divner to the part-time (4 hour) cafeteria worker position, at the contracted rate of pay and benefits in accordance with the Non-Professional Collective Bargaining agreement. Position becomes effective Tuesday, October 21<sup>st</sup>, 2025.

[Roll Call]

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

Absent – Adams, Clingan

(Summary: Seven yes. Two absent. Motion carried.)

Motion by Devine, second by Tretinik, to approve the request to elect Candi Santo, as the Cafeteria Cashier, at the contract rate of pay (\$12/hr.) Position becomes effective Tuesday, October 21, 2025.

[Roll Call]

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



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Absent – Adams, Clingan

(Summary: Seven yes. Two absent. Motion carried.)

Motion by Devine, second by Tretinik, to approve the request from Employee A to take a medical leave of absence effective Thursday, October 30<sup>th</sup>, 2025, returning on Monday, December 15<sup>th</sup>, 2025, barring no unforeseen circumstances.

[Roll Call]

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

Absent – Adams, Clingan

(Summary: Seven yes. Two absent. Motion carried.)

Motion by Devine, second by Tretinik, to approve the request from Employee B to take an intermittent leave of absence effective Tuesday, October 21<sup>st</sup>, 2025.

[Roll Call]

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

Absent – Adams, Clingan

(Summary: Seven yes. Two absent. Motion carried.)

Motion by Devine, second by Olexa, to approve the request to elect Brian Smith, as the Head Coach, Varsity Wrestling program, at the contracted rate of pay, effective immediately.

[Roll Call]

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


Absent – Adams, Clingan

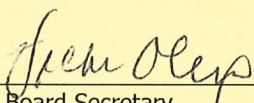
(Summary: Seven yes. Two absent. Motion carried.)

Comments from the Public: None

Motion by Olexa, second by Tretinik, to move for adjournment of the meeting. All in attendance were in agreement. No objections to the motion.

The regularly scheduled monthly meeting of the members of the Board of School Directors of the Frazier School District held on Monday, October 20<sup>th</sup>, 2025, adjourned at 6:35 p.m.

  
Board Member

  
Board Secretary

VO:ds