

Frazier School District

Board of School Directors Regular Monthly Board Meeting Held On: **Monday, September 15th, 2025 6:45 p.m. Board Room of the Administration Building**

The regularly scheduled monthly meeting of the members of the Board of School Directors of the Frazier School District was held on Monday, September 15th, 2025, and was called to order at 6:45 p.m. by Board Member, Thomas Shetterly. The meeting was held in the board room of the Administration Building, located at 142 Constitution Street, Perryopolis, PA.

Present: Rick Adams, Jill Devine, Megan Hoff, Melissa Patitucci, Alicia Puskar, Mike Tretinik, Thomas Shetterly, Vicki Olexa
Absent: Douglas Clingan
Others: Superintendent: Mr. Michael Turek
High School Principal: Dr. Jason Pappas
Middle School Principal: Mrs. Amanda Law
Elementary Principal: Dr. Anne Stillwagon
District Business Manager: Mrs. Rebecca Rodriguez
Cafeterias/Transportation Supervisor: Mrs. Suzanne Boni
Technology Director: Scott Hazelbaker / absent
Solicitor: Attorney Michael Mays

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.

The Board met in executive session for personnel hiring from 6:00 pm to 6:40 pm.

Motion by Adams, second by Tretinik, to approve the agenda, with the removal of 7h. (Business Manager Election.)

[Roll Call Vote]

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

(Summary: Eight yes. One absent. Motion carried.)

Comments from the Public on the Agenda: None

Motion by Adams, second by Puskar, to approve the minutes from the meetings held on Monday, August 11th, 2025 and Wednesday, September 20th, 2025, as presented.

[Roll Call Vote]

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

(Summary: Eight yes. One absent. Motion carried.)

Motion by Olexa, second by Adams, to take the following items as one, with one motion and one second:

- Financial Report
- Cafeteria Report
- High School/Middle School Activity Fund
- Capital Reserve
- Treasurer's Report

[Roll Call Vote]

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

(Summary: Eight yes. One absent. Motion carried.)

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Motion by Adams, second by Puskar, to approve the payment of bills due and payable & additional bills due and payable.

[Roll Call Vote]

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

Absent – Clingan

(Summary: Eight yes. One absent. Motion carried.)

Motion by Adams, second by Puskar, to approve the request to elect Amanda Law, Middle School Principal, Anne Stillwagon, Elementary School Principal, and Jason Pappas, High School Principal as Truancy Officers for their respective buildings. In addition to those listed above, Mr. Michael Turek, Superintendent, should be listed as the Truancy Officer for the district.

[Roll Call Vote]

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

Absent – Clingan

(Summary: Eight yes. One absent. Motion carried.)

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

1. Eric Armstrong, BOTS Sponsor and 5 Students
Stellar Precision Components – Industry Tour
Thursday, October 9th, 2025
School Van for transportation
One (1) Substitute - \$125.00
Total cost to the district - \$125.00
2. Rob Dorcon, Head Coach, Baseball and the Baseball Team
Spring Training Trip – Orlando, Florida
Friday, March 13th – Wednesday, March 18th, 2026
Multiple practices and games as well as agility training
Each player is required to have a parent accompany them on the trip
Baseball Booster Organization covering as expenses.
No cost to the district
3. Mr. Mike Turek, Superintendent
2025 Annual Superintendent's Retreat
Wednesday, October 15th – 17th, 2025
United States Naval Academy, Annapolis, Maryland
Sponsored by the Intermediate Unit One
Mileage/Tolls - \$400.00
Total cost to the district - \$400.00
4. Dr. Jason Pappas, High School Principal
AASA – Real Skills for Real Life Summit Conference
Wednesday, Oct. 8th – 10th, 2025
Washington, DC
Hotel - \$925
Mileage/Tolls - \$300
Meals - \$150
Grable Foundation Grant Funded – No cost to the district
5. High School Student Government – Rachel Petyk, Sponsor
IU1 Student Forum – Leadership Development
Tuesday, October 14th, 2025
Tuesday, November 4th, 2025
Tuesday, December 9th, 2025
Tuesday January 13th, 2026
Tuesday, February 10th, 2026
Tuesday, March 10th, 2026
Transportation – School Van
Substitute x 6 days = \$750.00
Total cost to the district - \$750.00

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6. Joe Scalise, Darrin Belsick, and approximately 42 Students
Woods and Water – Virgin Run Lake
Tuesday, October 7th, 2025
Two (2) Substitutes: \$250.00
Transportation cost: \$131.00 (paid for by Woods and Water Club Monies)
Total cost to the district - \$250.00
7. Joe Scalise, Gifted Teacher and 5 Middle School Students
Rudimentary Engineering – STEM Enrichment
West Virginia University – Engineering Sciences Building
Friday, October 31st, 2025
Transportation – School Van
One (1) Substitute - \$125.00
Total cost to the district \$125.00
8. Dr. Jason Pappas, High School Principal
SAS Institute 2025 – Sunday, Dec. 7th – Wednesday, Dec. 10th, 2025
Hershey, PA
Hotel: \$500.00
Mileage/Tolls - \$300.00
Food: \$100.00
Total Cost to the District: \$900.00

[Roll Call Vote]

Vote: Yes – Adams, Devine, Patitucci, Puskar, Tretinik, Olexa, Shetterly
No - Hoff
Absent – Clingan

(Summary: Eight yes. One absent. Motion carried.)

Motion by Adams, second by Puskar, to take 6c and 6d, as one with one motion and second:

6c. **Erate Services**

Approval of request submitted by Scott Hazelbaker to accept the three (3) year proposal from Van Strien Consulting Services for E-Rate services, Category 1 and Category 2. [Funding Years 2026-27, 2027-28, 2028-29.]

- Category 1 - \$1,500/year
- Category 2 - \$3,000, plus 2% of committed amount – Category 2 services are not needed yearly.

6d. **Service Agreement**

Approval of request submitted by Nick Damico to accept the three (3) year agreement from Wesley Schools to provide educational and mental health services, when needed to the Frazier School District students. [Term commencing July 1, 2025 through June 30, 2028.]

[Roll Call Vote]

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

(Summary: Eight yes. One absent. Motion carried.)

Motion by Adams, second by Tretinik, to approve the Penn Residential, Inc. transportation contract for one our students in the amount of \$350/day (includes transportation and one-on-one Aide.)

[Roll Call Vote]

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

(Summary: Eight yes. One absent. Motion carried.)

Motion by Adams, second by Puskar, to approve the request submitted by Mr. Turek to accept the School-Wide Comprehensive Plan for 2025-2026, as presented.

[Roll Call Vote]

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

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(Summary: Eight yes. One absent. Motion carried.)

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

1. Dustin Wiltrout, Head Coach Wrestling
Youth Wrestling Clinic – PreK - 9th Grade
Monday, September 22nd, 2025 – 4:00 p.m. to 9:00 p.m.
No costs associated with this event
No cost to the district

[Roll Call Vote]

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

(Summary: Eight yes. One absent. Motion carried.)

Motion by Adams, second by Puskar, to 6h and 6i, as one with one motion and second.

6h. **Emergency Operations Plan (EOP)**

Approval of request from Scott Hazelbaker to approve the EOP for the 2025-2026 school year.

6i. **Services Agreement**

Approval of request submitted by Nick Damico to accept the agreement from Penn Highlands Connellsville Regional Center for Autism to provide individualized educational services to a Frazier student. The agreement is effective September 1, 2025 through August 31, 2026. Annual tuition for this placement is \$70,721.20, with multiple options for payment.

[Roll Call Vote]

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

(Summary: Eight yes. One absent. Motion carried.)

Motion by Adams, second by Puskar, to approve the request to accept the updated policies, as presented.

1. Section 200 – Pupils 222 – Tobacco/Vaping
2. Section 200 – Pupils 240 – Athletic Awards/Recognition
3. Section 300 – Employees 323 – Tobacco and Vaping Products
4. Use of Facilities

[Roll Call Vote]

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

(Summary: Eight yes. One absent. Motion carried.)

Motion by Adams, second by Puskar, to take 6k, 6l, and 6m, as one with one motion and second.

6k. **Student Assistance Program (SAP)**

Accept the letter of agreement between Fayette County Drug and Alcohol Commission and Frazier School District to provide student assistance programing for the 2025-2026 school year.

6l. **Service Agreement**

Approval of request submitted by Nick Damico to approve the service agreement between Amergis and Frazier School District to provide supplemental healthcare setting services, if needed, during the 2025-2026 school year. Costs vary based on the service provided.

6m. **Horizon Proposal**

Accept the proposal from Horizon Information Services to add Kantech door access controls to both new doors in the high school, at a total cost of \$5,651.00. Funding to come from the School Improvement Grant monies.

[Roll Call Vote]

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

(Summary: Eight yes. One absent. Motion carried.)

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

7a. **List of Substitute Employees**

Approval to add the following to the Master Substitute List for the district:

- Christine Steiner – RN Substitute
- Candace Santo – Cafeteria Worker
- Amy Mellinger – Paraprofessional (Pending Fingerprinting)
- Emily Sanner – Paraprofessional

7b. **Co-Curricular Sports and Activity Sponsors for 2025-2026 SY**

- | | | |
|----|-----------------------------|------------------------------|
| 1. | High School Technology Club | Eric Armstrong (Retroactive) |
| 2. | Robotics Club | Eric Armstrong (Retroactive) |
| 3. | Middle School Yearbook | Janet Reed |
| 4. | Cross Country Club Sponsor | Jason Salaway (Retroactive) |
| 5. | Cross Country Volunteer | Steve Pettit |
| 6. | Cross Country Volunteer | Anna Stewart |
| 7. | Cross Country Volunteer | Vicki Atkins |
| 8. | Cross Country Volunteer | Gary Atkins |
| 9. | Cross Country Volunteer | Matt Rhoades |

[Roll Call Vote]

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

Absent – Clingan

(Summary: Eight yes. One absent. Motion carried.)

Motion by Adams, second by Puskar, to approve the following Bus/Van Drivers and Parent Booster Organization Drivers to transport students for co-curricular activities/sports pending receipt of license verification and clearances:

- | | |
|------------------------------|-------------|
| • Shania Faith Gallatin | Nelsons |
| • Theresa L. Teets | Nelsons |
| • Beverly Ann Swink | Nelsons |
| • Charles B. Johnson | Rittenhouse |
| • Cynthia G. Miller-Balchick | Rittenhouse |
| • James Rodgers | Rittenhouse |
| • Robert A. Smith | Rittenhouse |
| • Jeffrey Saghy | Rittenhouse |
| • Jordan David Colbert | Rittenhouse |

[Roll Call Vote]

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

Absent – Clingan

(Summary: Eight yes. One absent. Motion carried.)

Motion by Adams, second by Tretinik, to retroactively approve the election of Lisa Buchina as a full-time paraprofessional at the contracted rate of pay, according to the credentials and three (3) personal days to be used during the school year, if needed.

[Roll Call Vote]

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

Absent – Clingan

(Summary: Eight yes. One absent. Motion carried.)

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

7e. **Letter of Resignation**

Accept the letter of resignation from Elaine Lyons, 4-hour cafeteria worker, effective immediately.

7f. **Letter of Resignation**

Accept the letter of resignation from Anna Stewart, Head Coach, Track, effective immediately.

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[Roll Call Vote]

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

(Summary: Eight yes. One absent. Motion carried.)

Motion by Adams, second by Puskar, to approve the request for a professional staff member to take a FMLA child rearing leave from November 24th, 2025 through January 13th, 2026.

[Roll Call Vote]

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

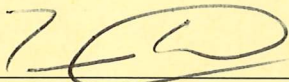
(Summary: Eight yes. One absent. Motion carried.)

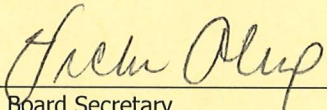
Election of the Business Manager has been removed from the agenda.

Comments by the Public: None

Motion by Adams, second by Shetterly, 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, September 15th, 2025, in the board room of the Administrative Building, 142 Constitution Street, Perryopolis, PA, adjourned at 7:15 pm.


Board Member


Board Secretary

VO:dts