

**SHARPSVILLE AREA SCHOOL DISTRICT**  
**Regular Meeting**  
**August 20, 2012**

The regular meeting of the Sharpsville Area School Board was held in the Board Room at the Seventh Street Building on August 20, 2012, at 7:00 p.m. with President Bill Henwood presiding. The following members were present: Bill Henwood, Gary Grandy, Deneen Joseph, Tom Lapikas, John Napotnik, Patrick O'Connor, Janice Raykie, and Deanna Thomas. David DeForest was absent.

Also present were Superintendent Mark Ferrara, Senior Business Manager/Board Secretary Jaime Roberts, and Solicitor Robert Tesone.

**ADOPTION OF THE AGENDA**

There was a motion by Mrs. Raykie, seconded by Mr. Napotnik, to approve the meeting agenda.

Motion carried.

**APPROVAL OF MINUTES**

There was a motion by Mr. Grandy, seconded by Mr. Napotnik, to approve the minutes from the previous meeting.

Motion carried.

**OPPORTUNITY FOR CITIZEN PRESENTATION**

Jennifer Wentling - Not replacing secondary librarian

**SECRETARY'S REPORT**

Board Secretary Jaime Roberts had no report.

**TREASURER'S REPORT**

Treasurer John Napotnik recommended the following action:

**SCHOOL ACCOUNTS**

There was a motion by Mr. Napotnik, seconded by Mrs. Joseph, to approve the following business:

**1. APPROVAL OF ACCOUNTS**

Approval of the Monthly Financial Activity of the Payroll, General Fund, and Capital Reserve Accounts with month end balances as follows:

a. Month End Balances	June	July
1) Payroll Fund	\$ 0.00	\$ 5,021.64
2) General Fund	\$2,456,566.89	\$1,876,152.93
3) Capital Reserve Fund	\$ 426,659.19	\$ 423,183.71

**2. RECOMMENDATION TO APPROVE BILLS FOR PAYMENT**

a. General Fund

1) Affirmed for June	\$1,426,565.14
2) Affirmed for July	\$ 872,020.78
3) Approved for August	\$ 158,520.92

b. Capital Reserve Fund

1) Affirmed for June	\$ 1,629.84
2) Affirmed for July	\$ 567.00
3) Approved for August	\$ 602.00

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

**FINANCE REPORT**

In the absence of Chairman David DeForest, Mr. Lapikas recommended the following action:

**ACTIVITY ACCOUNTS**

There was a motion by Mr. Lapikas, seconded by Mr. Napotnik, to approve the monthly activity for the Middle and High School Activity Accounts for the months of June and July.

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

**403B AMENDMENT**

There was a motion by Mr. Lapikas, seconded by Mr. Napotnik, to approve to amend the District's 403(b) plan to comply with the Worker, Retiree, and Employer Recovery Act provisions of the IRS Code.

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

**HENDERSON BROTHERS RETIREMENT PLAN SERVICES**

There was a motion by Mr. Lapikas, seconded by Mrs. Joseph, to approve the Retirement Plan Consulting Program Agreement with LPL Financial as broker/dealer for Henderson Brothers.

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

**RESOLUTION # 9 OF 2012**

There was a motion by Mr. Lapikas, seconded by Mr. O'Connor, to approve Resolution 9 of 2012 which states the Sharpsville Area School District of Mercer County, Pennsylvania, authorizing the execution of a contract with Halcon Energy Resources for the provision of oil and gas lease services to the School District and directing the proper officers of the district to execute the necessary documents to effectuate the purpose of this Resolution, the same being attached to and a part of these minutes.

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

**AUDIT CORRECTIVE ACTION PLAN**

There was a motion by Mr. Lapikas, seconded by Mr. Napotnik, to approve the following corrective action plan in reference to the finding in its audit report issued by the Office of the Auditor General for fiscal years ending 2009 and 2010.

Management, in its written reply, agreed with the following findings and corrective action plan:

<b>Audit Recommendation:</b>	<b>Management Corrective Action:</b>
Ensure that the District's administration reviews each driver's current qualifications prior to that person transporting students.	The Transportation Coordinator will ensure that driver qualifications are current prior to that person transporting students.
Maintain files, at the District, separate from the transportation contractor, for all District drivers and work with the contractors to ensure that the District's files are up-to-date and complete.	The Transportation Coordinator will maintain current up-to-date files at the District for each driver.
Ensure all transportation contracts include a provision that all drivers qualifications must be provided to the District for board approval prior to the drivers having any contact with the District's students.	All transportation contracts will include the language as recommended.
Ensure board approval for all bus drivers used by the contractors prior to the start of each school year, and for any additional drivers hired throughout the school year.	The board will approve all bus drivers for each contractor annually.

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

### **MERCER COUNTY HEAD START LETTER OF AGREEMENT**

There was a motion by Mr. Lapikas, seconded by Mrs. Raykie, to enter into a Letter of Agreement effective July 1, 2012 through June 30, 2013, for in-kind space and services in the amount of \$8,536.00 for indoor and outdoor space and utilities. In addition, type 'A' lunches will be purchased from the District at a cost of \$2.45 per lunch and \$ .55 per snack.

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

### **COMMUNITY BASED INSTRUCTION VAN LEASE**

There was a motion by Mr. Lapikas, seconded by Mr. Napotnik, to approve a lease with Mel Grata Chevrolet to lease a van for Community Based Instruction from September 2012 through May 2013 at the rate of \$300.00 per month.

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

### **POLICY REPORT**

Chairman Deneen Joseph recommended the following action:

### **POLICY REVISION**

There was a motion by Mrs. Joseph, seconded by Mr. Napotnik, to revise Policy 202 – Eligibility of Nonresident Students, the same being attached to and a part of these minutes.

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

### **CURRICULUM REPORT**

Chairman John Napotnik had no report requiring official action.

### **PERSONNEL REPORT**

Chairman Gary Grandy recommended the following action:

### **INSTRUCTIONAL AND SUPPORT STAFF SUBSTITUTE LIST**

There was a motion by Mr. Grandy, seconded by Mr. O'Connor, to approve the following additions and deletions to the Instructional and Support Staff Substitute Lists as presented for the 2012-2013 school year:

#### *Instructional Sub List Additions*

- |                      |   |
|----------------------|---|
| 1. Lauren Heath      | Health and Physical Education               |
| 2. Melissa Smith     | Elementary, Middle School English, and Math |
| 3. Mellissa Grande   | Early Childhood N-3                         |
| 4. Kristin DelMonaco | Elementary                                  |

#### *Instructional Sub List Deletions*

- |                     |            |
|---------------------|------------|
| 1. Jessica Cubellis | Elementary |
|---------------------|------------|

#### *Support Staff Additions*

- |                    |             |
|--------------------|-------------|
| 1. Carol Drennen   | Secretarial |
| 2. Brenda Robinson | Aide        |

#### *Support Staff Deletions*

- |                       |                 |
|-----------------------|-----------------|
| 1. Taylor Priester    | Cleaning        |
| 2. Paula Fennell      | Custodial       |
| 3. Christine Groscost | Cleaning        |
| 4. Brenda Robinson    | Cleaning        |
| 5. Phyllis Ross       | Aide, Cafeteria |
| 6. Patrick Masello    | Cleaning        |

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

### **VOLUNTEER LIST**

There was a motion by Mr. Grandy, seconded by Mr. Napotnik, to approve the following additions and deletions to the Volunteer List as presented for the 2012-2013 school year:

1. Amy Castro
2. Kathleen Marsteller

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

### **CELL PHONE STIPEND**

There was a motion by Mr. Grandy, seconded by Mrs. Raykie, to reimburse Marie Popatak, Food Service Director, \$25.00 per month for business use of her personal cell phone effective September 1, 2012.

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

### **LEAVE OF ABSENCE**

There was a motion by Mr. Grandy, seconded by Mr. O'Connor, to approve the following unpaid leave of absences:

- a. Mary Ellen Perrine June 27, 2012

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

### **RESIGNATIONS**

There was a motion by Mr. Grandy, seconded by Dr. Thomas, to accept the following resignations:

- a. Jessica Cubellis as a Title I Elementary Instructor effective July 12, 2012
- b. Leslie McSparrin as a Secondary Science Instructor effective August 6, 2012
- c. Tammy Scott as an 11 hour per week Cafeteria General Worker effective August 17, 2012

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

### **INSTRUCTIONAL AIDE EMPLOYMENT**

There was a motion by Mr. Grandy, seconded by Mr. Lapikas, to approve to transfer Heather DeTullio from a 5 hour per day Instructional Aide position to a 7 hour per day Instructional Aide position effective August 21, 2012 at the rate of \$14.18 per hour.

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

### **INSTRUCTIONAL AIDE EMPLOYMENT**

There was a motion by Mr. Grandy, seconded by Mr. O'Connor, to approve to transfer Sarah Stewart from a 5 hour per day Instructional Aide to a 7 hour per Day Instructional Aide position at the rate of \$13.18 per hour effective August 21, 2012.



Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

### **5 HOUR AIDE ELIMINATION**

There was a motion by Mr. Grandy, seconded by Mrs. Joseph, to eliminate a 5-hour Instructional Aide position, formerly paid with Title I funding.

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

### **SECRETARY TRANSFER**

There was a motion by Mr. Grandy, seconded by Mr. Napotnik, to approve the transfer of Debra Sobash from a 180 day per year plus 100 summer hour position to a 12 month Level I Secretary at the rate of \$ 17.51 per hour effective August 20, 2012.

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

### **INTENTS TO RETIRE – NO ACTION REQUIRED**

Mr. Grandy announced that the following individuals submitted their intents to retire:

1. Marion Lynn Fauceglia, at the end of the 2012-2013 school year
2. Donna Brest, at the end of the 2012-2013 school year
3. Barbara Patton, at the end of the 2012-2013 school year
4. Mary Napotnik, at the end of the 2012-13 school year

**RETIREMENT ACCEPTANCE - CANDIOTTI**

There was a motion by Mr. Grandy, seconded by Mr. O'Connor, to accept the retirement of Lawrence Candiotti effective November 2, 2012.

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

**SUBSTITUTE RATES FOR THE 2012-2013 SCHOOL YEAR**

There was a motion by Mr. Grandy, seconded by Dr. Thomas, to approve the following substitute rates for the 2012-2013 school year:

- a. Substitute Teacher rate - \$75.00 per day
- b. Substitute Support Staff rate - \$8.00 per hour
- c. Long-Term Instructional Substitute rate - \$41,491.00 per year
- d. Substitute Administrator rate - \$250.00 per day

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

**CONTRACTED SERVICE FOR CALLING SUBSTITUTES FOR THE 2012-2013 SCHOOL YEAR**

There was a motion by Mr. Grandy, seconded by Mr. Lapikas, to approve Darlene Cheney for calling Substitute Teachers, Aides and Secretaries for the 2012-2013 school year at a salary of \$2,000.00.

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

**CLASS SIZE REDUCTION INITIATIVE TEACHER**

There was a motion by Mr. Grandy, seconded by Mr. Napotnik, to approve one Elementary teacher as a Class Size Reduction Initiative Teacher for the 2012-2013 school year dependent upon Title IIA funding.

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

**ACCOUNTABILITY BLOCK GRANT ELEMENTARY TEACHER**

There was a motion by Mr. Grandy, seconded by Dr. Thomas, to approve one Elementary Teacher as an Accountability Block Grant Teacher for the 2012-2013 school year dependent upon the Accountability Block Grant funding.

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

**CHAPERONE APPROVAL**

There was a motion by Mr. Grandy, seconded by Mrs. Joseph, to approve the following Girls' Basketball/Volleyball Locker Room Chaperone for away games for the 2012-2013 school year at the rate of \$14.30 per hour:

a. MaryKatherine Ferrara

b. Darlene Cheney

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

**INTERNSHIP APPROVAL**

There was a motion by Mr. Grandy, seconded by Mr. Lapikas, to approve the following interns for the 2012-13 school year:

1. Cassandra Gera, a student of Laurel Technical Institute as a Technology Intern
2. Ronnie Cantrell, a student of Westminster as a Guidance Counselor Intern

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

**CAFETERIA INCREASE IN HOURS - ELLISON**

There was a motion by Mr. Grandy, seconded by Mrs. Raykie, to approve the increase in hours for Gina Ellison, Assistant Cook, from 4.25 hours per day to 4.5 hours per day effective August 24, 2012.

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

**CAFETERIA TRANSFER - MIODRAG**

There was a motion by Mr. Grandy, seconded by Mr. O'Connor, to approve the transfer of Christine Miodrag from a 4.5 hour per day General Worker to a 4.5 hour per day Assistant Cook at the rate of \$ 14.84 effective August 24, 2012.

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

**CAFETERIA POSITION ELIMINATION**

There was a motion by Mr. Grandy, seconded by Mrs. Joseph, to approve the elimination of a 4.5 hour per day Cafeteria General Worker position.

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

**CAFETERIA EMPLOYMENT – YURAN**

There was a motion by Mr. Grandy, seconded by Dr. Thomas, to hire Dawn Yuran as a 2 hour per day General Worker at the rate of \$11.69 effective August 24, 2012.

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

**BUILDINGS AND GROUNDS REPORT**

Chairman Tom Lapikas recommended the following action:

**USE OF FACILITY REQUEST- MIDGET FOOTBALL**

There was a motion by Mr. Lapikas, seconded by Mr. O'Connor, to approve the request of Sharpsville Midget Football to use the field, & press box on August 25, 2012 with fees as per the board policy.

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

**USE OF FACILITY REQUEST – PENN OHIO ATHLETIC CLUB**

There was a motion by Mr. Lapikas, seconded by Mr. O'Connor, to approve the Penn-Ohio Athletic Club to host an AAU Basketball Tournament in the Elementary and High School gyms on April 20, 21, & 22, 2012 with fees as per the board policy.

Approved: Lapikas, Napotnik, and Thomas

Opposed: Grandy, Henwood, Joseph, O'Connor, and Raykie

Motion Failed.

### **NEGOTIATIONS REPORT**

Chairman Bill Henwood had no report requiring official action.

### **TECHNOLOGY REPORT**

Chairman Deanna Thomas had no report requiring official action.

### **CAFETERIA REPORT**

Chairman Janice Raykie recommended the following action:

#### **2012-13 CAFETERIA BUDGET**

There was a motion by Mrs. Raykie, seconded by Mrs. Joseph, to approve the 2012-2013 Cafeteria Budget.

Roll Call Vote:	Gary Grandy	Yes
	William Henwood	Yes
	Deneen Joseph	Yes
	Thomas Lapikas	Yes
	John Napotnik	Yes
	Patrick O'Connor	Yes
	Janice Raykie	Yes
	Deanna Thomas	Yes

Motion Carried.

### **FINANCIAL REPORT**

There was a motion by Mrs. Raykie, seconded by Mr. Napotnik, to approve the Cafeteria Financial Report for June and July.

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

**BREAKFAST AND LUNCH PRICES**

There was a motion by Mrs. Raykie, seconded by Mr. Napotnik, to approve the following 2012-13 breakfast and lunch prices:

- a. Breakfast
  - 1) Reduced at .15¢
  - 2) Elementary/Middle School/High School paid at .25¢
  
- b. Lunch
  - 1) Reduced at .40¢
  - 2) Elementary paid at \$1.90
  - 3) Middle School/High School paid at \$2.15

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

**ATHLETIC REPORT**

Chairman Pat O'Connor recommended the following action:

**MIDDLE SCHOOL SOCCER VOLUNTEER**

There was a motion by Mr. O'Connor, seconded by Mr. Lapikas, to approve Eileen Ference as a Middle School Soccer Volunteer for the 2012-2013 school year.

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

**MERCER COUNTY CAREER CENTER REPORT**

Mr. Ferrara announced that he will be the Superintendent of Record for the Mercer County Career Center for the 2012-13 school year.

**SUPERINTENDENT'S REPORT**

Superintendent Mr. Ferrara recommended the following action:

**SCHOOL BUS ROUTES AND STOPS FOR THE 2012-2013 SCHOOL YEAR**

There was a motion by Mr. Grandy, seconded by Mr. Napotnik, to approve the School Bus Routes and Stops for the 2012-2013 school year from Student Transportation of America, the same being attached to and a part of these minutes.

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

**SCHOOL BUS DRIVERS FOR THE 2012-2013 SCHOOL YEAR**

There was a motion by Mr. Napotnik, seconded by Mrs. Joseph, to approve the School Bus Drivers for the 2012-2013 school year from the following companies with the same being attached to and a part of these minutes:

- a. Student Transportation of America
- b. Erdos Transport Services
- c. Reynolds School District

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

**TRANSPORTATION CONTRACTS**

There was a motion by Mr. Grandy, seconded by Mr. O'Connor, to approve transportation contracts with the following companies:

- a. Erdos Transport Services
- b. Reynolds School District



Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

**AFFILIATION AGREEMENT WITH SLIPPERY ROCK UNIVERSITY**

There was a motion by Mr. O'Connor, seconded by Mr. Lapikas, to approve an affiliation agreement with Slippery Rock University and Sharpsville Area School District in effect from July 27, 2012 through July 27, 2017.

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

**STUDENT HANDBOOKS**

There was a motion by Mr. Grandy, seconded by Dr. Thomas, to approve the 2012-2013 High/Middle School Student Handbook, the same being attached to and a part of these minutes.

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

**TITLE I FEDERAL WAIVER**

There was a motion by Mr. Napotnik, seconded by Mrs. Raykie, to approve the Title I Federal Waiver Program application to continue building wide services.

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

**FIELD TRIPS**

There was a motion by Mr. Napotnik, seconded by Mr. O'Connor, to approve the following field trips:

- a. Approximately 90 High School Marching Band Students to travel to Kennywood on August 26, 2012 with no expense to the District (Band Boosters will pay all expenses)
- b. Approximately 90 High School Marching Band Students to participate in the Buhl Day Parade on September 3, 2012 with no expense to the District
- c. Approximately 90 High School Marching Band Students to participate in the Mercer County Band Show at Sharon High School on September 12, 2012 with the only expense to the District being transportation costs of \$281.44
- d. Approximately 115 Eighth Graders to travel to Gettysburg, PA on May 16-17, 2013 with the only expense to the District being a substitute teacher for 2 days at the cost of \$150.00
- e. Approximately 5 Environmental Competition Students to travel to Jennings State Park on October 5, 2012 with the only expense to the District being transportation costs of \$16.80 and sub cost of \$75.00 for an estimated total expense of \$91.80

Approved: Grandy, Henwood, Houck, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

**EXECUTIVE SESSION**

Mr. Henwood announced that the Board will meet in Executive Session immediately following adjournment for personnel reasons.

**ADJOURNMENT**

The meeting adjourned at 8:34 p.m.

*Jaime L. Roberts*  
\_\_\_\_\_  
Jaime L. Roberts, Board Secretary