

**SCHOOL DISTRICT OF THE BOROUGH OF WILKINSBURG
LEGISLATIVE MEETING
September 25, 2012**

The September 2012 Legislative Meeting of the Wilkinsburg School District Board of Directors was called to order by the President, Karen Payne at 7:16p.m., in the Administration Building, 718 Wallace Avenue, with the Pledge of Allegiance. The following board members were in attendance: Jerome Garrett, Shannon Bennett, Richard Bradford, Nanet Hamlin-Black, Tiffany Lumpkin, James Richard, and Raymond Griffith. Board member LaTonya Washington was absent. Archie D. Perrin, Superintendent, Bruce Dakan, Director of Business Affairs and the Solicitor Matthew Hoffman, of the firm Tucker Arensberg, P.C., were also present.

INVITATION TO PUBLIC TO ADDRESS THE BOARD

No one in attendance requested to address the board.

EXECUTIVE SESSION

The board directors and the Superintendent went into an Executive Session to discuss personnel issues.

APPROVAL OF MINUTES

The motion to approve the minutes for the August 28, 2012 Legislative meeting was tabled.

COMMUNICATIONS/CORRESPONDENCE

There were no communications or correspondence.

COMMITTEE REPORTS

COMMUNITY RELATIONS AND SCHOOL IMAGE COMMITTEE

Nanet Hamlin-Black, Chairperson

No meeting.

EASTERN AREA SPECIAL SCHOOLS JOINT COMMITTEE

Shannon Bennett, Chairperson

No Report

DELINQUENT TAX COLLECTION COMMITTEE

**Delinquent Tax Collection Committee Regular Meeting
Tuesday September 18, 2012 at 5:30pm at Administration Building**

The meeting was called to order at 5:37pm. In attendance were Karen Payne, Shannon Bennett, Kate Luxemburg, Richard Bradford, Bruce Dakan, Archie Perrin and James Richard.

The Agenda began with a review of the properties proposed for Writ of Execution (WOE) by Portnoff Law Associates (PLA).

The committee discussed the property at 1815 Penn Ave. owned by William Pitt LP. There is an adjacent property (1805 Penn Ave) that is also significantly delinquent and owned by the same company. Mr. Dakan will follow up with PLA about contacting the lender of record on the property regarding the delinquency of the properties, in addition to proceeding to file the WOE. Discussion about Section 8/HCVP properties continued from the August agenda. Mr. Dakan will contact both the District solicitor and the Borough solicitor to begin the process of notifying the Allegheny County Housing Authority and the individual delinquent property owners who are receiving Section 8 vouchers. He will update the committee in October regarding progress. The Committee also agreed to proceed on notification of property owners who owe 5% or less of their 2013 assessed valuation in combined School District and Borough taxes. There are 274 parcels in this group with a combined owed amount of \$312,736. Ms. Bennett will work with Mr. Dakan to draft a reminder letter for PLA to send to these property owners regarding their delinquency. If progress isn't made on these files by November 30, further action will be requested for these properties by the Committee.

The meeting adjourned at 6:55 PM.

The next meeting will be Tuesday, October 16 at 5:30 pm at the Administration Building.

Respectfully submitted,
Shannon Bennett
Committee Chair

FINANCE, OPERATIONS AND PERSONNEL COMMITTEE

Karen E. Payne, Chairperson

September 11, 2012

In attendance:

School Board Directors: Karen E. Payne, Chair; School Directors: Shannon Bennett, Jerome Garrett, and Richard Bradford; Archie Perrin, Superintendent and Bruce Dakan, Business Manager.

Meeting began at 5:35 pm
Financial items discussed

Mr. Dakan went over the business department agenda. All items were reviewed and discussed on the finance, budget and operations agenda and will be recommended for approval at the next Legislative Board meeting pending any questions from other board members.

Meeting Adjourned

All board members and community members are welcome to attend.

PERSONNEL COMMITTEE
September 11, 2012

In attendance:

School Board Directors: Karen E. Payne, Jerome Garrett, Shannon Bennett,
Bruce Dakan, Business Manager.

Personnel issues were discussed.

All items on the personnel agenda reviewed and discussed on the and will be recommended for approval by the Personnel Committee at the next Legislative Board meeting pending any questions from other board members.

Meeting adjourned

Next Meeting: October 9, 2012 5:30 pm

LEGISLATIVE

Raymond Griffith, PSBA Liaison
Legislative Report
September 25, 2012

- 1) Both houses of the Pennsylvania General Assembly reconvened today, September 25, ending their summer breaks.
- 2) On the last day before the legislature's summer recess a Charter School Reform bill (SB1115) was amended to provide for the exemption of charter schools and their management companies from provisions of the Pennsylvania Right to Know Law. This bill passed the House but not the Senate.
- 3) The Pennsylvania School Boards Association announced on September 24 that Executive Director Thomas J. Gentzel will be leaving to become executive director of the National School Boards Association effective December 1, 2012. The PSBA Board of Directors will conduct a search for Mr. Gentzel's successor. Mr. Gentzel has been employed by the PSBA since 1980 and has been Executive Director for the past 11 years during which time he led lobbying efforts, prepared white papers and developed grassroots advocacy on behalf of public education.

POLICY AND PLANNING COMMITTEE

Tiffany Lumpkin, Chairperson

No Report.

CURRICULUM, INSTRUCTION, AND ASSESSMENT COMMITTEE

Board Curriculum Committee
Karen E. Payne, Chairperson

In attendance:

See September 13, 2012 Attendance Sheet Attached.

Items on the agenda: Dr. Patricia Grey gave overview of below:

September Board Curriculum Report

The items on the attached agenda were presented for information and discussion.

Meeting adjourned.

Next Meeting: October 11, 2012 at 6:00 pm

All board members, staff, and administrators along with community residents are welcome to attend and bring forth their thoughts and ideas.

Submitted by Karen E. Payne, Chair

FORBES ROAD CAREER & TECHNOLOGY CENTER

Jerome Garrett, Chair

No Report

OTHER BOARD MEMBER REPORTS

SUPERINTENDENT'S DEPARTMENT REPORT

Legislative Session – September 25, 2012

Motion was made by Richard Bradford, seconded by Nanet Hamlin-Black to approve the middle school and high school Comprehensive Plans for the 2012-2013 school year to be submitted to the Pennsylvania Department of Education by September 30, 2012.

Motion carried by unanimous vote.

Motion was made by Nanet Hamlin-Black, seconded by Raymond Griffith to approve 822 library books to be declared as surplus.

Motion carried by unanimous vote.

Motion was made Raymond Griffith, seconded by Nanet Hamlin-Black to approve Richard Bradford to attend the 2012 Pennsylvania School Boards Leadership Conference October 17 – 18, 2012. The approximate cost will be \$700.

Motion carried by unanimous vote.

BUSINESS OFFICE AGENDA

Legislative Meeting – September 25, 2012

Motion was made by Raymond Griffith, seconded by Richard Bradford to ratify and confirm the August 2012 General Fund payments of \$2,745,582.07 for payroll, benefits, and other operational expenses, and Bond Fund payments of \$102,881.64.

Motion carried by unanimous vote.

The following reports as of August 31, 2012 will be made a matter of record in the minutes:

Treasurer's Report	Attachment Bus. #2
EIT/EMST Report	Attachment Bus. #3
Current R.E. Collections Report	Attachment Bus. #4
Delinquent R.E. Collections Report	Attachment Bus. #5
Deed Transfer Tax Report	Attachment Bus. #6
Monthly Statement of Expenditures and Revenues	Attachment Bus. #7
Student Activity Report – Secondary	Attachment Bus. #8
Student Activity Report – Elementary	Attachment Bus. #9

Motion was made by Shannon Bennett, seconded by Jerome Garrett to award the work for HVAC duct cleaning at Turner Elementary School to Indoor Air Technologies in the amount of \$6,200.00, to be paid by the Bond Fund. This is the lowest of three quotes received, as per the attached. Attachment Bus. #10

Motion carried by unanimous vote.

Motion was made by Shannon Bennett, seconded by Jerome Garrett to authorize the District delinquent real estate tax collector, Portnoff Law Associates, LTD., to file writs of execution on each of the properties, as per the attached, **except for file #**, to pursue collection by payment plan agreement and to schedule the properties for Sheriff sale if a payment plan is not arranged, or complied with, by the property owner. Attachment Bus. #11

Motion carried by unanimous vote.

FEDERAL PROGRAMS AGENDA

Legislative Meeting – September 25, 2012
FEDERAL/STATE GRANT PROGRAMS

Motion was made by Richard Bradford, seconded by Nanet Hamlin-Black to accept the 2012-13 Pre- K Counts grant totaling \$528,700. This is a decrease of \$300 from the 11-12 year. (Funds from the Pennsylvania Department of Education.)

Motion carried by unanimous vote.

Motion was made by Nanet Hamlin-Black, seconded by Richard Bradford to approve the Pre-K Partnership Agreement between Hosanna House and the Wilkinsburg School District for the 2012-13 School Year not to exceed \$180,780. Hosanna House is a PDE approved Pre-K partner with the Wilkinsburg School District. **(Paid for by Pre-K Counts Grant)**

Motion carried by unanimous vote.

Motion was made by Raymond Griffith, seconded by Richard Bradford to accept final approval of the 2012-13 allocations for Title I (A) in the amount of \$1,315,714. This is a decrease of \$60,838 from the 2011-12 Allocation. Title II (A) in the amount of \$186,269. This is a decrease of \$6,357 from the 2011-12 allocation.

Motion carried by unanimous vote.

Motion was made by Raymond Griffith, seconded by Tiffany Lumpkin to accept final approval of the 2012-13 allocation for the Keys to Opportunity (KTO) grant in the amount of \$886,696. This grant is the year one allocation of a three year grant funding source.

Motion carried by unanimous vote.

Motion was made by Nanet Hamlin-Black, seconded by Richard Bradford to accept final approval of the 2012-13 allocation for the 21st Century Community Learning grant in the amount of \$369,589. This grant is the year one allocation of a three year grant funding source. This is a cooperative effort with Communities in Schools (CIS) with Wilkinsburg serving as primary grantee.

Motion carried by unanimous vote.

Motion was made by Richard Bradford, seconded by Shannon Bennett to accept final approval of the 2012-13 allocation for the Race to The Top (RTT) grant allocation in the amount of \$96,050.

Motion carried by unanimous vote.

Motion was made by Nanet Hamlin-Black, seconded by Richard Bradford to accept final approval of the 2012-13 allocation for the Accountability Block Grant (ABG) grant allocation in the amount of \$150,987. This is the same allocation that Wilkinsburg received in the 2011-12 school year.

Motion carried by unanimous vote.

PERSONNEL DEPARTMENT REPORT

Personnel Report

**Item A. – Board action is requested to ratify and confirm the following:
 appointments, paid leave of absence, unpaid leave of absence, resignations, volunteer position
 and job openings:**

APPOINTMENTS				
NAME	Budget	POSITION	SALARY	EFFECTIVE DATE
Teria E. Williams	Y	District Wide Substitute Secretary	\$ 8.00 per hour	2012-2013 School Year
Michael Fulmore	Y	Crisis Intervention Facilitator	\$ 30,000.00 (pro-rated as of 9/10/2012)	2012-2013 School Year
Nicole Kinsel	Y	Volleyball Game Help Score Keeper (6 games @ \$ 20.00 per game)	\$ 120.00	2012-2013 School Year
Lakia Herbert	Y	Volleyball Game Help Clock Operator(6 games at \$ 20.00 per game)	\$ 120.00	2012-2013 School Year
Nicole Palmer-Zubaidi	Y	Student Council	\$ 670.00	2012-2013 School Year
Tiffany Elves	Y	Senior Class Advisor	\$ 731.25	2012-2013 School Year
Tiffany Elyes	Y	Yearbook Advisor	\$ 2077.00	2012-2013 School Year
Pamela Drane	Y	High School Book Club	\$369.00	2012-2013 School Year
Pamela Drane	Y	National Honor Society	\$ 452.25	2012-2013 School Year
Kayla Lee	Y	Cheerleader Coach	\$ 1591.25	2012-2013 School Year
Carla M. Miles	Y	Activities Treasurer	\$ 1256.25	2012-2013 School Year
Keri Boyer	Y	MS Activities Sponsor	\$ 1038.50	2012-2013 School Year
Rose-Anne Vigilante	Y	Drama Club	\$ 369.00	2012-2013 School Year
Dominic Woods	Y	Key Club	\$ 368.50	2012-2013 School Year
Dominic Woods	Y	Academic Team	\$ 2,311.50	2012-2013 School Year
Cami Plymire	Y	Math Department Head	\$ 485.75	2012-2013 School Year
Jillian Martinez	Y	Special Education Department Head	\$ 485.75	2012-2013 School Year
Ryan Crothers	Y	Library Department Head	\$ 485.75	2012-2013 School Year
Emily Chapman	Y	Band Director	\$ 2077.00	2012-2013 School Year
Janet Visk	Y	Nursing Department Head	\$ 485.75	2012-2013 School Year
Marian Sullivan	Y	Cycles Department Head	\$ 485.75	2012-2013 School Year
Lila Oukaci	Y	Science Department Head	\$ 485.75	2012-2013 School Year
Douglas Argall	Y	Social Science Department Head	\$ 485.75	2012-2013 School Year
Lucas Furlow	Y	English Department Head	\$ 485.75	2012-2013 School Year
Deja Scott	Y	District Wide Secretary	\$ 8.00 per hour	2012-2013 School Year
Michael Fulmore	Y	Football Coach/ Middle School	\$ 1,742.00	2012-2013 School Year
PAID LEAVE OF ABSENCE				

Jordan Manos	Y	Secondary Teacher	\$ 75,570.00 per year	9/4/ 2012-9/13/2012
Amber Hoyle	Y	Elementary School Teacher	\$ 40,920.00 per year	10/21/2012-01/24/2013
UNPAID LEAVE OF ABSENCE				
Amber Hoyle	Y	Elementary School Teacher	\$ 40,920.00 per year	01/25/2013-06/07/2013
RESIGNATIONS				
Ashley Kirkland	Y	District Wide Substitute Secretary	\$ 8.00 per hour	08-29-2012
Meghan Gianinni	Y	Secondary Teacher	\$ 40,670.00 per year	08-20-2012
Chadelle Collins	Y	Associate Teacher	\$ 100.00 per day	06-30-2012
Michael Tolbert	Y	Football Coach/ Middle School	\$ 1,742.00	08-01-2012
RETIREMENTS				
NONE AT THIS TIME				
VOLUNTEER POSITIONS				
Ralph Brandon		Volunteer Football Coach	Un-Paid	2012-2013 School Year
Mitchell Zobb		Volunteer Varsity Football Coach	Un-Paid	2012-2013 School Year
JOB OPENINGS				
NONE AT THIS TIME				

Motion carried by unanimous vote.

NEW BUSINESS

Motion was made by Raymond Griffith, seconded by Jerome Garrett to accept the resignation of Superintendent, Archie D. Perrin Jr., effective January 31, 2013 for the purpose of retirement. Attachment Supt. B

Motion carried by unanimous vote.

Motion was made by Shannon Bennett, seconded by Raymond Griffith to excuse LaTonya Washington from the September 2012 Legislative meeting.

Motion carried by unanimous vote.

STAFF REPORTS

No Report

SOLICITOR'S REPORT

See File.

ADJOURNMENT

Motion was made by Richard Bradford, seconded by Tiffany Lumpkin to adjourn the meeting.

Motion carried by unanimous vote

Meeting adjourned at 8:20 p.m.
Minutes Respectfully Submitted by:
Andrea L. Williams

Andrea L. Williams
School Board Secretary