

**BLACKHAWK SCHOOL DISTRICT  
500 BLACKHAWK ROAD  
BEAVER FALLS, PA 15010**

**BOARD OF SCHOOL DIRECTORS' VOTING MEETING  
Blackhawk High School Library  
June 30, 2015**

**MEETING MINUTES**

**PRELIMINARY MATTERS**

Mr. Perry Pander, Board Vice President, called the meeting to order at 7:35PM. Following the Pledge of Allegiance, roll call was taken. Those in attendance were:

Mr. Fleischman	Mrs. Helsing	Mrs. Kaszer
Mr. Pander	Mr. Yonkee	Mr. Young

Ms. Aquino, Mr. May and Dr. Rose were absent.

Also in attendance were:

Dr. Kerber – Superintendent  
Mr. Ira Weiss – District Solicitor  
Mr. John Frombach – Interim Business Manager

Mr. Pander noted that there was an executive session for personnel matters prior to the Voting Session.

Mr. Pander extended condolences to the family of Mr. Walkins, on his recent passing.

**PUBLIC RELATIONS AND COMMUNICATIONS**

No Report

**PUBLIC COMMENTS**

Mr. Bob Clendennen, Patterson Township. Mr. Clendennen noted that since March 19<sup>th</sup> Dr. Rose has not been attending the board meetings. Mr. Pander addressed noting that Dr. Rose has undergone surgery and has asked to keep this issue private. He plans to return to the board in August. Mr. Clendennen noted that his second discussion topic is the salary of the new business manager and requested to know the total benefits packages on top of the \$102,000 salary. He also asked if this position is part of the Act 93 contract – No. Dr. Kerber noted that she will email Mr. Clendennen the amount of the benefits package, however, clarified that this evening's vote is regarding only the salary of the business manager.

**FINANCE COMMITTEE**

Mr. Yonkee requested approval to accept the Financial Report for May. Mrs. Helsing seconded this motion.

**Verbal Vote: 6 Yes; 0 No; Motion Carried**

Mr. Yonkee moved and Mrs. Helsing seconded a motion to approve the payment of bills as follows:

- a. Fund 10 – General Fund: \$77,094.59

**Verbal Vote: 6 Yes; 0 No; Motion Carried**

Mr. Yonkee moved and Mrs. Kaszer seconded a motion to approve the payment of the following bills:

- b. Fund 32 – Capital Projects Fund: \$0
- c. Fund 51 – Cafeteria Fund: \$0
- d. Fund 66 – UPMC Health Fund: \$215,913.76
- e. Fund 67 – UPMC Dental: \$9,835.75
- f. Fund 68 – UPMC Vision: \$1,533.99

Payroll: May \$737,055.29

**Verbal Vote: 6 Yes; 0 No; Motion Carried**

The Monthly Insurance Report for May was provided as an Information Item.

The motion was made by Mr. Yonkee and seconded by Mrs. Helsing to approve the adoption of the 2015-2016 Blackhawk School District General Fund, proposed budget as previously approved by the Board for review and modified as needed. General Fund (Fund 10) expected expenditures total \$34,514,917 and expected revenues total \$34,624,844.

**Verbal Vote: 6 Yes; 0 No; Motion Carried**

Mr. Frombach noted that an increase of 2% state funding was incorporated into the budget. If the current proposed state budget would stand, Blackhawk would stand to lose \$375,000. The school districts in the southwestern part of the state will all be impacted negatively. A balanced state budget may not be seen until fall. The other piece that will contribute to balancing the budget is the \$200,000 savings in the bond refinancing. If either of these two do not come through, cuts will have to be made.

Mr. Yonkee asked if the \$109,000 overage in the budget is depending upon receiving a 2% increase in the state funding. – Yes, the current proposed state budget would only provide the district a 1% increase. Dr. Kerber added that Blackhawk's increase in the teacher's retirement program for next year is \$1.5 million. Other districts throughout the state are seeing a \$10 million increase. Mr. Frombach stated that another part of the proposed state budget includes deferring payment for 2 months of the social security contributions that the state has always paid for the school districts.

Mr. Fleischman recognized those staff members that took the early retirement as it helped the district balance the budget. He also noted that the dialog for next year's budget needs to begin immediately.

Mr. Frombach advised with the contracts in place for salaries, PSERS (25.84% to 31%) and the increase in debt services the district is already looking at an addition \$1.1 to \$1.2 million in expenses for next year. Dr. Kerber added that Mr. Brandenburg will begin working on the budget as soon as he gets on board.

Mr. Fleischman spoke on the PA legislative representatives to stand up for equal funding across the state.

Mr. Yonkee inquired of the solicitor that items under 3.5 can be summarized and not need to be read; correct. A motion was made by Mr. Yonkee and seconded by Mr. Young to accept items B-G detailing the District's tax levies, tax collectors, tax collection procedures and compensation rates for tax collectors: (Item 3.5 A. was approved at the June Work Session Meeting).

- A. **REAL ESTATE LEVY:** Resolved that the Board of School Directors Does hereby levy and impose a tax upon all taxable real estate property for the 2015-2016 fiscal year at a rate of 59.12 mills based upon the assessed valuation of the properties in the District's municipalities located in Beaver County; and, at a rate of 18.50 mills based upon the assessed valuation of the properties in Enon Valley Borough in Lawrence County. This equates to \$5.912 per \$100 of assessed value for properties in Beaver County and \$1.850 per \$100 of assessed value for properties in Lawrence County.
- B. **SCHOOL CODE PER CAPITA TAX:** Resolved that pursuant to the authority granted under Section 679 of the Pennsylvania Public School Code of 1949, as amended, the School Board of Directors does hereby levy and impose a Per Capita Tax of \$5.00 for the 2015-2016 fiscal year on each resident or inhabitant of the School District 18 years of age or older. The determination of those taxable and the assessment, collection and enforcement of the tax shall conform to the provisions of the standing Act 511 Per Capita Tax Resolution adopted by the School Board of Directors heretofore.
- C. **ACT 511 TAXES:** Resolved that the levy of one percent (1%) on all earned income and net profits levied by under the authority of the Local Tax Enabling Act 511 of 1965, as amended, is hereby renewed for the 2015-2016 fiscal year and for an indefinite term thereafter, and all taxes levied under Act 511 of 1965 including the earned income and net profits tax and the real estate transfer tax be reenacted without substantial change.
- D. **PAYMENT PERIOD FOR REAL ESTATE AND PER CAPITA TAXES:** Resolved that in compliance with statutes, the Real Estate Taxes, Section 679 and Act 511 Per Capita taxes for fiscal year 2015-2016 shall be payable at a 2% discount during the months of July and August, at face the months of September and October and at a penalty of an additional 10% of the face value after November 1, 2015. The real estate taxes may be paid at face without discount or penalty in three equal installments if the same are paid on or prior to August 31, 2015, October 31, 2015, and December 31, 2015 respectively as provided by law. The evidence of intent to pay the tax by installments. If such installments become delinquent, the full face amount plus an added 10% of the face amount penalty shall become immediately due.
- E. **COMMISSION FOR COLLECTION OF SECTION 679 PER CAPITA TAXES:** Resolved that for the 2015-2016 fiscal year collectors of the Section 679 Per Capita Tax and Act 511 Per Capita Tax will be paid per contracted amount with Berkheimer Associates Inc. (Berkheimer)
- F. **DELINQUENT SECTION 679 and ACT 511 PER CAPITA:** Resolved that Berkheimer is hereby appointed the collection agency during fiscal year 2015-2016 for delinquent Per Capita Taxes levied. Charges will be as contracted.
- G. **APPOINTMENT of EIT, LST, and MECHANICAL DEVICES COLLECTORS:** Resolved that during the 2015-2016 fiscal year collectors for Earned Income Tax, Local Services Tax, and Mechanical Devices Tax will be Berkheimer. Rates for collection will be as per existing agreement between the District and Berkheimer. Berkheimer will be responsible for delinquent collection for any EIT, LST and mechanical devices taxes uncollected for the year.
- H. **APPOINTMENT OF AMUSEMENT TAX COLLECTOR:** Resolved that the District Business Manager be appointed as interim Amusement Tax Collector.

**Verbal Vote: 6 Yes; 0 No; Motion Carried**

Mrs. Kaszer made a motion to accept Resolution 06292015 regarding Homestead/Farmstead exclusions real estate tax assessment reductions for the school year beginning July 1, 2015. This motion was seconded by Mr. Yonkee.

**Verbal Vote: 6 Yes; 0 No; Motion Carried**

Mrs. Kaszer made a motion for approval for the following Tax Collectors and Deputy Tax Collectors:

- a. Chippewa; Linda Rawding, tax collector, Tom Householder, deputy
- b. Patterson Twp; Joann Ferrazzano, tax collector, Kathy Brewer, deputy
- c. Patterson Heights; Susan Phillipp, tax collector, Robin Huston, deputy
- d. South Beaver; Robin Huston, tax collector, Susan Phillipp, deputy
- e. Darlington Twp; Tom Householder, tax collector, Kristi Funkhouser, deputy
- f. West Mayfield; Kathy Brewer, tax collector, Joann Ferrazzano, deputy
- g. Enon Valley; Vonnie Dombrosky, tax collector, no deputy

This motion was seconded by Mrs. Helsing. Mr. Fleischman expressed his thanks for the work completed by the local tax collectors. Mr. Frombach noted that a law was passed last year to include a deputy collector for each community.

**Verbal Vote: 6 Yes; 0 No; Motion Carried**

A motion was made to contract with Kelly Educational Staffing for teacher and paraprofessional substitutes in accordance with the proposal by Mrs. Kaszer and seconded by Mrs. Helsing. Mrs. Kaszer confirmed with Mr. Frombach that this is the same arrangement as previously reviewed during the 2014-2015 school year – yes. Dr. Kerber offered to have the Kelly representative come to the school to meet with current substitutes.

**Verbal Vote: 6 Yes; 0 No; Motion Carried**

#### **PERSONNEL COMMITTEE**

Mrs. Helsing motioned for the approval for David Rice to intern with Andrew Yuhaniak, high school guidance counselor from August 2015 until December 2015. This motion was seconded by Mrs. Kaszer.

**Verbal Vote: 6 Yes; 0 No; Motion Carried**

A motion was made by Mrs. Helsing to employ the following summer and sub custodial staff at a rate of \$9.00 per hour pending clearances:

- a. Tabitha Markusic, summer custodial
- b. Matt Marasco, custodial

This motion was seconded by Mr. Yonkee.

**Verbal Vote: 6 Yes; 0 No; Motion Carried**

Mrs. Helsing moved and Mrs. Kaszer seconded the motion to accept the Notice of Retirement from the following staff members:

- a. Karen Fritzley, effective June 30, 2015
- b. Pam Kromka, effective July 31, 2015
- c. Teresa Morelli, effective August 5, 2015
- d. Patricia Primerano, effective July 30, 2015
- e. Nancy Shebish, effective July 31, 2015
- f. Beth Smith, effective July 31, 2015
- g. John Cox, effective July 31, 2015
- h. Tony Sobieski, effective July 31, 2015
- i. Robin Steklachkick, effective July 31, 2015
- j. Deborah Young, effective June 30, 2015
- k. Marion Bundy, effective July 31, 2015

Mr. Yonkee asked if there is coverage during the transition period in the business office to assure that bills are paid. Dr. Kerber responded that Mr. Frombach has spoken with the women in the business office and they have agreed to continue to work on a per diem bases until the new personnel are in place.

**Verbal Vote: 6 Yes; 0 No; Motion Carried**

Mrs. Helsing made a motion to accept the resignation of Danielle Bailey, Blackhawk Intermediate School Principal, effective June 30, 2015. This motion was seconded by Mr. Young

**Verbal Vote: 6 Yes; 0 No; Motion Carried**

Mrs. Helsing made a motion to accept the resignation of Kim Steffanina, Computer Teacher at Blackhawk Intermediate School effective August 14, 2015. This motion was seconded by Mr. Yonkee.

**Verbal Vote: 6 Yes; 0 No; Motion Carried**

A motion was made by Mrs. Helsing and seconded by Mr. Fleischman to approve the following for summer school teachers:

- a. Donald Bunney
- b. Lori Uslenghi
- c. Erica Shidt
- d. Corinne Pinchotti
- e. Naomi Neff
- f. Kaitlyn Thayer
- g. Jessica Fosnaught

**Verbal Vote: 6 Yes; 0 No; Motion Carried**

Mrs. Helsing made a motion to accept the resignation of Kevin Whipple, High School Head Custodian, effective July 18, 2015. This motion was seconded by Mr. Yonkee.

**Verbal Vote: 6 Yes; 0 No; Motion Carried**

Mrs. Helsing motioned to employ Christina DiClaudio as PRIDE Life Skills Teacher at Northwestern Primary School for the 2015-2016 school year at a salary of \$49,495, Step 19, pending clearances. This motion was seconded by Mr. Fleischman.

**Verbal Vote: 6 Yes; 0 No; Motion Carried**

Mrs. Helsing motioned to employ Rachele DeFrank Autistic Support Teacher at Northwestern Primary School for the 2015-2016 school year at a salary of \$50,275 Step 19, pending clearances. This motion was seconded by Mr. Yonkee.

**Verbal Vote: 6 Yes; 0 No; Motion Carried**

The motion was made to accept the Business Manager's contract at a salary of \$102,000 for a five year term effective August 1, 2015 by Mrs. Helsing and seconded by Mr. Young. Dr. Kerber noted that the benefit package is approximately 40%.

**Verbal Vote: 6 Yes; 0 No; Motion Carried**

Mrs. Helsing motioned to employ Hannah Wytiaz as Learning Support Teacher at Blackhawk Intermediate School for the 2015-2016 school year at a salary of \$49,495, Step 19, pending clearances. This motion was seconded by Mr. Fleischman.

**Verbal Vote: 6 Yes; 0 No; Motion Carried**

## **EDUCATION COMMITTEE**

Mr. Young motioned and Mrs. Helsing seconded the approval of the high school program of studies.  
**Verbal Vote: 6 Yes; 0 No; Motion Carried**

A motion is made by Mr. Young and seconded by Mrs. Kaszer to allow the Beaver County Cancer & Heart Association to conduct a Blood Lipid and Cholesterol Screening program to seventh graders at Highland Middle School with parental consent at a cost of \$5 for students and \$15 for adults. The screen will be held March 2, 2016.

**Verbal Vote: 6 Yes; 0 No; Motion Carried**

## **BUILDING AND GROUNDS/REAL ESTATE**

No Report.

## **ATHLETICS COMMITTEE**

Mr. Fleischman made a motion to accept the resignation of David Greiner, Middle School Boys' Head Soccer Coach. This was seconded by Mrs. Helsing. Mr. Pander noted what a great job Mr. Greiner did while coaching; he will be missed.

**Verbal Vote: 6 Yes; 0 No; Motion Carried**

Mr. Fleischman made a motion to accept the resignation of Louis Nellas, Middle School Assistant Track Coach. This was seconded by Mrs. Helsing.

**Verbal Vote: 6 Yes; 0 No; Motion Carried**

Congratulations to Joe Campagna, who was named Beaver County Times "Baseball Player of the Year" and Pittsburgh Post Gazette's "First Team All Section" Baseball and Pittsburgh Post Gazette's West Baseball Player of the Year. Joe is also the recipient of the Tyler Marburger Scholarship.

Congratulations to Bridgette Shaffer, she was named Beaver County Times "Softball All-Star" and Pittsburgh Post Gazette's "First Team All Section".

Congratulations to Hunter Alexander, Jimmy Nixon and Joe Pence, they were named Pittsburgh Post Gazette's "First Team All Section" Baseball.

Congratulations to Heather Barrett and Emily Emge, they were named Pittsburgh Post Gazette's "First Team All Section" Softball.

Congratulations to Brenden McKay, Blackhawk Alum, who was named the 2015 Baseball America Freshman of the Year, Freshman All American Team and Baseball America's 2015 All-American Squad.

Congratulation to Chassidy Omogrosso was named Beaver County Times Female Athlete of the Year.

Mrs. Kaszer noted and congratulated Hunter Alexander and Dante Perrante on being award the Steven Rihley award.

## **ADMINISTRATIVE LIAISON**

Dr. Kerber spoke on a couple of activities. First, working very heavily on staffing for the new school year including teachers, a principal and nurse. Secondly, spoke on the student driving policy which allows the building principle to develop rules and regulations for operating motor vehicles. A program of fines will be put into place. Mr. Fleischman inquired if employees are held to same standards. Dr. Kerber noted that while there are no issues with staff they are encouraged to drive in a safe manner.

## **TRANSPORTATION COMMITTEE**

No Report

## **FOOD SERVICE COMMITTEE**

No Report

## **NEGOTIATIONS COMMITTEE**

No Report

## **POLICY COMMITTEE**

Mr. Young noted that there is an information item: Policy 223, Use of Motor Vehicles. He noted that the policy does allow for rules to be developed. Those will go into effective with the start of the school year.

## **BOARD/STAFF ENRICHMENT**

A motion was made by Mr. Young to approve the following conference:

- a. Susan Hullihen, Integrating Patients Back into the School System, Children's Hospital, August 14, 2015 (\$30 expenses budgeted). This motion was seconded by Mr. Yonkee.

**Verbal Vote: 6 Yes; 0 No; Motion Carried**

## **VOCATIONAL-TECHNICAL SCHOOL**

Mrs. Kaszer advised that due to the timing of the BCC&TC meeting an update was not available for the agenda. Two items she wished to communicate were first, the 2015-16 school year has 616 students enrolled and there is a possible addition of another 30. At the start of last year there were 605; which shows the growth of this program. Secondly, the National Occupational Competency Testing Institute (NOCTI) scores for BCC&TC have been increasing over the last couple of years. From 2013 to present the scores have gone from 89% to 98%.

## **PSBA LEGISLATIVE COMMITTEE**

Mr. Fleischman advised that notification has been received from PSBA (Pennsylvania School Board Association) regarding the appointment of a voting delegates for the PSBA Delegate Assembly Meeting. The assembly meeting is scheduled to be held on Tuesday, October 13, 2015.

**BEAVER COUNTY REGIONAL COUNCIL OF GOVERNMENTS**

No Report

**ADDITIONAL BUSINESS**

**Visitors**

Mr. Jarrod McCowin, Chippewa Township, asked a couple questions regarding the treasurer’s report and the budget comparison. He asked for clarification; what is the bottom line? Mr. Frombach explained that because of the bills outstanding at the end of May and the level of our fund balance, there was not enough money to cover the payments. Fortunately, the district received a payment from the state on June 1<sup>st</sup> which provided coverage for those bills as well as payroll that week. He expresses concern for the state budget being passed. Local revenue will assist during the first few months of the school year.

Mrs. Jodi Weister, South Beaver. After reviewing the invoice listing, Mrs. Weister inquired as to what Chippewa and Patterson police were paid for? Mr. Frombach noted that both were coverage of school events. She asked for clarification if all police departments are used. – It depends on the location of the school activity/event.

Mr. Clendennen, Patterson Township, referenced 3.5A approved for a tax increase. He had previously asked Mr. Christian Bareford (Solicitor) if a vote to approve a tax levy prior to the budget being approved is within code. Mr. Ira Weiss (Solicitor) – Yes, which is fine.

As to the minutes; they are the record of the school district. The approved minutes for May noted the number of Aye’s and Ney’s but no names provided. Asked to be corrected. Also, on March 19<sup>th</sup>, when the Jerry Wessel document was added to the agenda, his comments were not added to minutes. For the record Mr. Clendennen asked that these changes occur. Lastly, on the minutes, Mr. Young abstained from a vote and there is a document that is required. Mrs. Kaszer addressed that the form is kept in the business office and has been requested a couple of times. It is currently being forwarded to her.

Mr. Clendennen referenced a comment made by Mr. Yonkee at the June 29<sup>th</sup> meeting regarding actions by the previous board to which he wishes to address. On November 14, 2013, work session, Mr. Pander, Mrs. Kaszer and Mr. Yonkee asked questions regarding an agenda item for \$47,200 for work through Verizon to update the camera system district wide. Had actually received a letter from Mr. Fleischman, Mr. Pander and Mr. Yonkee who had all been asking the board not to take any action. We are now 19 months down the road and no action has been taken while talking about safety and security of students and staff.

At this point Mr. Clendennen was advised that his time was up; he requested a board vote for additional time (5 minutes). A roll call vote was taken and recorded as follows:

<b>In Favor of an additional 5 minutes speaking time</b>	<b>Not in Favor of an additional 5 minutes speaking time</b>
Mr. Fleischman	Mrs. Helsing
Mr. Yonkee	Mr. Young
	Mrs. Kaszer
	Mr. Pander

**2 Yes; 4 No, Vote Failed**



Mr. Clendennen questioned if it needed to be a majority vote. The solicitor explained that 4 is the majority of 6 and that it is the majority of the quorum that is needed.

Mr. Greg Woods, Chippewa Township. Mr. Woods referenced 4.10 and the term of 5 years for the business manager's contract and asked why that long of a term was selected. Dr. Kerber addressed: it was part of the negotiation process. Mr. Frombach added that across the state of Pennsylvania it is getting difficult to find a business manager that will accept a contract for 2-3 years. They are requesting 5 year contracts for stability.

#### **Administration**

No Comments

#### **Solicitor**

No Comments

#### **School Directors**

Mr. Yonkee inquired of Mr. Frombach when the delinquent cash flow beings to come in. Mr. Frombach advised that the process starts in January and usually start receiving around April / May. With the collection rate of 95% there isn't much delinquent. To date, collected \$817,000 in delinquent.

Dr. Kerber acknowledged the support of the board, community and staff as he completed her first year with the district.

Mr. Pander noted that questions has been coming up regarding when the public is to receive the meeting agenda. The policy is 006 which Mr. Pander read - the agenda is to be prepared by the Superintendent and the Board Present and provided along with all supporting documents to the board at least 3 days prior to the meeting. He also referenced policy 903, Public Comments, which states that the agenda and supporting documents are to be made available to the press and community at the meeting. There is nothing in either policy that states that the agenda needs to be made public 3 days prior to the meeting.

Mrs. Helsing made a motion to cancel the July 16, 2015 board meeting. Mr. Yonkee seconded the motion. When open for public comments the only question raised was regarding the hiring of staff for the new school year. Dr. Kerber noted that last year the teachers were hired pending board approval and consulted with Mr. Weiss if this was permissible – Yes.

**Verbal Vote: 6 Yes; 0 No; Motion Carried**

Mrs. Helsing made a motion for the board to authorize the administration to receive and deposit in their respective district bank accounts and/or investment accounts all receipts in any month that the board does not convene. Further, it is recommended that the board authorize the administration to make disbursements and expenditures in the general fund, capital projects fund, cafeteria fund, health fund, dental fund, vision fund and payroll fund for similar period expenses during any month that the board does not convene. All such financial actions shall be ratified at a subsequent meeting of the board. Mr. Young seconded the motion. When open for public comment, Mr. Clendennen noted that this motion is trending a fine line of action and restricts the public as the bills will already be paid. But most importantly, when agendas are changed the changes are not added to the website. There is no record on any agenda. Any addendums should be added to the website for recording purposes. By the same token, there are videos are on the website dating back to 2013 but the policy states they are to be

removed after 1 year. Mr. Clendennen expressed his concern that, as a taxpayer, he does not have the opportunity to speak on important subjects. Mr. Fleischman asked Dr. Kerber to ensure that any information on the former business manager be included in the minutes. Dr. Kerber to verify. Mr. Young questioned Mrs. Kaszer if she documents any additions in the minutes to which she replied – yes, they are documented in the minutes. Mr. Young noted that there is history then, as it is recorded in the official minutes. Mrs. Kaszer confirmed that there are no issues with the board not meeting its responsibility by not meeting in July. Mr. Weiss noted that boards are only required to meet every other month and typically do not meet in the month of July. Mr. Fleischman added that even though there is not a meeting in July, the administration and board will continue to work during the month.

**Verbal Vote: 6 Yes; 0 No; Motion Carried**

Next meeting will be August 13, 2015. There was an executive session today prior to the meeting.

The meeting was adjourned at 8:51pm.

Submitted by Missy Kaszer  
Blackhawk School Board Secretary