

ALLEGHENY-CLARION VALLEY SCHOOL DISTRICT
BOARD OF EDUCATION *VOTING MEETING* AGENDA
November 20, 2023 - 6:00 P.M.

Executive Session was held on Wednesday, November 15, 2023 regarding Personnel.

- I. Flag Salute.
- II. Moment of Silence.
- III. Roll call of members and recording names of directors present.
- IV. Consideration to approve to waive the reading and approve the Official Minutes from the October 9, 2023 Workshop Meeting and the October 16, 2023 Voting Meeting as attached.
- V. PUBLIC PARTICIPATION
- VI. PRESENTATIONS
 - Introduction of Jordan Merryman, Emlenton Chief of Police
 - Introduction of the newly hired WSTU Staff
 - Dr. Levato Myford – Principal
 - Mr. Joseph Beck – 7 – 12th Grade Social Studies Teacher
 - Mr. David Bessler – 7 – 12th Grade Science Teacher
 - Ms. Melissa Hulings – 7 – 12th Grade Math Teacher
 - Mr. Zachary Latorre – Physical Education and Health Education Teacher
 - Ms. Sandra Marwick – 7 – 12th Grade English Teacher
- VII. BOARD CONCERNS

CONSENT AGENDA

- A. Consideration to approve the conference and field trip requests, as presented, on the attached form.
- B. Consideration to approve, as listed and upon receipt of all appropriate documentation, adding the following to the substitute list for the 2023-2024 school year:

TEACHER/NURSE	AIDE/CAFETERIA/CUSTODIAN/SECRETARIAL
Keith Fancher – Guest Teacher	Amelia Sherman - Aide
- C. Consideration to approve the request from Broc Weigle to remain a volunteer with the Boys' Baseball Team for the 2023-2024 season as attached. All required paperwork is currently on file in the District Office.
- D. Consideration to approve the request from Dustin Kifer, upon receipt of all appropriate documentation, to be a Volunteer with the Jr. High Boys' and Jr. High Girls' Basketball programs for the 2023-2024 school year.

- E. Consideration to approve the request from Heather Nulph, upon receipt of all appropriate documentation, to be a Volunteer with the PTO for the 2023-2024 school year.
- F. Consideration to retroactively approve the request from Stephanie Master/A-CV PTO to use the PTO Room on Monday, October 30, 2023 from 3:00 P.M. – 4:00 P.M. for the purpose of holding a meeting as attached.
- G. Consideration to approve the request from Valerie Snyder/Legacy Club Volleyball to use the Elementary or High School Gymnasium from 3:30 P.M. – 5:30 P.M. (when the gym facilities are available that will not interfere with nor coincide with in-season sport games or practices, regardless of the Elementary gymnasium's availability) 2 – 3 evenings per week beginning November, 2023 – March 2024 for the purpose of holding 2-hour practices as attached.
- H. Consideration to approve the request from fAe gibson to use the Elementary Gymnasium on Tuesday and Friday evenings beginning November 3, 2023 through Tuesday, November 28, 2023 (times are listed on the attached form) for the purpose of holding Elementary Girls' Basketball Open Gym and in December, 2023, January and February, 2024 and March 1, 2024 for the purpose of holding Elementary Girls' Basketball Practice and a pizza party (times are listed on the attached form) as attached.
- I. Consideration to approve the request from Whitney Banks, Minister of Music at Chapel on the Hill to borrow two spotlights for a Christmas program in the local community to be held this December. The spotlights would be needed on Wednesday, December 13, 2023 (for rehearsals and production) and will be returned on Monday, December 18, 2023 following the program as attached.
- J. Consideration to approve the request from the A-CV/UHS Softball/Megan Dehart & Holly Schiberl to use the High School Cafeteria on Monday, December 11, 2023 from 3:05 P.M. – 6:00 P.M. for the purpose of distributing a Marianna's Fundraiser as attached.
- K. Consideration to retroactively approve the request from Employee #287 to use November 6, 2023 through November 20, 2023 and November 21, 2023 and November 22, 2023 all as unpaid leave as attached.
- L. Consideration to retroactively approve the request from Employee #442 to use November 3, 2023 and November 14, 2023 as unpaid leave as attached.

VIII. FINANCE AND PURCHASE

- A. Consideration to approve paying bills for October, 2023
- B. Report of Receipts (August, September, October & November 2023)
- C. F.I.R.S.T. Program Reports for October, 2023.
- D. Activities Report for September, 2023.
- E. Elementary Activity Account for September, 2023.
- F. Elementary Yearbook Activity Account for September, 2023
- G. Cafeteria Report - Stacey Redding
- H. Consideration to approve accepting the donation from the Servicemen's Club of Knox in the amount of \$2,000.00 to be distributed to the following Boosters: Cross Country, Volleyball, Basketball, Softball, Baseball and Football as attached.

- I. Consideration to approve the donation from the Clarion County COVID 19 group in the amount of \$33,518.41 from Webster's Fitness Products, Inc., dated November 1, 2023 as attached. (This donation was previously approved at the July 17, 2023 regular Voting Meeting in the amount of \$39,818.00)
- J. Consideration to approve the donation for the AC Valley Cafeteria from the Emlenton United Methodist Church in the amount of \$505.00 for delinquent lunch accounts as attached.

IX. PERSONNEL

- A. Consideration to approve posting "in-house" for a full-time 3:00 P.M. – 11:00 P.M. Heavy-Duty Custodian.
- B. Consideration to accept the letter of resignation from Jeannette Amsler, Custodian, effective November 17, 2023 as attached. Jeannette has been an employee with the district since March, 2006.
- C. Consideration to approve posting "in-house" for a full-time 3:00 P.M. – 11:00 P.M. Light-Duty Custodian.
- D. Consideration to approve advertising for Cafeteria; Custodial; Secretarial/Aide and Teacher substitutes.
- E. Consideration to approve advertising for a Full Time Child Specific Aide.
- F. Consideration to approve advertising for a "temporary" tracheostomy trained nurse.
- G. Consideration to accept the letter of resignation as Girls' Softball Head Coach from Michael Parks dated October 23, 2023 as attached.
- H. Consideration to approve advertising for a Girls' Softball Head Coach.
- I. Consideration to approve advertising for an Assistant Varsity Boys' Basketball Coach.
- J. Consideration to accept the letter of resignation as Jr. High Volleyball Coach from Cynthia Seigworth dated November 16, 2023 as attached.
- K. Consideration to approve advertising for a Jr. High Volleyball Coach.
- L. Consideration to accept the letter of resignation as Part-time Speech Pathologist from Amanda Gadsby as attached.
- M. Consideration to approve advertising for a Part-time (1 day per week) Speech Pathologist.
- N. Consideration to approve hiring Jake Dehart as Elementary Boys' Basketball coach upon receipt of all appropriate documentation at a supplemental salary of \$878.00.
- O. Consideration to approve hiring Anthony McGarvey as head JV Boys' Baseball Coach upon receipt of all appropriate documentation at a supplemental salary of \$1,427.00.
- P. Consideration to approve hiring Logan Pistorius as Assistant JV Boys' Baseball Coach upon receipt of all appropriate documentation at a supplemental salary of \$1,427.00.

- Q. Consideration to approve hiring Aaron Stoddard as a Part-time (3.75 hrs. per day) Child Specific Aide upon receipt of all appropriate documentation, contingent upon a sixty (60) work day probationary period, at an hourly rate of \$12.33. Upon completion of the sixty (60) work day probationary period, the hourly rate will be \$13.33 per hour.
- R. Consideration to approve hiring Mary Ann Myers for the newly formed position of Special Education Teacher at the Western Secure Treatment Unit in Emlenton, PA, at a Step 1 Master's salary of \$58,353.00, with future salary increases to be negotiated with the Allegheny-Clarion Valley Education Association. This position is approved as 183 days, being Monday through Thursday, for a school year dating from August 1st of each year to the following June 30th, with the first year salary pro-rated to the number of available school days from the first work day through June 30, 2024. This position is hired contingent upon the continued need and operation of the Western Secure Treatment Unit. This position shall further be contingent on the individual executing a consent and acknowledgement to a future decrease in salary, in the event the individual's employment changes to a position with lesser pay. All other terms of the Agreement between Allegheny-Clarion Valley School District and the Allegheny-Clarion Valley Education Association, effective July 1, 2023 shall apply to the position.
- S. Consideration to approve the "corrected salary" for Melissa Hulings (for the newly formed position of Math Teacher at the Western Secure Treatment Unit in Emlenton, PA) to a Step 1 Master's salary of \$58,353.00 with future salary increases to be negotiated with the Allegheny-Clarion Valley Education Association. This position is approved as 183 days, being Monday through Thursday, for a school year dating from August 1st of each year to the following June 30th, with the first year salary pro-rated to the number of available school days from the first work day through June 30, 2024. This position is hired contingent upon the continued need and operation of the Western Secure Treatment Unit. This position shall further be contingent on the individual executing a consent and acknowledgement to a future decrease in salary, in the event the individual's employment changes to a position with lesser pay. All other terms of the Agreement between Allegheny-Clarion Valley School District and the Allegheny-Clarion Valley Education Association, effective July 1, 2023 shall apply to the position.
- T. Consideration to approve the "corrected salary" for Joseph Beck (for the newly formed position of Social Studies Teacher at the Western Secure Treatment Unit in Emlenton, PA) to a Step 1 Master's salary of \$58,353.00 with future salary increases to be negotiated with the Allegheny-Clarion Valley Education Association. This position is approved as 183 days, being Monday through Thursday, for a school year dating from August 1st of each year to the following June 30th, with the first year salary pro-rated to the number of available school days from the first work day through June 30, 2024. This position is hired contingent upon the continued need and operation of the Western Secure Treatment Unit. This position shall further be contingent on the individual executing a consent and acknowledgement to a future decrease in salary, in the event the individual's employment changes to a position with lesser pay. All other terms of the Agreement between Allegheny-Clarion Valley School District and the Allegheny-Clarion Valley Education Association, effective July 1, 2023 shall apply to the position.
- U. Consideration to approve the "corrected salary" for Sandra Marwick (for the newly formed position of English Teacher at the Western Secure Treatment Unit in Emlenton, PA) to a Step 1 Master's salary of \$58,353.00 with future salary increases to be negotiated with the Allegheny-Clarion Valley Education Association. This position is approved as 183 days, being Monday through Thursday, for a school year dating from August 1st of each year to the following June 30th, with the first year salary pro-rated to the number of available school days from the first work day through June 30, 2024. This position is hired contingent upon the continued need and operation of the Western Secure Treatment Unit. This position shall further be contingent on the individual

executing a consent and acknowledgement to a future decrease in salary, in the event the individual's employment changes to a position with lesser pay. All other terms of the Agreement between Allegheny-Clarion Valley School District and the Allegheny-Clarion Valley Education Association, effective July 1, 2023 shall apply to the position.

- V. Consideration to approve advertising for a Certified Social Studies Teacher for the Western Secure Treatment Unit.
- W. Consideration to approve the request from Employee #143 to utilize FMLA leave after exhausting all Sick, Personal and Emergency Days following surgery scheduled for December 20, 2023 with an estimated time off being 4 – 6 weeks as attached.
- X. Consideration to approve the request from Employee #54 to utilize sick days concurrent with FMLA leave as needed.
- Y. Consideration to approve advertising for a Primary Level Elementary teacher for a long-term substitute position beginning December 20, 2023.
- Z. Consideration to approve the Allegheny-Clarion Valley School District Compensation Plan/Director of Building and Grounds (James Best) effective November 1, 2023 through June 30, 2026 as attached.
- AA. Consideration to approve increasing the salary of the Business Administrator, Andrea Stewart, by 20%, to compensate for the increased work and responsibility resulting from and associated with the District's operation and education of the students at the WSTU facility. The 20% increase in salary shall be based upon the position's required 220 work days from July 1, 2023 through June 30, 2024, pro-rated to the number of work days available from September 13, 2023 through June 30, 2024. The 20% increase shall continue thereafter so long as the Board finds the increase appropriate, based upon the continued amount of required work and responsibility of the WSTU facility.
- BB. Consideration to approve increasing the salary of the Accounts Payable / Superintendent Secretary, Cortney Chalmers, by 20%, to compensate for the increased work and responsibility resulting from and associated with the District's operation and education of the students at the WSTU facility. The 20% increase in salary shall be based upon the position's required 220 work days from July 1, 2023 through June 30, 2024, pro-rated to the number of work days available from September 19, 2023 through June 30, 2024. The 20% increase shall continue thereafter so long as the Board finds the increase appropriate, based upon the continued amount of required work and responsibility of the WSTU facility.
- CC. Consideration to approve increasing the salary of the Attendance Officer/PIMS/Homeless Liaison, Michelle Austin, by 20%, to compensate for the increased work and responsibility resulting from and associated with the District's operation and education of the students at the WSTU facility. The 20% increase in salary shall be based upon the position's required 193 work days from July 1, 2023 through June 30, 2024, pro-rated to the number of work days available from September 19, 2023 through June 30, 2024. The 20% increase shall continue thereafter so long as the Board finds the increase appropriate, based upon the continued amount of required work and responsibility of the WSTU facility.

- DD. Consideration to approve increasing the salary of the Central Office School Board Secretary, Tammy Thompson, by 20%, to compensate for the increased work and responsibility resulting from and associated with the District's operation and education of the students at the WSTU facility. The 20% increase in salary shall be based upon the position's required 220 work days from July 1, 2023 through June 30, 2024, pro-rated to the number of work days available from September 19, 2023 through June 30, 2024. The 20% increase shall continue thereafter so long as the Board finds the increase appropriate, based upon the continued amount of required work and responsibility of the WSTU facility.
- EE. Consideration to approve increasing the salary of the School Psychologist, Anna Smith, by 20%, to compensate for the increased work and responsibility resulting from and associated with the District's operation and education of the students at the WSTU facility. The 20% increase in salary shall be based upon the position's required 220 work days from July 1, 2023 through June 30, 2024, pro-rated to the number of work days available from October 20, 2023 through June 30, 2024. The 20% increase shall continue thereafter so long as the Board finds the increase appropriate, based upon the continued amount of required work and responsibility of the WSTU facility.

X. INSTRUCTIONAL SERVICES

- A. Elementary Report.
- B. Secondary Report.
- C. Western Secure Treatment Unit Report.

--Consideration to approve the 2023/2024 WSTU Calendar as attached.

--Consideration to approve the WSTU 2023-2024 Student Handbook as attached.

--Consideration to approve the Western Secure Treatment Unit Enrollment Credit Count (Graduation Planner) as attached.

- D. Federal Programs Report.
- E. District Report.

--Consideration to approve the Varsity and Junior Varsity Football Cooperative Agreement between Allegheny-Clarion Valley School District, Keystone School District and the Union School District conditional upon approval by all three participating school districts. If anyone or more of the three mentioned school districts fails to approve this agreement, approval shall be considered void. If approved by all three school districts, this agreement will start with the 2024-2025 school year and continue through the 2025-2026 school year.

--Consideration to approve the Junior High Football Cooperative Agreement between Allegheny-Clarion Valley School District, Keystone School District and the Union School District conditional upon approval by all three participating school districts. If any one or more of the three mentioned school districts fails to approve this agreement, approval shall be considered void. If approved by all three school districts, this agreement will start with the 2024-2025 school year and continue through the 2025-2026 school year.

--Consideration to approve the Varsity and Junior Varsity Baseball Cooperative Agreement between Allegheny-Clarion Valley School District, Keystone School District and the Union School District conditional upon approval by all three participating school districts. If any one or more of the three mentioned school districts fails to approve this agreement, approval shall be considered void. If approved by all three school districts, this agreement will start with the 2024-2025 school year and continue through the 2025-2026 school year.

--Consideration to approve the Junior High Baseball Cooperative Agreement between Allegheny-Clarion Valley School District, Keystone School District and the Union School District conditional upon approval by all three participating school districts. If any one or more of the three mentioned school districts fails to approve this agreement, approval shall be considered void. If approved by all three school districts, this agreement will start with the 2024-2025 school year and continue through the 2025-2026 school year.

--Consideration to approve the Cooperative Athletics Procedural Handbook as presented for the 2024-2025 School Year and subsequent school years until presented for revision. This handbook shall govern operating procedures for all cooperative athletic programs approved by the Allegheny-Clarion Valley, Keystone, and Union School Districts.

--Enrollment Numbers for Face-to-Face Student Enrollment, ROC Cyber Service Enrollment, A-CV Cyber Service Enrollment, Outside Cyber Enrollment, IU Classroom Enrollment, Outside Placement Enrollment, Home School Enrollment and WSTU Enrollment dated November 15, 2023 as attached.

--Information related to an update from Union School District to add the following Volunteers (with the Co-op program) for the 2023-2024 season as follows: Matt Corle/Jr. High Baseball and Emma Fox/Jr. High Track.

--Information related to an update from Union School District to hire the following coaches (for the Co-op program) for the 2023-2024 season as follows (paid by Union School District): Shanna Tharan/Co-Head Track Coach; Dave Sherman/Assistant Track Coach; Lexis Twentier/Assistant Track Coach; Scott Kindel/Head Jr. High Baseball Coach; Dustin Kifer/Assistant Jr. High Baseball Coach; Brianna Pennington/Head Jr. High Track Coach; and Ann Ramsey/Head Jr. High Softball Coach.

F. Student Board Representative Report.

G. School Police Report.

XI. POLICY

A. Consideration to approve the Second Reading of Policy #006- Local Board Procedures as attached.

XII. FACILITIES

A. Maintenance Report.

XIII. TRANSPORTATION

A. Consideration to approve the request from Pam Myers, upon receipt of all appropriate documentation and an interview with the Administration to add Janie Jack as a substitute driver as attached.

XIV. MISCELLANEOUS

A. Career Center Report.

--A copy of the October 23, 2023 JOC Meeting Minutes are attached. Content will be reviewed and approved at the next regular JOC meeting.

B. Intermediate Unit Report.

--A copy of the October 25, 2023 RIU6 Board Notes are attached.

C. Correspondence.

--Letter and book donation (for the Elementary Library) *Memoirs of a Parrot* by Devin Scillian from Becky Dussinger and Lena Hannah, PSBA Representatives dated October 18, 2023 as attached.

--Thank You note from the members and leaders of Falcon Fellowship as attached.

D. Technology Committee update.

E. Athletic Committee update.

F. Football Field Renovation Committee update.

G. Finance Committee update.

XV. OLD BUSINESS

XVI. NEW BUSINESS

XVII. ADJOURNMENT

CONFERENCES AND FIELD TRIPS FOR 2023-2024 (November, 2023 –Workshop Conference)

Attendee(s)	Conference	Date	Location	Subs	Registration	Mileage	Meals	Lodging	Other	Total
Allie Atwood	Review ACT 16 and GIEP Writing	12/14/23	Riverview IU 6 Clarion, PA	\$166.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$166.00
Andrea Stewart	Annual PASBO Conference – PA Association of School Business Officials	3/5/23 3/6/24 3/7/24 3/8/24	Hershey Lodge Hershey, PA	\$0.00	\$389.00	\$297.00	\$62.50	\$550.00	\$0.00	\$1,298.50
Minnie Logue RJ Feicht (approx.) 18 (10 th – 12 th grade) students	Tour facilities of the Operating Engineers	11/29/23	PA Operators' Union New Alexandria, PA	\$0.00	\$0.00	2 School Vans \$85.00	\$0.00	\$0.00	\$0.00	\$85.00
Minnie Logue Bill Jordan (approx.) 18 (10 th – 12 th grade) students	Tour Duquesne Light Electrical Distribution Technology Program	11/30/23	Duquesne Light Pittsburgh, PA	\$0.00	\$0.00	2 School Vans \$115.00	\$0.00	\$0.00	\$0.00	\$115.00
Michelle Austin	PDE Data Summit	3/11/24 3/12/24 3/13/24	Hershey Lodge Hershey, PA	\$0.00	\$325.00	\$276.25	\$95.00	\$456.00	\$0.00	\$1,152.25
Joe Graf	Fork Farm Unit (hydroponic grow system)	12/18/23	Riverview IU 6 Clarion, PA	\$166.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$166.00
Sara Black	The Science of Energy w/National Energy Education Development Project	12/5/23	Community College of Beaver County Monaca, PA	\$0.00 Paid by NEDP	\$0.00	\$62.88	\$0.00	\$0.00	\$0.00	\$62.88

District costs to date:

July, 2023	\$ 0.00
August, 2023	\$ 428.92
September, 2023	\$ 4,970.51
October, 2023	\$ 5,159.30
November, 2023	\$ 3,045.63