

ALLEGHENY-CLARION VALLEY SCHOOL DISTRICT  
BOARD OF EDUCATION *VOTING MEETING* AGENDA  
January 15, 2024 - 6:00 P.M.

- 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 November 20, 2023 Voting Meeting; December 4, 2023 Reorganizational Meeting; and the December 4, 2023 Voting Meeting as attached.
- V. PUBLIC PARTICIPATION
- VI. PRESENTATIONS
- VII. BOARD CONCERNS

--Interview for the vacated School Board seat for Richland Township, Clarion County

Consideration to approve, (by Roll Call vote), Clifford Adams, as School Board Representative for Richland Township, Clarion County, followed by the Oath of Office.

Oath of Office also given to John Burke, Scrubgrass Township, Venango County School Board Representative.

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
Hannah Farrington/Nurse	
- C. Consideration to approve the request from Employee #333 to retroactively use December 15, 2023 as an unpaid leave day as attached.
- D. Consideration to approve the request from Employee #442 to use April 2 (if snow make-up day), 3, 4, & 5, 2024 as unpaid leave days as attached.
- E. Consideration to approve admitting Student #23244 (8<sup>th</sup> Grade) as a resident under Section 1302 of the School Code for the 2023-2024 school year as attached.

- F. Consideration to approve the request from Jessica Nimelli/Elementary Art Club to use the Elementary Art Room every Wednesday (January 31, 2024 – March 20, 2024) from 3:00 P.M. – 4:15 P.M. for the purpose of holding Elementary Art Club as attached.
- G. Consideration to approve the request from the Prom Committee/Megan Bashline & Stacey Fox to use the Elementary Cafetorium beginning at 1:00 P.M. on Friday, February 2, 2024 (for set-up) and on Saturday, February 3, 2024 from 1:00 P.M. – 11:00 P.M. (event and clean-up) for the purpose of holding a Jr. High Semi-Formal Snowflake Dance (grades 7 – 9 only) as attached.
- H. Consideration to approve the request from the PTO to retroactively use the elementary cafeteria tables on December 12, 2023, for the purpose of holding a fundraiser pick up as attached.
- I. Consideration to approve the request from the PTO to use the PTO Room on Tuesday, January 16, 2024 from 3:00 P.M. – 4:00 P.M. for the purpose of holding a meeting as attached.
- J. Consideration to approve the request from Eric Rothen to remain a Volunteer Nurse with the District (Class of 2024 Senior Trip and the PBIS trip to Avalanche Express). All required paperwork is currently on file in the District Office.
- K. Consideration to approve the request from Brad Wagner, upon receipt of all appropriate documentation to be a Volunteer for the Weight Room.
- L. Consideration to approve the proposal from Brad Wagner to start an A-C Valley Jr./Sr. High School Powerlifting Club as defined on the attached memo dated January 3, 2024.

#### VIII. FINANCE AND PURCHASE

- A. Approval and authorization to pay bills for November, 2023 and *December, 2023 (to be distributed on 1/15/24)*
- B. Report of Receipts for December, 2023
- C. Activities Report for November and December, 2023
- D. F.I.R.S.T. Program Reports for November, 2023 and *December, 2023 (to be distributed on 1/15/24)*
- E. Elementary Activity Account for November and December, 2023
- F. Elementary Yearbook Activity Account for November and December, 2023
- G. Cafeteria Report - Stacey Redding
- H. Consideration to approve the Budget Timeline for the 2024-2025 school year as attached.
- I. Consideration to approve the following three (3) state contracts for bidding purposes: PA State PEPPM; COSTARS; and U.S. Communities.
- J. Consideration to approve a Resolution wherein A-C Valley School District will limit the tax increase to the state index of 7.1% as attached.
- K. Consideration to approve the District paying the cost of \$250.00 for Brady Feicht to attend the 2024 PSBA International Study Group zoom meetings to be held April 13 – 20, 2024.
- L. Consideration to approve accepting sealed bids on two (2) Precor Elliptical Machines and one (1) Precor Exercise Bike.

- M. Consideration to approve accepting the donation from Mattern CPA LLC in the amount of \$100.00 for the Art Department/Thanksgiving Card Contest as attached.
- N. Consideration to approve accepting the donation from the United Methodist Church, St. John's Lutheran and Emlenton Presbyterian Churches in the amount of \$442.13 for Backpacks for Success as attached.
- O. Consideration to approve accepting the donation from the St. Michaels Sodality Altar Rosary Society in the amount of \$300.00 for Backpacks for Success as attached.
- P. Consideration to approve accepting the donation from The Chapel on the Hill Assembly of God in the amount of \$500.00 for Backpacks for Success as attached.
- Q. Consideration to approve accepting the donation from the Salem Reformed Church of Lamartine in the amount of \$50.00 for Backpacks for Success as attached.
- R. A copy of the Official Minutes from the December 6, 2023 Clarion County Tax Collection Committee meeting are attached.

#### IX. PERSONNEL

- A. Consideration to approve Sydney Rankin as an emergency long-term Substitute Teacher to fill the primary level grade substitute teacher position and day to day substitute teacher for the spring semester at her current step two daily pay rate.
- B. Consideration to approve hiring Kristie Parks as a Full-time (3:00 P.M. – 11:00 P.M.) Light Duty Custodian at an hourly wage of \$19.97. All appropriate documentation is currently on file in the District Office.
- C. Consideration to approve advertising “in-house” for a Part-time (3 hrs. per day) Light Duty Custodian.
- D. Consideration to approve the Heavy Duty Custodian Elementary (and High School if needed) Job Description as attached.
- E. Consideration to approve hiring Kyle Johnson, as a Full-time (3:00 P.M. – 11:00 P.M.) Heavy Duty Custodian, upon receipt of appropriate documentation, contingent upon a sixty (60) work day probationary period, at an hourly rate of \$16.29. Upon completion of the sixty (60) work day probationary period, the hourly rate will be \$17.29 per hour.
- F. Consideration to accept the letter of resignation as Head Jr. High Boys' Basketball Coach from Leo Marron.
- G. Consideration to approve retroactively hiring Leo Marron, upon receipt of all appropriate documentation at a supplemental salary of \$5,215.00 as JV Boys' Basketball Coach.
- H. Consideration to approve hiring Lauren McNany upon receipt of all appropriate documentation as Head Varsity Girls' Softball Coach at a supplemental salary of \$2,194.00.
- I. Consideration to approve hiring Ian Runyan, upon receipt of all appropriate documentation as Assistant Jr. High Boys' Basketball Coach at a supplemental salary of \$1,521.00.

- J. Consideration to approve hiring Dave Sherman as Head Jr. High Boys' Basketball Coach for the 2023-2024 season at a supplemental salary of \$2,792.00. All required documentation is currently on file in the District Office.
- K. Consideration to approve advertising for a Head Varsity Volleyball Coach.
- L. Consideration to approve advertising for a Long-Term nurse substitute.
- M. 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.
- N. 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.
- O. 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.
- P. 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.
- Q. 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.

- R. Consideration to approve increasing the salary of the Superintendent, Dr. David McDeavitt, 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 July 3, 2023 through June 30, 2024. The 20% increase shall terminate on June 30, 2024, unless the Board passes an additional motion to continue thereafter.
- S. Consideration to approve the attached MOA with the Professional Staff relating to services provided to WSTU (*to be distributed 1/15/24*).
- T. Consideration to approve the attached MOA with the Support Staff relating to services provided to WSTU (*to be distributed 1/15/24*).
- U. Consideration to approve Melissa Morrison, District Wide Secretary, receiving a \$500.00 per year stipend (pro-rated from January 16, 2024 until June 30, 2024) for sub calling for custodians.
- V. Consideration to approve the request from Employee #372 for paid maternity leave (baby due on or before April 10, 2024) utilizing all Emergency, Sick and Personal Days. Once all Emergency, Sick and Personal Days are exhausted, requesting to use Family Medical Leave to cover additional time needed off work for the remainder of the 2023-2024 school year.
- W. Consideration to accept the letter of retirement dated January 9, 2024, from Wanda Manculich, part-time Cafeteria Worker effective February 5, 2024 as attached. Wanda has been an employee with the District since November, 2018.

X. INSTRUCTIONAL SERVICES

- A. Elementary Report.
- B. Secondary Report.
- C. Western Secure Treatment Unit Report.
- D. Federal Programs Report.
- E. District Report.

--Consideration to approve the 2023-2024 School Year Allegheny-Clarion Valley School District Health & Safety Plan as attached.

--Consideration to approve the PSBA Principles for Governance and Leadership as attached.

--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 January 10, 2024 as attached.

- F. Student Board Representative Report.
- G. School Police Report.

## XI. POLICY

- A. Consideration to approve the first reading of Policy #200 – Enrollment of Students as attached.
- B. Consideration to approve the first reading of Policy #202 – Eligibility of Nonresident Students as attached.
- C. Consideration to approve the first reading of Policy #217 – Graduation as attached.
- D. Consideration to approve the first reading of Policy #254 – Educational Opportunity for Military Children as attached.
- E. Consideration to approve the first reading of Policy #810 – Transportation as attached.

## XII. FACILITIES

- A. Maintenance Report.

## XIII. TRANSPORTATION

- A. Consideration to retroactively approve the 2023-2024 Van Contract with Kelly Stevanus for the 2020 Kia Sportage (#0975) as attached.
- B. Consideration to approve the request from Pamela Myers, Pam Myers Transportation, Inc., to add a 2019 Honda Odyssey (#1296) to her fleet.

## XIV. MISCELLANEOUS

- A. Career Center Report.

--A copy of the November 21, 2023 and the December 19, 2023 JOC Re-Organizational and monthly Meeting Minutes are attached and will be reviewed and approved at the next regular JOC meeting.

- B. Intermediate Unit Report.

--A copy of the December 13, 2023 RIU6 Board Agenda is attached.

- C. Correspondence.

--Letter from Allie R. Pence, Program Manager, Armstrong County Department of Planning and Development, dated December 29, 2023 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 (January, 2024 –Voting Conference)**

Attendee(s)	Conference	Date	Location	Subs	Registration	Mileage	Meals	Lodging	Other	Total
Justine Whyte (approx.) 9 GIVE Club members	Delivery coffee to the Mechling-Shakley Veterans' Center	TBD	Cowansville, PA	\$166.00	\$0.00	School Van \$10.00	\$0.00	\$0.00	\$0.00	\$176.00
Joe Graf (approx.) 8 Students	Complement GIEP and interests of Gifted Students	3/19/24 5/7/24	Rocky Grove Fire hall Franklin, PA	\$166.00	\$50.00	\$14.00 School Van	\$0.00	\$0.00	\$0.00	\$230.00
Andrea Stewart	Fundamental of Microsoft Excel (Pivot Tables)	1/17/24	District Office (Virtually)	\$0.00	\$80.00	\$0.00	\$0.00	\$0.00	\$0.00	\$80.00
David McDeavitt	PARSS Conference	4/24/24 4/25/24 4/26/24	Wyndham Garden State College, PA	\$0.00	\$295.00	\$195.00	\$0.00	\$659.00	\$0.00	\$1,149.00
Peggy Plowman Minnie Logue	Career Ready Transition Workshop	1/17/24	Riverview IU 6 Clarion, PA	\$166.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$166.00
Jenn Stover, Allie Atwood, April MacKinlay, Kristin Hurrelbrink, Peggy Plowman Carla Funfer	PA PBS Coaches' Day	1/19/24	Virtually	\$166.00 (2 – ½ day subs)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$166.00
Peggy Plowman PBIS Team (approx.) 100 – 150 students	PBIS Reward	2/16/24	Avalanche Xpress Meadville, PA	\$0.00	\$1,500.00 (Paid by students)	\$341.18 2 – 3 busses (TBD)	\$0.00	\$0.00	\$0.00	\$1,841.18  \$341.18 Paid by District  \$1,500.00 paid by students



**CONFERENCES AND FIELD TRIPS FOR 2023-2024 (January, 2024 –Voting Conference)**

Attendee(s)	Conference	Date	Location	Subs	Registration	Mileage	Meals	Lodging	Other	Total
Tracy Hartle Peggy Plowman Jennifer Stover	PDE Making A Difference: Educational Practices that Work	2/28/24 2/29/24 3/1/24	Hershey Lodge Hershey, PA	\$996.00	\$795.00	\$293.33	\$315.00	\$662.00	\$0.00	\$3,061.33
Tracy Hartle or Peggy Plowman (approx.) 9 DSG Club members	To provide community outreach to our local Personal Care Home	2/9/24	Parker Personal Care Home Parker, PA	\$0.00	\$0.00	School Van \$4.00	\$0.00	\$0.00	\$0.00	\$4.00
Tracy Hartle or Peggy Plowman (approx.) 9 DSG Club members	To provide community outreach to our local Personal Care Home	3/25/24	Parker Personal Care Home Parker, PA	\$0.00	\$0.00	School Van \$4.00	\$0.00	\$0.00	\$0.00	\$4.00
David McDeavitt Lee Myford	2024 Correctional Education Association Conference	3/12/24 3/13/24 3/14/24	Wyndham Garden State College, PA	\$0.00	\$450.00	\$335.00	\$50.00	\$525.00 (Estimate)	\$0.00	\$1,360.00 Paid by WSTU Grant
Sara Black Jessica Nimelli	PASmart STEELS Youth Engineering Solutions	3/1/24	Riverview IU6 Clarion, PA	\$332.00	\$0.00	\$40.20	\$20.00	\$0.00	\$0.00	\$392.20 Paid by Title IIA Grant

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
December, 2023	\$	870.04
January, 2024	\$	5,377.51