

**RINGGOLD SCHOOL DISTRICT**  
**400 Main Street**  
**New Eagle, PA 15067**

**Ringgold Board Of School Directors' Regular Meeting**

**Wednesday, December 16, 2015**

**I. CALL TO ORDER**

The Regular Meeting of the Ringgold Board of School Directors, for General Purposes, was held in the Administration Building, 400 Main Street, New Eagle, PA 15067 at 7:30 P.M. Notices of this meeting were sent to all Board Members and it was properly posted and advertised. The Meeting was called to order by President William C. Stein, Jr. and the following Board Members were present to the call of the roll.

**II. ROLL CALL**

First Vice President	Mrs. Carol F. Flament
Second Vice President	Mrs. Sherrie L. Garry
	Mr. James R. Dodd
	Mr. Jason H. Gerard
	Mrs. Gail A. Glaneman
	Mr. Gene R. Kennedy
	Mr. Lawrence L. Mauro
	Mrs. Maureen A. Ott

**Also Present**

Superintendent	Dr. Karen L. Polkabla
Director of Operations and Financial Services	Mr. Randall S. Skrinjorich
Solicitor	Mr. Timothy R. Berggren
Secretary	Mrs. Betty J. Dornan

**Absent**

Assistant to the Superintendent	Dr. Jeffrey A. Matty
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**III. SUPERINTENDENT'S REPORT - DR. POLKABLA**

**A. Introduction Of Guests**

- Dr. Polkabla introduced Mr. Steven Cypher who presented the Annual Audit Report for the school year ending 2015.

Wednesday, December 16, 2015

- Dr. Polkabra introduced Mrs. Diane Ader and her singing group Razz Ma Tazz from the Ringgold High School who entertained the Board and Guests.

**IV. SECRETARY'S REPORT**

No Report

**V. APPROVAL OF MINUTES**

The Board, by a unanimous voice vote of the nine members present, approved a motion by Mrs. Flament, seconded by Mrs. Ott, to accept the Minutes of the Regular Meeting of Wednesday, November 18, 2015 and the Reorganization Meeting and Special Meeting of Tuesday, December 1, 2015.

**VI. MON VALLEY CAREER AND TECHNOLOGY CENTER REPORT - MR. KENNEDY**

Mr. Kennedy reported that students have participated in the Leadership Program competition at Seven Springs.

Mr. Kennedy also reported that The Career and Technology Center has chosen a new mascot.

**VII. SOLICITOR'S REPORT**

Mr. Berggren stated that he had nothing to report publicly.

**VIII. PRESIDENT'S REPORT**

Mr. Stein reported that prior to tonight's meeting, the Board met in Executive Session to discuss the following:

- A. Personnel
- B. Labor Contract Negotiations
- C. Receive Legal Counsel
- D. Student Discipline

Mr. Stein welcomed Mrs. Glaneman and Mr. Dodd to the Board.

**IX. VISITORS' REQUEST TO ADDRESS THE BOARD**

**Tiffany Fleet, Library Director** - Monongahela Library, 813 West Main Street, Monongahela, PA 15063 - **Topic:** Requesting funding for Monongahela Library from the Ringgold School District.

X. COMMITTEE REPORTS

A. Business And Financial Services - Chairperson: Mr. Kennedy - Co-chairpersons: Mrs. Flament And Mrs. Garry

1. Treasurer's Report

The Board, by a unanimous voice vote of the nine members present, approved a motion by Mrs. Flament, seconded by Mr. Kennedy, to accept the Treasurer's Report as presented. A copy of the Treasurer's Report can be found in the Appendix of these Minutes on pages

2. Payment Of Bills

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mrs. Flament, seconded by Mr. Kennedy, to accept the Bills as presented. A copy of the Bills can be found in the Appendix of these Minutes on pages

3. Approval Of Cypher & Cypher Annual Audit

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mrs. Flament, seconded by Mr. Kennedy, to accept the Cypher & Cypher Annual Audit and Interfund Transfers and Budget Transfers for the school year ending June 30, 2015.

4. Approval Of A Report Received From The Pennsylvania Department Of Education

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mrs. Flament, seconded by Mrs. Garry, to accept, for the record, the PLANCON Part E - Design Development for the Ringgold Middle School - approved report recently received from the Pennsylvania Department of Education. A copy of the report can be found in the Appendix of these Minutes on pages

5. Payment To Architects HHSDR - Architectural Services - New Middle School

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mrs. Flament, seconded by Mr. Kennedy, for payment to Architects HHSDR in the amount of \$159,331.00 for architectural services of a new Middle School. Payment of Invoice Number 3793-13 will be made from the Capital Projects Fund.

6. **Payment To Architects HHSDR - Architectural Services - Ringgold Elementary School North**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mrs. Flament, seconded by Mr. Kennedy, for payment to Architects HHSDR in the amount of \$5,799.00 for architectural services at Ringgold Elementary School North. Payment of Invoice Number 3928-11 will be made from the Capital Projects Fund.

7. **Payment To Foreman Program And Construction Managers**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mrs. Flament, seconded by Mr. Gerard, for payment to Foreman Program and Construction Managers in the amount of \$19,600.00 for services related to the Ringgold Elementary School North project. Payment of Invoice Number 6 will be made from the Capital Projects Fund.

8. **Payment Of Invoices**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mrs. Flament, seconded by Mr. Kennedy, for payment of the following invoices, approved by the Architects HHSDR and the Construction Managers and Foreman Program, for services related to the Ringgold Elementary School North project. Payments will be made from the Capital Projects Fund.

<u>Vendor</u>	<u>Invoice</u>	<u>Amount</u>
Yarborough Development Inc.	#6	\$389,158.20
East West Manufacturing & Supply Co., Inc.	#6	\$ 56,025.00
Vern's Electric, Inc.	#6	\$ 96,306.79
Enders Plumbing & Heating Co.	#6	\$ 40,884.30

9. **Payment To Integrated Services & Consultants, Inc.**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mrs. Flament, seconded by Mr. Kennedy, for payment to Integrated Services & Consultants, Inc. in the amount of \$2,681.75 for HVAC commissioning services related to the Ringgold Elementary School North project. Payment of Invoice Number 00-1930 will be made from the Capital Projects Fund.

10. **Payment To Whitney, Bailey, Cox & Magnani, LLC**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mrs. Flament, seconded by Mr. Kennedy, for payment to Whitney, Bailey, Cox & Magnani, LLC in the amount of \$5,500.00 for monitoring at the Ringgold Middle School. Payment of Invoice Number 0081439 will be made from the Capital Reserve Fund.

11. **Resolution Regarding A Tax Increase**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mrs. Flament, seconded by Mrs. Garry, to adopt a resolution that the District will not raise the rate of any tax for support of its public schools for the 2016-2017 fiscal year by more than the index established by the Department of Education that is 3.2% for the Ringgold School District. A copy of the Resolution can be found in the Appendix of these Minutes on page

B. **Personnel And Administration - Chairperson: Mrs. Glaneman - Co-chairpersons: Mr. Mauro And Mrs. Ott**

1. **Resignations**

a. **Kimberly J. Jacobs**

The Board, by a unanimous voice vote of the nine members present, approved a motion by Mrs. Glaneman, seconded by Mrs. Ott, to accept the resignation of Kimberly J. Jacobs, a Ringgold Bus Driver, effective January 1, 2016.

b. **James W. Kester, Jr.**

The Board, by a unanimous voice vote of the nine members present, approved a motion by Mrs. Glaneman, seconded by Mrs. Flament, to accept the resignation, for the purpose of retirement, of Mr. James W. Kester, Jr., effective December 31, 2015.

2. **Employment Of Teachers**

a. **Biology Teacher - Ringgold High School**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mrs. Glaneman, seconded by Mrs. Ott, granting permission to employ James J. Muraco as a Biology Teacher at the Ringgold High School at a salary of \$36,100, Step 2, Master's Degree. Mr. Muraco's official beginning date will be Monday, January 4, 2016.

b. **Music Teacher - Ringgold Middle School**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mrs. Glaneman, seconded by Mrs. Ott, granting permission to employ Dawn V. Sechrist as a Music Teacher at the Ringgold Middle School at a salary of \$34,500, Step1, Bachelor's Degree. Ms. Schrist's beginning date will be Wednesday, January 6, 2016.

3. **Employment Of A Cafeteria Worker**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mrs. Glaneman, seconded by Mrs. Flament, granting permission to employ Tammy Majewki as a five and one-half hour utility worker at the Ringgold Elementary School North. Ms. Majewski's beginning date of employment will be Thursday, December 17, 2015.

4. **Request For An Unpaid Leave Of Absence**

The Board, by a unanimous voice vote of the nine members present, approved a motion by Mrs. Glaneman, seconded by Mrs. Ott, granting Karen J. Green, an Aide at the Ringgold Elementary School North, an unpaid leave of absence for up to one year.

5. **Appointment Of The Ringgold High School Drama Director**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mrs. Glaneman, seconded by Mrs. Ott, granting permission to appoint Kristie Rygiel-DeBor as the Ringgold High School Drama Director for the current school year at a salary of \$2,221 as per the current contract between the Ringgold School District and the Ringgold Teachers Association.

6. **Requests To Attend Conferences**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mr. Mauro, seconded by Mrs. Flament, granting permission for the following requests to attend conferences:

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**William Tomosky** NASRO Basic School Resource  
Officer Training  
Funds to be taken from  
Security Budget Sewickley, PA  
January 11 through January 15, 2016

**TOAL COST** **\$734.75**

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**Robert Vitalbo** NASRO Basic School Resource  
Officer Training  
Funds to be taken from  
Security Budget Sewickley, PA  
January 11 through January 15, 2016

**TOTAL COST** **\$734.75**

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5. **Agreement With The Washington Drug And Alcohol Commission**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mr. Mauro, seconded by Mrs. Flament, authorizing and approving the Naloxone distribution agreement between the Ringgold School District Police Department, Dr. Mitchell F. West, DO, and Washington Drug and Alcohol Commission, Inc. to obtain and distribute Naloxone in the Ringgold School District. The Naloxone will be supplied to the School District at no charge.

6. **Additions To The Substitute Rosters**

The Board, by a unanimous voice vote of the nine members present, approved a motion by Mrs. Ott, seconded by Mrs. Garry, granting permission to add the listed names to the substitute rosters:

**Teacher**

Shane Bertovich Charleroi, PA Social Studies

**Secretary**

Lisa M. Guza Finleyville, PA  
Cindy Sue Johnson Donora, PA  
Bonnie Lutska Monessen, PA

**Aide**

Lisa M. Guza	Finleyville, PA
Cindy Sue Johnson	Donora, PA
Alan Pritchett	Charleroi, PA

**Cafeteria**

Lisa M. Guza	Finleyville, PA
Cindy Sue Johnson	Donora, PA

**Custodial**

Chris Marinos	Donora, PA
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**Bus Driving**

Kimberly J. Jacobs	New Eagle, PA
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**Security**

Luke W. Cellini	McMurray, PA
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**7. Removing Duties Of Director Of Transportation**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mrs. Glaneman, seconded by Mrs. Garry, removing the duties of Director of Transportation from Mr. William Hoffman effective December 31, 2015 and adjusting Mr. Hoffman's salary to \$75,500 as Mr. Hoffman will no longer be performing the duties of Director of Transportation.

**8. Permission To Place A Student In Transformation Learning School**

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mrs. Glaneman, seconded by Mrs. Flament, to accept the Agreement reached between the Administration and the Parents of Student "A" whereby Student "A" was admitted into the Transformation Learning School on Tuesday, December 15, 2015 for one calendar year.

**C. Curriculum - Chairperson: Mr. Mauro - Co-chairpersons: Mrs. Ott And Mr. Dodd**

No Report

**D. Technology - Chairperson: Mr. Gerard - Co-chairpersons: Mr. Dodd And Mrs. Glaneman**

Mr. Gerard stated that the new website will soon be up and running.



E. Athletics - Chairperson: Mrs. Garry - Co-chairpersons: Mr. Gerard And Mrs. Flament

1. Appointment Of Coaches

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mrs. Garry, seconded by Mr. Gerard, to appoint the following coaches. All coach's contract appointments are subject to contract documents prepared by the Administration and Solicitor and the individuals are required to sign a contract and Coach's Code of Ethics and Conduct documents as conditions of their employment and also having secured all of the necessary clearances.

Boys Basketball

Matthew Yahnite - Volunteer Assistant Varsity Basketball Coach

Indoor Track

Angela Gorman - Assistant Indoor Track Coach at a salary of \$2,040.00

Ramont Small - Assistant Indoor Track Coach at a salary of \$2,040.00

Wrestling

Brandon Heinzelman - Volunteer Assistant Varsity Wrestling Coach

F. Health And Nutrition - Chairperson: Mr. Dodd - Co-chairpersons: Mrs. Glaneman And Mrs. Garry

No Report

F. Safety And Security - Chairperson: Mrs. Flament - Co-chairpersons: Mr. Kennedy And Mr. Mauro

1. Permission To Petition The Court Of Common Pleas

The Board, by a unanimous vote to the call of the roll of the nine members present, approved a motion by Mrs. Flament, seconded by Mrs. Ott, to appoint William J. Tomosky and Robert D. Vitalbo as school police officers at the rate of \$16.00 per hour and authorizing and directing the Superintendent and Solicitor to take the action necessary to petition the Court of Common Pleas to have William J. Tomosky and Robert D. Vitalbo appointed as School Police Officers for the Ringgold School District.

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H. Facilities, Planning, And Transportation - Chairperson: Ms. Ott - Co-chairpersons: Mr. Kennedy And Mr. Gerard

1. Requests For Use Of Facilities

The Board, by a unanimous voice vote of the nine members present, approved a motion by Mrs. Ott, seconded by Mrs. Garry, granting permission for the follow request for use of facilities:

a. SPHS Behavioral Health

**What:** Summer Therapeutic Program

**When:** June 13 to 24, 2016, July 5 to 15, 2016, July 25 to August 4, 2016  
9:00 A.M. to 12:30 P.M.


**Where:** Ringgold Elementary School South

**Cost:** Group will be charged fees for facility usage - final dollar amount will be calculated at a date closer to the event once specific needs are determined.

XI. ADJOURNMENT

The Board, by a unanimous voice vote of the nine members present, approved a motion by Mrs. Garry, seconded by Mr. Mauro, to adjourn.

The Board adjourned at 8:53 P.M.

  
Betty J. Dornan  
Secretary of the Board  
Ringgold Board of School Directors