

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

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

**Wednesday, March 16, 2016**

**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 7:05 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**

Board Members

Mr. James R. Dodd  
Mr. Jason H. Gerard  
Mrs. Gail A. Glaneman  
Mr. Gene R. Kennedy  
Mr. Lawrence L. Mauro  
Mrs. Maureen A. Ott

**Absent**

First Vice President

Mrs. Carol F. Flament  
(Mrs. Flament voted via telephone  
for a certain portion of the meeting)

Second Vice President

Mrs. Sherrie L. Garry

**Also Present**

Superintendent  
Assistant to the Superintendent  
Director of Operations and  
Financial Services  
Solicitor  
Secretary

Dr. Karen L. Polkabila  
Dr. Jeffrey A. Matty  
  
Mr. Randall S. Skrinjorich  
Mr. Timothy R. Berggren  
Mrs. Betty J. Dornan

**III. SUPERINTENDENT'S REPORT**

**A. Robot Demonstration**

Dr. Polkabila introduced Mr. Gregg Schutz, Teacher, and Steven Gerba, Student, who demonstrated how their robot operates.

**B. Musical Department**

Dr. Polkabla congratulated the Music Department of the Ringgold High School for their successful production of "Cinderella".

**C. Harp Group**

The Harp Ensemble has been invited to perform at the Intermediate Unit 1 Convention on March 29, 2016.

**D. Steel Drum Group**

The Steel Drum Group has been invited to perform at the United Way luncheon on April 7, 2016.

**E. Drug Program**

Ringgold High School had a drug program sponsored by the Washington County Drug Task Force and SPSHS on March 15, 2016. The program was well received by the students.

**F. National Math and Science Initiative**

Dr. Polkabla announced that the Ringgold School District has been awarded a grant from the National Math and Science Initiative to be used for A.P. Classes and Curriculum at the Ringgold High School.

**G. Congratulations To The Basketball Team**

Dr. Polkabla congratulated the Basketball Team for receiving an award from the Washington County Commissioners.

**IV. SECRETARY'S REPORT**

No Report

**V. APPROVAL OF MINUTES**

The Board, by a unanimous voice vote of the seven members present, approved a motion by Mr. Dodd, seconded by Mr. Kennedy, to accept the Minutes of the Regular Meeting of Wednesday, February 17, 2016 as presented.

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

Mr. Kennedy stated that the Maintenance and Technology Departments are being combined at the school and applicants are being sought for the position.

**VII. SOLICITOR'S REPORT - MR. BERGGREN**

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. Early Retirement Incentive Programs**
- B. Personnel**
- C. Student Discipline**

Mr. Stein offered his and the District's sympathies to Mrs. D. J. DiMascio on the recent death of her husband, Richard DiMascio.

Mr. Stein requested that when the Budget is being prepared, perhaps consideration for a donation the libraries should be addressed.

A Budget Meeting is scheduled for Wednesday, April 6, 2016.

The Regular Ringgold Board of School Directors' Meeting scheduled for Wednesday, April 20, 2016 will be held at the Ringgold High School. Ground breaking will take place at this time for the new Ringgold Middle School.

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

**Matthew Cannon and Dylan Corra - 706 Sampson Street, Monongahela, PA - Topic: Grant for new band uniforms at 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 seven members present, approved a motion by Mr. Kennedy, seconded by Mrs. Ott, 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 seven members present, approved a motion by Mr. Kennedy, seconded by Mrs. Glaneman, to accept the Bills as presented. A copy of the Bills can be found in the Appendix of these Minutes on pages

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

The Board, by a unanimous vote to the call of the roll of the seven members present, approved a motion by Mr. Kennedy, seconded by Mrs. Ott, for payment to Architects HHSDR in the amount of \$4,236.00 for architectural services at Ringgold Elementary School North. Payment of invoice number 3928-14 will be made from the Capital Projects Fund.

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

The Board, by a unanimous vote to the call of the roll of the seven members present, approved a motion by Mr. Kennedy, 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 9 will be made from the Capital Projects Fund.

5. **Payment Of Invoices**

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

<b><u>Vendor</u></b>	<b><u>Invoice</u></b>	<b><u>Amount</u></b>
Yarborough Development Inc.	#9	\$284,079.93
East West Manufacturing & Supply Co., Inc.	#9	\$121,612.50
Vern's Electric, Inc.	#9	\$162,501.93
Enders Plumbing & Heating Co.	#9	\$ 38,844.00
Todd Devin Food Equipment, Inc.	#3	\$230,715.00

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

The Board, by a unanimous vote to the call of the roll of the seven members present, approved a motion by Mrs. Ott, seconded by Mr. Kennedy, for payment to Integrated Services & Consultants, Inc. in the amount of \$5,363.50 for HVAC commissioning services at Ringgold Elementary School North. Payment of invoice number 1956 will be made from the Capital Projects Fund.

7. **Payment To Architects HHSDR - Architectural Services - New Middle School**

The Board, by a vote of 6-1 to the call of the roll of the seven members present, approved a motion by Mrs. Ott, seconded by Mrs. Glaneman, for payment to Architects HHSDR in the amount of \$114,409.00 for architectural services of a new Middle School. Payment of invoice number 3793-16 will be made from the Capital Projects Fund.

**Voting Yes - Messrs.:** Kennedy, Mauro, Gerard, Stein, Mesdames: Ott and Glaneman

**Voting No - Mr.** Dodd

8. **Payment To GeoMechanics, Inc.**

The Board, by a unanimous vote to the call of the roll of the seven members present, approved a motion by Mrs. Ott, seconded by Mrs. Glaneman, for payment to GeoMechanics, Inc. in the amount of \$14,969.00 for geotechnical services during the design phase of the Ringgold Middle School project. Payment will be made from the Capital Projects Fund.

9. **Owner Controlled Insurance Program (OCIP)**

The Board, by a unanimous vote to the call of the roll of the seven members present, approved a motion by Mrs. Ott, seconded by Mr. Kennedy, to purchase the OCIP (Owner Controlled Insurance Program) policy through Pennsylvania School Boards Association Insurance Services for the new Middle School project at a rate not to exceed \$22.275 per \$1,000 of construction contract value.

**At this time, Mrs. Flament joined the meeting by way of telephone.**

**10. New Middle School Resolutions**

The Board, by a vote of 6-2 to the call of the roll of the eight members present, approved a motion by Mrs. Ott, seconded by Mr. Gerard, to accept and approve the following New Middle School Resolutions:

**Resolution Number 1 - Resolution To Approve PlanCon Part F - Attachment C**

**BE IT RESOLVED**, the Ringgold Board of School Directors authorizes the Administration and Architect to prepare and submit for approval to the Pennsylvania Department of Education PlanCon Part F, Attachment C, Post-Bid Opening Notification, for the New Ringgold Middle School Project (PDE #3812). A copy of PlanCon Part F, Attachment C can be found in the Appendix of these Minutes on page

**Resolution Number 2 - Award Contracts**

**BE IT RESOLVED**, the Ringgold Board of School Directors hereby awards the following contracts for the New Ringgold Middle School Project (PDE #3812) contingent upon PDE's PlanCon Part F approval.

- (1) For **General Construction to Hudson Group, Inc.** in the amount of **\$24,466,500 including Alternate Bids G-3 and G-4.**
- (2) For **HVAC Construction, to Lugaila Mechanical, Inc.** in the amount of **\$4,618.00 including Alternate Bids H-4 and H-8.**
- (3) For **Plumbing Construction, to Vrabel Plumbing Company, LLC** in the amount of **\$1,505,200.**
- (4) For **Electrical Construction, to A-1 Electric, Inc.,** in the amount of **\$2,888,100 including Alternate Bids E-1, E-2, and E-3.**
- (5) For **Food Service Equipment Construction, to Todd Devin Food Equipment, Inc.** in the amount of **\$481,800 including Alternate Bid FS-1.**
- (6) For **Fire Protection Construction, to S.A. Comunale Company, Inc.,** in the amount of **\$296,324**

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**Resolution Number 3 - Resolution To Appoint Commissioning Agent**

**BE IT RESOLVED**, the Ringgold Board of School Directors appoints **Integrated Services & Consultants, Inc.** for the HVAC Commissioning Agent for the New Ringgold Middle School Project as per their proposal in the amount of **\$117,700**.

**Resolution Number 4 - Resolution To Approval Purchase Of Building Permit**

**BE IT RESOLVED**, the Ringgold Board of School Directors approves the payment in the amount of **\$29,304** to **Carroll Township** for the building permit, plan review, and inspections associated with the New Ringgold Middle School Project.

**Resolution Number 5 - Resolution To Appoint Geotechnical Inspection Services**

**BE IT RESOLVED**, the Ringgold Board of School Directors appoints **GeoMechanics, Inc.** for Geotechnical Inspection Services for the New Ringgold Middle School Project as per their proposal in the amount of **\$179,190**.

**Resolution Number 6 - Resolution To Approve PlanCon Part G**

**BE IT RESOLVED**, the Ringgold Board of School Directors approves and authorizes the submission of PlanCon Part G "Project Accounting Based on Bids", for the New Ringgold Middle School Project (PDE #3812) to the Pennsylvania Department of Education for review and approval. A copy of PlanCon Part G can be found in the Appendix of these Minutes on page

**Resolution Number 7 - Resolution To Approve PlanCon Part H**

**BE IT RESOLVED**, the Ringgold Board of School Directors approves and authorizes the submission of PlanCon Part H, Project Financing, for the New Ringgold Middle School Project (PDE #3812) to the Pennsylvania Department of Education for review and approval. A copy of PlanCon Part H can be found in the Appendix of these Minutes on page

**FURTHER**, the Board President and Secretary are authorized to sign the necessary documents.

**Voting Yes** - Messrs.: Kennedy, Gerard, Stein, Mesdames: Ott, Flament, and Glaneman

**Voting No** - Messrs.: Mauro and Dodd

11. **Change Order - Yarborough Development, Inc.**

The Board, by a unanimous vote to the call of the roll of the eight members present approved a motion by Mrs. Ott, seconded by Mrs. Glaneman, for a Change Order in the amount of \$170,490.00 from Yarborough Development, Inc. for additional case work in classroom phases 8 & 10 (15 classrooms and office area) at the Ringgold Elementary School North.

12. **Payment To Arthur J. Gallagher**

The Board, by a unanimous vote to the call of the roll of the eight members present, approved a motion by Mrs. Ott, seconded by Mr. Gerard, for payment to Arthur J. Gallagher in the amount of \$31,855.00 for builders risk insurance at the new Middle School. Payment will be made from the Capital Projects Fund.

**At this time, Mrs. Flament ceased communication with the Board.**

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

1. **Teacher Resignation**

The Board, by a unanimous voice vote of the seven members present, approved a motion by Mrs. Glaneman, seconded by Mrs. Ott, to accept the resignation of Mishelle Jarosz, an English Teacher at the Ringgold High School, effective March 10, 2016.

2. **Bus Driver Resignation**

The Board, by a unanimous voice vote of the seven members present, approved a motion by Mrs. Glaneman, seconded by Mrs. Ott, to accept the resignation of Mary Boyd, a Ringgold Bus Driver, effective March 17, 2016.

3. **Employment Of A Cook/Baker**

The Board, by a unanimous vote to the call of the roll of the seven members present, approved a motion by Mrs. Glaneman, seconded by Mrs. Ott, to employ Christine Hughes as a cook/baker at the Ringgold Middle School, effective Thursday, March 17, 2016.

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4. **Permission To Hire Teachers For The Title 1 Summer Pre-Kindergarten Program**

The Board, by a unanimous vote to the call of the roll of the seven members present, approved a motion by Mrs. Glaneman, seconded by Mrs. Ott, to hire the following teachers for the Title 1 Summer Pre-Kindergarten Program to be held at the Ringgold Elementary School South for fifteen (15) days beginning on Friday, June 17, 2016 and completing on Wednesday, July 13, 2016 for four hours per day at a rate of \$18.05 per hour.

**Rosalie Pireaux  
Mary Jo Beeler  
Kimberly Long  
Emily Stefan**

**Sarah Lesko  
Kathryn Selestow  
Kristie Gray**

5. **Permission To Hire Instructional Aides For The Title 1 Summer Pre-Kindergarten Program**

The Board, by a unanimous vote to the call of the roll of the seven members present, approved a motion by Mrs. Glaneman, seconded by Mrs. Ott, to hire the following instructional aides for the Title 1 Summer Pre-Kindergarten Program to be held at the Ringgold Elementary School South for fifteen (15) days beginning on Friday, June 17, 2016 and completing on Wednesday, July 13, 2016 for four hours per day at a rate of \$8.00 per hour.

**Krista Wilson  
Rosemarie Andrako  
Kimberly Clegg  
Cathleen Wardle**

**Lisa Murphy  
Christine Parsons  
Elizabeth Luck**

6. **Permission To Hire A Teacher And Aides For The Extended School Year (ESY) Program**

The Board, by a unanimous vote to the call of the roll of the seven members present, approved a motion by Mrs. Glaneman, seconded by Mrs. Ott, to hire a teacher and the following instructional aides for the Extended School Year (ESY) Program to be held at the Ringgold Elementary School South for fifteen (15) days beginning on Friday, June 17, 2016 and completing on Wednesday, July 13, 2016 for four hours per day at a rate of \$18.05 for teachers and \$8.00 for instructional aides.

**Teacher**

**Leah Augustine**

**Instructional Aides**

**Diane Lucci  
Staci Dominick  
Bonnie McKinley**

7. **Appointment Of The Ringgold High School Lights And Sound Director**

The Board, by a unanimous vote to the call of the roll of the seven members present, approved a motion by Mrs. Glaneman, seconded by Mrs. Ott, to appoint Richard Zebrowski as the Ringgold High School Lights and Sound Director for the current year's spring musical at a salary of \$1,285.00 per the negotiated Teachers' Contract.

8. **Employment Of Lifeguards**

The Board, by a unanimous vote to the call of the roll of the seven members present, approved a motion by Mrs. Glaneman, seconded by Mr. Gerard, to employ the following lifeguards for athletic events at a rate of \$8.50 per hour. All have obtained their clearances.

- **Christopher O'Connor**
- **Christopher Hetrick**
- **Emily McLaughlin**
- **Sarah Noll**

9. **Salary Increase For Two Teacher Aides**

The Board, by a unanimous vote to the call of the roll of the seven members present, approved a motion by Mrs. Glaneman, seconded by Mrs. Ott, granting permission to increase the salary of the following teacher aides to \$9.50 on their anniversary dates.

- **Christina Parsons - March 16, 2016**
- **Nicole Carter - February 18, 2016**

10. **Requests For Family And Medical Leaves**

The Board, by a unanimous voice vote of the seven members present, approved a motion by Mrs. Glaneman, seconded by Mr. Kennedy, granting Family and Medical Leaves to the following persons:

- a. **Kristen L. Scalise**, a Kindergarten Teacher at Ringgold Elementary School North, beginning on Tuesday, February 22, 2016.
- b. **Wendy Parzich**, a Grade Three Teacher at the Ringgold Elementary School North, beginning on Monday, February 1, 2016
- c. **Tami White**, a Grade Three Teacher at the Ringgold Elementary School South, beginning on February 9, 2016

11. **Additions To The Substitute Rosters**

The Board, by a unanimous voice vote of the seven members present, approved a motion by Mrs. Glaneman, seconded by Mrs. Ott, granting permission to add the following persons to the substitute rosters for the 2015-2016 year.

**Teacher**

Jack Howell	Monessen, PA	Social Worker
Karl Kelly	Finleyville, PA	Social Studies 7-12 also Mentally and Physically Handicapped K-12

**Bus Driver Trainee**

Damon Nicodemus	Charleroi, PA
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**Aide**

Jenna Lee Bartrug  
Monongahela, PA

**Cafeteria**

Jenna Lee Bartrug  
Monongahela, PA

**Secretary**

Jenna Lee Bartrug  
Monongahela, PA

12. **Request For An Unpaid Leave**

The Board, by a unanimous voice vote of the seven members present, approved a motion by Mrs. Glaneman, seconded by Mr. Kennedy, granting a request for an unpaid leave to:

- a. **Melinda Kirich**, a Utility Worker at the Ringgold Elementary School North, for February 12, 23, 25, 26, and 29, 2016

13. **Early Retirement Incentive Program For Professional**

The Board, by a unanimous vote to the call of the roll of the seven members present, approved a motion by Mrs. Glaneman, seconded by Mr. Gerard, to offer an Early Retirement Incentive Plan to the School District's professional employees offering five annual payments of \$6,000 into a qualified Health Retirement Account. This Early Retirement Incentive Plan is made subject to the eligibility requirements and conditions contained in the Early Retirement Incentive Program document that can be found in the Appendix of these Minutes on page

14. **Early Retirement Incentive Program For Non-Professional Employees**

The Board, by a unanimous vote to the call of the roll of the seven members present, approved a motion by Mrs. Glaneman, seconded by Mr. Kennedy, to accept the Early Retirement Incentive Program for non-professional employees (District Secretaries, Administrative Assistants, Maintenance Workers, and Custodians) contingent upon the individual having at least ten (10) years of service in the Ringgold School District. This retirement incentive would entitle the recipient to a one time payment of \$5,000 or individual health insurance coverage for a period of one (1) year and is contingent upon the recipient providing an irrevocable letter of retirement to the School District no later than 3:00 P.M. on Friday, April 15, 2016 with an effective date of the individuals retirement being no later than June 30, 2016.

15. **Permission To Place A Student In The RAMS Alternative Education Program**

The Board, by a unanimous vote to the call of the roll of the seven members present, approved a motion by Mrs. Glaneman, seconded by Mrs. Ott, to accept the Agreement reached between the Administration and the Parents of Student "A" whereby Student "A" will be admitted into the RAMS Alternative Education Program on Wednesday, March 23, 2016 for the remainder of the school year.

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

1. **Correction To The Ringgold High School Course Of Studies**

The Board, by a unanimous voice vote of the seven members present, approved a motion by Mr. Mauro, seconded by Mrs. Glaneman, to accept the changes to the Ringgold High School Course of Studies regarding the Science Department.

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

No Report

E. **Athletics - Chairperson: Mrs. Garry - Co-chairperson: Mr. Gerard Ad Mrs. Flament**

1. **Appointment Of A Coach**

The Board, by a unanimous voice vote of the seven members present, approved a motion by Mr. Gerard, seconded by Mrs. Ott, to appoint the following coach. All coach's 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.

**William Rizer - Volunteer Assistant Varsity Track Coach**

2. **PIAA Championship Requests**

The Board, by a unanimous vote to the call of the roll of the seven members present, approved a motion by Mr. Gerard, seconded by Mrs. Ott, granting authorization for any athlete(s) and/or team(s) to attend the PIAA State Championships, if they were to qualify. The following are estimates of what each trip would cost:

a. Wrestling - March 10-12, 2016 - Hershey, PA

- Lodging - \$170 per room for up to 4 nights
- Travel - 220 miles (each way) plus tolls
- Meals - \$41 per person per day

b. Track And Field - May 26-28, 2016 in Shippensburg, PA

- Lodging - \$139 per room for 2 nights
- Travel - 168 miles (each way) plus tolls
- Meals - \$41 per person per day

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

No Report

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

No Report

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

**1. Permission To Bid Buses**

The Board, by a unanimous voice vote of the seven members present, approved a motion by Mrs. Ott, seconded by Mr. Mauro, granting permission to bid four 72 passenger school buses.

**2. Requests For Use Of Facilities**

The Board, by a unanimous voice vote of the seven members present, approved a motion by Mrs. Ott, seconded by Mr. Dodd, granting permission for the following listed use of facilities requests.

**a. Relay For Life - William Callaway**

**What:** Youth Sports Clinic - Fundraiser

**When:** Sunday, March 20, 2016

**Where:** Ringgold High School

**Cost:** No Charge - School affiliated group/Non-profit

**b. Class Of 2017 - Natalie Hess**

**What:** Flea Market Fundraiser

**When:** Saturday, April 2, 2016 - 8:00 A.M. to 3:00 P.M.

**Where:** Ringgold High School Cafeteria and Gymnasium

**Cost:** No Charge - School affiliated group/Non-profit

**c. Ringgold Interact Club - William Callaway**

**What:** Relay For Life Fundraiser

**When:** Sunday, April 3, 2016 - 12:00 Noon to 3:00 P.M.

**Where:** Ringgold High School Cafeteria

**Cost:** No Charge - School affiliated group/Non-profit

d. **Ringgold Girls Basketball - Erica McCarthy**

**What:** Youth Basketball Clinic  
**When:** Saturday and Sunday, April 23-24, 2016 - 10:00 A.M. to 12:00 Noon  
**Where:** Ringgold High School Gymnasium  
**Cost:** No Charge - School affiliated group/Non-profit

e. **Mon Valley United Over 30 Soccer Team - James Brandemart**

**What:** Spring Soccer Games  
**When:** Beginning April 3, 2016 and lasting until May 22, 2016 - specific dates and times will be coordinated depending upon availability of facilities  
**Where:** Ringgold High School Stadium Field  
**Cost:** Security - if necessary  
Custodial for any hours outside of normal scheduling  
  
Group will provide general liability insurance.

**XI. ADJOURNMENT**

The Board, by a unanimous voice vote of the seven members present, approved a motion by Mr. Dodd, seconded by Mrs. Ott, to adjourn

The Board adjourned at 8:43 P.M.

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