

WASHINGTON SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS

Worksession Meeting – Monday, June 5, 2023
High School Cafeteria

6:30 pm

AGENDA

I. Call to Order by Board President

II. Roll Call

III. Pledge of Allegiance – Mission Statement – Audio/Video Recording Statement

Mission Statement

Washington School District is committed to educating ALL students under the guidance of our dedicated staff members. We provide our learners with lifelong tools to navigate a course toward growth and advancement while collectively supporting and celebrating student, staff and community achievement.

Audio/Video Recording Statement

Portions of tonight’s public Board meeting will be audio and/or video recorded in accordance with Policy No. 006.

IV. Additions or Changes to the Agenda (includes announcement of any executive sessions of the Board or of any Committee and the purpose(s) thereof held since the last public meeting)

V. Opportunity for Public Participation in Accordance with Policy No. 005

In accordance with Washington School District Policy No. 005 entitled “Public Participation at Meetings”, this public participation session shall not exceed 20 minutes. **Any individual resident may make comments not to exceed three minutes.** Any resident who wishes to address the Board should have submitted to the President of the Board or to the Board’s Secretary a written statement including their name and address, the name of the group the speaker is representing, if any, and the general nature of the topic and comments to be made. Any resident who has not submitted a written request shall have the right to speak, time permitting by raising his or her hand so that they may be recognized. The resident should state their name, address and topic. The policy and complete procedures for its implementation are posted and copies are also available to the public.

VI. Recognitions – (None)

VII. Special Presentation – (None)

VIII. Board Member Questions on the Agenda

IX. Adoption of Agenda

Motion to approve the agenda as presented, any additions or deletions to be made at this time.

Motion _____ Second _____

X. Recommendations of the Administration

A. Personnel

The superintendent recommends approval of the following:

1. Resignation of **Megan Phillips** as Title 1 Parent Liaison, effective June 2, 2023.

2. Retirement of **Zackary Hartzog**, maintenance worker, after 4 years of service in the district. Mr. Hartzog’s last day of work was June 2, 2023.
3. Recommendation of **Joshua O’Brien** as a secondary special education teacher, Bachelor’s degree, Step 4, \$46,460, effective August 17, 2023.
4. Recommendation of **LaReina George** as a secondary special education teacher, Master’s +15 degree, Step 18, \$72,010, effective August 17, 2023.
5. Recommendation of **Patricia Cobaugh** as a secondary special education teacher, Bachelor’s degree, Step 2, \$46,060, effective August 17, 2023.
6. Recommendation of **Bobbie Jo Teagarden** as an elementary special education teacher, Bachelor’s degree, Step 4, \$46,460, effective August 17, 2023.
7. Recommendation of **Amy Humbert** as an elementary special education teacher, Bachelor’s +15 degree, Step 10, \$53,510, effective August 17, 2023.
8. Addition of **Keri Griffith** as a teacher for the ESY Summer School Program.
9. The Temporary Long-Term Assignment of **Katrina Edwards** as a secondary math teacher, Bachelor’s Degree, Step 1, \$45,860, effective August 17, 2023 through January 23, 2024. *(This long-term assignment is for 90 days or longer. Ms. Edwards will start on Step 1 of the salary scale, receive fringe benefits, medical, dental and vision insurance and must attend Act 80 and/or Inservice Days. This vacancy is due to Kelsey Echard’s Family Medical Leave and Unpaid Childcare Leave.)*

Motion _____ Second _____

B. Board Policy

The superintendent recommends approval of the following:

1. Second reading and adoption, pursuant to Washington School District Policy No. 001, of the following policy: *(Uploaded on OneDrive)*

Policy #717 - Federal Fiscal Compliance

Motion _____ Second _____

C. Contracts, Agreements and Grants

The superintendent recommends approval of the following:

1. Five-year PILOT Agreement between Washington School District and The Washington Hospital, effective July 1, 2023 through June 30, 2028. *(Uploaded on OneDrive)*
2. Letter of Agreement with Outside In School of Experiential Learning to provide substance abuse treatment services for students identified by the Student Assistance Program through Washington Drug & Alcohol Commission, Inc. for the 2023-2024 school year. *(Each student referral for “in-school counseling services” must be initiated by the recommendation of the SAP Team and/or Liaison. The responsibility of payment for any services provided by Outside rest the student’s funding source, be it private health insurance, Health Choices or SAP funds.) – Uploaded on OneDrive*

3. Lease Agreement with Blueprints/Head Start to occupy one (1) classroom at Washington Park Elementary School at no cost, effective July 1, 2023 through June 30, 2024.
4. Lease Agreement with Blueprints/Head Start to occupy one (1) classroom at Washington Park Elementary School at no cost, effective July 1, 2023 through June 30, 2024. Blueprints will pay the District \$4,800 for janitorial services for the cleaning of the classroom during the term of the lease.
5. Lease Agreement with Blueprints/Head Start to occupy one (1) classroom at Washington Park Elementary School at a cost of \$9,000, effective July 1, 2023 through June 30, 2024. Blueprints will also pay the District \$4,800 for janitorial services for the cleaning of the classroom during the term of the lease.
6. Meal Service Agreement with Blueprints to provide a free breakfast and lunch for each child enrolled in Head Start during the 2023-2024 school year, at no extra cost to Blueprints and/or the parent/guardian. The district will claim reimbursement for the enrolled Head Start children through the National School Lunch Program. Adult meals will be billed to Blueprints on a monthly basis by the 5th of each month.
7. Meal Service Agreement with Blueprints for Pre-K Children for the 2023-2024 school year. Each enrolled family will receive a Meal Benefit form to complete and return to the school. Pre-K children and staff will not be individually charged for the meal service. The school district will track the number of meals served per child for billing purposes. Blueprints will pay for Pre-K children according to the coding of the Meal Benefit form and staff according to current adult meal prices. The school district will submit billing for meals on a monthly basis to Blueprints by the 5th of the month following meal service.
8. Right of Entry Agreement with East Washington for the regrading of slopes of an existing streambank adjacent to the District’s property adjacent to 524 East Beau Street, Washington, PA 15301. *(Uploaded on OneDrive)*
9. Two-Year Agreement with Washington Spine, Disc and Joint Center to provide athletic training services for the 2023-2024 school year at a cost of \$48,000; and for the 2024-2025 at a cost of \$49,500, pending review of the solicitor.
10. Memorandum of Understanding between Washington School District and Washington Police Department. *(This MOU has to be renewed every two years to meet Safe School requirements.) – Uploaded on OneDrive*

Motion_____

Second_____

D. Business and Finance

The superintendent recommends approval of the following:

1. Meal price increases for Adult breakfasts and lunches for the 2023-2024 school year:
 - Adult Breakfast - \$2.40 (old price was \$2.10)
 - Adult Lunch - \$4.75 (old price was \$4.05)
 - All Students receive FREE breakfast, lunch and dinner.*
2. The General Liability & Excess Liability Policy, Commercial Property Package Insurance Policy, Board Leaders’ Liability Insurance Policy, and Cyber Enterprise Coverage with CM

Regent at a cost of \$143,082, effective July 1, 2023 through June 30, 2024. *(The cost for 2022-2023 was \$125,228.) – Uploaded on OneDrive*

- 3. Accept the renewal quotation for the Worker’s Compensation Policy with AmTrust North America at an annual premium of \$66,264 for the period of July 1, 2023 to June 30, 2024. *(The cost for 2022-2023 was \$57,871.)*
- 4. Year-end budget transfers to close out the 2022-2023 school year. *(Uploaded on OneDrive)*
- 5. Authorize the Director of District Operations to make all necessary year-end budget transfers in order to close out the 2022-2023 fiscal year. *(Once such transfers are made, appropriate details will be provided to the Board for final ratification. This request is made to avoid budgetary line items and categorical over expenditure as a result of year-end adjustments and final audit. School districts have been advised to request such blanket authorization for budgetary transfers by the director of school audits.)*

Motion _____ Second _____

E. Final Budget for the 2023-2024 School Year

The superintendent recommends approval of the following:

- 1. Adoption of the following resolution, which sets forth the general fund operating budget for the school year 2023-2024 consisting of total revenues of \$31,118,228 and expenditures of \$31,118,228.

RESOLVED, that the Board of School Directors of the Washington School District, Washington County, Washington, Pennsylvania, hereby authorizes the expenditures of \$31,118,228 for the school year 2023-2024 and levies a tax of 14.8524 mills per dollar, (\$14.85 per thousand dollars), which is a decrease of .3054 mills from last year; and the Earned Income Tax Resolution as adopted on June 25, 1990 and amended June 26, 1995 and April 28, 2003; a Per Capita Tax Resolution adopted June 25, 1990 and amended April 28, 2003; an Emergency and Municipal Services Tax (Formerly Occupational Privilege Tax) adopted July 24, 1972 and amended December 18, 1972 and December 16, 1974, June 30, 2003 and June 6, 2005; a Realty Transfer Tax adopted July 24, 1972; a Mercantile License Tax adopted July 24, 1972; and a Business Privilege Tax adopted June 21, 1976; and further, that the penalty for late payment of any taxes after November 1, 2023 be set at 10 percent. *(Uploaded on OneDrive)*

Motion _____ Second _____

F. Homestead and Farmstead Resolution

The superintendent recommends approval of the following:

- 1. The Resolution concerning the Homestead and Farmstead exclusion for the school year 2023-2024, as presented, and to authorize the President of the Board of School Directors and Secretary to execute the same. *(Uploaded on OneDrive)*

Motion _____ Second _____

XI. Ratification and Payment of Bills – Treasurer

Motion to approve ratification and payment of bills as presented. *(Uploaded on OneDrive)*

Motion _____ Second _____

XII. Committee of the Whole Discussion – There is no Regular Voting Meeting scheduled for June**XIII. Unfinished Business****XIV. New Business****XV. Superintendent's Report****XVI. Solicitor's Report****XVII. Information**

A. **Board Meetings** – As of today, there are no Board meetings scheduled for the rest of June or the month of July.

B. **August Board Meetings**

Worksession Meeting – Monday, August 14, 2023 at 6:30 pm in the high school cafeteria

Regular Voting Meeting – Monday, August 21, 2023 at 6:30 pm in the high school cafeteria

C. **Summer Hours** – Summer Hours will be in effect from June 5th through August 11th

D. **Student Bus Pass** – Jr/Sr High School students are eligible for the Freedom Transit Student Bus Pass. Passes are good for a 30-day period and can be used as fare payment on any fixed route bus, in any zone. Passes are on sale at the Washington Transit Center for \$10.00.

XVIII. Adjournment

XIX. Executive Session – School Safety and Security Coordinator Report for 2022-2023 school year