

June 5, 2023

A worksession meeting of the Washington School Board was held on Monday, June 5, 2023 in the high school cafeteria.

The meeting was called to order by Vice President Roberts at 6:30 pm, followed by the pledge of allegiance and the district's mission and audio/video recording statements.

**Roll Call:**

Members Present:	Mrs. Rhonda Barnes	Mrs. Marsha Pleta
	Mr. John Campbell, Sr.	Mrs. Amy Roberts
	Mrs. Jennifer Ewing	Dr. Dana Shiller
	Mrs. Kimberly Kelley	Ms. Jenna Ward

Absent: Mrs. Tara Sparks-Gatling

Non-Voting Member Present: Mr. George Lammay, Superintendent

Present: Mr. Richard Mancini, Director of District Operations  
Mrs. Rebecca Heaton-Hall, Solicitor

Administrators: Ms. Camilla Justice, Mrs. Courtney LeViere, Mr. Lou Magnotta,  
Mr. Matthew Mols, Mr. Robert Mihelcic, Ms. Jocelyn Sabruno and Mr. Darren Vaccaro

**President Welcomes Visitors:** Mrs. Roberts extended a welcome to the public and stated the following, "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.

-Susan Cottrill, 520 E. Beau Street, had questions on the following: how do people see responses from questions from prior Board meetings, is it possible to start Zooming the Board meetings, how is the money that was to be spent on the baseball field going to be used, what specific measures are in place to increase the students' tests scores, is it possible to reduce class sizes, can teacher aides or volunteers be added in more classrooms, were there mailings sent home to parents to outline what was being taught at summer school, and is the administration working on the upcoming teachers' contract?

**Questions on the Agenda:** The Board reviewed the agenda.

**Agenda:** Mrs. Ewing moved and Mrs. Pleta seconded that the agenda be approved.

Motion carried unanimously.

**Personnel:** Mrs. Barnes moved and Ms. Ward seconded that the Board approve the following:

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

-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.

- Recommendation of **Joshua O'Brien** as a secondary special education teacher, Bachelor's degree, Step 4, \$46,460, effective August 17, 2023.
- Recommendation of **LaReina George** as a secondary special education teacher, Master's +15 degree, Step 18, \$72,010, effective August 17, 2023.
- Recommendation of **Patricia Cobaugh** as a secondary special education teacher, Bachelor's degree, Step 2, \$46,060, effective August 17, 2023.
- Recommendation of **Bobbie Jo Teagarden** as an elementary special education teacher, Bachelor's degree, Step 4, \$46,460, effective August 17, 2023.
- Recommendation of **Amy Humbert** as an elementary special education teacher, Bachelor's +15 degree, Step 10, \$53,510, effective August 17, 2023.
- Addition of **Keri Griffith** as a teacher for the ESY Summer School Program.
- 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 carried unanimously.

**Board Policy:** Ms. Ward moved and Mrs. Barnes seconded that the Board approve the following:

- Second reading and adoption, pursuant to Washington School District Policy No. 001, of the following policy:

Policy #717 - Federal Fiscal Compliance

Motion carried unanimously.

**Contracts, Agreements and Grants:** Ms. Ward moved and Mrs. Barnes seconded that the Board approve the following:

- Five-year PILOT Agreement between Washington School District and The Washington Hospital, effective July 1, 2023 through June 30, 2028.
- 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.)*
- 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.

- 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.
- 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.
- 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 5<sup>th</sup> of each month.
- 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 5<sup>th</sup> of the month following meal service.
- 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.
- 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.
- 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.)*
- Intergovernmental Cooperation Agreement and Memorandum of Understanding among the Washington County Land Bank, the County of Washington, the City of Washington and Washington School District. *(This is the same agreement the District approved several years ago with the Borough of East Washington.)*
- Accept the recommendation from our district architect, HHSDR, and approve the Agreement from Masonry Preservation Services, Inc. for a review of the masonry façade of the high school building.

Motion carried unanimously.

**Business and Finance:** Mrs. Pleta moved and Mrs. Ewing seconded that the Board approve the following:

- 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.*

- 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.)*
- Accept the quotation for the Worker's Compensation Policy with UMPC Health Benefits, Inc. at an annual premium of \$65,196 for the period of July 1, 2023 to June 30, 2024. *(The cost for 2022-2023 was \$57,871.)*
- Year-end budget transfers to close out the 2022-2023 school year.
- 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 carried unanimously.

**Final Budget for the 2023-2024 School Year:** Ms. Ward moved and Mrs. Barnes seconded that the Board approve the following:

- 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.

Motion carried unanimously.

**Homestead and Farmstead Resolution:** Ms. Ward moved and Mrs. Ewing seconded that the Board approve the following:

- 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.

Motion carried unanimously.

**Ratification and Payment of Bills:** Mrs. Pleta moved and Ms. Ward seconded that the Board approve the following:

-Ratification and payment of bills in the amount of \$1,103,022.62.

Motion carried unanimously.

### **Unfinished Business**

-Mr. Campbell had comments on the Board policy that addresses Board members putting items on the agenda, updates on the baseball/softball field, no guest speaker at the graduation ceremony and sound system at the stadium. Ms. Ward informed Mr. Campbell that the Policy Committee will be reviewing the policy in question at their summer meeting. Mr. Lammay stated that they had a guest speaker lined up but the individual was not able to make the ceremony. Mr. Lammay also responded that the sound system at the stadium was updated last year.

### **Superintendent's Report**

-Mr. Lammay informed the Board that Summer School started today and they are beginning the new Orton-Gillingham Reading Program. Students will be assessed and tracked throughout the year to track their progress. Seventy-eight percent of this year's Kindergarten class benchmarked on grade-level. He is very convinced that the additional Reading programs are the right approach for helping our with their test scores. He was very pleased with last Friday's graduation ceremony. There were a higher number of graduates this year than in past years.

### **Solicitor's Report**

-Attorney Heaton-Hall had no report.

### **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 5<sup>th</sup> through August 11<sup>th</sup>
- 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.

**Adjournment:** Moved by Ms. Ward and seconded by Mrs. Ewing that the meeting be adjourned.

Motion carried unanimously. 6:54 pm.

**Executive Session:** An executive session was held after the meeting to discuss the Safety and Security Report for the 2022-2023 school year. No action was taken.

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/s/Lisa Coffield  
Lisa Coffield, Board Secretary