

THE BOARD OF PUBLIC EDUCATION
OF THE SCHOOL DISTRICT OF PITTSBURGH, PENNSYLVANIA

MINUTES

Meeting of: January 25, 2012

Call of the Meeting: Legislative Meeting

Members Present: Mark A. Brentley, Theresa Colaizzi, Jean Fink,
Sherry Hazuda, Regina Holley, William H. Isler,
Floyd L. McCrea, and Thomas H. Sumpter

Members Absent: Sharene Shealey

The following matters were received and acted upon.

Actions taken are recorded following the reports.

THE BOARD OF PUBLIC EDUCATION

PITTSBURGH, PENNSYLVANIA 15213

Administration Building

341 South Bellefield Avenue

January 25, 2012

AGENDA

ROLL CALL

Approval of the Minutes of the Meeting of December 20, 2011

Approval of the Minutes of the Special Meeting of January 9, 2012
continued on January 18, 2012

Announcement of Executive Sessions

Committee Reports

- | | |
|----------------------------------|-----------|
| 1. Committee on Education | Roll Call |
| 2. Committee on Business/Finance | Roll Call |

Personnel Report

- | | |
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| 3. Personnel Report of the Superintendent of Schools | Roll Call |
|--|-----------|

New Business

Roll Call

We are an equal rights and opportunity school district.

EXECUTIVE SESSIONS

Legislative Meeting of January 25, 2012

In addition to executive sessions announced at the legislative meeting of December 20, 2011, the Board met in executive sessions on January 9, 2012, January 18, 2012 and immediately before this legislative meeting to discuss various personnel matters that may include, but are not limited to, administrative vacancies and positions opened and closed.

Finally, at the executive session immediately before this legislative meeting, the Board discussed student discipline cases that involved violations of various portions of the Code of Student Conduct.

The Board does not vote at executive sessions.

COMMITTEE ON EDUCATION
Legislative Meeting
January 25, 2012

DIRECTORS:

The Committee on Education recommends the adoption of the following resolutions, that the proper officers of the Board be authorized to enter into contracts relating to those resolutions and that authority be given to the staff to change account numbers, the periods of performance, and such other details as may be necessary to carry out the intent of the resolution, so long as the total amount of money carried in the resolution is not exceeded. Except that with respect to grants which are received as a direct result of Board action approving the submission of proposals to obtain them, the following procedures shall apply: Where the original grant is \$1,000 or less, the staff is authorized to receive and expend any increase over the original grant. Where the original grant is more than \$1,000, the staff is authorized to receive and expend any increase over the original grant, so long as the increase does not exceed fifteen percent (15%) of the original grant. Increases in excess of fifteen percent (15%) require additional Board authority.

Proposals/Grant Awards

1. **RESOLVED**, That the Board of Directors of the School District of Pittsburgh authorize its proper officers to accept \$9,875 from the Pennsylvania Department of Education for the Inclusive Practices Project Mini Grant.

Funds will provide support for the development and expansion of inclusive practices to educate students with disabilities, including those with significant disabilities, in general education settings, using supplementary aids and services at **Pittsburgh South Hills 6-8** and **Pittsburgh Beechwood PreK-5**. The funds will specifically be used to purchase student books and resources to support inclusive education, purchase teacher guides to supplement special education teacher's ability to effectively support students in general education classrooms, purchase of poster materials to develop presentation for display at PDE conference, refreshments for disability awareness month celebrations, school buses to transport general education and special education students to community sites for volunteer opportunities, fees associated with attendance at annual PDE Inclusive Education conference, and substitute teachers to allow teachers to attend professional development opportunities focusing on the inclusion of students with complex support needs in general education environments. This is the 3rd year the District has received this annual grant. The funding period shall be from January 30, 2012 through June 30, 2012.

2. **RESOLVED**, That the Board of Directors of the School District of Pittsburgh authorize its proper officers to accept \$5,000 from The Pittsburgh Foundation - John R. and Margaret S. McCartan Charitable Fund for the **Pittsburgh Pioneer** General Operating Support Fund.

Funds are awarded in support of general operating needs in **Pittsburgh Pioneer** School to be utilized at the principal's discretion. These funds are awarded from a donor advised fund held at The Pittsburgh Foundation - the John R. and Margaret S. McCartan Charitable Fund. Donor advised funds are established by an individual or a group of individuals, usually family members, who wish to target their philanthropic support to areas of need in which the family is interested. Grant awards made from donor advised funds are made at the family's request to organizations the family has decided should receive these gifts. In the case of **Pittsburgh Pioneer**, the McCartan family was aware of the outstanding work done at the school and had made a site visit to the school in the spring of last year to meet the staff and students. As a result, the family has chosen to provide this gift of support in recognition of **Pittsburgh Pioneer's** excellence.

The school did not solicit this gift. Instead, the donor was drawn to the school through the school's reputation of providing excellent education and care for its students. These funds are awarded beginning on February 1, 2012 with no restriction on their use or deadline for expenditure of this grant.

3. **RESOLVED**, That the Board of Directors of the School District of Pittsburgh authorize its proper officers to submit a proposal to the American Association of Petroleum Geologists (AAPG) Foundation for the PPS Earth Science Mentoring & Curriculum Project: Enhancing the Quality of Earth Science in Grades 6-12 Grant Amount \$111,600.

Funds are requested to support the creation of an upper level, yearlong earth science course that will serve as a fourth year science elective for students in grades 9-12 and to support the professional development for teachers on this curriculum. This curriculum will be implemented for the first time in 2013-2014. PPS science teachers will write the curriculum for this elective under the guidance of Science Officers Stephen Pellathy and Brian Corr. The foundation will pay the costs of the teachers to do this writing and will pay also for the materials and resources to implement the curriculum, as well as the costs of professional development for teachers.

AAPG and its members also will help develop opportunities for teachers and students from grades 6-12 to engage in mentoring at no cost to the District. This includes mentoring experiences with professional geoscientists, engineers, and other scientists working in the City of Pittsburgh. Mentoring will support student success in science achievement and will encourage greater numbers of students to consider lucrative careers in science, especially geosciences where current career demand is high and levels of pay for well trained, degreed scientists are competitive. The District and the AAPG Foundation will work with the 6th Grade Mentoring Program and the emerging Pittsburgh Promise Mentorship program to place students with career-based mentors. Professional development for PPS science teachers will include mentoring of teachers by practicing scientists to inform teachers of emerging scientific knowledge. The funding period shall be from February 1, 2012 through January 31, 2016.

Consultants/Contracted Services

RESOLVED, That the Board authorizes its proper officers to enter into contracts with the following individuals for the services and fees set forth in subparagraphs 4 through 7, inclusive.

4. **Center of Life** – Board authorization is requested to renew the contract with Center of life. They will provide a 2 hour session one day a week after school to twenty 4th and 5th grade students at **Pittsburgh Minadeo PreK-5** during the second semester of the 11-12 school year using the Kreating Realistic Urban New-School Knowledge (KRUNK) musicians. The students will learn about percussions, dance, and the engineering aspects of a performance. Center of Life will provide the staff and equipment to operate the sessions which will address artistic concepts, academic concepts in reading and math, and impact student thinking around behavior and social issues. These sessions will result in performances that the students will have created and produced. Students who participate will receive KRUNK T-shirts and attend an end of the year field trip to the Carnegie Science Center.

The operating period shall be from February 2012 through June 2012. The cost of this action shall be at a rate of \$984 per month. The total contract amount shall not exceed \$5,900 from account line 4155-297-1190-329 (includes payment of the KRUNK staff, transportation to community performances and the science center, admission to the science center, DVDs, printing and equipment, and a performance by the Older KRUNK and Jazz Band group for the entire school).

5. **Bevan Consulting Solutions** – Board authorization is requested to approve a 22-month renewal contract with Bevan Consulting Solutions. They will continue to support the implementation of RISE: Research-based, Inclusive System of Teacher Evaluation and our implementation of multiple measures for teacher and principal evaluation. Deliverables will include:

- 1) establishing 85% or greater inter-rater reliability aligned to our Level 1 and 2 certification work with administrators and teacher leaders;
- 2) provide expert consultation on the redesign of our principal evaluation system;
- 3) provide critical facilitation of training for RISE school-based leadership teams;
- 4) design technology-based RISE professional development by developing twenty on-line modules;
- 5) support during the RISE Design Team retreats; and
- 6) provide school-based visitations and coaching monthly.

Since implementing RISE in 2009-2010, Bevan Educational Solutions work with Pittsburgh has been essential in establishing a fair and consistent evaluation system that is trusted and credible. Funding approved by the FFE Grant supported the initial contract for the design, training, and implementation of RISE.

The operating period shall be from February 1, 2012 through December 31, 2013. The total contract amount shall not exceed \$208,000 from account lines 4000-18M-2271-330 (\$108,000-School Improvement Grant) and 1210-16N-2810-330 (\$100,000-Gates Grant).

6. **Gallup, Inc.** – Board authorization is requested to renew the contract with Gallup Consulting to utilize their online teacher applicant assessment tool, TeacherInsight. Gallup's research-based selection tool, supported through over 30 years of teacher research, would support our District's screening efforts to identify teachers who drive student engagement and achievement. The contract would also allow the District to leverage talent management and leadership development tools for principals, teacher leaders, and hiring managers. The automated online screener will be distributed by Gallup via the District's online application system for teachers and certified professionals.

The operating period shall be from March 1, 2012 through February 28, 2013. The total contract amount shall not exceed \$35,351 from account line 1214-16N-2832-650.

7. **Pre-screening Contractors (3) for Teacher Applications** – Board authorization is requested to enter into a contract with Tiffany Martin, Kimberly Walsh, and Peter Wardrip to support the pre-screening of the District's teacher applicants based on eligible list criteria aligned with teacher quality research. Under the direction of the Human Capital Manager of K-8 & Middle Schools, screeners would implement the screening process for new and existing applications using a standard screening and evaluation model for teacher applications. Contracted screeners would be required to sign a non-disclosure agreement to protect the confidentiality of application information. Additionally, they would have limited access to viewing application details in order to prevent bias while screening. Prior to doing this work, screeners would be required to attend a 3 hour training on the District's pre-screening model. The training would include normal pre-screening examples and the opportunity for the pre-screeners to norm with the internal District champion and exemplar model. After the initial training, screeners will also be required to complete post-work that will continue the norming process between screeners. Finally, a recurring one hour monthly training will also be required to ensure that screeners are continually normed for purposes of inter-rater reliability.

The operating period shall be from February 1, 2012 through August 31, 2012. The cost of this action shall be at a rate of \$4.25 application and \$15 per hour for training. The total contract amount for each consultant shall not exceed \$4,000 (total amount of \$12,000) from account line 1214-16N-2832-330.

Payments Authorized

RESOLVED, That the Board authorize payments in the amounts set forth below to the following individuals, groups, and organizations, including School District employees and others who will participate in activities of the School District to provide services, as described in subparagraphs 8 through 11 inclusive.

8. **Male Fatherhood Involvement Recruitment Basketball Tournament "March Dadness" (Various Venders)** – Board authorization is requested to make payment for the costs associated with the 4th Annual Male Fatherhood Involvement Recruitment Basketball Tournament "March Dadness" scheduled for March 17, 2012, at **Pittsburgh Obama 6-12** beginning at 12:00 p.m. sponsored by the Early Childhood Program. The purpose for this event is to engage significant males/fathers to cooperatively collaborate toward a common goal while utilizing activities for children and families to reinforce knowledge gained in early childhood classrooms. This event will also serve as a recruitment/registration tool for Pittsburgh Public Schools Early Childhood Education Programs and kindergarten.

The total costs will include, t-shirts (\$1,300), food/catering (\$700), Gateway to the Arts (\$200), art supplies (\$50), game officials (\$225), and miscellaneous (\$25). The total payment amount shall not exceed \$2,500 from account lines, 4801-19R-1802-599 (\$450), 4801-19R-1802-610 (\$1,350), and 4801-19R-1802-635 (\$700).

9. **SAT Bulk Registration** – Board authorization is requested for secondary schools (**Pittsburgh Brashear High School, Pittsburgh Carrick High School, Pittsburgh Langley High School, Pittsburgh Oliver High School, and Pittsburgh Perry High School**) and 6-12 schools (**Pittsburgh Millions 6-12, Pittsburgh Science and Technology Academy 6-12, and Pittsburgh Westinghouse**) to fund the cost of the June 2012 SAT exam for all eligible 11th grade students. Funding the cost of the tests at **Pittsburgh Brashear High School, Pittsburgh Carrick High School, Pittsburgh Langley High School, Pittsburgh Oliver High School, Pittsburgh Perry High School, Pittsburgh Millions 6-12, Pittsburgh Science and Technology Academy 6-12, and Pittsburgh Westinghouse** will increase the number of students taking the SAT exam, therefore, enabling them to be Promise Ready. The tests are being paid for those students who are not eligible for fee waivers; fee waivers are only eligible to those students who meet the low income requirements. This item will pay for students who do not qualify for free and reduced lunch but are experiencing financial hardship. All students at **Pittsburgh Obama 6-12, Pittsburgh CAPA 6-12, and Pittsburgh Allderdice High School** who qualify for free waiver will get fees waived.

The total payment amount shall not exceed \$14,063 from account lines xxxx-297-1190-599. (See Item 9a for detailed breakdown of costs and account lines).

10. **Center of Life** – Board authorization is requested to make payment to Center of Life for an anti-bullying campaign. They will provide different programs on January 27, 2012 at **Pittsburgh Mifflin PreK-8** using the KRUNK (Kreating Realistic Urban New-School Knowledge) musicians who will present anti-bullying skits. Their focus on bullying and education will help to reinforce the school's desire to stop bullying. There will be 10-15 KRUNK musicians who will perform two 45 minute sessions to 3rd and 5th grade students beginning at 10:00 a.m. and two 45 minutes sessions to 6th and 8th grade students beginning at 2:30 p.m. By eliminating bullying incidents this will create more on task and intellectual engagement in the classroom so students do not have to worry about bullying.

By making students aware of bullying we expect to see a decrease in bullying incidents at **Pittsburgh Mifflin PreK-8**. Each incident is documented monthly and report out to the staff and PSCC through the Discipline Committee.

The total payment amount shall not exceed \$750 from account line 4153-297-1190-599.

11. **Malcolm Thomas** – Board authorization is requested to make payment to Mr. Malcolm Thomas from Mercy Behavioral to address 185 teacher candidates at the Teacher Candidate/Intern Seminar on Monday, February 6, 2012 at Greenway Professional Development Center. Mr. Thomas will present "Student Achievement Through the Lens of Poverty and Race."

The total payment amount shall not exceed \$150 from account line 8000-196-2270-324.

General Authorization

12. **Memorandum of Understanding with Robert Morris University-Pittsburgh Allegheny K-5**

RESOLVED, That the Board of Directors of the School District of Pittsburgh authorize its proper officers to enter into a Memorandum of Understanding (MOU) between Robert Morris University (RMU) and the School District of Pittsburgh. The purpose of this MOU is to offer the students at **Pittsburgh Allegheny K-5** with additional support through the Robert Morris Educators Supporting Literacy (REAL) program which will allow between 10-15 Robert Morris education students to provide weekly tutoring sessions and classroom assistance for up to 2 hours a week as directed by the **Pittsburgh Allegheny K-5** staff.

The length of this partnership will be from January 26, 2012 to July 31, 2015. This MOU is at no-cost to the District. (See Item 12a - MOU; final terms and conditions approved by the Solicitor).

13. **Memorandum of Understanding with the Andy Warhol Museum-Pittsburgh Westinghouse**

RESOLVED, That the Board of Directors of the School District of Pittsburgh authorize its proper officers to enter into a Memorandum of Understanding (MOU) with the Andy Warhol Museum to provide an artist in residence program and access to the Museum, including its Artist Educators, field trips, and professional support for teachers at **Pittsburgh Westinghouse**.

The Museum's work aligns to the PPS Arts Education curriculum and supports its effective implementation, specifically focusing on Big Idea III: The Arts provide a medium to understand and exchange ideas and Big Idea IV: People have expressed experiences and ideas through the Arts across time and cultures.

This partnership's first cohort will focus on students who are currently juniors in February 2012 and will follow them into their senior year through December 2012. **Pittsburgh Westinghouse** will host an artist in residence to work with this cohort on the creation of artwork and exhibitions that benefit the **Pittsburgh Westinghouse** and Homewood communities. A second cohort will follow the same model and run from January 2013 through December 2013. All students and teachers at **Pittsburgh Westinghouse** will have the opportunity to interface with Museum staff as well as to visit the Museum on field trips. A series of events and exhibitions will showcase student work. This partnership has a focus on future careers in the Arts and supports Promise-Readiness.

The length of this partnership will initially be from February 2012 through December 2013. This MOU is at no cost to the District. (See Item 13a - MOU; final terms and conditions approved by the Solicitor).

14. **AMENDMENT – Educational Based Services (EBS)**

RESOLVED, That the Board of Directors of the School District of Pittsburgh authorize its proper officers to amend Item #11, Committee on Education, Consultants/Contracted Services, previously approved by the Board on May 25, 2011

Reason for Amendment:

An amendment is requested to increase the total Educational Based Services (EBS) contract by \$100,000 from account 5181-15R-1281-330. Due to two staff maternity leaves we will need to utilize Educational Based Service staff to fill these speech therapist positions until the end of the school year. We tried staffing these positions through the District Human Resources Department, but have been unsuccessful due to the high demand for licensed speech therapists. There are no speech therapists available.

Original Item:

Board authorization is requested to renew a contract with Educational Based Services (EBS). Educational Based Services will provide integrated speech and language supports and services to Early Intervention children in a variety of Pre-Kindergarten settings. Services will include: speech and language therapy, speech and language screenings, assessments, evaluations and reevaluation services; IEP development; participation in IEP meetings; consultation with teachers, families, childcare providers and other professionals; attendance at Early Intervention staff meetings; and Transition to Kindergarten activities as appropriate. The contractor may provide other additional educational services based upon the needs of the Early Intervention Program and will not exceed MA billing rates.

Education Based Services (EBS) provides speech therapy to over 280 children within the Early Intervention program. As licensed speech and language pathologists (SLP's), the staff from EBS provides the Early Intervention students within the Pittsburgh Public Schools with the following services: direct speech services, as mandated by IDEA and Chapter 14; they screen children in Early Childhood classrooms, as well as in private daycares; the SLP's communicate with parents and guardians after each session to update them on the child's progress toward IEP goals;

they complete speech evaluations, to determine eligibility; they complete all the necessary paperwork to bill Medical ACCESS for evaluations completed and for the direct services provided (currently EBS bills for services for over 235 children); they collect data and complete progress monitoring graphs quarterly, that are shared with families and PPS administration; EBS staff makes modifications and adaptations to the EC curriculum, to ensure that children can access the general curriculum; and they collaborate with all staff members in regards to the child's needs. In the state required provider audit, this provider received a 230 out of 235 possible points in the following areas: general supervision, fiscal supervision, quality early intervention framework and quality early intervention service delivery.

The operating period will be from July 1, 2011 through June 30, 2012. The payment rate will be \$58 per hour and the total contract amount shall not exceed \$578,000 from account lines 5181-15R-1281-330 (\$288,000) and 5181-19R-1281-330 (\$290,000).

Amended Item:

Board authorization is requested to renew a contract with Educational Based Services (EBS). Educational Based Services will provide integrated speech and language supports and services to Early Intervention children in a variety of Pre-Kindergarten settings. Services will include: speech and language therapy, speech and language screenings, assessments, evaluations and reevaluation services; IEP development; participation in IEP meetings; consultation with teachers, families, childcare providers and other professionals; attendance at Early Intervention staff meetings; and Transition to Kindergarten activities as appropriate. The contractor may provide other additional educational services based upon the needs of the Early Intervention Program and will not exceed MA billing rates.

Education Based Services (EBS) provides speech therapy to over 280 children within the Early Intervention program. As licensed speech and language pathologists (SLP's), the staff from EBS provides the Early Intervention students within the Pittsburgh Public Schools with the following services: direct speech services, as mandated by IDEA and Chapter 14; they screen children in Early Childhood classrooms, as well as in private daycares; the SLP's communicate with parents and guardians after each session to update them on the child's progress toward IEP goals; they complete speech evaluations, to determine eligibility; they complete all the necessary paperwork to bill Medical ACCESS for evaluations completed and for the direct services provided (currently EBS bills for services for over 235 children); they collect data and complete progress monitoring graphs quarterly, that are shared with families and PPS administration; EBS staff makes modifications and adaptations to the EC curriculum, to ensure that children can access the general curriculum; and they collaborate with all staff members in regards to the child's needs. In the state required provider audit, this provider received a 230 out of 235 possible points in the following areas: general supervision, fiscal supervision, quality early intervention framework and quality early intervention service delivery.

The operating period will be from July 1, 2011 through June 30, 2012. The payment rate will be \$58 per hour and the total contract amount shall not exceed **\$678,000** from account lines 5181-15R-1281-330 (\$288,000) and 5181-19R-1281-330 (**\$390,000**).

15. **AMENDMENT – Interim**

RESOLVED, That the Board of Directors of the School District of Pittsburgh authorize its proper officers to amend Item #34, Committee on Education, Consultant/Contracted Services, previously approved by the Board on June 22, 2011.

Reason for Amendment:

An amendment is requested to increase the total Interim contract by \$140,000 from account 5546-28T-2440-330, to increase the amount of funding to the contract in order to accommodate the increases in students requiring one on one nursing services as per their IEP. These services are required under IDEA as a related service as per a federal court decision (Cedar Rapids).

Original Item:

Board authorization is requested to renew the contract with Interim. They will provide one-on-one nursing services or personal care assistance to students with severe disabilities as required by their IEPs. Substitute services for students with severe disabilities will also be provided at Pittsburgh Pioneer, Pittsburgh Conroy, and any other school or location when the District can provide no appropriate therapeutic substitutes.

The operating period shall be July 1, 2011 to June 30, 2012. The cost of this action shall be at a rate of \$20.50-\$75 per hour (depending on services). The total contract amount shall not exceed \$106,080 from account line 5546-28Q-2440-330. An evaluation will be on file in the PSE Office.

Amended Item:

Board authorization is requested to renew the contract with Interim. They will provide one-on-one nursing services or personal care assistance to students with severe disabilities as required by their IEPs. Substitute services for students with severe disabilities will also be provided at Pittsburgh Pioneer, Pittsburgh Conroy, and any other school or location when the District can provide no appropriate therapeutic substitutes.

The operating period shall be July 1, 2011 to June 30, 2012. The cost of this action shall be at a rate of \$20.50-\$75 per hour (depending on services). The total contract amount shall not exceed **\$246,080** from account line 5546-28T-2440-330. An evaluation will be on file in the PSE office.

16. **Adoption of revisions to Board Policy 900-Records Management**

RESOLVED, That the Board of Directors of the School District of Pittsburgh authorize its proper officers to adopt revisions to Board Policy 900-Records Management. The District's Records Management Policy-Board Policy 900, originally adopted on October 21, 2009, requires a revision. The District recently contracted with Precise, Inc. to review existing policies and procedures related to records management and retention with the District. Subsequent to this review, Precise made recommendations for revisions to the District's Records Management Policy and related administrative regulations (AR). The within policy revisions reflect the recommendations made by Precise in the scope of their work.

Additions to Policy 900-Records Management include the designation of Records Coordinator to ensure that the policy is implemented properly and creation of a Records Management Committee responsible for implementing and evaluation the effectiveness of the District's Records Management Policy. The Committee Records Officer; Board Secretary; Legal Counsel; Technology Director or designee; Records Coordinator; Open Operations or designee. In accordance with Precise, Inc.'s recommendations, policy revisions also include removal of due diligence provisions from the policy itself, while maintaining such provisions internally ensure responsible records maintenance and destruction. The revised policy also requires the development of a comprehensive records management plan, which will include detailed record retention schedules for every department in the School District. (See Item 16a-redline copy and Item 16b-final copy).

17. **Student Suspensions, Transfers, and Expulsions**

RESOLVED, That the Board of Education of the School District of Pittsburgh accept the following report on student suspensions, transfers, and expulsions.

- a. 50 students suspended for four (4) to ten (10) days;
- b. 0 students suspended for four (4) to ten (10) days and transferred to another Pittsburgh Public School;
- c. 1 students expelled out of school for eleven (11) days or more;
- d. 0 students expelled out of school for eleven (11) days or more and transferred to another Pittsburgh Public School.

Official reports of the hearings are on file in the Office of Support Services.

Respectfully Submitted,

Sharene Shealey, Chairperson
Committee on Education

SAT EXAMS

School	# of Exams	Cost of Exam	# of Students Cost Waived	# of Students Paying Full Price	Total Cost	Account Number
Pittsburgh Allderdice High School	351	\$49.00 per student	147	----	----	----
Pittsburgh Brashear High School	332	\$49.00 per student	193	139	\$6,811.00	4329-297-1190-599
Pittsburgh CAPA 6-12	125	\$49.00 per student	38	----	----	----
Pittsburgh Carrick High School	185	\$49.00 per student	137	48	\$2,352.00	4305-297-1190-599
Pittsburgh Langley High School	60	\$49.00 per student	30	30	\$1,470.00	4313-297-1190-599
Pittsburgh Millionnes 6-12	47	\$49.00 per student	44	3	\$147.00	4309-297-1190-599
Pittsburgh Obama 6-12	109	\$49.00 per student	46	----	----	----
Pittsburgh Oliver High School	25	\$49.00 per student	20	5	\$245.00	4317-297-1190-599
Pittsburgh Perry High School	170	\$49.00 per student	134	36	\$1,764.00	4319-297-1190-599
Pittsburgh Science and Technology Academy	70	\$49.00 per student	44	26	\$1,274.00	4307-297-1190-599
Pittsburgh Westinghouse	93	\$49.00 per student	93	-----	-----	-----

Approved by BOE on: _____

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding ("MOU") is entered into by and between **The School District of Pittsburgh** (the "District"), with an address of 341 S. Bellefield Avenue, Pittsburgh, PA 15213, and Robert Morris University ("RMU"), an accredited University organized and existing under the laws of the Commonwealth of Pennsylvania, with its business address at 6001 University Blvd., Moon Township, PA 15108.

WHEREAS, the District and RMU wish to enter into a Memorandum of Understanding to develop and implement RMU's "Robert Morris Educators Supporting Literacy" (hereafter also referred to as "REAL"), which is a no-cost, volunteer initiative supported by the RMU School of Education and Social Sciences.

NOW, THEREFORE, with the intent to be legally bound hereby, the parties to this MOU set forth the following as the terms and conditions of their understanding.

The **District** and **RMU** hereby agree as follows:

- 1. Goals.** District staff at Allegheny Elementary School within the Pittsburgh School District will work with RMU faculty and students as members of the REAL student organization to provide weekly tutoring sessions and classroom assistance as desired by District staff.
- 2. Term.** The term of this MOU shall commence on January 26, 2012 – or such date that it is approved or ratified by the District's Board of Directors (the "Effective Date") - and shall expire on July 31, 2015. The term may be extended by written mutual consent of the parties which written consent includes a scope of work referencing this MOU and setting forth any additional or revised responsibilities of the parties.
- 3. Scope of Work.**
 - 3.1 Responsibilities of RMU.** In support of the REAL initiative, RMU agrees to:
 - 3.1.1 Submit progress reports to the District on an annual basis which summarize activities and services provided.
 - 3.1.2 Comply with all District policies and procedures and confidentiality provisions set forth in this MOU. Upon request, the District shall make available to RMU all applicable District policies and procedures.
 - 3.1.3 Assign a chief liaison person(s) to work with the District on all REAL related projects and initiatives.
 - 3.1.4 Require RMU chief liaison(s) to attend periodic meetings with District staff and ensure the goals of the REAL initiative are implemented.

3.1.5 RMU chief liaison(s) will work primarily with students in the Allegheny Elementary School.

3.2 Responsibilities of the District. In support of the REAL initiative, the District agrees to:

3.2.1 Assign a chief liaison person(s) to work with RMU in all REAL related projects and initiatives.

3.2.2 Share best practices and aid in the implementation of the REAL volunteer services.

3.2.3 Schedule regular meetings to review progress on program goals, to discuss upcoming opportunities, and to problem-solve on issues.

3.2.4 Provide access to the Allegheny Elementary School for implementation of the REAL program.

3.3 Confidentiality.

3.3.1 All student data provided by the District is considered to be confidential under this MOU as well as under the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. §1232g. *et seq.*, and any other federal or state statutes or regulations pertaining to student records, and will only be released in accordance with such applicable laws and regulations.

3.3.2 RMU hereby acknowledges and agrees that any confidential documents and/or data provided by the District, shall not be disclosed, discussed or transferred to any third party not party to this MOU, and any student data or information provided to RMU shall only be disclosed to employees of RMU and District employees who are directly involved in the REAL program, have a need to know, or to other parties so long as no personally identifiable information is discernible or in accordance with the provisions of FERPA and its regulations.

3.3.3 Upon the expiration of this MOU, all student data and information shall be returned to the District or destroyed. RMU shall provide written verification that all copies of student data, information and documents, including electronic or other media versions, have been returned to the District or destroyed.

3.4 Clearances. RMU faculty, staff, contractors and volunteers that will have direct contact with students shall obtain and submit all documentation required by 24 P.S. §1-111 and 23 Pa.C.S. §§6354 *et seq* related to criminal background checks and child abuse clearances.

3.5 Communications. Communications from RMU will be coordinated with the District Contact Person or designee to avoid conflicting or contradictory information or directions given to principals or teachers in participating schools.

4. Costs and Funding.

4.1 Costs. The REAL initiative and this MOU will be implemented at no direct cost to the District. The District shall not be required to allocate funds or solicit funds on behalf of RMU for implementation of this MOU.

4.2 Funding. RMU agrees the District is held harmless with regard to necessary fundraising and identification of charitable resources, as these are solely the obligation of RMU. If at any point RMU is unable to fulfill its obligations under this MOU either party may immediately cancel this MOU without penalty and with no further contractual obligations as a result of this MOU.

5. License of Materials. RMU grants to the District a non-exclusive, non-transferable license to use the materials provided and developed for the REAL initiative by RMU for the District or its personnel under this MOU, including any materials provided in electronic form or computer-readable form, for use only in connection with the implementation of the REAL program.

6. Intellectual Property.

6.1 Copyright. The District reserves copyright in all written and electronic materials developed by the District or District employees as a part of their employment with the District. District materials may not be copied or otherwise reproduced without the express written permission of the District. RMU reserves copyright in all written and electronic materials delivered and developed by RMU or RMU employees. RMU materials may not be copied or otherwise reproduced without the express written permission of RMU. All written and electronic materials developed with the input of both RMU and District employees under this MOU shall be owned equally by both RMU and the District, and the parties agree not to publish or otherwise distribute those mutually developed materials without the express written consent of the other party.

6.2 Trademark and Trade Name. This MOU does not give RMU any ownership rights or interest in the District trade name or trademarks. This MOU does not give the District any ownership rights or interest in the RMU trade name or trademarks.

6.3 Use of Name. RMU agrees to use the District's name, with prior notification and consent, in all publications related to the REAL initiative in an effort to recognize the District for its contributions. RMU shall obtain written consent from the District's Chief of Staff and External Affairs prior to using the District's name to ensure the appropriate names and trademarks are utilized.

7. Evaluations. The District reserves the right to evaluate RMU's REAL program and its effectiveness as needed throughout the term of this MOU.

8. Independent Contractors. During the performance of this MOU, the employees of one party will not be considered employees of the other party within the meaning of any federal, state or local laws or regulations including, but not limited to, laws or regulations covering unemployment insurance, old age benefits, workers

compensation, industrial accident, labor or taxes of any kind nor within the meaning or application of the other party's employee fringe benefit programs for purposes of vacations, holidays, pension, group life insurance, accidental death, medical, hospitalization and surgical benefits. The District's employees who perform the obligations of the District hereunder shall be under the employment and ultimate control, management and supervision of District. RMU's employees who are to perform the services to be completed hereunder shall be under the employment and ultimate control, management and supervision of RMU. Nothing contained herein shall be construed to imply a joint venture, partnership or principal-agent relationship between the District and RMU, and neither party shall have the right, power or authority to obligate or bind the other in any manner whatsoever, except as otherwise agreed to in writing.

- 9. Termination.** This MOU may be terminated by either party for any reason upon ninety (90) days written notice to the addresses set forth in Section 13.
- 10. Entire Understanding.** This MOU constitutes the entire and sole understanding between the parties with respect to the subject matter hereof and supersedes any prior written agreements and any prior, contemporaneous or subsequent oral understanding, with respect to the subject matter hereof.
- 11. Modification or Amendment.** There shall be no modifications or amendments of this MOU, except in writing, executed with the same formalities as this instrument.
- 12. Conflict.** In the event of any conflict, ambiguity or inconsistency between this MOU and any other document which may be annexed hereto, the terms of this MOU shall govern.
- 13. Notices.** Any notices and other communications provided hereunder shall be made or given hereunder by either party by facsimile or email as set forth below or delivered by hand or by mail to the party at the addresses set forth below:

FOR THE DISTRICT:

Attn: Jeannine French
The School District of Pittsburgh
341 S. Bellefield Avenue, Room 109
Pittsburgh, PA 15213
Phone: 412-622-0271
Email: jfrench1@pghboe.net

With copy to:
Ira Weiss, Esquire
Solicitor
341 South Bellefield Ave., Room 258
Pittsburgh, PA 15213
Phone: 412-622-3780
Fax: 412-622-7995
Email: iweiss1@pghboe.net

FOR RMU:

Mary Ann Rafoth, Ph.D.
Dean, School of Education and Social Sciences
Robert Morris University
6001 University Blvd.
Moon Township, PA 15108
Phone: 412-397-6020
Fax: 412-397-2477
email: rafoth@rmu.edu

- 14. Limitations on Liability.** In no event shall either party be liable to the other party under this MOU or to any third party for special, consequential, incidental, punitive or indirect damages, irrespective of whether such claims for damages are founded in contract, tort, warranty, operation of law, or otherwise, or whether claims for such liability arise out of the performance or non-performance by such party hereunder.
- 15. Governing Law.** This MOU shall be construed to be made and interpreted under the laws of the Commonwealth of Pennsylvania and all disputes, claims or controversies arising under this MOU or the negotiations, validity or performance hereof for the transaction contemplated herein shall be construed under and governed by the laws of the Commonwealth of Pennsylvania without giving effect to conflicts of law principles which would result in the application of the laws of any other jurisdiction.
- 16. No Third Party Beneficiaries.** The parties do not intend that any third party have any rights as a third party beneficiary of this MOU.
- 17. Severability.** If any portion of this MOU is to be void, invalid, or otherwise unenforceable, in whole or part, the remaining portions of this MOU shall remain in effect.
- 18. Headings.** The article and section headings in this MOU are for convenience of reference only and in no way define or limit the scope or content of the MOU or in any way effect its provisions.

(Signatures on next page.)

IN WITNESS WHEREOF, the parties hereto set their hand(s) and seal(s) on this _____ day of _____, 2011.

ATTEST:

ROBERT MORRIS UNIVERSITY

Secretary

By: _____
Mary Ann Rafoth

Secretary

By: _____
David Jamison, Provost

ATTEST:

SCHOOL DISTRICT OF PITTSBURGH

Secretary

By: _____
President

Approved as to Form Only:

Date of Board Approval: _____

By: _____
Solicitor

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding ("MOU") is entered into by and between The School District of Pittsburgh (the "District"), with an address of 341 S. Bellefield Avenue, Pittsburgh, PA 15213, and Andy Warhol Museum ("The Warhol" or "Museum"), a non-profit corporation organized and existing under the laws of the Commonwealth of Pennsylvania, with its business address at 117 Sandusky Street Pittsburgh, PA 15212-5821.

NOW, THEREFORE, with the intent to be legally bound hereby, the parties to this MOU set forth the following as the terms and conditions of their understanding.

The District and the Warhol hereby agree as follows:

1. Background. As a child, Andy Warhol received his first formal training in art through free classes offered by Carnegie Institute. The Andy Warhol Museum is therefore concerned with serving young people in Pittsburgh, particularly those of the North Shore, through classes in studio art and through its Education Resource Center for school teachers. The Education Department also serves the general adult public through a full range of programs, including lectures and gallery talks. The Andy Warhol Museum is one of the four Carnegie Museums of Pittsburgh, and a collaborative project between the Carnegie Institute, the Dia Art Foundation, and the Andy Warhol Foundation for the Visual Arts. Plans to house The Andy Warhol Museum in Pittsburgh, Warhol's birthplace, were announced in 1989, and the Museum opened its doors in May 1994. Originally built in 1911 as a distribution center for products sold to mills and mines, the Warhol Museum was designed by architect Richard Gluckman and features seven floors of gallery and exhibition space. The Warhol is a vital forum in which diverse audiences of artists, scholars, and the general public are galvanized through creative interaction with the art and life of Andy Warhol. The Warhol is ever-changing, constantly redefining itself in relationship to contemporary life using its unique collections and dynamic interactive programming as tools.

The Andy Warhol Museum has offered to provide an artist in residence program and access to the Museum, including its Artist Educators, field trips, and professional support for teachers at Pittsburgh Westinghouse. The Museum's work aligns to the PPS Arts Education curriculum and supports its effective implementation, specifically focusing on Big Idea III: The Arts provide a medium to understand and exchange ideas and Big Idea IV: People have expressed experiences and ideas through the Arts across time and cultures. This partnership's first cohort will focus on students who are currently juniors in February 2012 and will follow them into their senior year through December 2012. Westinghouse will host an artist in residence to work with this cohort on the creation of artwork and exhibitions that benefit the Westinghouse and Homewood communities. A second cohort will follow the same model and run from January 2013-December 2013. All students and teachers at Westinghouse will have the opportunity to interface with Museum staff as well as to visit the Museum on field trips. A series of events and exhibitions will showcase student work. This partnership has a focus on future careers in the Arts and supports Promise-Readiness.

2. Term. The term of this MOU shall commence on February 1, 2012 and shall expire on December 31, 2013. The term may be extended by written mutual consent of the parties which written consent includes a scope of work referencing this MOU and setting forth the responsibilities of the parties.
3. Scope of Work.
 - 3.1 Responsibility of the Warhol.
 - 3.1.1 Provide no cost access to the Museum for School District field trips;
 - 3.1.2 Provide an artist in residence to Westinghouse as part of the Warhol's artist in school program;
 - 3.1.3 Provide materials and supplies for the artist in residence;
 - 3.1.4 Provide funding and support for the artist in residence; and
 - 3.1.5 Coordinate clearances, schedules, and performances/exhibitions consistent with this MOU.
 - 3.2 Responsibility of District. In support of the Warhol initiative, the District agrees to:
 - 3.2.1 Provide space at Pittsburgh Westinghouse 6-12, specifically a classroom studio for the artist in residence and a gallery space for exhibitions;
 - 3.2.2 Provide custodial staff for exhibitions in accordance with building permits;
 - 3.2.3 Schedule performances/exhibitions and obtain building permits for events under this MOU;
 - 3.2.4 Collaborate with the Andy Warhol Museum to align to and supplement the Arts Education Curriculum; and
 - 3.2.5 Collect and review all clearances submitted in accordance with this MOU.
 - 3.3 Confidentiality.
 - 3.3.1 All student data provided by the District is considered to be confidential under this MOU as well as under the Family Educational Rights and Privacy Act (FERPA), 20 USC §1232g *et seq.*, and any other federal or state statutes or regulations pertaining to student records, and will only be released in accordance with the applicable laws and regulations.
 - 3.3.2 the Warhol hereby acknowledges and agrees that any confidential documents and/or data provided by the District, shall not be disclosed, discussed or transferred to any third party not party to this MOU, and any student data or information provided to the Warhol shall only be disclosed to employees of the Warhol and District employees who are directly involved in the Warhol program.
 - 3.4 Clearances. Warhol staff, contractors and volunteers, including the artists in residence, that will have direct contact with students shall obtain and submit all

clearances required by 24 P.S. §1-111 (state and federal criminal) and 23 Pa.C.S. §6354 *et seq.*(child abuse).

- 3.5 Communications. Communications from the Warhol will be coordinated with the Senior Program Officer, Arts Education or designee to avoid conflicting or contradictory information or directions given to principals or teachers in participating school.
4. Costs and Funding.
 - 4.1 Costs. This partnership and the program provided shall be at no direct cost to the District.
5. Intellectual Property.
 - 5.1 Copyright. The District reserves copyright in all written and electronic materials developed by the District or District employees as a part of their employment with the District. District materials may not be copied or otherwise reproduced without the express written permission of the District. The Warhol reserves copyright in all written and electronic materials delivered and developed solely by the Warhol. These items may not be copied or otherwise reproduced without the express written permission of the Warhol.
 - 5.2 Trademark and Trade Name. This MOU does not give the Warhol any ownership rights or interest in District trade names or trademarks. This MOU does not give the District any ownership rights or interest in the Warhol trade name or trademarks.
 - 5.3 Use of Name. The Warhol shall notify the District prior to using the District's name in any report or publication. As an external provider seeking funding for a project that involves particular District schools, District staff, or the District as a whole, the Warhol may not include the District in a proposal and/or any type of supporting document until the Superintendent's sign-off has been received through the approval process coordinated by the Chief of Staff.
6. Evaluations. The District reserves the right to evaluate the Warhol's program in relation to the District's goals and programming and its effectiveness as needed throughout the term of this MOU.
7. Independent Contractors. During the performance of this MOU, the employees of one party will not be considered employees of the other party within the meaning of any federal, state or local laws or regulations including, but not limited to, laws or regulations covering unemployment insurance, old age benefits, workers compensation, industrial accident, labor or taxes of any kind nor within the meaning or application of the other party's employee fringe benefit programs for purposes of vacations, holidays, pension, group life insurance, accidental death, medical, hospitalization and surgical benefits. The District's employees who perform the obligations of the District hereunder shall be under the employment and ultimate

control, management and supervision of District. the Warhol's employees who are to perform the services to be completed by the Warhol hereunder shall be under the employment and ultimate control, management and supervision of the Warhol. Nothing contained herein shall be construed to imply a joint venture or principal-agent relationship between the District and the Warhol, and neither party shall have the right, power or authority to obligate or bind the other in any manner whatsoever, except as otherwise agreed to in writing.

8. Termination. This MOU may be terminated by either party upon thirty (30) days written notice to the addresses set forth in Section 12.
9. Entire Understanding. This MOU constitutes the entire and sole understanding between the parties with respect to the subject matter hereof and supersedes any prior written agreements and any prior, contemporaneous or subsequent oral understanding, with respect to the subject matter hereof.
10. Modification or Amendment. There shall be no modifications or amendments of this MOU, except in writing, executed with the same formalities as this instrument.
11. Conflict. In the event of any conflict, ambiguity or inconsistency between this MOU and any other document which may be annexed hereto, the terms of this MOU shall govern.
12. Notices. Any notices and other communications provided hereunder shall be made or given hereunder by either party by facsimile or email as set forth below or delivered by hand or by mail to the party at the address set forth below:

FOR THE DISTRICT:

Virginia Hill
Office of Curriculum, Instruction and Professional Development
Pittsburgh Public Schools
341 S. Bellefield Avenue
Pittsburgh, PA 15213
vhill1@pghbos.net

FOR THE WARHOL:

13. Limitations on Liability. In no event shall either party be liable to the other party under this MOU or to any third party for special, consequential, incidental, punitive or indirect damages, irrespective of whether such claims for damages are founded in contract, tort, warranty, operation of law, or otherwise, or whether claims for such liability arise out of the performance or non-performance by such party hereunder.

14. **Governing Law.** This MOU shall be construed to be made and interpreted under the laws of the Commonwealth of Pennsylvania and all disputes, claims or controversies arising under this MOU or the negotiations, validity or performance hereof for the transaction contemplated herein shall be construed under and governed by the laws of the Commonwealth of Pennsylvania without giving effect to conflicts of law principles which would result in the application of the laws of any other jurisdiction.
15. **No Third Party Beneficiaries.** The parties do not intend that any third party have any rights as a third party beneficiary of this MOU.
16. **Severability.** If any portion of this MOU is to be void, invalid, or otherwise unenforceable, in whole or part, the remaining portions of this MOU shall remain in effect.
17. **Headings.** The article and section headings in this MOU are for convenience of reference only and in no way define or limit the scope or content of the MOU or in any way effect its provisions.

IN WITNESS WHEREOF, the parties hereto set their hand(s) and seal(s) the date first above.

ATTEST:

THE ANDY WARHOL MUSEUM

Witness

By: _____

ATTEST:

SCHOOL DISTRICT OF PITTSBURGH

Secretary

By: _____
President

Approved as to Form Only:

Date of Board Approval: _____

By: _____
Solicitor

No. 900

SCHOOL DISTRICT OF PITTSBURGH

SECTION: OPERATIONS

TITLE: RECORDS MANAGEMENT

ADOPTED: October 21, 2009

REVISED: Proposed January 2012

900. RECORDS MANAGEMENT	
1. Purpose	The Board recognizes the importance of establishing and maintaining a Records Management Plan that defines District staff responsibilities and complies with federal and state laws and regulations.
2. Authority SC 518	<p>The Board shall retain, as a permanent record of the District, Board minutes, annual auditor's reports, and annual financial reports. All other financial records, including financial account books, orders, bills, contracts, invoices, receipts, and purchase orders, shall be retained by the District for a period of not less than six (6) years.</p> <p>All <u>other</u> District records shall be retained in accordance with federal and state law and regulations and the District's Records Management Plan and <u>applicable District Records Retention Schedule approved by the Board Schedules.</u></p> <p><u>53 Pa.C.S. Ch. 13, subchapter F</u></p> <p>65 P.S. Sec. 67.901</p>
3. Definitions	<p>Electronic Mail (E-Mail) System – system that enables users to compose, transmit, receive and manage text and/or graphic electronic messages and images across local area networks and through gateways connecting other networks. This information consists primarily of messages but may include attachments such as calendars, directories, distribution lists, word processing documents, spreadsheets, and other electronic documents.</p> <p>Litigation Hold – a communication ordering that all records and data relating to an issue being addressed by current or potential litigation or investigation be preserved for possible production during the litigation or investigation.</p> <p>65 P.S. Sec. 67.102</p> <p>Records – information, regardless of physical form or a characteristic, that documents a transaction or activity of the District and that is created, received, or retained pursuant to law or in connection with a transaction, business or activity of the District. The term includes a document, paper, letter, map, book, tape, photograph, film or sound recording, information stored or maintained electronically and a data-processed or image-processed document.</p>

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900. RECORDS MANAGEMENT - Pg. 2

<p>4. Delegation of Responsibility</p>	<p>Records Management Plan and Administrative Regulations– the system implemented by the District for the retention, retrieval and disposition of all records generated by District operations.</p> <p>Records Retention Schedule – a comprehensive listing stating retention periods and proper disposition of records.</p> <p>Implementation of the Records Management Plan and the Records Retention ScheduleSchedules shall be supervised by the Superintendent, who may delegate responsibilities to other individuals, as designated by the Board, while maintaining the ultimate authority to enforce said Policy and Schedule.</p> <p><u>Schedules.</u></p> <p>The Superintendent or his/her designee(s) shall be responsible for the destruction of District records.</p> <p>The Superintendent or his/her designee(s) must use due diligence when hiring a document destruction contractor to dispose of materials. Due diligence may include:</p> <ul style="list-style-type: none"> — a. — Reviewing an independent audit of a disposal company's operations and/or compliance with various defined destruction laws; — b. — Obtaining information about the disposal company from references; — c. — Requiring that the disposal company be certified by a recognized trade association; and/or — d. — Reviewing and evaluating the disposal company's information security policies and/or procedures.
<p>5. Guidelines</p>	<p>It is the policy of School District of Pittsburgh that its records, both paper and electronic, be retained only as long as determined necessary to meet legal, audit and management requirements as set forth in the Records Retention Schedule. Proper disposal of information and data will minimize use of valuable space, promote efficiency, assist in the day-to-day operations of the School District, reduce the cost of storage for unneeded records, and reduce the risk of identity theft, breaches of privacy, computer fraud and related harms.</p> <p><u>Records Management Committee</u></p> <p><u>A committee responsible for the development and recommendation of the District's Records Management Plan shall be established by the Superintendent.</u></p> <p><u>The Records Management Committee shall give primary consideration to the most efficient and economical means of implementing the recommended Plan. Members of the Committee should include, but not necessarily be limited to, the following</u></p>

900. RECORDS MANAGEMENT - Pg. 3

personnel:

1. Superintendent or designee;
2. Records Coordinator;
3. Open Records Officer;
4. Board Secretary;
5. Legal Counsel;
6. Technology Director or designee;
7. Chief of Operations or designee.

The Records Management Committee will meet periodically to evaluate the effectiveness and implementation of this policy, the Records Management Plan and retention schedules and recommend changes as needed to the Superintendent and the Board.

Records Coordinator

The Superintendent shall designate a Records Coordinator, as the primary contact for the following:

1. Training for District personnel regarding the handling of records in accordance with the this policy and the Records Management Plan including procedures for records descriptions, categorization, preservation, retirement and responsibilities in the event of a litigation hold;
2. Periodic review of this policy and the Records Management Plan to ensure accurate and updated records descriptions and retention protocols;
3. Annual review of record categories for retirement/disposal and supervision of such categorization and destruction.

District employees shall take reasonable measures to protect against unauthorized access to or use of records and information/data, and shall properly dispose of paper and electronic records, information and data.

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900. RECORDS MANAGEMENT - Pg. 4

<p>5. Guidelines</p> <p>65 P.S. Sec. 67.708 20 U.S.C. Sec. 1232g</p>	<p>Records Management Plan</p> <p>The District's Records Management Plan and administrative regulations shall be the principal means for the retention, retrieval, and disposition of manual and electronic records, including e-mails. The Plan shall not rely primarily on backup systems to manage the retention and disposition of records.</p> <p><u>The Records Management Plan shall</u></p> <p>The District's Records Management Plan will provide retention, retrieval and disposal guidelines for manual and electronic records. The Records Management Plan should include administrative procedures to govern the following:</p> <ol style="list-style-type: none"> 1. <u>System(s)</u> An inventory of District records and data and the applicable retention periods for such records (the "Records Retention Schedules"); 2. <u>Procedure to distinguish School District records from employee records;</u> 3. <u>An inventory of systems which store records and the format in which such records are stored and can be retrieved;</u> 4. <u>Data maps and/or flow charts detailing the sources, routes and destinations of District electronic records;</u> 5. <u>Procedures for records storage and retrieval to be used, including in what form the records will be stored, maintained, reproduced, and disposed in the event of an emergency or</u> <u>Preservation disaster;</u> 6. <u>Security measures to authorize access specific District records and protect</u> <u>the integrity of records and data;</u> 7. <u>Procedures for determining whether an item is a record that needs to be retained;</u> 8. <u>Criteria Procedures for the destruction of records;</u> 9. <u>Procedures relating to distinguish School litigation holds.</u> <p><u>For any record not covered by a retention schedule, the Records Management Committee will determine how long the record shall be kept and recommend any</u></p>
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900. RECORDS MANAGEMENT - Pg. 5

necessary revisions to the relevant retention schedule.

When possible, records and data should be stored in original format, including metadata, such as creation date, author and file type.

The District records from the supplemental personal records of will, as far as possible, maintain and dispose of records in a manner that

4. protects any sensitive, proprietary or confidential information or individual employees' privacy rights, and helps conserve natural resources.

The District will, as far as possible, maintain the confidentiality of student records in accordance with all applicable federal and state laws and District policies.

Manual Records

Manual records, which include all records not stored electronically, will be retained and disposed of in accordance with the Records Management Plan and related procedures.

Manual records will be indexed in an organized and consistent manner, documenting the way records are retained and referenced for later retrieval. Up-to-date documentation should be maintained for each manual record system, which should define the contents of the system, identify vital records and information maintained in the system, and determine restrictions on access and use of the records.

Electronic Records

Electronic records shall be retained and disposed of in the same manner as records in other formats and in accordance with the Records Management Plan and related procedures.

Electronic records shall be indexed in an organized and consistent manner documenting the way records are retained and referenced for later retrieval. Up-to-date documentation should be maintained for each manual record system, which should define the contents of the system, identify vital records and information maintained in the system, and determine restrictions on access and use of the records.

E-mail Records

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900. RECORDS MANAGEMENT - Pg. 6

	<p>5. <u>E-mail messages, in and of themselves, do not constitute records. Retention Schedule;</u></p> <p>6. <u>Provisions for the storage and retrieval of records in the event of an emergency or disaster;</u></p> <p>7. <u>Staff positions authorized to access District records; and</u> <u>Procedures to be implemented in the event of a litigation hold that immediately suspends disposition of all records relevant to e-mail messages depends upon the current or potential claim. Such procedures shall specify which officer(s) function and/or employee(s) content of the specific message. Records on District e-mail systems will be responsible for monitoring retained and disposed of in the manner proscribed in the Records Management Plan and procedures.</u></p> <p><u>Contractors ensuring compliance</u></p> <p>8. <u>Records created or maintained by contractors employed by the Board shall be retained and disposed of in accordance with the litigation hold Records Management Plan and related procedures.</u></p> <p><u>When possible, records and data shall be stored in their original form, including metadata, such as creation date, author, type of file, etc.</u></p> <p><u>The Superintendent or his/her designee(s) will be responsible for interpreting any portions of this Policy, the Record Retention Schedule or administrative regulations as they may apply to specific situations. Any record not covered by the Records Retention Schedule shall be brought to the attention of the Superintendent or his/her designee(s). The Superintendent or his/her designee(s) shall determine how long the record shall be kept and recommend any necessary revisions to the Records Retention Schedule.</u></p> <p><u>The District shall maintain and dispose of records in a manner that protects any sensitive, proprietary or confidential information or individual privacy rights, and helps conserve natural resources.</u></p> <p><u>Manual Records</u></p> <p><u>Manual records, which include all records not stored electronically, shall be retained and disposed of in accordance with the Records Management Plan and related administrative regulations.</u></p> <p><u>The District shall develop and maintain adequate and up-to-date documentation about each manual record system. Such Documentation shall include:</u></p>
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900. RECORDS MANAGEMENT - Pg. 7

1. ~~Title of the manual record system and responsible employee(s) or office;~~
2. ~~Define the contents of the system, including record formats;~~
3. ~~Identify vital records and information; and~~
4. ~~Determine restrictions on access and use, if applicable.~~

~~Electronic Records~~

~~Electronic records shall be retained and disposed of in the same manner as records in other formats and in accordance with the Records Management Plan and administrative regulations.~~

~~Electronic records shall be indexed in an organized and consistent manner, reflecting the way the records will be retained and referenced for later retrieval.~~

~~The District shall develop and maintain adequate and up-to-date documentation about each electronic record system. Documentation included for electronic record systems shall be the same as set forth above for manual record systems.~~

~~E-mail Records~~

~~E-mail messages, in and of themselves, do not constitute records. Retention and disposition of e-mail messages depend on the function and content of the individual message. An e-mail is a record if it contains information that documents a transaction or activity of the District, and that is created, received, or retained pursuant to law or in connection with a transaction, business or activity of the District.~~

~~Records on an e-mail system, including messages and attachments, shall be retained and disposed of in accordance with the District's Records Management Plan and administrative regulations.~~

~~E-mail records may be maintained as an electronic record or be printed and maintained as a manual record.~~

~~For each e-mail considered to be a record, the following information shall be retained:~~

1. ~~Message content;~~
2. ~~Name of sender;~~
3. ~~Name of recipient; and~~
4. ~~Date and time of transmission and/or receipt.~~

900. RECORDS MANAGEMENT - Pg. 8

<p>65 P.S. Sec. 67.506</p>	<p>Contractors</p> <p>Records created or maintained by contractors employed by the Board shall be retained and disposed of in accordance with the Records Management Plan and related administrative regulations.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 518</p> <p><u>Federal Rules of Civil Procedure – 16 26, 34, 37 and 45</u></p> <p>Right-to-Know Law – 65 P.S. Sec. 67.101 et seq.</p> <p>Family Educational Rights and Privacy Act – 20 U.S.C. Sec. 1232g</p>
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No. 900

SCHOOL DISTRICT OF PITTSBURGH

SECTION: OPERATIONS

TITLE: RECORDS MANAGEMENT

ADOPTED: October 21, 2009

REVISED: Proposed January 2012

	900. RECORDS MANAGEMENT
1. Purpose	The Board recognizes the importance of establishing and maintaining a Records Management Plan that defines District staff responsibilities and complies with federal and state laws and regulations.
2. Authority SC 518 53 Pa.C.S. Ch. 13, subchapter F 65 P.S. Sec. 67.901	<p>The Board shall retain, as a permanent record of the District, Board minutes, annual auditor's reports, and annual financial reports. All other financial records, including financial account books, orders, bills, contracts, invoices, receipts, and purchase orders, shall be retained by the District for a period of not less than six (6) years.</p> <p>All other District records shall be retained in accordance with federal and state law and regulations, the District's Records Management Plan and applicable District Records Retention Schedules.</p> <p>The District shall make a good faith effort to comply with proper requests for record production. Selective destruction of records in anticipation of litigation is strictly forbidden.</p>
3. Definitions 65 P.S. Sec. 67.102	<p>Electronic Mail (E-Mail) System – system that enables users to compose, transmit, receive and manage text and/or graphic electronic messages and images across local area networks and through gateways connecting other networks. This information consists primarily of messages but may include attachments such as calendars, directories, distribution lists, word processing documents, spreadsheets, and other electronic documents.</p> <p>Litigation Hold – a communication ordering that all records and data relating to an issue being addressed by current or potential litigation or investigation be preserved for possible production during the litigation or investigation.</p> <p>Records – information, regardless of physical form or a characteristic, that documents a transaction or activity of the District and that is created, received, or retained pursuant to law or in connection with a transaction, business or activity of the District. The term includes a document, paper, letter, map, book, tape, photograph, film or sound recording, information stored or maintained electronically and a data-processed or image-processed document.</p>

<p>4. Delegation of Responsibility</p>	<p>Records Management Plan and Administrative Regulations– the system implemented by the District for the retention, retrieval and disposition of all records generated by District operations.</p> <p>Records Retention Schedule – a comprehensive listing stating retention periods and proper disposition of records.</p> <p>Implementation of the Records Management Plan and the Records Retention Schedules shall be supervised by the Superintendent, who may delegate responsibilities to other individuals, as designated by the Board, while maintaining the ultimate authority to enforce said Policy and Schedules.</p> <p><u>Records Management Committee</u></p> <p>A committee responsible for the development and recommendation of the District's Records Management Plan shall be established by the Superintendent.</p> <p>The Records Management Committee shall give primary consideration to the most efficient and economical means of implementing the recommended Plan. Members of the Committee should include, but not necessarily be limited to, the following personnel:</p> <ol style="list-style-type: none"> 1. Superintendent or designee; 2. Records Coordinator; 3. Open Records Officer; 4. Board Secretary; 5. Legal Counsel; 6. Technology Director or designee; 7. Chief of Operations or designee. <p>The Records Management Committee will meet periodically to evaluate the effectiveness and implementation of this policy, the Records Management Plan and retention schedules and recommend changes as needed to the Superintendent and the Board.</p>
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<p>5. Guidelines</p> <p>65 P.S. Sec. 67.708 20 U.S.C. Sec. 1232g</p>	<p><u>Records Coordinator</u></p> <p>The Superintendent shall designate a Records Coordinator, as the primary contact for the following:</p> <ol style="list-style-type: none"> 1. Training for District personnel regarding the handling of records in accordance with the this policy and the Records Management Plan including procedures for records descriptions, categorization, preservation, retirement and responsibilities in the event of a litigation hold; 2. Periodic review of this policy and the Records Management Plan to ensure accurate and updated records descriptions and retention protocols; 3. Annual review of record categories for retirement/disposal and supervision of such categorization and destruction. <p><u>Records Management Plan</u></p> <p>The District's Records Management Plan will provide retention, retrieval and disposal guidelines for manual and electronic records. The Records Management Plan should include the following:</p> <ol style="list-style-type: none"> 1. An inventory of District records and data and the applicable retention periods for such records (the "Records Retention Schedules"); 2. Procedure to distinguish School District records from employee records; 3. An inventory of systems which store records and the format in which such records are stored and can be retrieved; 4. Data maps and/or flow charts detailing the sources, routes and destinations of District electronic records; 5. Procedures for records storage and retrieval in the event of an emergency or disaster; 6. Security measures to authorize access specific District records and protect the integrity of records and data; 7. Procedures for determining whether an item is a record; 8. Procedures for the destruction of records;
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9. Procedures relating to litigation holds.

For any record not covered by a retention schedule, the Records Management Committee will determine how long the record shall be kept and recommend any necessary revisions to the relevant retention schedule.

When possible, records and data should be stored in original format, including metadata, such as creation date, author and file type.

The District will, as far as possible, maintain and dispose of records in a manner that protects any sensitive, proprietary or confidential information or individual privacy rights, and helps conserve natural resources.

The District will, as far as possible, maintain the confidentiality of student records in accordance with all applicable federal and state laws and District policies.

Manual Records

Manual records, which include all records not stored electronically, will be retained and disposed of in accordance with the Records Management Plan and related procedures.

Manual records will be indexed in an organized and consistent manner, documenting the way records are retained and referenced for later retrieval. Up-to-date documentation should be maintained for each manual record system, which should define the contents of the system, identify vital records and information maintained in the system, and determine restrictions on access and use of the records.

Electronic Records

Electronic records shall be retained and disposed of in the same manner as records in other formats and in accordance with the Records Management Plan and related procedures.

Electronic records shall be indexed in an organized and consistent manner documenting the way records are retained and referenced for later retrieval. Up-to-date documentation should be maintained for each manual record system, which should define the contents of the system, identify vital records and information maintained in the system, and determine restrictions on access and use of the records.

E-mail Records

E-mail messages, in and of themselves, do not constitute records. Retention and disposition of e-mail messages depends upon the function and content of the specific message. Records on District e-mail systems will be retained and disposed of in the manner proscribed in the Records Management Plan and procedures.

Contractors

Records created or maintained by contractors employed by the Board shall be retained and disposed of in accordance with the Records Management Plan and related procedures.

References:

School Code – 24 P.S. Sec. 518

Federal Rules of Civil Procedure – 16 26, 34, 37 and 45

Right-to-Know Law – 65 P.S. Sec. 67.101 et seq.

Family Educational Rights and Privacy Act – 20 U.S.C. Sec. 1232g

**COMMITTEE ON BUSINESS
And
COMMITTEE ON FINANCE**

January 25, 2012

DIRECTORS:

The Committee on Business and Committee on Finance recommends the adoption of the following resolutions, that the proper officers of the Board be authorized to enter into contracts relating to the resolutions, and that authority be given to staff to change such details as may be necessary to carry out the intent of the resolutions so long as the total amount of money carried in the resolution is not exceeded.

A. PAYMENTS AUTHORIZED

1. **RESOLVED**, That the contracts for supplies/equipment be awarded and bids be rejected in accordance with the recommendations of the Secretary as follows, the bids having been received and opened in accordance with the Code. **(Report No. 1689)**
2. **RESOLVED**, That the contracts for work at various schools be awarded and bids be rejected in accordance with the recommendations of the Secretary as follows, the bids having been received and opened in accordance with the Code. **(Report No. 1201)**
3. **RESOLVED**, That the following additions and deductions to construction contracts previously approved be adopted. **(Report No. 1202) NO CHANGE ORDERS THIS MONTH.**
4. **RESOLVED**, That the daily payments made in the month of December in the amount of **\$53,715,649.74** be ratified, the payments having been made in accordance with Rules of the Board and the Public School Code.
5. **PULLED**
6. **RESOLVED**, That the Board of Public Education of the School District of Pittsburgh authorize its proper officers to purchase excess property insurance coverage to protect the District in the event of a catastrophic property loss at critical high value locations within the District from Continental Casualty Company (CNA) through the Gleason Agency, for the period January 25, 2012 through January 24, 2013. The loss limit is \$100,000,000 with a \$2,500,000 retention at an annual premium of \$193,500.00 payable from account line 001-0201-010-2590-523.

B. CONSULTANTS/CONTRACTED SERVICE

NO CONTRACTS THIS MONTH

C. GENERAL AUTHORIZATIONS

1. **RESOLVED**, That the Board of Directors of the School District of Pittsburgh authorize its proper officers to amend Item B4, Committee on Business/Finance, page 3 of 5 previously approved by the Board on July 27, 2011.

Reason for Amendment:

This amendment provides for the extension of Database Analyst services as well as Systems Analyst and Programmer services to support technology work related to human capital through December 31, 2013.

Anticipated use is for 14 months of Database Analyst services, 10 months of Systems/Business Analyst services, and 8 months of programming services. These services will be needed in phases that coincide with software development phases, for example, the testing of Teacher Effectiveness Measure software after it is coded, the writing of technical documentation, and the design and development of reports.

The primary focus of the work is making operational a Teacher Effectiveness Measure based on multiple measures, including the assimilation of RISE and VAM data into an operational data store and the reporting of information through various artifacts including electronic delivery through the portal. Secondary focus includes work related to implementation of various Rewards & Recognition programs including STAR and the Promise-Readiness Corps Cohort Award and the development of reports to support processes such as staffing.

Database Analyst(s) would focus on developing the data model and programs to extract, transform, and load the data (ETL). Systems/Business Analyst(s) would focus on translating user requirements, designing reports, and testing software. Programmer(s) would focus on coding software including the development of reports in SQL Server Reporting Services.

Original Item:

B4, Committee on Business/Finance, page 3 of 5, July 27, 2011

RESOLVED, That the appropriate officers of the Board be authorized to enter into a contract with Argus Associates, beginning July 28, 2011 and ending ~~July 27, 2012~~, ~~at a cost not to exceed \$120,000~~ to provide a Database Analyst to work with the Office of Teacher Effectiveness and the Technology staff. The projects to be included in this contract would include the design and implementation of a Teacher Effectiveness Operational Data Store, a Principal Effectiveness Operational Data Store and an Assessment Operational Data Store. This contract will be funded through the Bill & Melinda Gates Foundation grant.

The total contract amount shall not exceed ~~\$120,000~~ from account line 1012-16N-2840-330.

Amended Item:

RESOLVED, That the appropriate officers of the Board be authorized to enter into a contract with Argus Associates, beginning July 28, 2011 and ending **December 31, 2013, at a cost not to exceed \$500,000** to provide Database Analyst services, Systems Analyst services, and Programmer services to support technology work related to human capital through December 31, 2013. The projects to be included in this contract will focus on making operational a Teacher Effectiveness Measure based on multiple measures and other data-related human resources initiatives. This contract will be funded through the Bill & Melinda Gates Foundation grant.

The total contract amount shall not exceed **\$500,000** from account line 1012-16N-2840-330.

2. **RESOLVED**, That the Board of Directors of the School District of Pittsburgh authorize its proper officers to accept a donation from PNC Bank, National Association ("PNC Bank") of a 36' long Conference room table with 40 chairs.

The Conference table and chairs will be used at the Professional Development Center.

The District wishes to thank "PNC Bank" for their generous donation valued at approximately \$20,000.

Directors have received information on the following:

INFORMATION ITEMS

1. Travel Reimbursement Applications – January 2012
2. Travel Report – December 2012
3. Worker's comp Report – December 2012

**Respectfully submitted,
Theresa Colaizzi, Chairperson Committee on Business
Floyd McCrea, Chairperson Committee on Finance**

**PURCHASING
REPORT #1689**

Sealed bids were opened in the Conference Room A, Center Section, on Tuesday, December 20, 2011. The results were tabulated and will be kept on file in the Purchasing Office. The bids were advertised as required by law in compliance with the School Code of the Commonwealth of Pennsylvania and guidelines set by the Board of Public Education including the Substance Abuse Policy.

INQUIRY #8707 SCHOOL SAFETY
001-6700-010-2660-750

METAL DETECTORS—Purchase of five (5) walk through metal detectors for use at various locations.

2 Bids Received

SUPPLIER	TOTAL LOT PRICE
+ Autoclear LLC	\$19,645.00
<u>North Eastern Uniforms</u>	<u>\$19,750.00</u>

+ Item bid does not meet bid specifications.

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INQUIRY # 8708 VARIOUS LOCATIONS
000-4815-010-3250-610

INTERSCHOLASTIC ATHLETIC SUPPLIES—Purchase of various Interscholastic Athletic supplies for baseball, football, basketball, etc., to be used at various locations.

6 Bids Received

SUPPLIER	TOTAL LOT PRICE
<u>Beaver Distributing Co.</u> (83 Items)	<u>\$95,430.21</u>
<u>Century Sports</u> (54 Items)	<u>\$ 76,501.76</u>
<u>Riddell Sports</u> (18 Items)	<u>\$ 26,547.39</u>
<u>Sports Supply</u> (35 Items)	<u>\$ 14,954.29</u>
<u>Bill Fritz Sports</u> (1 Item)	<u>\$ 2,380.00</u>
<u>Aluminum Athletic</u> (1 Item)	<u>\$ 1,584.00</u>

It is recommended that item Nos. 50 and 88 be rejected.

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JANUARY RESOLUTIONS

SOFTWARE:

TEACHTOWN

Authorization is requested to enter into an agreement with Teachtown for the purchase of curriculum software as requested by the Program for Students with Exceptionalities. The software curriculum is tailored for students with autism and intellectual disabilities. The curriculum will aid the teachers in their efforts with the students to develop social skills, communications skills, interpersonal skills, development of positive peer relationship, etc. The curriculum will be used throughout the District. Total cost not to exceed \$10,374.00 chargeable to Account Number 002-5133-01B-1233-610.

PRINTING SERVICES:

GEYER PRINTING COMPANY

Reason for Amendment:

Due to mandatory federal timelines that require these letters to be in the mail by a certain date we have to provide an estimate of the number of letters and booklets to be mailed prior to having the actual data. This resulted in a need to print more than the anticipated number of tutoring booklets and additional versions of the letters. **The initial amount is being revised to add an additional \$2,153.59 to cover the additional printing**

Original Item:

Authorization is requested to enter into a contract with Geyer Printing Company for a four (4) month period from July 1, 2011 to October 30, 2011 to print, assemble, and deliver materials to parents and families of eligible students that will advise them about their child's educational options as per the Federal "No Child Left Behind" Act.

This is initiated by the Title Programs Office and ~~cost not to exceed \$18,000.00~~ chargeable to Account Number 4800-16P-2850-550.

Amended Item:

Authorization is requested to enter into a contract with Geyer Printing Company for a four (4) month period from July 1, 2011 to October 30, 2011 to print, assemble, and deliver materials to parents and families of eligible students that will advise them about their child's educational options as per the Federal "No Child Left Behind" Act.

This is initiated by the Title Programs Office and **cost not to exceed \$20,153.59** chargeable to Account Number 4800-16P-2850-550.

Business/Finance Committees

Action Item A2
January 25, 2012

REPORT NUMBER 1201

TABULATION OF BIDS

Committee on Operations

Directors:

Sealed bids were opened December 20, 2011. All bids are tabulated and kept on file in the office of the Director, Facilities/Plant Operations Division. These bids were advertised as required by law and comply with the School Code of the Commonwealth of Pennsylvania and guidelines set by the Board of Public Education, including the Business Opportunities Program and Substance Abuse policies set by the Board. The recommendations for awards are made on the basis of a firm's technical capabilities, expertise and workload.

- Ⓐ Contractor submitted an irregular bid (e.g. incomplete bid, lack of bid bonds, signatures, etc.).
- Ⓑ Contractor withdrew its bid in accordance with Act 4, Chapter 18, Public Bids, Section 1602: unintentional and substantial arithmetical error.
- Ⓒ Contractor withdrew its bid in accordance with Act 4, Chapter 18, Public Bids, Section 1602: unintentional omission of a substantial quantity of work.
- Ⓓ Contractor was found to be noncompliant with the School District's EBE policy.
- Ⓔ Exceeds the Board's Variable Cap for Compliance as approved February 23, 2005.

(a) VARIOUS SCHOOLS

Electrical Work

Project ES11-001-34

Account 6300-369-4640-450

Extraordinary Electrical Maintenance

Total Project Estimate: \$100,000

Contractor	Base Bid/Hour
<u>Bronder Technical Services</u>	<u>\$ 47.92</u>
ⓐ Keegan Electric	50.63
Right Electric, Inc.	54.16
Schultheis	62.60

Award of this contract is based on a formula that incorporates the hourly labor rates for the required work and special equipment costs.

It is recommended that the bid be awarded to the lowest responsible bidder as follows: Bronder Technical Services in the total amount not to exceed \$100,000 for the period commencing March 1, 2012 through December 31, 2012.

CHANGE ORDER REPORT 1202
Approvals recommended in accordance with
Change Order Policy effective date 2/23/11

SCHOOL NAME	DESCRIPTION	ADD \$	DEDUCT \$	APPROVAL

NO CHANGE ORDERS THIS MONTH.

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REPORT NO. 4767

January 25, 2012

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HUMAN RESOURCES REPORT OF THE SUPERINTENDENT OF SCHOOLS

REPORT NO. 4767

January 25, 2012

Dear Board of Directors:

It is with great sadness that I write to inform you of the heartbreaking death of Shateecha Roach, a Personal Care Aide at Pittsburgh Conroy on Sunday, January 1, 2012.

Mr. Rudley Mrvos, Principal of Pittsburgh Conroy, staff, students and community pay the following tribute to her memory:

Ms. Roach was a graduate of Langley High School and joined the Pittsburgh Public Schools in 2004, working in numerous positions. Ms. Roach was currently a Personal Care Aide at Pittsburgh Conroy.

Affectionately known as “Ms. T.”, Ms. Roach was loved by students and staff. A kind and wonderful young woman, Ms. Roach was always on hand to offer help to anyone in need. She was at all times ready to give a smile or a hug to a student or colleague.

Ms. Roach has two daughters. Her oldest daughter, Anniyah attends Pittsburgh Beechwood. Her second daughter, Kaleah is just seven weeks old. Shateecha Roach was an outstanding individual, a devoted mother and a vital member of Pittsburgh Conroy’s community. She will be greatly missed.

Respectfully submitted,

**Dr. Linda Lane
Superintendent of Schools**

HUMAN RESOURCES REPORT OF THE SUPERINTENDENT OF SCHOOLS

REPORT NO. 4767

January 25, 2012

Dear Board of Directors:

It is with great sadness that I write to inform you of the death of Valene Szklany, an Early Childhood Educational Assistant on Wednesday, Jan. 11, 2012. Mrs. Szklany, began her employment with the Pittsburgh Public Schools in 2001 and her most recent work as a paraprofessional was in Early Childhood, at Pittsburgh Concord Pre-K-5.

Mrs. Carol Barone-Martin, Executive Director of Early Childhood, staff, students and community pay the following tribute to her memory:

Mrs. Szklany was such a kind person. The children in her class only had her for a few months but she made a lasting impression on them. She interacted with them to help extend their learning and praise them for their efforts. The children talk about her every day to say how much they missed her.

Mrs. Szklany was always ready to go above and beyond her job responsibilities. She automatically knew what needed to be done and took care of it. She was a great organizer and gave so much support in the classroom. Mrs. Szklany loved her job and tried very hard to get well to return to the classroom.

Mrs. Szklany was the beloved wife of Stephen J. Szklany; adoring mother of Stephen and Nicholas Szklany; cherished daughter of Daisy (Petrovich) and the late Irvin Glowacki; dear sister of Kimm and the late Jeffrey Glowacki; aunt of Lacey Glowacki; loving cousin of Tammy (Kevin) Clark, her children Brittany and Brandon, Keith Hall, and the late Val DiLuca; and niece of Rudy Petrovich and the late Olga Hall.

Respectfully submitted,

**Dr. Linda Lane
Superintendent of Schools**

HUMAN RESOURCES REPORT OF THE SUPERINTENDENT OF SCHOOLS

REPORT NO. 4767

January 25, 2012

From: Superintendent of Schools

To: Board of Public Education

The following personnel changes are recommended for the action of the Board. All promotions listed in these minutes are subject to the provisions of Board Rules.

A. New Appointments

Salaried Employees

<u>Name</u>	<u>Position</u>	<u>Salary per month</u>	<u>Date</u>
1. Elbel, Edward	Teacher Milliones 6-12 @ (University Prep)	\$ 4000.00 (001-01)	12-12-11
2. Hostenske, Mary	HRIS Assistant II Human Resources	\$ 3083.33 (008-01)	01-30-12
3. Kaison, Scott	Teacher Pgh. Gifted Center	\$ 4000.00 (001-01)	12-21-11

Hourly Employees

<u>Name</u>	<u>Position</u>	<u>Rate per hour</u>	<u>Date</u>
4. Aul, Mary	Playground Monitor Phillips	\$ 9.34	09-01-11

5. Farkasovsky, Isabella	Supervisory Aide II Minadeo	\$ 9.34	01-23-12
6. Gitelman, Maria	Supervisory Aide II Liberty	\$ 9.34	01-09-12
7. Hirt, Janet	Supervisory Aide II Northview ALA	\$ 9.34	01-05-12
8. Smith, Carolyn	Supervisory Aide II Northview ALA	\$ 9.34	11-19-11

B. Reassignments From Leave of Absence

Salaried Employees

<u>Name</u>	<u>Position</u>	<u>Salary per month</u>	<u>Date</u>
1. Altman, Joseph	Educational Assistant III Emotional Support Aide Conroy	\$ 3446.00 (03A-03)	01-03-12
2. Bright, Lydia	Teacher Pgh. Westinghouse	\$ 5249.00 (003-09)	12-08-11
3. Esposito, Monica	Teacher West Liberty	\$ 7880.00 (001-11)	01-03-12
4. Giliberto, Sarah	Teacher Carrick	\$ 4917.00 (002-07)	01-03-12
5. Green, Randi	Teacher Conroy	\$ 4793.00 (002-06)	02-01-12
6. Lilly, Emily	Teacher South Hills Middle	\$ 4100.00 (001-02)	01-03-12
7. Taylor, Deborah	Educational Assistant III Emotional Support Aide Linden	\$ 3446.00 (03A-03)	01-03-12
8. White, Tracie	Educational Assistant I School Support Aide Grandview	\$ 2844.00 (001-03)	01-03-12

Hourly

<u>Name</u>	<u>Position</u>	<u>Hourly</u>	<u>Date</u>
9. Vescovi, Flor	Supervisory Aide I Minadeo	\$ 8.08	12-20-11

C. Full-Time Substitutes

<u>Name</u>	<u>Position</u>	<u>Per month</u>	<u>Date</u>
1. Binion, Della	Arlington ALA	\$ 3686.00 (FTS-01)	01-18-12
2. Blasko, Jennifer	Northview ALA	\$ 3686.00 (FTS-01)	01-04-12
3. Bova, Megan	Allegheny Elementary	\$ 3686.00 (FTS-01)	12-21-11
4. Deely, Christine	Schaeffer Primary	\$ 3758.00 (FTS-02)	12-19-11
5. Donovan, Amanda	Northview ALA	\$ 3686.00 (FTS-01)	01-19-12
6. Grassi, Sophia	Westwood	\$ 3686.00 (FTS-01)	01-10-12
7. Hunsberger, April	Minadeo	\$ 3686.00 (FTS-01)	01-04-12
8. Johnson, Clara	Allegheny Middle	\$ 3686.00 (FTS-01)	01-19-12
9. Marchetti, Rachel	Greenfield	\$ 3686.00 (FTS-01)	01-10-12
10. Muto, Marc	Perry	\$ 3686.00 (FTS-01)	12-15-11
11. Regan, Jessica	Murray ALA	\$ 3686.00 (FTS-01)	01-03-12
12. Saunders, Tamara	Morrow	\$ 3686.00 (FTS-01)	12-09-11

13. Smith, Julie	Teaching Institute @ King	\$ 3758.00 (FTS-02)	12-19-11
14. St. Denis, Danielle	Pgh. CAPA	\$ 3686.00 (FTS-01)	12-21-11
15. Tyborowski, Shaun	Pgh. Obama 6-12	\$ 3686.00 (FTS-01)	12-21-11
16. Williams, Jeff	Arlington ALA	\$ 3758.00 (FTS-02)	01-19-12

D. Part Time Substitutes
(No Action)

E. Day-To-Day Substitutes

	<u>Name</u>	<u>Position</u>	<u>Per day</u>	<u>Date</u>
1.	Atwood, Kirk	Teacher Substitute	\$ 100.00	01-10-12
2.	Battaglia, Heather	Teacher Substitute	\$ 100.00	01-10-12
3.	Bobak, Jennifer	Teacher Substitute	\$ 100.00	01-11-12
4.	Bucaro, Lauren	Teacher Substitute	\$ 100.00	01-06-12
5.	Burch, Steven	Teacher Substitute	\$ 100.00	01-06-12
6.	Byrne, Taryn	Teacher Substitute	\$ 100.00	12-13-11
7.	Capo, Melissa	Teacher Substitute	\$ 100.00	01-06-12
8.	Cox, Michelle	Teacher Substitute	\$ 100.00	01-06-12

9.	Crumby, Tiffany	Teacher Substitute	\$ 100.00	01-03-12
10.	DelPrete, Alea	Teacher Substitute	\$ 100.00	01-11-12
11.	Desmond, Megan	Teacher Substitute	\$ 100.00	01-03-12
12.	DiMario, Nicole	Teacher Substitute	\$ 100.00	01-06-12
13.	Edwards, Carlos	Teacher Substitute	\$ 100.00	12-12-11
14.	Enck, Rachel	Teacher Substitute	\$ 100.00	01-10-12
15.	Flynn, Molly	Teacher Substitute	\$ 100.00	01-03-12
16.	Giannangeli, Ashley	Teacher Substitute	\$ 100.00	01-03-12
17.	Gring, Gretchen	Teacher Substitute	\$ 100.00	01-03-12
18.	Gualtiere, Katherine	Teacher Substitute	\$ 100.00	01-10-12
19.	Harclerode, Joseph	Teacher Substitute	\$ 100.00	01-13-12
20.	Helt, Amanda	Teacher Substitute	\$ 100.00	01-10-12
21.	Joynson, Alicia	Teacher Substitute	\$ 100.00	01-06-12
22.	Kisina, Mariya	Teacher Substitute	\$ 100.00	01-11-12
23.	Laux, Sandra	Teacher Substitute	\$ 131.00	01-03-12
24.	Lefebvre, Jillian	Teacher Substitute	\$ 100.00	01-06-12

25.	Macchia, Lacey	Teacher Substitute	\$ 100.00	01-03-12
26.	Marsh, Deborah	Teacher Substitute	\$ 100.00	01-03-12
27.	Mason, Shanekka	Teacher Substitute	\$ 100.00	01-10-12
28.	McDowell, Brian	Teacher Substitute	\$ 103.00	12-15-11
29.	Mirarchi, Lacey	Teacher Substitute	\$ 100.00	01-03-12
30.	Morris, Jessica	Teacher Substitute	\$ 100.00	01-06-12
31.	Mowrey, Emily	Teacher Substitute	\$ 100.00	01-11-12
32.	Pacini, Justin	Teacher Substitute	\$ 100.00	01-06-12
33.	Pohland, Brian	Teacher Substitute	\$ 100.00	01-06-12
34.	Reck, Sheldon	Teacher Substitute	\$ 131.00	01-03-12
35.	Salvia, Nicole	Teacher Substitute	\$ 100.00	01-03-12
36.	Schrader, Tyson	Teacher Substitute	\$ 100.00	01-03-12
37.	Schrank, Spencer	Teacher Substitute	\$ 100.00	12-13-11
38.	Sheeche, Jill	Teacher Substitute	\$ 100.00	01-03-12
39.	Stevens, Kate	Teacher Substitute	\$ 100.00	01-03-12
40.	Thompson, Teka	Teacher Substitute	\$ 100.00	01-11-12

41.	Travato, Jacqueline	Teacher Substitute	\$ 100.00	01-11-12
42.	Trozzo, Kelly	Teacher Substitute	\$ 100.00	01-03-12
43.	Valentine, Tara	Teacher Substitute	\$ 100.00	01-03-12

F. Reinstatements

1.	Colwell, Edwin	School Secretary I Teaching Institute @ King		01-03-12
2.	Ihrig, Carol	Chief Lunch Aide Westwood		01-23-12

G. Retirements

<u>Name</u>	<u>Position</u>	<u>Date</u>	<u>Reason</u>
1. Broderick, Timothy	Teacher Perry	02-12-12	Ret. Allowance
2. Catalano, Robert	Fireman A Brashear	01-18-12	Early Ret. Allowance
3. Devonshire, Sandra	Teacher Arlington ALA	01-03-12	Ret. Allowance
4. Dobrushin, Andrea	Teacher Northview ALA	02-01-12	Early Ret. Allowance
5. Durkin, Esther	Teacher West Liberty	02-01-12	Early Ret. Allowance
6. Honeywell, Deberah	Educational Assistant Learning Support Aide, Banksville	02-01-12	Ret. Allowance
7. Kasavich, Henry	Teacher Northview ALA	12-01-11	Disability Ret. Allowance

8. Lancaster, Donald	Teacher McNaugher	01-19-12	Early Ret. Allowance
9. Matthews, Barbara	Custodian IA South Brook	01-24-12	Early Ret. Allowance
10. Miesse-Miller, Mary	Teacher Allderdice	01-03-12	Ret. Allowance
11. Nath, Joseph	Custodian I Allderdice	01-16-12	Ret. Allowance
12. Paschel, Robert	Custodian I Brashear	01-23-12	Ret. Allowance
13. Pastor, Charlene	Cook Food Service Center	03-05-12	Ret. Allowance
14. Reed, Dolores	Custodian 4 Overbrook	01-17-12	Ret. Allowance
15. Smith-Dudley, Buena	Teacher Pgh. Science & Technology	08-26-11	Disability Ret. Allowance
16. Williams, Rosetta	Teacher Sunnyside	12-01-11	Disability Ret. Allowance

H. Resignations

<u>Name</u>	<u>Position</u>	<u>Date</u>	<u>Reason</u>
1. Arale, Abdulkadir	Educational Assistant III Learning Support Aide Arsenal Middle	12-21-11	Personal
2. Atwood, Kirk	Teacher Substitute Services	01-13-12	Personal
3. Basant, Celina	Teacher Substitute Services	01-03-12	Personal
4. Bolden, Naomi	Food Service Worker-New Pgh. Obama 6-12	01-18-12	Personal

5. Drischler, Julie	Teacher Carrick	01-03-12	Personal
6. Duggan, Shannon	.5 Teacher Oliver	01-03-12	Personal
7. Fischer, Gabrielle	Teacher Westinghouse	01-09-12	Personal
8. George, Sarah	Teacher Substitute Services	12-16-11	Personal
9. Girvin, Kristian	Teacher Substitute Services	12-16-11	Personal
10. Hammett, Victoria	Teacher Faison	01-03-12	Personal
11. Hines, Brian	Counselor Allderdice	01-03-12	Personal
12. Iwanonkiw, Autumn	Teacher Arlington ALA	01-03-12	Personal
13. Kanyumba, Martha	Teacher Curriculum & Instruction	12-15-11	Personal
14. Kelly, Danine	Teacher Schaeffer Intermediate	02-01-12	Personal
15. Malinowski, Lindsay	Teacher Westinghouse	01-26-12	Personal
16. Mazan, Kamilla	Teacher Substitute Services	01-03-12	Personal
17. Otway, Sarah	Project Manager Oliver	01-19-12	Personal
18. Roach, Shateca	Personal Care Aide Conroy	01-02-12	Deceased
19. Ropposch, Erin	Teacher Substitute Services	01-13-12	Personal
20. Szklany, Valene	Educational Assistant I Preschool Assistant, Early Childhood	01-11-12	Deceased

21. Watkins, Dionnea	AVID Coordinator Milliones 6-12 @ (University Prep)	02-01-12	End of temporary employment
22. Wispolis, Jason	LAN/WAN Engineer Technology	02-08-12	Personal
23. Younger, Markelia	Chief Lunch Aide Northview ALA	12-07-11	Personal

I. Terminations
(No Action)

J. Full-Time Substitutes Released

<u>Name</u>	<u>Position</u>	<u>Dates</u>
1. Berkey, Marsha	.4 Fort Pitt/.4 Weil ALA/ .2 Schaeffer Elementary	12-23-11
2. Conley, Stacie	Stevens	01-13-12
3. Connolly, Nicole	Conroy	02-02-12
4. Johnson, Erin	Conroy	12-13-11
5. Mahovsky, Elizabeth	Carrick	01-03-12
6. Saunders, Tamara	Morrow	01-13-12
7. Tyborowski, Shaun	Pgh. Obama 6-12	01-03-12

K. Part-Time Substitutes Released
(No Action)

L. Day-to Day Substitutes Released
(No Action)

M. Sabbatical Leaves of Absence

<u>Name</u>	<u>Position</u>	<u>Dates</u>	<u>Reason</u>
1. Davis, Keith	Teacher Weil ALA	12-17-11 to 03-30-12	Health
2. Freeman, Renee	Teacher Fort Pitt ALA	02-02-12 to 06-15-12	Health
3. Howard, Elizabeth	Teacher Northview ALA	12-06-11 to 03-15-12	Health
4. Kardos, Patrick	Teacher Miller	11-10-11 to 06-15-12	Health

N. Leaves of Absence

<u>Name</u>	<u>Position</u>	<u>Dates</u>	<u>Reason</u>
1. Abbott, Jessica	Teacher Mifflin	01-02-12 to 04-16-12	Personal
2. Allison, Edward	Teacher Perry	11-28-11 to 02-29-12	FMLA
3. Bacon, Debra	Teacher Teaching Institute @ Brashear	02-20-12 to 06-15-12	Personal
4. Byford, Carletta	Student Data Systems Specialist, .5 Lincoln/ .5 Pgh. Obama 6-12	01-17-12 to 04-30-12	Health
5. Bykowski, Meghan	Teacher Special Education	01-09-12 to 06-15-12	Personal
6. Farber, Julie	Teacher Allderdice	02-21-12 to 06-15-12	Personal
7. Koman-Miller, Becky	Teacher Miller	11-28-11 to 03-22-12	Health

8. Mancuso, Kelly	Teacher Teaching Institute @ King	02-23-12 to 06-01-12	Personal
9. Palm, Megan	Teacher Sterrett	12-05-11 to 06-15-12	Personal
10. Stovash, Jean	Teacher Pgh. Obama 6-12	02-17-12 to 06-15-12	Personal
11. Tinney, Jennifer	Speech Therapist Special Education	01-03-12 to 06-15-12	Personal
12. Wenning, Deborah	Teacher Northview ALA	01-04-12 to 04-03-12	FMLA
13. Withers, Patricia	Teacher Allderdice	12-02-11 to 05-20-12	Health

O. Transfers From Temporary Professional to Professional Status
(No Action)

P. Transfers From One Position to Another Without Change of Salary

Salary Employees

<u>Name</u>	<u>Position</u>	<u>Date</u>
1. Barbour, Jennifer	Classroom Assistant Autistic, Greenfield to Classroom Assistant Autistic, South Hills Middle	01-11-12
2. Cecchetti, Daniele	Teacher, Minadeo to Teacher, Fort Pitt ALA	01-09-12
3. Gamrat, Mardeana	Classroom Assistant Autistic, South Hills Middle to Classroom Assistant Autistic, Greenfield	01-11-12
4. Hines, Edward	Student Services Assistant, Mifflin to Student Services Assistant, Concord	01-03-12
5. Parks, Pamela	Teacher, Minadeo to Teacher, Whittier	01-09-12

6.	Roberts, L. Ray	Curriculum Coach, .5 Allderdice/.5 Perry Curriculum Coach, .8 Teaching Institute @ Brashear/.2 Oliver	09-01-11
7.	Robinson, Derek	Student Services Assistant, Concord to Student Services Assistant, Mifflin	01-03-12

Hourly Employees

	<u>Name</u>	<u>Position</u>	<u>Date</u>
1.	Allen, Paul	Light Cleaner-New, Plant Operations to Light Cleaner-New, Pgh. CAPA	01-03-12
2.	Anderjack, Robert	Light Cleaner-New, Plant Operations to Light Cleaner-New, Teaching Institute @ Brashear	01-03-12
3.	Cattrell, LaRon	Light Cleaner-New, Pgh. CAPA to Light Cleaner-New, Plant Operations	01-03-12
4.	Durler, Robert	Light Cleaner New, Brookline to Light Cleaner New, Plant Operations	01-03-12
5.	Ladd, Duval	Light Cleaner-New, Plant Operations to Light Cleaner New, Brookline	01-03-12
6.	Moio, Gino	Athletic Field Caretaker I, Carrick to Athletic Field Caretaker I, Plant Operations	01-03-12
7.	Scott, Christopher	Light Cleaner-New, Teaching Institute @ King to Light Cleaner-New, Plant Operations	01-03-12
8.	White, Heather	Athletic Field Caretaker I, Plant Operations to Athletic Field Caretaker I, Carrick	01-03-12
9.	Wolfe, Grace	Light Cleaner-New, Teaching Institute @ Brashear to Light Cleaner New, Plant Operations	01-03-12

Q. Transfers From One Position to Another With Change of Salary

Salary Employees

	<u>Name and Position</u>	<u>per month</u>	<u>Date</u>	<u>Reason</u>
1.	Allen, Dorreen Full-time Substitute Teacher, Substitute Services to Teacher, Faison	\$ 4800.00 (001-04)	01-09-12	Vacancy
2.	Fiorentino, Nicole .6 Teacher, Allderdice to Teacher, Allderdice	\$ 4000.00 (001-01)	01-03-12	Vacancy
3.	Pergantis, Stephanie Counselor, Substitute Services to Counselor, Colfax ALA	\$ 4410.00 (001-03)	01-03-12	E. Freed retired
4.	Varlotta, Lisa School Nurse, Health Services to .4 School Nurse, Health Services	\$ 2685.80 (002-10)	01-31-12	Schedule Change
5.	Wittman, Melanie Workers' Compensation Assistant, Finance to Workers' Compensation/ Risk Manager, Finance	\$ 5770.35 (007-01)	02-16-12	Reclassification

Hourly Employees

	<u>Name and Position</u>	<u>Rate per hour</u>	<u>Date</u>	<u>Reason</u>
6.	Dietz, Tracy Ground Labor I, Plant Operations to Light Cleaner New, Teaching Institute @ King	\$ 17.29	01-03-12	Transfer
7.	Kovatch, Steven Maintenance Repairman II, Plant Operations to Assistant Custodian A, Pgh. CAPA	\$ 22.42	01-03-12	Transfer

8.	Lovett, Gale Lunch Aide, Faison to Chief Lunch Aide, Faison	\$ 9.34	01-11-12	R. Ventura transferred
9.	Muldrow, Karla Relief Manager Trainee, Food Service to Food Service Worker, Millions 6-12 @ (University Prep)	\$ 12.17	01-11-12	Transfer
10.	Upshaw, Doris Lunch Aide, Teaching Institute @ King to Temporary Food Service Worker, Pgh. Obama 6-12	\$ 12.41	01-11-12	S. Finney LOA

R. Supplemental Appointments

Interns

1. That the following person be approved to work as an Intern until June 30, 2012 at the rate of \$12.50 per hour.

<u>Name</u>	<u>Location</u>	<u>Date</u>
a) Jackson, Arthur	Pgh. Science & Technology	11-10-11

Travel Waivers

1. That the Board approve a travel waiver for Virginia Hill, Executive Director of the Chief Academic Office, to the following destination: Austin, Texas for the UMLN retreat, February 13-15, 2012. This retreat will be focusing on furthering the study and plan for implementation of the Common Core State Standards and focusing on the latest happenings that relate to CCSS for Mathematics. This trip will result in 3 days of travel. Virginia Hill has already traveled to Tampa, Florida for the Aspen ULLN Conference, November 7-9, 2011 and to Harrisburg, PA, on January 12, 2012 for the PDE Strategic Workgroups Team PA Foundation. Virginia Hill's travel will result in 7 days total. This trip is at no cost to the District.

Payments Authorized

1. That the Board approval a request for Twenty (20) K-12 candidates to receive a stipend in the amount of \$1,050.00 per staff, for Teaching and Learning Environment (TLE) Support Services Liaisons. The Twenty (20) K-12 candidates from social work, counseling, SPED and nursing professionals have joined the TLE Leadership Team. These candidates work collaboratively with the TLE Teacher Liaisons to design solutions and tools to support and enhance the teaching and learning environment in schools across the District. This phase of the work will contribute to establishing and reinforcing a positive culture socially, emotionally and behaviorally amongst our students in order to develop and maintain Promise-Readiness throughout all Pittsburgh Public Schools. Specific details of the scope of work are on file. A grant from the Heinz Endowments is supporting this expense. Total cost will not exceed \$21,000 from account #1019-25Q-2271-124.

S. Miscellaneous Recommendations

It is recommended:

1. That the Board approve a leave of absence with loss of pay for the following person(s):

<u>Name</u>	<u>Position</u>	<u>Dates</u>	<u>Reason</u>
a) Altman, Joseph	Educational Assistant III Emotional Support Aide, Conroy	12-13-11 to 12-31-11	Health
b) Basinger, Kimberly	Coordinator Curriculum & Instruction	01-24-12 to 03-23-12	Personal
c) Bateman, Gwyneth	Teacher Colfax ALA	12-21-11 to 01-30-12	Health
d) Bright, Lydia	Teacher Pgh. Westinghouse	12-01-11 to 12-07-11	FMLA
e) Giliberto, Sarah	Teacher Carrick	12-02-11 to 12-02-11	Personal
f) Malara, Linda	Student Data Systems Specialist, Fulton	01-03-12 to 02-01-12	Health
g) McKain, Daniela	Teacher Fort Pitt ALA	01-13-12 to 03-03-12	Personal

h) McPeake, Heidi	Assistant Teacher Special Education	12-12-11 to 02-12-12	Health
i) Miller-Ponas, Dina	Teacher Murray ALA	12-06-11 to 02-06-12	Health
j) Mrdjenovich, Marie	Teacher Grandview	01-04-12 to 03-02-12	Personal
k) Murray, Nicole	Curriculum Coach Grandview	01-03-12 to 03-05-12	Personal
l) Pennybaker, Karasimone	Educational Assistant I Preschool Assistant, Early Childhood	12-21-11 to 02-01-12	Personal
m) Sparrow, Jerome	Food Service Manager Trainee, Food Service Center	11-21-11 to 01-23-12	Health
n) Wick, Wendy	Teacher Greenfield	12-05-11 to 01-18-12	Personal
o) Wilder, Yvette	Teacher Special Education	02-02-12 to 03-23-12	Personal
p) Wolfe, Grace	Light Cleaner-New Plant Operations	12-12-11 to 02-10-12	Health

2. That the Board approve a Medical Sabbatical Waiver for Dianne Kukic, Counselor, Spring Hill, effective August 22, 2011 to January 31, 2012.

3. That the Board approve the following action(s):

CORRECTIONS:

Reinstatement

a) Moore, Daryl – (Acting) Design Director, Pittsburgh Westinghouse, effective 01-03-12 to 06-30-12 should read- (Acting) Design Director, Pittsburgh Westinghouse, effective 12-20-11 to 06-30-12 (December 2011 Board Minutes).

Transfers From One Position to Another Without Change of Salary

- a) **Busch, John** – Fireman B, Carmalt to Fireman B, Plant Operations, effective 12-05-11 – should read - Fireman B, Carmalt to Fireman B, Plant Operations, effective **01-03-12** (December Board Minutes).

Miscellaneous Recommendations

Leave of absence with **loss** of pay

- a) **Kasavich, Henry** – Teacher, Carmalt, effective 11-01-11 to 01-27-12, Health – should read - Teacher, **Northview ALA**, effective 11-01-11 to 01-27-12, Health (November Board Minutes).

Interscholastic Athletics

It is recommended:

1. That the following coaching assignments in the high schools for the interscholastic program be approved for the school year 2011-2012 in accordance with the hours and conditions as set forth in the Collective Bargaining Agreement between the Board and the Pittsburgh Federation of Teachers.

<u>SCHOOL</u>	<u>COACH</u>	<u>SPORT</u>
a. BRASHEAR	1. Craig Aguglia	Volleyball, Head Boys
	2. Henry Hogle	Softball, Head
	3. Dustin Smith	Track, Head Girls
	4. Wendy Ammerman	Softball, Assistant
	5. Brian Matts	Baseball, Assistant

2. That the following assignments to the position of teacher for high school intramurals be approved for the school year 2011-2012 in accordance with the conditions as set forth in the Collective Bargaining Agreement between the Board and the Pittsburgh Federation of Teachers.

<u>SCHOOL</u>	<u>TEACHER</u>	<u>SEASON</u>
a. ALLDERDICE	1. Dennis Robinson	Winter
	2. Jessica Zaremski	Winter

Interscholastic Athletics

3. That the following coaching assignments be rescinded for the 2011-2012 school year.

<u>SCHOOL</u>	<u>COACH</u>	<u>SPORT</u>
a. PERRY	1. Stephen Abbondanza	Basketball, Asst. Girls
b. SUNNYSIDE	2. David Saylor	Basketball, Boys

HUMAN RESOURCES REPORT OF THE SUPERINTENDENT OF SCHOOLS

ADDENDUM A

POSITIONS OPENED AND CLOSED

January 25, 2012

GENERAL FUNDS

It is recommended:

- 1. That the following position(s) be opened, effective on the date indicated:**

	<u>POSITION</u>	<u>NUMBER</u>	<u>DATE</u>	<u>LOCATION</u>
a)	Light Cleaner/Fireman (Back-Fill)	15	01-26-12	Plant Operations
b)	Light Cleaner, Substitutes	100	05-21-12	Plant Operations

Respectfully submitted,

**Dr. Linda Lane
Superintendent of Schools**

HUMAN RESOURCES REPORT OF THE SUPERINTENDENT OF SCHOOLS

ADDENDUM B

ADDITIONAL HUMAN RESOURCES ACTION

January 25, 2012

A. Resignations

<u>Name</u>	<u>Position</u>	<u>Date</u>	<u>Reason</u>
1. Malen, Amy	Program Manager Curriculum & Instruction	02-07-12	Personal

B. Transfer From One Position to Another Without Change of Salary

Salary Employees

<u>Name</u>	<u>Position</u>	<u>Date</u>
1. Adams, Parthena	Assistant Principal, Teaching Institute @ Brashear to Assistant Principal, South Hills Middle	02-01-12
2. Al-Ebrahim, Victoria	Assistant Principal, South Hills Middle to Assistant Principal, Lincoln	02-01-12
3. George, Brandon	(Acting) Assistant Principal, Pgh. Westinghouse to (Acting) Assistant Principal, Teaching Institute @ Brashear	02-01-12

C. Transfer From One Position to Another With Change of Salary

Salary Employees

<u>Name and Position</u>	<u>per month</u>	<u>Date</u>	<u>Reason</u>
1. Varlotta, Anthony (Acting) Principal, Greenfield to (Acting) Assistant Principal, Pgh. Westinghouse	\$ 8409.43 (004-08)	02-06-12	E. Rosenthal return from leave of absence

1 TRANSCRIPT OF PROCEEDINGS

2 - - -

3 PITTSBURGH BOARD OF PUBLIC EDUCATION
4 LEGISLATIVE MEETING
5 WEDNESDAY, JANUARY 25, 2012
6 7:00 P.M.
7 ADMINISTRATION BUILDING - BOARD ROOM

8 - - -

9 BEFORE:

10 THERESA COLAIZZI
11 WILLIAM ISLER
12 THOMAS SUMPTER, SECOND VICE-PRESIDENT
13 MARK BRENTLEY
14 JEAN FINK
15 FLOYD McCREA
16 DR. REGINA B. HOLLEY
17 SHERRY HAZUDA, BOARD PRESIDENT

18 - - -

19 MEMBERS ABSENT:

20 SHARENE SHEALEY, FIRST VICE-PRESIDENT

21 - - -

22 ALSO PRESENT:

23 MR. MARK CAMPBELL	DR. LINDA LANE
24 MR. IRA WEISS	MS. JODY SPOLAR
25 MR. PETER J. CAMARDA	MS. LINDA BAEHR
MS. LISA FISCHETTI	DR. JEANNINE FRENCH

26

27 REPORTED BY: LANCE E. HANNAFORD
28 PROFESSIONAL COURT REPORTER

29 - - -

30 COMPUTER-AIDED TRANSCRIPTION BY
31 MORSE, GANTVERG & HODGE, INC.
32 PITTSBURGH, PENNSYLVANIA
33 412-281-0189

34 - - -

35

ORIGINAL

1 P-R-O-C-E-E-D-I-N-G-S

2 MS. HAZUDA: Good evening, ladies and
3 gentlemen.

4 Welcome to the January 25th, 2012
5 Pittsburgh Board of Public Education Legislative
6 Meeting.

7 Before we begin this evening, I would like
8 to ask everyone to please turn off all cell phones and
9 pagers or put them on vibrate.

10 Would everyone please rise, so we can
11 salute the flag.

12 (Salute to the flag.)

13 MS. HAZUDA: Thank you.

14 Tonight we would like to take a few minutes
15 to acknowledge and recognize the work of the Gateway
16 Medical Society's youth mentoring program.

17 I would like to ask board members to please
18 come forward. I will turn this portion of the meeting
19 over to Susan Chursky.

20 (Awards presentation.)

21 MS. HAZUDA: Thank you, Ms. Chursky.

22 Mr. Weiss, could we have roll call, please?

23 MR. WEISS: Mr. Brentley?

24 MR. BRENTLEY: Here.

25 MR. WEISS: Ms. Colaizzi?

1 MS. COLAIZZI: Here.

2 MR. WEISS: Ms. Fink?

3 MS. FINK: Here.

4 MR. WEISS: Dr. Holley?

5 DR. HOLLEY: Here.

6 MR. WEISS: Mr. Isler?

7 MR. ISLER: Present.

8 MR. WEISS: Mr. McCrea?

9 MR. MCCREA: Here.

10 MR. WEISS: Ms. Shealey?

11 Mr. Sumpter?

12 MR. SUMPTER: Present.

13 MR. WEISS: Mrs. Hazuda?

14 MS. HAZUDA: Here.

15 MR. WEISS: Eight members present.

16 MS. HAZUDA: Thank you, Mr. Weiss.

17 At this time, I would like to ask

18 Mr. Sumpter to please share our core beliefs and

19 commitments.

20 MR. SUMPTER: The Pittsburgh Board of

21 Education firmly believes that we can educate every

22 child to their maximum level of achievement.

23 We want to ensure that it is done in a safe

24 and orderly work environment for students and staff.

25 We want to ensure that resources are

1 distributed in an equitable manner to provide the
2 necessary support in an efficient and effective
3 manner.

4 Last but not least, do what we can to
5 improve public and community engagement within the
6 Pittsburgh school district.

7 Those five beliefs we feel will improve the
8 governance of Pittsburgh Board of Education and
9 translate in to higher academic achievement for all
10 students of the district.

11 Thank you.

12 MS. HAZUDA: Thank you, Mr. Sumpter.

13 Will everyone please turn to the minutes
14 from last month?

15 Are there any corrections, additions or
16 deletions?

17 MR. ISLER: Move to approve the minutes.

18 MS. COLAIZZI: Second.

19 MS. HAZUDA: Isler, Colaizzi.

20 I have a motion to approve the minutes of
21 the December 20, 2011 Legislative Meeting.

22 All those in favor, please signify by
23 saying "aye".

24 (Chorus of ayes.)

25 MS. HAZUDA: Opposed?

1 (No response.)

2 MS. HAZUDA: Thank you.

3 At this time, I would like to read the
4 executive session statement.

5 In addition to executive sessions announced
6 at the Legislative Meeting on December 20th, 2011, the
7 board met in executive sessions on January 9th, 2012,
8 January 18, 2012, and immediately before this
9 legislative meeting to discuss various personnel
10 matters, that may include, but are not limited to,
11 administrative vacancies and positions opened and
12 closed.

13 Finally, at the executive session
14 immediately before this Legislative Meeting, the board
15 discussed student discipline cases, that involved
16 violations of various portions of the code of student
17 conduct.

18 The board does not vote at executive
19 session.

20 Let's turn to the education committee.

21 MR. SUMPTER: Point of order, Madam chair.

22 There is a special Legislative Meeting
23 errata minutes from that meeting on January 9th.

24 Do we need to approve that?

25 MS. COLAIZZI: It was a continuation.

1 Point of order. It was a continuation.

2 MR. SUMPTER: Do we need to approve the
3 minutes? That is the only question.

4 MR. WEISS: The meeting on the 9th was a
5 special meeting.

6 It was recessed until the 18th.

7 So I believe a motion would be in order to
8 approve the minutes of January 9th.

9 MR. ISLER: Move to approve the minutes of
10 the special meeting of January 9th, 2012.

11 MR. McCREA: Second.

12 MS. HAZUDA: Isler and McCrea.

13 Thank you, Mr. Sumpter.

14 All those in favor, signify by saying
15 "aye".

16 (Chorus of ayes.)

17 MS. HAZUDA: Opposed?

18 (No response.)

19 MS. HAZUDA: All right. Cool. Thank you.

20 All right. We will begin with the
21 committee reports.

22 First on education that is before you,
23 submitted by Ms. Sharene Shealey, chair, and her
24 committee.

25 If you would please turn to page 10 of 10

1 of the report.

2 I would like to give you the student
3 suspension transfer and expulsion numbers for this
4 month.

5 50 students were suspended for four to ten
6 days. No students were suspended for four to ten days
7 and transferred to another Pittsburgh Public School.

8 One student was expelled out of school for
9 11 days or more. No students were expelled out of
10 school for 11 days or more and transferred to another
11 Pittsburgh Public Schools.

12 Are there any questions or comments on the
13 committee report on education, that were not addressed
14 at agenda review?

15 Mr. Brentley, we will start with you.

16 MR. BRENTLEY: Yes.

17 I have some comments concerning page 3,
18 No. 5.

19 This is the contract with the Bevan
20 Consulting Solutions. I raised my concerns. I still
21 have pretty much the same concerns.

22 I will not be supporting this item for a
23 couple of reasons. The continuation of the contract,
24 the term and the amount of the contract, and for the
25 fact that I believe we should be at a point where we

1 can begin to practice what was taught to our district.

2 So it concerns me, when we continue to have
3 these contracts, that seem to go on and on.

4 And at the same time, which I will continue
5 to mention, we are laying off teachers. We are laying
6 off librarians. And there are some schools with a
7 part-time librarian.

8 So it makes no sense. So I will not be
9 supporting that item.

10 The next question I have is on page 6,
11 No. 12. I raised comments at agenda review concerning
12 the MOU, memorandum of understanding, with Robert
13 Morris University.

14 I have some concerns there. Wonderful,
15 wonderful thing for the university to want to come in
16 and provide tutoring services to our students.

17 But it concerns me, when they say there is
18 a zero cost, when they actually have access to our
19 students and possible future relationships, that they
20 can -- can actually grow off of this event.

21 Secondly, I raise concerns about the report
22 two years ago concerning local universities and their
23 lack of keeping students in their universities, almost
24 like a revolving door.

25 We have the Pittsburgh Promise. I don't

1 know, but we need to develop as a district some kind
2 of rule or measurement on the university.

3 So before they can come in to get a
4 wonderful relationship with this district on a
5 volunteer basis with a zero cost, that we have some
6 kind of rating system.

7 How well are you doing with our students?

8 How well are you retaining African-American
9 students?

10 How well are you doing on the national and
11 local scene in terms of its reporting?

12 So I will not be supporting that item as
13 well.

14 My next question is just a very simple
15 question. No. 14. This is just a general question.

16 Dr. Lane, this item, which is also another
17 contract, we have or we do not have anyone in the
18 district who can provide any of these services?

19 DR. LANE: Mr. Brentley, as I recall this
20 item, it was to do some fill-in services, because of a
21 shortage of certified people, that we were able to
22 hire.

23 MR. BRENTLEY: Okay.

24 And the last two or three rounds of
25 layoffs, were there any of those individuals who can

1 possibly fill some of those vacancies?

2 DR. LANE: No. There were not.

3 MR. BRENTLEY: Okay.

4 I just want to say and remind
5 administration as well as HR, that with every
6 possibility, when we are looking at providing or
7 filling in positions, that we keep in mind the
8 wonderful, wonderful dedicated employees, that we laid
9 off or furloughed.

10 My final question would be No. 16, page 9.
11 I raised concerns at the agenda review. This is the
12 adoption of the revisions of the board policy, the 900
13 Records Management. I will not be supporting this
14 item.

15 This is an issue of procedure. I shared my
16 concerns with the chair of this committee.

17 You don't just wake up and decide to change
18 something. It is a board. We work together.

19 We had a similar situation a couple of
20 months ago. Same committee made recommendations, in
21 its recommendations, changing some of the policies
22 included lowering the standards for some of our
23 students. Included some changing of some language, to
24 change the names.

25 So it concerns me, when one board member

1 has the authority or the power to change and move it
2 through the system swiftly. Because it will pass
3 tonight with flying colors.

4 It concerns me in terms of the process,
5 that we should be using. It concerns me about not
6 being able to give the public the trust, that it
7 needs, and this board, that everything is going
8 through the same process, especially one that would
9 make the changes available to the public prior to our
10 voting on it.

11 So I will not be voting on that item.

12 And once again, I challenge leadership of
13 this board, that we must find a way to make issues
14 even and fair across the board.

15 Over the years, I have attempted as chair
16 of the committees, that I chaired, of trying to bring
17 small items through.

18 And it was often voted down -- not voted
19 down, I never even received the second to be
20 considered. Small items that would be a zero cost to
21 the district never made it to this floor in terms of
22 being considered.

23 But we can allow one or some board members
24 to make huge changes here and attempt to hide behind
25 the law or other procedures, to get it passed. And we

1 let it go through.

2 So once again, to the leadership of this
3 board, I am asking for consistency.

4 I am asking that you remember that we are
5 all board members. And we all should have the same
6 rights and authority in making recommendations.

7 That is all I have.

8 Thank you.

9 MS. HAZUDA: Thank you, Mr. Brentley.

10 That actually echoes some of what I had
11 sent out a memo to the board, that I had attended a
12 PSBA school board president training.

13 And one of the issues was to have
14 consistency in how you do things. And to not have
15 things brought up at the last minute, so that no one
16 is surprised at what is going on.

17 So that does kind of work with what you are
18 doing.

19 And so I think it is appropriate that we
20 are consistent in that the board is shared information
21 prior to being expected to vote on it, so that we have
22 the opportunity to ask questions.

23 So thank you very much.

24 Ms. Colaizzi.

25 MS. COLAIZZI: Thank you.

1 My questions were all answered at agenda
2 review.

3 MS. HAZUDA: Mrs. Fink?

4 MS. FINK: No. I am also good.

5 MS. HAZUDA: Dr. Holley?

6 DR. HOLLEY: Yes.

7 Item No. 5 page 3. Bevan Consulting
8 Solutions.

9 I am going to say again that I am a bit --
10 I want to say, first and foremost, that the Bevan
11 Consulting Solutions Company was able to do a good job
12 in helping us with our RISE program.

13 However, I do believe it is now time for
14 the district to work on our own in this area.

15 I think it is time that we stop -- the
16 consultants are not supposed to be with us for a long
17 period of time.

18 And I think that her starting with us in
19 2007, I do believe up until now, I think that that
20 should be enough.

21 So I will not be supporting this particular
22 board tab.

23 I will agree with my colleague, that item
24 No. 14 -- I am sorry, item No. 16, that when we are
25 doing board policy, that should come before us first,

1 before we start to change the policies, that we
2 already currently have.

3 And I would like to look at those prior to
4 having those come out to the public for a vote.

5 But I do want to say, after having the
6 public hearing on Monday, I do want to commend Mifflin
7 for working through the process on bullying and
8 bringing this company in to support them, and helping
9 them to work through the problem, that they are having
10 at their school, and that we have at many of our
11 schools in the district.

12 And I just want to commend them for that.

13 Thank you.

14 MS. HAZUDA: Thank you, Dr. Holley.

15 Mr. Isler.

16 MR. ISLER: Thank you, Mrs. Hazuda.

17 I just want to make it very clear on this
18 Records Management policy, that this is one policy we
19 are looking at tonight.

20 It was sent out to the board prior to
21 agenda review and discussed at agenda review. It is
22 primarily to bring us within the current laws that
23 govern this board, both Federal and state.

24 And it is procedural more than anything
25 else.

1 It is I think going to be a cost savings,
2 because it is making our records management current,
3 up to date, and allow us to, if not digitalize,
4 eliminate a lot of paper, which we are basically
5 drowning in.

6 So this is purely procedural recommended by
7 our solicitor in the law department.

8 Thank you, Mrs. Hazuda.

9 MS. HAZUDA: Thank you, Mr. Isler.

10 Mr. McCrea.

11 MR. MCCREA: I just need clarification on
12 No. 5. The funding for that, are we allowed to use
13 that to hire teachers? Or any other staff members?

14 DR. LANE: If you are referring to the item
15 on Bevan Consulting, no.

16 Although, I know that sometimes there has
17 been concern expressed in regard to contracts of this
18 nature, especially in contracts that we have on
19 operating budget.

20 This money could not be used to hire
21 staff. No.

22 MR. MCCREA: Thank you. I just needed
23 clarity on that.

24 DR. LANE: And maybe I wasn't clear. It
25 could be used for hired staff for the effective

1 teacher program. But it could not be used like, for
2 example, to bring back a music teacher or art teacher,
3 something like that to the school. No.

4 MR. McCREA: Thank you.

5 That is the clarity I needed. Thank you.

6 MS. HAZUDA: Thank you, Mr. McCrea.

7 Mr. Sumpter?

8 MR. SUMPTER: No questions or comments at
9 this time.

10 Thank you.

11 MS. HAZUDA: Thank you.

12 If there are no further questions,
13 Mr. Weiss, may we have roll call vote, please?

14 MR. WEISS: Mr. Brentley?

15 MR. BRENTLEY: Yes on the report.

16 I will be voting no on page 3, No. 5. No
17 on page 6, No. 12. No on page 9, No. 16.

18 MR. WEISS: Mrs. Colaizzi?

19 MS. COLAIZZU: Yes.

20 MR. WEISS: Mrs. Fink?

21 MS. FINK: Yes.

22 MR. WEISS: Dr. Holley?

23 DR. HOLLEY: Yes. On the report as a
24 whole.

25 No on No. 5 on page 3 of 10.

1 And no on page 9 of 10, No. 16.

2 MR. WEISS: Mr. Isler?

3 MR. ISLER: Yes.

4 MR. WEISS: Mr. McCrea?

5 MR. MCCREA: Yes.

6 MR. WEISS: Mr. Sumpter?

7 MR. SUMPTER: Yes on the report as a
8 whole. No on item 5 on page 3.

9 MR. WEISS: Mrs. Hazuda?

10 MS. HAZUDA: Yes.

11 MR. WEISS: The report is approved. Item 5
12 and 3, no votes. And item 16, two no votes. Item 12
13 had one no vote.

14 The report is approved.

15 MS. HAZUDA: Thank you, Mr. Weiss.

16 We will move on to the committee report on
17 business and finance submitted by Mrs. Colaizzi,
18 business chair, and Mr. McCrea, finance chair.

19 Are there any questions or comments, that
20 were not addressed at agenda review?

21 Mr. Brentley?

22 MR. BRENTLEY: No questions.

23 MS. HAZUDA: Mrs. Colaizzi?

24 MS. COLAIZZI: My questions were answered
25 at agenda review. Thank you.

1 MS. HAZUDA: Mrs. Fink?

2 MS. FINK: I am good. Thanks.

3 MS. HAZUDA: Dr. Holley?

4 DR. HOLLEY: No questions.

5 MS. HAZUDA: Mr. Isler?

6 MR. ISLER: My questions were answered at
7 agenda review. Thank you, Mrs. Hazuda.

8 MS. HAZUDA: Mr. McCrea?

9 Mr. Sumpter?

10 MR. SUMPTER: No comments or questions.

11 Thank you.

12 MS. HAZUDA: Mr. Weiss, may we have roll
13 call vote, please?

14 MR. WEISS: Mr. Brentley?

15 MR. BRENTLEY: Yes.

16 MR. WEISS: Mrs. Colaizzi?

17 MS. COLAIZZU: Yes.

18 MR. WEISS: Mrs. Fink?

19 MS. FINK: Yes.

20 MR. WEISS: Dr. Holley?

21 DR. HOLLEY: Yes.

22 MR. WEISS: Mr. Isler?

23 MR. ISLER: Yes.

24 MR. WEISS: Mr. McCrea?

25 MR. MCCREA: Yes.

1 MR. WEISS: Mr. Sumpter?

2 MR. SUMPTER: Yes.

3 MR. WEISS: Mrs. Hazuda?

4 MS. HAZUDA: Yes.

5 MR. WEISS: Report is approved eight to
6 zero.

7 MS. HAZUDA: Thank you.

8 Let's move on to report on personnel, that
9 includes addendums A and B, that is before you.

10 Are there any questions on the personnel
11 report at this time?

12 Oh, before we start our questions,
13 Dr. Lane, do you want to read the two memorials?

14 DR. LANE: Dear board of directors, it is
15 with great sadness I write to inform you of the heart
16 breaking death of Shateecha Roach, personal care aide,
17 on Sunday, January 1, 2012.

18 Mr. Rudley Mrvos, principal at Pittsburgh
19 Conroy, staff, students and community paid the
20 following tribute to her memory.

21 Ms. Roach was a graduate of Langley High
22 School and joined the Pittsburgh Public Schools in
23 2004, working in numerous positions.

24 Ms. Roach was currently a personal care
25 aide at Pittsburgh Conroy. Affectionately known as

1 Ms. T, Ms. Roach was loved by students and staff. A
2 kind and wonderful young woman, Ms. Roach was always
3 on hand to offer help to anyone in need.

4 She was at all times ready to give a smile
5 or a hug to a student or a colleague. Ms. Roach has
6 two daughters. Her oldest daughter, Anniyah, attends
7 Pittsburgh Beechwood.

8 Her second daughter, Kaleah, is just seven
9 weeks old. Shateecha Roach was an outstanding
10 individual, a devoted mother and a vital member of
11 Pittsburgh Conroy's community. She will be greatly
12 missed.

13 Respectfully submitted, Dr. Lane,
14 superintendent of schools.

15 The second memorial, dear board of
16 directors, it is with great sadness that I write to
17 inform you of the death of Valene Szklany, an early
18 childhood educational assistant, on Wednesday, January
19 11, 2012.

20 Mrs. Szklany began her employment with the
21 Pittsburgh Public Schools in 2001. And her most
22 recent work was as a paraprofessional in early
23 childhood at Pittsburgh Concord, preK through 5.

24 Ms. Carol Barone-Martin, executive director
25 of early childhood, staff, students and community pay

1 the following tribute to her memory.

2 Ms. Szklany was such a kind person. The
3 children in her class only had her for a few months.
4 But she made a lasting impression on them. She
5 interacted with them to help extend their learning and
6 praise them for their efforts.

7 The children talk about her every day to
8 say how much they miss her. Mrs. Szklany was always
9 ready to go above and beyond her job
10 responsibilities.

11 She automatically knew what needed to be
12 done and took care of it. She was a great organizer
13 and gave so much support in the classroom.

14 Mrs. Szklany loved her job and tried very
15 hard to get well to return to the classroom.
16 Ms. Szklany is the beloved wife of Stephen J. Szklany,
17 adoring mother of Stephen and Nicholas Szklany,
18 cherished daughter of Daisy Petrovich and the late
19 Irvin Glowacki, dear sister of Kimm and the late
20 Jeffrey Glowacki, aunt of Lacey Glowacki, and loving
21 cousin of Tammy (Kevin) Clark, her children Brittany
22 and Brandon, Keith Hall and the late Val DiLuca, and
23 niece of Rudy Petrovich and the late Olga Hall.

24 Respectfully submitted, Dr. Lane,
25 superintendent of schools.

1 MS. HAZUDA: Thank you, Dr. Lane.

2 Okay.

3 Now, we will go back to the personnel
4 report at this time.

5 Mr. Brentley, do you have any questions?

6 MR. BRENTLEY: I just want to first send
7 out my condolences to the Roach family, and just to
8 remind them our prayers will continue to stay with the
9 family.

10 And I do want to encourage our staff to
11 remind the daughter that is still in the district
12 about the important services, that we do offer, to all
13 of our students, when they are going through troubled
14 times.

15 Second, I would like to just point out
16 under the addendum B, No. 1 under C, transfer from one
17 position to another with change in salary.

18 And that is the position of Mr. Anthony
19 Varlotta. He was the acting principal at Greenfield.
20 He is now going to be the acting assistant principal
21 at Pittsburgh Westinghouse.

22 But he left a great marriage, and that was
23 the marriage over at Allegheny with Toni Kendrick and
24 Mr. Varlotta, who worked together. And it was
25 unbelievable seeing the two of them work together.

1 And I know how important we have to think
2 district wide. But I just want to caution the
3 administration, that if we are not on top of things in
4 a certain area, it can impact other parts of this
5 district, that are successful.

6 And with the breakup of this marriage, that
7 we had over at Allegheny, there is a perfect example.

8 I will wish Mr. Varlotta the best, wherever
9 he may go.

10 But we do want to remind him that we
11 definitely miss him. We definitely miss the
12 relationship that they both have developed for all of
13 the students at Allegheny.

14 The second question, final question is the
15 addendum A. Dr. Lane, we are opening up the
16 positions, 15 positions for light cleaner slash
17 fireman.

18 And then we are also opening up 100
19 positions for light cleaner substitutes.

20 Backfill means what? Which is under the
21 cleaners. What does that mean?

22 DR. LANE: I will respond. And I will ask
23 Ms. Fuller to correct me, if I am wrong. Backfill
24 means there is an opening. And we are pulling someone
25 in to an existing position.

1 So someone has either moved up or moved
2 out. So backfill means you are bringing someone in to
3 fill that.

4 MR. BRENTLEY: Thank you. Second question
5 is for the light cleaners.

6 Ms. Spolar, please tell me that we are
7 working from the list of light cleaners, that we laid
8 off a couple months ago.

9 MS. SPOLAR: That will definitely be our
10 first source of recruitment for these positions.

11 MR. BRENTLEY: We just want to say, and I
12 hope we are successful with getting, if not all, but
13 most of them back.

14 And that we had a lot of dedicated
15 employees, who I am certain would be just anxious to
16 hear the call.

17 Thank you very much.

18 MS. HAZUDA: Thank you, Mr. Brentley.
19 Mrs. Colaizzi?

20 Mrs. Fink?

21 MS. FINK: I am good. Thanks.

22 MS. HAZUDA: Dr. Holley?

23 DR. HOLLEY: Fine.

24 MS. HAZUDA: Mr. Isler?

25 MR. ISLER: Yes.

1 I just want to say, again, the tributes
2 that were sent out to the Roach family and Szklany
3 family, I just want to thank the principal of
4 Conroy for preparing it and also Carol Barone-Martin
5 for letting us know the great work these individuals
6 did for our students.

7 Thank you, Mrs. Hazuda.

8 MS. HAZUDA: Mr. McCrea?

9 MR. MCCREA: I do want to echo that
10 concern.

11 And also a big hole they have to fill at
12 Conroy. I hope they can do that. The students really
13 need them there.

14 I want to thank any of our employees in the
15 military for serving their country. Thank you for a
16 job well done.

17 MS. HAZUDA: Mr. Sumpter?

18 MR. SUMPTER: No comments. Thank you.

19 MS. HAZUDA: Thank you.

20 Mr. Weiss, could we have roll call vote,
21 please?

22 MR. WEISS: Mr. Brentley?

23 MR. BRENTLEY: Yes.

24 MR. WEISS: Mrs. Colaizzi?

25 MS. COLAIZZI: Yes.

1 MR. WEISS: Mrs. Fink?

2 MS. FINK: Yes.

3 MR. WEISS: Dr. Holley?

4 DR. HOLLEY: Yes.

5 MR. WEISS: Mr. Isler?

6 MR. ISLER: Yes.

7 MR. WEISS: Mr. McCrea?

8 MR. MCCREA: Yes.

9 MR. WEISS: Mr. Sumpter?

10 MR. SUMPTER: Yes.

11 MR. WEISS: Mrs. Hazuda?

12 MS. HAZUDA: Yes.

13 MR. WEISS: Report is approved eight zero.

14 MS. HAZUDA: There are no financial reports
15 in January and February.

16 We will have financial reports for the
17 months of December, January and February at the March
18 meeting.

19 Mr. Isler?

20 MR. ISLER: Mr. Camarda, as we close out
21 the fiscal year, are we experiencing any surprises, or
22 are we within budget?

23 MR. CAMARDA: We are within budget. We
24 have no surprises right now. We are monitoring end of
25 our revenue collections and accruing our expenditures.

1 MR. ISLER: So that is for '11.

2 And '12, as we go forward, are we going to
3 be affected negatively at all by the delay in the
4 release of the tax statements and collections?

5 MR. CAMARDA: We don't expect to be
6 affected negatively to the point where we have to have
7 tax anticipation notice. There is a delay.

8 But we know this discount period will now
9 be pushed to end of March, and that lines up right
10 when we need to have our cash.

11 MR. ISLER: So you are not anticipating any
12 tax anticipation notice.

13 Correct?

14 MR. CAMARDA: That's correct.

15 MR. ISLER: Great. Thank you.

16 Thank you, Mrs. Hazuda.

17 MS. HAZUDA: Thank you.

18 Mr. McCrea?

19 Mr. Sumpter?

20 MR. SUMPTER: No.

21 MS. HAZUDA: Okay.

22 There are no new business items before us
23 this evening.

24 Typically, at this time we go around, and
25 if anyone has anything they want us to vote on, we

1 give that opportunity.

2 But again, from the training I went to for
3 the Pennsylvania School Board Association, the
4 recommendation is that we submit any new items to the
5 full board prior to agenda review.

6 That way we have the opportunity to discuss
7 it, ask questions, and give it the proper
8 consideration that it would have at legislative.

9 But since I only did that last Friday, I
10 didn't want to catch anybody off guard, in case they
11 had anything they were wanting to bring up.

12 So does anyone have anything they would
13 like us to discuss, that needs legislative approval
14 this evening?

15 Anyone?

16 No. Okay.

17 Then we will go around. Is there anything
18 that you want to just announce or talk about?

19 Mr. Brentley?

20 MR. BRENTLEY: Yes.

21 I have a couple of things.

22 I first have to say that I was really
23 appreciative of the recognition for board members,
24 that we received today from PSBA and from the
25 administration.

1 But I just want to let them know, according
2 to folks at Allegheny, they were a little slow.

3 I was invited today for my annual event at
4 Allegheny.

5 And I have little pins that the staff
6 wore. It is a picture of me. It says "Pittsburgh
7 Allegheny honors school board director, Mark Brentley,
8 Pittsburgh Public Schools". Do you have one,
9 Mr. Isler?

10 MR. ISLER: With all due respect. I don't
11 think I want one.

12 MR. BRENTLEY: This is what I get every
13 year from the thoughtful staff.

14 And it was a wonderful, wonderful event.

15 And I promised to acknowledge those who had
16 breakfast with me this morning.

17 And so please give me an opportunity to
18 mention, I want to just give a special thank you to
19 the Honorable Elijah Cobb, who is vice-president.

20 The Honorable Jakar Tucker, who is
21 treasurer.

22 The Honorable Brooklyn Lowery, who was the
23 president. Interesting story about the president.
24 This is her third time on student council for
25 Allegheny.

1 She first was a treasurer, and I believe
2 she was vice-president. And then she eventually moved
3 up to president. Extremely sharp young lady.

4 The Honorable Tyrese Jennings, who was a
5 secretary.

6 The Honorable Nijay Harrison, who is fifth
7 grade representative. And the Honorable Madison
8 Blake, who is fourth grade representative. And the
9 Honorable Kennedy Walker, who is third grade
10 representative.

11 We had lunch. They were able to pick my
12 brains, to talk about what it was like being a board
13 member. And what they should do to help make it
14 better throughout the school year.

15 It was a wonderful, wonderful event under
16 the leadership of the principal, the new principal
17 there, as well as something that was started I believe
18 many, many years ago with former principal,
19 Ms. Burgess.

20 So I wanted to say thank you to all of
21 those who worked very hard.

22 Secondly, I want to point out something
23 that was in the Pittsburgh Courier.

24 This is December 21st through 22nd, 2011.

25 It says "Pittsburgh's new Blue Magic lead

1 singer".

2 To those of you who aren't familiar, Blue
3 Magic is like an R & B group, that had a lot of great
4 hit songs, Spell, Stop to Start, and Three Ring
5 Circus, a lot of great, great songs.

6 Well, they recently signed a new lead
7 singer. I am only going to read one small section
8 here.

9 His name is -- the new lead singer is Gene
10 Stovall.

11 And just one little selection, "Mr. Stovall
12 began cutting his performance chops while a student at
13 Beechwood elementary school, where he met his first
14 vocal mentor, Henry Biggs, who later became the head
15 of the vocal studies for Rogers middle school for the
16 Creative And Performing Arts.

17 "Next, Stovall attended the Margaret
18 Milliones middle school, where he performed his first
19 play August Wilson's "Joe Turner's Come and Gone", at
20 the Pittsburgh Public Theater, where he won the
21 audience's heart as Reuben.

22 "He then went to attend Brashear high
23 school. Stovall was musically trained at Duquesne
24 University at the Mary Pappert school of music for the
25 vocal performance, and also at the Pittsburgh Public

1 Schools for Creative and Performing Arts as a vocal
2 performance major by David Jennings Smith."

3 I just want to say it is a wonderful group,
4 a lot of great songs. A lot of hits. A lot of
5 history. And here it is, the lead singer is from the
6 Pittsburgh Public Schools.

7 So we just never know where our students
8 will pop up.

9 I do have a few other little things, I
10 would just like to mention.

11 I do want to also give Dr. Lane, I have
12 hopefully what will be the final packet of -- a packet
13 that I received from the community at Westinghouse.

14 Doctor, I think I shared with you before
15 some of their concerns.

16 So I am asking that you would take these
17 concerns, and if possible, if you can respond in
18 writing. And then possibly set up some kind of
19 meeting with them.

20 It concerns me. I think it is something
21 the administration should respond to. I never mind
22 working for and helping others.

23 But what is difficult for this particular
24 area of this community, is that it seems that nobody
25 from the administration will actually engage or

1 respond to it.

2 So I am asking if you will, Doctor, I will
3 pass it down, please, if you could set up something
4 with them and please respond, I would appreciate that.

5 The final thing that I just want to
6 mention. This is an issue similar to what was made
7 earlier about board training and so on.

8 I have shared with some of the board
9 members, as we enter African-American history month.
10 I want to strongly suggest to our board leadership,
11 the importance of finding a way to making this board
12 much more inclusive.

13 And I shared with at least two of you,
14 individually, my concern in terms of the authority and
15 the power that rests with the executive committee.

16 To those who are not familiar, the
17 executive committee is made up of three board members.

18 The first vice-president, second
19 vice-president as well as president.

20 And they can appoint chairs.

21 And I just want to encourage this
22 leadership, again, to tap in to all of the wealth of
23 knowledge that we have on the board.

24 I want to suggest very strongly to this
25 leadership of the board, that we find a way to make a

1 perfect match.

2 For the first time, that I have been on the
3 board in 12 years, have we ever had an educator
4 sitting at this end of the table.

5 And I am asking Madam President, as well as
6 executive committee, if we can find a way to strongly
7 use the leadership of the Honorable Dr. Holley. 30
8 plus years of service.

9 It would be a wonderful fit in terms of
10 consideration to chair the education committee. It
11 would also be opportunity for the community to see
12 hey, we have an educator, somebody speaking the
13 language. And also working very, very close with the
14 administration.

15 So I shared this before. I am asking that
16 you would consider, I know the committee
17 responsibilities have been made. But it is not a
18 biggy.

19 We could easily -- you can easily make
20 those changes and adjustments.

21 So I am asking that this leadership would
22 consider that and make sure that we make that move.

23 And I don't mean to put anybody on the
24 spot. And I am not here to make anyone embarrassed at
25 all.

1 But when you have the kinds of skills, that
2 we have in our colleague, we just have to find a way
3 to put them in place.

4 I would love to hear her opinion on some of
5 the things we have in place. Something we haven't had
6 in a long time.

7 So I am asking if we could possibly
8 consider that, it would be a great service to the
9 board. It would be a great service to the entire city
10 of Pittsburgh matching an educator as the chair of the
11 education committee.

12 Thank you very much.

13 MS. HAZUDA: Thank you.

14 Dr. Lane.

15 DR. LANE: Yes. I just wanted to mention,
16 this was earlier in Mr. Brentley's remarks. We are
17 right now -- I have previously agreed to have a parent
18 meeting at Westinghouse high school.

19 And we are working on a date for that at
20 this time.

21 MR. BRENTLEY: You will include the
22 Westinghouse group as well, the alumni association?

23 DR. LANE: It will be a public meeting. So
24 anyone who chooses to attend is certainly welcome.

25 MR. BRENTLEY: Doctor, those items there

1 are specifically from that group.

2 And I don't want to direct to you, because
3 once again, you have pretty much walked in to this, as
4 you know, and followed this over the last couple
5 years, previous administration purposefully went out
6 of its way to engage, to talk to, to sit down, to work
7 with -- East End Homewood is a part of the city.

8 And we just simply have to find a way. We
9 are engaging other communities. We are working with
10 them. Especially in light of what has happened at
11 Westinghouse high school.

12 It is just unacceptable. And it is
13 unacceptable for administration to go on without
14 publicly explaining what happened, or go back to the
15 Fred Logan letter, not an unreasonable request.

16 I am asking, because it makes our job a
17 little easier, when we can show our administration is
18 willing to meet and to talk and to work things out
19 regardless of who they are and what kind of opinions
20 they have.

21 So I am asking that you -- regardless of
22 the meeting, that you please find a way to respond to
23 some of those concerns. I can't respond to them.

24 So it would be helpful, it would also give
25 us opportunity to put behind us the terrible precedent

1 set by the previous administration of actually having
2 a vote on the floor, to ask if he should go and meet
3 with people in Homewood.

4 That is unacceptable for an appointed
5 superintendent to say "I don't want to meet with
6 someone".

7 So I am asking that you would do that. And
8 let's just break that mold and start over. It is a
9 new year.

10 Thank you.

11 MS. HAZUDA: Mrs. Colaizzi?

12 Mrs. Fink?

13 Dr. Holley?

14 Mr. Isler?

15 MR. ISLER: Thank you, Mrs. Hazuda. Just
16 two things very quickly.

17 Dr. Lane and staff, this curriculum update
18 I find very, very helpful. Wonderful, wonderful
19 publication.

20 I hope it is available also on our web site
21 for the public. Because it has information that is
22 very helpful to parents and those people who are
23 individuals in the community involved and interested
24 in public education.

25 The issue of board recognition. I

1 personally cannot accept the recognition without
2 noticing the people from A Plus Schools and Board
3 Watch.

4 We talk about this being a volunteer job.
5 It is a volunteer job. We decide to do it. Those
6 individuals also volunteer their time and effort.

7 I think the more people involved in public
8 education in Pittsburgh Public Schools the better. I
9 want to thank you and your organization for being
10 faithful to providing your services to this board, as
11 well Board Watch volunteers.

12 Thank you during this month recognizing
13 individuals who do work on behalf of public
14 education.

15 Thank you, Mrs. Hazuda.

16 MS. HAZUDA: Thank you, Mr. Isler.

17 Mr. McCrea?

18 Mr. Sumpter?

19 MR. SUMPTER: Thank you, Mrs. Hazuda.

20 I am a member of the friends of the

21 Carnegie Library Hill District branch.

22 So there is several events that will be
23 taking place at that library during the month of black
24 history month.

25 Hill District branch of Carnegie Library is

1 located at 2177 Center Avenue in Pittsburgh.

2 And during the month of February, there is
3 going to be a black history ball. That is going to be
4 for customers age 6 and up. That will be held on
5 Saturday, February the 11th, at 1:00 p.m.

6 On Saturday, February 18th, a taste off.
7 It is going to be the best sweet potato pie on the
8 Hill contest.

9 Each contestant is asked to enter two
10 pies. Preregistration is required. Prizes will be
11 awarded. That is on Saturday, February 18th, at
12 11:00 a.m.

13 On Monday, February 27th, there will be a
14 book talk and signing.

15 And that will be at 6:00 p.m. That will be
16 with the authors, Lawrence Glasgow and Christopher
17 Rossi.

18 And the book is "August Wilson, Pittsburgh
19 Places in his Life and Place".

20 So book signing, and also the ability to
21 purchase the book, that will be available on Monday,
22 February 27th.

23 And for more information, you can call
24 412-281-3753. 412-281-3753.

25 Thank you.

1 And also, don't forget to invest in our
2 children's future. Please give to the Pittsburgh
3 Promise.

4 Thank you.

5 MS. HAZUDA: Thank you, Mr. Sumpter.

6 First of all, I want to thank you for the
7 book. I am in the middle of reading Robert Wideman's
8 book that our students read.

9 When I finish that one, I will start this
10 one. With all this other reading we do, it takes me a
11 lot longer to get through books these days.

12 I will enjoy that. Thank you.

13 My thanks, and all thanks I think to
14 Dr. Oak and the children of Carmalt, K to 8. We
15 thoroughly enjoyed the video they made for us. We
16 watched it in the back room prior to coming in. And
17 it is absolutely wonderful.

18 So thank you.

19 Gene Stovall was mentioned in that
20 article. He is a buddy of mine. And he truly got his
21 start at the Beechwood school talent show, that I
22 happened to direct for 11 years.

23 So I speak firsthand. The whole family is
24 talented. But he is just unbelievable. I am glad you
25 brought that up, because I didn't know.

1 Just one final word on committee
2 assignments. I did spend many, many hours doing
3 committee assignments, trying to match up what I
4 thought the needs of the district were, as well as the
5 talents of the board members. We have an extremely
6 talented board.

7 And I did try to match them up to what I
8 thought was best.

9 And did in fact add some new committees
10 this year, where I thought we had a little bit of an
11 information gap. And it could only enrich our board
12 work in helping to promote the district.

13 I am sorry you chose not to chair the
14 parent engagement committee. Because I thought that
15 was a good tie-in with the Take Your Father to School
16 Day.

17 But certainly, that is your choice, much as
18 it was my choice who I did ask to serve on committees.

19 So I think what I hope for this year is
20 that we all deepen our knowledge of the different
21 avenues we have in the district.

22 This district is so large and complex. And
23 by working together and sharing knowledge, we can
24 strengthen our board, because the strength of the
25 school district starts with the strength of the school

1 board and our function.

2 MR. BRENTLEY: May I add one thing?

3 MS. COLAIZZI: Motion to adjourn

4 MS. FINK: Second.

5 MS. HAZUDA: We have a motion to adjourn,

6 Colaizzi. Seconded by Fink.

7 All those in favor?

8 (Chorus of ayes.)

9 MS. HAZUDA: Meeting adjourned.

10 - - -

11 (Thereupon, at 7:55 p.m., the Legislative

12 Meeting was concluded.)

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1 C-E-R-T-I-F-I-C-A-T-E

2 I, Lance E. Hannaford, the undersigned, do
3 hereby certify that the foregoing forty-two (42) pages
4 are a true and correct transcript of my stenotypy
5 notes taken of the Legislative Meeting held in the
6 Pittsburgh Board of Public Education, Administration
7 Building, Board Committee Room, on Wednesday, January
8 25, 2012.

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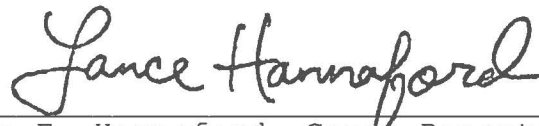
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Lance E. Hannaford, Court Reporter

- - -

PITTSBURGH-MT. OLIVER INTERMEDIATE UNIT

January 25, 2012

Regular Meeting

ROLL CALL

APPROVAL OF MINUTES: December 20, 2011

COMMITTEE REPORTS

- A. Committee on Education
- B. Committee on Business

PITTSBURGH-MT. OLIVER INTERMEDIATE UNIT

COMMITTEE ON EDUCATION

January 25, 2012

DIRECTORS:

The Committee on Education recommends the adoption of the following resolutions, that the proper officers of the Board be authorized to enter into contracts relating to those resolutions, and that authority be given to the staff to change account number, the periods of performance, and such other details as may be necessary to carry out the intent of resolutions, so long as the total amount of money authorized in the resolution is not exceeded; except that with respect to grants which are received as a direct result of Board action approving the submission of proposals to obtain them, the following procedures shall apply:

Where the original grant is \$1,000 or less, the staff is authorized to receive and expend any increase over original grant.

Where the original grant is more than \$1,000, the staff is authorized to receive and expend any increase over the original grant, so long as the increase does not exceed fifteen percent (15%) of the original grant. Increases in excess of fifteen percent require additional Board authority.

I. PAYMENTS AUTHORIZED

RESOLVED, that the board of directors of the Pittsburgh-Mt. Oliver Intermediate Unit authorize its proper officers to approve the following payments, set forth in the following sub paragraphs A through C, inclusive:

- A. Payment to Carnegie Mellon University for registration fees in the amount of \$75.00 per person for Ms. Elizabeth Harbist and Mr. Robert Tucek to attend a C-MITES (Carnegie Mellon Institute for Talented Elementary and Secondary Students) Professional Development Workshop on Acceleration: Making Well-Informed Decisions on Tuesday, March 13, 2012. This professional development will discuss what factors should be considered in making an objective decision about skipping a grade or advancing in a particular subject; including academic

ability, aptitude, and achievement; interpersonal relationships; level of support from the school and the family; motivation of the student; physical development; and the use of the Iowa Acceleration Scale as an instrument in assisting with this decision. Dr. Ann Lupkowski-Shoplik, Ph.D. will be the presenter for this workshop.

Total cost of this action is not to exceed \$150.00 from account 10.2270.324.460.109.000.

- B. Payment to Sister Angela Shaughnessy in the amount of \$8,000.00 to provide two days of professional development to City of Pittsburgh Diocese administration and teachers. The professional development will consist of six different presentations over the course of the two day workshop on February 17 and 18, 2012. The workshop will be presented by Sister Mary Angela Shaughnessy and will provide administration and teachers with an increased understanding of the legal implications of their educational strategies and present new insights in responding to school situations and if revisions of faculty and student handbooks reflect the new information. Addressing these issues will definitely contribute to professional practice. The workshop will impact the school and classroom environment in which students feel safe, valued and respected by established routines and expectations to facilitate learning. At the end of each day, Sister Shaughnessy will review and critique the school handbooks.

Total cost of compensation should not exceed \$8,000.00 from account 10.2270.324.460.109.000.

- C. Payment to WECAN (Waldorf Early Childhood Association of North America) Conference in the amount of \$1,650.00 for eleven faculty members from the Waldorf School of Pittsburgh to attend a three day 2012 Waldorf Early Childhood Conference. The conference will be held February 10-12, 2012 in Spring Valley, New York. The registration fee is \$150.00 per person. The eleven faculty members will have an opportunity to participate in twenty-three workshops over the course of the three day conference. Names of the attendees are on file in the Program Office of the Intermediate Unit.

Total cost of this action is not to exceed \$1,650.00 from account 10.2270.324.460.109.000.

Respectfully submitted,

Ms. Sharene Shealey
Chairperson
Committee on Education

PITTSBURGH-MT. OLIVER INTERMEDIATE UNIT

COMMITTEE ON BUSINESS

January 25, 2012

DIRECTORS:

The Committee on Business recommends the adoption of the following resolutions, that the proper officers of the Board be authorized to enter into contracts relating to those resolutions, and that authority be given to the staff to change account numbers, the periods of performance, and such other details as may be necessary to carry out the intent of the resolutions, so long as the total amount of money authorized in the resolution is not exceeded:

I. PAYMENTS AUTHORIZED

RESOLVED, that the board of directors of the Pittsburgh-Mt. Oliver Intermediate Unit authorize its proper officers to approve the following payments, set forth in the following sub paragraph inclusive:

- A. It is recommended that the list of payments made for the month of December 2011, in the amount of \$309,707.09 be ratified, the payments having been made in accordance with the Rules in Effect in the Intermediate Unit and the Public School Code.

(Information is on file in the Business Office of the Intermediate Unit)

II. CONSULTANTS/CONTRACTED SERVICES

RESOLVED, that the board of directors of the Pittsburgh-Mt. Oliver Intermediate Unit authorize its proper officers to approve the following payments, set forth in the following sub paragraph inclusive:

- A. RESOLVED, Board authorization is requested for the Pittsburgh-Mt. Oliver Intermediate Unit #2 to enter into an agreement with RiverTech Office Works for a ~~five~~ two year lease of office space located at 3816 South Water Street, Building 5, Pittsburgh, PA 15203. The Intermediate Unit shall pay \$4,867.50 per month to RiverTech Office Works, at the rate of \$22.50 per square foot, the monthly sum of \$4,867.50, not to exceed \$58,410.00 per year. The Intermediate Unit will have access to the building twenty-four hours a day, seven days a week, fifty-two weeks per year.

Total amount of this contract not to exceed ~~\$292,050.00~~ \$116,820.00 from account lines 10.2600.441.010.111.000 and 10.2600.441.380.113.000.

III. GENERAL AUTHORIZATION

RESOLVED, that the board of directors of the Pittsburgh-Mt. Oliver Intermediate Unit authorize its proper officers to approve the following payments, set forth in the following sub paragraph inclusive:

- A. RESOLVED, Board authorization is requested to relocate the Pittsburgh-Mount Oliver Intermediate Unit #2 to RiverTech Office Works, 3816 South Water Street, Building 5, Pittsburgh, PA 15203.

Board authorization is also requested to make payment for moving expenses occurring consisting of but not limited to uninstalling and reinstallation of technology equipment, telephone system, purchase of furniture, disposal of unusable/broken office furniture, relocation of leased equipment, secure removal and disposal of non-functional computers and technology, and movers.

Total amount of relocation not to exceed \$25,600.00 from account lines:

10.2500.490.010.111.000
10.1500.490.380.113.000
10.2500.538.010.111.000
10.1500.538.380.113.000
10.2500.438.010.111.000
10.1500.438.380.113.000
10.2500.610.010.111.000
10.1500.610.380.113.000
10.2500.411.010.111.000
10.1500.411.380.113.000

Respectfully submitted,

Mrs. Theresa Colaizzi
Chairperson
Committee on Business

PITTSBURGH-MT. OLIVER INTERMEDIATE UNIT

January 25, 2012

FINANCIAL STATEMENTS

For

December 2011

**PITTSBURGH-MT. OLIVER INTERMEDIATE UNIT
INTERIM MONTHLY BALANCE SHEET - ALL FUNDS
FOR MONTH ENDING DEC 31, 2011**

	GENERAL FUND	SPECIAL REVENUE FUNDS	FIDUCIARY (PAYROLL) FUND	TOTAL ALL FUNDS
CURRENT ASSETS				
Cash	\$ 1,431,621.08	\$ (14,608.38)	\$ 85,704.72	\$ 1,502,717.42
Petty Cash	\$ 50.00			\$ 50.00
Investments	\$ 4,200,810.97	\$ 891,341.70		\$ 5,092,152.67
Intergovernmental Accts. Receivable	\$ (831,105.75)	\$ -		\$ (831,105.75)
TOTAL CURRENT ASSETS	\$ 4,801,376.30	\$ 876,733.32	\$ 85,704.72	\$ 5,763,814.34
TOTAL ASSETS	\$ 4,801,376.30	\$ 876,733.32	\$ 85,704.72	\$ 5,763,814.34
CURRENT LIABILITIES				
Accounts Payable	\$ 296,999.75	\$ -		\$ 296,999.75
Payroll Accruals and Withholdings			\$ 85,704.72	\$ 85,704.72
Compensated Absences				\$ -
Deferred Revenues	\$ 3,825,159.70			\$ 3,825,159.70
TOTAL CURRENT LIABILITIES	\$ 4,122,159.45	\$ -	\$ 85,704.72	\$ 4,207,864.17
FUND EQUITY				
Reserve for Encumbrances	\$ -			\$ -
Unreserved Fund Balance(unaudited)	\$ 1,782,644.42	\$ -		\$ 1,782,644.42
Current Year Revenues in Excess of Expenditures *	\$ (1,103,427.57)	\$ 876,733.32		\$ (226,694.25)
Invested in Equipment	\$ -			\$ -
TOTAL FUND EQUITY	\$ 679,216.85	\$ 876,733.32	\$ -	\$ 1,555,950.17
TOTAL LIABILITIES AND FUND EQUITY	\$ 4,801,376.30	\$ 876,733.32	\$ 85,704.72	\$ 5,763,814.34

**PITTSBURGH-MT. OLIVER INTERMEDIATE UNIT
MONTHLY REPORT OF CASH AND INVESTMENT ACCOUNTS
FOR THE MONTH ENDING December 31, 2011**

31-Dec-11

**CASH ACCOUNTS
(All Funds)**

Citizens Bank \$ 1,072,122.82

PNC Bank \$ 420,228.08

TOTAL CASH ACCOUNTS **\$ 1,492,350.90**

**INVESTMENT ACCOUNTS
(All Funds)**

Pa. Local Government
Investment Trust \$ 2,332,490.16

Pa. School District
Liquid Asset Fund \$ 2,756,976.86

TOTAL INVESTMENT ACCOUNTS **\$ 5,089,467.02**

PITTSBURGH-MT. OLIVER INTERMEDIATE UNIT
EXPENDITURE ANALYSIS
GENERAL FUND
CURRENT FISCAL YEAR TO DATE TO PRIOR FISCAL YEARS END
AS OF DEC 31, 2011

	YEAR END 6/30/2008	YEAR END 6/30/2009	YEAR END 6/30/2010	YEAR TO DATE 6/30/2011	YEAR TO DATE 12/31/2011
1000 INSTRUCTION					
100 Personnel Services-Salaries	\$ 1,674,708.00	\$ 1,542,171.67	\$ 1,674,730.84	\$ 1,631,340.58	\$ 666,213.80
200 Personnel Services-Benefits	\$ 569,452.00	\$ 475,235.94	\$ 565,070.81	\$ 643,795.22	\$ 319,449.69
300 Professional/Technical Services	\$ 148,790.00	\$ 109,493.83	\$ 94,339.50	\$ 140,805.15	\$ 134,007.15
400 Purchased Property Services		\$ -	\$ -		\$ 1,619.95
500 Other Purchased Services	\$ 921,845.00	\$ 820,788.30	\$ 864,844.68	\$ 905,377.25	\$ 699,182.23
600 Supplies	\$ 320,317.00	\$ 203,566.42	\$ 269,990.82	\$ 761,986.03	\$ 663,419.54
700 Property	\$ 7,448.00	\$ 492.00	\$ 44,793.00	\$ 820,630.26	\$ 334,158.70
800 Other Objects	\$ 150.00	\$ -	\$ 89.00	\$ 272.33	\$ 282.00
900 Other Uses of Funds			\$ -		
TOTAL INSTRUCTION	\$ 3,642,710.00	\$ 3,151,748.16	\$ 3,513,858.65	\$ 4,904,206.82	\$ 2,818,333.06
2000 SUPPORT SERVICES					
100 Personnel Services-Salaries	\$ 1,485,356.00	\$ 1,749,574.04	\$ 1,686,076.44	\$ 1,523,815.70	\$ 570,063.93
200 Personnel Services-Benefits	\$ 568,137.00	\$ 632,033.28	\$ 640,398.26	\$ 656,285.58	\$ 284,232.66
300 Professional/Technical Services	\$ 228,575.00	\$ 239,988.24	\$ 155,759.19	\$ 100,313.17	\$ 113,451.50
400 Purchased Property Services	\$ 53,870.00	\$ 62,906.74	\$ 60,067.95	\$ 66,895.92	\$ 37,630.15
500 Other Purchased Services	\$ 59,727.00	\$ 92,701.49	\$ 118,980.05	\$ 69,471.21	\$ 65,521.43
600 Supplies	\$ 160,612.00	\$ 125,613.21	\$ 79,189.06	\$ 81,508.39	\$ 12,901.64
700 Property	\$ 25,734.00	\$ 14,874.53	\$ 8,710.00	\$ 14,724.16	\$ 4,334.00
800 Other Objects	\$ 1,924,629.00	\$ 2,058,444.86	\$ 2,080,173.77	\$ 1,196,435.35	\$ 663,304.24
900 Other Uses of Funds					
TOTAL SUPPORT SERVICES	\$ 4,506,640.00	\$ 4,976,136.39	\$ 4,829,354.72	\$ 3,709,449.48	\$ 1,751,439.55
3000 OPERATION OF NON-INSTRUCTIONAL SERVICE					
100 Personnel Services-Salaries	\$ 17,815.00	\$ 14,537.00	\$ 15,415.00	\$ 16,031.60	
200 Personnel Services-Benefits	\$ 2,747.00	\$ 1,928.10	\$ 2,199.04	\$ 2,119.77	\$ 148.00
300 Professional/Technical Services		\$ -	\$ -		\$ 1350
400 Purchased Property Services		\$ -	\$ -		
500 Other Purchased Services	\$ 5,251.00	\$ -	\$ -		
600 Supplies	\$ 8,375.00	\$ 2,319.75	\$ 11,940.21	\$ 20,891.49	\$ (149.38)
TOTAL OPERATION OF NON-INSTRUCTIONAL SERVICES	\$ 34,188.00	\$ 18,784.85	\$ 29,554.25	\$ 39,042.86	\$ 1,348.62
5000 OTHER EXPENDITURES AND FINANCING USES					
900 Other Uses of Funds	\$ 364,145.00	\$ 409,724.06	\$ 356,503.03	\$ 741,689.84	\$ 41,172.48
TOTAL OTHER EXPENDITURES AND FINANCING USES	\$ 364,145.00	\$ 409,724.06	\$ 356,503.03	\$ 741,689.84	\$ 41,172.48
TOTAL GENERAL FUND EXPENDITURES	\$ 8,547,683.00	\$ 8,556,393.46	\$ 8,729,270.65	\$ 9,394,389.00	\$ 4,612,293.71

Date: 01/13/12
Time: 09:43:08
Ending Date: 12/31/11

Pittsburgh-Mt Oliver IU 2
Account Summary Report 2011-2012
Expenditure Accounts - with Activity Only

Page: 1
BAR020
board report

	Adjusted Budget	YTD Expended	Current Expended	Current Encumbrances	Remaining Balance
ALL					
10 Fund 10					
1000 Instruction					
100 Personnel Services -	1,768,000.00	666,213.80	164,300.62	0.00	1,101,786.20
200 Personal Services -	590,380.00	319,449.69	60,999.10	0.00	270,930.31
300 Purchased Professional And	185,000.00	134,007.15	41,401.94	83,916.92	-32,924.07
400 Purchased Property Services	15,000.00	1,619.95	158.40	0.00	13,380.05
500 Other Purchased Services	1,280,000.00	699,182.23	24,499.76	20,781.95	560,035.82
600 Supplies	285,000.00	663,419.54	122,095.99	275,143.46	-653,563.00
700 Property	7,000.00	334,158.70	35,332.88	121,247.53	-448,406.23
800 Other Objects	0.00	282.00	0.00	0.00	-282.00
1000 Function (E) Total	4,130,380.00	2,818,333.06	448,788.69	501,089.86	810,957.08
2000 Support Services					
100 Personnel Services -	1,450,700.00	570,063.93	123,617.52	0.00	880,636.07
200 Personal Services -	516,700.00	284,232.66	50,156.26	0.00	232,467.34
300 Purchased Professional And	328,500.00	113,451.50	4,325.00	148,200.00	66,848.50
400 Purchased Property Services	133,500.00	37,630.15	7,364.15	0.00	95,869.85
500 Other Purchased Services	182,000.00	65,521.43	3,041.27	0.00	116,478.57
600 Supplies	230,029.00	12,901.64	237.35	13,222.17	203,905.19
700 Property	26,000.00	4,334.00	0.00	29,694.00	-8,028.00
800 Other Objects	1,515,000.00	663,304.24	661.03	90.00	851,605.76
2000 Function (E) Total	4,382,429.00	1,751,439.55	189,402.58	191,206.17	2,439,783.28
3000 Oper Of Noninstructional Svcs					
200 Personal Services -	0.00	148.00	0.00	0.00	-148.00
300 Purchased Professional And	0.00	1,350.00	1,350.00	6,900.00	-8,250.00
600 Supplies	30,000.00	-149.38	57.62	0.00	30,149.38
3000 Function (E) Total	30,000.00	1,348.62	1,407.62	6,900.00	21,751.38
5000 Other Expenditures And					
000	100,000.00	0.00	0.00	0.00	100,000.00
900 Other Uses Of Funds	443,522.00	41,172.48	0.00	0.00	402,349.52
5000 Function (E) Total	543,522.00	41,172.48	0.00	0.00	502,349.52
10 Fund (E) Total	9,086,331.00	4,612,293.71	639,598.89	699,196.03	3,774,841.26
23 Fund 23					
1000 Instruction					
500 Other Purchased Services	1,187,356.00	654,274.40	0.00	0.00	533,081.60

Date: 01/13/12
Time: 09:43:08
Ending Date: 12/31/11

Pittsburgh-Mt Oliver IU 2
Account Summary Report 2011-2012
Expenditure Accounts - with Activity Only

Page: 2
BAR020
board report

	Adjusted Budget	YTD Expended	Current Expended	Current Encumbrances	Remaining Balance
ALL					
23 Fund 23					
1000 Function (E) Total	1,187,356.00	654,274.40	0.00	0.00	533,081.60
2000 Support Services					
300 Purchased Professional And	0.00	7,000.00	7,000.00	0.00	-7,000.00
2000 Function (E) Total	0.00	7,000.00	7,000.00	0.00	-7,000.00
23 Fund (E) Total	1,187,356.00	661,274.40	7,000.00	0.00	526,081.60
24 Fund 24					
1000 Instruction					
500 Other Purchased Services	9,730,877.00	3,941,508.00	0.00	0.00	5,789,369.00
1000 Function (E) Total	9,730,877.00	3,941,508.00	0.00	0.00	5,789,369.00
24 Fund (E) Total	9,730,877.00	3,941,508.00	0.00	0.00	5,789,369.00
25 Institutionalized Children's					
1000 Instruction					
500 Other Purchased Services	1,048,592.00	511,397.16	0.00	0.00	537,194.84
1000 Function (E) Total	1,048,592.00	511,397.16	0.00	0.00	537,194.84
25 Fund (E) Total	1,048,592.00	511,397.16	0.00	0.00	537,194.84
Report Totals	21,053,156.00	9,726,473.27	646,598.89	699,196.03	10,627,486.70

Date: 01/13/12
Time: 09:43:24
Ending Date: 12/31/11

Pittsburgh-Mt Oliver IU 2
Account Summary Report 2011-2012
Revenue Accounts - with Activity Only

Page: 1
BAR020
board report

	Anticipated Revenue	Adjustments	YTD Revenue Received	Current Revenue Received	Remaining Balance
ALL					
10 Fund 10					
6500 Earnings On Investments	45,000.00	0.00	673.84	204.17	44,326.16
6800 Revenues From Intermediate	2,156,380.00	0.00	455,330.25	5,327.71	1,701,049.75
6900 Other Revenue From Local	485,000.00	0.00	135,577.59	60.00	349,422.41
7200 Subsidies For Specific	1,500,000.00	0.00	297,028.00	0.00	1,202,972.00
7700 Revenue For Non-public	2,882,385.00	0.00	2,568,192.52	0.00	314,192.48
7800 Subsidies For State Paid	150,800.00	0.00	51,367.36	15,872.61	99,432.64
8500 Restricted Grants-in-aid From	1,583,311.00	0.00	696.58	0.00	1,582,614.42
10 Fund (R) Total	8,802,876.00	0.00	3,508,866.14	21,464.49	5,294,009.86
23 Fund 23					
7200 Subsidies For Specific	1,187,356.00	0.00	1,203,677.00	0.00	-16,321.00
23 Fund (R) Total	1,187,356.00	0.00	1,203,677.00	0.00	-16,321.00
24 Fund 24					
7300 Subsidies For Non-educational	9,730,877.00	0.00	3,941,508.00	0.00	5,789,369.00
24 Fund (R) Total	9,730,877.00	0.00	3,941,508.00	0.00	5,789,369.00
25 Institutionalized Children's					
7200 Subsidies For Specific	1,048,592.00	0.00	777,446.00	0.00	271,146.00
25 Fund (R) Total	1,048,592.00	0.00	777,446.00	0.00	271,146.00
Report Totals	20,769,701.00	0.00	9,431,497.14	21,464.49	11,338,203.86

PITTSBURGH-MT. OLIVER INTERMEDIATE UNIT

January 25, 2012

TRAVEL

For

December 2011

**PITTSBURGH-MT OLIVER INTERMEDIATE UNIT #2
ANALYSIS OF TRAVEL COST
FOR THE MONTH ENDING DECEMBER 31, 2011**

NAME	DESTINATION / PURPOSE	DATE(S)	REGISTRATION	LODGING	TRAVEL
COMFORT INN	HARRISBURG, PA/PROFESSIONAL DEVELOPMENT	11/08-11/2011		\$ 249.75	
HILTON TOWERS	HARRISBURG, PA/PAIU	10/7/2011		\$ 187.59	
LAWRENCE BERGIE	STATE COLLEGE/PAIU	12/2/2011			\$ 145.41

1 TRANSCRIPT OF PROCEEDINGS

2 - - -

3 PITTSBURGH BOARD OF PUBLIC EDUCATION
 4 PITTSBURGH-MT. OLIVER INTERMEDIATE UNIT MEETING
 5 WEDNESDAY, JANUARY 25, 2012
 6 7:55 P.M.
 7 ADMINISTRATION BUILDING - BOARD ROOM

8 - - -

9 BEFORE:

10 THERESA COLAIZZI
 11 WILLIAM ISLER
 12 THOMAS SUMPTER, SECOND VICE-PRESIDENT
 13 MARK BRENTLEY
 14 JEAN FINK
 15 FLOYD McCREA
 16 DR. REGINA B. HOLLEY
 17 SHERRY HAZUDA, BOARD PRESIDENT

18 - - -

19 MEMBERS ABSENT:

20 SHARENE SHEALEY, FIRST VICE-PRESIDENT

21 - - -

22 ALSO PRESENT:

23 MR. MARK CAMPBELL	DR. LINDA LANE
24 MR. IRA WEISS	MS. JODY SPOLAR
25 MR. PETER J. CAMARDA	MS. LINDA BAEHR
MS. LISA FISCHETTI	DR. JEANNINE FRENCH

26 - - -

27 REPORTED BY: LANCE E. HANNAFORD
 28 PROFESSIONAL COURT REPORTER

29 - - -

30 COMPUTER-AIDED TRANSCRIPTION BY
 31 MORSE, GANTVERG & HODGE, INC.
 32 PITTSBURGH, PENNSYLVANIA
 33 412-281-0189

34 - - -

35

ORIGINAL

1 P-R-O-C-E-E-D-I-N-G-S

2 MS. HAZUDA: I would like to call the
3 January 25th, 2012 meeting of the
4 Pittsburgh-Mt. Oliver intermediate unit to
5 order.

6 Mr. Weiss, can we have roll call, please?

7 MR. WEISS: Mr. Brentley?

8 MR. BRENTLEY: Here.

9 MR. WEISS: Mrs. Colaizzi?

10 MS. COLAIZZI: Here.

11 MR. WEISS: Mrs. Fink?

12 MS. FINK: Here.

13 MR. WEISS: Dr. Holley?

14 DR. HOLLEY: Here.

15 MR. WEISS: Mr. Isler?

16 MR. ISLER: Present.

17 MR. WEISS: Mr. McCrea?

18 MR. MCCREA: Here.

19 MR. WEISS: Ms. Shealey is absent.

20 Mr. Sumpster?

21 MR. SUMPTER: Present.

22 MR. WEISS: Mrs. Hazuda?

23 MS. HAZUDA: Here.

24 MR. WEISS: Eight members present.

25 MS. HAZUDA: Will board members please turn

1 to the minutes from last month.

2 Are there any corrections, additions or
3 deletions?

4 MS. COLAIZZII: Motion to accept the
5 minutes.

6 MR. ISLER: Second.

7 MS. HAZUDA: Colaizzi, Isler.

8 All those in favor?

9 (Chorus of ayes.)

10 MS. HAZUDA: Minutes of the December 25th,
11 2011 Legislative Meeting are approved.

12 Before we begin, Ms. Linda Baehr will be
13 describing the change she is recommending to the
14 item for the rental of space for the intermediate
15 unit.

16 MS. BAEHR: If you please go to the
17 business page. Go to No. 2 under "consultants
18 and contracted services". Go to A.

19 The current language says that it is a five
20 year lease agreement, and it should say two year
21 lease agreement. The change in the amount of
22 money would then turn to 116,820 for the two year
23 lease.

24 MS. COLAIZZII: Could you repeat that,
25 please? All of the numbers and amounts.

1 MS. BAEHR: The current language states a
2 five year lease agreement, it changes to a two
3 year lease agreement.

4 And therefore, the amount for the two year
5 contract would be 116,820 dollars. It is for two
6 years. It would be 58,410 for one year.

7 MS. HAZUDA: All right. Thank you.

8 We will go to the committee on education
9 submitted by Ms. Shealey, chair, and her
10 committee.

11 Are there any questions that were not
12 addressed at agenda review.

13 Mr. Brentley?

14 MR. BRENTLEY: No.

15 MS. HAZUDA: Mrs. Colaizzi?

16 Mrs. Fink?

17 Dr. Holley?

18 Mr. Isler?

19 MR. ISLER: No, thank you.

20 MS. HAZUDA: Mr. McCrea?

21 Mr. Sumpter?

22 Seeing none, Mr. Weiss, may we have roll
23 call, please?

24 MR. WEISS: Mr. Brentley?

25 MR. BRENTLEY: Yes.

1 MR. WEISS: Mrs. Colaizzi?

2 MS. COLAIZZI: Yes.

3 MR. WEISS: Mrs. Fink?

4 MS. FINK: Yes.

5 MR. WEISS: Dr. Holley?

6 DR. HOLLEY: Yes.

7 MR. WEISS: Mr. Isler?

8 MR. ISLER: Yes.

9 MR. WEISS: Mr. McCrea?

10 MR. MCCREA: Yes.

11 MR. WEISS: Mr. Sumpter?

12 MR. SUMPTER: Yes.

13 MR. WEISS: Mrs. Hazuda?

14 MS. HAZUDA: Yes.

15 MR. WEISS: Item is approved eight zero.

16 MS. HAZUDA: Thank you, Mr. Weiss.

17 Let's move to committee reports on
18 business, that is before you.

19 Submitted by Mrs. Colaizzi, business chair,
20 and Mr. McCrea, finance chair.

21 Are there any questions or comments that
22 were not addressed at agenda review, or that are
23 now because of the change being made?

24 Mr. Brentley?

25 MR. BRENTLEY: No.

1 MS. HAZUDA: Mrs. Colaizzi?
2 MS. COLAIZZI: No.
3 MS. HAZUDA: Mrs. Fink?
4 MS. FINK: No.
5 MS. HAZUDA: Dr. Holley?
6 DR. HOLLEY: No.
7 MS. HAZUDA: Mr. Isler?
8 MR. ISLER: No, ma'am.
9 MS. HAZUDA: Mr. McCrea?
10 Mr. Sumpter?
11 MR. SUMPTER: No.
12 MR. WEISS: Roll call on business.
13 Mr. Brentley?
14 MR. BRENTLEY: Yes.
15 MR. WEISS: Mrs. Colaizzi?
16 MS. COLAIZZI: Yes.
17 MR. WEISS: Mrs. Fink?
18 MS. FINK: Yes.
19 MR. WEISS: Dr. Holley?
20 DR. HOLLEY: Yes.
21 MR. WEISS: Mr. Isler?
22 MR. ISLER: Yes.
23 MR. WEISS: Mr. McCrea?
24 MR. MCCREA: Yes.
25 MR. WEISS: Mr. Sumpter?

1 MR. SUMPTER: Yes.

2 MR. WEISS: Mrs. Hazuda?

3 MS. HAZUDA: Yes.

4 MR. WEISS: Item is approved.

5 MS. HAZUDA: Thank you.

6 There is no personnel report for the
7 Pittsburgh-Mt. Oliver intermediate unit this
8 evening.

9 Are there any other items to be brought
10 before the board at this time?

11 MS. COLAIZZI: Motion to adjourn.

12 MS. FINK: Second.

13 MS. HAZUDA: Colaizzi, Fink.

14 All those in favor?

15 (Chorus of ayes.)

16 MS. HAZUDA: Opposed?

17 (No response.)

18 MS. HAZUDA: Thank you. The meeting is
19 adjourned.

20 - - -

21 (Thereupon, at 8:00 p.m., the Pittsburgh-Mt.
22 Oliver Intermediate Unit Meeting was concluded.)

23 - - -

24

25

C-E-R-T-I-F-I-C-A-T-E

I, Lance E. Hannaford, the undersigned, do hereby certify that the foregoing seven (7) pages are a true and correct transcript of my stenotypy notes taken of the Agenda Review Meeting held in the Pittsburgh Board of Public Education, Administration Building, Board Committee Room, on Wednesday, January 25, 2012.


Lance E. Hannaford, Court Reporter

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