



Monday, August 21, 2023

**BOARD MINUTES of Regular Voting Meeting of the Board of School Directors**

**RIVERVIEW SCHOOL DISTRICT**

**7:00 p.m.**

**Riverview JRSR High School Library**

**1. OPENING OF MEETING**

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**Subject                    A. Call to Order 7:05 pm by Board of School Directors President Jennifer Chaparro**

Attendees:                Kellen Stepler, Sheila Lubert, Erin Schuetz, Bridget Seery, B. GEISELHART, Paula Tomlinson, Nick Paradise, Seth Wermager

**Subject                    B. Pledge of Allegiance**

**Subject                    C. Roll Call**

Mrs. Chaparro: X \_\_\_\_\_

Mr. Paris:     absent \_\_\_\_\_

Mrs. Garibay: X \_\_\_\_\_

Mrs. Wilton: X \_\_\_\_\_

Mr. Hawk:    via phone \_\_\_\_\_

Dr. McClure: X \_\_\_\_\_

Dr. Pallone: X \_\_\_\_\_

Brief explanation given to the public about the Board Docs process.

**2. CONSIDERATION OF AND ACTION UPON**

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**Subject                    A. Approval of Past Meeting Minutes from July 24, 2023.**

Recommended            Motion to approve the past meeting minutes from July 24, 2023.  
Action

**Motion to approve Study Session and Regular Voting Meeting Minutes for July 24, 2023, by Mrs. Garibay. Mrs. Wilton second the motion which passed unanimously.**

**Subject                    B. Treasurer's Report**

Recommended            Motion to approve the Treasurer's Report as presented.  
Action

General Fund: April, May, June

Food Service : June  
 Capital Reserve Fund: June  
 GOB Series 2020: June  
 Fund 39 GOB 2019 Series: June  
 Scholarship Account: June  
 Student Activities: June 2023

Pa. Municipal - Delinquent EIT Collections - July 2023, \$1,352.39  
 Pa. Municipal Real Estate Tax Summary Oakmont & Verona, July 2023  
 Keystone Collections Group: EIT Collections - July 2023: \$16,477.31  
 LST Collections - July 2023: \$1,950.57  
 Approval of Bills - Fund 10 - \$1,106,132.89

**Motion to approve by Mrs. Garibay, Mrs. Wilton second the motion which passed unanimously.**

### **3. PRESIDENT'S REMARKS**

**Subject                    A. Remarks from the President**

Mrs. Chaparro addressed everyone: Welcome Back, reminder that school starts on Thursday. Teachers had a PD Day today. Don't forget to get your supplies. Tonight, our Board meeting will focus on voting on the Board vacancies.

### **4. HEARING OF CITIZENS - AGENDA ITEMS ONLY**

**Subject                    A. Guidelines for Public Comments and Questions on Agenda Items**

**None at this time.**

### **5. MOTIONS FOR APPROVAL - FINANCE - Dr. McClure/Mr. Hawk**

**Subject                    A. Approval of Business and Finance Items: Pay Apps**

1. The following pay applications in conjunction with the Riverview Capital Improvement Project:
  - Pay App. #8, First American Industries, in the amount of \$35,530.00
  - Pay App. #6, East West Manufacturing & Supply Co. Inc., in the amount of \$381,983.40
  - Pay App. #9, Merit Electrical Group, Inc., in the amount of \$210,724.28

**Motion to approve by Mrs. Wilton, Dr. Pallone second the motion which passed unanimously.**

**Subject                    B. Approval of Business and Finance Items: Contracts & Agreements**

Recommended            Motion for approval the following business and finance items as presented:  
 Action

The following contracts/agreements subject to the final review and approval of the Solicitor:

1. Allegheny Intermediate Unit (AIU) - PA Educator Agreement
2. Allegheny Intermediate Unit (AIU) - Student X - Blind and Visually Impaired Support Program Agreement

3. Maxim Healthcare Services - Agreement Amendment
4. Watson Institute: Student X Agreement
5. Penn West Affiliation Agreement
6. Letter of Agreement between UPMC-Western Psychiatric Hospital (WPH) and Riverview School District for the student assistance services (SAP) during the 2023-2024 school year.

**Motion to approve by Mrs. Chaparro, Mrs. Garibay second the motion which passed unanimously**

## **6. MOTIONS FOR APPROVAL - EDUCATION - Ms. Wilton**

**Subject                    A. Approval of Education Items: Conferences**

Recommended Action                    Motion for approval the following education items as presented:

Approval of the following Educational Conferences:

1. PA AEPLP Fellows: Dr. English to attend the Advanced Education Policy Leadership Program at the cost of approximately \$250 for hotel plus mileage/tolls.
2. PBEA: Patsy Kvortek to attend the Pennsylvania Business Education Association Convention at the cost of approximately \$500 for gas, tolls, hotel, meals, substitute for classroom.

**Motion to approve by Mrs. Chaparro, Mrs. Garibay second the motion which passed unanimously.**

## **7. MOTIONS FOR APPROVAL - STUDENT LIFE - Mr. Paris**

**Subject                    A. Approval of Student Life Items: Handbooks**

Recommended Action: Motion for approval the following student life items as presented:

Approval of the following Handbooks:

1. The following revisions to the 2023-2024 Riverview School District JR-SR High School Athletic Coaching Handbook.
2. The following revisions to the 2023-2024 Riverview School District JR-SR High School Athletic Student Handbook.

**Motion to approve by Mrs. Garibay, Mrs. Wilton second the motion which passed unanimously.**

- Dr. Pallone thanked Dr. Turk for the work that was done on it. Mrs. Chaparro asked for sections to be added for boys and girl's sections, felt it would be handy for parents. Updates were adjusted.

## **8. MOTIONS FOR APPROVAL - PERSONNEL - Mrs. Chaparro, Board President**

**Subject                    A. Approval of Personnel Items: Employment - Business Manager**

Recommended Action: Motion for approval the following personnel items as presented:

Approval of Ms. Sheila Lubert, of Edgeworth, PA, as Riverview School District Business Manager, replacing Joan Wehner, at a salary of \$120,000 pending solicitor review and approval of the final terms of a contract to be agreed upon between candidate and the Riverview School District with a start date to be determined and current clearances and health requirements completed.

**Motion to approve by Mrs. Garibay, Dr. Pallone second the motion which passed unanimously.**

Discussion – Mrs. Chaparro - Thanks to Joan for her work and good luck. We will miss you, glad to have for a year and through contract and budgets. And excellent to meet with Ms. Lubert. Excited to get to know you. Welcome to Riverview.

**Subject                      B. Approval of Personnel Items: Employment**

Recommended              Motion for approval the following personnel items as presented:  
Action

Approval of the following Personnel items:

1. Change in status for Darren Yuvan as Paraprofessional III, move from 3.0-hour schedule to 5.5 hour schedule.
2. Accept the resignation of Marcus Woodford as Riverview Football Coach #4.
3. Accept the resignation of Marcus Woodford as Paraprofessional Instructional Aide III.
4. Accept the resignation of Adeshewa Metzger as Paraprofessional Instructional Aide III.
5. Change in status of Matthew Frazier as Riverview Football Volunteer Coach to Riverview Football Jr. High Asst. Coach.
6. Change in status of Michael Lewis as Riverview Football Volunteer Coach to Riverview Football Coach #4.
7. Volunteer Coaches as listed: (pending any clearances needed)
  - Dom Lio - Jr. High Football
  - Stacey Galata - Raiderettes
  - Dean Hornsby - Tennis
8. Event Worker(s) for Athletic Department:
  - Dominic Lio
9. Bus/Van/Aide Drivers for Allegheny Transportation & Krise Transportation, per attachment, pending any clearances needed.
10. Melissa Mangone as a Class III Paraprofessional, effective August 21, 2023, with a sixty (60) working day probationary period at the compensation rate according to the RSD/RESPA CBA pending clearance certification and health requirements.
11. Tricia Sullivan as a long-term substitute (Tenth St) beginning August 18, 2023 through June 7, 2024 replacing Bernard Campbell pending any necessary clearance and health requirements.
12. ~~Individuals as substitute teachers with Precision HR Solutions Inc.~~ for the 2023-2024 school year pending any certification requirements:
  - Cody Gismondi
  - Joseph Lynch
13. Accept the Resignation of Payroll/Accounting Clerk, Allison Swauger, effective September 17, 2023.

**Motion to approve by Mrs. Garibay, Mrs. Wilton second the motion which passed unanimously.**

## **9. MOTIONS FOR APPROVAL - BOARD GOVERNANCE - Mrs. Chaparro, Board President**

### **Subject                    A. Approval of Board Governance Items: Board Resignation**

Recommended Action Motion for approval the following board governance items as presented:

1. Accept the resignation of Board Member, Jane Miller, as of August 1, 2023.

**Motion to approve by Mrs. Garibay, Dr. McClure second the motion which passed unanimously.**

Mrs. Garibay & Dr. McClure thanked Jane Miller for her time and service and wish her well. Mrs. Chaparro added that she was a great board member coming up to the end of her term and appreciate her time and energy. Especially the work she did with Eastern Area. Mrs. Wilton added that her work there made it easy for her to step into.

**Subject                    B. Approval of Board Governance Items: Board Vacancy Nomination & Approval**

Recommended            Motion for approval the following board governance items as presented:  
Action

1. Board Vacancy Nomination & Approval of \_\_\_\_\_ to fill the vacancy on the Riverview School Board that resulted from the resignation of Jeanine Hurt-Robinson, effective until the term ends at the Reorganization Meeting in December 2023.

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

Vote:        \_\_\_\_\_

Each member gets opportunity say nomination by candidate last name. Nominations do not require a second. Then discussion in public setting. And then do same process for the second spot.

**Nominations:**

Mrs. Garibay nominated – Tillman

Dr. Pallone nominated – Schuetz

Mr. Hawk nominated – Tillman

Motion to close nominations by Mrs. Garibay and Mrs. Wilton second

Discussion on the two nominations: Mrs. Wilton personally has learned a lot from Ernie and knowledgeable, also knowing it is a 3-month position, it is good to have someone come in who knows how the board runs and not a need for training. Feels that Mrs. Schuetz would be a wonderful candidate but feel that since she is on a ballot it would be in best interest to not pick on ballot for partisanship, that is why support Ernie.

Dr. Pallone added: remember that two seat open and that is partisan enough.

Mr. Hawk agreed with Mrs. Wilton. To elect a November ballot appears as an endorsement and difficult.

Mrs. Garibay agreed to want to hit ground running.

Dr. McClure agreed with Mr. Hawk.

Mrs. Chaparro stated she started to come to meetings when Mr. Tillman was on board and thought he did a good job and since less than three months easy to jump right in with good back ground and history and who knows what will happen with seat. Temporary gig so it is an odd spot. Utmost confidence in Ms. Schuetz as well but steering to not in election and familiar with process and not new to scene.

Roll call Vote:

Mrs. Garibay – Tillman

Dr. Pallone – Tillman

Mr. Hawk – Tillman

Mrs. Chaparro - Tillman

Dr. Pallone – Schuetz

Mrs. Wilton – Tillman

Congratulations to Mr. Tillman

**Subject                    C. Approval of Board Governance Items: Board Vacancy Nomination & Approval**

Recommended            Motion for approval the following board governance items as presented:  
Action

1. Board Vacancy Nomination & Approval of \_\_\_\_\_ to fill the vacancy on the Riverview School Board that resulted from the resignation of Jane Miller, effective until the term ends at the Reorganization

Meeting in December 2023.

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

Each member gets opportunity say nomination by candidate last name. Nominations do not require a second. Then discussion in public setting. And then do same process for the second spot.

Mrs. Garibay nominated – Gahed

Dr. Pallone nominated – Bridget Seery

Mr. Hawk nominated - Gahed

Motion to close nominations by Mrs. Garibay and Mrs. Wilton second

Discussion:

Dr. Pallone felt that we should go with people with most education background even if three months and look to future and cultivate that background.

Dr. McClure stated it is nice to have new person with new eyes/perspective.

Mrs. Garibay stated it is nice to not know political beliefs.

Dr. Pallone stated though that we don't know much about him at all

Mrs. Chaparro added Mr. Gahed is a community volunteer, new to district. Fresh perspective. Business background. Get involved, love that.

Mrs. Wilton added that many of these folks, we don't know them but what we saw at meeting and resume, stood out as someone willing to serve with school district interest.

Mrs. Chaparro stated thanks to Mrs. Seery, definitely appreciate. And want more from Verona. Excellent representation.

Roll call Vote:

Mrs. Garibay – Gahed

Dr. McClure – Gahed

Mr. Hawk – Gahed

Mrs. Chaparro - Gahed

Dr. Pallone – Seery

Mrs. Wilton – Gahed

Congratulations to Mr. Gahed

Thank you everyone for participating and best of luck to you in the election and possible 2-year seat.

**Subject D. Approval of Board Governance Items: Policy 222 Tobacco & Vaping**

Recommended Action Motion for approval the following board governance items as presented:

- 1. The following revisions to Riverview School District Board Policy Manual: Second Reading
  - Policy 222 - Tobacco & Vaping

**Motion to approve by Mrs. Garibay, Dr. Pallone second the motion which passed unanimously.**

**Subject E. Approval of Board Governance Items: Revised Adopted Board Calendar 2023**

Recommended Motion for approval the following board governance items as presented:  
Action

- 1. Revision to the 2023-2024 Riverview School Board Calendar.

Discussion was made regarding meetings at Verner, decision by the IT department to have at the High School Library until the December reorganization meeting due to filming and sound better than current equipment used at Verner last meeting.

**Motion to approve by Mrs. Wilton, Dr. McClure second the motion which passed unanimously.**

**Subject F. Approval of Board Governance Items: Budgetary Outlines**

Approval of the following as Riverview School District Booster Organizations for the 2023-2024 school year, according to RSD Policy 915, pending receipt of any additional certification requirements.

- 1. RABA - Riverview Athletic Booster Association
- 2. RMBA - Riverview Music Booster Association
- 3. Tenth Street Elementary PTO

Thank you for the updated financial documents. Easier to read.  
Dr. Pallone stated thanks for providing additional documents.  
For outstanding boosters, it was clarified that others due by October.  
Lots of great events coming up.

**Motion to approve by Mrs. Garibay, Mrs. Wilton second the motion which approved unanimously.**

**10. HEARING OF CITIZENS**

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**Subject A. Guidelines for Public Comments and Questions**

**Citizens:  
None at this time**

**11. DELEGATE REPORTS**

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All delegate reports to be sent to Raney by Thursday before meeting so they can be put on docs.

Education: school starts Thursday. Eastern area meeting on Thursday and will get update on the roof repairs.

Safety: doesn't meet until school starts in September

Legislative – not a lot to report. Trying to resolve impasse in the budget. People across state are happy about universal free breakfast. Eat together again and socialize.

Finance –transition of business managers

Forbes – school starts tomorrow, had PD last week, meeting this Thursday and have update. Still looking for part time



English and Social Studies teacher.

Communications – putting word out a lot about school starting and lunch and bus, etc. check email/website/social media, etc. reporter will be mailed home and receive soon.

## **12. SOLICITOR'S REPORT**

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<b>Subject</b>	<b>A. Report from Falco Muscante</b>
Meeting	Aug 21, 2023 - Regular Voting Meeting of the Board of School Directors
Category	12. SOLICITOR'S REPORT

Solicitor stated nothing for the public, personnel matters in executive session.

Brief exec session following meeting as well.

**Motion to add a special meeting for Monday August 28 to appoint and approve Superintendent contact to be held at 6:00 PM in this location, public meeting, all invited to attend. Short meeting. Straight forward.**

**(Meeting time was changed to 7:00 pm start)**

Motion to second by Mrs. Garibay. Mr. Hawk to discuss – note that board policy states specifically how it needs to go out and it was missed.

Mrs. Chaparro stated can't add same day and has to be 5 days' notice ( by mail) so couldn't add on, so 5 days' notice by mail will be accommodated.

Any public comment: None

All in favor: no opposed and no abstentions.

## **13. ADJOURNMENT**

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<b>Subject</b>	<b>A. Adjourn the Meeting</b>
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Recommended Action

Mrs. Garibay motion to adjourn.

Adjournment at 7:55 pm.