



Riverview School District
Study Session MINUTES
September 9, 2013

In attendance:

Dr. McClure, Dr. Loeffler, D. Tompa, H. Dolan, L. Ashbaugh,

Dr. DiNinno, T. Tuccarello, Dr. Coudriet, B. Dunkle, D. Zolkowski, J. Shoaf, J. Moser, T. Nix

I. **Dr. DiNinno reviewed the following items in preparation for approval during the**

Regular Voting session:

a. General

- i. Second Reading of Policy 214 Class Rank
- ii. Food Service Contract – Ms. Tuccarello indicated that the food service contract needs approved annually. Since this item was not on the June agenda, it is being placed on this month’s agenda. She also shared information with the board related to several maintenance item needs indicating that an unanticipated repair is needed to the roof top unit at Tenth Street at a cost of approximately \$2,700, a code requirement will require that Alarm Pull Stations at Verner be moved at a cost of approximately \$1,000 and that quotes are currently being obtained to continue the annual service agreement for the HVAC system at Tenth



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Street. Ms. Tuccarello explained that money is allotted in the budget to address these types of needs and that she was keeping the board informed of these items. Additionally, Ms. Tuccarello explained that she is in the process of pulling together information with the head custodians related to long range maintenance needs and planning.

- iii. Individual Transportation Agreements - (Parents)
- iv. Western Psychiatric Institute and Clinic agreement to provide Student Assistance Addiction Liaison Services
- v. Designation of new Business Mgr. Ms. Tammy Tuccarello as:
 1. Right to Know Officer, Authorized E-rate Administrator, AIU Joint Purchasing Committee Representative, Health Consortium Representative, Board Secretary (clarify 4 year term originally being served by Mr. Thompson)
- vi. Designation of Mr. Jay Moser as District Title IX Coordinator for Athletic matters and Ms. Tammy Tuccarello as District Title IX Coordinator for all non-athletic matters.
- vii. Vote on decision to cast votes for PSBA officer elections - a discussion was held with all attending board members and the process shared in the



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PSBA information packets was reviewed. The board agreed to discuss the matter one more time prior to voting on their selected candidate during next week's meeting.

- viii. Accept/reject bids for Auditorium Roof and Ductwork – Ms. Tuccarello explained that bids for this project, which was shared with the board last spring, are due on September 16th at 10 a.m. The project was advertised three times. She is hoping to have a recommendation next week so that the board can vote to accept or reject the bid.

b. Personnel

- i. Technology Assistant – Mr. Dunkle explained that he is completing final background checks and hopes to have a candidate for board approval next week.
- ii. Potential Part-time Custodian – Dr. DiNinno explained that a study is being conducted to analyze the work load needs and distribution of work at each school building. When the results of the study are final, she plans to update the board with recommendations related to personnel needs at each building.



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- iii. Resignation of Laurie Sliben as library room paraprofessional at Tenth Street Elementary School.
 - iv. Additions to Substitute Teacher List
 - v. Additions to Supplemental List for 2013 – 2014 school year – Dr. McClure asked for clarification on salaries for each of the positions. Dr. DiNinno explained that these are listed in the teacher contract and are included on a list annually for board review.
 - 1. SADD Sponsor – Mario Rometo
 - 2. Spring Musical Producer/s – Alex DiClaudio & Kim Teitelbaum
 - 3. Language Arts Subject coordinator/Verner – Shannon Kahne
 - 4. Safety Patrol/Verner – Lori Ruggiero and Kristen Rapp
 - 5. Safety Coordinator/Verner – Shannon Kahne
 - 6. Elementary Orchestra Director – Jason Libel
 - 7. Elementary Band – Joe Perrino and Ian Hughes
 - vi. Brian Banks from Girls Head Junior High School Soccer Coach to Volunteer Coach (program cancelled due to lack of participation)
- II. Motions to approve Bills and other Finance matters as provided by Business Manager and provided to board



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- III. Student Life Committee – Mr. Moser and Mrs. Ashbaugh provided the board with an update on Open House dates. Mr. Moser shared details pertaining to the Riverside Park and the borough’s plans for the DeK Hockey surface. He also explained that tree removal has been completed to accommodate some of the changes being made at the park and that the borough is considering the inclusion of a walking track at the park. Mr. Moser reminded everyone that the Homecoming Parade is September 27th at 6:30, the game begins at 7:30 and the dance is on September 28th. He indicated that the district is working with the borough to accommodate traffic and other organization components related to the event. Dr. DiNinno explained that she has met with the Police Chief last Spring to discuss ways for communicating this to the public through sources like the Grapevine. Mr. Moser provided updates on various fall sports programs to date and explained that a committee is meeting to decide on the selection of the Distinguished Alumni and details of the event. He explained that school clubs are meeting and programs are underway and that meetings pertaining to the musical will be held soon. Mr. Moser explained that several meetings were held to discuss the Press Box needs at Riverside Park and the plan is to move the area back to the roof top. The group is waiting for feedback from the city engineer. Mr. Tillman and Mrs. Tompa were



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thanked for their assistance with this matter. Dr. DiNinno thanked Elissa Miller, Bob Kariotis and the coaches for assisting with sharing information about wins/losses and athlete accolades with the Grapevine news feed.

IV. Dr. DiNinno provided the board with the following District Updates

- a. She congratulated Mr. David Zolkowski for being accepted into the Pennsylvania Fellowship Program for Special Education Leaders explaining that hundreds of applicants sought acceptance into the program and very few were accepted. Mr. Zolkowski's acceptance into the program will add great value to the Special Education program needs at Riverview.
- b. She reminded the board that a Public Meeting will be held by the Department of Transportation to review the Hulton Bridge Project at the RJSHS on September 12th at 6 p.m.
- c. She reminded the board that the Strategic Planning process begins again this year and concludes in 2015. She shared timelines and a summary provided by Dr. Coudriet with the board.
- d. Dr. DiNinno explained that the new School Performance Profile eliminates AYP and that more details pertaining to specific variables used to hold schools accountable through the use of the SPP score will be provided and shared once they are made available.



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- e. Dr. DiNinno shared details related to the distribution of District Real Estate Brochures at the Edgewater community and with other Relators, the Chamber of Commerce, Boroughs, the library, etc. She explained that she and Dr. Coudriet met with a representative from Edgewater to discuss ways to share school district information. Ideas pertaining to providing families who have new babies or new families to the area who have children with welcome baskets to share the good news of our schools and extend outreach to these families were also shared.
- V. Each Administrator provided the board with the following updates:
- a. Mr. Zolkowski - Tenth Street, Special Education - Mr. Zolkowski discussed his plan to hold monthly meetings with Special Education teachers, to attend the PA Special Education Fellowship, and his plan to continue to monitor and adjust paraprofessional schedules to be sure to meet student needs. He also thanked Mr. Shoaf for his help in monitoring resident/nonresident students in an effort to make sure the District is paying tuition bills for students who are truly district residents. Mr. Zolkowski also explained that he has been informed that the District is scheduled to create a Special Education Plan this year and he will be attending the appropriate training to assist him with writing this plan.
 - b. Mr. Shoaf - Verner, Instructional Technology Integration, Federal Programs - Mr. Shoaf explained that he will be attending training on the completion of Federal Program report



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requirements and that he is working on the development of a Twitter feed and blog for his school. Mr. Shoaf also explained that he plans to assist teachers with using more online assessments in an effort to help them to provide more immediate instructional responses to student identified needs. He gave an example of ways that hand held response systems can be used to assess student understanding during instructional lessons and to assist teachers with obtaining more immediate feedback and instructional support when needed.

- c. Ms. Nix – Middle School Programs, Pupil Support Services/ESL – Ms. Nix reported on the successes of the 21st century class and the manner in which teachers are monitoring the new course and reviewing topics with students. She thanked the staff for their collaborative efforts in developing and refining the course to meet student needs. She provided an update on the Pupil Services plan indicating that the nurses and counselors continue to analyze student needs and create a plan for the district to meet those needs. Ms. Nix shared that she has received training from IU pertaining to ESL and that she became aware of a grant that she can use to assist the ESL students in the district.
- d. Mr. Moser – JHSH, Student Life – Mr. Moser discussed his plan to attend training related to Title IX and the new reporting requirements.
- e. Dr. Coudriet – Student Achievement / Customized Services – Dr. Coudriet provided the board with an update on the different brochures that each employee department is creating in an effort to support communication and public relations. She explained that



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this process has assisted staff with reflection and possible program refinements and considerations. The goal is to have this second phase of the communication brochures completed by the end of the first semester. Dr. Coudriet shared a list of school districts she is using to compare programs, funding, and other variables with in an effort to examine Riverview programs and funding sources as a result of Dr. McClure's inquiry. She explained that the study is currently about 80% complete and the results will be shared with the board when the study is complete. She also explained that the results can be used to assist with Strategic Planning. Dr. Coudriet explained that she will be meeting with Mrs. Dolan this week to plan the Education Committee Agenda and with the Professional Development Committee to plan the September 30th Professional Development Day agenda. Dr. DiNinno clarified that the 2 hour delays following professional development days this year will be used for the purpose of creating customized plans and RCEPs for students and for providing teachers with the opportunity to implement things they have been trained in during professional development days. Dr. Coudriet also provided the board with a copy of the District's first Curricular Newsletter, which she has authored. The newsletter will be posted on the district web page. The newsletter will be shared and updated several times throughout the year.



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- f. Mr. Dunkle - Pro Soft, Technology, Safe Schools - Mr. Dunkle provided the board with a chart summarizing all ProSoft training that has taken place in the district to date and the training that is scheduled to take place in the future.

The meeting ended at 9:21.

No executive session was held.