

SAINT CLAIR AREA SCHOOL DISTRICT
227 South Mill Street
Saint Clair, PA 17970
570-429-2716



The mission of the Saint Clair Area School District is to work with the community to provide a safe, welcoming, student-oriented learning environment in which each student is challenged to reflect, question, and create.

AGENDA
December 1, 2021

A regular meeting of the Saint Clair Area School District Board of School Directors will be held at immediately following the Work Session in the cafetorium of the Elementary/Middle School, 227 South Mill Street, Saint Clair, PA 17970-1338.

1. Call to Order by President, Michael Holobetz
2. Pledge of Allegiance
3. Roll Call

Virginia Bartashus	_____
Scott Clews	_____
Jennifer Fegley	_____
Michael Holobetz	_____
Thomas Kaledas	_____
Bernard Kuperavage	_____
Erin Murhon	_____
Dr. Erin Portland	_____
Jeanette Zembas	_____

4. The Secretary announced that a quorum was present and business could proceed. Others present were _____ citizens; Superintendent, Thomas McLaughlin; Principal, Jennifer Buletza; Solicitor, Thomas J. Campion; and ___ members of the press.

NOTICE OF EXECUTIVE SESSION

The Saint Clair Area Board of Directors conducted an executive work session on November 3, 2021 from 6:09 PM to 6:45 PM to discuss personnel and legal issues. No vote or formal action was taken at that time.

“SINE DIE”

President Michael Holobetz announced that according to Section 404 of the PA School Code the Board of Directors is to reorganize each year during the first week of December.

Moved by _____ and _____ that the Board adjourn “Sine Die.”

ROLL CALL:

TEMPORARY CHAIRMAN

Moved by _____ and _____ that _____ be named temporary President Pro-Tem during the reorganization activities.

ROLL CALL:

SEATS VACATED

The seats of Board Members whose term expired on the Board of School Directors were vacated.

- Virginia Bartashus
- Michael Holobetz
- Bernard Kuperavage
- Jeanette Zembas

NEW MEMBERS

The secretary announced that the County Board of Election has certified the following to serve on the Board of School Directors of the Saint Clair Area School District.

- Virginia Bartashus 4 year term commencing first week of December 2021
- Michael Holobetz 4 year term commencing first week of December 2021
- William Kimber 4 year term commencing first week of December 2021
- Bernard Kuperavage 4 year term commencing first week of December 2021

PRESENTATION OF CERTIFICATES

OATH OF OFFICE

I do solemnly swear that I will support, obey and defend the Constitution of the United States and the constitution of this Commonwealth, and that I will discharge the duties of my office with fidelity.

ROLL CALL

- Virginia Bartashus _____
- Scott Clews _____
- Jennifer Fegley _____
- Michael Holobetz _____
- William Kimber _____
- Thomas Kaledas _____
- Bernard Kuperavage _____
- Erin Murhon _____
- Dr. Erin Portland _____

ELECTION-PRESIDENT

Temporary Chairman _____ announced that nominations for the office of President and Vice President for the Saint Clair Area School District for a one (1) year period would be in order.

_____ nominated _____ for President.

_____ nominated _____ for President.

Moved by _____ and _____ that the nominations be closed.

ROLL CALL:

Temporary Chairman _____ announced that _____ was elected President of the Saint Clair Area School District Board of Directors for a one (1) year term commencing December 1, 2021.

President _____ then assumed the chair and Temporary Chairman, _____ vacated the seat.

ELECTION - VICE PRESIDENT

President _____ announced that nominations for the office of Vice President for the Saint Clair Area School District Board of Directors for a period of one (1) year would be in order.

_____ nominated _____ for Vice President.

_____ nominated _____ for Vice President.

Moved by _____ and _____ that the nominations be closed.

ROLL CALL:

President _____ announced that _____ was elected Vice President of the Saint Clair Area School District Board of Directors for a one (1) year term commencing December 1, 2021

ELECTION JOINT SCHOOL COMMITTEE MEMBER

Election of a committee member to represent the Saint Clair Area School Board on the Joint School Committee for the High School Program for a term effective December 1, 2021 through November 30, 2021.

_____ nominated _____

_____ nominated _____

Moved by _____ and _____ to close nominations for committee member.

ROLL CALL:

ELECTION OF ALTERNATE COMMITTEE MEMBER

Election of an alternate committee member to represent the Saint Clair Area School District on the Joint School Committee for the High School Program for a term effective December 1, 2021 through November 30, 2021.

_____ nominated _____

_____ nominated _____

Moved by _____ and _____ to close nominations for alternate committee member.

ROLL CALL:

Members of the Public may speak at this time on any items on the Agenda.

5. Moved by _____ and _____ to approve the following motions:

(Presented prior to Meeting)

Approval of Minutes of November 3, 2021

Approval of Invoices presented for payment

Approval of the Treasurer's Report for the period ending October 31, 2021

Approval of the Tax Report for the period ending October 31, 2021

Approval of the Cafeteria Fund Report for the month of October

ROLL CALL:

6. Moved by _____ and _____ to approve the Accelerated Budget Opt Out Resolution Certifying Tax Rate within Inflation Index.

SAINT CLAIR AREA SCHOOL DISTRICT
Accelerated Budget Opt Out Resolution Certifying Tax Rate Within Inflation Index
(and No Need to Comply with Act 1 Accelerated Budget Procedures)
2022-2023 School Year

The purpose of this resolution is to allow the school district to follow normal budget procedures, and dispense with the more complicated, expensive, and accelerated Act 1 budget requirements. This option is available only to school districts that are certain the next year budget can be funded without increasing the real estate tax rate by more than the index (and therefore without seeking approval for any index limit exceptions). This resolution may be adopted after the preliminary budget is available, or the board has sufficient information to be certain the budget can be funded by a tax increase within the index. For fiscal year 2022-2023, the resolution must be adopted no later than **January 27, 2022**.

Background. Act 1 § 311(a), 53 P.S. § 6926.311(a), requires an accelerated budget adoption timeline and procedure unless a school district, no later than 110 days before the primary election, adopts a resolution containing the certifications incorporated in this resolution. The deadline this year is January 27, 2022. After adoption of a resolution containing such certifications, § 311(d) authorizes a school district to comply with pre-Act 1 budget adoption rules as set forth in School Code § 687, 24 P.S. § 6-687. The School Board has reviewed the school district preliminary budget or has other information sufficient to make a determination that the budget for the next fiscal year can be funded based on maintaining current tax rates or increasing taxes by an amount less than or equal to the Act 1 index. In lieu of the Act 1 budget adoption timeline and procedure, the School Board wishes to make the required certifications and comply with pre-Act 1 budget adoption rules.

RESOLVED, that the Board of School Directors of Saint Clair Area School District, makes the following unconditional certifications:

1. The school district's various tax levies and other revenue sources will be sufficient to balance the school district final budget for the next fiscal year 2022-2023 based on maintaining current tax rates or increasing tax rates by an amount less than or equal to the Act 1 index applicable to the school district as calculated by the Pennsylvania Department of Education. This conclusion is based on the school district preliminary budget or other information available to the School Board.
2. The applicable index for the next fiscal year is 5.00%, and the School Board will not for the next fiscal year increase the rate of its real estate tax, or any other tax for the support of public education, by an amount that exceeds the applicable index.
3. The School Board has to date and in the future will comply with the rules set forth in School Code § 687 for adoption of the school district proposed and final budgets for the next fiscal year.

4. The School Board understands that the school district will not be eligible to use Act 1 referendum exceptions for the next fiscal year.

ADOPTED by the School Board _____, 20____ by a vote of _____ ayes _____ nays, abstentions and _____ members absent

[Per Act 1 §§ 311(d)(2)(ii) and (iii), the school district must, within 5 days after adoption of this resolution submit to PDE: (1) on a PDE prescribed form, information on any proposed tax increase – **Real Estate Tax Rate Report**; and (2) a copy of this resolution.]

ATTEST:

Michael Holobetz, President

Thomas Kaledas, Secretary

ROLL CALL:

7. Moved by _____ and _____ to recommend granting authorization to the administration to file the signatures of the Board President, Secretary and Treasurer with Secretary of the Commonwealth. (This is required under the provisions of the Pennsylvania *Uniform Facsimile Signature of Public Officials Act*).

ROLL CALL:

8. Moved by _____ and _____ to recommend granting authorization to Terry Schane and Joan Dranginis to use hand and/or electronic signature stamps of Board President, Secretary and Treasurer to sign instruments of payment.

ROLL CALL:

9. Moved by _____ and _____ to approve Attorney Thomas J. Campion, Jr. as the Solicitor for 2022 at a monthly retainer of \$250.00 to include attendance at regular monthly Board Meetings and an hourly rate of \$100.00 for additional services provided as per school code.

ROLL CALL:

10. Moved by _____ and _____ to approve the FROMM Quotation in the amount of \$4,940.

ROLL CALL:

11. Moved by _____ and _____ to accept Mindy Zimerofsky's (Confidential District Office Secretary) letter of resignation effective December 9, 2021 as presented.

ROLL CALL:

12. Moved by _____ and _____ to accept Karen Wallace's (COTA) letter of retirement effective December 6, 2021 as presented.

ROLL CALL:

13. Moved by _____ and _____ to approve FMLA for employee ID: 0043 as presented.

ROLL CALL:

14. Moved by _____ and _____ to approve leave without pay for employee ID: 3348 on December 13 – 14, 2021 as presented. (2 days)

ROLL CALL:

15. Moved by _____ and _____ to approve leave without pay for employee ID: 3286 on January 19, 2022 (1/2 day) and January 20 – 24, 2022 as presented. (3.5 days)

ROLL CALL:

16. Moved by _____ and _____ to approve the following per diem employees at an hourly rate of \$8.25 pending required documents on file as per contract.

Clayton Demcher	Cleaning/Maintenance
Ryan Lindenmuth	Cleaning/Maintenance
Debra Kubeika	Cafeteria

ROLL CALL:

17. Moved by _____ and _____ to approve the following Superintendent’s Motions as presented:

Approval of Work Session/Board Meeting and Finance Meeting Schedule and advertise in the local newspaper.

Approval of 2022 Board Committees

VOICE VOTE:

REMARKS

18. Moved by _____ and _____ that the meeting be adjourned at _____ P.M.

ROLL CALL:

IMPORTANT DATES:	December 23, 2021	Student Early Dismissal @ 12:00 PM
	December 24, 2021 -	School Closed
	January 2, 2022	
	January 5, 2022	Finance Meeting/Work Session/Board Meeting