

The School District of the City of Erie, PA

NEW BUSINESS

September 20, 2012

1.0 - That the following recommendations of the Superintendent be approved:

RESIGNATION

- 1.1 - Aug. 24 - Lisa Ciecierski-----Lincoln, Teacher, resignation effective August 24, 2012;
- 1.2 - Aug. 21 - Lindsey Glass-----Vincent, Teacher, resignation effective August 21, 2012;

CORRECTION TO LEAVES OF ABSENCE

- 1.3 - July 15-20 - Ina Fisher, Director of Curriculum and Instruction, Dr. Jay Badams, Superintendent, Dr. James E. Barker Leadership Center, Dr. Tammy Baumann, Mathematics Curriculum Coordinator, Administration, Jeffrey Boam, Assistant Principal, Pfeiffer-Burleigh, Matthew Cummings, Communications Director, Dr. James E. Barker Leadership Center, Nora Dolak, Literacy Curriculum Coordinator, Administration (July 13, 2012 through July 20, 2012), Michael Pisano, Assistant Principal, Vincent, Mathew Pundt, Principal/Director of Career and Technical Education, Central Tech, Karin Ryan, Assistant Principal, McKinley, and James Vieira, Associate Dean, Collegiate Academy, to attend GE Foundation Developing Futures Summer Conference 2012 in Orlando, FL, with salary on July 16, 17, 18, 19 and 20, 2012 and expenses July 15, 16, 17, 18, 19, and 20, 2012 (expenses to be paid from GE Program – 40-66312-22715800 and 40-050-000-66312-133-000-00-008); **PREVIOUSLY APPROVED AT THE JUNE 27, 2012 BOARD MEETING AND THE AUGUST 23, 2012 BOARD MEETING – CHANGE IN DATES FROM JULY 15-20, 2012 TO JULY 13-20, 2012 FOR NORA DOLAK, LITERACY CURRICULUM COORDINATOR, ADMINISTRATION;**
- 1.4 - July 15-20 - Jodie Abbott, Teacher, East, Julie Boam, Teacher, Roosevelt, Jennifer Ditrich, Teacher, Collegiate

Academy, Thomas Dolak, Science Coach, Central Tech (July 13, 2012 through July 20, 2012), Janice Gangemi, Teacher, Central Tech, Ronald Hayes, Teacher, East, Heather Kensill, Medal of Honor Curriculum Project Facilitator/Teacher (July 13, 2012 through July 20, 2012), Vincent, William Kuhar, Medal of Honor Curriculum Trainer/Teacher, Vincent, Angela Lombardoizzi, Teacher, Vincent, Robert Merski, Teacher, Wayne, Holly Northrup, K-8 Math Coach, GE Bolt, Diane Olszewski, Teacher, Collegiate Academy, Mark Pacileo, Teacher, East, Matthew Parker, Teacher, Central Tech, Tien Pham, Teacher, Central, Marlene Radov, Teacher, Vincent, Kathryn Rodney, Teacher, Vincent, Ann Spence, Teacher, Harding, Heath Strasser, Teacher, Vincent, and Marcia Tome, Teacher Program Manager, Dr. James E. Barker Leadership Center (July 13, 2012 through July 20, 2012), to attend GE Foundation Developing Futures Summer Conference 2012 in Orlando, FL, with expenses only on July 15, 16, 17, 18, 19, and 20, 2012 (expenses to be paid from GE Program – 40-66312-22715800 and 40-050-000-66312-133-000-00-008); **PREVIOUSLY APPROVED AT THE JUNE 27, 2012 BOARD MEETING AND THE AUGUST 23, 2012 BOARD MEETING – CHANGE IN DATES FROM JULY 15-20, 2012 TO JULY 13-20, 2012 FOR THOMAS DOLAK, SCIENCE COACH, CENTRAL TECH, HEATHER KENSILL, MEDAL OF HONOR CURRICULUM PROJECT FACILITATOR/TEACHER, AND MARCIA TOME, TEACHER PROGRAM MANAGER, DR. JAMES E. BARKER LEADERSHIP CENTER;**

LEAVES OF ABSENCE

- 1.5 - Sept. 6-8 - Mathew Pundt, Director of Career and Technical Education/Principal, Central Tech, to attend COE's 31st Annual Conference in New York, NY, with salary only on September 6 and 7, 2012 (expenses will be paid by (COE) Council for Opportunity in Education);
- 1.6 - Sept. 12-14 - Nora Dolak, Curriculum Coordinator, Dr. James E. Barker Leadership Center, Marcia Tome, GE Teacher Program Manager, Dr. James E. Barker Leadership Center, Jane Hynes, Teacher, East, Amy Rodriguez, Literacy Coach, Margaret Conn, Literacy Coach, Erika

Rutkowski, Literacy Coach, Carol Crockett, Literacy Coach, Heather Mitchell, Literacy Coach, Karin Ryan, Assistant Principal, McKinley, Diane Visalle, Teacher, Lincoln, Kristie Stephan, Teacher, Lincoln, Michele Kerecman, Teacher, Lincoln, to attend Common Core Implementation Initiative “*Aligning Basals: Writing Text-Based Questions and Tasks Using Your Existing Materials*,” (Sponsored by the Council of the Great City Schools and Student Achievement Partners) in Cleveland, OH, with salary and expenses (expenses will be paid from – 40-050-189-66310-133-000-00-008);

- 1.7 - Sept. 13-14 - Mark Matlak, Dawn Decenso, Vincent Senita, Teachers, Connell, Rebecca Powierza, Barbara Gates, Teachers, Diehl, Margo Keefer, Allison Brower, Teachers, Edison, Marc Fiorelli, Teacher, Harding, Darlene Feeney, Teacher, Jefferson, Amanda Mikovich, Kristie Stephan, Erica Nielsen, Denise Fiorelli, Teachers, Lincoln, Lisa Sinicki, Teacher, Pfeiffer-Burleigh, Marie Jarema, Teacher, Teresa Szumigala, Principal, Roosevelt, Catherine Miseta, Abigail Panutsos, Teachers, Janet Quinn, School Wide Specialist, and Donald Orlando, Principal, Wilson School, Mary Meade, Kylie Stayer, Leigh Lutz, Teachers, East, Deborah Beard, Lindsey Calhoun, Teachers, Vincent, to attend College for Every Student Planning/Training Workshop at Peek’n Peak Resort in Clymer, NY, with salary only;
- 1.8 - Sept. 20-21 - Mary Drapcho, Librarian, Vincent, to attend Surplus Book Program Library of Congress and National Book Fair in Washington, DC, with salary only;
- 1.9 - Oct. 2-5 - Dana Gilmore, Assistant Principal, Diehl, to attend the 2012-13 HD Live in Schools Conference at the Metropolitan Opera in New York, NY, with salary and expenses (expenses will be paid from Federal Programs – 20-22705801-053-000-68312-411-000-19-001);
- 1.10 - Oct. 11 - Chelsea Compton, French Teacher, Collegiate Academy, to attend AP French Language and Culture Workshop at the University of Notre Dame in Notre Dame, IN, with salary and expenses (expenses will be paid from Instructional Improvement – AP Testing – 25-17003240-801-110-78112-127-000-39-801);

- 1.11 - Nov. 28-
Dec. 1 - Mathew Pundt, Director of Career and Technical Education/
Principal, Central Tech, Pamela Mackowski, Assistant
Principal, Central Tech, Michael Beiter, IT Academy
Teacher, Mark Rutkowski, Carpentry Teacher, Jason
Beer, Teacher, Denise Graham, Teacher, Kimberlee
Nikolai, Teacher, Central Tech, to attend CareerTech
Vision 2012 International Conference in Atlanta, GA,
with salary only on November 28, 29, and 30, 2012
and expenses on November 28, 29, 30, and
December 1, 2012 (expenses will be paid from GE
Foundation Grant – 40-66310-22715800-40-050-000-
66310-133-000-00-008);

**TEMPORARY APPOINTMENT EFFECTIVE AUGUST 22, 2012
THROUGH SCHOOL YEAR 2012-13**

	<u>Name</u>	<u>Location</u>	<u>Position</u>
1.12 -	Landis, Carrie	Roosevelt	Self Program - English
1.13 -	Merski, Robert	East	Special Education
1.14 -	Noonan, Haley	Wayne	Elementary
1.15 -	Normandy, Nicole	Emerson-Gridley	Special Education
1.16 -	Oglesby, Dana	Connell	Elementary
1.17 -	Randall, Gabrielle	Connell	Elementary
1.18 -	Ross, Jane	Harding	Self Program - Elem.
1.19 -	Territo, Patricia	Edison	Elementary

**TEACHER TRANSFER EFFECTIVE AUGUST 22, 2012 THROUGH SCHOOL YEAR
2012-13**

	<u>Name</u>	<u>From</u>	<u>To</u>
1.20 -	Deeb, Sarah	Emerson-Gridley, Sp. Ed.	Harding, Sp. Ed.

**REASSIGNED FROM FURLOUGH EFFECTIVE AUGUST 22, 2012
THROUGH 1st SEMESTER 2012-13**

	<u>Name</u>	<u>Location</u>	<u>Position</u>
1.21 -	Graziano, Jessica	Edison	Elementary
1.22 -	Ronto, Danette	Lincoln	Elementary

**REASSIGNED FROM FURLOUGH EFFECTIVE AUGUST 22, 2012
THROUGH SCHOOL YEAR 2012-13**

	<u>Name</u>	<u>Location</u>	<u>Position</u>
1.23 -	Benedict, Julia	Pfeiffer-Burleigh	Elementary
1.24 -	Cassano, Sarah	TBD	Elementary (Mat. Lv.)

1.25 -	Fries, Gregory	Roosevelt	Self Program - M-L Math
1.26 -	Hall, Jeremy	Connell	Elementary
1.27 -	Jackson, Erica	Harding	Science
1.28 -	Kolash, Richard	Harding	Social Studies
1.29 -	Konkel, Kelly	Emerson-Gridley	Elementary
1.30 -	Lotz, Patricia	Pfeiffer-Burleigh	Elementary
1.31 -	Marasco, Alison	Jefferson	Elementary
1.32 -	Panighetti, Lisa	Grover Cleveland	Elementary
1.33 -	Panutsos, Abigail	Wilson	ESL
1.34 -	Testrake, Colleen	TBD	Elementary (Mat. Lv)

**REASSIGNED FROM FURLOUGH EFFECTIVE AUGUST 23, 2012
THROUGH SCHOOL YEAR 2012-13**

	<u>Name</u>	<u>Location</u>	<u>Position</u>
1.35 -	Outlaw, Earlene	Harding	Elementary

**REASSIGNED FROM FURLOUGH EFFECTIVE AUGUST 28, 2012
THROUGH SCHOOL YEAR 2012-13**

	<u>Name</u>	<u>Location</u>	<u>Position</u>
1.36 -	Coletta, Michael	Grover Cleveland	Elementary

**REASSIGNED FROM FURLOUGH EFFECTIVE AUGUST 29, 2012
THROUGH 1st SEMESTER 2012-13**

	<u>Name</u>	<u>Location</u>	<u>Position</u>
1.37 -	Henry, Nicole	Harding	Elementary

**REASSIGNED FROM FURLOUGH EFFECTIVE SEPTEMBER 6, 2012
THROUGH SCHOOL YEAR 2012-13**

	<u>Name</u>	<u>Location</u>	<u>Position</u>
1.38 -	King, Michael	East	Health & Phys. Ed.

**REASSIGNED FROM FURLOUGH EFFECTIVE SEPTEMBER 6, 2012
THROUGH SCHOOL YEAR 2012-13**

	<u>Name</u>	<u>Location</u>	<u>Position</u>
1.39 -	Black, Gina	East	Spanish

**REASSIGNED FROM FURLOUGH EFFECTIVE SEPTEMBER 12, 2012
THROUGH SCHOOL YEAR 2012-13**

	<u>Name</u>	<u>Location</u>	<u>Position</u>
1.40 -	Farina, Ashley	Jefferson	Elementary
1.41 -	Kilmer, Susan	Jefferson	Elementary

**REASSIGNED FROM FURLOUGH EFFECTIVE SEPTEMBER 17, 2012
THROUGH SCHOOL YEAR 2012-13**

	<u>Name</u>	<u>Location</u>	<u>Position</u>
1.42 -	McManus, Katie	McKinley	Elementary

SALARY RECLASSIFICATION EFFECTIVE AUGUST 22, 2012

	<u>Name</u>	<u>School</u>	<u>From</u>	<u>To</u>
1.43 -	Allaman, Alison	East	300 MEQ	306
1.44 -	Azzato, Steven	Central	218	224
1.45 -	Bennett, Michelle	Strong Vincent	318	330
1.46 -	Bifulco, Anthony	East	300	306
1.47 -	Boesch, Richard	Strong Vincent	306	312
1.48 -	Bramblett, Erika	Strong Vincent	206	212
1.49 -	Brower, Allison	Edison	312	318
1.50 -	Clark, Lori	East	300	312
1.51 -	Coletta, Michael	Cleveland	206	212
1.52 -	Cramer, Laura	East	218	224
1.53 -	Dean, Janice	Strong Vincent	324	330
1.54 -	Dedionisio, Christopher	Strong Vincent	330	336
1.55 -	Delsandro, Nicole M.	Pfeiffer Burleigh	230	300
1.56 -	DiPaolo, Elizabeth	Perry	230	300 MEQ
1.57 -	Domowicz, Stephanie	Wayne	212	224
1.58 -	Donohue-VanDyke, Rebecca	Strong Vincent	318	324
1.59 -	Erdely, Andrea	East	224	300
1.60 -	Feeney, Kristine	Central	300	306
1.61 -	Ferrare, Kevin	East	300	312
1.62 -	Fiorelli, Melaine	Pfeiffer Burleigh	224	300
1.63 -	Fitch, Jenna	East	300	318
1.64 -	Foltz, Katrina	Connell	300	306
1.65 -	Galle-Boyko, John	East	306	312
1.66 -	Gealy, Sandra	East	224	300MEQ
1.67 -	Gier, Annakaye	Strong Vincent	206	300
1.68 -	Gonzalez, Esling	Strong Vincent	230	300
1.69 -	Grove, Pamela	Roosevelt	218	300
1.70 -	Gustafson, Denise	Edison	230	300MEQ
1.71 -	Haas, Anne	Central	348	354
1.72 -	Hall, Jeremy	Connell	200	230
1.73 -	Hayes, Justin	East	218	224
1.74 -	Henry, Nicole	Harding	224	300
1.75 -	Jones, Rosina	East	218	300MEQ
1.76 -	Kaliszewski, Cortney	East	206	212
1.77 -	Keiser, Christopher	East	306	318
1.78 -	Klomp, Serene	Wayne	206	212
1.79 -	Koval, Matthew	Central	200	224

1.80 -	Lariccia, Suzette	Strong Vincent	306	312
1.81 -	Lipchik, David	East	200	206
1.82 -	Lombardozi, Angela	Central	306	312
1.83 -	Lutz, Leigh	East	212	224
1.84 -	Markley, Paula	Family Center	224	300
1.85 -	Meginnis, Constance	Jefferson	312	318
1.86 -	Mikovich, Amanda	Lincoln	218	224
1.87 -	Mitchell, Heather	GE	300	306
1.88 -	Moyak, Janet Lee	Strong Vincent	312	318
1.89 -	Mulligan, Amy	Strong Vincent	342	346
1.90 -	Munson, Holly	Strong Vincent	306	312
1.91 -	Murphy, Stacey	McKinley	312	318
1.92 -	Nielsen, Erica	Lincoln	218	230
1.93 -	Nunez, Jessica	East	300	312
1.94 -	Olszewski, Diane	Collegiate Academy	324	330
1.95 -	Pacileo, Mark	East	212	230
1.96 -	Page, Brian	East	306	312
1.97 -	Patterson, Kathleen	Emerson Gridley	230	300MEQ
1.98 -	Peterson, Marie	Roosevelt	312	318
1.99 -	Piccirilli, Jean	East	230	300MEQ
1.100 -	Piper, Mary	Strong Vincent	300	306
1.101 -	Postlewaite, Vanessa	Harding	206	212
1.102 -	Radov, Marlene	Strong Vincent	324	330
1.103 -	Roach, Christy	Wilson	218	224
1.104 -	Robinson, Jill	McKinley	324	330
1.105 -	Ronto, Danette	Lincoln	212	300
1.106 -	Schaffnit, Linda	East	342	348
1.107 -	Senita, Vincent	Connell	300	306
1.108 -	Shaut, Stephen	Strong Vincent	306	312
1.109 -	Shunk, Scott	Central	224	230
1.110 -	Smith, Maria	Strong Vincent	312	318
1.111 -	Strasser, Heath	Strong Vincent	212	218
1.112 -	Vickey, Amanda	Wilson	300	312
1.113 -	Weindorf, Elizabeth	Cleveland	200	206
1.114 -	Weston, Lisa	East	300	306
1.115 -	Williams, Krista	Strong Vincent	318	324
1.116 -	Woodward, James	Pfeiffer Burleigh	324	330
1.117 -	Yonkers, Jeffrey	Harding	206	218

STUDENT ASSISTANCE PROGRAM

Appointment:

- 1.118 - Sept. 4 - Antonina Boam-----Central Tech, Behavioral Interventionist, appointment effective September 4, 2012, salary \$32,500 (prorated) with fringe benefits (position and benefits dependent on continuation of grant funding);

- 1.119 - Sept. 4 - Diane LaCastro----Emerson-Gridley, Behavioral Interventionist, appointment effective September 4, 2012, salary \$32,500 (prorated) with fringe benefits (position and benefits dependent on continuation of grant funding);
- 1.120 - Sept. 4 - Kamal Sharif-----Diehl, Behavioral Interventionist, appointment effective September 4, 2012, salary \$32,500 (prorated) with fringe benefits (position and benefits dependent on continuation of grant funding);

STUDENT ASSISTANCE PROGRAM – SIG

Appointment:

- 1.121 - Sept. 4 - Richard Bush-----Vincent, Behavior Specialist, appointment effective September 4, 2012, salary \$32,000 (prorated) with fringe benefits (position and benefits dependent on continuation of grant funding);

FAMILY CENTER

Transfer:

- 1.122 - Sept. 1 - Jonelle Giulianelli, Family Center, Strengthening Families Program Specialist, to Family Center, Healthy Families America Prevention Specialist, transfer effective September 1, 2012, salary \$28,280 (prorated)/35 hours per week with fringe benefits through June 30, 2013 (position and benefits dependent on continuation of grant funding);
- 1.123 - Oct. 1 - Cheryl Ward-Schultz, Family Center, Program Assistant, to Family Center, Healthy Families America Program Assistant, transfer effective October 1, 2012, salary \$23,897 (prorated)/35 hours per week, with fringe benefits through June 30, 2013 (position and benefits dependent on continuation of grant funding);
- 1.124 - Oct. 1 - Renee Wells, Family Center, Healthy Families America Family Assessment Specialist, to Family Center, Family Center, Healthy Families America Family Support Worker, transfer effective October 1, 2012, salary \$28,280 (prorated)/35 hours per week with fringe benefits through June 30, 2013 (position and benefits dependent on continuation of grant funding);

PARAPROFESSIONAL

Extend Unpaid Medical Leave of Absence:

- 1.125 - Aug. 22 - Susan D'Aurora-----McKinley, Paraprofessional, extend unpaid medical leave of absence effective August 22, 2012 through School Year 2012-13;

CLERICAL

Retirement:

- 1.126 - Oct. 1 - Sally Patasky-----Collegiate Academy, Secretary Group II, retirement effective October 1, 2012;
- 2.0 - That the Board of School Directors receives the School District of the City of Erie, PA statement of appropriations/expenditures for the period ending August 31, 2012.
- 3.0 - That the Board of School Directors approves the following budgetary transfers:

**SMALL FUNDS
Fund 05**

05-16914200-804-490-66911-810-000-41-007 Utilities	05-51308807-804-490-66911-810-000-41-007 Return Subsidy	\$234.13
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REASON: Transfer is necessary to return subsidy to funding source.
Mat Pundt, Manager

**SMALL FUNDS
Fund 20**

20-11906105-053-110-68310-411-000-19-001 Supplies	20-11901910-053-000-68310-411-902-19-001 Instructional Assistant Salary	\$414.36
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REASON: Transfer is necessary to close out salary line.
Pat Dean, Manager

20-21221310-053-000-68312-411-B13-19-001 Guidance Counselor Salary	20-11901210-053-151-68312-411-B03-19-001 Reading Teacher Salary	\$400,000.00
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REASON: Transfer is necessary to cover additional teacher salaries.
Pat Dean, Manager

20-22701211-053-159-68312-411-B06-19-001 Literacy Coach Salary	20-11901210-053-170-68312-411-B05-19-001 Math Teacher Salary	\$200,000.00
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REASON: Transfer is necessary to cover additional teacher salaries.
Pat Dean, Manager

20-33006105-053-000-74612-419-000-39-803 Student Incentives	20-33003300-053-000-74612-419-000-39-803 Contracted Services	\$4,028.99
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REASON: Transfer is necessary to close out budget.
Kim Olszewski, Manager

**SMALL FUNDS
Fund 25**

FROM	TO	AMOUNT
25-11005130-046-000-66211-116-000-39-802 Contracted Carriers East REASON: Transfer is necessary to close out budget. Ina Fisher, Manager	25-11006142-046-000-66211-116-000-39-802 Supplies & Materials East	\$329.78
25-11005130-046-000-66211-116-000-39-803 Contracted Carriers Strong Vincent REASON: Transfer is necessary to close out budget. Ina Fisher, Manager	25-11006143-046-000-66211-116-000-39-803 Supplies & Materials Strong Vincent	\$553.63
25-11005131-046-000-66211-116-000-19-211 Contracted Carriers Burton REASON: Transfer is necessary to close out budget. Ina Fisher, Manager	25-11006410-046-110-66211-116-000-19-211 Supplies Burton	\$551.76
25-11005133-046-000-66211-116-000-19-215 Contracted Carriers Diehl REASON: Transfer is necessary to close out budget. Ina Fisher, Manager	25-11006135-046-000-66211-116-000-19-215 Supplies & Materials Diehl	\$158.66
25-11005135-046-000-66211-116-000-19-223 Contracted Carriers Jefferson REASON: Transfer is necessary to close out budget. Ina Fisher, Manager	25-11006414-046-110-66211-116-000-19-223 Supplies Jefferson	\$571.40
25-11005136-046-000-66211-116-000-19-225 Contracted Carriers Lincoln REASON: Transfer is necessary to close out budget. Ina Fisher, Manager	25-11006138-046-000-66211-116-000-19-225 Supplies & Materials Lincoln	\$248.13
25-11005137-046-000-66211-116-000-19-221 Contracted Carriers Harding REASON: Transfer is necessary to close out budget. Ina Fisher, Manager	25-11006416-046-110-66211-116-000-19-221 Supplies Harding	\$119.02
25-11005139-046-000-66211-116-000-29-509 Contracted Carriers Wilson REASON: Transfer is necessary to close out budget. Ina Fisher, Manager	25-11006141-046-000-66211-116-000-29-509 Supplies & Materials Wilson	\$119.02
25-11005802-046-000-66211-116-000-29-508 Meetings Workshops Conferences Roosevelt REASON: Transfer is necessary to close out budget. Ina Fisher, Manager	25-11006140-046-000-66211-116-000-29-508 Supplies & Materials Roosevelt	\$181.50
25-11005802-046-000-66211-116-000-39-803 Meetings Workshops Conferences Strong Vincent REASON: Transfer is necessary to close out budget. Ina Fisher, Manager	25-11006143-046-000-66211-116-000-39-803 Supplies & Materials Strong Vincent	\$364.43
25-11005802-046-000-66211-116-000-39-802 Meetings Workshops Conferences East REASON: Transfer is necessary to close out budget. Ina Fisher, Manager	25-11006142-046-000-66211-116-000-39-802 Supplies & Materials East	\$44.12

25-11005806-046-000-66211-116-000-19-215 Meetings Diehl REASON: Transfer is necessary to close out budget. Ina Fisher, Manager	25-11006135-046-000-66211-116-000-19-215 Supplies & Materials Diehl	\$137.57
25-11005808-046-000-66211-116-000-19-223 Meetings Jefferson REASON: Transfer is necessary to close out budget. Ina Fisher, Manager	25-11006414-046-110-66211-116-000-19-223 Supplies Jefferson	\$113.50
25-11005809-046-000-66211-116-000-19-225 Meetings Lincoln REASON: Transfer is necessary to close out budget. Ina Fisher, Manager	25-11006138-046-000-66211-116-000-19-225 Supplies & Materials Lincoln	\$159.26
25-11006136-046-000-66211-116-000-19-222 Supplies & Materials Irving REASON: Transfer is necessary to close out budget. Ina Fisher, Manager	25-11005134-046-000-66211-116-000-19-222 Contracted Carriers Irving	\$.57
25-11006413-046-110-66211-116-000-19-222 Supplies Irving REASON: Transfer is necessary to close out budget. Ina Fisher, Manager	25-11005134-046-000-66211-116-000-19-222 Contracted Carriers Irving	\$6.29

**SMALL FUNDS
Fund 40**

FROM	TO	AMOUNT
40-22711230-050-000-66310-133-676-00-008 Professional Development REASON: Transfer is necessary to fund travel account. Ina Fisher, Manager	40-22715800-050-000-66310-133-000-00-008 Travel Expenses	\$24,047.68
40-22713291-050-000-66310-133-000-00-008 Professional Development Consultants REASON: Transfer is necessary to fund travel account. Ina Fisher, Manager	40-22715800-050-000-66310-133-000-00-008 Travel Expenses	\$25,596.25
40-22713291-050-000-66310-133-000-00-008 Professional Development Consultants REASON: Transfer is necessary to fund communication account. Ina Fisher, Manager	40-25405500-050-000-66310-133-000-00-008 Printing	\$10,000.00
40-22715800-050-000-66311-133-000-00-008 Travel Expenses REASON: Transfer is necessary to fund Professional Development account. Ina Fisher, Manager	40-22713240-050-000-66311-133-000-00-008 Professional Development	\$2,828.27
40-11006100-050-000-66312-133-000-00-008 Instructional Supplies REASON: Transfer is necessary to fund benefit account. Ina Fisher, Manager	40-11002210-050-000-66312-133-691-19-008 Coach FICA	\$35,182.79
40-11006100-050-170-66312-133-000-00-008 Instructional Math Supplies REASON: Transfer is necessary to fund salary account. Ina Fisher, Manager	40-11001214-050-000-66312-133-691-19-008 Coach Salary	\$9,712.39

40-11006100-050-189-66312-133-000-00-008	40-11001214-050-000-66312-133-691-19-008	\$4,167.99
Instructional Science Supplies	Coach Salary	
REASON: Transfer is necessary to fund salary account.		
Ina Fisher, Manager		
40-22713240-050-000-66312-133-000-00-008	40-11001214-050-000-66312-133-691-19-008	\$150,000.00
Professional Development	Coach Salary	
REASON: Transfer is necessary to fund salary account.		
Ina Fisher, Manager		
40-22716100-050-000-66312-133-000-00-008	40-22601211-050-000-66312-133-712-00-008	\$48,000.00
Professional Development Supplies	Curriculum Director Salary	
REASON: Transfer is necessary to fund salary account.		
Ina Fisher, Manager		
40-22716100-050-170-66312-133-000-00-008	40-11001214-050-000-66312-133-691-00-008	\$58,500.00
Professional Development Math Supplies	Coach Salary	
REASON: Transfer is necessary to fund salary account.		
Ina Fisher, Manager		
40-22716100-050-189-66312-133-000-00-008	40-23801210-050-000-66312-133-815-00-008	\$58,500.00
Professional Development Science Supplies	EEA Champion Salary	
REASON: Transfer is necessary to fund salary account.		
Ina Fisher, Manager		

4.0 - That the Board of School Directors approves the cancellation of the following vouchers:

Voucher #001-49793, dated September 9, 2009, payable to **ERIE ALL CITY MARCHING BAND**, in the amount of \$325.00. Check is lost.

Voucher #001-55083, dated August 12, 2010, payable to **ANDREW STELMACK, JR.**, in the amount of \$73.58. Check is lost.

Voucher # 020-18547, dated June 29, 2011, payable to **SCHOLASTIC, INC**, in the amount of \$181.00. Order expired, no longer needed.

Voucher# 020-17876, dated October 8, 2010, payable to **PATTY CROTTY**, in the amount of \$16.00. Check is lost.

Voucher #020-17886, dated October 8, 2010, payable to **TERESA GRESS**, in the amount of \$16.00. Check is lost.

Voucher # 020-16786, dated June 10, 2009, payable to **EAST HIGH SCHOOL**, in the amount of \$310.25. Check is lost.

Voucher # 020-18525, dated June 16, 2011, payable to **BETH A MACARTHUR**, in the amount of \$101.80. Check is lost.

Voucher # 020-18535, dated June 16, 2011, payable to **PATRICK ROSS**, in the amount of \$146.03. Issued to wrong vendor.

Voucher # 020-18000, dated November 12, 2010, payable to **CHERYL DIX**, in the amount of \$20.50. Check is lost.

Voucher # 025-05450, dated April 8, 2010, payable to **HOLLY MUNSON**, in the amount of \$11.59. Check is lost.

Voucher # 025-06297, dated April 13, 2011, payable to **IRVING SCHOOL**, in the amount of \$50.00. Check is lost.

Voucher # 025-06051, dated November 5, 2010, payable to **TEACHING TOUCHES, INC**, in the amount of \$54.97. Check is lost.

Voucher # 025-06244, dated March 10, 2011, payable to **MATT MELLE**, in the amount of \$9.18. Check is lost.

Voucher # 025-05441, dated April 8, 2010, payable to **MARGARET CONN**, in the amount of \$23.00. Check is lost.

Voucher # 025-06336, dated April 14, 2011, payable to **HEATHER MITCHELL**, in the amount of \$33.00. Check is lost.

Voucher # 027-03564, dated October 15, 2009, payable to **ARMANDA TYES**, in the amount of \$8.00. Check is lost.

Voucher # 00007782, dated June 28, 2012, payable to **EFTPS**, in the amount of \$43,059.00. The voucher was drawn in incorrect amount.

- 5.0 - Be it resolved that the Erie School District collaborates with Sarah A. Reed Children's Center to provide Sanctuary Based Services to students in grade 3 through 8, SELF – Sanctuary Education for Learning Fundamentals (The Alternative Program) at a cost not to exceed \$309,000.00 for the 2012-2013 school year.

SELF – Sanctuary Education for Learning Fundamentals (The Alternative Program)

Population – Grades 3-8

Location of Service -	Grade 7/8	Roosevelt School
	Grade 5/6	Harding School
	Grade 3/4	to Be Determined

Behavioral Model – The Sanctuary Model is an organizational and treatment intervention based on the tenets of trauma theory and an understanding of systems theory. Sanctuary addresses the ways in which trauma, adversity and chronic stress influence individual behavior as well as recognize the ways in which whole organizations can be influenced by trauma, adversity and chronic stress. Sanctuary is

based on a set of guiding principles as well as some specific tools that reinforce the philosophy when practiced by the staff and clients on a daily basis.

The seven guiding principles of the Sanctuary Model are:

- A Commitment to Nonviolence – helping to build safety skills and a commitment to higher purpose
- A Commitment to Emotional Intelligence – helping to teach emotional management skills
- A Commitment to Social Learning – helping to build cognitive skills
- A Commitment to Open Communication – helping to overcoming barriers to healthy communication, learn conflict management, reduce acting-out, enhance self-protective and self-correcting skills, teach healthy boundaries
- A Commitment to Democracy – helping to create civic skills of self-control, self-discipline and administration of healthy authority
- A Commitment to Social Responsibility – helping to rebuild social connection skills, establish healthy attachment relationship, establish sense of fair play and justice
- Commitment to Growth and Change – helping to work through loss and prepare for the future

Curriculum – Designed by Coordinators of Science, Math and Literacy to address the split grade configuration.

Related Arts – One Related Art will be offered per quarter.

Instructional Staff - Two highly qualified teachers will be needed for grades 7/8. One teacher will be needed for each of the remaining grade bands. A special education teacher will be needed to service students on IEP's. Related services as it pertains to special education students will be determined by the Pupil Services Director.

Non Instructional Support - The building teacher assistant should be providing support to the classroom as with other classrooms in the assigned building.

Sarah Reed Behavior Support - Sarah Reed will provide 2 staff for each classroom. The behavior counselor will work in the classroom with the teacher to conduct the Sanctuary® Psycho-Education Curriculum. This individual will also offer immediate intervention when a student acts out through verbal and non-verbal prompting as directed by the Safe Crisis Management Curriculum. The behavior counselor will also conduct ongoing incentive programs, which include maintaining a point system for daily

tracking of behaviors as well as a levels system to provide increased privileges as student's behavior improves. All incentive programs will follow the philosophy of Sanctuary®. The support staff will organize and manage a "refocus area" for students who are asked to leave the classroom. This area will provide a calming, therapeutic atmosphere for students to process through their behavioral issues and return to class as soon as possible. The support staff will utilize Sanctuary® related tools, such as development of Safety Plans for all students, calling Red Flag meetings when necessary, following the Sanctuary® S.E.L.F (Safety, Emotional Management, Loss and Future) structure when processing with students, and will utilize and model the Seven Commitments of Sanctuary® for all students. It will be the responsibility of both of these individuals to maintain a safe, calm, therapeutic, Sanctuary® based atmosphere in the program at all times to assist the students with learning academically as well as teaching the coping skills that will be necessary when they return to their home schools. In addition to the behavior counselor and the support staff, Sarah Reed will provide one mental health professional who will be a Master's level therapist. This individual will float between the three program sites and provide group counseling, individual counseling as warranted, and work closely with the families to try and engage them in their child's treatment. The mental health professional will coordinate with the behavior counselors and support staff to provide a consistent Sanctuary® based program at all three program locations. A program supervisor will supervise the Sarah Reed staff and also float between all three program sites. The program supervisor will assist with any programmatic issues and work directly with school personnel on any areas of concern related to the program.

District Behavior Support –The SAP Team will serve as the service liaison between the home school and the SELF Program. This team will assist in the transition of students from the program to the home school and will do six weeks of follow –up after transition from the SELF Program.

Administration – The building monitoring of the program will be done by the District assigned administrator to the program. This individual will monitor by way of communication with the building principal, District staff and Sarah Reed Administration and staff.

Training – All Administration and Staff providing support to this program will be required to attend training in the Sanctuary® Model.

Referral – A referral packet will be designed with specific instruction to administration and staff for completion. A review committee consisting of (building principals, special education supervisors, home school visitor, psychologist and Sarah Reed Administration) will meet weekly to review referrals and make recommendations.

Enrollment – Students will remain enrolled in their home school. The SELF teacher will have a class list for each building.

Transportation – Students will be issued bus passes.

Technology - Each of the classrooms will be provided 4-5 classroom computers. Each teacher and behavior support person will also need a computer. Access to Infinite Campus will be needed by teachers and District program administration. Each classroom unit should have one phone, if possible.

Security – All students should be wanded each day.

Food Service – All students will have breakfast and lunch provided by school district food service in the school cafeteria.

(Terms of Agreement on File in the Board Secretary’s Office)

6,0 - That the Board of School Directors approves the graduation requirements for the 2012-13 school year for Strong Vincent, East, Central Tech, and Northwest Pennsylvania Collegiate Academy as presented:

High School Grade Level Promotion Criteria for the 2012-2013 school year is the successful completion of three (3) core courses and two (2) earned credits that are required in order to advance to the next grade.

High School Graduation Requirements for the 2012-2013 school year is as follows for Strong Vincent, East and Central Technical:

GRADUATION REQUIREMENTS 2012-2013

SUBJECT	CREDITS NEEDED
English	4
Mathematics	4
Science	3
Social Studies	3.5
Wellness/Fitness	1
Electives	6.5
Required for Graduation	22 CREDITS Proficient or Advanced on Reading, Math & Writing PSSA.

Students must fulfill all requirements for graduation. In order to be eligible to participate in the graduation ceremony all graduation requirements must be fulfilled.

Central Career and Technical School:

Requirements for Competency Certificate:

- Student must have a minimum score of 80% in all categories of the state issued task list for labs.
- Student must successfully complete all other requirements of their career and technical program.

Requirements for a PA Skills Certificate:

- Student must score proficient on the PA State Career Assessment.

Northwest Pennsylvania Collegiate Academy:

GRADUATION REQUIREMENTS 2012-2013

A minimum of 29.0 credits (grades 9-12) is required for graduation from Collegiate Academy. These credits shall include:

Language Arts	4.0 credits
Mathematics	4.0 credits
Science	4.0 credits
Social Studies	4.0 credits
Wellness & Fitness	1.5 credits
World Language	3.0 credits
Research	0.5 credits
Microsoft Office	0.5 credits
Electives	7.5 credits

TOTAL CREDITS	29.0 credits
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- Students are required to take a minimum of three (3) Advanced Placement or Dual Enrollment courses.
- When student doubles up in a core subject area, they are not permitted to take a year off. For example, a student doubles up in Science their sophomore year, they still must schedule a science class their junior and senior year.
- All Collegiate Academy graduates will also apply to a four-year college or university of their choosing during their senior year.
- Students planning on attempting to graduate early must meet all above graduation requirements. Students choosing this option must schedule a meeting with a guidance counselor at the end of the 10th grade year to develop an early graduation plan.
- All students must score proficient or advanced on Reading, Math, and Writing PSSA.

- 7.0 - That the Board of School Directors approves the following companies for regular school pictures, along with athletics, for the 2013-14 school year:

Life Touch School Portrait:

Cleveland Elementary
Edison Elementary
Jefferson Elementary
McKinley Elementary
Perry Elementary

Wayne Elementary
Wilson Middle School
Collegiate Academy High School
East High School

Inter-State Studio:

Connell Elementary
Diehl Elementary
Emerson-Gridley Elementary
Harding Elementary
Lincoln Elementary

Pfeiffer-Burleigh Elementary
Roosevelt Middle School
Central Career and Technical School
Strong Vincent High School

- 8.0 - That the Board of School Directors approves the Science Classroom Safety Policy as follows:

SCHOOL DISTRICT OF THE CITY OF ERIE

SCIENCE CLASSROOM SAFETY POLICY

KINDERGARTEN THROUGH GRADE 12

SDCE K-12 Science Classroom Safety Policy

This document summarizes the SDCE Science Program's efforts in instructional materials safety and management and follows the format described in OSHA Standards 29 CFR 1910.1200 (Occupational Exposures to Hazardous Chemicals in Laboratories). Included in this policy are the following sections:

- I. Introduction
- II. General Safety Policy
 - I. Chemical Hygiene Policy
 - A. Responsibilities
 - B. Training
 - C. Hazard Identification and Labeling
 - D. Inventory Procedures
 - E. Storage Procedures
 - F. Handling Procedures
 - G. Chemical Waste Disposal
 - H. Chemical Exposure Assessment
 - I. Equipment and Control Measures
 - J. Emergency Procedures
 - K. Medical Consultations
- IV. Live Materials Policy
- V. Documents

I. Introduction

The purpose of the **SDCE K-12 Science Classroom Safety Policy** is to establish procedures, equipment, personal protective equipment, and work practices that will protect students, faculty, and staff from health hazards presented by hazardous materials used in their particular laboratory area. This plan is intended to comply with OSHA's Standard 29 CFR 1910.1450 (Occupational Exposures to Hazardous Chemicals in Laboratories).

The Occupational Safety and Health Administration's (OSHA) laboratory standard requires employers of laboratory employees to implement exposure control programs and convey chemical health and safety information to employees working with hazardous materials. Specific provisions of the standard require: laboratory chemical hood evaluations; establishment of standard operating procedures for routine and "high hazard" laboratory operations; research protocol safety reviews; employee exposure assessments; medical consultations/exams; employee training; labeling of chemical containers; and the management of Material Safety Data Sheets (MSDS) and other safety reference materials.

This document outlines how science instructional spaces comply with each of the elements in OSHA's Laboratory Standard. An official copy of the SDCE K-12 Science Classroom Safety Policy is located in the main office emergency file cabinet.

While the standard applies only to school employees (teachers and other staff), this plan applies to all students, faculty, and staff who are engaged in laboratory work that may expose them to hazardous materials.

II. General Safety Policy

1. **Have and enforce** a safety contract signed by students and parents.
2. **Identify** medical and allergy problems for each student to foresee potential hazards.
3. **Assess and minimize** barriers for students with disabilities.
4. **Model, post, and enforce** all safety procedures. Display safety posters and the numbers for local poison control centers and emergency agencies.
5. **Know** district and state policies concerning administering first aid.
6. **Report** all injuries immediately to appropriate personnel; including animal scratches, bites, and allergic reactions.
7. **Know** your school's fire regulations, evacuation plans, and the location and use of fire extinguishers.
8. **Post and discuss** emergency escape and notification plans/emergency phone numbers.
9. **Make certain** that the following items are easily accessible where applicable:
 - appropriate-size chemical splash goggles that meet American National Standards Institute (ANSI) Z87 or Z87.1 requirements (as indicated by a stamp or other marking on the goggles), type G, H, or K only.
 - non-allergenic gloves (material other than latex)
 - non-absorbent, chemical-resistant protective aprons
 - eyewash units
 - safety spray hoses/shower
 - Class ABC fire extinguisher(s)
 - flame retardant treated fire blanket
10. **Make certain** that all individuals are aware of and protected during experiments involving glass, heat, open flame, chemicals, projectiles, or dust-raising materials.
11. **Implement** procedures to decontaminate all reusable protective equipment such as goggles and aprons between uses.
12. **Keep** science work and floor surfaces clean and free of clutter.
13. **Keep** student working groups to a manageable size to prevent confusion and accidents.
14. **Do not allow** running or horseplay in the laboratory.
15. **Prepare** records [including Material Safety Data Sheets (MSDS) on all chemicals used] on safety training and laboratory incidents.
16. **Provide** adequate workspace for each student as well as low table sections for wheelchair accessibility.
17. **Do not permit** eating, drinking, the application of makeup or skin lotion, or gum chewing in any space where science investigations are conducted.
18. **Do not store** chemicals and biological specimens in the same refrigerator used for food and beverages. Never store chemicals over, under, or near a sink.
19. **Do not use** mercury thermometers. Any mercury thermometers still present should be reported to the Chemical Management Officer.

20. Clean up all spills properly and promptly.

21. Never pipette by mouth.

Glassware Precautions

22. Use only glassware that is not chipped, etched, or cracked. A serious breakage hazard could occur.

23. Substitute plastic ware for glassware when possible.

24. Possess a broom, dust pan, and disposal container for broken glass.

25. Make certain that students understand they are not to drink from any containers used for science experiments.

Chemical Precautions

26. Label equipment and chemicals clearly with respect to hazards and other needed information.

27. Store chemicals appropriately in secured cabinet or stockroom, at or below eye level. Storage space should be kept cool, dry, and locked. See specific directions in Chemical Hygiene Policy.

28. Make certain that students understand that chemicals must never be mixed “just for fun” or “to see what might happen”; that they should never taste or smell chemicals; and that they should always wash their hands after working with chemicals.

29. Keep chemicals in the chemical prep and storage area. If chemicals are moved to the classroom for lab, they must be returned to their proper storage location at the end of the day’s laboratory periods.

Electrical Precautions

30. Make certain that students understand that activities involving electricity must only be done when supervised by the teacher.

31. Make certain electrical cords are properly secured and plugged into the nearest socket. Emphasize that students grasp the plug, rather than the cord, when unplugging electrical equipment. Cords also must be in good repair. Do not tape over any worn insulation.

32. Be sure students’ hands and surrounding surfaces are dry before plugging in electrical cords or turning on and off switches and appliances/tools.

33. Make sure all electrical outlets are equipped with Ground-Fault Interrupters (GFIs).

34. Use only three-prong (grounded) plugs when small electrical devices are used.

35. Instruct students never to grasp any electrical device that has just been turned off, since it may be hot after use and result in serious burns.

36. Make certain that students understand that connecting only a wire between the terminals of a battery will result in the wire getting hot and possibly causing serious burns.

III. Chemical Hygiene Policy

The Chemical Hygiene Policy is the major ingredient of the Laboratory Standard.

The policy includes a plan for:

1. Protecting students, faculty, and staff from health hazards associated with hazardous chemicals in the laboratory.
2. Keeping chemical exposures below 20% of the established permissible exposure limits (PELs).

This policy must be readily available to employees. The school district shall review and evaluate the effectiveness of the policy at least annually and update it as necessary.

A. Responsibilities Responsibility for chemical health and safety rests at all levels, including the district administration, chemical management officer, school administrators, teachers, and students. The following outlines these responsibilities:

1. District Administration

The school district has a responsibility for implementing and providing on-going support and resources for an effective chemical hygiene plan. This includes designating a chemical management officer, making periodic inspections, providing appropriate training and protective equipment, and making all necessary information easily accessible. The school board and the school district superintendent have ultimate responsibility to ensure the institution complies with the Laboratory Standard.

2. Chemical Management Officer

The chemical management officer works with administrators and other employees to develop and implement appropriate chemical hygiene policies and practices, maintains current material safety data sheets for all laboratory areas in a centrally accessible location, conducts quarterly checks of safety equipment in all labs and seeks ways to improve the chemical management plan.

a. Recordkeeping

1. Record all chemical exposures and use monitoring instruments to get hard data. Obtain and keep up-to-date information provided by a medical examination.
2. Keep all documentation including all employee exposure and medical records. If you have no reason to believe you could exceed a PEL, you do not have to monitor exposure levels.
3. Report all incidents to district administration.

b. Train employees to

1. Understand the hazards of chemicals they use in the laboratory.
2. Recognize signs and symptoms associated with overexposure to hazardous chemicals.
3. Properly use personal protective equipment (fume hoods, goggles, etc.)

4. Use proper laboratory procedures to avoid chemical exposures.
 5. Understand the content of the Chemical Hygiene Policy.
- c. Provide all employees access to
1. MSDS (Material Safety Data Sheets).
 2. Previous exposure records (if any).
 3. Previous medical records (if any).
 4. The Laboratory Standard and Chemical Hygiene Policy.
 5. Permissible exposure limits of hazardous chemicals used in the laboratory.
- d. Evaluate any new chemicals that instructors would like to bring into the lab before the chemical is brought onsite, to ensure that it can be stored, handled and disposed of safely. Consider providing lists of banned or restricted chemicals or chemical groups.

3. School Administrators

The building principal has the responsibility to provide continuing support by ensuring the compliance of students, faculty, and staff to the Chemical Hygiene Policy. This includes making periodic inspections and making all necessary information easily accessible, including a copy of the SDCE K-12 Science Classroom Safety Policy in all laboratories.

4. Teachers

Teachers should lead by example and wear personal protective equipment; follow and enforce safety rules, procedures, and practices; and demonstrate safe behavior and promote a culture of safety. They should be proactive in every aspect of laboratory safety, making safety a priority. The following is a checklist for teachers highlighting essential information for working in the high school laboratory. This is a general safety checklist and should be periodically re-evaluated for updates.

a. Upkeep of Laboratory and Equipment

1. Conduct regular inspections of safety and first aid equipment as often as requested by the administration. Record the inspection date and the inspector's initials on the attached equipment inspection tag.
2. Notify the administration in writing if a possibly hazardous condition (e.g. malfunctioning equipment or chemical hazard) is identified in the laboratory and follow through on the status.
3. Never use defective equipment.

b. Recordkeeping

1. Keep organized records on personal safety training for as long as required by the school system.
2. Keep records of all laboratory incidents for as long as required by the school system.

c. Safety and Emergency Procedures

1. Educate students on the location and use of all safety and emergency equipment prior to laboratory activity.
2. Identify safety procedures to follow in the event of an emergency/accident.
3. Provide students with verbal and written safety procedures to follow in the event of an emergency/accident.
4. Know the location of and how to use the cut-off switches and valves for the water, gas, and electricity in the laboratory.
5. Know the location of and how to use all safety and emergency equipment (i.e., safety shower, eyewash, first-aid kit, fire blanket and fire extinguishers).
6. Keep a list of emergency phone numbers near the phone.
7. Conduct appropriate safety and evacuation drills on a regular basis.
8. Explain in detail to students the consequences of violating safety rules and procedures.

d. Maintenance of Chemicals

1. Perform regular inventory inspections of chemicals.
2. Update the chemical inventory at least annually, or as requested by the administration.
3. Provide a copy of the chemical inventory to the local emergency responders (i.e., fire department).
4. Do not store food and drink with any chemicals.
5. If possible, keep all chemicals in their original containers.
6. Make sure all chemicals and reagents are labeled.
7. Do not store chemicals on the lab bench, on the floor, or in the laboratory chemical hood.
8. Ensure chemicals not in use are stored in a locked facility with limited access.
9. Know the storage, handling, and disposal requirements for each chemical used.
10. Make certain chemicals are disposed of properly. Consult the label and the Material Safety Data Sheet for disposal information and always follow appropriate chemical disposal regulations.

e. Preparing for Laboratory Activities

1. Before each activity in the laboratory, weigh the potential risk factors against the educational value. Always perform first-time chemical demonstrations in front of other instructors to evaluate the safety of the demonstrations.
2. Have an understanding of all the potential hazards of the materials, the process, and the equipment involved in every laboratory activity.

3. Inspect all equipment/apparatus in the laboratory before use.
4. Before entering the laboratory, instruct students on all laboratory procedures that will be conducted.
5. Discuss all safety concerns and potential hazards related to the laboratory work that students will be performing before starting the work.
6. No new chemicals may be brought into the laboratory until the Chemical Management Officer has reviewed and approved the proposed use, handling storage and disposal of that chemical.

f. Ensuring Appropriate Laboratory Conduct

1. Be a model for good safety conduct for students to follow.
2. Make sure students are wearing the appropriate personal protective equipment (i.e., chemical splash goggles, laboratory aprons or coats, and gloves).
3. Enforce all safety rules and procedures at all times.
4. Never leave students unsupervised in the laboratory.
5. Never allow unauthorized visitors to enter the laboratory.
6. Never allow students to take chemicals out of the laboratory.
7. Never permit smoking, food, beverages, or gum in the laboratory.

5. Students

a. Conduct

1. Do not engage in inappropriate behavior in the laboratory.
2. The use of personal electronic equipment is prohibited in the laboratory.
3. The performance of unauthorized experiments is strictly forbidden.

b. General Work Procedures

1. Read and return student and parent signed Safety Contract each year.
2. Comply with Student Safety Contract. (Document Section)
3. Know and follow emergency procedures.

6. General Chain of Communication



B. Training

1. Topics

Employees working with chemicals in the laboratory receive training that includes but is not limited to:

- a. Content and location of the Chemical Hygiene Policy.
- b. Personal protective equipment.
- c. Location and availability of Material Safety Data Sheets (MSDS).
- d. Chemical labeling, handling, and storage.
- e. Hazardous materials.
 - i. Procedures
 - ii. Disposal
 - iii. Emergencies
- f. Proper use and location of safety equipment.
- g. Applicable Safety and Health Regulations (OSHA, EPA, Hazmat, Erie County Department of Health, etc.).

2. Scheduling

- a. All District science teachers, building principals, and custodial staff will complete required training sessions, per their specific role.
- b. Each building will review the policy yearly.
- c. Training is offered twice annually.
- d. Chemical Management Officer will make the provisions for district level training.

3. Student Training

Students working with chemicals in the laboratory receive training by their instructor that includes, but is not limited to:

- a. Location and operation of safety equipment
- b. Proper use of personal protective equipment
- c. Laboratory safety procedures

C. Hazard Identification and Labeling

The District adheres to the standard industry chemical labeling system that uses a combination of colors, numbers, and symbols to show the level of hazard involved in four categories – health, flammability, specific hazard, and reactivity. The hazard rating is part of the employee training program. Visual aids (wall charts) represent the labeling system as a reference for all lab staff. Containers may contain this information in word form rather than utilize this alphanumeric hazard-rating scheme.

1. All chemical containers must be labeled for proper identification of content and hazard. Container means any bag, barrel, bottle, box, can, cylinder, drain, reaction vessel, storage tank, or the like that contains a hazardous chemical. While temporary in-plant containers (containers used for transfer, weighing, or transport purpose and always in control and possession of the person placing the contents therein) are exempted, school staff may label a temporary container if it is routinely used to contain a chemical that is deemed sufficiently hazardous to require such identification.
2. The identity of the chemical in the container shall appear on the label with the same name that is on the MSDS, and also the common name used at the

school if that is different. Hazard warning labels may be those provided by the manufacturer, or written warnings and/or the alphanumeric hazard system placed on the container by school personnel,

3. If experience indicates that normal manufacturing practices (such as discoloring fumes) make a label difficult to read, signs or placards may be used in lieu of labels. The sign or placard shall indicate the common industrial name of the chemical and the appropriate hazard warning information.
4. All prepared chemical solutions must be labeled with the identity of the contents, date, concentration, hazard information, and preparer's name.
5. All stock chemicals must be labeled with the date they were received.
6. All labels shall be inspected yearly and replaced if necessary. Copies of the MSDS are maintained and accessible to the lab staff.

D. Inventory Procedures

1. Keep an updated inventory of all chemicals, their amounts, and location.
 - a. Each quarter the inventory tracking sheet is submitted to the Science Materials Specialist. (See Document Section)
2. Stored chemicals should be examined annually for replacement, deterioration, and chemical integrity.
3. Record all stored chemicals in the inventory system.
4. Use district inventory system to obtain information regarding available chemicals.

E. Storage Procedures

1. Identification

All cabinets and storage areas are to be labeled with the identity of the hazardous nature of the products within. This will allow fire department officials to quickly identify a potentially hazardous area.

2. Conditions

- a. Establish a separate and secure storage area for chemicals.
- b. All chemicals are to be stored with proper segregation between incompatible materials.
- c. Store corrosives in appropriate cabinets.
- d. All flammable materials are to be stored in approved flammable storage cabinets.
- e. Do not store chemicals under a fume hood.
- f. Keep items in the original shipping packages, when possible. (i. e. acids and bases in Styrofoam cubes)
- g. Chemicals are not to be stored on the floor except in approved shipping containers.
- h. Storage area should be adequately ventilated according to building and safety standards.
- i. Never store food in a laboratory refrigerator.
- j. Avoid chemical exposure to heat or direct sunlight.

3. Location

- a. Avoid storing chemicals on shelves above eye level.
- b. Avoid storing chemicals on shelves above any work area, including sinks.
- c. Shelving sections are to be secured to walls or floor to prevent tipping of entire sections.
- d. Water-reactive solids (sodium metal, potassium metal, etc.) should be stored under dry oil.
- e. Open cans of ether (ethyl ether) should be properly disposed of after use and not stored unless absolutely necessary. Rely on expiration date to dispose of the material.
- f. Store chemicals in a separate, locked, dedicated storeroom.
- g. Store all poisons in a locked cabinet.
- h. Only authorized personnel are allowed in the chemical storage area. Students should never be allowed in this area.

4. Requirements

- a. Flammable Chemicals
 - i. Store all flammables in a dedicated flammables cabinet.
 - ii. Keep at controlled room temperature at all times.
 - iii. Store away from all sources of ignition.
 - iv. Store away from all oxidizers.
 - v. Never store flammables in refrigerators.
 - vi. Avoid storing any chemicals, especially flammable materials, in direct sunlight.
- b. Reactive Chemicals
 - i. Store in segregated cabinets.
- c. Corrosive Chemicals and Contact-Hazard Chemicals
 - i. Store corrosives in appropriate cabinets. Ensure that acids and bases are properly segregated.
 - ii. If possible, keep chemicals in the original shipping package, e.g., acids and bases in Styrofoam cubes.
 - iii. Inspect metal shelf parts for possible corrosion on a quarterly

basis.

F. Handling Procedures

1. Once opened, incoming shipments of chemicals must be transported by trained personnel.

2. Compressed Gas

- a. Compressed gases should be handled as high-energy sources.
- b. The protective cap that comes with the cylinder must always be in place except when the cylinder is connected to a system for use.
- c. Avoid exposure of cylinders to heat or direct sunlight.

- d. Never lubricate, modify, force or tamper with a cylinder valve.
- e. Cylinders of toxic, flammable or reactive gases should be used only under a fume hood.
- f. Do not extinguish a flame involving a combustible gas until the gas is shut off—otherwise it can reignite—possibly causing an explosion.
- g. Gas cylinders must be secured in place. They must be protected to prevent valve damage that may be caused by falling.

3. General Precautions

- a. Laboratory work with liquids and solids that pose an inhalation hazard with potential for exposure above the Permissible Exposure Limit will be conducted in a fume hood, glove box, or similar device, which is equipped with appropriate traps and/or scrubbers.
- b. Additional special precautions must be taken when using particularly hazardous substances such as "select carcinogens," reproductive toxins and substances which have a high degree of acute toxicity (as defined in the OSHA Lab Standard). These substances must be identified, kept and used in specially designated areas, and have specific procedures for safe disposal and decontamination of equipment, PPE, surfaces, etc.
- c. Only use flammable solids (sodium, potassium, lithium, etc.) in very small quantities. Use a safety shield when igniting flammable solids.
- d. Use extreme caution when handling finely divided (dust-like) material. Finely divided materials may form explosive mixtures with air.
- e. Flammable/combustible liquids should be used only with proper ventilation and away from sources of ignition such as open flame, sparks, or heat.

G. Chemical Waste Disposal

1. Follow local, state and federal regulations regarding disposal of hazardous materials.
2. Disposal is to be in accordance with the MSDS information.
3. Consult with the Chemical Management Officer for proper collections and disposal of all quantities of hazardous materials.
4. In general, chemicals must never be discarded by pouring them down the drain or allowing them to evaporate in a fume hood. The Chemical Management Officer will provide information about any specific exceptions to this rule.

H. Chemical Exposure Assessment

1. Individual concerns about excessive exposures occurring in the laboratory should be brought to the attention of the principal and the Chemical Management Officer immediately. They will investigate all suspected overexposures to chemicals in a prompt and timely fashion.
2. Signs of overexposure include:

- a. Accidental breakage of a hazardous material container.
 - b. A skin rash or irritation to eyes, face, or body occurring because of contact with a chemical.
 - c. Symptoms such as nausea, dizziness, and others.
3. In the event of an overexposure, all chemicals and circumstances involved are to be documented and submitted to principal and Chemical Management Officer.
 4. The assessment will initially be qualitative and, based upon the professional judgment of the Chemical Management Officer, may be followed up by specific quantitative monitoring.
 5. A report documenting the assessment will be sent to the individuals involved. A copy of the assessment report can be found in the Document Section.

I. Equipment and Control Measures

1. Safety Equipment

- a. Safety equipment must be functional at all times. Non-functioning equipment must be reported immediately to the Chemical Management Officer.
- b. Requirements of safety items
 1. Fire extinguishers must be of the right type and must be routinely inspected. Only properly trained personnel may use a fire extinguisher.
 2. Fire blankets must be accessible in all labs.
 3. Fume hoods must be operational.
 4. Lab areas are to be adequately ventilated according to building and safety standards.
 5. Eyewashes (and safety shower) must be functional and flushed on a routine basis.
 6. Acid showers must be functional.

2. Personal Protective Equipment and Guidelines

- a. Inspect all protective personal protective equipment (PPE) before use. Dispose of defective equipment.
- b. PPE shall include, but not limited to:
 1. Protective eyewear (goggles) must be worn whenever there is chance of splatter from chemicals or danger from projectiles and must meet the requirements of American National Standards Institute.
 2. Gloves are to be worn when working with hazards. Gloves must be of an appropriate material that is impervious to the chemicals being used. Disposable gloves must be discarded as soon as they are removed. Reusable gloves must be properly cleaned between uses.
 3. Aprons are to be worn to protect from spills and

corrosive materials. Long sleeves must also be worn when an apron is required.

4. Totally enclosed shoes made of non-absorbent material must be worn during all laboratory activities.

5. Handling corrosive chemicals requires special protection for the eyes and face. A face shield must be worn along with goggles when working with corrosives.

c. Protective Guidelines

1. Long hair must be tied back.

2. No dangling jewelry

3. No loose sleeves

4. No contact lenses worn when fumes are present.

J. Emergency Procedures

1. Spill Procedures

a. If spill is assessed as dangerous:

1. Move everyone to a safe location.

2. Notify administration/seek additional help.

3. When the emergency is over, fill out a detailed accident report.

b. If spill is not assessed as dangerous:

1. Follow approved spill clean-up procedures.

2. Spills should be cleaned up only by approved personnel.

3. Clean up spills immediately and thoroughly.

4. A bucket of dry sand should be available as a Class D fire extinguisher and to aid in providing traction on a slippery floor.

5. Neutralizer for both acid and base spills should be available in the event of a chemical spill.

2. Evacuation Plan

a. Evacuation plan must be posted in each laboratory.

b. Students, faculty, and staff should be familiar with evacuation plan.

c. Proceed per the current school safety plan.

K. Medical Consultation

The purpose of a medical consultation is to determine whether a medical examination is warranted. When warranted the employee will obtain medical consultation from or under the direct supervision of a licensed physician.

The following provisions shall apply regarding medical consultations and examinations.

1. The school shall provide all students and employees who work with hazardous chemicals an opportunity to receive medical consultation and examination when the person in question develops signs or symptoms

associated with a hazardous chemical to which they may have been exposed.

2. The physician shall be provided with the identity of the hazardous chemical or chemicals to which the person in question may have been exposed; the exposure conditions and the signs and symptoms of exposure the victim is experiencing.

9.0 - That the Board of School Directors approves the offer to purchase the property commonly known as and identified in the assessment records of Erie County as Index No. 16-030-026.0-234.00, described as 532-534 West 17th Street, from the County Repository for Unsold Properties in the amount of two hundred fifty dollars (\$250.00). The proposal is made by Philip Lundy, who is willing to purchase that parcel for the sum of two hundred fifty dollars (\$250.00) as referred to in the letter from the Erie County Tax Claim Bureau.

10.0 - That the Board of School Directors approves the State Access Indirect 2011-12 budget.

**STATE ACCESS – INDIRECT
2011-12**

Program Manager: Danny Jones

REVENUE:

ACCESS Reimbursement	\$ 302,607.00
14-88100000-054-69012-891-000-00-001	

EXPENDITURES:

Student Services – Access	
14-21493300-54-69012-891-000-00-001	\$ 302,607.00

11.0 - That the Board of School Directors approves the Dropout 2012-13 budget.

DROPOUT 2012-13

Program Manger: Danny Jones

REVENUE:

Federal Subsidy	\$ 137,568
30-86900000-054-000-67713-418-000-00-001	

EXPENDITURES:

SUPPLIES	12,242
30-21606100-054-000-67713-418-000-00-001	

SUPERVISOR SAL-DROPOUT 12-13 30-21601112-054-000-67713-418-B17-00-001	40,000
DRIVER SAL-DROPOUT 12-13 30-21601710-054-000-67713-418-998-00-001	33,163
LIFE 30-21602130-054-000-67713-418-000-00-001	44
VISION 30-21602150-054-000-67713-418-000-00-001	54
FICA-SUPERVISOR 30-21602210-054-000-67713-418-B17-00-001	3,060
FICA-Driver 30-21602210-054-000-67713-418-998-00-001	2,537
RETIREMENT 30-21602300-054-000-67713-418-000-00-001	6,329
UNEMPLOYMENT COMP 30-21602500-054-000-67713-418-000-00-001	212
WORKMAN'S COMP 30-21602600-054-000-67713-418-000-00-001	1,463
MEDICAL 30-21602710-054-000-67713-418-000-00-001	22,109
DENTAL 30-21602720-054-000-67713-418-000-00-001	855
TRAVEL/TRAINING/CONFERENCE 30-22715800-054-000-67713-418-000-00-001	3,000
CONTRACTED SERVICES 30-21603300-054-000-67713-418-000-00-001	10,000
MILEAGE 30-21605802-054-000-67713-418-000-00-001	1,500
BUS TOKENS 30-27005150-054-000-67713-418-000-00-001	1,000
TOTAL EXPENDITURES	\$ 137,568

- 12.0 - That the Board of School Directors approves the G.E. Developing Futures in Education Grant 2012-13.

**G.E. DEVELOPING FUTURES IN EDUCATION GRANT
2012-2013**

Manager: Ina Fisher

REVENUE:

GE Developing Futures in Education Grant 40-69200000-050-000-66313-133-000-39-001	\$1,500,000.00
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TOTAL REVENUE	\$1,500,000.00
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EXPENSES:

High School CCSS Facilitators 40-11001210-050-000-66313-133-xxx-39-001	\$538,000.00
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FICA – CCSS Facilitators 40-11002210-050-000-66313-133-xxx-39-001	\$41,047.18
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Retirement – CCSS Facilitators 40-11002300-050-000-66313-133-000-39-001	\$66,319.38
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Worker's Comp – CCSS Facilitators 40-11002600-050-000-66313-133-000-39-001	\$10,731.29
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Unemployment Comp – CCSS Facilitators 40-11002500-050-000-66313-133-000-39-001	\$2,121.00
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Medical Insurance – CCSS Facilitators 40-11002710-050-000-66313-133-000-39-001	\$137,671.79
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Dental Insurance – CCSS Facilitators 40-11002720-050-000-66313-133-000-39-001	\$7,227.00
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Vision Insurance – CCSS Facilitators 40-11002150-050-000-66313-133-000-39-001	\$440.76
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Life Insurance – CCSS Facilitators 40-11002130-050-000-66313-133-000-39-001	\$441.60
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Inst. Staff Prof Dev – O.T. 40-22711230-050-000-66313-133-xxx-39-001	\$81,960.50
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FICA – Professional Development 40-22712210-050-000-66313-133-xxx-39-001	\$6,269.98
Retirement – Professional Development 40-22712300-050-000-66313-133-000-39-001	\$10,130.32
Worker’s Comp – Professional Development 40-22712600-050-000-66313-133-000-39-001	\$1,639.20
Communication 40-11005300-050-000-66313-133-000-39-001	\$10,000.00
Instructional Non-Capital Hardware 40-11007570-050-000-66313-133-000-39-001	\$15,000.00
Instructional Supplies 40-11006100-050-000-66313-133-000-39-001	\$250,000.00
Travel Expense 40-22715800-050-000-66313-133-000-39-001	\$50,000.00
Program Development Expenses 40-22716100-050-000-66313-133-000-39-001	\$171,000.00
Program Development Consultants 40-22713240-050-000-66313-133-000-39-001	\$100,000.00
TOTAL EXPENSES	\$1,500,000.00

13.0 - That the Board of School Directors approves the Instructional Improvement College for Every Student (CFES) 2012-13 budget.

**INSTRUCTIONAL IMPROVEMENT
COLLEGE FOR EVERY STUDENT (CFES)
2012-2013 Budget**

Manager: Ina Fisher

Line Item: **Budget:**

REVENUE:

Local Contribution – CFES 25-69200000-046-000-66212-116-000-00-001	\$33,000.00
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TOTAL REVENUE	\$33,000.00
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EXPENDITURES:

Other Materials and Supplies-Connell 25-11006134-046-000-66213-116-000-19-214	\$1,400.00
Other Materials and Supplies-Diehl 25-11006135-046-000-66213-116-000-19-215	\$1,400.00
Other Materials and Supplies-Jefferson 25-11006137-046-000-66213-116-000-19-223	\$1,400.00
Other Materials and Supplies-Lincoln 25-11006138-046-000-66213-116-000-19-225	\$1,400.00
Other Materials and Supplies-Harding 25-11006139-046-000-66213-116-000-19-221	\$1,400.00
Other Materials and Supplies-Roosevelt 25-11006140-046-000-66213-116-000-29-508	\$1,400.00
Other Materials and Supplies-Wilson 25-11006141-046-000-66213-116-000-29-509	\$1,400.00
Other Materials and Supplies-East 25-11006142-046-000-66213-116-000-39-802	\$1,400.00
Other Materials and Supplies - S. Vincent 25-11006143-046-000-66213-116-000-39-803	\$1,400.00
Other Materials and Supplies – Pfeiffer-Burleigh 25-11006143-046-000-66213-116-000-19-224	\$1,400.00
Other Materials and Supplies – Edison 25-11006143-046-000-66213-116-000-19-216	\$1,400.00
Contracted Carriers (Transportation)- Connell 25-11005132-046-000-66213-116-000-19-214	\$800.00
Contracted Carriers (Transportation)- Diehl 25-11005133-046-000-66213-116-000-19-215	\$800.00
Contracted Carriers (Transportation)- Jefferson 25-11005135-046-000-66213-116-000-19-223	\$800.00

Contracted Carriers (Transportation)- Lincoln 25-11005136-046-000-66213-116-000-19-225	\$800.00
Contracted Carriers (Transportation)- Harding 25-11005137-046-000-66213-116-000-19-221	\$800.00
Contracted Carriers (Transportation)- Roosevelt 25-11005138-046-000-66213-116-000-29-508	\$800.00
Contracted Carriers (Transportation)- Wilson 25-11005139-046-000-66213-116-000-29-509	\$800.00
Contracted Carriers (Transportation)- East 25-11005130-046-000-66213-116-000-39-802	\$800.00
Contracted Carriers (Transportation)- S. Vincent 25-11005130-046-000-66213-116-000-39-803	\$800.00
Cont. Carriers (Transportation)- Pfeiffer-Burleigh 25-11005130-046-000-66213-116-000-19-224	\$800.00
Contracted Carriers (Transportation)- Edison 25-11005130-046-000-66213-116-000-19-216	\$800.00
Expenses – meetings - Connell 25-11005805-046-000-66213-116-000-19-214	\$800.00
Expenses – meetings - Diehl 25-11005806-046-000-66213-116-000-19-215	\$800.00
Expenses – meetings - Jefferson 25-11005808-046-000-66213-116-000-19-223	\$800.00
Expenses – meetings - Lincoln 25-11005809-046-000-66213-116-000-19-225	\$800.00
Expenses – meetings - Harding 25-11005802-046-000-66213-116-000-19-221	\$800.00
Expenses – meetings - Roosevelt 25-11005802-046-000-66213-116-000-29-508	\$800.00
Expenses – meetings - Wilson 25-11005802-046-000-66213-116-000-29-509	\$800.00

Expenses – meetings - East 25-11005802-046-000-66213-116-000-39-802	\$800.00
Expenses – meetings – S. Vincent 25-11005802-046-000-66213-116-000-39-803	\$800.00
Expenses – meetings – Pfeiffer-Burleigh 25-11005802-046-000-66213-116-000-19-224	\$800.00
Expenses – meetings – Edison 25-11005802-046-000-66213-116-000-19-216	\$800.00
TOTAL EXPENDITURES	\$33,000.00

- 14.0 - That the Board of School Directors approves the Family Center Erie County Parent Education Expansion Erie County Department of Human Services/ Office of Drug and Alcohol Abuse budget revision #1.

**Family Center
Erie County Parent Education Expansion
Erie County Department of Human Services/Office of Drug and Alcohol Abuse
008-484/Revision #1**

Manager: Colleen Masi, Program Supervisor
Grant #: 421007

Line Item	Original Budget	Amount of Revision	Revised Budget
REVENUE:			
State Subsidy			
08-68290000-332-490-67609-390-000-19-003	\$106,700.00	9,625.00	\$116,325.00
EXPENDITURES:			
SFP Coordinator Salary			
08-21601111-332-490-67609-390-5A0-19-003	13,000.00	0.00	13,000.00
Fatherhood Team Leader Salary			
08-21601118-332-490-67609-390-5A1-19-003	6,489.00	0.00	6,489.00
Driver Salary			
08-21601710-332-490-67609-390-5A2-19-003	3,600.00	0.00	3,600.00
Research Assistant Salary			
08-21601410-332-490-67609-390-5A6-19-003	12,000.00	0.00	12,000.00
Office Supplies			
08-21606401-332-490-67609-390-000-19-003	1,500.00	0.00	1,500.00
Curriculum Materials			
08-21606405-332-490-67609-390-000-19-003	3,100.00	0.00	3,100.00
Program Supplies			
08-21606350-332-490-67609-390-000-19-003	5,600.00	0.00	5,600.00
Training/Conferences			
08-216065810-332-490-67609-390-000-19-003	6,940.00	0.00	6,940.00

Transportation			
08-21605801-332-490-67609-390-000-19-003	1,500.00	0.00	1,500.00
Mileage			
08-21605802-332-490-67609-390-000-19-003	4,036.00	0.00	4,036.00
Communications			
08-21605300-332-490-67609-390-000-19-003	1,120.00	0.00	1,120.00
Contracted Services			
08-21603290-332-490-67609-390-000-19-003	20,840.00	0.00	20,840.00
Family & Child Events			
08-21606101-332-490-67609-390-000-19-003	1,000.00	0.00	1,000.00
Facility Expenses			
08-21604410-332-490-67609-390-000-19-003	3,926.00	8,000.00	11,926.00
Retirement			
08-21602300-332-490-67609-390-000-19-003	1,251.00	0.00	1,251.00
FICA			
08-21602210-332-490-67609-390-000-19-003	2,684.00	0.00	2,684.00
Workmen's Compensation			
08-21602600-332-490-67609-390-000-19-003	930.00	0.00	930.00
Unemployment Compensation			
08-21602500-332-490-67609-390-000-19-003	691.00	0.00	691.00
Health Insurance			
08-21602710-332-490-67609-390-000-19-003	14,706.00	0.00	14,706.00
Administration/Audit Expense			
08-21603300-332-490-67609-390-000-19-003	1,787.00	0.00	1,787.00
Equipment			
08-21607510-332-490-67609-390-000-19-003	0.00	1,625.00	1,625.00

15.0 - That the Board of School Directors approves the Family Center Local Contributions and Contracts budget revision.

**Family Center
Local Contributions and Contracts –Revision**

Manager: Colleen Masi, Program Manager

Budget #	Line Item	Current Budget	Revised Budget	Amount of Revision
<u>REVENUE:</u>				
	Erie County Discretionary Funds 39-68100001-332-490-27807-127-000-00-003	\$ 36,225.00	\$ 36,225.00	\$ 0.00
	Community Partners - Rental Agreements 39-69100000-332-490-27807-127-000-00-003	85,704.00	85,704.00	0.00
	Local FC Fundraising Events 39-69200000-332-490-27807-127-000-00-003	795.00	3,795.00	3,000.00
	ESD Collaborative Programs 39-69600000-332-490-27807-127-000-00-003	65,212.67	87,512.67	22,300.00
	SafeNet-Children's Trust Fund Grant 39-75990001-332-490-27807-127-000-00-003	3,500.00	3,500.00	0.00
	TOTAL REVENUE	\$191,436.67	\$216,736.67	\$25,300.00

EXPENSES:

Parent Education Specialists (salary) 39-21601119-332-490-27807-127-11A-00-003	38,523.24	38,523.24	0.00
Driver Salary 39-21601710-332-490-27807-127-12A-00-003	2,000.00	2,000.00	0.00
Supplies 39-216016100-332-490-27807-127-11A-00-003	3,495.04	6,495.04	3,000.00
Service Contracts 39-21603400-332-490-27807-127-11A-00-003	8,915.16	10,915.16	2,000.00
Family Center Programs & Services 39-21606110-332-490-27807-127-11A-00-003	1,864.00	1,864.00	0.00
Facility Expenses 39-21604410-332-490-27807-127-11A-00-003	136,639.23	156,939.23	20,300.00
TOTAL EXPENSES	\$191,436.67	\$216,736.67	25,300.00

16.0 - That the Board of School Directors approves the Family Center Parenting Skills Education and Assistance budget revision #3.

**FAMILY CENTER
PARENTING SKILLS EDUCATION AND ASSISTANCE – REVISION #3**

Manager: Colleen Masi, Program Manager

<i>Budget #/Line Item</i>	<i>Approved Budget</i>	<i>Total Budget</i>	<i>Amount of Revision</i>
<u>REVENUE:</u>			
Erie County Discretionary Funds			
39-68100000-332-490-68610-160-000-00-003	99,000.00	99,000.00	0.00
<u>EXPENSES:</u>			
Parent Education Specialist (salary) 39-21601214-332-490-68610-160-304-00-003	7,000.00	7,000.00	0.00
PSEA Research Specialist 39-21601110-332-490-68610-160-305-00-003	8,000.00	8,000.00	0.00
Building Bridges Research Specialist 39-21601110-332-490-68610-160-801-00-003	15,600.00	3,386.15	(12,213.85)
Driver Salary 39-21601710-332-490-68610-160-314-00-003	2,000.00	6,000.00	4,000.00

Supplies 39-21606100-332-490-68610-160-000-00-003	7,460.00	7,460.00	0.00
Transportation 39-21605801-332-490-68610-160-000-00-003	1,000.00	1,000.00	0.00
Mileage 39-21605801-332-490-68610-160-000-00-003	880.00	880.00	0.00
Training/Conferences 39-21605810-332-490-68610-160-000-00-003	5,000.00	5,000.00	0.00
Communications 39-21605300-332-490-68610-160-000-00-003	2,000.00	4,000.00	2,000.00
Contracted Parent Education Consultants 39-21603304-332-490-68610-160-000-00-003	10,000.00	10,000.00	0.00
Contracted Community Consultants 39-21603305-332-490-68610-160-000-00-003	24,222.00	31,935.85	7,713.85
Evaluation 39-21603301-332-490-68610-160-000-00-003	1,500.00	0.00	(1,500.00)
Family Center Programs & Services 39-21603902-332-490-68610-160-000-00-003	7,300.00	7,300.00	0.00
Equipment 39-21607510-332-490-68610-160-000-00-003	5,500.00	5,500.00	0.00
Facility Expenses 39-21604410-332-490-68610-160-000-00-003	1,538.00	1,538.00	0.00
TOTAL EXPENSES	\$99,000.00	\$99,000.00	0.00

17.0 - That the Board of School Directors approves the Title II 2012-13 budget as follows:

**TITLE II
(2012-13)**

Fund: 027
Program: 684
Manager: John Dahlstrand

REVENUE:

Federal Subsidy
27-85150000-017-110-68413-421-000-19-001

TOTAL

\$1,273,176.00

EXPENDITURES:

Teachers	\$900,000.00
27-11901210-017-110-68413-421-B00-19-001	
Supplies	5,176.00
27-22716100-017-110-68413-421-000-19-001	
Refreshments	6,000.00
27-22716350-017-110-68413-421-000-19-001	
Staff Development Services	16,000.00
27-22713290-017-110-68413-421-000-19-001	
Retirement – Teachers	111,240.00
27-11902300-017-110-68413-421-000-19-001	
Social Security – Teachers	68,850.00
27-11902210-017-110-68413-421-B00-19-001	
Worker’s Compensation – Teachers	18,000.00
27-11902600-017-110-68413-421-000-19-001	
Unemployment Compensation	2,969.40
27-11902500-017-110-68413-421-000-19-001	
Group Insurance	101,998.20
27-11902710-017-110-68413-421-000-19-001	
Dental Insurance	10,660.50
27-11902720-017-110-68413-421-000-19-001	
Life Insurance	618.24
27-11902130-017-110-68413-421-000-19-001	
Vision Insurance	663.66
27-11902150-017-110-68413-421-000-19-001	
Indirect Cost	31,000.00
27-54109340-017-110-68413-421-000-19-001	
TOTAL EXPENDITURES	\$1,273,176.00

18.0 - That the Board of School Directors approves the Title III Language Instruction for Limited English Proficient & Immigrant Students 2012-13 budget as follows:

**TITLE III
Language Instruction for Limited
English Proficient & Immigrant Students
(2012-13)**

Fund: 026
Program: 672
Manager: John Dahlstrand/Linda Cappabianca

REVENUE:

Federal Subsidy	<u>TOTAL</u>
26-85160000-017-153-67213-470-000-00-001	\$306,095.00

EXPENDITURES:

Teacher	\$52,014.00
26-11901210-017-153-67213-470-B00-00-001 Stipends – Summer/After School	25,000.00
26-11901230-017-153-67213-470-B15-00-001 Teacher- Staff Development	3,976.00
26-11901230-017-153-67213-470-B14-00-001 Teacher – Saturday Stipends	3,000.00
26-11901230-017-153-67213-470-B16-00-001 Social Security-Teachers	3,979.07
26-11902210-053-153-67213-470-B00-00-001 Social Security-Summer/After School	1,912.50
26-11902210-053-153-67213-470-B15-00-001 Social Security – Teacher Staff Development	304.16
26-11902210-053-153-67213-470-B14-00-001 Social Security – Saturday Stipends	229.50
26-11902210-053-153-67213-470-B16-00-001 Life Insurance	44.16
26-11902130-017-153-67213-470-000-00-001 Vision Insurance	54.12
26-11902150-017-153-67213-470-000-00-001 Retirement	10,381.16
26-11902500-017-153-67213-470-000-00-001 Unemployment Compensation	212.10
26-11902500-017-153-67213-470-000-00-001 Worker’s Compensation	1,679.80
26-11902600-017-153-67213-470-000-00-001 Group Insurance	22,353.43
26-11902710-017-153-67213-470-000-00-001 Dental Insurance	855.00
26-11902720-017-153-67213-470-000-00-001 Instructional Mat./Supplies	25,000.00
26-11906107-017-153-67213-470-000-00-001 Contracted Translation	30,000.00
26-21593220-017-153-67213-470-000-00-001 Software	20,000.00
26-22206104-017-153-67213-470-000-00-001 Workshop Refreshments	2,000.00
26-22716102-017-153-67213-470-000-00-001 Contracted Transportation-Saturdays	1,000.00
26-33005130-017-153-67213-470-000-00-001 Contracted Transportation	6,000.00
26-22725130-017-153-67213-470-000-00-001 Staff Development Travel	3,000.00
26-22713900-017-153-67213-470-000-00-001	

Contracted Services-Saturdays 26-21593290-017-153-67213-470-000-00-001	83,000.00
Materials & Supplies – Saturdays 26-33006100-017-153-67213-470-000-00-001	2,000.00
Refreshments – Saturdays 26-33006350-017-153-67213-470-000-00-001	2,500.00
Indirect Cost 26-54109340-017-153-67213-470-000-00-001	5,600.00
TOTAL EXPENDITURES	\$306,095.00

The School District of the City of Erie, PA

SUPPLEMENTAL NEW BUSINESS

September 20, 2012

19.0 - That the following recommendations of the Superintendent be approved:

LEAVES OF ABSENCE

19.1 - Oct. 17-20 - Colleen Holmes, Common Core Facilitator, Collegiate Academy, to accompany Ashley Byler and London Smith, Student Delegates to the 42nd Annual PSBA Student Delegate Program in Hershey, PA with salary and expenses for Colleen Holmes and expenses only for Ashley Byler and London Smith (expenses will be paid from 10-23105800-001-000-00000-000-000-00-001);

The City of Erie Regional Career and Technical School

CAREER AND TECHNICAL NEW BUSINESS

September 20, 2012

1.0 - That the following recommendations of the Superintendent be approved:

SALARY RECLASSIFICATION EFFECTIVE JANUARY 18, 2012

	<u>Name</u>	<u>School</u>	<u>From</u>	<u>To</u>
1.1 -	Askins, Phillip	Central Tech	306	312
1.2 -	Province, Christopher	Central Tech	206	212

2.0 - That the Board of Directors approves the Verizon Central High 2011-12 Budget.

**VERIZON CENTRAL HIGH
2011-2012 Budget**

Manager: Mathew Pundt

Line Item:	Budget:
<u>REVENUE:</u>	
Local Contribution –Verizon	\$750.00
25-69200000-807-000-78712-127-000-39-807	
TOTAL REVENUE	\$750.00
<u>EXPENDITURES:</u>	
Student Supplies	\$750.00
25-11006100-807-000-78712-127-000-39-807	
TOTAL EXPENDITURES	\$750.00

3.0 That the Board of School Directors approves the IU Go College 2012-13 budget.

IU Go College
(2012-13)

Fund: 025
Program: 77413
Manager: Mathew Pundt

<u>REVENUE:</u>	<u>TOTAL</u>
Northwest Tri-County Intermediate Unit 25-6810000-807-110-77413-135-000-39-807	\$13,177.28
TOTAL REVENUE	\$13,177.28
<u>EXPENDITURES:</u>	
Teacher Salary 25-14901220-807-110-77413-135-B00-39-807	\$10,422.45
Social Security 25-14902210-807-110-77413-135-B00-39-807	\$796.95
Retirement 25-14902300-807-110-77413-135-000-39-807	\$1286.88
Worker's Comp 25-14902600-807-110-77413-135-000-39-807	\$207.00
Materials & Supplies 25-14906100-807-110-77413-135-000-39-807	\$ 464.00
TOTAL EXPENDITURES	\$13,177.28