

**EAST ALLEGHENY SCHOOL DISTRICT
MINUTES FOR THE REGULAR SCHOOL BOARD MEETING
DECEMBER 7, 2015**

Committee Meeting 6:00 p.m. – Public Session 7:00 p.m.

EXECUTIVE SESSION

The Board went into Executive Session from 6:35 to 7:15 p.m. for Personnel reasons.

CALL TO ORDER

The regular meeting of the School Board of the East Allegheny School District is called to order by Mrs. McCullough, the president, at 7:15 p.m.

Pledge of Allegiance

ROLL CALL

Mr. Eichler, Mrs. Gates, Ms. Green, Mrs. McCullough, Mr. Paradine, Mr. Pearsol, Ms. Rosenbayger, Mr. Savinda, Mr. Volpe.

ALSO PRESENT:

Mr. Mac Fann, Ms. Valicenti.
Solicitor: Mr. Beisler.

**STUDENT
REPRESENTATIVES**

Chamari Willis, Sunni Coyne.

**MINUTES OF THE
REGULAR MEETING
OF NOVEMBER 9, 2015**

Mr. Pearsol moved and Mr. Volpe seconded the motion approving the minutes of the regular school board meeting of November 9, 2015.

The motion was passed, no dissenting votes.

**SUPERINTENDENT'S
REPORT**

Mr. Mac Fann reviewed handouts A, B, C. Also, he reminded the Board to refer to their postcard for upcoming meetings.

**STUDENT
REPRESENTATIVE**

The Student Representatives reported on winter sports, the Christmas Dance, which will be held on December 18, 2015 at Parente's and the upcoming concerts on December 9, December 14 and December 16, 2015. Also, the musical this year will be *Brigadoon*.

**HEAR FROM
THE CITIZENS**

There were no requests to speak.

COMMUNICATIONS:

None.

**APPROVE AGENDA
IN TOTO**

Mr. Pearsol moved and Mr. Volpe seconded the motion to approve the agenda as a whole, with exceptions as noted.

Eichler	<u>None.</u>
Gates	<u>None.</u>
Green	<u>None.</u>
McCullough	<u>None.</u>
Paradine	<u>None.</u>
Pearsol	<u>None.</u>
Rosenbayger	<u>None.</u>
Savinda	<u>None.</u>
Volpe	<u>None.</u>

The motion was passed, no dissenting votes.

BUDGET & FINANCE

**TREASURER'S MONTHLY
FINANCIAL STATEMENT
FOR APPROVAL (A)**

Mr. Pearsol moved and Mr. Volpe seconded the motion to approve the Treasurer's monthly statement.

The motion was passed, no dissenting votes.

**SECRETARY'S REPORT
FOR APPROVAL (B)**

Mr. Pearsol moved and Mr. Volpe seconded the motion to approve the Secretary's report.

The motion was passed, no dissenting votes.

COMMITTEE REPORTS:

BUDGET & FINANCE

**BILLS FOR PAYMENT
APPROVAL AND
RATIFICATION (C)**

Mr. Pearsol moved and Mr. Volpe seconded the motion as recommended by the Administration the Board approve and ratify the payment of bills as follows:

General Fund	-----	\$1,557,965.68
GF Batch 6	-----	\$ 536,549.26

The motion was passed, no dissenting votes.

**CAFETERIA BILLS
FOR PAYMENT (D)**

Mr. Pearsol moved and Mr. Volpe seconded the motion as recommended by the Administration the Board approve and ratify Cafeteria bills for payment in the amount of \$80,813.10.

The motion was passed, no dissenting votes.

BUDGET & FINANCE

**FEDERAL PROGRAM
BILLS FOR
PAYMENT (E)**

Mr. Pearsol moved and Mr. Volpe seconded the motion as recommended by the Administration the Board approve and ratify the Federal Program bills as follows:

Title I 14-15	-----	\$8,545.00
Title I 15-16	-----	\$38,834.75
Title II Part A 14-15	-----	\$0.00

The motion was passed, no dissenting votes.

**APPROVE RESOLUTION
AIU JOINT PURCHASING
BOARD FOR 2016 (F)**

Mr. Pearsol moved and Mr. Volpe seconded the motion as recommended by the Administration the Board approve the resolution authorizing continued participation in the Allegheny Intermediate Unit’s Joint Purchasing Board for 2016. This membership provides the District with the opportunity to purchase items in various areas without bidding it out directly. Further appoint a regular and alternate member of the Joint Purchasing Board under the Joint Purchase Agreement.

The motion was passed, no dissenting votes.

**AUTHORIZE PAYMENT
HOSACK, SPECHT,
MUETZEL & WOOD, LLP
AUDIT YEAR ENDED
JUNE 30, 2015 (G)**

Mr. Pearsol moved and Mr. Volpe seconded the motion as recommended by the Administration the Board approve progress billing payment to Hosack, Specht, Muetzel & Wood, LLP, for professional services rendered for the audit of the financial statements for the year ended June 30, 2015 in the amount of \$16,800.00.

The motion was passed, no dissenting votes.

BUILDING & GROUNDS

**USE OF PROPERTY
REQUEST**

Mr. Pearsol moved and Mr. Volpe seconded the motion as recommended by the Administration the Board approve and ratify the following requests for the use of the district facilities **at a cost to the organization according to board policy:**

<u>Group</u>	<u>Building/Grounds</u>	<u>Date Requested</u>	<u>Time</u>	<u>Activity</u>
<u>EA Rage (EAAA)(A)*</u> (Contacts: Heather Hallick/Todd Howard)	JSHS or LES Gym	Su, 12/13/15-5/1/16	Noon-4:00 p.m.	Travel Soccer
<u>East Allegheny Soccer (B)*</u> (EAAA) (Contacts: Adam Homer/Chris Goyke)	Logan Gym	W, 12/9/15 - 3/5/16	6:00 – 8:00 p.m.	Winter Conditioning
	JSHS Gym	Su, 1/3/16-2/28/16	10:00 a.m. – 9:00 p.m.	Indoor Soccer
<u>East Allegheny Soccer (C)*</u> (EAAA) (Contacts: Adam Homer/Chris Goyke)	JSHS Gym	Fr-Su, 3/4/16-3/6/16	Fr – 5:00 – 10:00 p.m. 6:00 a.m. – 10:00 p.m.	Basherboard Tournament

** To the best of the District’s knowledge, and as per the conversation with Warner Johnson, President, EAAA agreed to give two \$500 scholarships from the Association.*

Please note: As per phone conversation between Ms. Valicenti and Mr. Homer on 12/7/2015, the organization will provide two (1 boy, 1 girl) scholarships in lieu of the use of facility fees.

The motion was passed, no dissenting votes.

CURRICULUM

**WORKSHOP REQUEST
MUNHALL, PA (A)**

Mr. Pearsol moved and Mr. Volpe seconded the motion as recommended by the Administration the Board approve the request from the Title I teachers, Crystal Flebotte, Donna Grzyb, Janine Montgomery and Angela Turkowski, to travel to the Scholastic Warehouse, Munhall, PA on Friday, December 11, 2015 from 12:12 to 4:00 p.m. to purchase books at the Scholastic Warehouse Sale for the Title I Family Involvement events.

COST TO THE DISTRICT: None, no substitutes are needed and the books will be purchased through Title I funds.

The motion was passed, no dissenting votes.

**FIELD TRIP REQUEST
MONROEVILLE, PA (B)**

Mr. Pearsol moved and Mr. Volpe seconded the motion as recommended by the Administration the Board approve the request from Emilia Peiffer, Junior/Senior High School Counselor, Richard Yeager, Special Education Teacher, and 30-50 9th Grade students, to visit Forbes Road CTC, Monroeville, PA on Wednesday, January 13, 2016 for a hands-on tour to help 9th graders become familiar with the programs Forbes has to offer.

COST TO THE DISTRICT: None, the substitute for Mr. Yeager will be covered by the building level substitute. Transportation costs covered by Forbes Road CTC.

The motion was passed, no dissenting votes.

**CONFERENCE REQUEST
HERSHEY, PA (C)**

Mr. Pearsol moved and Mr. Volpe seconded the motion as recommended by the Administration the Board approve the request from Emilia Peiffer, Junior/Senior High School Counselor, to attend the Pennsylvania School Counselors Association (PSCA) 60th Annual Conference at the Hershey Lodge, Hershey, PA on Wednesday, February 17, 2016 through Saturday, February 20, 2016. Mrs. Peiffer is the Past President of PSCA and is expected to attend.

COST TO THE DISTRICT: None.

The motion was passed, no dissenting votes.

**AGREEMENT WITH THE
CARING FOUNDATION (D)**

Mr. Pearsol moved and Mr. Volpe seconded the motion as recommended by the Administration the Board approve entering into the Agreement with the Caring Foundation for a School-Based Peer Support Group for Grieving Children and Adolescents, as per the attached. The Foundation is a nonprofit corporation that makes available to the community certain grief support services for grieving children, teens and their families through the program known as "Highmark Caring Place, A Center for Grieving Children, Adolescents and Their Families.

The motion was passed, no dissenting votes.

CURRICULUM

**TRAINING REQUEST
SEWICKLEY, PA (E)**

The Administration recommends the Board approve the request from Mark Draskovich, 7th/8th Grade Principal/Director of Pupil Personnel, to attend ALICE (Alert, Lockdown, Inform, Counter, Evacuate) Active Shooter Response training on Monday and Tuesday, February 15 and 16, 2015 at Quaker Valley School District, Sewickley, PA. This is state of the art, nationally known training for educational institutions to prepare for, prevent and respond to active shooter incidents. This training will allow Mr. Draskovich to train the East Allegheny students, staff, administration and faculty on best practices in responding to, preparing for, and prevention of active shooter incidents. The staff training will be held on the May 13, 2016 in-service day. COST TO THE DISTRICT: Registration (\$595).

The motion was passed, no dissenting votes.

POLICY

**ADOPTION OF
NEW POLICY #819.1
SUICIDE AWARENESS,
PREVENTION AND
RESPONSE (A)**

Mr. Pearsol moved and Mr. Volpe seconded the motion as recommended by the Administration the Board approve the adoption of new policy #819.1, Suicide Awareness, Prevention and Response, as per PSBA and Act 71 of 2014 codified as Section 1526 of the Pennsylvania School Code, requires each school entity to adopt a youth suicide awareness and prevention policy, as per attached.

The motion was passed, no dissenting votes.

**SECOND READING OF
NEW POLICY #810.3
TRANSPORTATION-
AUDIO/VIDEO RECORDING (B)**

Mr. Pearsol moved and Mr. Volpe seconded the motion as recommended by the Administration the Board approve the second reading of new policy, 810.3, Transportation-Audio/Video Recording, as per Act 9 of 2014, which amended the state Wiretap and Electronic Surveillance Act to permit audio recording on school buses and school vehicles. Audio recording can only be used if the school board has adopted a policy authorizing audio recording on school buses and vehicles for disciplinary or security purposes.

The motion was passed, no dissenting votes.

STUDENT LIFE

**AUTHORIZE CREATION
OF GOFUNDME/DONORS
CHOOSE ACCOUNT(A)**

Mr. Pearsol moved and Mr. Volpe seconded the motion as recommended by the Administration the Board authorize Lauren Demsey, Logan Elementary Art Teacher, to set up a GoFundMe/Donors Choose account in order to acquire funds to cover the material fees to complete the mural project awarded via The Pittsburgh Center for the Arts grant. The funds raised will be used to purchase art materials to create the project, such as paint, brushes, or clay, depending on the project.

The motion was passed, no dissenting votes.

STUDENT LIFE

VOLUNTEERS FOR APPROVAL (B)

Mr. Pearsol moved and Mr. Volpe seconded the motion as recommended by the Administration the Board approve the following volunteers for the respective programs, pending receipt of all updated clearances:

Michael Edwards	Irwin	Boys/Girls Varsity Swimming
Rashawn Hatten	Clairton	Boys Varsity Basketball

The motion was passed, no dissenting votes.

PERSONNEL

AUTHORIZE TO POST GROUNDSKEEPER POSITION (A)

Mr. Pearsol moved and Mr. Volpe seconded the motion as recommended by the Administration the Board authorize the posting of the Groundskeeper position vacated by the retirement of Albie Antimary, effective November 23, 2015.

The motion was passed, no dissenting votes.

RESIGNATION OF PHYSICS TEACHER (B)

Mr. Pearsol moved and Mr. Volpe seconded the motion as recommended by the Administration the Board accept the resignation of Richard Campbell, Junior/Senior High School Physics Teacher, effective date to be determined and further ratify the posting of the long term substitute position to fill Mr. Campbell's position until the end of the 2015-2016 school year.

The motion was passed, no dissenting votes.

LEAVE REQUEST SPEECH TEACHER (C)

Mr. Pearsol moved and Mr. Volpe seconded the motion as recommended by the Administration the Board approve the request from Kaitlyn Schmitt, Speech Teacher, to exhaust her available sick days (10) and emergency sick days (5), for the birth of her child commencing tentatively, Monday, March 14, 2016 and concluding, tentatively, Wednesday, April 6, 2016. Mrs. Schmitt further requests a Family Medical Leave, commencing, tentatively, Thursday, April 7, 2016 and concluding Friday, May 27, 2016. Mrs. Schmitt plans to return to her position, tentatively, on Tuesday, May 31, 2016. Further ratify the posting for a long term substitute to cover Mrs. Schmitt's leave.

The motion was passed, no dissenting votes.

LONG TERM SUBSTITUTE FOR APPROVAL (D)

Mr. Pearsol moved and Mr. Volpe seconded the motion as recommended by the Administration the Board approve Erika Tkach, Washington, as the long term substitute in physics, at Masters, Step 1, for the vacancy created by the resignation of Richard Campbell, effective on a date to be determined until the end of the 2015-2016 school year.

The motion was passed, no dissenting votes.

PERSONNEL

**HIRING OF
COACH (E)**

Mr. Pearsol moved and Mr. Volpe seconded the motion as recommended by the Administration the Board hire Richard Johnson, Duquesne, as the Assistant Boys Middle School (7th Grade) Basketball Coach and in accordance with the agreement between the East Allegheny Board of School Directors and the East Allegheny Education Association. Mr. Johnson's clearances are on file.

The motion was passed, no dissenting votes.

**FEDERAL PROGRAMS
REPORT:**

Ms. D'Emidio attended the monthly Federal Programs meeting at the AIU. Erin Oberdorf was still unable to attend due to the travel restrictions by the Department of Education, but communications have continued via webinars and emails. One of the items discussed was that LEAs must have updated policies and procedures that align with the Uniform Grants. Most policies that have already been seen and reviewed do not go deep enough to meet the UGG requirements (especially Conflict of Interest and Allowability of Costs, the two areas that are deemed to have the most impact on fraud, waste, and abuse). These **MUST** be in place for the 2015-16 Single Audit and will result in a finding if not available. For Federal Programs Monitoring, if they are not in place it will result in a "Not Met" and a Corrective Action Plan will need to be developed. Erin sent an email that contained a link with 5 UGG templates, a list of definitions, and policies and procedures that can be used to align district's policies. She also attached some of the information which was shared with Mrs. McCoy so we can meet to discuss if we are in compliance, and if not, discuss what we need to do.

Title I staff's Monthly Summary Reports were reviewed and signed and filed for documentation. Ms. D'Emidio completed the Split Funding report for November, which will be forwarded to Mr. Mac Fann to sign and return so that it can be kept on file in the Title I office.

At the October meeting with the Title I staff, we discussed what grade-levels Title I would be servicing. Mrs. Flebotte and Ms. Grzyb were to redo their schedules to reflect the change of focusing on students in grades Pre-K – 6th grade. The schedules were completed and resubmitted and Mrs. McCoy and Ms. D'Emidio reviewed the schedules to make sure more students were being serviced in the Pre-K – 6th grades. We also made sure there was no down time due to the reconfiguration of the grades that would be serviced by Title I because of the Department of Education's Federal Program's Consolidated Application and funds being allocated.

The invitations for the Gingerbread activity for parents and Title I students, which will be held on December 10th, were copied and sent to the Title I teachers for distribution to Title I students. The *Gingerbread Baby* paperback was ordered so that one copy would be provided to each family. Ms. D'Emidio consulted with Mrs. Zvirman through Nutrition to coordinate the refreshments/food for the evening. They will also provide gingerbread cookies for the students to decorate.

Ms. D'Emidio, along with Mrs. McCoy, reviewed the purchase orders, payrolls and benefits for November that will be included on the December bill list.

Mrs. McCoy and Ms. D'Emidio discussed future items and reports that are due for December.

OLD BUSINESS:

None.

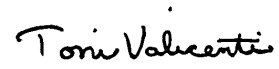
NEW BUSINESS:

Mr. Pearsol welcomed the new board members and said that the work has just begun. He also said that he would be here to work with all of them.

ADJOURNMENT

Mr. Volpe moved and Ms. Rosenbayger seconded the motion to adjourn at 7:21 p.m.

Toni Valicenti



Board Secretary

HEAR FROM THE CITIZENS

There were no requests to speak.

November 9, 2015



East Allegheny High School Student Report

1. Winter sports are beginning.

*The first basketball game is on November 23, 2015 at Serra Catholic.

2. National Children's Grief Awareness Day is celebrated every year on the Thursday before Thanksgiving. This year, that date is November 19th. Children's Grief Awareness Day was begun to help others understand the impact of death on children and their need for support. Next week, Mrs. Peiffer will be in the cafeteria during 5th and 6th period lunches with "Hope" the butterfly that is a symbol of The Caring Place in Pittsburgh. Students can sign a butterfly with the name of a loved one they have lost. These butterflies will then be hung on a "Wall of Hope" in the cafeteria.

3. The Christmas Dance will be held on Friday, December 18th at Ferrante's Lakeview.

4. Marcie Sippey and 4 junior girls attended A Girl's Day in Engineering at Westinghouse last Wednesday. The trip was very informational.

5. The winners for the Officers of the Class of 2016 are as follows:

Senior Class President, Noreen Dodds,
Senior Class Vice President, Adam Bannister,
Senior Class Treasurer, Chamari Willis
Senior Class Secretary, Lee Gibbons.

6. There is a cheer competition on November 15 at Norwin High School.

East Allegheny School District
Treasurer's Monthly Financial Statement

12/2/2015

Bank Balance			\$3,642,169.25
Outstanding Checks			(\$1,752,703.67)
Book Balance - October 2015			\$1,889,465.58
October 2015			
Current Real Estate Taxes		\$570,139.58	
Public Utility Tax		\$16,840.70	
Payments in Lieu of Current		\$0.00	
Local Tax		\$551.12	
Earned Income Tax		\$59,653.19	
Deed Transfer Tax		\$12,330.44	
Business Privilege		\$5,507.65	
Amusement		\$78.77	
Mercantile Tax		\$3,467.23	
Delinquent Real Estate Tax		\$28,374.06	
Delinquent Business Privilege		\$1,269.13	
Delinquent Mercantile Tax		\$1,350.09	
Interest, Temporary Investments		\$13,591.88	
Bookstore Sales		\$0.00	
State Revenue Received		\$0.00	
Rentals		\$12,053.79	
Contrib & Donations from Prvt.		\$0.00	
Gains/Losses on Sale of Fixed		\$0.00	
Tuition From Patrons		\$0.00	
Miscellaneous Revenue		\$1,999.81	
Tuition for Court Place & Inst		\$0.00	
Other Program Subsidies		\$0.00	
Energy Efficient Rebates		\$0.00	
Refunds		\$0.00	
Basic Instructional Subsidy		\$0.00	
Tuition for Court Place & Inst		\$0.00	
Special Education Funding		\$0.00	
Other Program Subsidies		\$0.00	
Transportation		\$0.00	
Rentals and Sinking Fund		\$0.00	
Medical and Dental Services		\$0.00	
Nurse Services		\$480,176.10	
Safe Schools		\$0.00	
Accountability		\$0.00	
State Share of Social Security		\$0.00	
Retirement payments		\$4,032.00	
Medical Assistance Reimb		\$0.00	
Ed of Disadvan		\$0.00	
Ed of Hand. Child. - Preschl		\$0.00	
ARRA - Education Jobs Fund		\$0.00	
Refunds of Prior Years		\$440.00	
Medical Assistance Reimb		\$0.00	
Total Budgetary Revenues		\$1,211,855.54	
Disbursements for October 2015			
1100 Regular Programs	\$1,420,357.70		

East Allegheny School District
Treasurer's Monthly Financial Statement

12/2/2015

1200 Special Programs	\$713,826.35		
1300 Vocational Education	\$37,643.70		
1400 Other Instructional Programs	\$18,309.43		
1500 Non-Public School Programs	\$0.00		
1600 Adult Education	\$0.00		
1800 Other Purchased Services	\$0.00		
2100 Pupil Personnel	\$59,741.22		
2200 Instructional Staff	\$59,096.09		
2300 Administration	\$111,733.48		
2400 Pupil Health	\$27,139.72		
2500 Fiscal Services	\$36,626.36		
2600 Operations & Maintenance of Plant	\$282,330.19		
2700 Student Transportation	\$216,763.41		
2800 Central Support Services	(\$100.50)		
2900 Other Support Services	\$0.00		
3200 Student Activities	\$19,186.05		
3300 Community Services	\$801.11		
4000 Facil Acq Const & Improv	\$0.00		
5000 Other Financing Uses	\$302.95		
5100 Debt Service	\$1,046,530.15		
5200 Fund Transfer: Cafeteria	\$45,058.02		
5800 Transmittal Accounts	\$0.00		
Total Budgetary Expenditures	\$4,095,345.43		
Athletic Account			
Fund 11			
Bank Balance - Octoberr 2015			\$26,377.90
Outstanding Checks			(\$1,065.00)
Balance as of 10/31/15			\$25,312.90
Swap Interest			
Bank Balance - October 2015			\$665,494.31

East Allegheny School District
Secretary's Report

12/2/2015

Summary Statement of 2015-2016 General Fund Operations as of October 2015		
Cash Balance - October 2015		
Huntington Bank	\$ 1,889,465.58	
PSDLAF	\$1,119,717.29	
PLGIT	\$1,762.02	
Energy Sinking Fund	\$40,194.49	
Capital Improvement	\$347,526.06	
Swap	\$665,494.31	
TOTAL	\$4,064,159.75	
Receipts: October 2015		
6000 Local Sources	\$11,718,406.61	
7000 State Sources	\$972,731.48	
8000 Federal Sources	\$164,113.34	
9500 Refunds-Prior Year	\$24,046.89	
Total	\$12,879,298.32	
Anticipation Loan	\$1,210,872.45	
Disbursements: October 2015		
1100 Regular Programs	\$2,540,077.33	
1200 Special Programs	\$920,171.23	
1300 Vocational Education	\$92,679.96	
1400 Other Instructional Programs	\$44,905.89	
1500 Non-Public School Programs	\$0.00	
2100 Pupil Personnel	\$187,499.73	
2200 Instructional Staff	\$152,154.43	
2300 Administration	\$529,181.80	
2400 Pupil Health	\$62,112.95	
2500 Fiscal Services	(\$156,454.54)	
2600 Operations & Maintenance of Plant	\$840,152.72	
2700 Student Transportation	\$280,346.41	
2800 Central Support Services	(\$331.50)	
2900 Other Support Svcs	\$0.00	
3200 Student Activities	\$88,799.91	
3300 Community Services	\$1,449.66	
4000 Facil Acq Const & Improv	\$0.00	
5000 Other Financing Uses	\$620.64	
5100 Debt Service	\$1,497,221.85	
5200 Fund Transfer: Cafeteria	\$86,943.66	
Total Disbursements: October 2015	\$7,167,532.13	
Athletic Account		
Balance	\$26,377.90	
Outstanding Checks	(\$1,065.00)	
Balance as of 10/31/2015	\$25,312.90	

Bills for Approval and Ratification
December 2015

Vendor	Description	Code	Amount
Fund 10	Ratification		
Wilmington Trust, NA	Bond Series 2000/Taxable	5100-832/911-00	\$ 5,000.00
Wilmington Trust, NA	Bond Series 2000/Tax Exempt	5100-832/911-00	\$ 1,000,000.00
Commonwealth of PA	Renewal Pesticide Business License 2015	2640-430-000-00	\$ 35.00
Dave Edwards	Official/Basketball	3250-490-000-30	\$ 65.00
Bob Fisher	Official/Basketball	3250-490-000-30	\$ 65.00
Robert Fuhrman	Official/Basketball	3250-490-000-30	\$ 65.00
Dennis Rockwell	Official/Basketball	3250-490-000-30	\$ 65.00
James Ryan	Official/Basketball	3250-490-000-30	\$ 65.00
Joseph Zelenak	Official/Basketball	3250-490-000-30	\$ 65.00
AT&T	Business Services	2620-530-000-00	\$ 2,264.02
ACDA-PA	PMEA - Registration	3210-810-000-30	\$ 174.00
Daniel Beisler	Attorney Fees	2350-330-000-00	\$ 4,627.00
Budget Truck Rental	Truck Rental	3210-442-000-00	\$ 183.98
Comcast	District Run Charter School	1110-390-000-00	\$ 129.85
Dex Media	Advertising Services	2620-530-000-00	\$ 33.40
Duquesne Light Co.	Electric/HS	2620-622-000-30	\$ 11,859.54
Fred Gleeson	Ticket Manager/1 of 2 pymts	3250-103-000-30	\$ 1,580.00
Guttman Energy Inc.	Gas for District Vehicles	2620-620-000-00	\$ 8,984.22
Leonore Kumer	Colorguard & Majorette Choreographer	3210-340-000-30	\$ 1,750.00
M.A.W.C.	Water/GV, Logan, HS	2620-424-000-00	\$ 1,540.38
Musik Innovations	Packets	3210-580-000-30	\$ 97.62
Pacific Telemanagement	Pay Phones	2620-530-000-00	\$ 178.12
PMEA	Registration	3210-810-000-30	\$ 60.00
U.S. Postal Service	Postage	2540-530-000-00	\$ 1,500.00
UPMC	Inpatient Academic School	2140-330-060-00	\$ 600.00
Verizon	Long Distance	2620-530-000-00	\$ 55.43
Verizon Wireless	Cell Phones	2620-530-000-00	\$ 150.72
East Allegheny Education	Union Dues	0462-009-000-00	\$ 8,923.54
East Allegheny Personnel	Union Dues	0462-010-000-00	\$ 1,502.94
Pennsylvania SCDU	Child Support	0462-014-000-00	\$ 471.78
Raptor Technologies LLC	Raptor System	2240-750-010-30	\$ 3,514.00
Rob Armenio	Official/Basketball	3250-490-000-30	\$ 65.00
Ed Chefuta	Official/Basketball	3250-490-000-30	\$ 65.00
Charles Czolba	Official/Basketball	3250-490-000-30	\$ 65.00
Martin Stewart	Official/Basketball	3250-490-000-30	\$ 65.00
AT&T	Cell Phones	2620-530-000-00	\$ 100.94
Budget Truck Rental	Truck Rental	3210-442-000-30	\$ 290.08
Century Conference	Football All Conference Luncheon	3250-810-000-30	\$ 40.00
Duquesne Light Co.	Electric/We, Logan	2620-000-00-00	\$ 13,732.86
Glimmer of Hope	Donation/Breast Cancer - from HS	3210-619-000-30	\$ 100.00
Harris School Solutions	Service Upgrade from 2003 to 2008	2240-330-010-00	\$ 1,000.00
Lea's Floral Shop	Senior Recognition	3250-510-000-30	\$ 281.30
Peoples	Gas/Conces, Stadium, GV, We, Logan, HS	2620-621-000-00	\$ 4,744.21
PSAT/NMSAT	Psat Tests	2120-340-060-30	\$ 1,185.00
UGI Energy Srvs	Gas/Logan, We, HS	2620-621-000-00	\$ 1,719.77
Verizon	Phones	2620-530-000-00	\$ 361.67
William Viola	Reimburse/Medicare	1110-211-000-30	\$ 440.70
Wex Bank	Gas for District Vehicles	2650-620-000-00	\$ 415.52

Bills for Approval and Ratification
December 2015

AT&T	Phones	2620-530-000-00	\$	212.84
Alert-All Corp	Fire Alert Supplies	3210-619-000-00	\$	2,008.50
Betsy D'Emidio	Cell Phone Reimbursement	2380-530-010-00	\$	100.00
Direct Energy	Gas/GV	2620-621-000-10	\$	364.84
Duquesne Light Co.	Electric/GV	2620-622-000-10	\$	548.45
Doug Edwards	Assignor Fee/Swimming	3250-490-000-30	\$	100.00
First National Bank	Supplies	2650-610-000-00	\$	3,247.70
Gateway School District	Sept Shared Transportation	2720-519-000-00	\$	6,391.26
Metal Photo Services	Name Sign/Wooden Bases	2310-610-000-00	\$	68.00
N.V.T.S.A.	Sewage/GV, Logan, HS	2620-424-000-00	\$	1,380.80
Verizon Wireless	Cell Phones	2620-530-000-00	\$	138.89
Walmart	Supplies	1110-610-000-22	\$	48.91
Wex Bank	Gas for District Vehicles	2650-620-000-00	\$	116.63
AIU	Waterfront Learning/4th Qtr 14-15	2240-330-010-30	\$	20,275.00
Angie McEwen	Reimburse/Cell Phone	2380-530-010-10	\$	100.00
Aflac	Employee Deduction	0462-006-000-00	\$	1,249.40
Alcose Credit Union	Employee Deduction	0462-008-000-00	\$	12,011.82
Hab-Dlt	Wage Attachment	0101-101-000-00	\$	437.00
Cal-Ed Federal	Employee Deduction	0462-016-000-00	\$	190.00
Consortium for Public Ed	Employee Deduction	0462-019-000-00	\$	69.00
Pennsylvania SCDU	Child Support	0462-014-000-00	\$	471.78
PHEAA	Wage Attachment	0462-015-000-00	\$	226.46
Tap	Employee Deduction	0462-019-000-00	\$	200.00
TSA Consulting	Employee Deduction	0462-003-000-00	\$	8,845.00
Washington National	Employee Deduction	0462-004-000-00	\$	1,715.53
PSERS	Employee's Share of Retirement	0462-230-000-00	\$	68,479.91
PSERS	Buyback	0463-011-000-00	\$	104.78
ACSHIC	Healthcare for December	0421-000-000-00	\$	273,989.98
Pam Edwards	Official/Swimming	3250-490-000-30	\$	60.00
Ray Milliren	Official/Swimming	3250-490-000-30	\$	60.00
George Tucker	Official/Basketball	3250-490-000-30	\$	180.00
Ken Weber	Official/Swimming	3250-490-000-30	\$	60.00
Capital One	Monthly Loan Pymt	5100-832-000-00	\$	19,643.69
Dex Media	Advertising Services	2620-530-000-00	\$	466.14
Duquesne Light Co.	Electric/Unmetered	2620-622-000-00	\$	295.33
Gleason Agency	Worker's Comp	1190-260-000-00	\$	19,341.75
Madison National Life	Income Insurance	0493-214-000-00	\$	1,439.64
Pacific Telemanagement	Pay Phones	2620-530-000-00	\$	89.06
School Claims Service	Life Insurance/December 2015	0421-100-000-00	\$	2,806.55
The Huntington Bank	Loan Payment	5100/832/911-00	\$	26,935.89
U.S. Postal Service	Postage	2540-530-000-00	\$	1,500.00
Verizon Wireless	Cell Phones	2620-530-000-00	\$	94.87
W.P.J.W.A.	Water & Sewage/We	2620-424-000-00	\$	1,447.69
WPHSGSCA	Soccer Assoc Dues/Banquet	3250-810-000-30	\$	175.00

Bills for Ratification **\$ 1,557,965.68**

Batch 6 **\$ 536,549.26**

Total Bills for Approval & Ratification **\$ 2,094,514.94**

FEDERAL PROGRAMS BILL LIST FOR DECEMBER 2015

Title I	Title I	Description	Amount
Purchase Order	Company		
TI 15-100	QUILL CORP.	20 REAMS OF VARIOUS COLORS OF BRIGHT COLOR PAPER - 3 ACAD. WALL CALENDARS	397.06
TI 15-101	REIMB. E.A.S.D.	VARIOUS MATERIALS FOR PROF. DEV ACTIVITIES AND COMPUTER SUPPLIES FOR LABS	2,740.22
TI 15-102	REIMB. E.A.S.D.	BALANCE OF 14 - 15 SALARIES FOR TI STAFF AND COVERAGES	5,407.72
TOTAL TITLE I PROJECT YR. 14 - 15			\$ 8,545.00

Title I	Title I	Description	Amount
Purchase Order	Company		
TI 16-08	REIMB. E.A.S.D.	PAYROLL FOR 11/20	14,318.35
		SS FOR 11/20	887.86
		MC FOR 11/20	207.65
		RET. FOR 11/20	3,699.87
TI 16-09	REIMB. E.A.S.D.	PAYROLL FOR 12/4	14,318.35
		SS FOR 12/4	887.86
		MC FOR 12/4	207.65
		RET FOR 12/4	3,699.87
TI 16-10	RAPTOR	2 BOXES OF PARTOR MULTI-BOX LABELS FOR TARDIES AND VISITORS	220.00
TI 16-11	W.B.MASON	4 REAMS OF COLORED CARD STOCK; TICKLE FILE 1-31 & MONTHS, DVDS	143.60
TI 16-12	OFFICE DEPOT	PENCIL SHARPENERS, LABEL MAKER, LINED POST-IT NOTES	163.69
TI 16-13	REIMB. E.A.S.D. CAFÉ	COUPON REWARDS AND INCENTIVES (SNACK SHACK) PAWSITIVE BEHAVIOR	80.00
TOTAL TITLE I PROJECT YR. 15 - 16			\$ 38,834.75

Title II Pt. A	Title II Pt. A	Description	Amount
Purchase Order	Company		
TII PTA 15-03			
TOTAL TITLE II PT. A 15 - 16			\$ -

**2016 ALLEGHENY INTERMEDIATE UNIT RESOLUTION
AUTHORIZING PARTICIPATION BY**

East Allegheny School District

(Name of School District, Vo-Tech Joint Committee, Intermediate Unit, etc.)

IN CREATION AND OPERATION OF A JOINT PURCHASING BOARD

WHEREAS material savings in cost of preparing specifications and advertising for bids for school supplies, as well as bulk price advantages, are frequently obtainable by joint purchasing arrangements entered into by a number of school districts or school agencies in the same area; and an agreement entitled "Joint Purchase Agreement," in form as prepared by the Allegheny Intermediate Unit and as presented at this meeting, would afford this

East Allegheny School District

(Name of School District, Vo-Tech Joint Committee, Intermediate Unit, etc.)

an opportunity, if a Participant therein, to OPTIONALLY enjoy these possible joint purchasing benefits, but without being required to participate in any bidding thereunder.

THEREFORE, in order to obtain the possible advantages of joint purchasing of school supplies,

BE IT RESOLVED that the East Allegheny Board of School Directors

(Name of Board of Directors of District, Vo-Tech, Joint Committee, IU, etc)

of the East Allegheny School District

(Name of School District, Vo-Tech, Joint Committee, Intermediate Unit, etc.)

hereby approves said Joint Purchase Agreement and authorizes this

School District

(School District, Vo-Tech Committee, Intermediate Unit, etc.)

member as a Participant therein, directs that a copy thereof be filed with the minutes of this meeting as part of this Resolution, directs its Secretary to certify to the Executive Director of the Allegheny Intermediate Unit the adoption of this Resolution, together with the names, addresses and official capacities of its regular and alternate member appointees to the Joint Purchasing Board, and directs its proper officers to execute said Agreement on behalf of this

School District

(School District, Vo-Tech Committee, Intermediate Unit, etc.)

CERTIFICATION OF ADOPTION OF RESOLUTION AND OF APPOINTEES

I, the undersigned, Toni Valicenti, Secretary of
the East Allegheny School District Board of School Directors

(Name/Board of Directors of School District, Vo-Tech Committee, Intermediate Unit, etc.)

certify that the foregoing is a true copy of resolution adopted by said

Board

(Board, Committee, Intermediate Unit, etc.)

at a Regular meeting thereof duly held December 7, 2015,
(Regular, Special)

that the vote thereon was _____ in favor and _____ members against, said resolution, and that a record showing each member's vote thereon is set forth in the minutes.

I further certify that said Board designated
(Board, Committee, etc.)

(Name) (Address) (Official Capacity)

(E-Mail Address)

as its REGULAR MEMBER, and

(Name) (Address) (Official Capacity)

(E-Mail Address)

as its ALTERNATE MEMBER, of the Joint Purchasing Board under the Joint Purchase Agreement referred to in said resolution (conditioned upon said Agreement becoming effective).

IN WITNESS THEREOF, I have hereunto set my hand and the seal of said

School District this 7th day of Dec, 2015
(School District, Vo-Tech Committee, Intermediate Unit, etc.)

(Secretary)

**INDEPENDENT CONTRACTOR AGREEMENT
FOR SCHOOL-BASED PEER SUPPORT GROUP FOR
GRIEVING CHILDREN AND ADOLESCENTS**

This Independent Contractor Agreement for School-Based Peer Support Group for Grieving Children and Adolescents is entered into by and between Caring Foundation (“Foundation”) and East Allegheny School District (“School”) as of the last date of signing by a party (“Effective Date”) and will terminate one (1) year from the Effective Date, unless otherwise extended or terminated earlier in accordance with the terms of this Agreement.

BACKGROUND

- A. The Foundation is a nonprofit corporation that makes available to the community certain grief support services for grieving children, teens and their families through the program known as “Highmark Caring Place, A Center for Grieving Children, Adolescents and Their Families” (the “Program”).
- B. There are currently four (4) Highmark Caring Place locations in Pennsylvania (“Highmark Caring Places”).
- C. Foundation and School wish to provide the Program for children and teens at a school location during or after the school day, as is more fully described below.
- D. Foundation has agreed to assist School in providing the Program in accordance with the terms and conditions set forth in this Agreement and any subsequent amendments.

WHEREAS, Foundation and School wish to provide the Program, including certain support Services, pursuant to this Agreement and in accordance with the terms and conditions set forth herein;

NOW, THEREFORE, in consideration of the mutual promises, conditions and covenants set forth herein, Foundation and School, each intending to be legally bound, agree as follows:

1. Purpose and Scope

The Program is designed to provide a safe environment for children and teens enrolled as students of the School (collectively, “Students”) to be with peers who are also grieving, and allow them to express their feelings related to the death and to share memories of the person who died. Through this process it is hoped that the Students will learn they are not alone; become familiar with peers who understand what they are going through so they can go to them for support, if needed; and learn healthy coping mechanisms. School(s) will be trained in the Caring Place model of peer group support; however, neither the Foundation nor the Caring Place will be responsible for any future performance or use of the model or any changes to the model when applied in future groups.

2. Program Requirements

2.1 School agrees to support and provide the facilities, services and School staff necessary to make the Program successful. School will provide to Foundation all policies with which Foundation must comply with regard to the Program and while on School property. The School policies are attached hereto as Exhibit A (“School Policies”).

2.2 Foundation agrees to support and provide the services and Caring Place staff necessary to make the Program successful. Foundation will provide to School all Program guidelines and requirements with which the School must comply with regard to the Program. The Program guidelines and requirements are attached hereto as Exhibit B (“Caring Place Guidelines for School-Based Peer Support Groups”).

3. School Services

School hereby agrees that it will provide the services, including facilities and personnel, described in Exhibit C (“Statement of Work - Services”), attached hereto and made part hereof (collectively, “Services”). Exhibit C may be amended from time to time, as agreed to by the parties. School agrees that it will provide such Services solely in the manner approved by Foundation. School shall provide, prior to the effective date of this Agreement, documentation to Foundation, which shall be satisfactory to Foundation in its discretion, of School’s authorization to perform the Services. Without limiting the foregoing, any required documentation is listed in Exhibit B.

4. Key Personnel

4.1 School and its employees shall perform the Services hereunder or, if permitted by Foundation in writing, shall use other qualified individuals to perform all or part of School’s obligations. To the extent that School engages other individuals to perform any or all of its obligations, all such individual employees, subcontractors or agents (“Key Personnel”) shall be properly qualified and appropriate to deliver the Services. Upon request, School shall provide to Foundation any documentation with respect to any such Key Personnel prior to such Key Personnel performing any Services.

4.2 The primary Key Personnel required for the Program are a School staff group Co-Facilitator and substitute School group Co-Facilitator who will work with Caring Place staff. The responsibilities of the School staff group Co-Facilitators are set forth in Exhibit B.

4.3 All Key Personnel shall be reasonably acceptable to Foundation. If Foundation, in its good faith judgment, is dissatisfied with the performance of any Key Personnel, School shall substitute another qualified individual to take the place of such Key Personnel, which qualified individual shall then become a Key Personnel for all purposes hereunder.

4.4 School shall require the School staff Co-Facilitators to meet with Caring Place staff to discuss the school-based model prior to facilitation of the group.

4.5 Subject to the foregoing, Key Personnel shall at all times remain under the full, sole and final authority of School with respect to their hiring, compensation, evaluation, scheduling, supervision, discipline, reassignment and discharge. In addition, all Key Personnel shall be under the sole control and direction of School and School shall be solely responsible for all liabilities and expenses associated therewith.

5. Fees and Expenses

Neither party shall pay or be paid for use of the facilities, Services or supplies provided by a party. Notwithstanding the foregoing and to the extent reasonable, Foundation will provide necessary materials and snacks for the Program.

6. Independent School Status

6.1 School acknowledges and agrees that it is an independent contractor and not an employee, partner or joint venturer of Foundation. Neither School nor Foundation shall represent, either directly or indirectly, that School is an employee, agent or legal representative of Foundation, and School shall have no power or authority to bind Foundation, or to act for or on behalf of Foundation. The Services shall be provided under the sole control and direction of School. School shall be responsible for all economic and noneconomic risks incurred in the operation of School's business.

6.2 School and Foundation agree that Foundation will treat School as an independent contractor for purposes of all tax laws (local, state and federal), and will file forms consistent with such status. School agrees that as an independent contractor, neither it nor its Key Personnel are entitled to unemployment benefits from Foundation in the event this Agreement terminates, or workers' compensation benefits from Foundation in the event that School (or any Key Personnel) is injured in any manner as a result of providing, or in connection with providing, the Services. School is solely responsible for estimating, withholding, paying and reporting any and all employment-related local, state or federal taxes for School and the Key Personnel, as applicable. Foundation shall not withhold any taxes or prepare W-2 forms for or on behalf of School or its Key Personnel, if any.

7. No Employee Benefits

School acknowledges and agrees that neither it nor anyone acting on its behalf will receive any employee benefits of any kind from Foundation, whether or not such benefits are subject to ERISA. In addition, School, on behalf of itself and its Key Personnel, if and to the full extent permitted by law, waives any and all rights, if any, to any employee benefits offered by Foundation to any of its employees.

8. Insurance

8.1 School shall obtain, at its own expense, all necessary insurance coverage, with appropriate endorsements, including, without limitation, the following:

- a) Commercial General Liability Insurance, including, without limitation, contractual liability and personal injury liability, with a combined bodily injury and property damage limit of not less than \$1,000,000 for each occurrence. If any Key Personnel are not covered under the Professional or Errors and Omissions Liability Insurance (described below), the Commercial General Liability Insurance must include liability related to the Services performed by such Key Personnel.
- b) Workers' Compensation Insurance, if applicable, as required by law.
- c) With respect to the Key Personnel, unless otherwise covered under the Commercial General Liability Insurance (described above), Professional or Errors and Omissions

Liability Insurance, with liability limits of not less than \$1,000,000 per claim, or such higher amount if required by law; or, in the alternative, evidence, which shall be satisfactory to Foundation in its discretion, that School's agents, consultants or independent contractors maintain in effect such insurance coverage.

d) Any other insurance reasonably required by Foundation.

In the alternative, School may provide written documentation, acceptable to Foundation, describing a structured self-insurance program, which must be approved by Foundation prior to the commencement of the Services hereunder.

8.2 School shall name Foundation, and its affiliates, subsidiaries, directors, officers, employees and agents, as additional insureds to the Commercial General Liability Insurance policy and Professional or Errors and Omissions Liability Insurance policy. Upon request, School shall provide Foundation with proof of compliance, which shall be satisfactory to Foundation in its discretion, with the insurance coverage requirements prior to the effective date of this Agreement, and from time to time thereafter upon Foundation's request therefor. School shall provide Foundation with at least thirty (30) days' prior written notice of any cancellation, nonrenewal, or significant change in coverage or policy. If any such policy is on a "claims made" basis, upon termination of this Agreement, School shall either purchase adequate "tail" coverage to cover all of its activities under this Agreement, or maintain such coverage for a period of not less than three (3) years after the termination of this Agreement. By specifying minimum coverage requirements herein, Foundation does not waive its right to recover amounts in excess of such amounts in the event of a claim resulting from or arising out of School's Services provided under this Agreement.

9. Confidentiality

9.1 School hereby acknowledges that during the performance of the Services hereunder, School may obtain information which is highly confidential or proprietary, concerns the business or affairs of Foundation or its affiliates, and is not generally available to the public, including, without limitation, employee, customer, subscriber or provider data; medical information; trade secrets; ; business plans; methods and procedures of operation; the Program Materials (as defined in Exhibit B); and similar proprietary information. School shall: (i) treat, and obligate its Key Personnel to treat, as confidential all such information, whether or not identified as confidential; (ii) use such information only in connection with the Services to be provided under this Agreement and for no other purpose; and (iii) not disclose or distribute any such information or make available any reports, recommendations, or work product which is produced for Foundation to any person or entity, or use it in any manner whatsoever.

9.2 School's duties and Foundation's rights under this Section shall survive the expiration or termination of this Agreement for any reason whatsoever. School agrees that every document or other material provided by Foundation or produced for Foundation in connection with the Services hereunder, including, without limitation, all copies thereof and all documents, and program materials used by any Key Personnel who no longer deliver Services hereunder, will remain the exclusive property of Foundation and will be provided to Foundation promptly at the conclusion of the Services or expiration or termination of this Agreement for any reason whatsoever, or disposed of in a manner required by Foundation upon written direction from a

duly authorized Foundation representative. This provision applies to any material, regardless of media, and applies to working or draft materials, in addition to final products.

9.3 Notwithstanding the foregoing, School may keep and continue to use the Activity Manual and Resource Manual (collectively, “Manuals”) provided by Foundation. However, Foundation will not provide any revisions or updates for the Manuals and will not be responsible for any use by School of the Manuals. After expiration or termination of this Agreement, School will not use the Foundation or Caring Place name or assert or advertise that it is using the Caring Place model of peer group support. Notwithstanding the foregoing, School may continue to use the Caring Place model or apply it in developing the School’s own model.

9.4 The parties hereto hereby acknowledge and confirm that the breach of any of the provisions of this Section will result in irreparable harm to Foundation which may not be adequately remedied by money damages. In addition to any other rights or remedies that may be available at law or otherwise, the provisions of this Section may be enforced by temporary or permanent injunctive relief, without any showing of irreparable harm or posting of any bond.

10. Compliance with Laws

The parties intend that all activities under this Agreement be in compliance with all applicable laws and regulations. If any new law or regulation, or any interpretation of any existing law or regulation by any governmental authority, renders any activity hereunder illegal, unenforceable or noncompliant, then, notwithstanding any provision in this Agreement requiring mutual consent for amendments, Foundation may amend this Agreement to achieve compliance with such new law in accordance with this Section. Foundation shall notify School in writing at least thirty (30) days before the effective date of any such amendment. If Foundation does not receive a written objection to the proposed amendment before the effective date stated in the notice, School shall be deemed to have accepted the amendment.

11. Nondiscrimination

School, in providing the Services, shall not discriminate against any employee or applicant for employment on the basis of the individual’s race, gender, religion, ethnicity, national origin, color, age, disability, military status, or other protected status.

12. Conflicts of Interest

School acknowledges that it has the responsibility of avoiding potential conflicts of interest and situations which may afford the appearance of impropriety. School represents that there is no conflict between its obligations under this Agreement and the terms of any other contract, agreement or relationship to which it is subject. School agrees not to enter into a conflicting contract, agreement or relationship during the term of this Agreement and to bring to the attention of Foundation at the earliest possible time any possible conflict of interest.

13. Publicity and Use of Name

13.1 Foundation shall have the right to publicize, in its marketing communications and educational materials (collectively, “Marketing Materials”), the Services to be provided to Students hereunder, including, without limitation, the use of School’s name and logo, if any. Foundation agrees to provide to School, for School’s review prior to use, any Foundation Marketing Materials. If School objects to Foundation’s Marketing Materials for any reason,

School shall notify Foundation within five (5) business days of School's receipt of same. Notwithstanding the foregoing, Foundation shall not use in any manner any name, service mark or logo owned or used by School, or any affiliate or successor of School, without the prior written consent of School, or such affiliate or successor.

13.2 School shall have the right to publicize in its Marketing Materials the Services it will be providing to Students and Foundation's involvement. School agrees to provide to Foundation, for Foundation's review prior to use, any School Marketing Materials including, but not limited to, any and all communications to parents, guardians, teachers, or other school staff. If Foundation objects to School's Marketing Materials for any reason, Foundation shall notify School within five (5) business days of Foundation's receipt of same. Notwithstanding the foregoing, School shall not use in any manner any name, service mark or logo owned or used by Foundation, or any affiliate or successor of Foundation, without the prior written consent of Foundation, or such affiliate or successor.

14. Indemnification

14.1 School shall indemnify, defend and hold harmless Foundation, and its officers, directors, employees, agents, affiliates, successors and assigns, against any loss, judgment, damage, liability, claim, penalty, amount paid in settlement, cost and expense (including, without limitation, reasonable attorneys' fees and expenses) incurred by Foundation or any of the foregoing that results from or arises in any manner out of this Agreement and the obligations of School hereunder. This Section shall survive the expiration or termination of this Agreement for any reason whatsoever.

14.2 Foundation shall indemnify, defend and hold harmless School, and its officers, directors, employees, agents, affiliates, successors and assigns, against any loss, judgment, damage, liability, claim, penalty, amount paid in settlement, cost and expense (including, without limitation, reasonable attorneys' fees and expenses) incurred by School or any of the foregoing that results from or arises in any manner out of this Agreement and the obligations of Foundation hereunder. This Section shall survive the expiration or termination of this Agreement for any reason whatsoever.

16. Records Retention

School shall maintain accurate records pertaining to the provision of the Services and in support of its charges to Foundation therefor. Foundation shall have the right to review such records for the purpose of continuing care after reasonable notice and during regular business hours. School shall preserve such records for twelve (12) months after termination or expiration of this Agreement or for such longer period as may be required by law.

17. Term and Termination

17.1 This Agreement shall remain in effect for one (1) year from the Effective Date unless otherwise extended or terminated earlier in accordance with the provisions of this Agreement.

17.2 Except as provided below, either party may terminate this Agreement upon sixty (60) days' prior written notice to the other party.

17.3 Foundation may terminate this Agreement immediately if Foundation makes a reasonable determination that School has breached this Agreement, and that School has not cured such breach to Foundation's satisfaction within thirty (30) days of specific notice detailing the breach.

17.4 Upon termination of this Agreement for any reason whatsoever, School shall discontinue all delivery of the Programs and shall return or dispose of all confidential or proprietary information.

18. Dispute Resolution

In the event of any dispute arising out of or relating to this Agreement, including any claim by an employee, subcontractor or agent of School, but not including a claim by Foundation to enforce the Confidentiality and Publicity and Use of Name Sections, Foundation and School agree to meet and negotiate in good faith to resolve any such dispute. In connection therewith, each party will provide to the other all reasonably requested information as is relevant to resolution of the dispute.

19. Assignability

This Agreement and all rights and obligations of the parties hereunder shall be binding on all successors and assigns of the parties hereto; provided, however, that School shall not assign or transfer its rights or obligations hereunder without the prior written consent of Foundation. Any attempted assignment by School shall be null and void.

20. Legality

It is the intention of the parties hereto that the provisions of this Agreement be enforceable to the fullest extent permissible under applicable law, but that the unenforceability (or modification to conform to such law) of any such provision or provisions not render unenforceable, or impair, the remaining provisions hereof. If any provision or provisions hereof are deemed invalid or unenforceable, either in whole or in part, this Agreement shall be deemed amended to delete or modify, as necessary, the offending provision or provisions, and to alter the bounds thereof, in order to render such provision or provisions valid and enforceable. Each and every provision set forth herein is hereby declared to be severable.

21. Waiver of Agreement

No failure by either party to exercise any power or right granted under this Agreement, or to insist upon strict compliance by the other party with the terms hereof, and no custom or practice of the parties at variance with the terms hereof, shall constitute a waiver of a party's right to demand full and exact compliance by the other party with the terms hereof.

22. Forced Work Stoppage/Force Majeure

Neither party shall be liable for any failure to perform its obligations under this Agreement if prevented from doing so by a cause or causes beyond its control. Without limiting the generality of the foregoing, such causes include acts of God or of the public enemy, fires, floods, storms, earthquakes, pandemics, riots, strikes, lockouts, wars or war operations, restraints of government or other cause or causes which could not, with reasonable diligence, be controlled or prevented by the party ("Force Majeure Event"). If a party relies on any of the foregoing as a reason or failure, default or delay in performance, it shall give to the other party prompt written notice of

the facts that constitute such Force Majeure Event, when it arose, and when it is expected to cease.

23. Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the Commonwealth of Pennsylvania, without regard to its conflict of laws provisions. Any action commenced hereunder shall be brought in the courts of the Western District of Pennsylvania or the state courts of Allegheny County, Pennsylvania, as appropriate.

24. Notices

Any notice or communication to be given under this Agreement shall be made in writing and shall be deemed given when personally delivered; when sent by facsimile or electronic mail transmission; or when received by the addressee, if sent by U.S. Postal Service, first class mail, or certified or registered mail, postage prepaid, return receipt requested, or by a nationally recognized overnight delivery service, addressed as follows:

If to Foundation:

Caring Foundation
620 Stanwix Street
Pittsburgh, PA 15222
Attention: Terese Vorsheck

If to School:

East Allegheny School District
1150 Jacks Run Road
North Versailles, PA 15137
Attention:

Each party may adopt a new address by written notice of the change to the other party as set forth above.

25. Entire Agreement

This Agreement contains the entire understanding of the parties hereto regarding the subject matter hereof and supersedes all prior or contemporaneous agreements, understandings, or negotiations, either written or oral, between the parties. The terms and conditions of this Agreement may not be amended, modified or deleted except by a writing signed by authorized representatives of the parties.

[Signatures on following page]

IN WITNESS WHEREOF, the parties, by their duly authorized representatives, have executed this Agreement, effective as of the last date of signing.

Caring Foundation

East Allegheny School District (School)

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

EXHIBIT A
SCHOOL POLICIES

[School should provide and attach any policies that Foundation and Caring Place staff must comply with while on school property.]

EXHIBIT B

CARING PLACE GUIDELINES FOR SCHOOL-BASED PEER SUPPORT GROUPS

1. Purpose and Scope of the Program

The purpose of the Caring Foundation's ("Foundation") School-Based Peer Support Groups for Grieving Children and Adolescents program stems from the Foundation's program known as the "Highmark Caring Place, A Center for Grieving Children, Adolescents and Their Families."

Both programs are designed to address non-complicated grief of children and teens in elementary, middle and high school. However, not all children and teens are able to get to the Caring Place locations for support and thus the School-Based Peer Support Groups Program ("Program") was established to reach these children and teens in their schools. The Program is designed to serve children and teens:

- who have had a family member or friend die at any point of time in their lives;
- who have been identified by a designated staff person at their school as appropriate for the group;
- who are not suffering from symptoms of trauma related to the death;
- who can function appropriately in a peer support group; and
- who have been given permission by their parent or guardian to participate in the group.

The Program is not designed to provide the children and teens counseling or therapy.

2. Goals of the Program

The goals of the Program are to provide a safe environment for grieving children to express their grief and reach children who cannot access the services available at the Highmark Caring Place facilities. In addition, the Foundation hopes to help grieving children identify others in their school to whom they can turn if and when needed; help schools become more "grief friendly"; and provide a format that balances the need for children and teens to process their grief, with the fact that they will need to return to their school activities after group meetings. In addition, Foundation hopes that after completing the Session School will be able to continue the Program on its own.

3. Students

Caring Place staff will work with School to select appropriate students for the Program.

Following are some criteria for student selection:

- Student has experienced the death of a family member or friend;
- Student can manage him/herself in a group setting (has not exhibited recent behavioral concerns within the classroom);
- Student has parental or guardian permission;
- Student expresses an interest in attending peer group meetings;
- Student is believed to have coping skills necessary to return to classroom after peer group meetings.

Following are some criteria that may make a student inappropriate for selection:

- History of potentially inappropriate emotional or behavioral outbursts;

- Student who has had a loss that involves a trauma component;
- The loss has been too recent;
- Recent history of aggression;
- Known significant/serious mental health diagnosis that is not being managed;
- Student does not have parental or guardian permission.

An explanatory letter and application will be sent by school staff to the parent/guardian of each potential group participant. A student will be able to participate in the Program even if an application/assessment has not been completed. However, in order to participate in the Program, all students must have a permission slip signed by their parent or guardian. School is responsible for obtaining the signed permission slip.

4. Peer Group Meetings

A School-based peer group session will consist of six (6) to eight (8) peer group meetings that will coincide with the length of a class period and not to exceed seventy-five (75) minutes. One or two additional meetings will be scheduled as make-up dates in the event a peer group meeting must be cancelled. Foundation will provide materials to assist with the Program, including an Activity Manual and a Resource Manual.

A School peer group must have a minimum of three (3) students to begin and must maintain an average of three (3) students to continue as a peer group. The maximum number permitted for a peer group will be determined on a case by case basis taking into consideration the following factors:

- Age of Students
- Activity level of Students
- Amount of staff support
- Level of need of Students.

The ideal age range for Students in a peer group should not exceed a two (2) year age gap for elementary and middle school, and a three (3) year age gap for high school.

A peer group session will be cancelled if an average of three (3) students per peer group is not maintained; or if either party fails to meet its obligations and the problem cannot be resolved. Reasons for cancelling peer group meetings include weather related concerns; no School facilitator without an identified substitute; no Caring Place staff without an identified substitute; School knows ahead of time that there will be no Students in attendance; School is cancelled or it is a scheduled off day.

Caring Place staff will provide a general curriculum to guide the peer group meetings.

5. Removing a Student from the Peer Group

A Student may be removed from a peer group if:

- Student's behavior consistently disrupts his/her own ability or another Student's ability to benefit from the peer group.
- Student misses more than two (2) peer group meetings.
- Student displays difficulty transitioning from the peer group meeting back to the classroom.
- It becomes apparent that the Student's issues are greater than what can be managed in a peer group meeting.
- Additional support is not available or not a viable solution

If any of the above criteria are met, the Caring Place staff and School Facilitator will meet to discuss the Student. Agreement between both parties is ideal; however, in the case where agreement cannot be reached, Caring Place staff has the right to make the final decision regarding a Student's peer group participation.

Once a decision to remove a student from a peer group session is made, Caring Place staff and School Facilitator will discuss the best way to address the situation with the School Facilitator making the final determination on how it will be handled. At a minimum, for students under age fourteen (14), a parent or guardian must be told verbally of the decision before the student is informed, and all students must be told in person.

EXHIBIT C

STATEMENT OF WORK SERVICES

This Exhibit C is a Statement of Work entered into pursuant to the terms of the Independent Contractor Agreement for School-Based Peer Support Group for Grieving Children and Adolescents (“Agreement”) by and between the Caring Foundation (“Foundation”) and **East Allegheny School District** (“School”) and sets forth the services to be provided and the obligations and responsibilities of the parties.

1. Term of Program

The School-Based Peer Support Group for Grieving Children and Adolescents Program (“Program”) will begin on the Effective Date of the Agreement and end one year later, with the parties to mutually agree in writing upon the specific dates of the Program. School has agreed to work with Foundation in providing the services set forth in this Statement of Work and the Agreement (“Services”). The Program will extend for six (6) to eight (8) weeks with two (2) make-up dates if necessary.

2. Purpose and Scope

The purpose of the Program is to provide a safe environment within a school setting for grieving children and teens in elementary, middle and high school to receive grief support. The Program is not designed to provide the children and teens counseling or therapy.

3. Description of Services

A. School Responsibilities

School shall provide facilities, services and personnel to support the Program. The Program will take place during school hours. The children or teens (collectively “Students”) will attend the Program rather than their regularly scheduled class or activity. Every attempt will be made for the group meeting schedule to be coordinated in such a manner as to minimize the impact on Students’ classes and activity schedules.

1) Facilities

School shall provide a consistent, confidential meeting space (no windows or with blinds) with a lockable closet or cupboard where supplies and projects may be stored between meetings and an area for working on projects (tables or desks). The meeting space should be large enough to accommodate up to ten (10) Students, plus a two adult Co-Facilitators.. Ideally, but not necessarily, the space will include internet access.

2) Key Personnel

School shall provide two (2) people, a Co-Facilitator and a backup Co-Facilitator, to be available for the peer group session. Only one (1) School Co-Facilitator must be available to participate in all peer group meetings. The back-up Co-Facilitator will be available when the Facilitator is not available; however, ideally the Co-Facilitator will participate in at least the first session to meet the Students. Both facilitators should have a desire to participate in the Program and flexible schedules in order to accommodate the changing peer group meeting times. Guidance

counselors, administrators or other appropriate school staff may be among those who will be available for the co-facilitator positions.

School and Co-Facilitators are responsible for providing following Services in a professional and timely manner:

- Be present at all peer group meetings. In case of illness or emergency of the co-facilitator, School will ensure that the previously identified back-up co-facilitator will attend the peer group meeting. If School Co-Facilitator or back-up Co-Facilitator are both unavailable, the group will be cancelled.
- Actively participate in coordinating and preparing for each peer group meeting.
- Actively participate during each peer group meeting.
- Participate with Caring Place staff in peer group review and planning in between peer group meetings.
- Collaborate with Caring Place staff on all aspects of the peer group.
- Complete all necessary paperwork.
- Adhere to all School and Co-Facilitator contractual obligations and Program Guidelines.
- Coordinates and ensures availability of space within school building for peer group meetings.
- Provide appropriate level of communication with all School personnel as needed during and at completion of peer group session.
- Provide appropriate follow up with students as needed during and at completion of peer group session.
- Participate in debriefing with Caring Place staff during and at completion of peer group session.

3) School's General Responsibilities

School and its School Co-Facilitator are responsible for providing the following Services in a professional and timely manner:

- Obtain appropriate approval(s) from School Executives including, where applicable, District Superintendent, School Principal, and/or School Board.
- Identify and provide a willing Facilitator and Co-Facilitator.
- Provide a backup Co-Facilitator in the absence of the primary Co-Facilitator.
- Schedule peer group meetings at varying times once a week for a six (6) to eight (8) week period, so as to be the least disruptive to Students' class schedules and in cooperation with Caring Place Lead Facilitator.
- Provide to Foundation for review all written materials and communications prior to use.
- Provide an agreed upon process for following up with participating Students.
- Provide the required minimum number of peer group Students
- Coordinate all communications with parents or guardians, including talking with them about the peer group, obtaining a signed permission form, and attempting to obtain a completed application.
- Provide appropriate, private space for peer group meetings (same space each week when/if possible).
- Provide necessary guidance to Caring Place staff Lead Facilitator with regard to School policies and procedures.

- Provide necessary communication to, and coordination with, all other School staff regarding Student's participation in peer group meetings.
- Provide timely communication in the event peer group meetings must be cancelled or disrupted.
- Provide evidence of a school crisis plan/process that can be executed if needed.

B. Foundation Responsibilities

Foundation and its Caring Place staff are responsible for the following:

- Provide manuals to School Co-Facilitators and other resources deemed necessary to assist with facilitation of peer group meeting.
- Be present at all peer group meetings. In case of illness or emergency of the Lead facilitator, Foundation will ensure that the previously identified back-up Lead Facilitator will attend the peer group meeting. If the back-up Lead Facilitator is unavailable the group will be cancelled.
- Coordinate preparation for each peer group meeting with School Co-Facilitator.
- Actively participate during each peer group meeting.
- To a reasonable extent, provide necessary materials for meeting projects.
- Participate with School Co-Facilitator in peer group review and planning in between peer group meetings
- Collaborate with School Co-Facilitator on all aspects of the peer group.
- Complete all necessary paperwork.
- Adhere to all Foundation and Caring Place staff contractual obligations and Program Guidelines.
- Follow the model developed by Foundation for school-based, peer group support.
- Provide all materials needed for peer group activities and projects.
- To a reasonable extent, provide food and beverages for the peer group, if applicable, and not against school policy.
- Be available for consultation with School Co-Facilitator regarding peer group Students.
- Provide appropriate follow up with Students as needed during and at completion of peer group session.
- Participate in debriefing with School Co-Facilitator during and at completion of peer group session.
- Complete a Program evaluation.
- After the end of the initial peer support group program, provide weekly telephone consultation during the first subsequent peer support group facilitated solely by school staff.

4. Timelines

The parties anticipate completing the Program within the six (6) to eight (8) week session. If either party anticipates encountering delays in completing the Program in a timely manner the party shall notify the other party promptly in order for the parties to determine how to proceed.

5. Staffing

School, School Co-Facilitators, and Caring Place Lead Facilitators agree to work together in a professional and cooperative manner for the benefit of the Students and the Program.

Furthermore, the parties agree to comply with the School Policies and Caring Place Guidelines for School-Based Peer Support Groups attached to the Agreement.

Logan Elementary Committee Recommendations for Posting

Union Recommendations		Facilitator	Assistant	Assistant	
1.	Positive Behavior Committee	1300	650	650	
2.	Book Fair	900	450		
3.	Science Fair	1100	550	550	
4.	Field Day	1100	550	550	
5.	Read-a-thon	1100	550	550	
6.	Student Council	800	400		
7.	Special Events (Holidays)	1100	550		
	Totals	7400	3700	2300	13400

Principal Recommendation		Facilitator	Assistant	Assistant	
1.	Positive Behavior Committee	1300	650		
2.	Book Fair	900			
3.	Science Fair	1100	550	550	
4.	Field Day	1100	550		
5.	Read-a-thon	1100	550		
6.	Student Council	800	400		
7.	Special Events (Holidays)	1100	550		
	Totals	7400	3250	550	11200

Previous Committees funds based on contract 2014-2015					
Logan	Read-a-thon	1200	750		
	Science Fair	1300	650		
	Student Council	600	600		
GV	STAR	1600			
	Book Fair	700			
	Dr. Suess	1200	600		
	Field Day	1600	1000		
	Science Fair	1300	850		
	Totals	9500	4450		13950