

GENERAL McLANE SCHOOL DISTRICT
Board of Education
Regular Monthly Meeting
January 20, 2010

The Regular Monthly Meeting of the General McLane School District Board of Education convened in session in the Dr. Therese T. Walter Education Center on Wednesday, January 20, 2010 beginning at 6:30 p.m.

Members in attendance were Mr. Bucksbee, Mrs. Greenleaf, Mr. Holman, Mrs. Kushner, Mrs. Okel, Dr. Roth, Dr. Wise and Mrs. Yonkin. Administration present were Mr. Karns, Mr. Scaletta, Mr. Hansen, Mrs. Wagner, Mr. Getz, Dr. Barrett, Mr. Fox and Mrs. Katich. Also present was the Board Solicitor, Mr. McDonald. Seventeen visitors were also present.

**ROLL
CALL**

Mr. Bucksbee led all those present in the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

Mrs. Laura Tighe, community member and parent, addressed the Board concerning multiple incidents involving her daughter that took place on her daughters bus in December and January. Mrs. Tighe asked that district policies be followed in hopes that incidents like those involving her daughter would not happen again.

**RECOGNITION OF
VISITORS**

Mr. Matt Tighe, community member and parent, also addressed the Board regarding his concerns regarding the incidents that his daughter was involved in and also asked that policies in place be followed. Mr. Tighe also spoke to the Board with regard to his open Right to Know appeal.

Mr. Andrew Canfield, community member and parent, asked the Board to consider placing a full-time librarian in the high school and spoke to the benefits of having a librarian available.

Mr. Doug Chaffee, community member and parent, addressed the Board regarding an incident in the Middle School involving his son. Mr. Chaffee asked that his son be permitted to attend the Washington, DC trip coming up and urged the district to take a hard look at problems occurring in the Middle and High School.

Mr. Nathan Kelly and Mr. Paul Teufel, seniors at General McLane High School, thanked the Board for all they do for the students of the districts by putting the needs of the students first. They added that they are proud to be apart of the General McLane community.

Mrs. Betsy Weiss, Guidance Counselor at General McLane High School who is new to the staff, expressed her pleasure at being apart of such a dedicated staff and a wonderful school district. Mrs. Weiss thanked the Board and Mr. Karns for all they do for the students, staff and community.

Mr. Don Farbotnik, community member, addressed the Board regarding a discussion that occurred at the January 13th Study Session regarding a proposal to hire a professional company to perform a satisfaction survey of the GM athletic programs. Mr. Farbotnik urged the money be spent on surveying parents regarding the Kindergaren entrance policy or hiring a school librarian for the high school.

Mrs. Jodie Farbotnik, community member, spoke to the Board regarding her daughter, who has a summer birthday, and her choice to educate her in a private school where she is flourishing along with her brother and her reasons for choosing a private school.

Mrs. Edith Ghere, community member, urged the Board not to spend monies on surveying athletes, to put the monies to better use that would benefit all students.

Mrs. Christine Capozzoli, Technology/Computer Programming Teacher at General McLane High School, expressed how lucky she feels to be apart of the staff at General McLane High School. The thanked the administration and Board for all they do for the entire General McLane community.

Mrs. Okel thanked everyone who spoke for stating their concerns and wanted everyone to know that their concerns and issues are discussed and considered in decisions made by the Board.

A note from the Edinboro Food Pantry, thanking James W. Parker Middle School, for their donation of almost 1,000 pounds of food and donation of \$850 was read by Mrs. Katich. Their donation helped to feed over 200 families in the General McLane community. **CORRESPONDENCE**

At 7:20 p.m., the Board moved into Executive Session for personnel and specific student discipline issues. At 7:58 p.m. the Board moved out of Executive Session and the meeting continued. **EXECUTIVE SESSION**

The Directors were presented with copies of the following minutes: Board Reorganization Meeting of December 2, 2009, the Limited Agenda Meeting of December 2, 2009, the Regular Monthly Study Session of December 2, 2009 and the Regular Monthly Meeting of December 9, 2009. **BOARD MINUTES APPROVED**

Motion: Dr. Wise moved that the minutes of the Board Reorganization Meeting of December 2, 2009, the minutes of the Limited Agenda Meeting of December 2, 2009, the minutes of Study Session of December 2, 2009, and the minutes of the Regular Monthly Meeting of December 9, 2009 be approved as presented. Motion seconded by Mrs. Okel.

Action: Motion approved with all "ayes." Mrs. Buschak was absent.

Mr. Karns presented the Directors with a copy of the "Superintendent's Report" as of January 20, 2010 and proceeded to discuss the items contained thereon. A copy of the "Superintendent's Report" is on file in the Secretary's office. Mr. Karns expressed his pleasure at the level of sportsmanship by players, coaches and fans that was on display during the recent GM vs. East HS boys basketball game. **SUPERINTENDENT'S REPORT -**

The Directors were presented with a copy of the Treasurer's Report as of December 31, 2009 indicating the following balances: **FINANCIAL REPORTS**

Cash and Investments - Beginning of Period	\$12,702,811.44
Cash Receipts	2,150,867.64
Disbursements	<u>5,184,803.87</u>
Cash and Investments - End of Period	\$ 9,668,875.21

A copy of the Treasurer's Report as of December 31, 2009 is attached hereto and becomes part of the official record of the Board.

The Directors were also presented with a listing of Accounts Payable as of January 13, 2010 totaling \$195,662.03. A copy of the Accounts Payable as of January 13, 2010 are attached hereto and becomes part of the official records of the Board.

Motion: Mrs. Okel moved that the Treasurer's Report as of December 31, 2009 and the listing of Accounts Payable as of January 13, 2010 be approved as presented and a copy filed for audit purposes. Motion seconded by Dr. Wise.

Action: Motion approved with all "ayes." Mrs. Buschak was absent.

The Directors were presented with copies of the following: the Revenue Report, the Cafeteria Report, the Athletic Budget Printout Report, the High School Activity Report, the Departmental Funds Report, the Employee Benefit Trust Report, the Capital Reserve Fund Report all as of December 31, 2009. These reports are referenced as FR #2, 5, 6, 7, 8, 9, and 10 respectively. Copies of these reports are on file in the Secretary's office for audit purposes.

OTHER REPORTS

POLICY & FINANCE COMMITTEE MATTERS

Consideration of the Erie County Technical School AVTS budget for school year 2010-2011 was requested for approval. At the January 13, 2010 Study Session the Directors reviewed the budget with the District Representative, Mr. Bucksbee. The District's contribution for 2010-11 is \$326,633. This is an increase of \$6,248 from 2009-10.

ECTS BUDGET APPROVED

Motion: Mrs. Okel moved that the 2010-2011 Erie County Technical School AVTS, budget, as listed above, be approved as presented. Seconded by Mr. Holman.

Action: Motion approved with all "ayes." Mrs. Buschak was absent.

Authorization was requested to approve the following Activity Account:

ACTIVITY ACCOUNT APPROVED

A. Key Club

Motion: Mrs. Okel moved to that the addition to the Activity Account, as listed above, be approved as presented. Seconded by Mr. Holman.

Action: Motion approved with all "ayes." Mrs. Buschak was absent.

Consideration of the Energy Services Agreement was requested. Authorization was requested by the Business Manager to execute all documents necessary with On-Demand Energy, Inc. for the purpose of electricity procurement and other energy related services. On-Demand Energy, Inc. was selected as the preferred energy supplier by Erie County Energy Aggregation Steering Committee, Erie Regional Chamber and Growth Partnership and Western Pennsylvania Intermediate Units. The Energy Services Agreement has a term of 6 months with no cost to the District. The District is under no obligation to implement any recommendations made by On-Demand Energy, Inc.

ENERGY SERVICES AGREEMENT APPROVED

Motion: Mrs. Okel moved that the Energy Services Agreement, as listed above, be approved as presented. Seconded by Mr. Holman.

Action: Motion approved with all "ayes." Mrs. Buschak was absent.

Consideration of approval of a budget transfer was requested.

BUDGET TRANSFER TABLED

A. To:	10-2260-150-000-10-00-000	\$ 7,650
	10-2260-150-000-30-00-000	\$ 7,650
	10-2260-211-000-10-00-000	\$ 1,325
	10-2260-211-000-30-00-000	\$ 1,325
	10-2260-220-000-10-00-000	\$ 585
	10-2260-220-000-30-00-000	\$ 585
	10-2260-230-000-10-00-000	\$ 650
	10-2260-230-000-30-00-000	\$ 650
From:	10-1100-120-000-30-50-000	\$15,300
	10-1100-211-000-30-50-000	\$ 2,650
	10-1100-220-000-30-50-000	\$ 1,170
	10-1100-230-000-30-50-000	\$ 1,300

Transfer was requested to fund Administrative Assistant to the Special Education Supervisor position for

the 2009-2010 fiscal year. Funds will be transferred to the Supervisor of Special Education function from the Middle School Instruction function as discussed at the January 13, 2010 Study Session.

Motion: Mrs. Okel moved that the budget transfer request, as listed above, be approved as presented. Seconded by Mr. Holman

Action: After discussion Mrs. Okel moved that the motion be withdrawn and tabled. Seconded by Mr. Holman.

INSTRUCTION AND CO-CURRICULAR COMMITTEE MATTERS

- Consideration of approval of acceptance of resignations/retirements was requested. **RETIREMENTS/
RESIGNATIONS
APPROVED**
- A. Mrs. Peggy Mimm (Speech/Language Pathologist) had submitted a letter of resignation from her teaching position effective at the end of the 2009-2010 school year. Mrs. Mimm has 29 years of service with the district.
 - B. Mrs. Mary Anne Williams (McKean Elementary School) had submitted a letter of retirement from her teaching position effective at the end of the 2009-2010 school year. Mrs. Williams has 38 years of service with the district.
 - C. Mr. James T. Parker (Edinboro Elementary School) had submitted a letter of retirement from his teaching position effective on or about June 9, 2010. Mr. Parker has 20 years of service with the district.
 - D. Mrs. Karen Hoegerl (McKean Elementary School) had submitted a letter of retirement from her Literacy Coach position effective at the end of the 2009-2010 school year. Mrs. Hoegerl has 34.5 years of service with the district.
 - E. Mrs. Jacqueline Kutz (McKean Elementary School) had submitted a letter of retirement from her teaching position effective at the end of 2009-2010 school year. Mrs. Kutz has 33.5 years of service with the district.
 - F. Mrs. Martha Manchester (McKean Elementary School) had submitted a letter of retirement from her teaching position effective at the end of the 2009-2010 school year. Mrs. Manchester has 34 years of service with the district.
 - G. Mr. Sid Manchester (General McLane High School) had submitted a letter of retirement from his teaching position effective at the end of the 2009-2010 school year. Mr. Manchester has 34 years of service with the district.

Motion: Mrs. Kushner moved that request to the resignation/retirements, as listed above, be approved as presented. Seconded by Mrs. Okel.

Action: Motion approved with all "ayes." Mrs. Buschak was absent.

Consideration of approval of recommendation for employment was requested. **POSITION AND
HIRING APPROVED**

Mrs. Sally Wagner was recommended to fill the newly created position as Special Education Supervisor. The position will become effective July 1, 2010 with salary and benefit continuing on current track.

Motion: Mrs. Kushner moved that the employment of Mrs. Sally Wagner, as listed above, be approved as presented. Seconded by Mrs. Okel.

Action: After discussion Mrs. Kushner moved that the motion be withdrawn. Seconded by Mrs. Okel.

Motion: Mrs. Kushner moved that the creation of a temporary position of Special Education Supervisor, be approved as presented. Seconded by Dr. Wise.

Action: Motion approved with six "aye" votes and two "nay" votes cast by Dr. Roth

and Mrs. Yonkin. Mrs. Buschak was absent.

Motion: Mrs. Kushner moved that the employment of Mrs. Sally Wagner to the newly created temporary position of Special Education Supervisor beginning July 1, 2010 through December 31, 2011, be approved as presented. Seconded by Dr. Wise.

Action: Motion approved with seven "aye" votes and one "nay" vote cast by Mrs. Yonkin. Mrs. Buschak was absent.

Consideration of the following conference request was submitted
for approval:

CONFERENCE REQUEST
APPROVED

Mrs. Diann Smith (Edinboro & McKean Elementary Schools) had submitted a request to attend the Pennsylvania Music Educators Association Conference, Pittsburgh, PA, April 21-24, 2010. A substitute will be required for three (3) days. Reimbursement for \$175 of substantiated expenses as outlined in Agreement with GMEA.

Motion: Mrs. Kushner recommended that conference request, as listed above, be approved as presented. Seconded by Dr. Wise

Action: Motion approved with all "ayes." Mrs. Buschak was absent.

Consideration of the following conference request was submitted
for approval:

CONFERENCE REQUEST
APPROVED

Dr. Stephen Barrett (Curriculum Coordinator) had submitted a request to attend the "Title I Improving Schools Performance Conference," Pittsburgh, PA, January 31-February 2, 2010. No substitute will be required. Funds have been encumbered in the Federal Project 2009-2010 adopted budget and will cover the costs related to this conference.

Motion: Mrs. Kushner recommended that conference request, as listed above, be approved as presented. Seconded by Dr. Wise.

Action: Motion approved with all "ayes." Mrs. Buschak was absent.

Consideration of the following conference requests were submitted
for approval:

CONFERENCE REQUESTS
APPROVED

Mrs. Kim Lohr, Mrs. Cynthia Dillen and Mrs. Amy Berger (Edinboro Elementary School) had submitted a request to attend "Practical Strategies for Teaching Social Skills and Addressing the Challenging Behaviors of Students Autism & Asperger's Syndrome," Erie, PA, February 25, 2010. Substitutes will be required for one (1) day each. Building Staff Development funds have been encumbered in the 2009-2010 adopted budget and will cover the costs related to this conference.

Motion: Mrs. Kushner recommended that conference requests, as listed above, be approved as presented. Seconded by Dr. Wise.

Action: Motion approved with all "ayes." Mrs. Buschak was absent.

Consideration of approval of the following internship was requested.

INTERNSHIP/PRACTICUM
APPROVED

Mr. Brad Wheeler had submitted a request to complete an internship during the spring semester of the 2009-2010 school year in School Administration at James W. Parker Middle School. This internship is one of the requirements of the program at Edinboro University. Mr. Hansen and Mr. Buto have agreed to serve as supervisors of this experience.

Consideration of approval of practicum was requested. Ms. Meredith Gourley had submitted a request to complete a practicum during the spring semester of the 2009-2010 school year in School Psychology in the General McLane School District. This practicum is one of the requirements of the program at

Edinboro University. Mrs. Hardy and Mrs. Snell have agreed to serve as the supervisors of this experience. Act 34, Act 114 and Act 151 clearances are on file.

Motion: Mrs. Kushner recommended that internship for Mr. Brad Wheeler and the practicum of Ms. Meredith Gourley, as listed above, be approved as presented. Seconded by Dr. Wise.

Action: Motion approved with all "ayes." Mrs. Buschak was absent.

Consideration of approval of the following field trips were requested. **FIELD TRIPS APPROVED**

- A. Ms. Kathleen Bakka and Mr. Matthew Laser (James W. Parker Middle School) had submitted a request for the 7th Grade students to travel to Kennywood Park, Pittsburgh, PA, May 26, 2010. The 7th grade teaching staff will attend as chaperones. All costs related to the trip will be covered by the group attending, including transportation by a private carrier.
- B. Mrs. Pam Ostrander, Mrs. Nancy vandenHonert and Mr. John Roden (James W. Parker Middle School) had submitted a request for the 6th Grade students to visit the Cleveland Museum of Art and attend a concert by the Cleveland Symphony Orchestra, Cleveland, OH, April 21 and April 22, 2010 (group will be divided with half attending each day). Mrs. Ostrander, Mrs. vandenHonert and Mr. Roden will attend as chaperones. Costs related to the trip will be covered by the group attending.

Motion: Mrs. Kushner recommended that the field trips, as listed above, be approved as presented. Seconded by Dr. Wise.

Action: Motion approved with all "ayes." Mrs. Buschak was absent.

Consideration of approval of an FMLA Leave was requested. Mrs. Anna **FMLA LEAVE APPROVED**
Rupert (McKean Elementary School) has requested an FMLA leave beginning April 19, 2010 through June 10, 2010. Mrs. Rupert has requested use of all remaining sick and personal days during her leave. A Physician's Certification of Incapacitation has been received. As per Policy 435 and GMEA contract, FMLA leaves shall be deemed a concurrent leave to any other leave to which she is entitled.

Motion: Mrs. Kushner recommended that the FMLA Leave, as listed above, be approved as presented. Seconded by Mrs. Yonkin.

Action: Motion approved with all "ayes." Mrs. Buschak was absent.

Consideration of recommendations for Substitute Teacher List 2009-2010 **SUBSTITUTES**
school year was requested. The following individuals were recommended for **APPROVED**
the Substitute Teacher list. Act 34, Act 114 and Act 151 Background Checks are on file.

Amy Brendlinger	Spanish
Kristen Cospito	Elementary/Early Childhood/Mid-Level Mathematics
Daniel Maynard	English
Traci Shade	School Nurse

The following individuals have been trained through the Northwest Tri-County IU Guest Substitute program and were recommended for the Substitute Teacher List. Guest teachers will be contacted only after all other available substitutes have been exhausted. Areas of certification for Guest Substitutes include Elementary, English, General Science, Health & Physical Education, Mathematics, Office Technologies, Social Studies and Special Education.

Jonathan Miller	Kevin Orr
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Per diem for 2009-2010 is \$75.00/day and \$40.00/half-day.

Motion: Mrs. Kushner recommended that the additions to the Substitute Teacher List for the 2009-10 school year, as listed above, be approved as presented. Seconded by Dr. Wise.

Action: Motion approved with all "ayes." Mrs. Buschak was absent.

Consideration of approval of supplemental contracts 2010-2011 school year were requested. Supplemental Contract appointments are for the 2010-2011 school year only. **SUPPLEMENTAL CONTRACTS APPROVED**

John Guzik, Head Coach, Cross Country	\$5,150.00
Will White, Middle School Coach, Cross Country	3,580.00
Jay Macho, Middle School Coach, Cross Country	3,580.00
Jim Delsandro, Head Coach, Golf	4,825.00
Maura White, Head Coach, Girls Soccer	5,150.00
Tony Fensel, Head Coach, Boys Soccer	5,150.00
Nathan Latimer, Assistant Coach, Boys Soccer	4,200.00
Joe Wagner, Head Coach, Girls Tennis	4,825.00
Jim Wells, Head Coach, Football	7,810.00
Luil Graham, Assistant Coach, Football	6,050.00
Brad Wheeler, Assistant Coach, Football	6,050.00
Bill Frick, Assistant Coach, Football	6,050.00
Tim Campbell, Assistant Coach, Football	6,050.00
Tim Casey, Assistant Coach, Football	6,050.00
Mike Palmer, Middle School Coach, Football	3,580.00
Tim Stumpf, Middle School Coach, Football	3,580.00
Mark Scarpitti, Middle School Coach, Football	3,580.00
Mike Merriam, Head Coach, Volleyball	6,800.00
Pat Regan, Assistant Coach, Volleyball	5,290.00
Monica Fritchman, Coach, Cheerleading – Varsity Football	2,350.00
Michelle Androstic, Coach, Cheerleading – JV Football	2,350.00

Act 34, Act 114 and Act 151 clearances and CPR and First Aid certificates are on file.

Motion: Mrs. Kushner recommended that the Supplemental Contracts, as listed above, be approved as presented. Seconded by Dr. Wise.

Action: Motion approved with all "ayes." Mrs. Buschak was absent.

Consideration of approval of volunteer assistant was requested. **VOLUNTEER ASSISTANT APPROVED**
Eric Campbell had volunteered to assist with the wrestling program. Act 34, Act 114 and Act 151 clearances are on file.

Motion: Mrs. Kushner recommended that the Volunteer Assistant, as listed above, be approved as presented. Seconded by Dr. Wise.

Action: Motion approved with all "ayes." Mrs. Buschak was absent.

Consideration of approval of Letter of Appointment was requested. **LETTER OF APPOINTMENT APPROVED**
Mrs. Carol Blount was recommended for a Letter of Appointment to fill a part-time (50%) Social Studies position at General McLane High School. Salary will be Step 2, Bachelor's (pr rated). This position is for the third quarter of the 2009-2010 school year only. If the position is to become permanent it will be posted as per the Agreement with GMEA. The position has been included in the adopted 2009-2010 budget.

Motion: Mrs. Kushner recommended that the Letter of Appointment, as listed above, be approved as presented. Seconded by Dr. Wise.

Action: Motion approved with all "ayes." Mrs. Buschak was absent.

BUILDINGS, GROUNDS & TRANSPORTATION

Consideration of approval of recommendations for hiring - non-instructional employees was requested as follows: **HIRINGS APPROVED**

- A. Deborah Hess was recommended as a Cafeteria Helper.
- B. Larry Carullo was recommended as a Bus Driver.
- C. Jessica Weir was recommended as a Life Skills Support Aide at the Middle School.
- D. Jennifer Mallory was recommended as a 5-hour Housekeeper at the Middle School.

Wages will be in accordance with the wages and benefits approved for school year 2009-2010. Current Act 34, 114 and 151 clearances are on file.

Motion: Mr. Holman recommended that the hiring of non-instructional employees, as listed above, be approved as presented. Seconded by Mrs. Okel.

Action: Motion approved with all "ayes." Mrs. Buschak was absent.

Consideration of approval of creation of an Administrative Assistant to the Special Education Supervisor position was requested. **POSITION APPROVED**

Motion: Mr. Holman recommended that the creation of a new position, as listed above, be approved as presented. Seconded by Mrs. Okel.

Action: Motion approved with seven "aye" votes and one "nay" vote cast by Dr. Roth. Mrs. Buschak was absent.

POLICY & FINANCE COMMITTEE MATTERS (cont.)

Consideration of approval of a budget transfer was requested. **BUDGET TRANSFER APPROVED**

A. To:	10-2260-150-000-10-00-000	\$ 7,650
	10-2260-150-000-30-00-000	\$ 7,650
	10-2260-211-000-10-00-000	\$ 1,325
	10-2260-211-000-30-00-000	\$ 1,325
	10-2260-220-000-10-00-000	\$ 585
	10-2260-220-000-30-00-000	\$ 585
	10-2260-230-000-10-00-000	\$ 650
	10-2260-230-000-30-00-000	\$ 650

From:	10-1100-120-000-30-50-000	\$15,300
	10-1100-211-000-30-50-000	\$ 2,650
	10-1100-220-000-30-50-000	\$ 1,170
	10-1100-230-000-30-50-000	\$ 1,300

Transfer was requested to fund Administrative Assistant to the Special Education Supervisor position for the 2009-2010 fiscal year. Funds will be transferred to the Supervisor of Special Education function from the Middle School Instruction function as discussed at the January 13, 2010 Study Session.

Motion: Mrs. Okel moved that the budget transfer request, as listed above, be approved as presented. Seconded by Mr. Holman

Action: Motion approved with all "ayes." Mrs. Buschak was absent.

BUILDINGS, GROUNDS & TRANSPORTATION (cont.)

Consideration of approval of recommendation for hiring – non-instructional **HIRING APPROVED** employee was requested. Janie Cochran was recommended to fill the newly created position of Administrative Assistant to Special Education Supervisor. Salary will be in accordance with the salary and benefits approved for school year 2009-2010. Current Act 34, 114 and 151 clearances are on file.

Motion: Mr. Holman recommended that the hiring of non-instructional employee, Janie Cochran, as listed above, be approved as presented. Seconded by Mrs. Okel.

Action: Motion approved with all “ayes.” Mrs. Buschak was absent.

Consideration of approval of recommendation for hiring - non-instructional **HIRING APPROVED** employee was requested. Anna Campoli was recommended as the Administrative Assistant to the Curriculum Coordinator. Annualized salary will be \$29,798 and benefits will be in accordance with the benefits approved for school year 2009-2010. Current Act 34, 114 and 151 clearances are on file.

Motion: Mr. Holman recommended that the hiring of non-instructional employee, as listed above, be approved as presented. Seconded by Mrs. Okel.

Action: Motion approved with all “ayes.” Mrs. Buschak was absent.

Recommendations for hiring, substitute non-instructional employees was **SUBSTITUTE APPROVED** requested. Kim Richardson and Trenton Amoroso were recommended as substitute employees. Wages will be in accordance with the wages and benefits approved for school year 2009-2010. Current Act 34, 114 and 151 clearances are on file. Substitute employees do not receive paid benefits nor do they acquire any prior claim to or priority interest in any full time openings that may occur.

Motion: Mr. Holman recommended that Kimm Richardson and Trenton Amoroso be added to the Non-Instructional Substitute List be approved as presented. Seconded by Mrs. Okel.

Action: Motion approved with all “ayes.” Mrs. Buschak was absent.

Consideration of ratification of FMLA Leave request – non-instructional **FMLA LEAVES RATIFIED** employees were requested. A request was received from Lisa Tomasik for a FMLA leave effective January 15, 2010 through January 30, 2010. A request was received from Jack Elder for a FMLA leave effective December 15, 2009 for approximately 2 weeks. As per Policy 535, FMLA leaves shall be deemed a concurrent leave to any other leave to which he/she is entitled.

Motion: Mr. Holman recommended that the requests for FMLA leave, as listed above, be ratified as presented. Seconded by Mrs. Okel.

Action: Motion approved with all “ayes.” Mrs. Buschak was absent.

Consideration of approval of an FMLA Leave request – non-instructional **FMLA LEAVE APPROVED** employee was requested. A request had been received from Wendy Schau for a FMLA leave effective January 25, 2010 for approximately 6 weeks. As per Policy 535, FMLA leaves shall be deemed a concurrent leave to any other leave to which he/she is entitled.

Motion: Mr. Holman recommended that the request for FMLA leave, as listed above, be approved as presented. Seconded by Mrs. Okel.

Action: Motion approved with all “ayes.” Mrs. Buschak was absent.

Consideration of ratification of Unpaid Leave of Absence was requested. **UNPAID LEAVE RATIFIED**
Sally Kerner, bus driver, had submitted a request for an unpaid leave of absence from January 4, 2010 to January 29, 2010. This request is consistent with Policy 536 (Personal Necessity Leave) and 530 (Uncompensated Leave).

Motion: Mr. Holman recommended that the request for Unpaid leave, as listed above, be ratified as presented. Seconded by Mrs. Okel.

Action: Motion approved with all "ayes." Mrs. Buschak was absent.

Consideration of ratification of retirement – non-instructional **RETIREMENT RATIFIED**
employee was requested. Jack Elder had submitted his letter of retirement as a Housekeeper effective January 4, 2010 with 11 years of service.

Motion: Mr. Holman recommended that the retirement, as listed above, be ratified as presented. Seconded by Mrs. Okel.

Action: Motion approved with all "ayes." Mrs. Buschak was absent.

Consideration of authorization to request proposals for Student Information System was requested. The Business Manager was requesting **AUTHORIZATION TO REQUEST PROPOSALS**
authorization to obtain proposals for replacement of the MacSchool student information **APPROVED**
system. Pearson Education, Inc. is discontinuing software maintenance and support effective August 31, 2010.

Motion: Mr. Holman recommended that the authorization to request proposals, as listed above, be approved as presented. Seconded by Mrs. Okel.

Action: Motion approved with all "ayes." Mrs. Buschak was absent.

Consideration of authorization of approval for use of bus requests were **USE OF BUS REQUESTS**
requested. **APPROVED**

- A. Edinboro University of PA/Meadville Partnership Program by Professor Umeme Sababu; one bus to transport students to and from the Erie Metropolitan Transportation Hub; January 23, 2010; 12:45 p.m. to 7:30 p.m.
- B. Grace Church by Derek Sanford; two (2) buses to transport families to various non-profit locations in Erie; January 30, 2010; 8:30 a.m. – 12:30 p.m.

Charges will be \$14.27 per hour and \$1.25 per mile.

Motion: Mr. Holman recommended that the use of bus requests, as listed above, be approved as presented. Seconded by Mrs. Okel.

Action: Motion approved with all "ayes." Mrs. Buschak was absent.

Consideration of approval of use of school property was requested. **USE OF SCHOOL PROPERTY**
PIAA District X Committee by Ken Walker; High School main gym and locker rooms **APPROVED**
for various dates and times February 6 through March 12, 2010 as needed for District X and Inter District Basketball Playoffs. The gym would not be available any nights the district has school related activities scheduled. Fees will be as follows:

- 1) \$30.00 will be charged for the gymnasium for each day it is used.
- 2) \$10.00 will be charged for each locker room for each day used.
- 3) \$20.00 per hour will be charged for a custodian on weekends and holidays.
- 4) \$35.00 per hour for a site manager.

All other conditions for use in the prior year would be applicable.

Motion: Mr. Holman recommended that the use of school property, as listed above, be approved as presented. Seconded by Mrs. Okel.

Action: Motion approved with all "ayes." Mrs. Buschak was absent.

Copies of the minutes of the October 28, 2009 meeting were provided to Board Members.

INTERMEDIATE UNIT REPORT

Copies of the minutes of the December 15, 2009 meeting were provided to Board Members

VO-TECH REPORT

No report was given.

LEGISLATIVE REPORT

Mr. Don Farbotnik, community member, commented on the creation and filling the Special Education Supervisor position and inquired why it was created as a temporary position and not permanent.

RECOGNITION OF VISITORS

Mr. Matt Tighe, community member and parent, commented on several items which included the bullying policy, filling of vacancies and coverage by the Superintendent at Edinboro Elementary School in Mrs. Wagner's absence.

Motion: Mrs. Okel moved that Mrs. Mona Buschak be appointed to represent the district as a member of the Northwest Tri-County IU Board. Seconded by Mrs. Greenleaf.

OTHER BUSINESS

Action: Motion approved with all "ayes." Mrs. Buschak was absent.

Mrs. Kushner inquired as to the use of procurement cards and how that was proceeding. Mr. Fox explained that to date only one card is active and explained how it is being used and what procedures are in place to monitor the use of the card.

Mr. McDonald addressed the Board regarding procedures and guidelines for conducting the search for a new superintendent.

For information purposes, it was reported that the following meetings had been held since the regularly scheduled Board Meeting of December 11, 2009:

NOTIFICATION OF MEETINGS

A. Regular Study Session, January 13, 2010, 6:30 p.m.

Mr. Bucksbee asked if there was any further business to be presented for consideration and, hearing no response, adjourned the meeting at 9:19 p.m.

ADJOURNMENT

Karen L. Katich, Board Secretary