

GENERAL McLANE SCHOOL DISTRICT

Board of Education
Regular Monthly Meeting
January 15, 2014

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 16, 2013 beginning at 6:30 p.m.

ROLL CALL

Members in attendance were Mr. Bucksbee, Mrs. Crow, Dr. Dobrzynski, Mrs. Eisert, Mrs. Greenleaf, Dr. Rilling and Dr. Wise. Administration present were Mr. Scaletta, Mr. Hansen, Mr. Getz, Mr. White, Mr. Fox and Ms. Orbanek. Also present was the Board Solicitor, Mr. McDonald. Three visitors were also present.

PLEDGE OF ALLEGIANCE

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

RECOGNITION OF VISITORS FOR MATTERS RELATED TO THE AGENDA

Edinboro Elementary Art Teacher Mary Ann Schenck wanted to address the Board regarding her retirement and her teaching career at GMSD. She thanked the Board for their commitment and dedication throughout her years teaching.

COMMUNICATIONS

Ms. Orbanek read the Board a thank-you card from Mrs. Buschak.

PRESENTATION

Mr. Mike Getz, Principal of McKean Elementary School, presented on the learning criteria of the elementary schools – Stretch Learning, Student Engagement, Personal Skill Development and Core Learning.

BOARD MINUTES APPROVED

The Directors were presented with copies of the following minutes: Board Reorganization Meeting of December 4, 2013, the Regular Monthly Study Session of December 4, 2013 and the Regular Monthly Meeting December 11, 2013.

Motion: Dr. Wise moved that the minutes of the Board Reorganization Meeting of December 4, 2013, the minutes of Study Session of December 4, 2014 and the minutes of the Regular Monthly Meeting of December 11, 2013 be approved as presented. Motion seconded by Mrs. Greenleaf.

Action: Motion approved with all “ayes.” Mrs. Buschak and Mrs. Kushner were absent.

SUPERINTENDENT’S REPORT

Mr. Scaletta presented the Directors with a copy of the “Superintendent’s Report” as of January 15, 2014 and proceeded to discuss the items contained thereon. A copy of the “Superintendent’s Report” is on file in the Secretary’s office.

FINANCIAL REPORTS

The Directors were presented with a copy of the Treasurer’s Report as of December 31, 2013 indicating the following balances:

Cash and Investments - Beginning of Period	\$18,513,231.86
Cash Receipts	2,407,583.19
Disbursements	<u>4,122,063.63</u>

Cash and Investments - End of Period \$16,798,751.44

A copy of the Treasurer's Report as of December 31, 2013 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 9, 2014 totaling \$91,202.70. A copy of the Accounts Payable as of January 9, 2014 is attached hereto and becomes part of the official records of the Board.

Motion: Mrs. Crow moved that the Treasurer's Report as of December 31, 2013 and the listing of Accounts Payable as of January 9, 2014 be approved as presented and a copy filed for audit purposes. Motion seconded by Mrs. Greenleaf.

Action: Motion approved with all "ayes." Mrs. Buschak and Mrs. Kushner were absent.

OTHER REPORTS

The Directors were presented with copies of the following: the High School Activity Report, the Employee Benefit Trust Report, Capital Reserve Fund Report and the Cafeteria Report all as of December 31, 2013. 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.

POLICY & FINANCE COMMITTEE MATTERS

RESOLUTION ON BUDGET AND TAXATION APPROVED

Consideration of Approval of Resolution on Budget and Taxation for Fiscal Year 2014-2015 was requested. The Board of Directors certify that increasing any tax at a rate less than or equal to the established index rate of 2.8% will be sufficient to balance its final budget. The Board of Directors recognize that the District shall not be eligible to seek referendum exceptions under Section 333 (f) of the Taxpayer Relief Act. The Board of Directors certify that the District will comply with the procedures as forth in Section 687 of the Public School Code as it relates to the annual budget for the adoption of its proposed and final budgets. Copies of the Resolution were provided to the Directors at the January 8, 2014 Study Session.

Motion: Mrs. Greenleaf moved that the budget and taxation resolution, as listed above, be approved as presented. Seconded by Dr. Dobrzynski.

Action: Motion approved with all "ayes." Mrs. Buschak and Mrs. Kushner were absent.

FIRST READING APPROVED

Consideration of Approval for a First Reading of School Board Policy Section 222 – Tobacco, Policy Section 323 – Tobacco, Policy Section 351 – Drug and Substance Abuse, Policy Section 610 – Purchases Subject to Bid/Quotation, Policy Section 611 – Purchases Budgeted, Policy Section 805 – Emergency Preparedness, Policy Section 805.2 – Relations with Law Enforcement Agencies, Policy Section 808 – Food Services and Policy Section 904 – Public Attendance at School Events was requested. The Directors received and reviewed a copy of the proposed Policy at the January 8, 2014 Study Session. The above sections are being updated to comply with changes in federal and state laws and regulations and applicable court decisions.

Motion: Mrs. Greenleaf moved that the first reading of Policy 113.2, as listed above, be approved as presented. Seconded by Dr. Dobrzynski.

Action: Motion approved with all "ayes." Mrs. Buschak and Mrs. Kushner were absent.

REAL ESTATE TAX ASSESSMENT APPEAL SETTLEMENT APPROVED

Consideration of Approval of Real Estate Tax Assessment Appeal Settlement was requested. Crown Communications (and related organizations) have taken five (5) appeals before the Erie County Court of Common Pleas in 2004 concerning the assessment of cell towers located within the General McLane School District. Two (2) of these appeals taken by Crown Communications have been discontinued and currently three (3) appeals remain. It is hereby resolved that the joint petition for approval of tax appeal settlement, the stipulation of settlement, and the side agreement pertaining to future appeals are hereby approved in the form as presented during the January 8, 2014 Study Session.

Motion: Mrs. Greenleaf moved that the resolution, as listed above, be adopted as presented.
Seconded by Dr. Dobrzynski.

Action: Motion approved with six "ayes" and one "nay" vote casted by Mrs. Crow. Mrs. Buschak and Mrs. Kushner were absent.

INSTRUCTION AND CO-CURRICULAR COMMITTEE MATTERS

FMLA EXTENSION AND UNPAID LEAVE APPROVED

Consideration of Approval of an FMLA Extension and Unpaid Leave of Absence were requested. Mrs. Rachel Pituch requested an extension to her FMLA leave from January 2, 2014 through the rest of her 12 weeks. Mrs. Pituch took an FMLA leave starting on November 26, 2013. She will switch to an unpaid leave of absence after her 12 weeks is up and remain on an unpaid leave of absence through the end of the 2013-2014 school year. A Physician's Certification of Incapacitation has been received. As per Policy 335 and GMEA contract, FMLA leaves shall be deemed a concurrent leave to any other leave to which she is entitled.

Motion: Dr. Rilling moved that the FMLA extension and unpaid leave as listed above, be approved as presented. Seconded by Mrs. Greenleaf.

Action: Motion approved with all "ayes." Mrs. Buschak and Mrs. Kushner were absent.

SMALL GAMES OF CHANCE APPROVED

Consideration of Approval of Small Games of Chance License 2013-2014 School Year was requested. A request for use of the Small Games of Chance license by the General McLane Boys Basketball boosters has been received. This request is for use of the license by the GM Boys basketball Boosters only. A copy of the license is on file in the Secretary's office.

Motion: Dr. Rilling moved that the Small Games of Chance License, as listed above, be approved as presented. Seconded by Mrs. Greenleaf.

Action: Motion approved with all "ayes." Mrs. Buschak and Mrs. Kushner were absent.

RETIREMENTS APPROVED (RETIREMENT INCENTIVE)

Consideration of Approval of Retirements (Retirement Incentive) was requested. Mrs. Pamela Ostrander (James W. Parker Middle School) submitted a letter of retirement from her position as Middle School Art Teacher effective at the end of the 2013-2014 School Year. Mrs. Ostrander will have 40 years of service within the District. Mrs. Debbie Parker (Edinboro Elementary School) submitted a letter of retirement from her position as Second Grade Elementary Teacher effective at the end of the 2013-2014 School Year. Mrs. Parker will have 36 years of service within the District. Mr. John Kieffer (General McLane High School) submitted a letter of retirement from his position as Technology Education Teacher effective at the end of the 2013-2014 School Year. Mr. Kieffer will have 38 years of service within the District. Mr. Andy Schulz (General McLane High School) submitted a letter of retirement from his position as Social

Studies Teacher effective at the end of the 2013-2014 School Year. Mr. Schulz will have 33 years of service within the District. Mrs. Mary Ann Schenck (Edinboro Elementary School) submitted a letter of

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retirement from her position as Elementary Art Teacher effective at the end of the 2013-2014 School Year. Mrs. Schenck will have 19.55 years of service within the District. Mrs. Christine Capozzoli (General McLane High School) submitted a letter of retirement from her position as Computer Teacher effective at the end of the 2013-2014 School year. Mrs. Capozzoli will have 29 years of service within the District. Mr. John Marszalek (General McLane High School) submitted a letter of retirement from his position as Instrumental Music Teacher effective at the end of the 2013-2014 School Year. Mr. Marszalek will have 39 years of service within the District. These retirees are accepting the Early Retirement Incentive, which was set forth in the Collective Bargaining Unit Resolution as approved in the August 13, 2013 Board Meeting.

Motion: Dr. Rilling moved that the retirements (retirement incentive), as listed above, be approved as presented. Seconded by Dr. Dobrzynski.

Action: Motion approved with all "ayes." Mrs. Buschak and Mrs. Kushner were absent.

RETIREMENTS APPROVED

Consideration of Approval of Retirements was requested. Mrs. Barbara Davies (McKean Elementary School) submitted a letter of retirement from her position as Third Grade Elementary Teacher effective at the end of the 2013-2014 School Year. Mrs. Davies will have 41 years of service within the District. Mr. Timothy Mulholland (James W. Parker Middle School) submitted a letter of retirement from his position as Middle School Language Arts Teacher effective at the end of the 2013-2014 School Year. Mr. Muholland will have 33 years of service within the District.

Motion: Dr. Rilling moved that the retirements, as listed above, be approved as presented. Seconded by Mrs. Greenleaf.

Action: Motion approved with all "ayes." Mrs. Buschak and Mrs. Kushner were absent.

SUBSTITUTES APPROVED

Consideration of Approval of Recommendations for Substitute Teacher List 2013-2014 School Year was requested. The following individual is recommended for the Substitute Teacher list. Act 34, Act 114 and Act 151 Background Checks are on file.

Korey Kilburn

Mathematics

The following individuals have been trained through the Northwest Tri-County IU Guest Substitute program and are 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.

Sarah Karns

Per diem for 2013-2014 is \$75.00/day and \$40.00/half-day.

Motion: Dr. Rilling moved that the substitutes, as listed above, be approved as presented. Seconded by Mrs. Greenleaf.

Action: Motion approved with all "ayes." Mrs. Buschak and Mrs. Kushner were absent.

AUTHORIZATION APPROVED

Consideration for Authorization to Sponsor Camp Invention at Edinboro Elementary School, June 16-20, 2014 from 8:30 - 3:00 p.m. daily was requested. Program curriculum, registration, staff training and marketing is supplied by Invent Now, Inc. General McLane teachers will teach at the camp. Scott Hutchison has agreed to be program director. All costs will be provided by participating students. No cost

will be incurred by the district. General McLane will provide the physical space including five classrooms; cafeteria or gym; access to restrooms, phone and water; and, use of outside play areas. This authorization is accepted upon receipt of an insurance policy.

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Motion: Dr. Rilling moved that the authorization to sponsor Camp Invention, as listed above, be approved as presented. Seconded by Mrs. Greenleaf.

Action: Motion approved with all "ayes." Mrs. Buschak and Mrs. Kushner were absent.

Mr. Daniel Mennow entered the meeting at 7:26 p.m.

AUTHORIZATION APPROVED

Consideration for Authorization to open a Life Skills Class at the High School in the 2014-2015 school year was requested. Student enrollment warrants the High School running its own class. Facilities are already in place to accommodate the class. A Life Skills Teacher position for the High School is hereby created and will be advertised. A copy of the Life Skills Teacher job description is on file.

Motion: Dr. Rilling moved that the authorization to open a Life Skills Class at the High School, as listed above, be approved as presented. Seconded by Mrs. Greenleaf.

Action: Motion approved with all "ayes." Mrs. Buschak and Mrs. Kushner were absent.

FIELD TRIP APPROVED

Consideration of Approval of Field Trip Request was requested. Kathleen Bakka and Matthew Laser (James W. Parker Middle School) have requested permission for the seventh grade students to take a trip to Kennywood Park on May 21, 2014 from 8:30 a.m. until 8:30 p.m. Lessons prior and during the trip will focus on physics, energy, mathematics and creative writing. Cost of the trip, including transportation, will be covered by the group attending.

Motion: Dr. Rilling moved that the field trip request, as listed above, be approved as presented. Seconded by Mrs. Greenleaf.

Action: Motion approved with all "ayes." Mrs. Buschak and Mrs. Kushner were absent.

BUILDINGS, GROUNDS & TRANSPORTATION

PERMISSION TO SOLICIT BIDS APPROVED

Consideration of Approval of Authorization for the Business Manager to Solicit Bids for the Following for 2014-2015 School Year was requested:

- A. (3) 72 Passenger School Buses
- B. (1) 20 Passenger School Bus
- C. (1) 9 Passenger Multi-Purpose Vehicle (MPV)
- D. Art Supplies
- E. Technology Ed Supplies
- F. Custodial Supplies
- G. General Supplies
- H. District Paving and Concrete Repairs
- I. High School Ventilators, Boilers, Windows and Doors

Motion: Mrs. Crow recommended that the bids, as listed above, be approved as presented. Seconded by Dr. Wise.

Action: Motion approved with all "ayes." Mrs. Buschak and Mrs. Kushner were absent.

AUTHORIZATION APPROVED

Consideration of Approval of Authorization to Dispose of Surplus Equipment was requested. Equipment will be sold, auctioned or salvaged as determined by the Business Manager. The following equipment has been determined to be surplus to the needs of the school district.

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- 1.) (75) Band Uniform Pants
- 2.) (375) Band Uniform Coats
- 3.) (175) Band Uniform Hats, Shakos and Boxes.

Motion: Mrs. Crow recommended that the authorization, as listed above, be approved as presented. Seconded by Dr. Wise.

Action: Motion approved with all "ayes." Mrs. Buschak and Mrs. Kushner were absent.

HIRINGS APPROVED

Consideration of Approval of Recommendations for Hiring, Substitute Non-Instructional Employees was requested. Klint Cousins was recommended as a substitute employee. Current Act 34, 114 and 151 clearances are on file. Mark Bitters was recommended as a substitute employee pending a current Act 114 clearance. Current Act 34 and 151 clearances are on file. David Mangiaracina was recommended as a substitute employee pending current Act 34, 114 and 151 clearances. Susan McGlynn was recommended as a substitute employee. Current Act 34, 114 and 151 clearances are on file. Gloria Cannon was recommended as a substitute employee. Current Act 34, 114 and 151 clearances are on file. Wages will be in accordance with the wages and benefits approved for school year 2013-2014. 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: Mrs. Crow recommended that the non-instructional substitute employees as listed above, be approved as presented. Seconded by Dr. Wise.

Action: Motion approved with all "ayes." Dr. Wise abstained.
Mrs. Buschak and Mrs. Kushner were absent.

RESIGNATIONS APPROVED

Consideration of Approval of Ratification of Resignation – Non-Instructional Employee was requested. Paul Bardwell submitted his letter of resignation as a Bus Driver effective December 18, 2013 with 5 years of service. Approval of retirement was also requested. Ronald Dzeskewicz submitted his letter of resignation as a Bus Driver effective March 21, 2014 with 18 years of service.

Motion: Mrs. Crow recommended that the resignations, as listed above, be approved as presented. Seconded by Dr. Wise.

Action: Motion approved with all "ayes." Mrs. Buschak and Mrs. Kushner were absent.

UNPAID LEAVE APPROVED

Consideration of Approval of Unpaid Leave of Absence Request was requested. A request has been received from Diane Parker for an unpaid leave of absence effective February 15, 2014 – April 13, 2014. These requests are consistent with Policy 336 (Personal Necessity Leave) and 339 (Uncompensated Leave).

Motion: Mrs. Crow recommended that the unpaid leave, as listed above, be approved as presented. Seconded by Dr. Wise.

Action: Motion approved with all "ayes." Mrs. Buschak and Mrs. Kushner were absent.

HIRING APPROVED

Recommendation for Hiring – Non-Instructional Employee was requested. Paula Loomis was recommended as an Administrative Secretary in the General McLane High School Office. Salary will be \$24,000. Current Act 34, 114 and 151 clearances are on file. Benefits will be that approved for school year 2013-2014 for Full-Time Salary Employees.

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Motion: Mrs. Crow recommended that the hiring, as listed above, be approved as presented.
Seconded by Dr. Wise.

Action: Motion approved with all “ayes.” Mrs. Buschak and Mrs. Kushner were absent.

INTERMEDIATE UNIT REPORT

Mrs. Eisert reported to the Board that the IU did identify a treasurer for the Board and that the Board would be notified on correspondence 24 hours prior to when Superintendents receive the information.

VO-TECH REPORT

Mr. Bucksbee reported to the Board that the Foundation was approved to be the receiving and sending source of funds for Career Street, which is currently interviewing for the Managing Director. He also reported and invited all Board Members to attend a meeting next week because there will be a presentation on renovations for the ECTS. If the Board decides to pursue the renovations, Mr. Bucksbee reported that they would only be approved if every District voted in the affirmative.

LEGISLATIVE REPORT

No report was given.

RECOGNITION OF VISITORS

Tracy Gremler, a parent and community member in the District, addressed the Board with safety concerns regarding the bus stop location for her children.

OTHER BUSINESS

There was no other business to discuss.

NOTIFICATION OF MEETINGS

For information purposes, it was reported that the following meetings had held since the regularly scheduled Board Meeting of December 11, 2013:

- A. Regular Study Session, January 8, 2014, 6:30 p.m.

ADJOURNMENT

Mr. Bucksbee asked if there was any further business to be presented for consideration and, hearing no response, adjourned the meeting at 7:45 p.m.

Marissa A. Orbanek, Board Secretary