

GENERAL McLANE SCHOOL DISTRICT

Board of Education
Regular Monthly Meeting
December 14, 2016

A properly advertised Regular Monthly Meeting of the General McLane School District Board of Education convened in session in the Conference Room of the Dr. Therese T. Walter Education Center on Wednesday, December 14, 2016 beginning at 6:30 p.m.

ROLL CALL

Members in attendance were Mr. Bucksbee, Mrs. Crow, Mrs. Eisert, Dr. Dobrzynski, Mrs. King and Mr. Pattullo. Administration present were: Mr. Scaletta, Mr. Mennow, Mr. Hansen, Mr. Getz, Mr. Fendya and Ms. Orbanek. Also present was the Board Solicitor, Mr. Jim McDonald, Deputy Sheriff and School Resource Officer Paul Haggerty and one visitor.

PLEDGE OF ALLEGIANCE

Mrs. Crow led all those present in the Pledge of Allegiance.

RECOGNITION OF VISITORS

Mrs. Crow offered the podium for any visitors wishing to discuss matters related to the agenda. After hearing no response, she continued with the meeting.

COMMUNICATIONS

Mrs. Eisert presented a letter from a student.

COMMITTEE OF THE WHOLE MEETING

- A. Electricity Services
- B. Long's School of Dance Lease
- C. Progress on Computer Leasing

Mr. Cannata entered the meeting at 6:43 p.m.

BOARD MINUTES APPROVED

The Directors were presented with copies of the following minutes: Regular Monthly Study Session of November 9, 2016, the Regular Monthly Meeting of November 16, 2016 and the Reorganization Meeting of December 7, 2016.

Motion: Mr. Bucksbee moved that the minutes of the Regular Study Session of November 9, 2016, the minutes of the Regular Monthly Meeting of November 16, 2016 and the minutes of the December 7, 2016 Reorganization Meeting be approved as presented. Motion seconded by Dr. Dobrzynski.

Action: Motion approved with all "ayes." Mrs. Gould, Mr. Schulz and Dr. Wise were absent.

SUPERINTENDENT'S REPORT

Mr. Scaletta presented the Directors with a copy of the "Superintendent's Report" as of December 14, 2016 and proceeded to discuss the items contained thereon.

FINANCIAL REPORTS

The Directors were presented with a copy of the Treasurer's Report as of November 30, 2016 indicating the following balances:

Cash and Investments - Beginning of Period	\$13,911,122.00
Cash Receipts	16,444,655.00
Disbursements	<u>-12,717,659.00</u>
Cash and Investments - End of Period	\$17,638,118.00

The Directors were presented with a listing of Accounts Payable as of December 8, 2016 totaling \$144,575.97. A copy of the listing is attached hereto and becomes part of the official records of the Board.

Motion: Mr. Bucksbee moved that the Treasurer's Report as of November 30, 2016 and the listing of Accounts Payable as of December 8, 2016 be approved as presented and a copy filed for audit purposes.
Motion seconded by Dr. Dobrzynski.

Action: Motion approved with all "ayes." Mrs. Gould, Mr. Schulz and Dr. Wise were absent.

OTHER REPORTS

The Directors were presented with copies of the following: the Revenue Report, the Cafeteria Report, the High School Activity Report, the Employee Benefit Trust Report, and the Capital Reserve Fund Report, all as of November 30, 2015. These reports are referenced as FR #2, 5, 6, 7, 8, 9, 10 and 11, 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 2017-2018 was requested. The Board of Directors certifies that increasing any tax at a rate less than or equal to the established index rate of 3.4% will be sufficient to balance its final budget. The Board of Directors recognizes 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 December 7, 2016 Study Session.

Motion: Dr. Dobrzynski moved that the resolution on budget and taxation for fiscal year 2017-2018 be approved as presented. Motion seconded by Mr. Bucksbee.

Action: Motion approved with all "ayes." Mrs. Gould, Mr. Schulz and Dr. Wise were absent.

FINAL READING APPROVED

Consideration of Approval for a Second and Final Reading – School Board Policy was requested for Policy 609 – Investment of District Funds. The Directors received and reviewed a copy of the proposed Policy at the December 7, 2016 Study Session. Final approval of the proposed Policy is recommended

Motion: Dr. Dobrzynski moved that the second and final reading for School Board Policy 609 was requested. Motion seconded by Mr. Bucksbee.

Action: Motion approved with all "ayes." Mrs. Gould, Mr. Schulz and Dr. Wise were absent.

AUTHORIZATION APPROVED

Consideration of Authorization is requested to approve the Following Activity Accounts was requested.

- A. High School
 - 1. Future Business Leaders of America
- B. Middle School
 - 1. Band

Motion: Dr. Dobrzynski moved that authorization to approve the following accounts be approved as presented. Motion seconded by Mr. Bucksbee.

Action: Motion approved with all "ayes." Mrs. Gould, Mr. Schulz and Dr. Wise were absent.

Motion: Dr. Dobrzynski moved that the resolution on budget and taxation for fiscal year 2017-2018 be approved as presented. Motion seconded by Mr. Bucksbee.

Action: Motion approved with all "ayes." Mrs. Gould, Mr. Schulz and Dr. Wise were absent.

BUDGET TRANSFER APPROVED

Consideration of Approval of Budget Transfer Request was requested for the following:

From: 10-5251-939-000-00-00-000 \$25,000
To: 50-9310-000-000-00-00-000 \$25,000

Transfer is requested to replenish Food Service Fund cash.

Motion: Dr. Dobrzynski moved that the transfer be approved as presented. Motion seconded by Mr. Bucksbee.

Action: Motion approved with all "ayes." Mrs. Gould, Mr. Schulz and Dr. Wise were absent.

INSTRUCTION AND CO-CURRICULAR COMMITTEE MATTERS

TUITION STUDENT RATIFIED

Consideration of Ratification of a Tuition Student was requested. Mr. and Mrs. McEntee have requested that their daughter, Meghan (9th), continue at General McLane High School as a tuition student for the 2016-2017 School Year. The family understands that they are responsible for the District's tuition fee, prorated to November 17. They also understand that they are responsible for transportation

Motion: Mrs. Eisert moved that the request for acceptance as tuition students be approved as presented. Motion seconded by Mr. Pattullo.

Action: Motion approved with all "ayes." Mrs. Gould, Mr. Schulz and Dr. Wise were absent.

FIELD TRIP APPROVED

Consideration of Approval of Field Trip Request was requested. Mr. Matthew Laser and Kathleen Bakka (James W. Parker Middle School) have requested to take seventh graders to Kennywood Park on May 24, 2017. Lessons during the trip will focus on physics and energy, mathematics and creative writing. The cost of the trip, including transportation, will be covered by those attending.

Motion: Mrs. Eisert moved that the field trip request be approved as presented. Motion seconded by Mr. Pattullo.

Action: Motion approved with all "ayes." Mrs. Gould, Mr. Schulz and Dr. Wise were absent.

PRACTICUM STUDENTS APPROVED

Consideration of Approval of Practicum Students were requested. Ms. Emilee DeMay has submitted a request to complete an internship during the 2016-2017 School year at General McLane School District. Mrs. Hardy has agreed to supervise this experience. This practicum is one of the requirements for in the Psychology Program at Edinboro University of Pennsylvania. Ms. Gretchen Witkowski has submitted a request to complete an internship during the 2016-2017 School year at James W. Parker Middle School. Mr. Krizanik has agreed to supervise this experience. This practicum is one of the requirements for in the Special Education program at Western Governors University. All clearances are on file.

Motion: Mrs. Eisert moved that the practicum requests be approved as presented. Motion seconded by Mr. Pattullo.

Action: Motion approved with all "ayes." Mrs. Gould, Mr. Schulz and Dr. Wise were absent.

SCHOOL CALENDAR APPROVED

Consideration of Approval of 2017-2018 School Calendar was requested. Approval is requested to adopt the calendar for the 2017-2018 school year. A draft calendar was shared with the Board at the December 7, 2016 Study Session.

Motion: Mrs. Eisert moved that the 17-18 School Calendar be approved as presented. Motion seconded by Mr. Pattullo.

Action: Motion approved with all "ayes." Mrs. Gould, Mr. Schulz and Dr. Wise were absent.

VOLUNTEER ASSISTANT APPROVED

Consideration of Approval of Volunteer Assistant was requested. The following individual has requested to volunteer with the associated program:

Llyod Koester, Swimming and Diving

The appropriate clearances are on file.

Motion: Mrs. Eisert moved that the volunteer assistant be approved as presented. Motion seconded by Mr. Pattullo.

Action: Motion approved with all "ayes." Mrs. Gould, Mr. Schulz and Dr. Wise were absent.

UNPAID LEAVE EXTENDED

Consideration of Approval of Extended Leave of Absence was requested. Mr. Ray Zimmerman (General McLane High School) has requested to extend his leave of absence through December 22, 2016. Mr. Zimmerman previously requested an FMLA beginning August 25, 2016 for up to 12 weeks.

Motion: Mrs. Eisert moved that the unpaid leave request be approved as presented. Motion seconded by Mr. Pattullo.

Action: Motion approved with all "ayes." Mrs. Gould, Mr. Schulz and Dr. Wise were absent.

SUBSTITUTE APPROVED

Consideration of Approval of Addition to the 2016-2017 Substitute Teacher List was requested. The following individual is recommended for the Substitute Teacher list. Act 34, Act 114 and Act 151 Background Checks are on file.

Trisha Yates Elementary

Per diem for 2016-2017 is \$82.00/day and \$41.00/half-day.

Motion: Mrs. Eisert moved that the substitute teachers be approved as presented. Motion seconded by Mr. Pattullo.

Action: Motion approved with all "ayes." Mrs. Gould, Mr. Schulz and Dr. Wise were absent.

BUILDINGS, GROUNDS & TRANSPORTATION

RETIREMENT APPROVED

Consideration of Approval of Retirement – Non-Instructional Employees was requested. Georgia Calao has submitted her letter of retirement as a Custodial Services Technician I at McKean Elementary School effective December 16, 2016 with 14 years of service. Susan Walker has submitted her letter of retirement as a Personal Care Assistant I at General McLane High School effective December 22, 2016 with 13.5 years of service.

Motion: Mr. Bucksbee moved that the retirement be approved as presented. Motion seconded by Dr. Dobrzynski.

Action: Motion approved with all "ayes." Mrs. Gould, Mr. Schulz and Dr. Wise were absent.

RATIFICATION APPROVED

Consideration of Approval of Ratification of Resignations – Non-Instructional Employees was requested. Tina Klie submitted her letter of resignation as a Food Services Kitchen Assistant I at General McLane High School effective November 15, 2016 with 12 years of service. Paulette Greene submitted her letter of resignation as a Food Services Kitchen Assistant II at McKean Elementary School effective November 25, 2016 with 1 year of service. David Swanson has submitted his letter of resignation as a Bus Driver effective December 9, 2016 with 9 months of service.

Motion: Mr. Bucksbee moved that the resignation be ratified and approved as presented. Motion seconded by Dobrzynski.

Action: Motion approved with all "ayes." Mrs. Gould, Mr. Schulz and Dr. Wise were absent.

FMLA LEAVE RATIFIED

Consideration of Approval of Ratification of FMLA Leave Request – Non-Instructional Employee was requested. A request has been received from Gregory Krautter for an FMLA leave effective November 7 - 14, 2016. As per Policy 335, FMLA leaves shall be deemed a concurrent leave to any other leave to which he/she is entitled.

Motion: Mr. Bucksbee moved that the FMLA be ratified and approved as presented. Motion seconded by Dr. Dobrzynski.

Action: Motion approved with all "ayes." Mrs. Gould, Mr. Schulz and Dr. Wise were absent.

TRANSFER APPROVED

Consideration of Approval of Transfer- Non-Instructional Employees was request. Roberta Horvath has requested a transfer from a Custodial Services Technician I (Part-Time Hourly Support Staff) at McKean Elementary School to a Custodial Services Technician I (Part-Time Hourly Support Staff) at James W. Parker Middle School. Christine Barber has requested a transfer from a Food Services Kitchen Assistant I (Part-Time Hourly Support Staff) at McKean Elementary School to a Food Services Kitchen Assistant II (Part-Time Hourly Support Staff) at McKean Elementary School. Jeanne Willis has requested a transfer from a 3 hour Food Services Kitchen Assistant I (Part-Time Hourly Support Staff) at General McLane High School to a 5 hour Food Services Kitchen Assistant I (Part-Time Hourly Support Staff) at General

McLane High School. Wages and benefits will be that approved for the 2016-2017 school year. Required clearances are on file.

Motion: Mr. Bucksbee moved that the transfers be approved as presented. Motion seconded by Dr. Dobrzynski.

Action: Motion approved with all "ayes." Mrs. Gould, Mr. Schulz and Dr. Wise were absent.

HIRINGS APPROVED

Consideration of Approval of Recommendations for Hiring, Substitute Non-Instructional Employee was requested. David Swanson was recommended as a substitute Bus Driver. Wages and benefits will be that approved for the 2016-2017 school year. Required 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. Bucksbee moved that the hirings be approved as presented. Motion seconded by Dr. Dobrzynski.

Action: Motion approved with all "ayes." Mrs. Gould, Mr. Schulz and Dr. Wise were absent.

SCHOOL PROPERTY APPROVED

Consideration of Approval of Use of School Property was requested. Penn State Fayette Constable Training by Ted Mellows; High School gym and cafeteria; Friday, May 5 – Sunday, May 7, 2017; various times per schedule. Fees will be as follows:

- 1.) Cafeteria - \$12.50/hour
- 2.) Gym - \$12.50/hour
- c.) Custodial - \$20/hour on Saturday and Sunday

Motion: Mr. Bucksbee moved that the use of facility be approved as presented. Motion seconded by Dr. Dobrzynski.

Action: Motion approved with all "ayes." Mrs. Gould, Mr. Schulz and Dr. Wise were absent.

INTERMEDIATE UNIT REPORT

Mrs. Eisert reported that there was no meeting in November and December's meeting was that night, so there was nothing to report.

VO-TECH REPORT

Mr. Bucksbee reported that the ECTS is entering its third year of negotiations with the teachers.

LEGISLATIVE REPORT

There was no report.

GENERAL MCLANE FOUNDATION REPORT

Mrs. Crow reported that the Holiday Arts Fair, one of the biggest events for the Foundation, was extremely successful.

RECOGNITION OF VISITORS

Mrs. Crow offered the podium for any visitors wishing to discuss matters related to the agenda. After hearing no response, he continued with the meeting.

NOTIFICATION OF MEETINGS

For information purposes, it was reported that the following meetings had been held since the regularly scheduled Board Meeting of November 16, 2016:

Board Reorganization Meeting, December 7, 2016, 6:30 p.m.

Regular Monthly Study Session, December 7, 2016, 6:39 p.m.

OTHER BUSINESS

Mr. Fendya reported on a recent bus accident.

Mr. Scaletta recognized McKean Elementary principal Michael Getz on his recent quick actions to help a student having an emergency.

EXECUTIVE SESSION

The Board entered an Executive Session at 7:40 p.m. to discuss negotiations. The Board exited at 8:17 p.m.

ADJOURNMENT

Mrs. Crow asked if there was any further business to be presented for consideration and, hearing no response, wished everyone a happy holiday and adjourned the meeting at 8:17 p.m.

Marissa A. Orbanek Board Secretary