

GENERAL McLANE SCHOOL DISTRICT

Board of Education
Regular Monthly Meeting
November 16, 2016

The 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, November 16, 2016 beginning at 6:30 p.m.

ROLL CALL

Members in attendance were Mr. Bucksbee, Mrs. Crow, Dr. Dobrzynski, Mrs. Gould, Mrs. King, Mr. Pattullo, Mr. Schulz and Dr. Wise. Administration present was: Mr. Scaletta, Mr. Getz, Mr. Mennow, Mr. White, Mr. Hansen, Mr. Fendya, and Ms. Orbanek. Also present was the Board Solicitor, Mr. McDonald, School Resource Officer Mr. Hagerty and eight visitors.

PLEDGE OF ALLEGIANCE

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

RECOGNITION OF VISITOR

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

There were no communications read.

PRESENTATION

Mr. White and Mr. Getz introduced the four AmeriCorps teachers in the District. These teachers then presented on the program and how they are utilized in the schools.

Mrs. Eisert entered the meeting at 6:36 p.m.

BOARD MINUTES APPROVED

The Directors were presented with copies of the following minutes: the Study Session of October 12, 2016 and the Regular Monthly Board Meeting of October 19, 2016.

Motion: Dr. Wise moved that the minutes of the Regular Study Session of October 12, 2016 and the minutes of the Regular Monthly Meeting of October 19, 2016, be approved as presented. Motion seconded by Dr. Dobrzynski.

Action: Motion approved with all "ayes."

SUPERINTENDENTS REPORT

Mr. Scaletta presented the Directors with a copy of the "Superintendent's Report" as of November 16, 2016. 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 October 31, 2016 indicating the following balances:

Fund Balance - Beginning of Period	\$13,911,122.00
Revenues	14,804,631.00
Expenditures	<u>-10,451,550.00</u>
Fund Balance - End of Period	\$18,264,203.00

A copy of the Treasurer's Report of October 31, 2016 is attached hereto and becomes part of the official records of the Board.

The Directors were presented with a listing of Accounts Payable as of November 9, 2016 totaling \$192,476.28. A copy of the listing is attached hereto and becomes part of the official records of the Board.

The Board discussed billing for PTA / PTO / PTSA.

Motion: Dr. Wise moved that the Treasurer's Report as of October 31, 2016 and the listing of Accounts Payable as of November 9, 2016 be approved as presented and a copy filed for audit purposes. Motion seconded by Dr. Dobrzynski.

Action: Motion approved with all "ayes."

OTHER REPORTS

The Directors were presented with copies of the following: the Cafeteria Report, the High School Activity Report, the Employee Benefit Trust Report and the Capital Reserve Fund Report, all as of October 31, 2016. Copies of these reports are on file in the Secretary's office for audit purposes.

POLICY & FINANCE COMMITTEE MATTERS

FIRST READING APPROVED

Consideration of Approval for a First 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 November 9, 2016 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. Gould moved that the first reading for Policy 609 be approved as presented. Motion seconded by Dr. Dobrzynski.

Action: Motion approved with all "ayes."

SECOND READING APPROVED

Consideration of Approval for a Second and Final Reading – School Board Policy was requested for Policy 247 – Hazing. The Directors received and reviewed a copy of the proposed Policy at the October 12, 2016 Study Session. Final approval of the proposed Policy is recommended.

Motion: Mrs. Gould moved that the final reading for Policy 247 be approved as presented. Motion seconded by Dr. Dobrzynski.

Action: Motion approved with all "ayes."

INSTRUCTION AND CO-CURRICULAR COMMITTEE MATTERS

SUBSTITUTE TEACHER ADDITIONS APPROVED

Consideration of Approval of Recommendations for Substitute Teacher List 2016-2017 School Year was requested. The following individuals are recommended for the Substitute Teacher list. Act 34, Act 114 and Act 151 Background Checks are on file.

Karaleigh Foster

Health and Physical Education

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.

Marcella Bruno

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

Motion: Mrs. Eisert moved that the additions to the substitute teacher list be approved as presented. Motion seconded by Dr. Dobrzynski.

Action: Motion approved with all "ayes."

FMLA LEAVE RATIFIED

Consideration of Approval of Ratification of FMLA Leave was requested. Mr. Stephen MacFarlane has submitted a request for an FMLA leave from November 7, 2016 through January 20, 2017. Mr. Bob Santos requested for an FMLA from November 4, 2016 through November 17, 2016. As per Policy 334 and GMEA Contract, FMLA leaves shall be deemed a concurrent leave to any other leave to which she is entitled.

Motion: Mrs. Eisert moved that the FMLA Leave be approved as presented.
Motion seconded by Dr. Dobrzynski.

Action: Motion approved with all "ayes."

VOLUNTEER ASSISTANTS APPROVED

Consideration of Approval of Volunteer Assistants was requested for:

Roy Stauffer (Basketball)

Kellen O'Neill (Basketball)

Act 34, Act 114 and Act 151 clearances are on file.

Motion: Mrs. Eisert moved that the volunteer assistants be approved as presented. Motion seconded by Dr. Dobrzynski.

Action: Motion approved with eight "ayes" and one "nay" casted by Mrs. Eisert.

ALTERATION APPROVED

Consideration for Approval of Alteration to Act 93 Agreement was requested. A board committee met with a representative of the administrators covered under Act 93. It was agreed that current language regarding annual salary adjustments was not working. New language was reviewed by the board at the November study session and deemed appropriate. Change would take effect for the determination of salaries for the 17-18 school year.

Motion: Mrs. Eisert moved that the alteration to the Act 93 Agreement be approved as presented. Motion seconded by Dr. Dobrzynski.

Action: Motion approved with all "ayes".

BUILDINGS, GROUNDS & TRANSPORTATION

RESIGNATION RATIFIED

Consideration of Approval of Ratification of Resignation – Non-Instructional Employee was requested. Jennifer Powell-Thor submitted her letter of resignation as a Cafeteria Helper at McKean Elementary School effective October 21, 2016 with 1 month of service.

Motion: Mr. Bucksbee moved that ratification of the resignation be approved as presented.
Motion seconded by Dr. Wise.

Action: Motion approved with all "ayes".

FMLA RATIFIED

Consideration of Approval of Ratification of FMLA Leave Request – Non-Instructional Employees was requested. A request has been received from Robert Ellwood for an FMLA leave extension effective March 21, 2016 – May 29, 2016. A request has been received from Elizabeth Buckholtz for an FMLA leave effective November 3, 2016 for up to 12 weeks. 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 ratification of the FMLA be approved as presented. Motion seconded by Dr. Wise.

Action: Motion approved with all "ayes".

UNPAID LEAVE RATIFIED

Consideration of Approval of Ratification of Unpaid Leave of Absence Request was requested. A request was been received from Robert Ellwood for an unpaid leave of absence effective May 30 – June 2, 2016 and August 30 – November 3, 2016. This request is consistent with Policy 336 (Personal Necessity Leave) and 339 (Uncompensated Leave).

Motion: Mr. Bucksbee moved that the ratification of the unpaid leave be approved as presented.
Motion seconded by Dr. Wise.

Action: Motion approved with all "ayes".

HIRINGS APPROVED

Consideration of Approval of Ratification of Recommendation for Hiring, Non-Instructional Employees was requested. Lynette Herberg was recommended as a Temporary (1) Year LPN Nurse Aide (Part-Time Hourly Support Staff) at General McLane Service Center. Kathy Yanoshik was recommended as a Cafeteria Monitor (Part-Time Hourly Support Staff) at Edinboro Elementary School. Meghan Chelton was recommended as a Cafeteria Monitor (Part-Time Hourly Support Staff) at McKean Elementary School. Robin Reilly was recommended as a Cafeteria Helper (Part-Time Hourly Support Staff) at McKean Elementary 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 ratification of the hirings be approved as presented. Motion seconded by Dr. Wise.

Action: Motion approved with all "ayes".

FMLA LEAVE APPROVED

Consideration of Approval of FMLA Leave Request – Non-Instructional Employee was requested. A request has been received from Alexandra Stauffer for an FMLA leave effective approximately January 20, 2017 for up to 12 weeks. 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 leave be approved as presented. Motion seconded by Dr. Wise.

Action: Motion approved with all "ayes".

UNPAID LEAVE APPROVED

Consideration of Approval of Unpaid Leave of Absence Request was requested. A request has been received from Hallie Cornell for an unpaid leave of absence effective February 13 – 17, 2017. A request is consistent with Policy 336 (Personal Necessity Leave) and 339 (Uncompensated Leave).

Motion: Mr. Bucksbee moved that the unpaid leave be approved as presented. Motion seconded by Dr. Wise.

Action: Motion approved with all "ayes".

INTERMEDIATE UNIT REPORT

Mrs. Eisert informed that Board that there were concerns on the Erie Public Schools and their request to have a State Representative talk to the Board once Erie's plan is received.

VO-TECH REPORT

Mr. Bucksbee reported that there was no Fall Fest this year.

LEGISLATIVE REPORT

There was nothing to report.

GM FOUNDATION REPORT

Mrs. Crow reported to the Board on the upcoming Holiday Arts Fair.

RECOGNITION OF VISITORS

Mrs. Crow offered the podium for any visitors wishing to discuss school-related issues. After hearing no response, she 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 October 19, 2016:

- A. Regular Board Study Session, November 9, 2016, 6:30 p.m.

EXECUTIVE SESSION

The Board entered an Executive Session at 7:25 p.m. to discuss legal matters.

The Board exited from the Executive Session at 7:43 p.m.

Mrs. Crow reminded the Board about next month's Reorganization Meeting.

ADJOURNMENT

Mrs. Crow 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