

GENERAL McLANE SCHOOL DISTRICT

Board of Education
Regular Monthly Meeting
October 19, 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, October 19, 2016 beginning at 6:30 p.m.

ROLL CALL

Members in attendance were Mr. Bucksbee, Mrs. Crow, Dr. Dobrzynski, Mrs. Gould, Mr. Schulz and Dr. Wise. Administration present were: Mr. Scaletta, Mr. Mennow, Mr. Hansen, Mr. Fendya and Ms. Orbanek. Also present was the Board Solicitor, Jim McDonald, School Resource Office Paul Hagerty and one visitor.

PLEDGE OF ALLEGIANCE

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

Mrs. Eisert and Mr. Pattullo entered the meeting at 6:32 p.m.

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.

PRESENTATION

General McLane High School senior Joel Linebach presented to the Board on his experience at the Governor's School for Science.

BOARD MINUTES

The Directors were presented with copies of the following minutes: Regular Study Session and Limited Agenda Meeting of September 14, 2016 and the minutes of the Regular Monthly Meeting of September 21, 2016.

Motion: Mr. Bucksbee moved that the minutes of the Regular Study Session and Limited Agenda Meeting of September 14, 2016 and the minutes of the Regular Monthly Meeting of September 21, 2016 be approved as presented. Motion seconded by Dr. Dobrzynski.

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

SUPERINTENDENT'S REPORT – MR. SCALETTA

Mr. Scaletta presented the Directors with a copy of the "Superintendent's Report" as of October 19, 2016.

FINANCIAL REPORTS APPROVED

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

Cash and Investment - Beginning of Period	\$13,911,122.00
Cash Receipts	12,303,283.00
Disbursements	<u>7,908,258.00</u>
Cash and Investment - End of Period	\$18,306,147.00

A copy of the Treasurer's Report of September 30, 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 October 12, 2016 totaling \$83,039.48. A copy of the Accounts Payable and accounts paid prior to the

Board Meeting in September 2015 is attached hereto and becomes part of the official records of the Board.

Motion: Mrs. Gould moved that the Treasurer's Report of September 30, 2016, and the Accounts Payable as of October 12, 2016 be approved as presented and a copy filed for audit purposes. Motion seconded by Dr. Wise.

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

POLICY & FINANCE COMMITTEE MATTERS

AUDITED FINANCIAL REPORT APPROVED

Consideration of Acceptance of the Audited Financial Report and Single Audit Report of the School District for the fiscal year ended June 30, 2016 prepared by Buseck, Barger & Bleil, CPA's was requested. Authorization was requested for the Business Manager to advertise such for public inspection for 30 days as required. Copies of the report were made available at the October 12, 2016 Study Session and were reviewed with Valerie Hartley, CPA of Buseck, Barger, Bleil and Co., CPA's

Motion: Mrs. Gould moved that the Financial Report and Single Audit Report, as presented above, be approved. Motion seconded by Dr. Dobrzynski.

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

FINAL READINGS APPROVED

Consideration of Approval for a First Reading was requested for the following School Board Policies:

A. Policy 247 – Hazing

Directors received and reviewed a copy of the proposed Policies at the October 12, 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 of the school board policies, as presented above, be approved. Motion seconded by Dr. Dobrzynski.

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

EXONERATION OF DELINQUENT REAL ESTATE TAXES APPROVED

Consideration of Approval of Exoneration of Delinquent Real Estate Taxes was requested. The Directors received a listing of parcels that were deleted by the County Assessment Office due to trailer removal or dismantle. The real estate taxes on these parcels totaled \$238.57. Approval of the exoneration was recommended provided any county and/or municipal real estate taxes are also exonerated by the taxing entity.

Motion: Mrs. Gould moved that the exoneration of delinquent real estate taxes be approved as presented. Motion seconded by Dr. Dobrzynski.

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

ERIE COUNTY TAX COLLECTION COMMITTEE BUDGET APPROVED

Consideration of Approval of the Erie County Tax Collection Committee 2017 Budget was requested. The Erie County Tax Collection Committee budget for the 2017 calendar year is \$11,880.00. The District's share is \$222.40.

Motion: Mrs. Gold moved that the Erie County Tax Collection Committee Budget be approved as presented. Motion seconded by Dr. Dobrzynski.

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

CORRECTIVE ACTION PLAN APPROVED

Consideration of Approval of Acceptance of State Audit Report and Corrective Action Plan was requested. State auditors took exception to our process for hiring bus drivers. The District has been implementing the recommended process for the auditor since March, 2016.

Motion: Mrs. Gold moved that the corrective action plan, be approved as presented. Motion seconded by Dr. Dobrzynski.

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

INSTRUCTION AND CO-CURRICULAR COMMITTEE MATTERS

EXCHANGE STUDENT APPROVED – TUITION

Consideration of Approval of Foreign Exchange Student on Tuition Basis was requested. Youth for Understanding submitted a request that Chiara Brandstatter (9th) of Austria be enrolled as a tuition student at General McLane High School for the second half of the 2016-2017 School Year. Host family for the student is Mr. and Mrs. Patricia Tufts, 101 Davis Drive, Edinboro, PA. The District has already waived tuition for maximum amount of foreign exchange students (3) per Administrative Guidelines, so the student will pay tuition of \$1950.

Motion: Mrs. Eisert moved that the foreign exchange tuition student be approved as presented. Motion seconded by Mr. Schulz.

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

VOLUNTEERS APPROVED

Consideration of Approval of Recommendation of Volunteer Assistants was requested for the following individuals:

Jay Gilford (Basketball)	Thomas Banks (Basketball)
Curt Hendricks (Wrestling)	Nick Mitchell (Wrestling)
Nathan Hartless (Wrestling)	Trevor Hartless (Wrestling)
Pat Jennings (Wrestling)	Sam Recco (Wrestling)
DJ Myers (Wrestling)	Chris Laird (Wrestling)

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 Mr. Schulz.

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

SUBSTITUTE TEACHER ADDITIONS APPROVED

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

Paula Learn	Elementary / Early Childhood
Zara Ostrander	Elementary

Per diem for 2016-17 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. Schulz.

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

FMLA APPROVED

Consideration of Approval of FMLA Leaves was requested. Mrs. Kathryn Thompson (General McLane High School) requested an FMLA beginning December 19, 2016 through the end of the 2016-2017 School Year. 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: Mrs. Eisert moved that the FMLA Leave be approved as presented. Motion seconded by Mr. Schulz.

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

FMLA LEAVES RATIFIED

Consideration of Ratification of FMLA Leaves was requested. Mr. Ryan Thompson (General McLane High School) requested an FMLA beginning October 3, 2016 for up to 12 weeks. Mr. Ray Zimmerman (General McLane High School) requested an FMLA beginning August 25, 2016 for up to 12 weeks. As per Policy 335, FMLA leaves shall be deemed a concurrent leave to any other leave to which she is entitled.

Motion: Mrs. Eisert moved that the FMLA Leaves be ratified and approved as presented. Motion seconded by Mr. Schulz.

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

SUPPLEMENTAL CONTRACTS APPROVED

Consideration of Approval of Supplemental Contracts for 2016-2017 was requested. Supplemental contract salaries are in conjunction with the 2016-2017 rates of the new GMEA contract.

Natalee Bufalini, Assistant Coach, Swimming	\$4,120.00
Brandon Saraceno, Middle School Coach, Wrestling	\$3,057.60

Act 34, Act 114 and Act 151 clearances are on file. Information was presented at the October 12, 2016 Study Session.

Motion: Mrs. Eisert moved that the supplemental contracts be approved as presented. Motion seconded by Mr. Schulz.

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

BUILDINGS, GROUNDS & TRANSPORTATION

RESIGNATION – NON-INSTRUCTIONAL EMPLOYEE APPROVED

Consideration of Approval of Resignation – Non-Instructional Employee was requested. Hallie Cornell submitted her letter of resignation as a Cafeteria Monitor at Edinboro Elementary School effective October 14, 2016 with 2 years of service.

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

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

FMLA LEAVES APPROVED

Consideration of Approval of Ratification of FMLA Leave Requests – Non-Instructional Employees were requested. A request has been received from Kimberly Stawicki for an FMLA leave effective September 9, 2016 for up to 6 weeks. A request has been received from Naomi Shaffer for an FMLA leave effective September 26, 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 FMLA leaves be ratified and approved as presented.
Motion seconded by Dr. Wise.

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

HIRINGS RATIFIED

Consideration of Approval of Recommendation for Hiring, Non-Instructional Employees was requested. Laura Kineston is recommended as a Personal Care Aide II (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 hiring be ratified and approved as presented. Motion seconded by Dr. Wise.

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

SUBSTITUTES RATIFIED

Consideration of Approval of Ratification of Recommendations for Hiring, Substitute Non-Instructional Employees was requested. Mary Walker is recommended as a substitute RN Nurse employee. Melissa Carpenter is recommended as a substitute employee. 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 substitutes be ratified and approved as presented. Motion seconded by Dr. Wise.

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

SUBSTITUTES APPROVED

Consideration of Approval of Recommendations for Hiring, Substitute Non-Instructional Employees was requested. Rebekah Nottingham was recommended as a substitute RN Nurse employee. Alan Sanner was recommended as substitute employee. 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 substitutes be approved as presented. Motion seconded by Dr. Wise.

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

INTERMEDIATE UNIT REPORT

Mrs. Eisert reported to the Board on a report provided by Dr. Lentz on fair funding. She also reported on the Act 93 contract and the aids / interpreters contract.

VO-TECH REPORT

Mr. Bucksbee informed the Board of the Vo-Tech's Fall Fest and Advance Training Day.

LEGISLATIVE REPORT

No report was given.

GENERAL MCLANE FOUNDATION

Mrs. Crow reported on the annual Holiday Arts Fair, which is taking place on November 21.

RECOGNITION OF VISITORS

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

OTHER BUSINESS

The Board discussed earlier school days and Edinboro Elementary paving.

Mr. Fendya informed the Board that the last bond payment went out in September. He also informed the Board about a request from the State to buy land in McKean for a sidewalk.

Dr. Dobrzynski exited the meeting at 7:27 p.m.

NOTIFICATION OF MEETINGS

For information purposes, it was reported that the following meetings had been held since the regularly scheduled Board Meeting of September 21, 2016:

- A. Study Session, October 12, 2016, 6:30 p.m.

EXECUTIVE SESSION

The Board entered an executive session at 7:27 p.m. to discuss personnel and legal issues. The Board exited the executive session at 8:21 p.m.

ADJOURNMENT

Mrs. Crow asked if there was any further business to be presented for consideration and, hearing no response, she adjourned the meeting at 8:21 p.m.

Marissa A. Orbanek, Board Secretary