

GENERAL McLANE SCHOOL DISTRICT

Board of Education
Regular Monthly Meeting
September 21, 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, September 21, 2016 beginning at 6:30 p.m.

ROLL CALL

Members in attendance were Mr. Bucksbee, Mrs. Crow, Dr. Dobrzynski, Mrs. Gould, Mr. Pattullo and Mr. Schulz. Administration present were Mr. Scaletta, Mr. Hansen, Mr. Getz, Mr. White, Mr. Mennow, Mr. Buto, Mr. Fendya and Ms. Orbanek. Also present was Mr. McDonald, Solicitor, School Resource Officer Paul Hagerty and one visitor.

PLEDGE OF ALLEGIANCE

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

RECOGNITION OF VISITORS

Mrs. Crow invited any visitors to speak regarding matters related to the agenda. Hearing no response, she continued the meeting.

Mrs. Eisert entered the meeting at 6:31 p.m.

COMMUNICATIONS

Ms. Orbanek read an e-mail from former Board Member Dr. Annette Rilling.

Dr. Wise entered the meeting at 6:34 p.m.

PRESENTATION

Mr. Jason Buto presented on the 2015-2016 test results within the District and comparisons with the State Average.

Mrs. King entered the meeting at 7:11 p.m.

Dr. Dobrzynski exited the meeting at 7:25 p.m.

BOARD MINUTES APPROVED

The Directors were presented with copies of the minutes of Regular Monthly Study Session of August 3, 2016 and the Regular Monthly Meeting of August 19, 2016.

Motion: Mr. Bucksbee moved that the minutes of Regular Monthly Study Session of August 3, 2016 and the Regular Monthly Meeting of August 10, 2016 be approved as presented. Motion seconded by Mr. Schulz.

Action: Motion approved with all "ayes." Dr. Dobrzynski was absent.

SUPERINTENDENT'S REPORT

Mr. Scaletta presented his "Superintendent's Report" as of September 21, 2016. A copy of the "Superintendent's Report" is on file in the Secretary's office.

FINANCIAL REPORTS APPROVED

The Directors were presented with a copy of the Treasurer's Report as of August 31, 2016 indicating the following balances:

Cash and Investments - Beginning of Period	\$ 13,911,122.00
Cash Receipts	6,492,314.00
Disbursements	<u>4,460,775.00</u>
Cash and Investments - End of Period	\$ 15,942,661.00

A copy of the Treasurer's Report of August 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 September 14, 2016 totaling \$1,573.70 A copy of the listing is attached hereto and becomes part of the official records of the Board.

Motion: Dr. Wise moved that the Treasurer's Report of August 31, 2016, and the Accounts Payable as of September 14, 2016 be approved as presented and a copy filed for audit purposes. Motion seconded by Mr. Bucksbee.

Action: Motion approved with all "ayes." Dr. Dobrzynski was absent.

POLICY & FINANCE COMMITTEE MATTERS

BOARD REVIEW APPROVED

Consideration of Approval for a Review – School Board Policy was requested for Policy 918 – Title I Parental Involvement. The Directors received and reviewed a copy of the proposed Policy at the September 14, 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 Policy Review be approved as presented. Motion seconded by Mrs. Eisert.

Action: Motion approved with all "ayes." Dr. Dobrzynski was absent.

EMERGENCY OPERATION PLAN APPROVED

Consideration of Approval of Adoption of Emergency Operation Plan was requested. A copy of the Emergency Operation Plan was shared and discussed at the Study Session on September 14, 2016.

Motion: Mrs. Gould moved that the Emergency Operation Plan be approved as presented. Motion seconded by Mrs. Eisert.

Action: Motion approved with all "ayes." Dr. Dobrzynski was absent.

SCHOOL RESOURCE OFFICER MOU APPROVED

Consideration of Approval of Authorization to execute a School Resource Officer Memorandum of Understanding with Erie County Sheriff's Office for the 2016-2017 School Year was requested. The deputy assigned remains an employee of the Erie County Sheriff's Office. The duties to be performed at the school by the deputy shall be assigned through the sheriff's office chain of command, in cooperation

with the Superintendent of Schools and/or the Superintendent's designee. The 2015-2016 School Resource Officer cost was \$49,463.88. The County of Erie is unable to provide a final cost for the 2016-2017 school year due to employee contract negotiations effective after January 1, 2017. Business Manager recommends approval of MOU with a cost not to exceed \$51,195.00. Copies of the agreement were circulated to the Committee of the Whole.

Motion: Mrs. Gould moved that the SRO MOU be approved as presented. Motion seconded by Mr. Bucksbee.

Action: Motion approved with all "ayes." Dr. Dobrzynski was absent.

EXONERATION 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 \$126.57. Approval of the exoneration is recommended provided any county and/or municipal real estate taxes are also exonerated by the taxing entity.

Motion: Mrs. Gould moved that the exoneration be approved as presented. Motion seconded by Mr. Bucksbee.

Action: Motion approved with all "ayes." Dr. Dobrzynski was absent.

INSTRUCTION AND CO-CURRICULAR COMMITTEE MATTERS

VANGUARD CONTRACTS APPROVED

Consideration of Approval of Contracts 2016-2017 School Year was requested. Administrative restructuring has freed some federal funds for staff development purposes. An extra duty position for teachers known as the "Technology Vanguard" was created in the document titled, "Technology Vanguard: Duties and Responsibilities". Technologically advanced teachers have been identified by principals and technology integrator at every building to provide direct instruction, consultation and in-service training for teachers in their building throughout the year.

Michelle Androstic (EE)	\$1485
Kim Lohr (EE)	\$1485
Kelly Campbell (ME)	\$1485
Scott Hutchison (ME)	\$1485
Matt Laser (JWPMS)	\$1485
Kate Bakka (JWPMS)	\$1485
Nathan Moore (GMHS)	\$1485
Molly Mumau (GMHS)	\$1485
Jeremy Reed (GMHS)	\$1485
Luil Graham (GMHS)	\$1485
Todd Sturgess (JWPMS)	\$1485

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

Action: Motion approved with all "ayes." Dr. Dobrzynski was absent.

SUB TEACHERS RATIFIED

Consideration of Ratification 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.

Paul Carney	Social Studies
John Mukina	Elementary
Laurel Rush	Grades PK-4
Bethany Vergotz	Social Studies
Casey Deutsch	Art
Caroline Tuminello	Health and Physical Education

Ratification of the following individuals, who have been trained through the Northwest Tri County Intermediate Unit 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 Hansen	Allan Belovarac	Helen Caccavo
Cindy Corsi	Emily Ferraro	Martin Mahoney
Stefanie Johnson	Mary Kornak	Michele Lofgren
Ryan Richards	Stephen Roesch	Sarah Olson
Marci Ziegler		

Per diem for 2016-17 is \$82.00/day and \$41.00/half-day.

Motion: Mrs. Eisert moved that the substitute additions be ratified and approved as presented. Motion seconded by Mr. Bucksbee.

Action: Motion approved with all "ayes." Dr. Dobrzynski was absent.

FOREIGN EXCHANGE STUDENT ACCEPTED

Consideration of Ratification of Foreign Exchange Student on Tuition Basis was requested. Youth for Understanding has submitted a request that Majbrit Sommer (9th) of Germany be enrolled as a tuition student at General McLane High School for the 2016-2017 School Year. Host family for the student is Mr. and Mrs. Aaron Corwin, 3351 Greenlee Road, Waterford, PA. The District has already waived tuition for maximum amount of foreign exchange students per Administrative Guidelines, so the student will pay tuition.

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

Action: Motion approved with all "ayes." Dr. Dobrzynski was absent.

LETTER OF APPOINTMENT APPROVED

Consideration of Ratification of Letter of Appointment was requested. Melanie Mischler is recommended as a part-time sixth grade teacher at James W. Parker Middle School and a part-time Library Aide at James W. Parker Middle School for the 2016-2017 School Year only. A letter of appointment will be issued.

Motion: Mrs. Eisert moved that the letter of appointment be approved as presented. Motion seconded by Mr. Schulz.

Action: Motion approved with all "ayes." Dr. Dobrzynski was absent.

SUPERINTENDENT'S TRIP APPROVED

Consideration of Approval of Superintendent to attend the District Administration Leadership Institute in Tampa, FL on February 22-24, 2017 was requested. All costs of the trip, including transportation up to

\$400, are covered by membership in the organization. The conference features presentations by School Districts that have engaged in innovative projects.

Motion: Mrs. Eisert moved that the Superintendent's Trip be approved as presented. Motion seconded by Mr. Schulz.

Action: Motion approved with all "ayes." Dr. Dobrzynski was absent.

PRACTICUM STUDENTS APPROVED

Consideration of Approval of Practicum Students was requested. Ms. Whitney Allen and Christine Vasuri submitted requests to complete practicums during the 2016-2017 School year in Social Work at McKean Elementary School. Ms. Wingerter agreed to supervise this experience. This practicum is one of the requirements for in the Social Work Program at Edinboro University of Pennsylvania. All clearances are on file.

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

Action: Motion approved with all "ayes." Dr. Dobrzynski was absent.

FIELD TRIPS APPROVED

Consideration of Approval of Field Trips was requested. Charles Hager has requested to take students in his WW II / Greatest Generation and Ethics & Culture classes to the U.S. Holocaust Memorial Museum and WW II Memorial in Washington D.C. on November 14, 2016. Mrs. Scaletta has requested to take Academy students to the University of Pittsburgh on October 26, 2016. Matt Laser and Kate Bakka (James W. Parker Middle School) have requested permission for identified gifted students in seventh and eighth grades to travel to Chicago on June 8-11, 2017 for Summer Achievers Institute. While in Chicago, the students will visit The Field Museum, Shedd Aquarium, a river architecture cruise, an Aladdin Musical, Chicago deep dish pizza and Wrigley Field. The cost of the trips, including the transportation, will be covered by the students attending.

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

Action: Motion approved with all "ayes." Dr. Dobrzynski was absent.

iNVISION CONTRACT APPROVED

Consideration of Approval to Engage Services of iNVISION Group to Administer the Leadership Analysis Survey and Consultation On-site Interpretation Session was requested. This is part of the Strategic Plan initiative to develop leadership in the School District. The survey and interpretation session take place in the fall. The total cost is \$2,400.00.

Motion: Mrs. Eisert moved that the approval to engage in iNVISION services be approved as presented. Motion seconded by Mr. Schulz.

Action: Motion approved with all "ayes." Dr. Dobrzynski was absent.

BUILDINGS, GROUNDS & TRANSPORTATION MATTERS

DISPOSAL OF SURPLUS EQUIPMENT AUTHORIZED

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 have been determined to be surplus to the needs of the school district.

- 1) Vehicles
 - a) 1999 Bluebird 1-passenger bus, 130,035 miles
- 2) Equipment
 - a) ION lighting board
 - b) 2-compartment convection steamer

Motion: Mr. Bucksbee moved that the disposal of surplus equipment be approved as presented. Motion seconded by Dr. Wise.

Action: Motion approved with all "ayes." Dr. Dobrzynski was absent.

RESIGNATIONS RATIFIED

Consideration of Approval of Ratification Resignations – Non-Instructional Employees was requested. Cindy Oleksak submitted her letter of resignation as a Cooks Helper effective August 10, 2016 with 2 years of service. Mark Stuyvesant submitted his letter of resignation as a Housekeeper effective August 12, 2016 with 11 years of service. Bruce Marinkovich submitted his letter of resignation as a Bus Driver effective August 26, 2016 with 1 year of service. Owen Ballew submitted his letter of resignation as a Bus Driver effective August 29, 2016 with 4 years of service.

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

Action: Motion approved with all "ayes." Dr. Dobrzynski was absent.

FMLA LEAVE RATIFIED

Consideration of Approval of Ratification of FMLA Leave Request – Non-Instructional Employee was requested. A request has been received from Tina Klie for an FMLA leave effective August 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 leave be ratified and approved as presented. Motion seconded by Dr. Wise.

Action: Motion approved with all "ayes." Dr. Dobrzynski was absent.

TRANSFERS RATIFIED

Consideration of Approval of Ratification of Transfers - Non-Instructional Employees was requested. Sarah Foulkrod has requested a transfer from a Personal Care Aide I (Part-Time Hourly Support Staff) at McKean Elementary School to a Personal Care Aide III (190, 210 & 230 Day Hourly Support Staff) at General McLane High School. Robin Robinson has requested a transfer from a Personal Care Aide I (Part-Time Hourly Support Staff) at General McLane High School to a Personal Care Aide III (190, 210 & 230 Day Hourly Support Staff) at General McLane High School. Paulette Greene has requested a transfer from a Cafeteria Helper (Part-Time Hourly Support Staff) at McKean Elementary School to a Cooks 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 transfers be ratified and approved as presented. Motion seconded by Dr. Wise.

Action: Motion approved with all "ayes." Dr. Dobrzynski was absent.

HIRING RATIFIED

Consideration of Approval of Ratification of Recommendation for Hiring, Non-Instructional Employees was requested. Dana Stutts is recommended as a Personal Care Aide I (Part-Time Hourly Support Staff) at Edinboro Elementary School. Kevin Stewart, David Swanson and James Wray are recommended as Bus Drivers (Part-Time Hourly Support Staff) at General McLane School District. Justine Kiser is recommended as a Temporary (1) Year Instructional Classroom Aide (Part-Time Hourly Support Staff) at Edinboro Elementary School. Paige Barnhart is recommended as a Temporary (1) Year Instructional Classroom Aide (Part-Time Hourly Support Staff) at McKean Elementary School. Christine Barber is 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 hirings be ratified and approved as presented. Motion seconded by Dr. Wise.

Action: Motion approved with all "ayes." Dr. Dobrzynski was absent.

HIRINGS APPROVED

Consideration of Approval of Recommendations for Hiring, Substitute Non-Instructional Employees was requested. Dennis Swift, Laurence King, Virginia Giesler, Nichole Bryson, Mark Stuyvesant, Bruce Marinkovich, Kari Milano and Denise McFadden are recommended as a substitute employees. Rebecca Hess is recommended as a substitute RN Nurse 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 hirings be approved as presented. Motion seconded by Dr. Wise.

Action: Motion approved with all "ayes." Dr. Dobrzynski was absent.

INTERMEDIATE UNIT REPORT

Mrs. Eisert reported on a variety of updates with the IU #5, including: a roof replacement and negotiations.

VO-TECH REPORT

Mr. Bucksbee reported on the ongoing negotiations with teachers.

LEGISLATIVE REPORT

No report was given.

GENERAL MCLANE FOUNDATION

Mrs. Crow reported on the upcoming meet.

OTHER BUSINESS

The Board discussed enrollment, Erie School District, the Performing Arts Wing and Weight Room expansion and bus stops.

RECOGNITION OF VISITORS

Mrs. Crow invited any visitors to speak regarding school-related matters. Hearing no response, she continued 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 August 10, 2016:

- A. Limited Agenda Meeting, September 14, 2016, 6:30 p.m.
- B. Regular Monthly Study Session, September 14, 2016, 6:47 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 8:14 p.m.

Marissa A. Orbanek, Board Secretary