

**GENERAL McLANE SCHOOL DISTRICT**

Board of Education  
Regular Monthly Meeting  
August 12, 2015

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, August 12, 2015 beginning at 6:30 p.m.

**ROLL CALL**

Members in attendance were Mr. Bucksbee, Mrs. Crow, Dr. Dobrzynski, Mrs. Eisert, Mrs. Greenleaf, Mrs. Gould, Dr. Rilling, Dr. Sablo and Dr. Wise. Administration present were: Mr. Scaletta, Mr. Mennow, Mr. Hansen, Mr. Getz, Mr. White, Mr. Fendya, and Ms. Orbanek. Also present was the Solicitor, Jim McDonald, School Resource Officer Paul Hagerty and two visitors.

**PLEDGE OF ALLEGIANCE**

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

**RECOGNITION OF VISITORS**

No one addressed the Board.

**COMMUNICATIONS**

There were no communications.

**PRESENTATION: STRATEGIC PLAN 2015-2016**

Mr. Scaletta presented on the Strategic Plan for the District during the 2015-2016 School Year.

**EXECUTIVE SESSION**

The Board entered an Executive Session at 6:39 p.m. to discuss personnel.

Mrs. Eisert entered the meeting at 6:48 p.m.

The Board exited the Executive Session at 7:09 p.m.

**BOARD MINUTES APPROVED**

The Directors were presented with copies of the August Limited Agenda Meeting of August 5, 2015 and July 15, 2015.

Motion: Dr. Wise moved that the minutes of the August Limited Agenda Meeting of August 5, 2015 and July 15, 2015 be approved as presented. Motion seconded by Mr. Bucksbee.

Action: Motion approved with all "ayes."

**SUPERINTENDENT'S REPORT – MR. SCALETTA**

Mr. Scaletta presented the Directors with a copy of the "Superintendent's Report " as of August 12, 2015 and proceeded to discuss the items contained thereon.

**FINANCIAL REPORTS**

The Directors were presented with a copy of the Treasurer's Report as of June 30, 2015 and July 31, 2015 indicating the following balances:

As of June 30, 2015	
Cash and Investments - Beginning of Period	\$11,896,204.05
Cash Receipts	29,671,828.83

Disbursements	<u>29,198,311.35</u>
Cash and Investments - End of Period	\$12,639,721.53
As of July 31, 2015	
Cash and Investments - Beginning of Period	\$12,369,721.53
Cash Receipts	1,012,808.86
Disbursements	<u>1,081,541.49</u>
Cash and Investments - End of Period	\$12,300,988.90

The Directors were presented with a listing of Accounts Payable as of August 6, 2015 totaling \$105,197.51 A copy of the Treasurer's Report of June 30, 2014 and July 31, 2015 and the Accounts Payable as of August 8, 2015 are attached hereto and becomes part of the official records of the Board.

Motion: Dr. Sablo moved that the Treasurer's Report of June 30, 2015 and July 31, 2015 and Accounts Payable as of August 8, 2015 be approved as presented. Seconded by Mrs. Greenleaf.

Action: Motion approved with all "ayes."

#### **POLICY & FINANCE COMMITTEE MATTERS**

##### **ACTIVITY ACCOUNTS APPROVED**

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

- A. Edinboro Elementary
  1. Mitten Fund
- B. McKean Elementary
  1. PTA Field Trip Donation Account
  2. Mitten Fund
- C. Middle School
  1. Class of 2020
  2. Class of 2021
  3. Class of 2022
  4. Class of 2023
  5. Yearbook
  6. Newspaper
  7. Student Council
  8. Activity Committee (Skiing)
  9. DC Fund
  10. 8<sup>th</sup> Grade Advisors
  11. Camp Fitch
  12. Box Tops
  13. Ross Morrow Fund
  14. Vocal Musical
- D. High School
  1. Class of 2016
  2. Class of 2017
  3. Class of 2018
  4. Class of 2019
  5. French Club
  6. Newspaper
  7. Pencil Box

8. Student Council
9. Yearbook
10. Key Club
11. Chemistry Club
12. Wellness Club
13. Patient Actor Medical Club
14. National Honor Society

Motion: Mrs. Greenleaf moved that the Activity Accounts be approved as presented. Seconded by Dr. Dobrzynski.

Action: Motion approved with all "ayes."

#### **STUDENT ACCIDENT INSURANCE APPROVED**

Consideration of Approval of Student Accident Insurance to be Offered to Students for School Year 2015-2016 was requested. The District will not be providing All Sports Insurance Coverage again in 2015-2016. Coverage can be offered for student accident insurance to be paid entirely by the parents. It is recommended that the benefits on the primary excess over \$100.00 basis Plan offered by and administered by Bollinger, Inc. and administered by the S.A. Wagner Insurance Agency of Erie be approved. Coverage is underwritten by Monumental Life Insurance Company (rated A+ Superior). Benefits are similar to that provided in previous years. Rates are \$40.00 for school time and \$144.00 for 24-hour coverage. This coverage would extend to all interscholastic sports **except** High School Football.

Motion: Mrs. Greenleaf moved that the student accident insurance be approved as presented. Seconded by Dr. Dobrzynski.

Action: Motion approved with all "ayes."

#### **EXONERATION OF 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 \$260.90. Approval of the exoneration is recommended provided any county and/or municipal real estate taxes are also exonerated by the taxing entity.

Motion: Mrs. Greenleaf moved that the exoneration of taxes be approved as presented. Seconded by Dr. Dobrzynski.

Action: Motion approved with all "ayes."

#### **SCHOOL BASED BEHAVIORAL HEALTH SERVICES APPROVED**

Consideration of Adoption of School Based Behavioral Health Services for School Year 2015-2016 was requested. The Northwest Tri County Intermediate Unit agrees to provide School Based Behavioral Health Services and Administrative Support to these programs and services. The Directors were presented with a copy of the contract at the August 5, 2015 Study Session. The district's cost of the program and services is \$11,075 for the 2015-2016 school year.

Motion: Mrs. Greenleaf moved that the school based behavioral health services be approved as presented. Seconded by Dr. Dobrzynski.

Action: Motion approved with all "ayes."

**INSTRUCTION AND CO-CURRICULAR COMMITTEE MATTERS**

**2015-16 SCHOOL DOCTORS AND DENTISTS APPROVED**

Consideration of Approval of School Doctors and Dentists 2015-16 was requested.

Doctors: John J. Streiff, M.D.  
. Julie Wehrer, M.D.

William Getson, M.D.  
Travis Bishop, D.O.

Dentists: Ross Pineo, D.D.S.  
Gary Means, D.D.S.

James R. Schmitt, D.D.S.  
Mobile Dentists & Smiles

Motion: Dr. Rilling moved that the School Doctors and Dentists, as listed above, be approved as presented. Seconded by Mrs. Greenleaf.

Action: Motion approved with all "ayes."

**VOLUNTEER ASSISTANTS APPROVED**

Consideration of Approval of Recommendation of Volunteer Assistants was requested, Mr. Tom Banks has volunteered to assist with the Basketball program. Act 34, Act 114 and Act 151 clearances are on file. Ms. Laura Nientimp has volunteered to assist with the Cross-Country program. Act 34, Act 114 and Act 151 clearances are on file. Mr. Pat Regan has volunteered to assist with the Volleyball program. Act 34, Act 114 and Act 151 clearances are on file. Mallory Lewis has volunteered to assist with the Volleyball program, pending receipt of her Child Abuse Clearance. Act 34 and Act 114 clearances are on file.

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

Action: Motion approved with all "ayes."

**SUBSTITUTE TEACHERS APPROVED**

Consideration of Approval of Recommendations for Substitute Teacher List 2015-16 School Year was requested. The following individuals are recommended for the Substitute Teacher list. Act 34 and Act 114 and Act 151 Background Checks are on file.

Tami Hritzay	Art
Kathy Johnson	Art
Holly Hopkins	Biology
Michael Costa	Early Childhood / Special Education
Casey Shee	Early Childhood / Special Education
Meghan Brooks	Elementary Education / Special Education
Sylvia Jara	Elementary / Special Education/ Library Science
Jay Gilford	Grades 4-6 (Social Studies 7-8)
Adrian Jones	Elementary Education
Mattie Kashey	Elementary Education / Special Education
Lindsey Lynch	Elementary Education / Early Childhood
Kristen (McGuire) Melnick	Elementary / Special Education / Mid-Level Math
John Mukina	Elementary Education
Emma Nelson	Grades PK-4 / Special Education PK-8
Sarah Nelson	Early Childhood / Special Education
Barbara Nutter	Elementary Education
Zara Ostrander	Elementary
Deborah Parker	Elementary Education / Early Childhood
Carlee Pentz	Elementary Education / ESL K-12
Elaine Prueadenti	Elementary

Aimee Stearns	Grades PK-4 / Special Education PK-8
Erin Rowley	Elementary
Ann Schultz	Elementary Education
Casey Shee	Early Childhood / Special Education
Audrey Schweitzer	Elementary Education / Early Childhood
Susanne Stoner	Elementary Education
Becky Travis	Elementary Education / Secondary Biology
Branden Williams	Elementary / Special Education / Mid-Level Math / Mid-Level Science
Christine Vroman	Elementary
Trisha Yates	Elementary
Melanie Mischler	English
Kelly Latimer	Health and Physical Education
Caroline Tuminello	Health and Physical Education
Keith Webber	Health and Physical Education
Daniel Francis	Mathematics
Richard Staaf	Music
Julia Tong	Music
Carol Blount	Social Studies
Jennifer Gibbs	Social Studies / English

Per diem for 2015-2016 is in accordance with the approved Substitute Teacher Daily Per Diem Rate.

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

Action: Motion approved with all "ayes."

#### **AUTHORIZATION TO PURSUE INITIATIVES APPROVED**

Consideration of Approval to Authorize the Administration to Pursue the Initiatives outlined under the Critical Success Factors of the Strategic Plan for 2015-2016 was requested. District administrators developed new goals that are aligned with the District's mission and core values. The initiatives identified for 2015-2016 are in the areas of competitiveness, instructional technology, school-wide literacy, curriculum, support services, special education, career education, culture and human resources. The plan was presented publically and discussed during tonight's presentation.

Motion: Dr. Rilling moved that the initiatives under the Critical Success Factors of the Strategic Plan for 2015-2016, as listed above, be approved as presented. Seconded by Mrs. Geenleaf.

Action: Motion approved with all "ayes."

#### **PRACTICUM STUDENTS APPROVED**

Consideration of Approval of Practicum Students was requested. Ms. Alexis Pasi and Jasara Evana Trunzo have submitted a request to complete a practicum during the 2015-2016 School year in School Psychology within General McLane School District. Ms. Jennifer Hardy has agreed to supervise these experiences. This practicum is one of the requirements for the Master of Education degree in educational psychology and Education Specialist degree in school psychology at Edinboro University of Pennsylvania. All clearances are on file.

Motion: Dr. Rilling moved that practicum students, as listed above, be approved as presented. Seconded by Mrs. Geenleaf.

Action: Motion approved with all "ayes."

**FIELD TRIPS APPROVED**

Consideration of Approval of Field Trips was requested. Mrs. Kate Bakka, Mary Anne Cousins and Matt Laser (James W. Parker Middle School) have requested permission for identified gifted students in seventh and eighth grades to travel to Boston June 2-5, 2016. Mrs. Kate Bakka, William White and Matt Laser (James W. Parker Middle School) have requested permission to take the eighth grade students to Washington D.C. from March 10, 2016 through Saturday, March 12, 2016. Cost of the trips, including transportation, will be covered by the groups attending.

Motion: Dr. Rilling moved that the field trips, as listed above, be approved as presented.  
Seconded by Mrs. Geenleaf.

Action: Motion approved with all "ayes."

**SUPPLEMENTAL CONTRACTS APPROVED**

Consideration of Approval of Supplemental Contracts for 2015-2016 was requested. Supplemental contract salaries are in conjunction with the 2015-2016 rates of the new GMEA contract.

Buck Snodgrass, Assistant Director, Musical	\$1,967.20
Monica Mook, Academic Advisor II, Mathcounts	\$972.80

Act 34, Act 114 and Act 151 clearances are on file. Information was presented at the June 10, 2015 Study Session.

Motion: Dr. Rilling moved that the Supplemental Contracts, as listed above, be approved as presented. Seconded by Mrs. Geenleaf.

Action: Motion approved with all "ayes."

**FULL-TIME POSITION ADJUSTMENT APPROVED**

Consideration of Approval to Adjust Part-Time High School Mandarin Position to Full Time was requested. As discussed during the budget process, the program is expanding. Mrs. Peiyu Hakanen, who has served successfully in the part-time position, is recommended to be in the full time position at Bachelor's plus 15, Step 3. A Temporary Professional Contract will be Issued. The adjustment would be effective with the 2015-2016 School Year.

Motion: Dr. Rilling moved that the full-time adjustment, as listed above, be approved as presented. Seconded by Mrs. Geenleaf.

Action: Motion approved with all "ayes."

**FMLA REQUEST APPROVED**

Consideration of Approval of FMLA Request was requested. Vera Lobdell (Edinboro Elementary School) has requested an FMLA leave request from August 21, 2015 through October 5, 2015. 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 request, as listed above, be approved as presented.  
Seconded by Mrs. Geenleaf.

Action: Motion approved with all "ayes."

**AMERICORPS PROGRAM APPROVED**

Consideration of approval to enter into agreement with Keystone SMILES, Americorps program was requested. Americorps will provide two full time tutors, one to work in Edinboro Elementary and one in McKean Elementary. The tutors are fully certified teachers and will be used as needed to work with

children whose academic achievement is behind. The tutors are under the supervision of the principal and Americorps personnel. Edinboro has selected Amy Kerr as their tutor and McKean has selected Steve McPherson. The district portion of the program is \$26,400.00. The agreement is for one year.

Motion: Dr. Rilling moved that the initiatives under the Americorps Program, as listed above, be approved as presented. Seconded by Mrs. Geenleaf.

Action: Motion approved with all "ayes."

#### **RESOLUTION APPROVED**

Motion: Dr. Rilling moved that the resolution to accept the notice from Joseph Yuhas that he declined the position offered to him and direction to advertise the vacant position be approved as presented. Seconded by Mrs. Geenleaf.

Action: Motion approved with all "ayes."

### **BUILDINGS, GROUNDS & TRANSPORTATION**

#### **AUTHORIZATION TO DISPOSE OF SURPLUS EQUIPMENT 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.

- 1) Vehicles
  - a) 2003 Ford E-150XLT Van, 190,732 miles
- 2) Equipment
  - a) Band Uniforms

Motion: Dr. Sablo moved that the authorization to dispose of surplus equipment, as listed above, be approved as presented. Seconded by Dr. Wise

Action: Motion approved with all "ayes."

#### **SUBSTITUTES APPROVED**

Consideration of Approval of Recommendations for Hiring of Non-Instructional Substitute Employees for School Year 2015-2016 (hourly and per diem) was requested. A listing of Clerical Aides, Personal Care Aides, Food Service Employees, Housekeepers, Bus Drivers, Bus Aides and Athletic Event Workers were reviewed at the Committee of the Whole. Wages are in accordance with that approved at the June 17, 2015 meeting for each classification of non-instructional employee. Act 34, 114 and 151 clearances and Act 168 Sexual Misconduct/Abuse Disclosure Employer Verification are on file except pending as noted. 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: Dr. Sablo moved that the non-instructional substitutes, as listed above, be approved as presented. Seconded by Dr. Wise

Action: Motion approved with all "ayes."

#### **TRANSFER APPROVED**

Consideration of Approval of Transfer- Non-Instructional Employee was requested. Maryann Loomis requested a transfer from an Office Secretary (Part-Time Hourly Support Staff) at McKean Elementary School to a Support Services Administrative Secretary (Full-Time Salary Support Staff) at General

McLane Service Center. Wages and benefits will be that approved for the 2015-2016 school year. Current Act 34, 114 and 151 clearances and Act 168 Sexual Misconduct/Abuse Disclosure Employer Verification are on file.

Motion: Dr. Sablo moved that the transfer, as listed above, be approved as presented. Seconded by Dr. Wise

Action: Motion approved with all "ayes."

#### **FMLA LEAVE RATIFIED**

Consideration of Approval of Ratification of FMLA Leave Request – Non-Instructional Employee was requested. A request has been received from Georgia Calao for an FMLA leave effective June 30, 2015 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: Dr. Sablo moved that the FMLA LEAVE, as listed above, be ratified and approved as presented. Seconded by Dr. Wise

Action: Motion approved with all "ayes."

#### **USE OF PROPERTY APPROVED**

Consideration of Approval of Use of School Property Request – Board Consideration was requested. Erie Junior Philharmonic by Janet Preston; High School Stage, Auditorium and Five Extra Classrooms; Various Dates September 8, 2015 – April 29, 2016 as per schedule; 4:15 p.m. – 10:00 p.m.; Rehearsals and Concert. Fees charged will be \$500.00.

Motion: Dr. Sablo moved that the use of school property, as listed above, be approved as presented. Seconded by Dr. Wise

Action: Motion approved with all "ayes."

#### **FMLA LEAVE APPROVED**

Consideration of Approval of FMLA Leave Request – Non-Instructional Employee was approved. A request has been received from John Stone for an FMLA leave effective September 15 – October 27, 2015. As per Policy 335, FMLA leaves shall be deemed a concurrent leave to any other leave to which he/she is entitled.

Motion: Dr. Sablo moved that the FMLA Leave, as listed above, be approved as presented. Seconded by Dr. Wise

Action: Motion approved with all "ayes."

#### **INTERMEDIATE UNIT REPORT**

Mrs. Eisert informed the Board that she was just appointed Vice President of the Board. She also informed them that the IU approved the clerical contract and would begin aid contract negotiations.

#### **VO-TECH REPORT**

Mr. Bucksbee reported that the Vo-Tech just removed their chimney for \$225,000. They also had a tentative agreement in place for a contract with secretarial and maintenance staff. They are still negotiating for a contract with teachers. He also informed the Board on a new legislation that required a nurse for the Vo-Tech.

#### **LEGISLATIVE REPORT**

No report was given.



**GENERAL MCLANE FOUNDATION REPORT**

Mrs. Crow informed the Board of the results of Erie Gives Day and the upcoming meeting for the Foundation.

**RECOGNITION OF VISITORS**

The Board asked the visitors if they had anything to present to the Board. Hearing nothing, the Board continued.

**OTHER BUSINESS**

Mrs. Eisert addressed the Board regarding site visits of students.

Mr. Scaletta informed the Board that paving at Edinboro Elementary would be delayed and that the bus routes would be mailed out on Friday.

**ADJOURNMENT**

Mrs. Crow asked if there was any further business to be presented for consideration and, hearing no response, adjourned the meeting at 7:53 p.m.

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Marissa A. Orbanek, Board Secretary