

GENERAL McLANE SCHOOL DISTRICT

Board of Education
Regular Monthly Meeting
November 18, 2015

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 18, 2015 beginning at 6:30 p.m.

ROLL CALL

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

PLEDGE OF ALLEGIANCE

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

RECOGNITION OF VISITOR

Mr. Shultz, who will be replacing Mrs. Greenleaf on the Board in December, introduced himself to the Board.

Mrs. Eisert entered the meeting at 6:33 p.m.

COMMUNICATIONS

There were no communications read.

PRESENTATION

Mr. White and Mr. Getz presented on non-academic interventions.

Dr. Sablo entered the meeting at 6:37 p.m.

Dr. Dobrzynski entered the meeting at 6:51 p.m.

BOARD MINUTES APPROVED

The Directors were presented with copies of the following minutes: the Study Session of October 14, 2015 and the Regular Monthly Board Meeting of October 21, 2015.

Motion: Mr. Bucksbee moved that the minutes of the Regular Study Session of October 14, 2015 and the minutes of the Regular Monthly Meeting of October 21, 2015, be approved as presented. Motion seconded by Dr. Wise.

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

SUPERINTENDENTS REPORT

Mr. Scaletta presented the Directors with a copy of the "Superintendent's Report" as of November 18, 2015. 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, 2015 indicating the

following balances:

Fund Balance - Beginning of Period	\$10,929,654.60
Revenues	10,677,976.87
Expenditures	<u>-8,844,699.46</u>
Fund Balance - End of Period	\$12,762,932.01

A copy of the Treasurer's Report of October 31, 2015 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 13, 2015 totaling \$186,145.04. 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 October 31, 2015 and the listing of Accounts Payable as of November 13, 2015 be approved as presented and a copy filed for audit purposes. Motion seconded by Mrs. Greenleaf

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

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, 2015. Copies of these reports are on file in the Secretary's office for audit purposes.

POLICY & FINANCE COMMITTEE MATTERS

ECTS JOINT OPERATING COMMITTEE MEMEBER APPROVED

Consideration of Approval of Erie County Technical School Joint Operating Committee Member was requested. The Board nominated Mr. Bucksbee to continue to serve as General McLane's committee member on the Erie County Technical School Joint Operating Committee. This is for a three (3) year term that expires with the District reorganizational meeting in December, 2018.

Motion: Mrs. Greenleaf moved that the request for Mr. Bucksbee to continue to serve as the General McLane's committee member on the Erie County Technical School Joint Operating Committee be approved as presented. Motion seconded by Dr. Dobrzynski.

Action: Motion approved with all "ayes." Mr. Bucksbee abstained. Mrs. Gould was absent.

ECTS AVTS BUDGET APPROVED

Consideration of Approval of the Erie County Technical School AVTS Revised Budget for School Year 2015-2016 was requested. The Directors reviewed the revised budget with the District Representative, Mr. Bucksbee, at the November 11, 2015 Study Session.

Motion: Mrs. Greenleaf moved that the ECTS AVTS Budget be approved as presented. Motion seconded by Dr. Dobrzynski.

Action: Motion approved with all "ayes." Mrs. Gould 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 \$1,952.98. 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 exonerated of delinquent real estate taxes be approved as presented. Motion seconded by Dr. Dobrzynski.

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

INSTRUCTION AND CO-CURRICULAR COMMITTEE MATTERS

SUPPLEMENTAL RESIGNATION APPROVED

Consideration of Approval of Supplemental Resignation was requested. Mikeala Billing has submitted a letter of resignation from Assistant Coach, Cheerleading effective immediately.

Motion: Dr. Rilling moved that the supplemental resignation be approved as presented. Motion seconded by Mrs. Greenleaf.

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

SUBSTITUTE TEACHER ADDITIONS APPROVED

Consideration of Approval of Recommendations for Substitute Teacher List 2015-2016 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.

Cullen Mahon

Grades 4-8 (Reading, English, Language Arts)

Kelly Zook

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.

Alissa Meehan

Carrie Zielinski

Per diem for 2015-2016 is \$82.00/day and \$41.00/half-day.

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

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

FMLA LEAVE APPROVED

Consideration of Approval of FMLA Leave was requested. Mrs. Maureen Roth submitted a request for an FMLA leave from March 2, 2016 through April 26, 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: Dr. Rilling moved that the FMLA Leave be approved as presented. Motion seconded by Mrs. Greenleaf.

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

FMLA LEAVES RATIFIED

Consideration of Ratification of FMLA Leave was requested. Mrs. Laurie Santos has submitted a request for an FMLA leave from November 16, 2015 for up to 12 weeks. Ms. Teresa Barickman has submitted a request for an FMLA leave from October 26, 2015 for up to 12 weeks. 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: Dr. Rilling moved that the FMLA Leaves be ratified and approved as presented. Motion seconded by Mrs. Greenleaf.

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

VOLUNTEER ASSISTANTS APPROVED

Consideration of Approval of Volunteer Assistants was requested. Evan Dahl, Bill Frick, Curt Hendricks, Michael Horton, Nicholas Mitchell I, Trevor Hartless, Nathan Hartless, Tyler Hendricks and Brandon Saraceno requested to volunteer with the Wrestling Program. Tom Banks, Drew Astorino and Jay Gilford requested to volunteer with the Boys Basketball program. Kelly Lewis requested to volunteer with the Girls Basketball program. Mike Koester, Pat Brickner and Lauren Stonis requested to volunteer with the Swimming Program. Act 34, Act 114 and Act 151 clearances are on file.

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

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

PRACTICUM STUDENT APPROVED

Consideration of Approval of a Practicum Student was requested. Ms. Sarah Billig submitted a request to complete a practicum during the 2015-2016 School year in Social Work at Edinboro Elementary School. Mrs. Bortnick and Ms. Berger have 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: Dr. Rilling moved that the practicum student be approved as presented. Motion seconded by Mrs. Greenleaf.

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

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 current GMEA contract.

Clint Schaefer, Middle School Coach, Wrestling	\$3,027.20
Ryan Thompson, Assistant Coach, Track	\$4,493.60
Jenise LaRocca, Assistant Coach, Cheerleading	\$2,008.80

Act 34, Act 114 and Act 151 clearances are on file. Information was presented at the November 11, 2015 Study Session.

Motion: Dr. Rilling moved that the supplemental contracts be approved as presented. Motion seconded by Mrs. Greenleaf.

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

PENN STATE UNIVERSITY AFFILIATION AGREEMENT APPROVED

Consideration of Approval of Affiliation with Penn State University of Pennsylvania, the Behrend College was requested. Approval was for a new affiliation agreement for General McLane School District and

Penn State Behrend. This agreement is in effect for the 2015-2016 School Year. This agreement doesn't represent any cost to the District but outlines working arrangements with student teachers from the universities.

Motion: Dr. Rilling moved that the affiliation agreement be approved as presented. Motion seconded by Mrs. Greenleaf.

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

FIELD TRIP APPROVED

Consideration of Approval of Field Trip was requested. Mrs. Peiyu Hakanen requested to take students in her Mandarin and Asian Culture classes to the Cleveland Museum of Art on Friday, November 20, 2015 to learn about Asian Art. The cost of the trip, including transportation, will be covered by those attending.

Motion: Dr. Rilling moved that the field trip be approved as presented. Motion seconded by Mrs. Greenleaf.

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

TUITION STUDENT APPROVED

Consideration of Ratification of Tuition Student was requested. Mr. and Mrs. Burch requested that their son, Brenan (12th), be accepted as a tuition student at General McLane High School, effective November 12, 2015. Mr. and Mrs. Burch understand that they are responsible for tuition and transportation.

Motion: Dr. Rilling moved that the tuition student be approved as presented. Motion seconded by Mrs. Greenleaf.

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

BUILDINGS, GROUNDS & TRANSPORTATION

AUTHORIZATION APPROVED

Consideration of Authorization for the Business Manager to Solicit Bids for 2016-2017 School Year was requested. Supplies Including But Not Limited To:

- A. (3) 72 Passenger School Buses
- B. General Supplies
- C. District Paving and Concrete Repairs
- D. The School Board will review and approve all bids before contracts are awarded.

Motion: Dr. Sablo moved that the authorization be approved as presented. Motion seconded by Dr. Wise.

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

RATIFICATION APPROVED

Consideration of Approval of Ratification of Resignation – Non-Instructional Employee was requested. Erin Rowley submitted her letter of resignation as a Temporary (1) Year Instructional Classroom Aide at McKean Elementary School effective October 16, 2015 with 1 month of service.

Motion: Dr. Sablo moved that the ratification of a non-instructional employee be approved as presented. Motion seconded by Dr. Wise.

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

HIRING APPROVED

Consideration of Approval of Recommendation for Hiring, Non-Instructional Employees was requested. Jamie Keller was recommended as a Housekeeper (Part-Time Hourly Support Staff) at General McLane Service Center and Edinboro Elementary School pending current Act 151 clearance. Current Act 34 and 114 clearances and 168 Sexual Misconduct/Abuse Disclosure Employer Verification are on file. (Note: Mr. Keller is married to Nicole Keller who is the General McLane Food Service Coordinator.) Jessica Hurrel was recommended as a Cafeteria Helper (Part-Time Hourly Support Staff) at James W. Parker Middle School. Current Act 34, 114 and 151 clearances and 168 Sexual Misconduct/Abuse Disclosure Employer Verification are on file. Wages and benefits will be that approved for the 2015-2016 school year.

Motion: Dr. Sablo moved that the hirings be approved as presented. Motion seconded by Dr. Wise.

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

HIRINGS RATIFIED

Consideration of Approval of Ratification of Recommendation for Hiring, Substitute Non-Instructional Employees was requested. Janet Kuneman was recommended as a substitute LPN Nurse. Current Act 34, 114 and 151 clearances and 168 Sexual Misconduct/Abuse Disclosure Employer Verification are on file. Kenneth Chernicky was recommended as a substitute Bus Driver. Current Act 34, 114 and 151 clearances and 168 Sexual Misconduct/Abuse Disclosure Employer Verification are on file. Wages will be in accordance with the wages and benefits approved for school year 2015-2016. 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 hirings be approved as presented. Motion seconded by Dr. Wise.

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

FMLA LEAVES RATIFIED

Consideration of Approval of Ratification of FMLA Leave Request – Non-Instructional Employees was requested. A request was been received from Georgia Calao for an FMLA leave effective approximately November 16, 2015 for up to 6 weeks. A request was been received from Donald McGahan for an FMLA leave effective November 16, 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 leaves be ratified and approved as presented. Motion seconded by Dr. Wise.

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

UNPAID LEAVE APPROVED

Consideration of Approval of Unpaid Leave of Absence Request was requested. A request was been received from Laura Luke for an unpaid leave of absence effective December 1 - 2, 2015. A request was been received from Laura Luke for an unpaid leave of absence effective March 3 - 15, 2016. This request is consistent with Policy 336 (Personal Necessity Leave) and 339 (Uncompensated Leave).

Motion: Dr. Sablo moved that the unpaid leaves be approved presented. Motion seconded by Dr. Wise.

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

USE OF 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 13 – Sunday, May 15, 2016; various times per schedule. Fees will be as follows:

- 1.) Cafeteria - \$10.00/day
- 2.) Gym - \$30.00/day
- 3.) Custodial - \$20/hour on Saturday and Sunday

Motion: Dr. Sablo moved that the use of school property be approved as presented. Motion seconded by Dr. Wise.

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

BUS REQUEST RATIFIED

Consideration of Approval of Ratification of Use of Bus Request – Board Consideration was requested. McKean Hose Company by Mike Zentis; one bus to transport to and from St. Francis Parish Center to McKean Hose Company; November 14, 2015; 6:00 p.m. – 11:00 p.m. There will be no charge for use of bus. One of General McLane's drivers has volunteered to drive without pay.

Motion: Dr. Sablo moved that the bus request be ratified and approved as presented. Motion seconded by Dr. Wise.

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

TRANSPORTATION AGREEMENT APPROVED

Consideration of Approval of Transportation Agreement – Resident Student was requested. Authorization was requested to approve an agreement with Megan Gomolekoff to transport her child from her residence to Edinboro Elementary School (approximately 5 miles per day) for school year 2015 – 2016 at the IRS reimbursement rate of \$.575 per mile.

Motion: Dr. Sablo moved that the transportation agreement be approved as presented. Motion seconded by Dr. Wise.

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

RESIGNATION APPROVED

Consideration of Approval of Resignation – Non-Instructional Employee was requested. Marcia Provencher submitted her letter of resignation as a Personal Care Aide effective December 22, 2015 with 7 years of service.

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

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

FMLA LEAVE RATIFIED

Consideration of Approval of Ratification of FMLA Leave Request – Non-Instructional Employee was requested. A request was been received from Pauline Boyd for an FMLA leave effective November 16 - 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 be ratified and approved as presented. Motion seconded by Dr. Wise.

Action: Motion approved with all “ayes.” Mrs. Gould was absent.

TEMPORARY TRANSFER APPROVED

Consideration of Approval of Transfer- Non-Instructional Employee was requested. Alexandra Tomasic requested a temporary transfer from a Personal Care Aide I (Part-Time Hourly Support Staff) at McKean Elementary School to a Classroom Aide (Part-Time Hourly Support Staff) at McKean Elementary School. (Note: Alexandra Tomasic is the fiancée of Robert Stauffer who is a teacher at General McLane High School). 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 temporary transfer be approved as presented. Motion seconded by Dr. Wise.

Action: Motion approved with all “ayes.” Mrs. Gould was absent.

INTERMEDIATE UNIT REPORT

Mrs. Eisert informed that Board that there had been conversations regarding the State Budget. She also informed the Board that she is now on the IU's Personnel & Negotiation Committee.

VO-TECH REPORT

Mr. Bucksbee reported on ECTS 9th grade tours and scheduling.

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, he continued with the meeting.

OTHER BUSINESS

The Board discussed the process of the Hiring Consultant.

Mr. Scaletta presented Mrs. Greenleaf with a certificate for her service and thanked her for her commitment and dedication to General McLane School District.

Mrs. Orbanek informed the Board of the procedures for next month's 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 21, 2015:

A. Regular Board Study Session, November 11, 2015, 6:30 p.m.

ADJOURNMENT

Mrs. Crow asked if there was any further business to be presented for consideration and, hearing no response, adjourned the meeting at 8:37 p.m.

Marissa A. Orbanek, Board Secretary