

GENERAL McLANE SCHOOL DISTRICT

Board of Education
Regular Monthly Meeting
January 17, 2018

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, January 17, 2018 beginning at 6:30 p.m.

ROLL CALL

Members in attendance were Mr. Bucksbee, Mrs. Crow, Mrs. Eisert, Mrs. Gould, Mrs. King, Mr. Pattullo, Mr. Schulz and Dr. Wise. Administration present were Mr. Scaletta, Mr. Buto, Mr. Getz, Ms. Mackowski, Mr. Mennow, Mr. White, Mr. Fendya and Ms. Orbanek. Also present was the Board Solicitor, Mr. McDonald. Two visitors were also present.

PLEDGE OF ALLEGIANCE

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

Mr. Lofgren entered the meeting at 6:31 p.m.

RECOGNITION OF VISITORS FOR MATTERS RELATED TO THE AGENDA

No visitors wished to address the Board regarding matters related to the agenda.

PRESENTATION

James W. Parker Middle School teacher Chris Triola presented to the board on applications of Schoology.

BOARD MINUTES APPROVED

The Directors were presented with copies of the following minutes: the Regular Monthly Study Session of December 6, 2017 and the Regular Monthly Meeting December 13, 2017.

Motion: Dr. Wise moved that the minutes of the Study Session of December 6, 2017 and the minutes of the Regular Monthly Meeting of December 13, 2017 be approved as presented. Motion seconded by Mrs. Eisert.

Action: Motion approved with all "ayes."

SUPERINTENDENT'S REPORT

Mr. Scaletta presented the Directors with a copy of the "Superintendent's Report" as of January 17, 2018 and proceeded to discuss the items contained thereon. 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 December 31, 2016 indicating the following balances:

Cash and Investments - Beginning of Period	\$14,030,256.00
Cash Receipts	18,902,026.00
Disbursements	<u>12,434,940.00</u>
Cash and Investments - End of Period	\$20,497,342.00

A copy of the Treasurer's Report as of December 31, 2017 is attached hereto and becomes part of the official record of the Board. The Directors were also presented with a listing of Accounts Payable as of January 10, 2018 totaling \$161,215.75. A copy of the Accounts Payable as of January 10, 2018 is attached hereto and becomes part of the official records of the Board.

Motion: Mr. Lofgren moved that the Treasurer's Report as of December 31, 2017 and the listing of Accounts Payable as of January 10, 2018 be approved as presented and a copy filed for audit purposes. Motion seconded by Mrs. Eisert.

Action: Motion approved with all "ayes."

OTHER REPORTS

The Directors were presented with copies of the following: the High School Activity Report, the Employee Benefit Trust Report, Capital Reserve Fund Report and the Cafeteria Report all as of December 31, 2017. These reports are referenced as FR #2, 5, 6, 7, 8, 9, and 10 respectively. Copies of these reports are on file in the Secretary's office for audit purposes.

POLICY & FINANCE COMMITTEE MATTERS

POLICIES RETIRED

Consideration of Approval of Resolution to Retire School Board Policies was requested. The committee moves to approve the following resolution:

- 1) Board Policy 248, entitled Unlawful Harassment, of Section 200, Pupils, is hereby retired, as the provisions of new Board Policies 103, Nondiscrimination in School and Classroom Practices, and 103.1, Nondiscrimination—Qualified Students with Disabilities, encompass the same subject matter as Board Policy 248.
- 2) Board Policy 348, entitled Unlawful Harassment, of Section 300, Employees, is hereby retired, as the provisions of new Board Policy 104, Nondiscrimination in Employment and Contract Practices, encompasses the same subject matter as Board Policy 348.
- 3) All Board Policies referencing or citing to Board Policy 248 or Board Policy 348, including Board Policies 203.1, 314.1, 815, and 824, as well any other applicable Board Policies, are hereby amended, as appropriate, to reflect the retirement of Board Policies 248 and 348, and enactment of Board Policies 103, 103.1, and 104.

Motion: Mrs. Gould moved that the school board policies be retired as presented. Motion seconded by Mr. Schulz.

Action: Motion approved with all "ayes."

FIRST READING APPROVED

Consideration of Approval for First Reading – School Board Policy was requested for:

- A. Policy Section 808 – Food Services
- B. Policy Section 302 – Employment of Superintendent/Assistant Superintendent
- C. Policy Section 301 – Reduction of Staff

The Directors received and reviewed a copy of the proposed policy at the January 10, 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 school board policies be approved as presented. Motion seconded by Mr. Schulz.

Action: Motion approved with all "ayes."

LST COLLECTORS APPROVED

The Committee recommended a motion to **appoint Local Services Tax ("LST") Collectors** for the calendar year ending December 31, 2018 as discussed in the Study Session. H.A. Berkheimer, Inc. ("Berkheimer") to collect LST for Edinboro Borough, McKean Borough, McKean Township and Washington Township. Berkheimer will be paid a 1.8% commission per the terms of the Erie County Tax

Collection Committee's Tax Collection Agreement. June Shelhamer to collect the LST for Franklin Township. Ms. Shelhamer will be paid a 4.0% commission.

Motion: Mrs. Gould moved that the LST collectors be approved as presented. Motion seconded by Mr. Schulz.

Action: Motion approved with all "ayes."

RESIGNATION RATIFIED

The Committee recommended a motion to **ratify a non-instructional**. Denise Kavelish submitted a letter to resign from her Food Services Assistant I position (5.25 hours/day, 180 days/year) at Edinboro Elementary School effective January 12, 2018 with 2 years of service.

Motion: Mrs. Gould moved that the non-instructional resignation be approved as presented. Motion seconded by Mr. Schulz.

Action: Motion approved with all "ayes."

NON-INSTRUCTIONAL PERSONNEL APPROVED

The Committee recommended a motion to **approve the hiring of the following non-instructional personnel**: James Ricketts was recommended for a district-wide Maintenance II position (8 hours/day, 260 days/year). Jacinda Jones was recommended for a district-wide Custodial Services Technician II position (8 hours/day, 230 days/year). Renee Gransbury was recommended for a Food Services Assistant I position (5.25 hours/day, 180 days/year) assigned to Edinboro Elementary subject to receipt of acceptable clearances and other pre-employment paperwork. Wages and benefits will be those approved for the 2017-2018 school year. Required clearances and other pre-employment paperwork are on file unless noted.

Motion: Mrs. Gould moved that the personnel hirings be approved as presented. Motion seconded by Mr. Schulz.

Action: Motion approved with all "ayes."

SUBSTITUTE HIRED

The Committee recommended a motion to **authorize a current non-instructional substitute for additional duties**. Sabrina Austin was previously approved to substitute as a Van Driver or Food Service Assistant I and was now recommended as a substitute for PCA or Administrative Aide positions.

Motion: Mrs. Gould moved that the non-instructional substitute be approved as presented. Motion seconded by Mr. Schulz.

Action: Motion approved with all "ayes."

LEAVE EXTENDED

The Committee recommended a motion to **ratify an extension for a non-instructional unpaid leave of absence**. The Board approved an unpaid leave for Shanima Simmons from November 22, 2017 through December 31, 2017 at its December 13, 2017 meeting. Ms. Simmons is not able to return to work and has asked to extend her unpaid leave effective January 1, 2018 until she is released to return to work by her doctor. This request is consistent with Policy 339 (Uncompensated Leave).

Motion: Mrs. Gould moved that the non-instructional substitute be approved as presented. Motion seconded by Mr. Schulz.

Action: Motion approved with all "ayes."

INSTRUCTION AND CO-CURRICULAR COMMITTEE MATTERS

ATHLETIC SUPPLEMENTAL CONTRACTS APPROVED

Consideration of Approval of Athletic Supplemental Contracts for 2018-2019 School Year was requested. Supplemental contract salaries are in conjunction with the 2018-2019 rates of the GMEA contract.

James Wells, Head Coach Football	\$8,687.00
Bill Frick, Assistant Coach, Football	\$6,799.00
Luil Graham, Assistant Coach, Football	\$6,799.00
Josh Hopkins, Head Coach, Boys Soccer	\$5,712.00
Daniel Young, Assistant Coach, Boys Soccer	\$4,678.00
John Guzik, Head Coach, Cross Country	\$5,712.00
Will White, Middle School, Cross Country	\$3,976.00
Jim Delsandro, Head Coach, Golf	\$5,304.00
Eileen McCullough, Head Coach, Cheerleading	\$3,564.00
Jenise LaRocca, Assistant Coach, Cheerleading	\$2,639.00
Danielle Hayes, Head Coach, Volleyball	\$7,534.00
Michael Hayes, Assistant Coach, Volleyball	\$5,902.00

Act 34, Act 114 and Act 151 clearances are on file. Information was presented at the January 10, 2018 Study Session.

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

Action: Motion approved with all "ayes."

INTERNSHIP RATIFIED

Consideration of Ratification of Internship was requested. Brenda Hertel (General McLane High School) has requested to complete an Elementary Principal Internship at Edinboro Elementary School during the second half of the 2017-2018 School Year. This is a requirement for the Principal Certification Program through Edinboro University. Mr. White has agreed to supervise this experience.

Motion: Mrs. Eisert moved that the internship be approved as presented. Motion seconded by Mrs. King.

Action: Motion approved with all "ayes."

INTERNSHIP APPROVED

Consideration of Approval of Internship was requested. Jenn Cousins has requested to complete an Internship (Psychology) at James W. Parker Middle School starting January 22, 2018 through May 2018. This is a requirement for Edinboro University's Psychology degree. Approval if pending review of appropriate Fingerprints results. Mrs. Swanseger has agreed to supervise this experience.

Motion: Mrs. Eisert moved that the internship be approved as presented. Motion seconded by Mrs. King.

Action: Motion approved with all "ayes."

RESIGNATION APPROVED

Consideration of Approval of Resignation was requested. Ms. Natalee Bufalini (General McLane High School) has submitted a letter of resignation from her position as Health and Physical Education teacher and as Assistant Coach -- Swimming, effective January 19, 2018.

Motion: Mrs. Eisert moved that the resignation be approved as presented. Motion seconded by Mrs. King.

Action: Motion approved with all "ayes."

SUBSTITUTE TEACHER APPROVED

Consideration of Approval of Recommendation for Substitute Teacher List 2017-2018 School Year was requested. The following individual is recommended for the Substitute Teacher list. Act 34, Act 114 and Act 151 Background Checks are on file.

Arianna Hanley Health and Physical Education
Per diem for 2017-2018 is \$82.00/day and \$41.00/half-day.

Motion: Mrs. Eisert moved that the substitute teacher be approved as presented. Motion seconded by Mrs. King.

Action: Motion approved with all "ayes."

FIELD TRIPS APPROVED

Consideration of Approval of Field Trip was requested. Mr. Charles Hager (General McLane High School) has requested to take students in his WWII class to visit the National Holocaust Museum in Washington D.C. on March 13, 2018. Ms. Erin Bentley (General McLane High School) has requested to take Future Business Leaders of America students to participate in the PA FBLA State Leadership Conference in Hershey, PA April 8, 2018 through April 11, 2018. All costs, including transportation, will be covered by the students attending or funding acquired by the club.

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

Action: Motion approved with all "ayes."

CONTRACT EXTENSION APPROVED

Consideration of Approval of Contract Revision – Barber National Institute was requested. It is recommended to add counseling services to Edinboro and McKean Elementary Schools for the remainder of 2017-2018 School Year. The contract increase to the District would be \$14,922. The original contract was approved at the June 14, 2017 Board Meeting and revisions were discussed at the January 10, 2018 Study Session.

Motion: Mrs. Eisert moved that the contract extension be approved as presented. Motion seconded by Mrs. King.

Action: Motion approved with all "ayes."

SCHOOL CALENDAR REVISED

Consideration of Approval of Revised 2018-2019 School Calendar was requested. Approval is requested to adopt the revised calendar for the 2018-2019 School Year. The School Calendar was previously approved at the November 15, 2017 School Board Meeting. The changes stem from changes PDE made to the PSSA testing schedule. A draft of the revised calendar was shared with the Board at the January 10, 2018 Study Session.

Motion: Mrs. Eisert moved that the 2018-2019 School Calendar be revised and approved as presented. Motion seconded by Mrs. King.

Action: Motion approved with all "ayes."

BUILDINGS, GROUNDS & TRANSPORTATION

There were no approval items for consideration.

INTERMEDIATE UNIT REPORT

No report was given.

VO-TECH REPORT

Mr. Bucksbee reported to the Board on a recent trip he made with the ECTS students to New Castle for a District 10 Skills Competition. He also informed the board on Aldo Jackson's resignation. The ECTS is also still in negotiations.

LEGISLATIVE REPORT

Mr. Lofgren reported on two upcoming trainings he will be attending: a webinar on furloughs and the Legislative Roundup presentation in Meadville. He also reported that PSBA has asked for School Boards to do a resolution in opposition of Senate Bill 2.

FOUNDATION REPORT

Mr. Fendya reported to the Board on a new scholarship and holiday arts fair results.

OTHER BUSINESS

Ms. Crow reminded the Board of their Ethics Statements.

NOTIFICATION OF MEETINGS

For information purposes, it was reported that the following meetings had held since the regularly scheduled Board Meeting of December 13, 2017:

- A. Study Session Meeting, January 10, 2018, 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 7:33 p.m.

Marissa A. Orbanek, Board Secretary