

GENERAL McLANE SCHOOL DISTRICT
Board of Education
Regular Monthly Meeting
March 21, 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, March 21, 2018 beginning at 6:30 p.m.

ROLL CALL

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

PLEDGE OF ALLEGIANCE

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

RECOGNITION OF VISITORS FOR BOARD RELATED MATTERS

Mrs. Crow offered the podium to the visitors. Hearing no response, she continued with the meeting.

Mr. Lofgren entered the meeting at 6:33 p.m.

COMMUNICATIONS

Mrs. Orbanek read a piece of communication from Jack Parker, in regard to Mr. Brian Schulz.

Mrs. Eisert entered the meeting at 6:37 p.m.

BOARD MINUTES APPROVED

The Directors were presented with copies of the following minutes: Regular Monthly Study Session of February 14, 2018 and the Regular Monthly Meeting of February 21, 2018.

Motion: Dr. Wise moved that the minutes of the Study Session of February 14, 2018 and the minutes of the Regular Monthly Meeting of February 21, 2018 be approved as presented. Motion seconded by Mrs. King.

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

SUPERINTENDEN'S REPORT

Mr. Scaletta presented the Board with the "Superintendent's Report" as of March 21, 2018. 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 February 28, 2018 indicating the following balances:

Cash and Investments - Beginning of Period	\$14,030,256.00
Cash Receipts	21,944,093.00
Disbursements	<u>-17,167,597.00</u>
Cash and Investments - End of Period	\$18,806,752.00

The Directors were presented with a listing of Accounts Payable as of March 16, 2018 totaling \$152,708.56. A copy of the listing is attached hereto and becomes part of the official records of the Board.

Motion: Mr. Lofgren recommended that the Treasurer's Report of February 28, 2018 and the Accounts Payable as of March 16, 2018 be approved as presented. Seconded by Mrs. King.

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, Capital Reserve Fund and the Employee Benefit Trust Report, all as of February 28, 2018. These reports are referenced as FR #2, 4, 5, 6, 7, 8 and 9 respectively. Copies of these reports are on file in the Secretary's office for audit purposes.

POLICY & FINANCE COMMITTEE MATTERS

ECTS BUDGET APPROVED

Consideration of Approval of the Erie County Technical School Budget for 2018-2019 was requested. The total 2018-2019 ECTS budget is \$6,512,708 which is \$63,700 more than 2017-18. The District's contribution for 2018-19 is \$391,538 which is \$1,250 less than 2017-18.

Motion: Mr. Schulz recommended that the ECTS budget be approved as presented. Seconded by
Dr. Wise.

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

IU BUDGET APPROVED

Consideration of Approval of the Northwest Tri-County Intermediate Unit Budget for 2018-2019 was requested. The district's estimated share of the budget is \$400,950 for alternative and special education consortium services, the Bright Horizons program and miscellaneous other costs.

Motion: Mr. Schulz recommended that the IU budget be approved as presented. Seconded by
Dr. Wise.

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

LEASE APPROVED

The Committee recommended a motion to approve a **lease for sixteen (16) multi-function device ("MFDs"** – formerly known as copiers and printers) along with a companion **Managed Print Services ("MPS") Agreement**. The District received bids from Com-Doc, Hagan Business Machines and Kubinski Business Machines. The Bidders provided prices for the District to lease or buy the MFDs along with prices for a MPS agreement. The District evaluated the bids according to the criteria listed in the Bid Documents. Com-Doc (a Xerox company) provided the bid with the lowest overall cost of ownership to the District and is therefore the recommended supplier. The proposed lease is for sixty (60) months with payments not to exceed \$2,390.00 per month and \$143,400 over the lease term. The interest rate implicit in the lease is 3.82%. The MPS Agreement is for sixty (60) months with payments of \$2,186.29 per month for the agreed number allowances for both black & white and color impressions. The rates for overages will be:

- i. \$0.01 per B&W page on current equipment
- ii. \$0.10 per color page on current equipment
- iii. \$0.0042 per B&W page on equipment acquired under this bid

iv. \$0.0450 per color page on equipment acquired under this bid

The effective start date for the MFD lease and MPS Agreement will depend on the termination date for the current lease and the installation date for the new equipment.'

Motion: Mr. Schulz recommended that the lease agreement be approved as presented.
Seconded by

Dr. Wise.

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

SCHOOL BOARD POLICY RETIRED

The Committee recommended a motion to **approve the following** resolution to retire a school Board Policy. The committee moves to approve the following resolution:

- 1) Board Policy 310, entitled Abolishing a Position, of Section 300, Pupils, is hereby retired, as the provisions of new Board Policies 311, Reduction of Staff, encompass the same subject matter as Board Policy 310.
- 2) All Board Policies referencing or citing to Board Policy 310 are hereby amended, as appropriate, to reflect the retirement of Board Policies 310, and enactment of Board Policies 311.

Motion: Mr. Schulz recommended that the school board policy be retired and approved as presented.

Seconded by Dr. Wise.

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

RESIGNATION APPROVED

The Committee recommended a motion to **approve the following resignation of non-instructional Employee:** Laura Longstreet has submitted a letter of resignation from her Bus Driver position effective June 29, 2018 with 7 years of service.

Motion: Mr. Schulz recommended that the resignation be approved as presented. Seconded by Dr. Wise.

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

HIRINGS APPROVED

The Committee recommended a motion to **approve the following recommendations for hiring** a substitute non-instructional employee: Tamara Hammer is recommended as a substitute food service employee, administrative aide, Custodial Services Technician I and Custodial Services Technician II. Wages and benefits will be according to the Board approved schedule. Required clearances are on file unless 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: Mr. Schulz recommended that the hirings be approved as presented. Seconded by Dr. Wise.

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

AUTHORIZATION APPROVED

The Committee recommended a motion to **authorize a current non-instructional substitute for additional duties:** Kevin Travis was previously approved to substitute as a PCA and is now recommended as a substitute for Cafeteria Monitor or Administrative Aide positions.

Motion: Mr. Schulz recommended that the authorization be approved as presented. Seconded by Dr. Wise.

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

UNPAID LEAVE APPROVED

The Committee recommended a motion to **approve the following non-instructional unpaid leave of absence:** Kathleen Yanoshik has requested an unpaid leave of absence from her cafeteria monitor position at Edinboro Elementary between May 7, 2018 until June 6, 2018. This request is consistent with Policy 336 (Personal Necessity Leave) and Policy 339 (Uncompensated Leave).

Motion: Mr. Schulz recommended that the unpaid leave be approved as presented. Seconded by Dr. Wise.

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

INSTRUCTION AND CO-CURRICULAR COMMITTEE MATTERS

LANCER LEGACY RESOLUTIONS APPROVED

Consideration of Approval of Resolutions – Lancer Legacy Awards was requested. The following resolutions are recommended for approval.

RESOLUTION
TITLE: LANCER LEGACY AWARD
SUBMITTED BY: General McLane Lancer Legacy Committee

WHEREAS, Sidney Manchester served the General McLane School District as a High School Health and Physical Education teacher for 34 years; and

WHEREAS, Sidney Manchester served as the head varsity coach for both girls and boys basketball teams, and the baseball team, restarting the baseball program which had been discontinued in the early 1960s; and

WHEREAS, Sidney Manchester won the 1981 District 10 Championship and seven Erie County League Championships during his 18-year tenure;

WHEREAS, the work of Sidney Manchester in the early years of GM athletics built a foundation of success, and shaped a legacy of excellence that has been a hallmark of General McLane Athletics; therefore, be it

RESOLVED, that the General McLane Board of Education does hereby confer upon Sidney Manchester, the Lancer Legacy Award for Distinguished Service to Athletic Programs of the General McLane School District.

Adopted this 21st day of March, 2018.

RESOLUTION
TITLE: LANCER LEGACY AWARD
SUBMITTED BY: General McLane Lancer Legacy Committee

WHEREAS, Dixie Corwin provided the leadership and maintained a commitment to academic excellence for all students; and

WHEREAS, Dixie Corwin was hired as an elementary teacher at Edinboro Elementary School during the 1971 school year and taught in various positions before heading to McKean Elementary to teach Kindergarten in 1989, where she remained until end of the 2002-2003 school year with a total of thirty-two years with the General McLane School District; and

WHEREAS, Dixie Corwin provided her students with a foundation of a well-rounded education, specifically fostering a love of literacy through her Author Story-time, Literacy Parties and a variety of new projects and programs that she implemented throughout the years; and,

WHEREAS, Dixie Corwin created and organized the first Writing Center at McKean Elementary School, which created 1000 student-generated books during her first year, and headed a Learning Center project, which provided education workshops for area teachers; and,

WHEREAS, learning programs instituted by Dixie Corwin, have become institutions at General McLane still benefitting students; therefore, be it

RESOLVED, that the General McLane Board of Education does hereby confer upon Dixie Corwin the Lancer Legacy Award for Distinguished Service to the General McLane School District.

Adopted this 21st day of March, 2018.

RESOLUTION
TITLE: LANCER LEGACY AWARD
SUBMITTED BY: General McLane Lancer Legacy Committee

WHEREAS, Dick Corwin provided the leadership and maintained a fiscal responsibility and commitment to the District, which has helped provide all students with consistent resources and facilities necessary to help achieve academic excellence for decades; and,

WHEREAS, Dick Corwin was hired as a Business Manager in 1973, where he remained until 1999; and,

WHEREAS, Dick Corwin did whatever it took to insure that the programs and facilities at General McLane were first-class, while also helping a great deal of decision-making and support during the High School Addition / Renovation Project and various other building projects; and,

WHEREAS, Dick Corwin helped the District to experience and maintain budgetary surplus, particularly decades after his retirement during the Commonwealth of Pennsylvania's major public education financial crisis; therefore, be it

RESOLVED, that the General McLane Board of Education does hereby confer upon Dick Corwin the Lancer Legacy Award for Distinguished Service to the General McLane School District.

Adopted this 21st day of March, 2018.

Motion: Mrs. Eisert recommended that the Lancer Legacy resolutions be approved as presented.
Seconded by Mr. Lofgren.

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

FMLA LEAVE RATIFIED

Consideration of Ratification of FMLA Leave was requested. Mrs. Pamela Swanseger (James W. Parker Middle School) has submitted a request for an FMLA leave with an estimated start date on March 21, 2018 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. Mrs. Swanseger's leave will be a combination of unpaid and paid days, as well as use of the GMEA Sick Day Pool.

Motion: Mrs. Eisert recommended that the FMLA Leave be ratified and approved as presented.
Seconded by Mr. Bucksbee.

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

RETIREMENTS APPROVED

Consideration of Approval of Retirements was requested. Mr. Robert Santos (James W. Parker Middle School) has submitted a letter of retirement from his teaching position, effective at the end of the 2017-2018 school year. Mr. Santos will have 32 years of service with the district. Mrs. Nancy Wilkinson (James W. Parker Middle School) has submitted a letter of retirement from her teaching position, effective at the end of the 2017-2018 school year. Mrs. Wilkinson will have 41 years of service with the district. Ms. Denise Bakich (James W. Parker Middle School) has submitted a letter of retirement from her teaching position, effective at the end of the 2017-2018 school year. Mrs. Bakich will have 28 years of service with the district. Mrs. Antoinette Kasprzak (Edinboro Elementary School) has submitted a letter of retirement from her teaching position, effective at the end of the 2017-2018 school year. Mrs. Kasprzak will have 20 years of service with the district.

Motion: Mrs. Eisert recommended that the retirements be approved as presented.
Seconded by Mr. Bucksbee.

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

RESIGNATION APPROVED

Consideration of Approval of Resignation was requested. Mr. Branden Williams (James W. Parker Middle School) has submitted a resignation letter from his position as an Emotional Support Teacher at James W. Parker Middle School, effective at the end of the 2017-2018 School Year.

Motion: Mrs. Eisert recommended that the resignations be approved as presented.
Seconded by Mr. Bucksbee.

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

FIELD TRIP APPROVED

Consideration of Approval of field trip was requested. Mr. Lon Jenkins (General McLane High School) has requested to take student members of Key Club to participate in the March for Our Lives rally in Washington D.C. on March 24, 2018. All costs will be covered by the group attending.

Motion: Mrs. Eisert recommended that the field trip be approved as presented.
Seconded by Mr. Bucksbee.

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

TUITION STUDENTS APPROVED

Consideration of Approval of Tuition Students for 2018-2019 School Year was requested. Mr. Eric Straffin and Tamara Misner have requested that their son Phineus Straffin (K) be accepted as a tuition student at Edinboro Elementary School for the 2018-2019 school year. Mr. Straffin and Ms. Misner

understand that they will be responsible for tuition and transportation. Ms. Melissa Baillie has requested that her daughter Claire (10th) be accepted as a tuition student at General McLane High School for the 2018-2019 School Year. Ms. Baillie understands that she will be responsible for tuition and transportation.

Motion: Mrs. Eisert recommended that the tuition students be approved as presented.
Seconded by Mr. Bucksbee.

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

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.

Dan Young, Head Coach, Boys Soccer	\$5,712.00
Branden Williams, Assistant Coach, Football	\$6,799.00
Clay Smith, Assistant Coach, Football	\$5,439.20
Clay Strobel, Assistant Coach, Football	\$5,439.20
Bobby Stauffer, Middle School Coach, Football	\$3,976.00
Josh Ponsoll, Middle School Coach, Football	\$3,976.00
Kyle Ponsoll, Middle School Coach, Football	\$3,976.00
Greg Doré, Middle School Coach, Football	\$3,976.00

Act 34, Act 114 and Act 151 clearances are on file. Information was presented at the Study Session on March 14, 2018 Study Session.

Motion: Mrs. Eisert recommended that the supplemental contracts be approved as presented.
Seconded by Mr. Bucksbee.

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

RESOLUTION APPROVED

Consideration of Approval of Resolution Opposing ESA Voucher Program was requested. Approval is requested that the Board of Directors of the General McLane School District oppose Senate Bill 2 and any other legislation or any effort by the General Assembly to implement tuition vouchers, per the attached resolution.

Motion: Mrs. Eisert recommended that the resolution opposing ESAs be approved as presented.
Seconded by Mr. Bucksbee.

Action: Motion approved with seven "ayes" and one "nay" casted by Mr. Lofgren. Mrs. Gould was absent.

SUBSTITUTE TEACHER APPROVED

Consideration of Ratification of Substitute Teacher was requested. Joseph Kaufer has been trained through the Northwest Tri-County IU Guest Substitute program and was 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. Per diem for 2017-2018 is in accordance with the approved Substitute Teacher Per Diem Rates.

Motion: Mrs. Eisert recommended that the substitute teacher be approved as presented.
Seconded by Mr. Bucksbee.

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

BUILDINGS, GROUNDS & TRANSPORTATION

AUTHORIZATION APPROVED

The Committee recommended a motion to authorize the administration to post and interview for non-instructional summer help. Additional hourly employees, as needed, for **maintenance or custodial** help not to exceed 960 hours at a rate of \$11.95. Additional hourly employees, as needed, for **bus cleaning** not to exceed 640 hours at a rate of \$13.45 per hour. Additional hourly employees, as needed, for **bus painting and bodywork** not to exceed 480 hours at a rate of \$14.49 per hour. Additional hourly employees, as needed, to serve as **mechanics helpers** not to exceed 480 hours at a rate of \$14.49 per hour. Preference will be given to current part-time or full-time hourly employees and Class A or Class C Drivers. Temporary 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: Mrs. Eisert recommended that the authorization for summer help be approved as presented. Seconded by Mr. Bucksbee.

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

INTERMEDIATE UNIT REPORT

Mr. Pattullo reported to the Board on the Budget discussions with the IU and their upcoming vote. He also talked about the contract with staff and an upcoming legislative roundtable on April 12.

VO-TECH REPORT

Mr. Bucksbee reported that the Vo-Tech's union had approved a contract 23-2. The board would be voting on March 22. He also talked about the formation of a committee for each lab/classroom that would be inviting industry leaders into the ECTS for dinner, a tour and a chance for conversations with business leaders.

LEGISLATIVE REPORT

Mr. Lofgren reported to the Board on the recently PSBA sponsored-event that he attended to review recently legal cases. Mr. Lofgren said he felt comfortable that the General McLane administration is on top of these issues. He also reported on the PSBA Roundtable and its high activity level attempting to influence education policy.

GENERAL MCLANE FOUNDATION REPORT

Mrs. Eisert reported on the upcoming golf outing and had a discussion regarding the senior class fund balance.

OTHER BUSINESS

Mrs. Crow reminded the Board about the Superintendent Evaluations.

RECOGNITION OF VISITORS FOR SCHOOL RELATED MATTERS

Mrs. Crow offered the podium to the visitors. Hearing no response, she continued with the meeting.

ADJOURNMENT

Mrs. Crow asked if there was any further business to be presented for consideration and, hearing no response, adjourned the meeting at 7:19 p.m.

Marissa A. Orbanek, Board Secretary