

GENERAL McLANE SCHOOL DISTRICT
Board of Education
Regular Monthly Meeting
April 18, 2018

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, April 18, 2018 beginning at 6:30 p.m.

ROLL CALL

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

PLEDGE OF ALLEGIANCE

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

PRESENTATION

The Director of Pupil Services Michael Cannata reviewed the Special Education Plan with the Board.

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

There were discussions on how the District could support the increasing diagnosis in special education.

BOARD MINUTES APPROVED

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

Motion: Mr. Bucksbee moved that the minutes of the Regular Monthly Study Session on March 14, 2018 and the Regular Monthly Meeting of March 21, 2018 be approved as presented. Motion seconded by Dr. Wise.

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

SUPERINTENDENT'S REPORT – MR. SCALETTA

Mr. Scaletta presented the Directors with a copy of the "Superintendents Report" as of April 18, 2018 and proceeded to discuss the items contained thereon.

FINANCIAL REPORTS APPROVED

The Directors were presented with a copy of the Treasurer's Report as of March 31, 2018 indicating the following balances:

Cash and Investments - Beginning of Period	\$14,030,256.00
Cash Receipts	23,501,402.00
Disbursements	<u>20,287,461.00</u>
Cash and Investments - End of Period	\$17,244,187.00

A copy of the Treasurer's Report of March 31, 2018 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 April 12, 2019 totaling \$199,178.45. A copy of the listing is attached hereto and becomes part of the official records of the Board.

Motion: Mr. Lofgren moved that the Treasurer's Report of March 31, 2018 and the

listing of Accounts Payable as of April 12, 2018 and Accounts Paid prior to the Board Meeting be approved as presented and a copy filed for audit purposes. Motion seconded by Dr. Wise.

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

OTHER REPORTS

The Directors were presented with copies of the following: the Revenue Report, the Cafeteria Report, the High School Activity Report, the Employees Benefit Trust Report and Capital Reserve Fund Report all as of March 30, 2019. These reports are referenced as FR #2, 5, 6, 8, 9 and 10 respectively. Copies of these reports are on file in the Secretary's office for audit purposes.

POLICY & FINANCE COMMITTEE MATTERS

TRANSPORTATION RATES APPROVED

The Committee recommended a motion to approve **rates** to charge unaffiliated groups for **transportation services** during the **2018-2019 fiscal year**. The proposed rates will be \$19.20 per hour for the driver plus \$2.25 per mile. The District will require a deposit of \$150 per vehicle (which the Superintendent or Director of Business and Operations may waive). The deposit will be applied to the final invoice but will not be refunded if the trip is cancelled.

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

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

BREAKFAST AND LUNCH PRICES APPROVED

The Committee recommends a motion to approve **breakfast and lunch prices for the 2018-2019 school year** at the same amounts that are being charged for 2017-2018.

	<u>Breakfast</u>	<u>Lunch</u>
A. Middle/High Schools	\$1.75	\$2.50
B. Elementary Schools	1.75	2.40
C. Adults	\$2.25	\$3.50

Motion: Mrs. Gould moved that the breakfast and lunch rates be approved as presented. Motion seconded by Mr. Schulz.

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

RESIGNATIONS RATIFIED

The Committee recommended a motion to **ratify the following non-instructional resignations**. Michael Wojteck submitted a letter to resign from his Bus Driver position effective March 16, 2018 with 5.0 years of service. Kevin Stewart submitted a letter to resign from his Bus Driver position effective March 30, 2018 with 7.6 years of service.

Motion: Mrs. Gould moved that the resignations be ratified and approved as presented. Motion seconded by Mr. Schulz.

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

RESIGNATIONS APPROVED

The Committee recommended a motion to **approve the following non-instructional resignation.** Rebecca Hess submitted a letter to resign from her Administrative Aide position at Edinboro Elementary School effective June 6, 2018 with 1.0 year of service.

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

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

UNPAID LEAVE APPROVED

The Committee recommended a motion to **approve the following non-instructional unpaid leaves of absence.** Rolee Luciano requested an unpaid leave of absence from her Administrative Aide position at Edinboro Elementary School from May 7, 2018 through May 11, 2018. Kimberly Stawicki requested an unpaid leave of absence from her Administrative Aide position at General McLane School from May 16, 2018 through May 18, 2018. These requests are consistent with Policy 336 (Personal Necessity Leave) and Policy 339 (Uncompensated Leave).

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

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

HIRING APPROVED

The Committee recommended a motion to **hire the following non-instructional employee.** Tamara Hammer for a 5.0 hour, 180 day Food Services Assistant I position at McKean Elementary School to replace Sara Dougherty who resigned. Wages and benefits will be consistent with the Board-approved compensation plan. All required clearances are on file in the Business Office.

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

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

SUBSTITUTE ADDED

The Committee recommended a motion to **approve the following individuals for the Non-Instructional Substitute Employee Call List:** Kevin Stewart as a Substitute Bus Driver, Kimberly Swanson as a Substitute Non-CDL Driver in addition to being a Substitute Food Service Assistant. Wages will be at Board-approved rates. 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: Mrs. Gould moved that the substitute be approved as presented. Motion seconded by Mr. Schulz.

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

CONTRACT APPROVED

The Committee recommended a motion to **approve a Security Contract Continuation Agreement** with Woodring Detective Agency & Security Service, LLC for the 2018-2019 school year. The rate of \$21.00 per officer per hour remains unchanged from 2017-2018.

Motion: Mrs. Gould moved that the contract be approved as presented.

Motion seconded by Mr. Schulz.

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

INSTRUCTION AND CO-CURRICULAR COMMITTEE MATTERS

TUITION STUDENTS APPROVED

Consideration of Approval of Tuition Students was requested. Mr. and Mrs. Amy Bridger requested that their children Stella (6th) and Call (3rd) Bridget continue as tuition students at James W. Parker Middle School and Edinboro Elementary School for the 2018-2019 school year. Mr. and Mrs. Bridger understand that they will be responsible for transportation and in-state tuition. Susan and Brian Gregor requested that their children Bryn Gregor (6th) and Mason Gregor (3rd) continue as tuition students at James W. Parker Middle School and Edinboro Elementary School for the 2018-2019 school year. Mr. and Mrs. Gregor understand that they will be responsible for transportation and in-state tuition. Mrs. Kelly Diley requested that her daughter Grace (10th) continues as a tuition student at General McLane High School for the 2018-2019 School Year. Mrs. Diley understands that she will be responsible for transportation and in-state tuition.

Motion: Mrs. Eisert moved that the tuition students be approved as presented.

Motion seconded by Mr. Pattullo.

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

FMLA LEAVE APPROVED

Consideration of Ratification of FMLA Leave was requested. Mr. Adam Mattocks has requested an FMLA Leave starting April 10, 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.

Motion: Mrs. Eisert moved that the contract be approved as presented.

Motion seconded by Mr. Pattullo.

Action: Motion approved with all "ayes." Mrs. King 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.

Brian Schulz, Head Coach, Boys Basketball	\$8,687.00
Robert Stauffer, Assistant Coach, Boys Basketball	\$6,799.00
Tim Banks, 9 th Grade Coach, Boys Basketball	\$6,799.00
Kevin Wible, Middle School Coach, Boys Basketball	\$3,976.00
Luke Jahn, Middle School Coach, Boys Basketball	\$3,976.00
Tori Hansen, Head Coach, Girls Basketball	\$8,687.00
Leah Hansen, Assistant Coach, Girls Basketball	\$6,799.00
Leah Hansen, Middle School Coach, Girls Basketbal	\$3,976.00
Luke Jahn, Middle School Coach, Girls Basketball	\$3,976.00
Ryan Cook, Head Coach, Wrestling	\$8,687.00
Hunter Harrison, Assistant Coach, Wrestling	\$6,799.00
Branden Saraceno, Middle School Coach, Wrestling	\$3,976.00
Daniel Myers, Middle School Coach, Wrestling	\$3,976.00
Mike Allison, Head Coach, Swimming and Diving	\$6,603.00
Eileen McCullough, Head Coach, Cheerleading	\$3,564.00

Act 34, Act 114 and Act 151 clearances are on file. Information was presented at the Study Session on April 11, 2018.

Motion: Mrs. Eisert moved that the supplemental contract be approved as presented.
Motion seconded by Mr. Pattullo.

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

CONTRACT AUTHORIZED

Consideration of Approval of Authorization to Enter into ASG Contract was requested. The Board would be authorizing the District to enter into a contract with the American Scholar Group to participate in an International Test Prep Program. Contract will be pending approval of District solicitor, the superintendent and the president of the Board.

Motion: Mrs. Eisert moved that the contract authorization be approved as presented.
Motion seconded by Mr. Pattullo.

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

SPECIAL EDUCATION PLAN APPROVED

Consideration of Approval of the Special Education Plan was requested. The plan was approved as presented to the Board and advertised on our website.

Motion: Mrs. Eisert moved that the Special Education Plan be approved as presented. Motion seconded by Mr. Pattullo.

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

BUILDINGS, GROUNDS & TRANSPORTATION

BIDS APPROVED

The Committee recommended a motion to order and **purchase three (3) model year 2019 Blue Bird 72-passenger gasoline school buses** using **2018-2019 budgeted funds**. Business Office personnel followed bid processes required under state law and district policy and evaluated bids according to the criteria listed in the Bid Documents. The District received bids from Blue Bird, Meyers Equipment and Wolfington. Neither Meyers Equipment nor Wolfington met the criteria in the Bid Documents as explained in separate documents provided to the Board. Blue Bird met the criteria specified in the Bid Documents and is the recommended supplier with a bid of \$83,875 per bus.

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

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

BIDS APPROVED

The Committee recommended a motion to order and **purchase two (2) model year 2019 Thomas 9-passenger gasoline school busses** using **2018-2019 budgeted funds**. Business Office personnel followed bid processes required under state law and district policy and evaluated bids according to the criteria listed in the Bid Documents. The District received bids from Blue Bird, Meyers and Wolfington. Meyers Equipment is the recommended supplier with a bid of \$46,786 per bus. Meyer's bid met or exceeded the District's criteria at the lowest overall cost.

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

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

FACILITY USE RENEWED

The Committee recommends a motion to **renew the following facility use requests**: The Northwest Tri-County Intermediate Unit to lease space at McKean Elementary School to operate its 2018-2019 Early Intervention Program for \$11,200 for the year. Growing & Learning to lease space at Edinboro Elementary School from July 1, 2018 through June 30, 2019 at a rate of \$3,590 per month. Long's School of Dance to lease space at Edinboro Elementary School for the 2018-2019 school year for \$2,040 for the year. All other terms and conditions of the three 2018-2019 leases remain the same as previous years.

Motion: Mr. Bucksbee moved that the facility uses be renewed and approved as presented. Motion seconded by Dr. Wise.

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

FACILITY USE APPROVED

The Committee recommended a motion to **approve the following facility use request**: Pennsylvania State University Fayette Campus personnel to conduct a constable training course at General McLane High School:

- i. Friday, May 18, 2018 – 5:00 pm to 10:00 pm
- ii. Saturday, May 19, 2018 – 7:00 am to 5:00 pm
- iii. Sunday, May 20, 2018 – 7:00 am to 5:00 pm

Motion: Mr. Bucksbee moved that the facility uses be approved as presented. Motion seconded by Dr. Wise.

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

FACILITY USE APPROVED

The Committee recommended a motion to **approve the following facility use request**: The Edinboro University Sigma Alpha Iota (International Music) club has asked to use the Edinboro Elementary School parking lot and water faucet for a car wash on Sunday, April 29th from 10:00 am to 3:00 pm. The District will charge fees consistent with Board Policy 707 (Use of Facilities) and the related Administrative Guidelines 707-R as follows:

- | | |
|--|----------|
| i. Outdoor area usage (per day) | \$100.00 |
| ii. Custodian (to turn the water on and off) | 20.00 |
| iii. Water usage (5.2 cents per gallon) | TBD |

Motion: Mr. Bucksbee moved that the facility use be approved as presented. Motion seconded by Dr. Wise.

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

INTERMEDIATE UNIT REPORT

Mr. Pattullo reported on the March 28 meeting, the various services the IU offers, new marketing brochures and updates on contracts.

VO-TECH REPORT

Mr. Bucksbee reported on the upcoming meeting and its vote on a new contract. He also reported on the new director and a search to replace the principal.

LEGISLATIVE REPORT

No report was given.

GENERAL MCLANE FOUNDATION

No report was given.

RECOGNITION OF VISITORS

Mr. Ryan Chalk addressed the Board regarding the Clay Target team.

NOTIFICATION OF MEETINGS

For information purposes, it was reported that the following meetings had been held since the regularly scheduled Board Meeting of March 15, 2017:

- A. Limited Agenda Meeting, April 12, 2017, 6:30 p.m.
- B. Regular Study Session, April 12, 2017, 7:46 p.m.

EXECUTIVE SESSION

The Board entered an Executive Session at 8 p.m. for matters related to personnel. The Executive Session ended at 8:54 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 9:11 p.m.

Marissa A. Orbanek, Board Secretary