

GENERAL McLANE SCHOOL DISTRICT

Board of Education
Regular Monthly Meeting
August 8, 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, August 8, 2018 beginning at 6:30 p.m.

ROLL CALL

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

PLEDGE OF ALLEGIANCE

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

Mr. Pattullo entered the meeting at 6:32 p.m.

COMMUNICATIONS

There were no communications.

BOARD MINUTES APPROVED

The Directors were presented with copies of the Limited Agenda Meeting of June 13, 2018, the Regular Monthly Study Session of June 13, 2018 and Regular Monthly Board Meeting of June 20, 2018.

Motion: Mr. Wise moved that the minutes of the Limited Agenda Meeting of June 13, 2018, the Regular Monthly Study Session of June 13, 2018 and Regular Monthly Board Meeting of June 20, 2018 be approved as presented. Motion seconded by Mrs. King.

Action: Motion approved with all "ayes." Mrs. Gould and Mrs. Eisert were absent.

SUPERINTENDENT'S REPORT – MR. SCALETTA

Mr. Scaletta presented the Directors with his "Superintendent's Report" dated August 8, 2018 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, 2017 and July 31, 2017 indicating the following balances:

As of June 30, 2018

Cash and Investments - Beginning of Period	\$14,030,256.00
Cash Receipts	30,681,799.00
Disbursements	<u>29,374,053.00</u>
Cash and Investments - End of Period	\$15,338,002.00

As of July 31, 2018

Cash and Investments - Beginning of Period	\$15,338,002.00
Cash Receipts	1,257,734.00
Disbursements	<u>1,575,145.00</u>
Cash and Investments - End of Period	\$15,020,591.00

The Directors were presented with a listing of Accounts Payable as of August 8, 2018 totaling \$400,520.58. A copy of the Treasurer's Report of June 30, 2018 and July 31, 2018 and the Accounts Payable as of August 3, 2018 are attached hereto and becomes part of the official records of the Board.

Motion: Mr. Lofgren moved that the Treasurer's Report of June 30, 2018 and July 31, 2018 and Accounts Payable as of August 3, 2018 be approved as presented. Seconded by Dr. Wise.

Action: Motion approved with all "ayes." Mrs. Gould and Mrs. Eisert were absent.

RECOGNITION OF VISITORS

Mr. Dave Johnson, a parent in the District, addressed the board in support of Tom Peyton for Head Coach – Baseball.

Mr. Mark Myers, a parent in the District, addressed the board in support of Tom Peyton for Head Coach – Baseball.

EXECUTIVE SESSION

The Board entered an executive session at 6:54 p.m. to discuss personnel matters. The Board exited from an Executive Session at 7:57 p.m.

POLICY & FINANCE COMMITTEE MATTERS

FOUNDATION TRUSTEES APPROVED

The Committee recommended a motion to **elect individuals to serve on the General McLane Foundation Board of Trustees**. The General McLane Foundation Board of Trustees ("Trustees") held a reorganization meeting Thursday, July 12, 2018 at 3:30 pm in General McLane School District's Therese Walter Education Center. The Trustees nominated Linda Rummel and Matt Zewe to serve three-year terms from August 1, 2018 through July 31, 2021.

Motion: Mrs. Crow moved that the Foundation Trustees be approved as presented. Seconded by Mr. Lofgren.

Action: Motion approved with all "ayes." Mrs. Crow abstained. Mrs. Gould and Mrs. Eisert were absent.

AUTHORIZATION APPROVED

The Committee recommended a motion to **authorize the Erie County Tax Claim Bureau to sell a parcel** from the Repository for Unsold Properties. William Olczak offered to purchase Erie County Index number 45-031-047.3-001.66 more commonly known as 86 Penn Dr Lot H-14 TRL (Mobile Home) for the sum of \$250.00.

Motion: Mrs. Crow moved that the authorization be approved as presented. Seconded by Mr. Lofgren.

Action: Motion approved with all "ayes." Mrs. Gould and Mrs. Eisert were absent.

SRO MOU APPROVED

The Committee recommended a motion to approve a **School Resource Officer Memorandum of Understanding ("MOU")** as presented in the August 1, 2018 Study Session. The MOU is between the County of Erie, the Erie County Sheriff's Office and General McLane School District ("District"). The term of the MOU is from July 1, 2018 through June 30, 2020. The Sheriff's Office, acting as an independent

contractor, will assign a deputy sheriff to the District on a full-time basis during the school year. The District will pay the County of Erie seventy-five percent (75%) of the cost of the assigned deputy sheriff's wages and fringe benefits. The District's 75% share is estimated to be \$47,630.

Motion: Mrs. Crow moved that the SRO MOU be approved as presented. Seconded by Mr. Lofgren.

Action: Motion approved with all "ayes." Mrs. Gould and Mrs. Eisert were absent.

STUDENT ACTIVITY ACCOUNTS APPROVED

The Committee recommended a motion to approve **2018-19 Student Activity Accounts:**

- A. Edinboro Elementary
 - i. Mitten Fund
- B. McKean Elementary
 - i. Mitten Fund
 - ii. PTA Field Trip Donation Account
- C. James W. Parker Middle School
 - i. 8th Grade Advisors
 - ii. Bowling
 - iii. Box Tops
 - iv. Class of 2023
 - v. Class of 2024
 - vi. Class of 2025
 - vii. Class of 2026
 - viii. DC Fund
 - ix. Exploratory Band
 - x. Jeans Day
 - xi. Miniature Golf
 - xii. Newspaper
 - xiii. PBIS
 - xiv. Roller Skating
 - xv. Ross Morrow
 - xvi. Ski Club
 - xvii. Student Council
 - xviii. Track & Field
 - xix. Vocal Music
 - xx. Yearbook
- D. General McLane High School
 - i. Caring Club
 - ii. Chemistry Club
 - iii. Class of 2019
 - iv. Class of 2020
 - v. Class of 2021
 - vi. Class of 2022
 - vii. Diversity Club
 - viii. French Club
 - ix. Future Business Leaders of America
 - x. Key Club
 - xi. National Honor Society
 - xii. Newspaper
 - xiii. Pencil Box
 - xiv. Spanish Club
 - xv. Student Council

- xvi. Wellness Club
- xvii. Yearbook

Motion: Mrs. Crow moved that the student activity accounts be approved as presented. Seconded by Mr. Lofgren.

Action: Motion approved with all "ayes." Mrs. Gould and Mrs. Eisert were absent.

CREDIT CARD HOLDERS APPROVED

The Committee recommended a motion to approve the **list of district credit card holders for the 2018-19 school year** as presented in the August 1, 2018 Study Session.

Motion: Mrs. Crow moved that the card holders be approved as presented. Seconded by Mr. Lofgren.

Action: Motion approved with all "ayes." Mrs. Gould and Mrs. Eisert were absent.

VOLUNTARY PARENT-PAID STUDENT ACCIDENT INSURANCE APPROVED

The Committee recommended a motion to approve the **voluntary parent-paid student accident insurance policy offered by Bollinger Specialty Group for the 2018-19 school year** as presented in the August 1, 2018 Study Session. Policy is for one year with a \$100 Excess and \$25,000 maximum benefit. Premium will be \$96 for school time only coverage or \$166 for 24-hour coverage.

Motion: Mrs. Crow moved that the insurance be approved as presented. Seconded by Mr. Lofgren.

Action: Motion approved with all "ayes." Mrs. Gould and Mrs. Eisert were absent.

NON-INSTRUCTIONAL RESIGNATION RATIFIED

The Committee recommended a motion to ratify a **non-instructional employee resignation**. Tammi Redinger submitted a letter to resign her Clerical Aide position at McKean Elementary School effective July 31, 2018 after 6.0 years of service.

Motion: Mrs. Crow moved that the resignation be ratified and approved as presented. Seconded by Mr. Lofgren.

Action: Motion approved with all "ayes." Mrs. Gould and Mrs. Eisert were absent.

NON-INSTRUCTIONAL HIRE DENIED

The Committee recommended a motion to **hire the following non-instructional employee**. Jamie Keller was recommended for a 5.0 hour, 180 day Food Services Assistant II position at General McLane High School to replace Roberta Pekelnicky who resigned. Wages and benefits will be consistent with the Board-approved compensation plan. All required clearances are on file in the Business Office. Mr. Keller is married to Nicole Keller, Manager of Food Services. He will report to the Food Services Kitchen Lead at General McLane High School with a dotted line to the Director of Business and Operations.

Motion: Mrs. Crow moved that the authorization be approved as presented. Seconded by Mr. Lofgren.

Action: Motion denied with two "ayes" and five "nays" casted by Mr. Bucksbee, Mrs. Crow, Mrs. King, Mr. Lofgren and Mr. Pattullo. Mrs. Gould and Mrs. Eisert were absent.

NON-INSTRUCTIONAL SUBSTITUTE EMPLOYEE CALL LIST APPROVED

The Committee recommended a motion to **approve the 2018-2019 Non-Instructional Substitute Employee Call List presented at the August 8, 2018 Executive Session.** 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. Required Clearances are on file in the Business Office, unless otherwise noted.

Motion: Mrs. Crow moved that the employee list be approved as presented. Seconded by Mr. Lofgren.

Action: Motion approved with all "ayes." Mrs. Gould and Mrs. Eisert were absent.

NON-INSTRUCTIONAL JOB CLASSIFICATION APPROVED

The Committee recommended a motion to **establish a new non-instructional job classification.** The classification "Non-CDL Bus/Van Drivers" will be for individuals who do not possess a Commercial Driver's License ("CDL") and regularly transport students in district vehicles between their homes and schools and/or on extra-curricular trips. Non-CDL Bus/Van Drivers will be included in the Part-Time Hourly Employee job classification and will be paid Board-approved hourly rates.

Motion: Mrs. Crow moved that the job classification be approved as presented. Seconded by Mr. Lofgren.

Action: Motion approved with all "ayes." Mrs. Gould and Mrs. Eisert were absent.

SUPPLEMENTAL PAY APPROVED

The Committee recommended a motion to **approve supplemental pay for the following duties:**

- A. To assess road conditions and provide recommendations to the Superintendent during inclement weather - \$2,000 annually.
- B. To serve as the designated backup water treatment operator pursuant to an Agreement for Providing Operational Duties of the General McLane Water Treatment System by Washington Township dated October 6, 2009 - \$1,000 annually.
- C. To complete all district Individual Education Plans ("I.E.P.s") in conjunction with a given student's I.E.P team. - \$2,500 annually.
- D. To provide administrative support to the Director of Pupil Services on an as-needed basis - \$2,500 annually.

A building principal or department manager will assign the general duties described in each of the above Items A. through D. to current district employees at his/her sole discretion. The building principal or department manager will provide each designated employee with an addendum to his/her job description defining specific tasks associated with the supplemental duties.

Motion: Mrs. Crow moved that the supplemental pay be approved as presented. Seconded by Mr. Lofgren.

Motion to Amend: Mr. Logfren moved to amend the motion to increase salary caps for positions listed in A & B instead of adding supplemental pay, and strike Item C and D from the Motion.

Motion Seconded by Mr. Bucksbee.

Action on Motion to Amend: Motion denied with one "aye" and six "nays" casted by Mr. Bucksbee, Mrs. Crow, Mrs. King, Mr. Pattullo, Mr. Schulz and Dr. Wise. Mrs. Gould and Mrs. Eisert were absent.

Action on Principal Motion: Motion Approved with six "ayes" and one nay casted by Mr. Lofgren. Mrs. Gould and Mrs. Eisert were absent.

COMPENSATION PLAN MODIFIED

The Committee recommended a motion to **modify the following vacation eligibility language found in the Compensation Plan for Full-Time Non-Exempt Salaried Employees** by adding the *italicized text shown as shown*. All full-time non-exempt salaried employees will earn two (2) weeks paid vacation annually after one year of employment. Beginning in the sixth year, employees will receive three (3) weeks of paid vacation. *An individual who is already employed by the District and is promoted into a full-time non-exempt salaried position will be credited with one-half a year of "employment" for each fiscal year in which he/she worked at least 1,200 hours in one or more District hourly positions.* Vacation is allotted July 1 for all employees and must be used by the following June 30. Vacation is prorated during the first year of employment. This action will not be retro-active.

Motion: Mrs. Crow moved that the supplemental pay be approved as presented. Seconded by Mr. Lofgren.

Action: Motion approved with all "ayes". Mrs. Gould and Mrs. Eisert were absent.

INSTRUCTION AND CO-CURRICULAR COMMITTEE MATTERS

SUB TEACHER DAILY PER DIEM RATE APPROVED

Consideration of Approval of Substitute Teacher Daily Per Diem Rate for School Year 2018-2019 was requested. Approval was requested for substitute teacher daily per diem rate to remain at \$82.00 per day and \$41.00 per half day, as originally approved at the August 13, 2014 Regular Monthly Board Meeting. If a substitute teacher works in the same position for 20 consecutive days, the daily per diem rate will be \$164 per day for subsequent days within the same position. If a substitute teacher works more than 45 days at the daily per diem rate of \$82.00 in the 2018- 2019 school year, a commitment bonus of \$5.00 per day will be paid at the end of the school year. Days worked at the daily per diem rate of \$164 are not included or eligible in the commitment bonus calculation. Substitute teachers do not receive paid benefits.

Motion: Mr. Pattullo moved that the per diem rate be approved as presented.
Seconded by Mrs. King

Action: Motion approved with all "ayes". Mrs. Gould and Mrs. Eisert were absent.

18-19 SCHOOL DOCTORS AND DENTISTS APPROVED

Consideration of Approval of School Doctors and Dentists 2018-2019 was requested for the following:

- | | |
|---------------------------------------|----------------------|
| A. Doctors: John J. Streiff, M.D. | William Getson, M.D. |
| Julie Wehrer, M.D. | Travis Bishop, D.O. |
| B. Dentists: James R. Schmitt, D.D.S. | Gary Means, D.D.S. |
| Mobile Dentists & Smiles | Dr. Kenton Andryc |

Motion: Mr. Pattullo moved that the dentists and doctors be approved as presented.
Seconded by Mrs. King

Action: Motion approved with all "ayes". Mrs. Gould and Mrs. Eisert were absent.

SUBSTITUTE TEACHERS APPROVED

Consideration of Approval of Recommendations for Substitute Teacher List 2018-19 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.

Carol Blount

Social Studies / Business Education

Christine Buto	Elementary / Early
Tina Frick	Elementary / English
Annelise Hatton	Grades 4-8 (All subjects 4-6, Mathematics, English, LA & Reading 7-8)
Tami Hritzay	Art
Kathy Johnson	Art
Stefanie Johnson	Early Childhood / Reading Specialist
Matti Kashey	Elementary Education / Special Education
Kim Kloecker	Art
Amy Kuvshnikov	Early Childhood / Elementary / Mid-Level Citizenship
Paula Learn	Elementary
Bridget Miller	Elementary / Special Ed / Mid-Level English, Science
John Mukina	Elementary
Kaitlyn Murphy	Elementary / Special Ed
Barbara Nutter	Elementary Education
Deborah Parker	Elementary Education / Early Childhood
Stephen Roesch	Mathematics, Biology, Chemistry
Gaylee Sheets	Elementary / Early Childhood / Reading
Audrey Schweitzer	Elementary Education / Early Childhood
Marla Stauffer	Health and Physical Education
Susanne Stoner	Elementary Education
Becky Travis	Elementary Education / Secondary Biology
Trisha Yates	Elementary / Special Ed
Clarisa Zacherl	Early Childhood / Elementary

Per diem for 2018-2019 is in accordance with the approved Substitute Teacher Daily Per Diem Rate.

Motion: Mr. Pattullo moved that the substitute teachers be approved as presented.
Seconded by Mrs. King

Action: Motion approved with all "ayes". Mrs. Gould and Mrs. Eisert were absent.

AUTHORIZATION APPROVED

Consideration of Approval to Authorize the Administration to Pursue the Initiatives outlined under the Critical Success Factors of the Strategic Plan for 2018-2019 was requested. District administrators developed new goals that are aligned with the District's mission and core values. The initiatives identified for 2018-2019 are in the areas of student program, technology, learning creativity, innovation and collaboration, services to transient students and safety. The plan was presented and discussed at the August 1, 2018 Study Session.

Motion: Mr. Pattullo moved that the authorization be approved as presented.
Seconded by Mrs. King.

Action: Motion approved with all "ayes". Mrs. Gould and Mrs. Eisert were absent.

HIRING APPROVED

Consideration of Approval of Hiring was requested. Maximillian Knight was recommended for the open social studies position at General McLane High School for the 2018-2019 school year. His salary will be in accordance with Step 1, Master's of the GMEA contract. A Temporary Professional Contract will be issued.

Motion: Mr. Pattullo moved that the hiring be approved as presented.

Seconded by Mrs. King.

Action: Motion approved with all "ayes". Mrs. Gould and Mrs. Eisert were absent.

ATHLETIC RESIGNATION APPROVED

Consideration of Approval of Athletic Supplemental Resignation was requested. Leah Hansen has resigned from her position as Middle School Coach – Girls Basketball, effective immediately.

Motion: Mr. Pattullo moved that the athletic resignation be approved as presented.
Seconded by Mrs. King.

Action: Motion approved with all "ayes". Mrs. Gould and Mrs. Eisert were absent.

SUPPLEMENTAL CONTRACTS APPROVED

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

Tori Hansen, Middle School Coach, Basketball \$3,976.00

Tom Peyton, Head Coach, Baseball \$5,282.40

Act 34, Act 114 and Act 151 clearances are on file. Information was presented at the August 1, 2018 Study Session.

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

Action: Motion approved with all "ayes". Mrs. Gould and Mrs. Eisert were absent.

TUITION STUDENTS APPROVED

Consideration of Approval of Students on a Tuition Basis was requested. Ms. Tammy Muller has requested that her daughter, Ashlyn (12th), be accepted as a tuition student within General McLane

School District for the 2018-2019 School Year. Ms. Muller understands that she is responsible for a tuition of \$4,000.00 and transportation. Mrs. Schuler has requested for her daughter, Samantha (2nd), continue as a tuition student at McKean Elementary School for the 2018-2019 School Year. Mrs. Shuler understands that she is responsible for a tuition of \$4,000.00 and transportation. Mrs. Priscaro has requested that her daughter, Ashley Vorberger (10th), be accepted as a tuition student within General McLane School District for the 2018-2019 School Year. Mrs. Priscaro understands that she is responsible for a tuition of \$4,000.00 and transportation. Mr. Myers has requested that his daughter, Meagan (12th), be accepted as a tuition student within General McLane School District for the 2018-2019 School Year. Mr. Myers understands that he is responsible for a tuition of \$4,000.00 and transportation. Ms. Mando has requested for her son, Carson Krawczyk (1st), continue as a tuition student at McKean Elementary School for the 2018-2019 School Year. Ms. Mando understands that she is responsible for a tuition of \$4,000.00 and transportation. Mr. Richard Nurse has requested for his daughter, Calleigh (10th), continue as a tuition student within General McLane School District for the 2018-2019 School Year. Mr. Nurse understands that he is responsible for a tuition of \$4,000.00 and transportation. Ms. Lindsay Masi has requested for her daughter, Jaela (5th), to be accepted as a tuition student at James W. Parker Middle School for the 2018-2019 School Year. Ms. Masi understands that she is responsible for a tuition of \$4,000.00 and transportation. Mr. and Mrs. Leone have requested for their son, Erzo Leone (2nd), to be accepted as a tuition student at McKean Elementary School for the 2018-2019 School Year. Mr. and Mrs. Leone understand that they are responsible for a tuition of \$4,000.00 and transportation. Ms. Michelle Rash has requested for her daughter, Adrian Kitcey (10th), to be accepted as a tuition student at General McLane High School for the 2018-2019 School Year. Ms. Rash understands that she is responsible for a tuition of \$4,000.00 and transportation. Mr. Corsale has requested that his son, Michael (10th), be accepted as a

tuition student within General McLane School District for the 2018-2019 School Year. Mr. Corsale understands that he is responsible for a tuition of \$4,000.00 and transportation.

Motion: Mr. Pattullo moved that the tuition students be approved as presented. Seconded by Mrs. King.

Action: Motion approved with all "ayes". Mrs. Gould and Mrs. Eisert were absent.

INTERNSHIP APPROVED

Consideration of Approval of Internship was requested. Mr. Hunter Vaughn (undergraduate) submitted a request to complete an internship (public relations) at General McLane School District. The internship would be for the fall of the 2018-2019 School Year and is a requirement for their programs at Edinboro University. Mrs. Orbanek has agreed to supervise this experience.

Motion: Mr. Pattullo moved that the internships be approved as presented. Seconded by Mrs. King.

Action: Motion approved with all "ayes". Mrs. Gould and Mrs. Eisert were absent.

FOREIGN EXCHANGE STUDENT APPROVED

10. Consideration of Approval of Foreign Exchange Student – Tuition Basis was requested. Satoko Yanagi from Japan has requested to study at General McLane High School for the 2018-2019 School Year. Tuition is at the standard rate established for F-1 students, which is \$12,000 per year. Host parents for Satoko will be Kim Kennedy, 124 Maple Drive, Edinboro, PA 16412.

Motion: Mr. Pattullo moved that the foreign exchange student be approved as presented. Seconded by Mrs. King.

Action: Motion approved with all "ayes". Mrs. Gould and Mrs. Eisert were absent.

BUILDINGS, GROUNDS & TRANSPORTATION

FACILITY USE AGREEMENT APPROVED

The Committee recommended a motion to approve a **facility use agreement**. Long School of Dance has requested to use certain areas of Edinboro Elementary School during the 2018-2019 school year under the same terms and conditions as 2017-2018. The rental rate will be \$2,000 for the school year payable in advance as a lump sum or in ten (10) equal monthly installments of \$200.

Motion: Mr. Bucksbee moved that the authorization be approved as presented. Seconded by Dr. Wise.

Action: Motion approved with all "ayes". Mrs. Gould and Mrs. Eisert were absent.

AUTHORIZATION APPROVED

The Committee recommended a motion to authorize the Director of Business and Operations to **dispose of the following surplus equipment**:

A. 2006 Chevrolet 9-passenger bus with 170,986 miles. VIN 1GBHG31U661237522

This vehicle is not road worthy and will not pass inspection. The Board approved a bid at its April 2018 meeting for a 2019 Thomas 9-passenger bus to replace this vehicle.

Motion: Mr. Bucksbee moved that the authorization be approved as presented. Seconded by Dr. Wise.

Action: Motion approved with all "ayes". Mrs. Gould and Mrs. Eisert were absent.

INTERMEDIATE UNIT REPORT

Mr. Pattullo reported on a new position approved and the IU Budget for 2018-2019.

VO-TECH REPORT

Mr. Bucksbee reported on the Vo-Tech's new director and the Career Street website.

LEGISLATIVE REPORT

Mr. Lofgren reported on the budget and the governor candidates.

GENERAL MCLANE FOUNDATION REPORT

Mrs. Crow reported on the Golf Outing and Erie Gives Day.

OTHER BUSINESS

Motion: Mr. Bucksbee moved to authorize administration to execute the HANDS PILOT in McKean, as revised through GMSD solicitor's office. Seconded by Dr. Wise.

Action: Motion approved with all "ayes." Mrs. Gould and Mrs. Eisert were absent.

RECOGNITION OF VISITORS

Mr. and Mrs. Baranoski, parents in the district, addressed the board regarding adding a Boys Volleyball Co-Op.

ADJOURNMENT

Mrs. Crow asked if there was any further business to be presented for consideration and, hearing no response, adjourned the meeting at 8:34 p.m.

Marissa A. Orbanek, Board Secretary