

**GENERAL McLANE SCHOOL DISTRICT**

BOARD OF EDUCATION MEETING

January 18, 2023

6:30 p.m.

Therese Walter Education Center

McDonald Board Room

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Recognition of Visitors for Matters Related to the Agenda
4. Communications
5. Consideration of the Minutes of the Regular Monthly Study Session on November 9, 2022
6. Consideration of the Minutes of the Regular Monthly Agenda Meeting on November 16, 2022
7. Consideration of the Minutes of the Reorganization Meeting and Limited Agenda Meeting on December 7, 2022
8. Superintendent's Report
  - a. ARRFs - McKean Elementary, Mrs. Abby Newell and students
9. Review and Consideration of Financial Reports, Accounts Payable, Cafeteria Accounts Payable as of January 2023 and accounts paid and cafeteria accounts paid prior to the Board meeting in November 2022 – Mr. Fendya
10. Committee Reports
  - a. Policy & Co-Curricular Activities Committee – Mrs. Gould, Chair
  - b. Finance & District Operations Committee – Mr. Lofgren, Chair
  - c. Curriculum & Instruction Committee – Mrs. Miller, Chair
11. Other Reports
  - a. Intermediate Unit #5 Report – Mr. Pattullo
  - b. Erie County Vo-Tech Report – Dr. Wise
  - c. Legislative Council Report – Mr. Lofgren
  - d. General McLane Foundation Report – Mrs. Crow
12. Other Business

**AGENDA (continued)**

13. Recognition of Visitors for School-Related Matters
  - a. Kristy Wilbur - Student/Staff Concern
  - b. Michele Deist - Student/Staff Concern
  - c. Keith Knauff - Facilities Use Policy
  - d. Dayna Mitchell - McLane Lightning Girls Travel Softball
  
14. Notification of Meetings held since the last regularly scheduled Board Meeting of November 16, 2022
  - a. Reorganization and Limited Agenda Meeting, Dec. 7, 2022; 6:30 p.m.
  
15. Adjournment

**GENERAL McLANE SCHOOL DISTRICT**

BOARD OF EDUCATION MEETING

January 18, 2023

**POLICY & CO-CURRICULAR ACTIVITIES COMMITTEE MATTERS**

Mrs. Shari Gould; chairperson; Mrs. Crow, Mr. Pattullo

1. The Committee moves to approve a **first reading** of the following School Board policies:
  - a. Policy 200 - Enrollment of Students
  - b. Policy 202 - Eligibility of Nonresident Students
  - c. Policy 204 - Attendance
  - d. Policy 217 - Graduation
  - e. Policy 221 - Dress and Grooming
  - f. Policy 233 - Suspension/Expulsion
  - g. Policy 251 - Students Experiencing Homelessness, Foster Care and Other Educational Instability
  - h. Policy 810 - Transportation
  - i. These policies are being updated to comply with changes to federal and/or state laws and applicable court decisions.
  - j. The Directors received and reviewed copies of these policies at the January 11, 2023 Study Session Meeting.
  
2. The Committee moves to approve the following Academic Supplemental Contract in the listed amount for the 2022-2023 School Year:
  - a. Emma Campbell, Advisor II, Speech and Debate \$1,069.60
  
3. The Committee moves to approve the following Athletic Supplemental Contracts in the listed amounts for the 2022-2023 School Year:
  - a. Brad Wingler, Head Coach - Track and Field \$7,878.00
  - Erin Froehlich, Middle School Coach, Volleyball \$3,326.40
  - Dino Montagna, Assistant Coach, Track and Field \$6,172.00
  - Doug Anderson, Assistant Coach, Track and Field \$6,172.00
  - Jim Wells, Assistant Coach, Track and Field \$6,172.00
  - Marshall McCormick, Assistant Coach, Track and Field \$6,172.00
  - b. The appropriate clearances are on file at the Education Center.
  
4. The Committee moves to approve the following Athletic volunteers with the following programs for the 2022-2023 School Year:
  - a. Jason Gawlinski (Middle School Volleyball)
  - b. Caitlyn Newport (Track and Field)
  - c. Molly Dillon (Track and Field)
  - d. Nate Jones (Track and Field)
  - e. Christine Patterson (Track and Field)
  - f. Ami laquinta (Track and Field)

**POLICY & CO-CURRICULAR ACTIVITIES COMMITTEE MATTERS (continued)**

- g. Brooke Simmons (Volleyball)
- h. The appropriate clearances are on file at the Education Center.

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**FINANCE & DISTRICT OPERATIONS COMMITTEE MATTERS**

Luke Lofgren, chairperson; Dr. Wise, Mr. Webber

1. The Committee moves to purchase one (1) model year 2024 gasoline, 72-passenger bus at a cost of \$122,777 and three (3) model year 2024 gasoline 9-passenger buses at a cost of \$83,618 from Blue Bird using 2023-2024 budgeted funds.
  - a. Business Office personnel followed bid processes required under state law and district policy and evaluated bids according to criteria listed in the Bid Documents.
  - b. The attached bid summaries were reviewed at the Jan 11, 2023 Study Session.
  - c. The District opts to waive the deviations in Blue Bird bids.
2. The Committee moves to ratify the hiring of the following non-instructional employee:
  - a. Audry Russell for a 6.5 hour, 180 day Clerical Aide position at McKean Elementary School effective December 19, 2022.
  - b. Wages and benefits will be consistent with the Board-approved compensation plan unless otherwise noted.
  - c. All required clearances are on file in the Business Office.
3. The Committee moves to approve the following individuals for the non-instructional substitute employee call list:
  - a. Pete Wurst as a Bus Driver.
  - b. Wages will be at Board-approved rates and all required clearances are on file (or will be before the first day of work) in the Business Office.
  - c. 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.
4. The Committee moves to ratify the following non-instructional unpaid leave of absence:
  - a. Shelly Kirby requested an unpaid leave from her Library Aide position at General McLane High School beginning December 8, 2022.
  - b. These requests are consistent with Policy 336 (Personal Necessity Leave) and Policy 339 (Uncompensated Leave).
5. The Committee moves to ratify the following non-instructional employee suspension:
  - a. [Employee Name] was suspended without pay from December 8, 2022 through January 17, 2023 pending possible superintendent and board hearings.

**FINANCE & DISTRICT OPERATIONS COMMITTEE MATTERS (continued)**

6. The Committee moves to ratify the following non-instructional employee resignation:
  - a. Jacob Debick submitted a letter to resign from his Custodial Services Technician II position effective January 2, 2023 after less than one year of service.
  
7. The Committee moves to approve the following non-instructional employee resignation with intent to retire:
  - a. Carolyn LaFata submitted a letter to retire from her Personal Care Aide II position effective June 9, 2023 after 10 years of service.
  
8. The Committee moves to approve the following recommendation:
  - a. The Superintendent recommends that [Employee Name] be terminated from his/her [position title] position effective January 18, 2023 for violating District rules and poor performance as discussed in Executive Session on January 11, 2023.
  
9. The Committee moves to ratify the following non-instructional transfer:
  - a. Jennifer Kiser has requested a transfer from her Personal Care Aide I position at Edinboro Elementary School to a Custodial Services Technician I position at Edinboro Elementary School.

**GENERAL McLANE SCHOOL DISTRICT**

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January 18, 2023

**CURRICULUM & INSTRUCTION COMMITTEE MATTERS**

Mrs. Dana Miller, chairperson; Mr. Donald Ickes, Mr. Schulz

1. The Committee moves to approve **additions to the 2022-2023 GMSD substitute teacher list:**
  - a. The following individuals are recommended for the Substitute Teacher list. Act 34 and Act 114 and Act 151 Background Checks are on file.

Brittany Harrison	Elementary Education
Savannah Yonkin	Prospective Teacher
Zackary Yonkin	Teacher Program Completer
Isabella Burrelli	Teacher Program Completer
  - b. The following individuals have been trained through the Northwest Tri County Intermediate Unit 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.

Amber Irwin	Kyle Robson
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2. The Committee moves to approve the following FMLA (maternity) leave:
  - a. Mrs. Jessica McIntire (McKean Elementary School) has requested to take an FMLA leave for maternity purposes from approximately February 3, 2023 through June 5, 2023.
  - b. Mrs. McIntire plans to use 12 weeks of leave, including sick and personal days, and plans to take an additional unpaid leave to get to June 5.
  - c. As per Policy 334 and the GMEA contract, FMLA leaves shall be deemed a concurrent leave to any other leave to which she is entitled.
3. The Committee moves to approve the following instructional resignation:
  - a. Mr. Jeffrey Brasington submitted a letter of resignation for his Learning Support Teacher at James W. Parker Middle School, effective February 3, 2023.
4. The Committee moves to approve the following students for tuition acceptance for the 2022-2023 School Year:
  - a. Mr. Freddie Bongiorno has requested tuition acceptance for Francesca Bongiorno (James W. Parker Middle School) for the second semester of the 2022-2023 School Year. Mr. Bongiorno understands that he is responsible for the student's transportation, as well as a prorated tuition fee.

## **CURRICULUM & INSTRUCTION COMMITTEE MATTERS (continued)**

5. The Committee moves to approve the following student for tuition acceptance for the 2023-2024 School Year:
  - a. Mr. Dave and Mrs. Danielle Hartland have requested tuition acceptance for Dayton Hartland (McKean Elementary School) for the 2023-2024 school year. Mr. and Mrs. Hartland understand they are responsible for the student's transportation, as well as the board-approved tuition fee.
  
6. The Committee moves to approve the following field trip requests:
  - a. Mr. Scott Hutchison (James W. Parker Middle School) has requested to take the 7th Grade class to Kennywood Amusement Park in Pittsburgh on June 6, 2023.
    - i. The cost of the trip for each student is \$110 each, which includes chartered transportation, admission to the park, a class t-shirt, lunch and dinner. The cost of the trip will be offset by participation in a fundraiser conducted in February.
  - b. Mr. Scott Hutchison (James W. Parker Middle School) has requested to take a group of 6th to 8th grade students to the MathCounts middle school math competition on February 11, 2023, at Gannon University.
    - i. There is no additional cost to any student to attend this event. Parents will be able to drop their student off at the event or the group will utilize one General McLane School District mini bus, if necessary.
  - c. Mrs. Melanie Nikou (James W. Parker Middle School) has requested to take an all-class field trip for all 8th grade students to Six Flags Darien Lake on June 2, 2023.
    - i. The cost of the trip for students is \$65, which includes admission to the park, a class t-shirt, lunch and dinner. The cost of this trip will be offset by participation in a fundraiser conducted in March.
  
7. The Committee moves to approve the following letter of appointment teacher position at James W Parker Middle School:
  - a. Emily Aul will be a special education substitute teacher at James W. Parker Middle School from February 3, 2023 until the end of the school year.
  - b. Ms. Aul will be filling the vacant position resulting from Jeff Brasington's resignation.
  - c. This position will be posted again in the spring in accordance with the General McLane Education Association Collective Bargaining Agreement.
  
8. The Committee moves to approve the agreement between General McLane School District and Virtual Academy Services of the Warren County School District.
  - a. Virtual Academy Services of the Warren County School District will be used to provide cyber courses to students in General McLane in addition to VLN.
  - b. Site Maintenance and Support for the remainder of the 2022-2023 school year is \$1,250. Courses are \$600 for a full credit and \$300 for a half credit.



## **CURRICULUM & INSTRUCTION COMMITTEE MATTERS (continued)**

9. The Committee moves to ratify the following FMLA medical leave:
  - a. Mrs. Laura Barbarini (James W. Parker Middle School) has requested to take an FMLA leave from approximately December 14, 2022 through around February 27, 2023.
  - b. As per Policy 334 and the GMEA contract, FMLA leaves shall be deemed a concurrent leave to any other leave to which she is entitled.
  
10. The Committee moves to approve the following long-term substitute teacher for McKean Elementary School:
  - a. Mrs. Chasity Lee will continue as a third grade substitute teacher at McKean Elementary School for the remainder of the 2022-2023 School Year.
  - b. Mrs. Lee has been in this classroom since the beginning of the 2022-2023 year substituting for Mrs. Sarah Miller. Mrs. Miller submitted her resignation, which was approved at the November 16, 2022 Monthly Agenda Meeting.
  - c. Mrs. Lee will be issued a Temporary Professional Contract at a prorated Step 2, Bachelor's salary.