

**GENERAL McLANE**  
**SCHOOL DISTRICT**  
Board of Education  
Monthly Agenda Meeting  
May 17, 2023

A properly advertised Monthly Agenda Meeting for the General McLane School District Board of Education was held on Wednesday, May 17, 2023 beginning at 6:30 p.m. in the McDonald Board Room in the Therese Walter Education Center.

**ROLL CALL**

Members in attendance were Mrs. Crow, Mrs. Gould, Mr. Ickes, Mr. Lofgren, Mrs. Miller, Mr. Pattullo, Mr. Schulz, Mr. Webber, and Dr. Wise. Administration present were Dr. Lane, Mrs. Grabski, Mr. Fendya, Dr. Karns, Mr. Buto, Mr. Cannata and Mr. Mennow. Also present was the Board Solicitor, Brian Cressman, and 8 visitors in-person, with 12 visitors on Zoom.

**PLEDGE OF ALLEGIANCE**

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

**EXECUTIVE SESSION**

The Board entered into an executive session at 6:31 p.m. for personnel evaluation purposes.

The board exited the executive session at 7:07 p.m.

**RECOGNITION OF VISITORS**

Mrs. Crow offered the opportunity for any visitors wishing to discuss matters related to the agenda to come forward.

Hearing no response, she continued on with the meeting.

**COMMUNICATIONS**

There were no communications to be read.

**BOARD MINUTES APPROVED**

The Directors were presented with copies of the minutes of the Regular Monthly Study Session on April 12, 2023 and the minutes of the Regular Monthly Agenda Meeting on April 19, 2023.

Motion: Mr. Ickes recommended that the minutes of the Regular Monthly Study Session on April 12, 2023 and the minutes of the Regular Monthly Agenda Meeting on April 19, 2023, be approved as presented. Seconded by Mr. Schulz.

Action: Motion approved with all "ayes."

**SUPERINTENDENT'S REPORT – DR. LANE**

Dr. Lane's superintendent's report was given during executive session to all of the board members regarding hiring and personnel.

**FINANCIAL REPORT**

The Directors were presented with a copy of the Treasurer’s Report as of April 30, 2023, indicating the following balances:

Cash and Investments - Beginning of Period	\$ 6,564,085.35
Cash Receipts	\$ 2,270,091.82
Disbursements	<u>\$ 1,288,220.28</u>
Cash and Investments - End of Period	\$ 7,545,956.89

The Directors were presented with a listing of Accounts Payable as of May 11, 2023, totaling \$1,056,816.07. A copy of the Treasurer’s Report as of April 30, 2023 and the Accounts Payable of May 11, 2023, is attached hereto and becomes part of the official records of the Board.

Motion: Mr. Lofgren recommended that the Treasurer’s Report of April 30, 2023, and the Accounts Payable as of May 11, 2023 be approved as presented. Seconded by Mr. Ickes.

Action: Motion passed with all “ayes.”

**OTHER**

The Directors were presented with copies of the following: the Summarized Cash and Investment Balances Report, the General Fund Treasurer’s Report Summary, the Revenue Report, the Expenditure Report, the Food Service Fund report, the High School Activity Report, the Middle School Activity Report, and the list of payments, all as of May 11, 2023. These reports are referenced as FR #1, 2, 3, 4, 6, 8, 9 and 30 respectively. Copies of these reports are on file in the Secretary’s office for audit purposes and available on the General McLane website.

**POLICY & CO-CURRICULAR ACTIVITIES MATTERS**

**FIRST READINGS APPROVED**

The Committee moved to approve a second and final reading of the following School Board policies: Policy 800 - Records Retention and Destruction; Policy 830 - Breach of Computerized Personal Information; Policy 830.1 (new) - Data Governance: Storage and Security. These policies are being updated to comply with changes to federal and/or state laws and applicable court decisions. The Directors received and reviewed copies of these policies at the May 10, 2023 Study Session Meeting.

Motion: Mrs. Gould recommended the first readings be approved as presented. Seconded by Mr. Pattullo.

Action: Motion passed with all “ayes.”

**CERTIFICATION OF SENIORS FOR GRADUATION APPROVED**

The Committee requested consideration of Approval of Certification of Seniors for Graduation. Approval of the seniors for graduation is on the condition that all requirements have been met. A list was provided at the May 10, 2023, Study Session.

Motion: Mrs. Gould recommended the certification be approved as presented. Seconded by Mr. Pattullo.

Action: Motion passed with all “ayes.”

**ACADEMIC SUPPLEMENTAL CONTRACTS APPROVED FOR 23-24**

The Committee moved to approve Academic Supplemental Contracts for the 2023-2024 school year as follows:

Pam Swanseger, 8th Grade Advisor, JWPMS	\$2,697.00
Rachel Barczyk, Advisor II, Middle School PJAS	\$1,337.00
Amanda Vickey, MS Student Council Advisor	\$2,697.00
Monica Stull, Advisor II, MS MathCounts	\$1,337.00
Bill Moats, Advisor II, MS Tech Challenge	\$1,337.00
Bill Moats, Advisor II, MS Robotics	\$1,337.00
Bill Moats, MS Yearbook Advisor	\$2,697.00
Julya Polaski, MS Musical/Play Director	\$1,728.00
Will Steadman, Director, Musical	\$6,613.00
Andrew Rainbow, Assistant Director, Musical	\$3,840.00
Brendan Daugherty, Assistant Director, Musical	\$3,840.00
Will Steadman, Director, Broadway Dinner	\$6,613.00
Brendan Daugherty, Assistant Director, Broadway Dinner	\$3,840.00
Carol Blount, Assistant Director, Broadway Dinner	\$3,840.00

These individuals were recommended for the above academic supplemental contracts by school building administrators. These individuals are subject to annual evaluations and/or reviews conducted by GMSD administration upon completion of their obligations and duties. All contracts will be issued pending receipt of all clearances, if necessary. The appropriate clearances will remain on file at the Education Center.

Motion: Mrs. Gould recommended the contracts be approved as presented. Seconded by Mr. Pattullo.

Action: Motion passed with all "ayes."

**ATHLETIC WORKERS APPROVED**

The Committee moved to approve the following individuals for the non-instructional substitute employee call list as Athletic Workers: Philip Berger and Lexis Burrell. Wages will be at the Board-approved rate and all required clearances are on file (or will be before the first day of work) in the Business Office. 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 recommended the workers be approved as presented. Seconded by Mr. Pattullo.

Action: Motion passed with all "ayes."

**MEMO APPROVED TO BE RELEASED TO THE PUBLIC**

The Committee moves a motion to release to the public, by attaching to the minutes of this meeting, the Memo dated October 11, 2022, from the Solicitor analyzing legal risks related to recording board meetings. Approval of this motion shall be a limited waiver of attorney-client privilege and work-product doctrine solely for the purpose of releasing the Memo and for no other purpose. The Board does not waive attorney-client privilege or work-product doctrine with respect to any other communication, correspondence, memo, document, or other thing protected by attorney-client privilege or work-product doctrine, whether related to the subject of recording board meetings or any other topic.

Motion: Mrs. Gould recommended the motion be approved as presented. Seconded by Mr. Pattullo.

Discussion: Mrs. Crow said that the motivation behind doing this was not political. Mr. Lofgren said that Mrs. Crow's statements do not correctly reflect all of the board members' reasoning.

Action: Motion passed with all "ayes."

## **FINANCE & DISTRICT OPERATIONS COMMITTEE MATTERS**

### **2023-2024 PROPOSED FINAL BUDGET APPROVED**

The Committee moved to approve the 2023-2024 Proposed Final Budget, which includes: A real estate tax increase of 0.74 mills (from 13.84 to 14.58 mills); Revenues of \$35,797,300; Expenditures (including fund transfers) of \$36,325,621; Estimated total fund balance of \$11,907,000 at June 30, 2024; Estimated Unassigned fund balance of \$2,836,000 at June 30, 2024. The Board will make the proposed budget available to the public on the state-mandated form and continue to review and revise the budget.

Motion: Mr. Lofgren recommended the motion be approved as presented. Seconded by Dr. Wise.

Discussion: The board asked what that .74 mills increase was in terms of a percentage increase, which is what the board had been discussing. Mr. Fendya responded it would be a 5.4 percent increase. He added that amounts to approximately \$75 on a \$100,000 assessed value home.

Action: Motion passed 6-2. Mr. Lofgren and Mrs. Gould voted "nay."

### **LEASE APPROVED FOR PRINTERS AND MULTI-FUNCTION DEVICES**

The Committee recommended a motion to approve a lease for five (5) printers and (17) multi-function devices ("MFDs" – formerly known as copiers) along with a companion Managed Print Services ("MPS") Agreement. The District advertised for bids according to state requirements and District policy. The District received bids from three vendors (Com-Doc/Xerox, Hagan/Toshiba and Ford Office Technologies/Konica Minolta). The Bidders provided prices for the District to lease or buy the devices along with prices for a MPS agreement. The District evaluated the bids according to the criteria listed in the Bid Documents. Hagan Business Machines 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 of \$1,686.67 per month and \$101,200 over the lease term. The interest rate implicit in the lease is 1.78%. The MPS Agreement is for sixty (60) months with payments of \$1,365 per month based on historical usage. The rates for overages will be: \$0.0035 per B&W image; \$0.0280 per color image.

The effective start date for the lease and MPS Agreement will be July 1, 2023 assuming the equipment will be delivered and installed during June 2023.

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

Action: Motion passed with all "ayes."

### **CHANGES APPROVED TO NON-INSTRUCTIONAL COMPENSATION PLANS**

The Committee moved to approve changes to the non-instructional Compensation Plans as discussed at the May 10, 2023 Study Session.

Motion: Mr. Lofgren recommended the changes be approved as presented. Seconded by Dr. Wise.

Discussion: Mr. Lofgren added that these plans are the written documents that define the non-instructional jobs and the rules and regulations around their compensation.

Action: Motion passed with all “ayes.”

### **LEASE RENEWAL APPROVED**

The Committee moved to renew the attached lease agreement as discussed at the May 10, 2023 Study Session: Growing and Learning Center, LLC (“G&L”) to lease space at Edinboro Elementary School for amounts specified in the attached lease. The lease will be effective July 1, 2023 through June 30, 2027. Either party may terminate the lease with at least 270 days written notice. G&L will clean all occupied spaces daily and will make arrangements for a “deep clean” in the summer. G&L will be responsible for minor repairs and the District will be responsible for major infrastructure repairs. All other terms and conditions of the lease will remain the same.

Motion: Mr. Lofgren recommended the lease be renewed as presented. Seconded by Dr. Wise.

Discussion: Mrs. Crow added that GM put more responsibilities on Growing & Learning.

Action: Motion passed with all “ayes.”

### **APPOINTMENTS AND DESIGNATIONS APPROVED**

The Committee moved to approve the appointments and designations listed in Items A. through L. below. The appointments and designations are for the July 1, 2023 through June 30, 2024 fiscal year unless otherwise noted.

- A. Luke Lofgren to serve as Board Treasurer. There is no compensation for the Board Treasurer position. The Board will purchase a \$25,000 performance bond for this position.
- B. The Student Activity Bank Account Custodians will be:
  - Edinboro Elementary Mitten Fund – Dr. Whitford
  - McKean Elementary Mitten Fund– Mr. Getz
  - Middle School – Mr. Buto and Ms. Anderson
  - High School – Mr. Mennow and Mr. Kiem
- C. The Board will purchase a \$5,000 bond for each custodian.
- D. Buseck, Barger & Bleil, CPA’s to audit the District’s financial records for the fiscal year ending June 30, 2023.
- E. Brian Cressman (MacDonald, Illig, Jones and Britton) as the District’s Solicitor.
- F. USI Insurance Services (formerly Northwest Insurance Services) to serve as the District’s health insurance broker.
- G. Hallgren, Restifo, Loop & Coughlin to serve as the District’s Architect of Record. Hallgren, Restifo, Loop & Coughlin’s fee will be 6% of total contract costs.
- H. Loesel-Schaaf to serve as the District’s Insurance Broker of Record for property, casualty, liability and workers’ compensation coverages.
- I. H.A. Berkheimer, Inc. (“Berkheimer”) to serve as the Earned Income Tax Collector effective January 1, 2024 under the terms of an agreement with the Erie County Tax Collection Committee (“ECTCC”). Berkheimer will collect earned income taxes for all municipalities within the District for a commission of 1.44% of the amount collected.
- J. H.A. Berkheimer, Inc. (“Berkheimer”) to serve as the Delinquent Earned Income Tax Collector effective January 1, 2024 under the terms of an agreement with the Erie County Tax Collection Committee (“ECTCC”). Berkheimer will collect delinquent earned income

taxes for all municipalities within the District for a commission of 1.44% of the amount collected.

- K. H.A. Berkheimer, Inc. (“Berkheimer”) or the municipality’s appointed individual to serve as the Local Services Tax Collector effective January 1, 2024 under the terms of an agreement with the Erie County Tax Collection Committee (“ECTCC”) or an agreement with the appointing municipality. Berkheimer will collect local services taxes for all municipalities within the District for a commission of 1.44% of the amount collected.
- L. Designated Depositories: Northwest Bank:
  - General Fund Business Insured Money Fund Account #XXXXXX5X46
  - General Fund Checking Account #XXXXXX9430
  - Capital Reserve Business Insured Money Fund Account #XXXXXX5X86
  - Capital Reserve Checking Account #XXXXXX1436
  - Employee Benefit Dental Checking Account #XXXXXX1X19
  - Flexible Spending Checking Account #XXXXXX0X22
  - Food Service Checking Account # XXXXXX1477
  - High School Activity Checking Account #XXXXXX1X44
  - Middle School Activity Checking Account #XXXXXX1X51
  - Middle School Ross Morrow Checking Account #XXXXXX1X01
  - Edinboro Elementary Activity Checking Account #XXXXXX1X69
  - McKean Elementary Activity Checking Account #XXXXXX1X85
  - PNC Bank, Edinboro Office: Checking Account #XX-XXXX-2X68
  - Easy Procure Account #XX-XXXX-1X81
  - Pennsylvania Local Government Investment Trust (“PLGIT” First Union National Bank):
    - General Fund Account #XXX00X5
    - Capital Reserve Fund Account #XXX00X8
  - Pennsylvania School District Liquid Asset Fund (“PSDLAF”) for the Following Accounts:
    - General Fund Account (for credit cards) - #XXXXXX73X2

Motion: Mr. Lofgren recommended the appointments be approved as presented. Seconded by Dr. Wise.

Discussion: Mr. Lofgren explained that the Board does this each year and these are items of business that are routine for the board.

Action: Motion passed with all “ayes.”

### **SETTLEMENT AND RELEASE AGREEMENT APPROVED**

The Committee moved to approve the Settlement and Release Agreement (“Government Entity Settlement Agreement” and “Government Entity Release of Claims” ) with Juul Labs, Inc. regarding the multi-district litigation related to nationwide advertising practices. General McLane School District will receive approximately \$35,992 (gross) in settlement of its claims.

Motion: Mr. Lofgren recommended the motion be approved as presented. Seconded by Dr. Wise.

Action: Motion passed with all “ayes.”

### **NON-INSTRUCTIONAL HIRE RATIFIED**

The Committee moved to ratify the following non-instructional employee hire: Randy Reitz for an 8 hour, 260 day Custodial Services Technician II position at General McLane High School effective May 8, 2023. Wages and benefits will be consistent with the Board-approved compensation plan unless otherwise noted. All required clearances are on file in the Business Office.

Motion: Mr. Lofgren recommended the hire be ratified as presented. Seconded by Dr. Wise.

Action: Motion passed with all “ayes.”

#### **UNPAID LEAVES OF ABSENCE RATIFIED**

The Committee moved to ratify the following non-instructional unpaid leaves of absence: Maria Chalk requested unpaid leave from her Custodial Services Technician I position at General McLane High School beginning April 3, 2023. Paige Barnhart requested unpaid leave from her Cafe Monitor position at McKean Elementary School beginning April 18, 2023. These requests are consistent with Policy 336 (Personal Necessity Leave) and Policy 339 (Uncompensated Leave).

Motion: Mr. Lofgren recommended the unpaid leaves be ratified as presented. Seconded by Dr. Wise.

Action: Motion passed with all “ayes.”

#### **RESIGNATION RATIFIED**

The Committee moved to ratify the following non-instructional employee resignation: Lynn Lipinski submitted a letter to resign from her Personal Care Aide II position at General McLane High School effective April 27, 2023 after 10 years of service.

Motion: Mr. Lofgren recommended the resignation be ratified as presented. Seconded by Dr. Wise.

Action: Motion passed with all “ayes.”

#### **RESIGNATIONS APPROVED**

The Committee moved to approve the following non-instructional employee resignations: Dawn Johnson submitted a letter to resign from her Personal Care Aide II position at James W Parker Middle School effective May 26, 2023 after 11 years of service. Johanna Lennox submitted a letter to resign from her Administrative Assistant position at the Service Center effective May 26, 2023 after less than one year of service.

Motion: Mr. Lofgren recommended the resignations be approved as presented. Seconded by Dr. Wise.

Action: Motion passed with all “ayes.”

#### **TEMPORARY HIRES APPROVED**

The Committee moved to hire the following individuals for temporary (summer) non-instructional positions: Robert Moats to assist with various routine indoor and outdoor assignments. Jackson White to assist with various routine indoor and outdoor assignments. 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. All required clearances are on file (or will be before the start of work) in the Business Office.

Motion: Mr. Lofgren recommended the hires be approved as presented. Seconded by Dr. Wise.

Action: Motion passed with all “ayes.”

**CURRICULUM & INSTRUCTION COMMITTEE MATTERS**

**SUBSTITUTE TEACHER LIST RATIFIED**

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

Morgan Cook	Act 86 Prospective Teacher
Christa Knipes	Emergency Certified (PDE) Teacher
Faith Williams	Teacher Program Completer
Henry Zeller	Act 86 Prospective Teacher
Grace McNeil	Teacher Program Completer

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.

Charles Springgate	Mary Eddy
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Motion: Mrs. Miller recommended the substitute teachers be ratified as presented.  
Seconded by Mr. Ickes.

Action: Motion passed with all “ayes.”

**OPEN POSITION RECOMMENDATIONS APPROVED FOR 23-24**

The Committee moved to approve the following recommendation(s) for open position(s) for the 2023-2024 School Year: Ms. Nicole Kuna is recommended for a Third Grade Teacher position at McKean Elementary School to start at the beginning of the 2023-2024 school year. Ms. Kuna will start at step 1B salary in accordance with the GMEA contract. A Temporary Professional Contract will be issued; Mr. Nate Myers is recommended for an Emotional Support position at James W. Parker Middle School to start at the beginning of the 2023-2024 school year. Mr. Myers will start at step 4B salary in accordance with the GMEA contract. A Temporary Professional Contract will be issued; Ms. Julya Polaski is recommended for a Music Teacher position at James W. Parker Middle School to start at the beginning of the 2023-2024 school year. Ms. Polaski will start at step 1M salary in accordance with the GMEA contract. A Temporary Professional Contract will be issued; Ms. Elise Heinlein is recommended for a Learning Support Teacher position at James W. Parker Middle School to start at the beginning of the 2023-2024 school year. Ms. Heinlein will start at step 1B salary in accordance with the GMEA contract. A Professional Contract will be issued; Ms. Jenna Bennett is recommended for a Long-Term Substitute position at Edinboro Elementary School to start at the beginning of the 2023-2024 school year. Ms. Bennett will start at step 1B salary in accordance with the GMEA contract.

Motion: Mrs. Miller recommended the recommendations be accepted as presented.  
Seconded by Mr. Ickes.

Action: Motion passed with all “ayes.”

**CURRICULAR SUPPLEMENTAL CONTRACTS APPROVED**

The Committee moved to approve Curricular Supplemental Contracts for the summer of 2023 as follows: The following individuals are recommended for an hourly supplemental contract not to exceed \$2,000: Chris Gilbert, GMHS Summer Remediation Supervisor, Toni Zona, GMHS Summer



Remediation Supervisor. The appropriate clearances are on file at the Education Center.

Motion: Mrs. Miller recommended the contracts be approved as presented. Seconded by Mr. Ickes.

Action: Motion passed with all “ayes.”

**INTERMITTENT FMLA (MATERNITY) LEAVES APPROVED**

The Committee moved to approve the following intermittent FMLA leaves for maternity purposes: Mrs. Sarah Grabski (Therese Walter Education Center) has requested to take an intermittent FMLA leave for maternity purposes, effective approximately August 14, 2023, through January 2, 2024. Mrs. Sydne Wehrer (McKean Elementary School) has requested to take an intermittent FMLA leave for maternity purposes, effective August 29, 2023, through November 3, 2023. Mrs. Wehrer would like to attend the National Autism Conference to earn professional development credits in place of the three in-service days prior to school starting and one in-service day on October 9, 2023. These leaves are granted in accordance with Policy Section 335, Family and Medical Leaves, Policy 339, Uncompensated Leave, and Appendix B, Item 21 of the Agreement between the Board and the General McLane Education Association. These leaves shall be deemed a concurrent use of any leave to which they are entitled under the Family and Medical Leave Act.

Motion: Mrs. Miller recommended the leaves be approved as presented. Seconded by Mr. Ickes.

Action: Motion passed with all “ayes.”

**FMLA LEAVES RATIFIED**

The Committee moved to ratify the following FMLA leaves: Mrs. Melanie Mischler (General McLane High School) has requested to take an intermittent FMLA leave, effective April 24, 2023, through the end of the 2022-2023 School Year; Mrs. Lacey Peirce (Edinboro Elementary School) has requested to take an FMLA leave, effective May 8, 2023 through approximately May 22, 2023. These leaves are granted in accordance with Policy Section 335, Family and Medical Leaves, Policy 339, Uncompensated Leave, and Appendix B, Item 21 of the Agreement between the Board and the General McLane Education Association. These leaves shall be deemed a concurrent use of any leave to which the employees are entitled under the Family and Medical Leave Act.

Motion: Mrs. Miller recommended the leaves be ratified as presented. Seconded by Mr. Ickes.

Action: Motion passed with all “ayes.”

**LONG-TERM SUBSTITUTE TEACHING POSITIONS RATIFIED**

The Committee moved to ratify the following long-term substitute positions: Ms. Faith Williams is recommended for a long-term substitute position as a General McLane High School English teacher. Ms. Williams is filling in for Mrs. Ashley Lossie, who is taking a leave of absence for maternity purposes. Ms. Williams will be subbing from approximately May 4, 2023, through the end of the 22-23 School Year; Ms. Christa Knipes is recommended for a long-term substitute position as a General McLane High School English teacher. Ms. Knipes is filling in for Mrs. Melanie Mischler, who is taking an intermittent medical leave of absence. Ms. Knipes will be subbing from approximately April 24, 2023, through the end of the 22-23 School Year.

Motion: Mrs. Miller recommended the substitute be ratified as presented. Seconded by Mr. Ickes.

Discussion: Mr. Lofgren wanted to add to the motion that being a long-term substitute does not accrue time or get anyone an advantage to a full-time teaching position.

Action: Motion passed with all "ayes."

#### **CONFERENCE REQUEST APPROVED**

The Committee moved to approve the AP Summer Institute Conference Request as follows: Mrs. Mary Anne Cousins and Mrs. Melanie Mischler will attend the AP Seminar conference in person at Goucher College (Baltimore, MD). The conference goes from July 10-14, 2023. They will use Sunday, July 9, 2023 as a travel day  
Mrs. Cousins applied for and received a grant to attend the conference for free.

Motion: Mrs. Miller recommended the request be approved as presented. Seconded by Mr. Ickes.

Action: Motion passed with all "ayes." Dr. Wise abstained his vote.

#### **CONFERENCE REQUEST APPROVED**

The Committee moved to approve the AP CS Principles Workshop Conference Request as follows: Ms. Victoria Hansen will attend the conference in person at IU3 in Homestead, Pennsylvania. The conference goes from July 24-27, 2023. She will use Sunday, July 23, 2023 as a travel day. The conference fee is ½ price thanks to support from Allegheny Intermediate Unit and Code.org.

Motion: Mrs. Miller recommended the request be approved as presented. Seconded by Mr. Ickes.

Action: Motion passed with all "ayes."

#### **ADOPTION OF RESOURCES APPROVED**

The Committee moved to approve the adoption of resources by the James W Parker Middle School math department as follows: Reveal Math (McGraw Hill). A presentation on the selected resource, as well as the process utilized to come to that decision, was presented to the Curriculum & Instruction Committee meeting held on May 10, 2023.

Motion: Mrs. Miller recommended the resource be approved as presented. Seconded by Mr. Ickes.

Action: Motion passed with all "ayes."

#### **CURRICULUM REVISIONS AND ADOPTIONS APPROVED**

The Committee moved to approve Curriculum Revisions and Adoptions for the following courses: AP Computer Science Principles. This course was approved at the February meeting to be included in the GMHS program of studies for the 2023-2024 school year. This is a formalization of the curriculum map that will be utilized in that course: Coding. A presentation on the curriculum revision was provided to the Curriculum & Instruction Committee meeting held on May 10, 2023.

Motion: Mrs. Miller recommended the revisions be approved as presented. Seconded by Mr. Ickes.

Action: Motion passed with all “ayes.”

### **FLEXIBLE INSTRUCTIONAL DAYS APPROVED**

The Committee moved to approve the application for Flexible Instructional Days for the 2023-2024 school year. A Flexible Instructional Day will be used if the Superintendent determines that students are unable to attend school in person. The Flexible Instructional Day would not need to be made up later in the school year. The plan includes accommodations for students without internet at home, as well as students with disabilities. The plan also includes procedures for tracking and reporting attendance.

Motion: Mrs. Miller recommended the FID be approved as presented. Seconded by Mr. Ickes.

Action: Motion passed with all “ayes.”

### **INTERMEDIATE UNIT #5 REPORT**

Mr. Pattullo reported they met on April 26, and there was a final vote on the budget. It was approved and went to the state. There was a new board member, Bob Johnson, from Penncrest School District. The next meeting is scheduled for May 24.

### **ERIE COUNTY VO-TECH REPORT**

Dr. Wise reported the ECTS is changing around their Sports Medicine program and replacing it by doubling the Cosmetology program.

GMHS increased their ECTS attendance by 21 students next year.

### **LEGISLATIVE COUNCIL REPORT**

Mr. Lofgren reported there was a primary election yesterday and his evaluation was that there were no dramatic changes for what was going to happen with township officials. He also reported that PSBA would like feedback on the PSBA bulletin and officer nominations are now open on the commonwealth-level.

### **GENERAL McLANE FOUNDATION REPORT**

Mrs. Crow reported the Foundation fulfilled a grant request from the M Fund to have all 8th grade students go see “The Diary of Anne Frank” in April.

Dr. Karns reported on the foundational literacy program and part of that instructional process was students practicing their decoding skills. The Foundation purchased decoding books for students K-3.

Mrs. Crow also shared that the Foundation gave another grant to our TEAMS program of \$10,000 to go to our national competition. She also said Stefanie Marshall has been working on the website and the Foundation is specifically looking for volunteers in specific areas and is actively seeking an Alumni Coordinator.

Dr. Karns also voted on all of the senior scholarships and wanted to recognize the high school counselors and the work they did with our seniors for our scholarships.

### **OTHER BUSINESS**

Mrs. Grabski shared two awards given to General McLane instructors.

**RECOGNITION OF VISITORS FOR SCHOOL-RELATED MATTERS**

Mrs. Crow offered the opportunity for any visitors wishing to discuss any school-related matters to come forward.

Mr. Justin Irwin, address given at sign-up, spoke for 6 minutes about books in the middle school library.

Mr. Jason Diley, address given at sign-up, spoke for 5 minutes about books in the GMSD libraries.

Mrs. Carrie Swain, address given at sign-up, spoke for 1 minute about iPad restrictions.

**EXECUTIVE SESSION**

The Board entered into an executive session at 8:16 p.m. for: Annual Safety Report (PDE) and Matters of employment and otherwise involving information protected against disclosure by law.

The Board exited the executive session at 9:18 p.m.

**NOTIFICATION OF MEETINGS**

Notification of Meetings held since the last regularly scheduled Board Meeting of April 19, 2023, was given as follows:

Study Session Meeting, May 10, 2023; 6:30 p.m.

Curriculum & Instruction Committee meeting, May 10, 2023; 5:30 p.m.

Policy & Co-Curricular Committee meeting, May 10, 2023; 5:30 p.m.

**MEETING ADJOURNED**

Mrs. Crow asked if there was any further business to be presented for consideration and, hearing no response, adjourned the Monthly Agenda Meeting at 9:19 p.m..

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Sarah A. Grabski, Board Secretary

