

GENERAL McLANE SCHOOL DISTRICT

BOARD OF EDUCATION MEETING

March 20, 2024
6:30 p.m.

Therese Walter Education Center
McDonald Board Room

AGENDA

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 Minutes of the Regular Monthly Study Session on February 14, 2024
6. Consideration of Minutes of the Regular Monthly Agenda Meeting on February 21, 2024
7. Superintendent's Report
 - a. N/A
8. Review and Consideration of Financial Reports, Accounts Payable, Cafeteria Accounts Payable as of March 2024, and accounts paid and cafeteria accounts paid prior to the Board meeting in February 2024
9. Committee Reports
 - a. Policy & Co-Curricular Activities Committee - Mrs. Crow, Chair
 - b. Finance & District Operations Committee - Mr. Lofgren, Chair
 - c. Curriculum & Instruction Committee - Mrs. Miller, Chair
10. 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
11. Other Business
12. Recognition of Visitors for School-Related Matters
 - a. Pam Nolan - Marginalized students
13. Notification of Meetings held since the last regularly scheduled Board Meeting of February 21, 2024

- a. Curriculum & Instruction Committee, March 13, 2024; 5:45 p.m.
- b. Policy & Co-Curricular Activities Committee, March 13, 2024; 5:45 p.m.

14. Adjournment

GENERAL McLANE SCHOOL DISTRICT
BOARD OF EDUCATION MEETING
March 20, 2024

POLICY & CO-CURRICULAR ACTIVITIES COMMITTEE MATTERS

Mrs. Carrie Crow - Chairperson; Mr. Ickes; Dr. Wise

1. The Committee moves to approve a first of the following school board policies:
 - a. Policy 002 - Authority and Powers
 - b. Policy 004 - Membership
 - c. Policy 254 - Educational Opportunities for Military Children (attachment update: Compact Rules)
 - d. Policy 903 - Public Comment in Board Meetings
 - e. These policy changes were made as part of routine policy updates being performed by the GMSD administration and the GMSD solicitor.
 - f. School Directors were given copies of the updated/new policies at the January 10, 2024 Study Session.
2. The Committee moves to approve a second and final reading of the of the following school board policies:
 - a. Policy 200 – Enrollment
 - b. Policy 202 - Eligibility of Non-Resident Students
 - c. Policy 217 - Graduation
 - d. Policy 254 (new) - Educational Opportunity for Military Children
 - e. Policy 610 – Purchases Subject to Bid/Quotation
 - f. Policy 611 – Purchases Budgeted
 - g. Policy 626 - (Procurement Attachment)
 - h. Policy 810 – Transportation
 - i. These policy changes were made as part of routine policy updates being performed by the GMSD administration and the GMSD solicitor.
 - j. School Directors reviewed/discussed these updated/new policies at the February meetings.
3. The Committee moves to approve the following supplemental contracts with the mentioned athletic programs for the 2023-2024 school year:
 - a. Alayna Seggi, Middle School Coach - Volleyball, \$4,158.00
 - b. Nate Jones, Middle School Coach - Basketball, \$4,158.00
 - c. The appropriate clearances are on file at the Education Center.
4. The Committee moves to approve the following supplemental contracts with the mentioned athletic programs for the 2024-2025 school year:
 - a. Marshall McCormick, Head Coach - Football \$9,083.00
 - b. Wayne Bradford, Assistant Coach - Football \$7,110.00
 - c. Zach Lucas, Assistant Coach - Football \$7,110.00
 - d. Kyle Ponsoll, Assistant Coach - Football \$7,110.00
 - e. Dino Montagna, Head Coach - Cross Country \$6,905.00

- f. Dan Young, Head Coach - Boys Soccer \$7,878.00
 - g. Connor Scully, Assistant Coach - Boys Soccer \$6,172.00
 - h. Josh Hopkins, Head Coach - Girls Soccer \$7,878.00
 - i. Will White, Middle School Coach - Cross Country \$4,158.00
 - j. Megan Fiala, Middle School Coach - Girls Basketball \$4,158.00
 - k. Sarah Schulz, Middle School Coach - Girls Basketball \$4,158.00
 - l. Alayna Seggi, Head Coach - Girls Volleyball \$9,083.00
 - m. Morgan Farley, Assistant Coach - Girls Volleyball \$7,110.00
 - n. The appropriate clearances are on file at the Education Center.
5. The Committee moves to approve the following volunteers with the listed athletic programs for the 2023-2024 School Year:
- a. Hadley Sleith (7th/8th grade girls soccer)
 - b. The listed individual has clearances on file at the Education Center or will before starting this volunteer position.

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FINANCE & DISTRICT OPERATIONS COMMITTEE MATTERS

Mr. Luke Lofgren - Chairperson; Mrs. Foulkrod-Olson; Mr. Schulz

1. The Committee moves to approve the Northwest Tri-County Intermediate Unit #5 preliminary budget totalling \$70,091,220 for the 2024-2025 fiscal year.
2. The Committee moves to approve General McLane's share of the Northwest Tri-County Intermediate Unit #5 preliminary budget for the 2024-2025 fiscal year.

	<u>2023-24</u>	<u>2024-25</u>
a. Assistive Technology Support	\$8,740	\$8,740
b. Parent Consultant	\$3,000	\$3,180
c. English Learners Consortium	23,000	12,530
d. Hearing Impaired	12,000	20,650
e. Vision Impaired	2,500	2,750
f. Bethesda Partial (ES)	25,000	13,064
g. Itinerant PT	33,500	46,946
h. Itinerant OT	80,000	86,470
i. ITS	7,550	9,960
j. Speech & Language	1,900	1,900
k. Member District Contributions	52,000	52,475
l. Brighter Horizons	\$225,000	\$240,282

3. The Committee moves to approve the Erie County Technical School budget for the 2024-2025 fiscal year totaling \$7,553,428 for all programs.
4. The Committee moves to approve General McLane's contribution to the 2024-2025 Erie County Technical School budget:

	<u>2023-24</u>	<u>2024-25</u>	<u>Inc/(Dec)</u>
a. GMSD Contribution - \$	\$333,112	\$337,598	\$4,486
b. GMSD Contribution - %	7.1%	7.0%	(0.1)

5. The Committee moves to establish wage pools averaging 4.5 % of departmental wages for purposes of awarding 2024-2025 wage increases for non-instructional employees. Individual pay increases will be determined by each supervisor.
6. The Committee moves to approve the sale of a parcel from the County of Erie, Bureau of Revenue and Tax Claim's repository for unsold properties as outlined below:

- a. Jhen Scutella with Rock & Roll Rentals, LLC offered \$250 to purchase parcel 22-011-024.0-014.00 consisting 2.69 acres.
7. The Committee moves to authorize the Director of Business and Operations to sell or otherwise dispose of used pole vault landing mats.
8. The Committee moves to ratify the following non-instructional employee resignation:
 - a. Susan Reitz submitted a letter to resign from her Custodial Services Technician I position effective March 1, 2024, after 3 years of service.
9. The Committee moves to approve the following non-instructional employee resignation:
 - a. Alejandro Escalante submitted a letter to resign from his Manager of Food Services position after 2 years of service.
 - b. Mr. Escalante has agreed to continue working part-time until his replacement is hired.
10. The Committee moves to ratify the following non-instructional unpaid leaves of absence:
 - a. Kathy Bradley requested leave from her Clerical Aide position at McKean Elementary School beginning on February 8, 2024.
 - b. Ken Chernicky requested leave from his Bus Driver position for 30 work days.
 - c. Sarah Campbell requested leave from her Food Services Assistant I position at McKean Elementary beginning on February 20, 2024
 - d. Sherri Kwiatkowski requested leave from her Custodial Services Technician I position at General McLane High School beginning on February 22, 2024
 - e. These requests are consistent with Policy 336 (Personal Necessity Leave) and Policy 339 (Uncompensated Leave)
11. The Committee moves to Ratify the following non-instructional transfers:
 - a. Erika Rolland has requested a transfer from her Bus Driver/Clerical position to a Bus Driver/Clerical Aide/PCA I position effective March 12, 2024.
 - b. Lacey Bunce from a Custodial Services Technician I position at Edinboro Elementary School to a temporary, part time, 3 hours/4 days a week Custodial Services Technician I position at Edinboro Elementary School effective March 13, 2024.
 - c. Wages and benefits will be consistent with the Board-approved compensation plan unless otherwise noted.
 - d. All required clearances are on file in the Business Office.
12. The Committee moves to approve the following non-instructional transfers:
 - a. Janelle Fracassi has requested a transfer from her Food Services Assistant II position to a Food Services Kitchen Lead position at McKean Elementary School with an effective date TBD.

- b. Lisa Myers has requested a transfer from her Food Services Assistant II position to a Food Services Kitchen Lead position at General McLane High School with an effective date TBD.
 - c. Wages and benefits will be consistent with the Board-approved compensation plan unless otherwise noted.
 - d. All required clearances are on file in the Business Office.
- 13. The Committee moves to hire the following non-instructional employees:
 - a. Leticia Liba for an 8-hour, 210-day Custodial Services Technician I position at McKean Elementary School with a start date TBD.
 - b. Colton Smaltz for an 8-hour, 210-day Custodial Services Technician I position at General McLane High School with a start date TBD.
 - c. Wages and benefits will be consistent with the Board approved compensation plan unless otherwise noted.
 - d. All required clearances are on file (or will be before the first day of work) in the Business Office.
- 14. The Committee moves to approve the following individuals for the non-instructional substitute employee call list:
 - a. Susan Reitz as a Food Services Assistant.
 - b. Elizabeth Pifer as a Bus Aide, Cafe Monitor, Clerical Aide, PCA, FSA and Van Driver
 - c. Wages will be at board-approved rates and all required clearances are on file in the Business Office.
 - d. 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.

GENERAL McLANE SCHOOL DISTRICT

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March 20, 2024

CURRICULUM & INSTRUCTION COMMITTEE MATTERS

Mrs. Dana Miller, chairperson; Mr. Webber; Mr. Pattullo

1. The Committee moves to ratify additions to the 2023-2024 GMSD substitute teacher list as follows:
 - a. The following individuals are recommended for the Substitute Teacher list. Act 34, Act 114 and Act 151 Background checks are on file as well as three additional clearances/trainings and a TB test required by the district:
 - i. Clay Cunningham, Act 86 Prospective Teacher Substitute Teacher
 - ii. David Ubringer, Act 86 Prospective Teacher Substitute Teacher
 - 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 the following: Elementary, English, General Science, Health & Physical Education, Mathematics, Office Technologies, Social Studies, and Special Education.
 - i. Madison Lesik
 - ii. Justin Reed
2. The Committee moves to approve a contract with the Northwest Intermediate Unit #5 for the IU#5 Emergency Substitute Teacher Consortium program for the 2024-2025 School Year as follows:
 - a. The district will continue its membership in the program at a cost of \$4,521 for the 2024-2025 School Year.
 - b. The district, which has had difficulty in obtaining individuals to serve as emergency substitute teachers in the past, has access to an additional 40 to 50 individuals through this program that the IU#5 emergency certifies to substitute in our buildings.
3. The Committee moves to approve the following field trip requests:
 - a. Mrs. Erin Bentley (General McLane High School) has requested to take a group of nine GMHS students who are part of the Future Business Leaders of America (FBLA) to the State Leadership Conference and Competition in Hershey, Pa., from April 7 to 10, 2024.
 - b. Mr. Kevin Wible (General McLane High School) has requested to take a group of 38 GMHS students to Robert Morris University in Corapolis, Pa., on April 16, 2024. These students are part of the RMU Psychology College in High School Program.
 - c. Mrs. Katie Thompson (General McLane High School) has requested to take a group of GMHS students to Italy and Greece in June of 2026, which will include destinations of Rome, Pompeii, Sorrento, Naples, and Athens.

- i. This trip will be nine days and will be organized through EF Tours. The cost will be approximately \$4,699.00 per student and \$5,459.00 per adult.
- 4. The Committee moves to approve the following FMLA leave requests:
 - a. Kaitlyn Pude (Edinboro Elementary School) has requested to take an FMLA Leave for maternity purposes from approximately March 11, 2024, through the end of the 2023-2024 School Year.
 - b. Laura Scott (McKean Elementary School) has requested to take an intermittent FMLA leave for medical purposes from approximately February 15, 2024, through the end of the 2023-2024 School Year.
 - c. Bill Frick (James W. Parker Middle School) has requested to take an intermittent FMLA leave for medical purposes from approximately February 28, 2024.
 - d. 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.
- 5. The Committee moves to approve the following instructional retirements:
 - a. Mrs. Vera Woods (Edinboro Elementary School) submitted her letter with intent to retire, effective at the end of the 2023-2024 School Year, with 21 years of service.
 - b. Mrs. Julie White (Edinboro Elementary School) submitted her letter with intent to retire, effective at the end of the 2023-2024 School Year, with 20 years of service.
- 6. The Committee moves to approve the following substitute nurses for the 2023-2024 School Year:
 - a. Camille McClimans, RN
 - b. The appropriate clearances are on file with the Education Center or will be before the substitute's start date.
- 7. The Committee moves to approve the following unpaid leave for instructional positions as outlined below:
 - a. Mrs. Bridget Hoge (McKean Elementary School) has requested an unpaid leave from April 26 to 29, 2024.
 - b. This request is consistent with Policy 336 (Personal Necessity Leave) and Policy 339 (Uncompensated Leave).
- 8. The Committee moves to approve Curriculum Revisions and Adoptions for the following course(s):
 - a. Math Courses
 - i. Math 7
 - ii. Math 7 Advanced
 - iii. Math 8

- iv. Math 8 Advanced (Algebra 1)
 - b. Health & Physical Education
 - i. Health 5
 - ii. Health 6
 - iii. Health 7
 - iv. Healthy Living (Grade 8)
 - v. Drivers Education
 - vi. Health 11
 - vii. Health 12
 - viii. Physical Education (Grades 5 & 6)
 - ix. Physical Education (Grades 7 & 8)
 - x. Physical Education (Grade 9)
 - xi. Physical Education (Grade 11)
 - xii. Physical Education (Grade 12)
 - xiii. Recreational Sports
 - xiv. Lifetime Health
 - xv. Lifetime Fitness
 - c. Business
 - i. Microsoft Office Applications
 - ii. Business Publications
 - iii. Principles of Marketing
9. The Committee moves to approve the updated list of Robert Morris College in High School courses and General McLane instructors for the 2024-2025 school year
- a. Course Titles and Numbers (the “Courses”) will be taught by the high school teachers listed in Appendix A (“the Appointed Teacher”) having received approval from the applicable RMU Department Head (the “Department Head”), of the Department, also listed in Appendix A.
 - b. Principles of Biology w/ Lab will be taught concurrently with AP Biology
 - c. Chemistry 1 w/ Lab will be taught concurrently with AP Chemistry
 - d. Calculus with Analytic Geometry will be taught concurrently with AP Calculus AB
 - e. The existing Statistics course will be taught as an RMU course
10. The Committee moves to approve the AP Summer Institute Conference Request as follows:
- a. Mrs. Mary Anne Cousins will attend the AP Literature & Composition conference in person at Oakland University (Rochester, MI)
 - b. The conference goes from June 17-20, 2024. She will use Sunday, June 16, 2024 as a travel day
 - c. The district will pay for Mrs. Cousins' attendance and related travel expenses.