

United School District  
Reorganization Meeting  
December 5, 2017

The Reorganization Meeting of the United School Directors was held on Tuesday, December 5, 2017, at 6:30 p.m. in the Junior/Senior High School Board Room, for general purposes including but not limited to the following.

Members Present: James Fry, Dan Henning, Leah Skedel

Members Absent: Sandra Mack, Ronald Moyer

Others Present: Dr. Barbara Parkins, Superintendent  
G. Thomas Kalinyak, Director of Finance/Board Secretary  
Patricia Berezansky, Director of Education  
Lewis Kindja, Elementary Principal  
Michael Worthington, High School Principal  
Francine Ressler, Supervisor of Special Education  
Clay Skedel, Supervisor of Maintenance  
Ronald Saffron, Solicitor  
Barbara Turner, Recording Secretary

Salute to the Flag

Meditation Moment

Roll Call of Hold-Over Members

Roll Call of Newly Elected and Re-Elected Members

Nominations of Temporary President: Eric Matava called for nomination of the Office of Temporary President three times. James Fry moved to nominate Dan Henning as temporary president.

Election of Temporary President Results: James Fry moved to elect Dan Henning as temporary president to conduct the meeting until a President is elected. Leah Skedel seconded the motion. Roll Call was as follows: YEA, all hold-over members voted yes. Motion carried.

Dan Henning then stated the Purpose of Meeting which was for Reorganization and General Business purposes.

Election of President: Dan Henning called for nomination of the Office of President three times. Eric Matava was nominated through roll call vote. Tommy Heming moved to close the nominations. James Fry seconded the motion, all voted YEA, motion was closed. Roll Call for election was as follows: YEA, all voted yes. Eric Matava was elected the President.

Election of Vice President: Eric Matava called for nominations for the Office of Vice President three times. Dan Henning was nominated through roll call vote. Tommy Heming moved to close the nominations. Gary Arblaster seconded the motion, all voted YEA, motion was closed. Roll Call for election was as follows: YEA, all voted yes. Dan Henning was elected Vice President.

Election of Board Treasurer: Tommy Heming moved to elect Sandra Mack as Board Treasurer for the remainder of the 2017-2018 school year as Board Treasurer commencing December 5, 2017 and ending June 30, 2018, in order to fill the vacancy left by Trudy DeRubis and to approve the Treasurer's bond in the amount of \$25,000.00 and Liberty Mutual as the corporate surety. The Board hereby waives the compensation for the office of Treasurer. Dan Henning seconded the motion. Roll Call for election was as follows: YEA, all voted yes. Sandra Mack was elected Treasurer.

Election of ARIN Intermediate Unit Representative: Tommey Heming moved to elect Ronald Moyer as United School District's representative on the ARIN Intermediate Unit Board to fill the vacancy left by Trudy DeRubis for the remainder of the three-year term, effective December 5, 2017 and ending June 30, 2019. Leah Skedel seconded the motion. Roll Call for election was as follows: YEA, all voted yes. Ronald Moyer was elected representative.

Parliamentary Authority: Tommey Heming moved to approve to acknowledge the Establishment of Parliamentary Authority for Board Procedures that shall be "Robert's Rules of Order Newly Revised." Dan Henning seconded the motion. Roll Call was as follows: YEA, all voted yes.

Regular Board Meetings: Tommey Heming moved to approve to establish the Time, Date and Location of the Regular Board Meetings as 7:30 p.m. on the second Tuesday of each month in the Junior/Senior High School Board Room, except for the meeting of December 2017 which shall be held on the time, date, and location as set forth in motion 19, the meeting of January 2018 which shall be held on the time, date and location as set forth in motion number 20, and the meeting of February 2018 which shall be held on the time, date, and location as set forth in motion number 21. James Fry seconded the motion. Roll Call was as follows: YEA, all voted yes.

Work Session Meetings: Tommey Heming moved to establish the Time, Date and Location of the regularly scheduled Work Session Meetings as 7:30 p.m. on the first Tuesday of each month in the Junior/Senior High School Board Room, except for the meeting of January 2018 which shall be held on the time, date, and location as set forth in motion number 20, and the meeting of February 2018 which shall be held on the time, date, and location as set forth in motion number 21. James Fry seconded the motion. Roll Call was as follows: YEA, all voted yes.

Executive Session: Tommey Heming moved to establish the of Time, Date, and Location of regularly scheduled Executive Sessions as 6:00 p.m. on the first Tuesday of each month in the Junior/Senior High School Board Room, except for the meeting of January 2018 which shall be held on the time, date, and location as set forth in motion number 20, and the meeting of February 2018 which shall be held on the time, date, and location as set forth in motion number 21. Dan Henning seconded the motion. Roll Call was as follows: YEA, all voted yes.

December 2017 Regular Board Meeting and Executive Session Time and Date: Tommey Heming moved to establish the December 2017 Regular Board Meeting and Executive Session as follows:

Executive Session 6:30 – 7:30 p.m., and Regular Board Meeting at 7:30 p.m. All of the meetings shall be held on December 19, 2017 in the Junior/Senior High School Board Room.

Leah Skedel seconded the motion. Roll Call was as follows: YEA, all voted yes.

January 2018 Work Session Meeting, Regular Board Meeting, and Executive Session Dates and Times: Tommey Heming moved to establish the January 2018 Work Session Meeting, Regular Board Meeting, and Executive Session as follows:

Executive Session 6:00 – 6:30 p.m., Work Session 6:30 – 7:30 p.m., and Regular Board Meeting at 7:30 p.m. All of the meetings shall be held on January 9, 2018 in the Junior/Senior High School Board Room.

Leah Skedel seconded the motion. Roll Call was as follows: YEA, all voted yes.

February 2018 Work Session Meeting, Regular Board Meeting, and Executive Session Dates and Times: Tommey Heming moved to establish the February 2018 Work Session Meeting, Regular Board Meeting, and Executive Session as follows:

Executive Session 6:00 – 6:30 p.m., Work Session 6:30 – 7:30 p.m., and Regular Board Meeting at 7:30 p.m. All of the meetings shall be held on February 13, 2018 in the Junior/Senior High School Board Room.

Leah Skedel seconded the motion. Roll Call was as follows: YEA, all voted yes.

Legislative Chairperson: Tommey Heming moved to appoint Eric Matava as the Legislative Chairperson for a one-year appointment. Dan Henning seconded the motion. Roll Call was as follows: YEA, all voted yes.

ICTC Representative: Leah Skedel moved to appoint Tommey Heming as the Indiana County Technology Center Representative for a 2-year appointment. Dan Henning seconded the motion. Roll Call was as follows: YEA, all voted yes.

ICTC Alternate Representative: Tommey Heming moved to appoint Dan Henning as the Alternate Indiana County Technology Center Representative for a 2-year appointment. Leah Skedel seconded the motion. Roll Call was as follows: YEA, all voted yes.

Board Policy Chairperson (Ad-Hoc): Tommey Heming moved to appoint Dan Henning as the Board Policy Chairperson as an Ad-Hoc position. Gary Arblaster seconded the motion. Roll Call was as follows: YEA, all voted yes.

Facsimile Signatures: Tommey Heming moved to approve the motion to adopt the following resolutions authorizing the Officers of the Board of School Directors to use facsimile signatures:

BE IT RESOLVED, by the Board of School Directors of the United School District and it is hereby resolved by and with the authority of the same:

That in compliance with the Uniform Facsimile Signature of Public Officials Act, 1961, June 25, P. L. 849, 65 P.S. Section 301 *et seq.*, as amended, the following Officers of the Board of School Directors are authorized to use a facsimile signature: President, Vice President, Treasurer, and Secretary.

BE IT FURTHER RESOLVED that the President, Vice President, Treasurer, and Secretary are authorized to file with the Secretary of the Commonwealth of Pennsylvania an appropriate affidavit setting forth his or her manual signature certified by him or her under oath in accordance with the Uniform Facsimile Signature of Public Officials Act.

Dan Henning seconded the motion. Roll Call was as follows: YEA, all voted yes. Motion carried.

Authorize the Administration to Advertise for Applications from Qualified Electors from Region II: Tommey Heming moved to approve to authorize the administration to advertise for applications from qualified electors from Region II of the United School District who are interested in being appointed to the office of School Director, Region II. Mr. Colin McGinnis, elected to the office in the November 7, 2017 municipal election, notified Mr. Eric Matava, then Board President, on December 1, 2017 in writing, that he did not intend to accept the office of School Director. Mr. McGinnis' letter reads as follows:

To Mr. Eric Matava

Please accept this as notice of rescinding my appointment by the electorate for the position of School Board Director, representing East Wheatfield Township/Armagh Borough, due to the policy impacted by the Board on employment and Board appointment, stating that no sitting Board Member may volunteer services to the District that deems to be an employment position.

Thank you,

Colin McGinnis

Leah Skedel seconded the motion. Roll Call was as follows: YEA, all voted yes. Motion carried.

Schedule Special Board Meeting for December: Tommey Heming moved to hold a special board meeting December 19, 2017 at 6:00 p.m. in the Junior/Senior High School Board Room to conduct public interviews of applicants interested in the Office of School Director, Region II; the Board intends to appoint a qualified applicant to the office of school director at its regular meeting to be held on December 19, 2017 at 7:30 p.m. Gary Arblaster seconded the motion. Roll Call was as follows: YEA, all voted yes. Motion carried.

Reorganization Meeting was adjourned at 6:57 p.m.

