

St. Marys Area School District

Board of School Directors
Regular Meeting

May 11, 2015, 7:00 P.M.
Library, St. Marys Area High School

Minutes

- I. The St. Marys Area Board of School Directors held their regular meeting May 11, 2015 at 7:00 PM in the Library of the St. Marys Area High School. The meeting was called to order by board president Dr. Clythera S. Hornung.
- II. Pledge of Allegiance
- III. Directors Present: Dr. Clythera S. Hornung, Charles Liptak, Robert Luchini, Stacy McKee, Matthew Quesenberry, Robert Sorg. Directors Absent: Bryan Chiappelli, John Mulcahy, Patricia Rezmerski.

Others Present: Dr. G. Brian Toth, Dr. Joshua Williams, Ginger Williams, Robin Johnson, Joe Schlimm, James Wortman, Christine Kuhar, Noel Petrosky, Karen Haberberger, Mark Romain, Dan Elder, Atty. Richard Brown, a representative from *The Daily Press*, *The Bradford Era*, *The Courier-Express* and three (18) visitors.
- IV. Comments from visitors including comments on federal programs.
- V. Presentations
 - a. High School Choir sang the National Anthem
 - b. Coby Gardner – State champion, SKILLS USA drafting completion
 - c. Steve Bauer – Modern Physics Class
- VI. Superintendent's Comments
- VII. Minutes from the workshop meeting held on April 6, 2015 and the regular meeting held on April 13, 2015 were approved.

Motion by Robert Sorg, seconded by Robert Luchini – motion carried by a voice vote of all members present.
- VIII. Approved the treasurer's and cafeteria report for March 2015.

Motion by Robert Luchini, seconded by Matthew Quesenberry – motion carried by a voice vote of all members present.
- IX. Approved Payment of Bills

General Fund	May 2015 and office checks for April 2015
Bond Fund	May 2015
Payroll Fund	April 2015
Cafeteria Fund	April 2015

Motion by Robert Sorg, seconded by Robert Luchini; voting yes: Dr. Clythera S. Hornung, Charles Liptak, Robert Luchini, Stacy McKee, Matthew Quesenberry, Robert Sorg – motion carried.
- X. Board Procedures
 - A. Job Description

Approved the job description for Board Treasurer. (Attachment No. 1)

Motion by Robert Sorg, seconded by Robert Luchini; voting yes: Dr. Clythera S. Hornung, Charles Liptak, Robert Luchini, Stacy McKee, Matthew Quesenberry, Robert Sorg – motion carried.

B. Election of Board Treasurer

As per Section 404 of the Public School Code, approved election of a board treasurer for one year beginning July 1, 2015. Compensation to be set at the budgeted amount of \$150.00 annually.

Motion by Robert Luchini to elect Patricia Rezmerski, seconded by Robert Sorg; voting yes: Dr. Clythera S. Hornung, Charles Liptak, Robert Luchini, Stacy McKee, Matthew Quesenberry, Robert Sorg – motion carried – Patricia Rezmerski elected board treasurer.

C. Appointment of Assistant Board Secretary

As per Section 434 of the Public School Code, approved appointment of Laura Carlson as Assistant Board Secretary for one year beginning July 1, 2015.

Motion by Robert Sorg, seconded by Stacy McKee; voting yes: Dr. Clythera S. Hornung, Charles Liptak, Robert Luchini, Stacy McKee, Matthew Quesenberry, Robert Sorg – motion carried.

D. Board Policy

Motion by Board President to combine all sections under D. as one vote.

1. Approved revised Policy #808, Food Services. (Attachment No. 2)
2. Approved new Policy §815.1, Social Media. (Attachment No. 3)

Motion by Robert Sorg, seconded by Matthew Quesenberry; voting yes: Dr. Clythera S. Hornung, Charles Liptak, Robert Luchini, Stacy McKee, Matthew Quesenberry, Robert Sorg – motion carried.

E. Seneca Highlands IU9 Policies and Procedures

Approved adoption of Seneca Highlands Intermediate Unit 9 policies and procedures under the federal requirements of 34 CFR PART 300.

Motion by Robert Luchini, seconded by Charles Liptak; voting yes: Dr. Clythera S. Hornung, Charles Liptak, Robert Luchini, Stacy McKee, Matthew Quesenberry, Robert Sorg – motion carried.

XI. Business Affairs

A. 403(b) Plan

Approved amending the St. Marys Area School District 403(b) Plan to allow employer contributions in order to comply with Contract Agreement between St. Marys Area School District and the St. Marys Area Education Association, Article VII, B. Health Insurance, Section 8. (Attachment No. 4)

Motion by Matthew Quesenberry, seconded by Charles Liptak; voting yes: Dr. Clythera S. Hornung, Charles Liptak, Robert Luchini, Stacy McKee, Matthew Quesenberry, Robert Sorg – motion carried.

B. 2015-2016 Bids

The Business Manager was approved to solicit bids for the 2015-2016 school year for the items listed below:

1. General consumable supplies

2. Art supplies
3. Science supplies
4. Kindergarten supplies
5. Tech prep and industrial art supplies
6. Physical education supplies
7. School health supplies
8. Tech prep health supplies
9. Music supplies
10. Furniture and supplies

Motion by Robert Luchini, seconded by Stacy McKee; voting yes: Dr. Clythera S. Hornung, Charles Liptak, Robert Luchini, Stacy McKee, Matthew Quesenberry, Robert Sorg – motion carried.

C. Bond Proceeds

Motion by Board President to combine all sections under C (1-6); Business Affairs as one vote.

1. Approved the low bid from Degol Carpet, Duncansville PA for rubber flooring for the Middle School hallway in the amount of \$212,276.00 to be funded with bond proceeds. (Attachment No. 5)
2. Approved the low bid from C&C Concrete, St. Marys PA for sidewalk repairs at Middle School and High School in the amount of \$70,000.00 to be funded with bond proceeds. (Attachment No. 14)
3. Approved the low bid from St. Marys Paving, St. Marys PA for paving at the Middle School and High School in the amount of \$258,852.00 to be funded with bond proceeds. (Attachment No. 15)
4. Approved the low bid from Zito Media, Coudersport PA for telephone equipment for all District buildings in the amount of \$28,292.00 to be funded with bond proceeds. (Attachment No. 16)
5. Approved rejection of all bids for the infrastructure upgrade Request for Proposal. (Attachment No. 17)
6. Approved the use of bond proceeds for the following previous board approved services and projects:
 - a. KTH Architects for architectural services and bid procedures for the Dutch Country Stadium in the amount of eight percent (8%) of construction cost as previously board approved on October 13, 2014.
 - b. KTH Architects for architectural services and bid procedure for HVAC project at South St. Marys Street Elementary School in the amount of \$64,000.00 as previously approved on August 11, 2014.
 - c. Weatherproofing Technologies, Inc., to replace Bennetts Valley Elementary School roof in the amount of \$555,417.37 as previously board approved on April 13, 2015.
 - d. Fred L. Burns for South St. Marys Street Elementary School gym renovation final expenditures for the gym floor in the amount of \$17,300.00 as previously board approved on April 14, 2014.

Motion by Robert Luchini, seconded by Charles Liptak; voting yes: Dr. Clythera S. Hornung, Charles Liptak (abstained from voting section 6.a&b) , Robert Luchini, Stacy McKee, Matthew Quesenberry. Voting no: Robert Sorg – motion carried.

D. Eidex License Agreement

Approved the agreement between Eidex LLC and the St. Marys Area School District. This agreement licenses St. Marys Area School District to access and use Eidex Focus software for the purpose of using the Eidex database to compare St. Marys Area School District financial and academic data to other districts in the state of Pennsylvania. (Attachment No. 6)

Motion by Robert Luchini, seconded by Charles Liptak; voting yes: Dr. Clythera S. Hornung, Charles Liptak, Robert Luchini, Stacy McKee, Matthew Quesenberry, Robert Sorg – motion carried.

E. Dental Service Providers

Approved a fifty cent (\$.50) per student increase in the dental exam rate for the 2015-2016 school year. The current rate is \$9.00 per exam.

Motion by Charles Liptak, seconded by Robert Sorg; voting yes: Dr. Clythera S. Hornung, Charles Liptak, Robert Luchini, Stacy McKee, Matthew Quesenberry, Robert Sorg – motion carried.

F. Student Assistance Program Letter of Agreement

Approved the Letter of Agreement between Dickinson Mental Health Center and St. Marys Area School District regarding the Student Assistance and Signs of Suicide Program for the St. Marys Area Middle School and High School for the 2015-2016 school year. (Attachment No. 7)

Motion by Charles Liptak, seconded by Robert Luchini; voting yes: Dr. Clythera S. Hornung, Charles Liptak, Robert Luchini, Stacy McKee, Matthew Quesenberry, Robert Sorg – motion carried.

G. LIFE/Incredible Years Program Letter of Agreement

Approved the LIFE/Incredible Years Program Letter of Agreement between Dickinson Mental Health Center and St. Marys Area School District and the St. Marys Area School District for the 2015-2016 school year. (Attachment No. 8)

Motion by Robert Sorg, seconded by Matthew Quesenberry; voting yes: Dr. Clythera S. Hornung, Charles Liptak, Robert Luchini, Stacy McKee, Matthew Quesenberry, Robert Sorg – motion carried.

H. Source4Teachers Contract

Approved the contract between Source4Teachers and the St. Marys Area School District to provide substitute employees for the District (to include teachers, aides, secretaries) pending requested revisions. (Attachment No. 9)

Robert Sorg requested a discussion be held on this item before voting.

Motion by Charles Liptak, seconded by Robert Luchini; voting yes: Dr. Clythera S. Hornung, Charles Liptak, Robert Luchini, Stacy McKee, Matthew Quesenberry, Robert Sorg – motion carried.

I. Sale of Wrestling Mats

Approved the sale of two (2) fully depreciated wrestling mats as described in Attachment No. 10.

Motion by Matthew Quesenberry, seconded by Stacy McKee; voting yes: Dr. Clythera S. Hornung, Charles Liptak, Robert Luchini, Stacy McKee, Matthew Quesenberry, Robert Sorg – motion carried.

XII. Transportation

A. School Bus Stop

Approved the following bus stops:

Intersection of Million Dollar Highway/Homestead Road, Kersey
Intersection of Gypsy Road/Melody Road, St. Marys

Motion by Charles Liptak, seconded by Robert Sorg; voting yes: Dr. Clythera S. Hornung, Charles Liptak, Robert Luchini, Stacy McKee, Matthew Quesenberry, Robert Sorg – motion carried.

XIII. Curriculum

Motion by Board President to combine all sections under Curriculum as one vote.

A. Courses of Study

1. Approved the Creative Writing course of study for the St. Marys Area High School. (Attachment No. 11)
2. Approved the English III course of study for the St. Marys Area High School. (Attachment No. 18)

Motion by Robert Sorg, seconded by Stacy McKee; voting yes: Dr. Clythera S. Hornung, Charles Liptak, Robert Luchini, Stacy McKee, Matthew Quesenberry, Robert Sorg – motion carried.

XIV. Personnel

Motion by the Board President to combine Sections A-H under Personnel as one vote.

Approved personnel actions as listed. All employment approvals are provisional for thirty days pending receipt of Act 151 clearance documentation.

A. Resignations

Name: Deborah Shuttleworth
Position: Speech/Language Pathologist
Effective: June 4, 2015 (Attachment No. 12)

Name: Sandra James
Position: Music Teacher; South St. Marys Elementary School
Effective: June 4, 2015 (Attachment No. 19)

Name: Travis Mahovlich
Position: Student Co-op Worker, Cafeteria
Effective: May 15, 2015 (Attachment No. 20)

- B. Approved the Employment Contract between Suzann Erickson and the St. Marys Area School District. Ms. Erickson has requested that her employment be changed from a full-time to a part-time status. (Attachment No. 13)

- C. Approved extending Cynthia M. FinGado business consulting services approved at the June 27, 2014 Special Board Meeting not to exceed an additional fifty (50) hours at a rate of \$50.00 per hour on an as needed basis for the 2014-2015 and 2015-2016 school years.

D. Transfer, Personnel

Name: Tracy Carnovale
Transfer from: 10-month secretary

Transfer to: 12-month secretary
Effective: July 1, 2015
Building: Fox Township Elementary School

E. Hire, Personnel

Name: Jane Caretti
Position: Guidance Office Secretary
Terms: 10-month position; \$8.50/hour
Effective: May 12, 2015
Experience Present: Substitute secretary – St. Marys Area School District
Experience: 1 Year: Secretary – Jay Township Authority
Building: St. Marys Area High School

F. Hire, Substitute Personnel

Name: Rachel V. Baxter
Position: Substitute Teacher
Effective: May 12, 2015
Terms: Contract Pay Rate
Degree: Bachelor of Science in Education
Certification: Secondary Education Social Studies
University: Clarion University of Pennsylvania
Experience: 1 Year: City of St. Marys; Recreational Asst.
Building: All

Name: Benjamin Dagher
Position: Substitute Teacher
Effective: May 12, 2015
Terms: Contract Pay Rate
Degree: Bachelor of Science in Education
Certification: Secondary Social Studies; Secondary English
University: Saint Vincent College
Experience: 1 Year: City of St. Marys Parks/Recreation; Director
Building: All

Name: Luke Dagher
Position: Substitute Teacher
Effective: May 12, 2015
Terms: Contract Pay Rate
Degree: Bachelor of Science in Education
Certification: Pre-K-4
University: Saint Vincent College
Experience: 1 Year: City of St. Marys Parks/Recreation; Worker
Building: All

Name: Kristine Swanson
Position: Substitute Teacher
Effective: May 12, 2015
Terms: Contract Pay Rate
Degree: Bachelor of Science in Education
Certification: Early Childhood
University: Clarion University of Pennsylvania
Present: Koss Child Care Center; Group Supervisor
Experience: 1 Year: Kingdom Builders Daycare; Child Care Aide
Building: All

G. Hire, Homebound Teacher 2014-2015 – Contract Pay Rate

Name: Steven Simchick
Effective: May 7, 2015
Degree: Bachelor of Science

Certification: Secondary Education in Mathematics
 University: Clarion University of Pennsylvania
 Experience Present: Learning Facilitator; St. Marys Area High School
 Experience: 1 Year: Title I Tutor; St. Marys Area Middle School
 Experience: 2 Year: Stackpole Hall Foundation Summer Help; SMASD

H. Hire, 2014-2015 Extended School Year Staff

TEACHERS (contracted pay rate)

Krista Klein	Melinda Posteraro
Laurel Leuschel	Daniel Vollmer
James McGonnell	Kara Vollmer

PERSONAL CARE AIDES/TRANSPORTATION AIDE (regular hourly rate)

Carla Cannon	Joann Piccirillo
Stacy Dent	Amanda Poirier
Linda Glass	Courtney Rieger

Motion by Robert Sorg, seconded by Robert Luchini; voting yes: Dr. Clythera S. Hornung, Charles Liptak, Robert Luchini, Stacy McKee, Matthew Quesenberry, Robert Sorg – motion carried.

I. Student Teacher (For Information Only)

University	Student	Subject	Dates	School	Teacher
Pitt@Brad	Wendel, K.	Elementary	10/19-12/9/2015	SSM-2	Long, B.

XV. Board Discussion

XVI. Executive Session

An executive session was held immediately following adjournment to discuss personnel issues.

XVII. Adjournment

Motion by Robert Luchini, seconded by Robert Sorg; meeting adjourned 7:32PM

Board President, Dr. Clythera S. Hornung

Board Secretary, Ginger Williams