

United School District
Regular Board Meeting
December 15, 2015

The Regular Board Meeting of the United School Directors was held on Tuesday, December 15, 2015, at 7:30 p.m. in the Junior-Senior High School Board Room, for general purposes including but not limited to the following:

Members Present: Eric Matava, Donald Davis, Tommey Heming, Trudy DeRubis, James Fry, Dan Henning, Sandra Mack, Ronald Moyer, Leah Skedel

Others Present: Dr. Barbara L. Parkins, Superintendent
Ronald Saffron, Solicitor
G. Thomas Kalinyak, Director of Finance/Board Secretary
Barbara Turner, Recording Secretary

Approval of the Minutes: Donald Davis moved to approve the minutes of the November 3, 2015 Work Session Meeting and the November 10, 2015 Regular Board Meeting. Sandra Mack seconded the motion. YEA, all voted yes.

Treasurer's Report: Thomas Kalinyak read the report. Trudy DeRubis moved to approve the report. Tommey Heming seconded the motion. Roll Call was as follows: YEA, all voted yes.

Student Activities Report: Thomas Kalinyak read the report. Ronald Moyer moved to approve the report. Dan Henning seconded the motion. Roll Call was as follows: YEA, all voted yes.

Payment of Bills: Tommey Heming moved to pay bills when funds become available. Ronald Moyer seconded the motion. Roll Call was as follows: YEA, all voted yes.

ATHLETIC/STUDENT ACTIVITIES: Leah Skedel moved to approve the following items (A –B) as listed below:

- Volunteers: A. The list of volunteers for the 2015-2016 school year, pending receipt of proper documentation:
1. Michael Wilt – Wrestling – Tyler Capitosti
 2. Thomas Whitcomb – Wrestling – Tyler Capitosti
 3. Melanie Brillhart – Elementary/PTG – Lewis Kindja
 4. Nicholas Brillhart – PTG – Lewis Kindja
 5. Stephanie Clark – Elementary – Lewis Kindja
 6. Joan Folk – Fundraisers/Farm Show – Kristie Good
 7. Ashley Lichtenfels – Elementary – Lewis Kindja
 8. Meagan Levesque – Elementary – Lewis Kindja
 9. Michelle Tweardy – Elementary – Lewis Kindja
 10. Raymond Cramer – High School, Elementary – Michael Worthington, Lewis Kindja

Athletic/Student Activities continued:

Booster Recognition: B. The recognition of the following booster organization as a board approved organization, with the understanding that their program may include students who are not members of the District:

1. United Varsity Basketball Boosters

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

BOARD POLICY: Trudy DeRubis moved to approve the following items (A –C) as listed below:

Second Reading/ Adoption of Board Policy: A. The second reading and adoption of a revision to the following Board Policy as listed below:
1. No. 006.1 Attendance at Meetings via Electronic Communications

First Reading/ Revision of Board Policies: B. The first reading of a revision to the following Board Policies/Administrative Regulations (1 - 2) as listed below:
1. No. 806 Child Abuse
2. No. 824 Maintaining Professional Adult/Student Boundaries

Job Description: C. Job Description for Secretary – Support Staff

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

Appointment to Committee: Trudy DeRubis moved to appoint James Fry to the District's Contract Negotiations Committee, which is currently negotiating with the United Educational Support Personnel Association. Mr. Fry will be replacing Trudy DeRubis on this committee. Tommey Heming seconded the motion. Roll Call was as follows: YEA, all voted yes. Motion carried.

CURRICULUM AND INSTRUCTION: Dan Henning moved to approve the following items (A – H) as listed below:

Region Chorus: A. The activity request from Acey Gongaware to attend Region Chorus, at Ft. LaBoeuf High School, on the dates of March 17 – 19, 2016, with eligible students, at a cost of \$1,511.00. Budgeted funds are available.

All-State Chorus: B. The activity request from Acey Gongaware to attend All-State Chorus, in Hershey, PA, on the dates of March 30 – April 2, 2016, with eligible students, at a cost of \$2,065.00. Budgeted funds are available.

Curriculum and Instruction continued:

- ICMEA County Band: C. The activity request from Zachery Karcher to attend ICMEA County Band, at Purchase Line School District, on the date of January 22, 2016, with eligible students, at a cost of \$535.00. Budgeted funds are available.
- PMEA District Band: D. The activity request from Zachery Karcher to attend the PMEA District III Jazz Band, at Dubois Area High School, on the dates of February 18 – 19, 2016, with eligible students, at a cost of \$930.00. Budgeted funds are available.
- PMEA Region II Band: E. The activity request from Zachery Karcher to attend the PMEA Region II Band Festival, at Marion Center Area High School, on the dates of March 9 – 12, 2016, with eligible students, at a cost of \$835.00. Budgeted funds are available.
- PMEA All State Conference: F. The activity request from Zachery Karcher to attend the PMEA All State Conference, in Hershey, PA, on the dates of March 30 – April 2, 2016, with eligible students, at a cost of \$1,255.00. Budgeted funds are available.
- PIAA State Playoffs: G. The following winter sports students and coaches may participate in the PIAA State Playoffs provided students are eligible to attend.
1. Wrestling
 2. Boys Basketball
 3. Girls Basketball
- Notice of Grant Application: H. The Notice of Grant Application from DonorsChoose.org for a grant written by Mr. Ron Ofman in the amount of \$800.00 to provide life essentials for students at the Elementary School.

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

FINANCE: Jim Fry moved to approve the following items (A – H) as listed below:

- Construction Bill List: A. Construction bill list:
BCS Construction, Inc. - \$16,056.48 – Jr. / Sr. High School Renovation project, final payment.
- Eastern PA Gasoline/Diesel Consortium: B. The participation in the Eastern PA Gasoline/Diesel Consortium, managed by the Allegheny Intermediate Unit #3 for the 2016-2017 school year.

Finance continued:

- District Tax Resolution: C. To adopt the Resolution as presented to the members of the Board of School Directors and incorporated into this motion in its entirety as though more fully set forth herein, by which Resolution the District certifies that for the 2016-2017 fiscal year it shall not increase any tax used for the support of the school district by a rate greater than the index of 3.5% as calculated by the Pennsylvania Department of Education; and the District will comply with the budgeting procedures set forth in section 687 of the Public School Code of 1949, P.S. § 6-687, as amended, for the adoption of its proposed and final budgets.
- ARIN IU#28 Purchasing Resolution: D. The adoption of the Resolution to participate in the ARIN IU #28 cooperative purchasing program for the 2016 – 2017 fiscal year.
- Bid Cafeteria Services: E. The authorization to bid cafeteria services.
- FSA/HRA Benefits: F. To approve the United School District Flexible Benefits (also referred to as a Section 125 or FSA) Plan and Health Reimbursement Arrangement (HRA) in the name of the United School District, to implement healthcare benefit changes negotiated by the United School District and United Education Association, effective January 1, 2016.
- HRA/FSA Companies: G. To approve Mid-America Administrative & Retirement Solutions, Inc. to offer and administer the HRA and FSA, for all employees impacted by the healthcare benefit changes effective January 1, 2016.
- Authorize to Execute FSA & HRA Documents: H. To authorize the administration, Board President and Board Secretary to execute any documentation necessary to implement the Flexible Benefit Plan (125) and Health Reimbursement Arrangement (HRA) to be offered through and administered by Mid-America Administration & Retirement Solutions, to include the Plan Documents.

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

Take off Table Motion: Jim Fry moved to take off the table a previous motion of the District's financial commitment of \$207,200.00 to the Challenger/STEM Academy building project at the Indiana County Technical Center. Tommey Heming seconded the motion. Roll Call was as follows: YEA, all voted yes. Motion carried.

Finance continued:

Challenger/STEM Academy: Jim Fry moved to approve the District's financial commitment of \$207,200.00 to the Challenger/STEM Academy building project at the Indiana County Technology Center site. Trudy DeRubis seconded the motion. Roll Call was as follows: NAY, all voted no. Motion failed.

Purchase of Tractor: Jim Fry moved to approve the purchase of a John Deere utility tractor, PA State Power Equipment Contract #4400011369, \$30,420.36, H165 Loader, \$4,674.25, 72D Auto-Connect 7 Iron Mid-Mount Side Discharge Mower, \$3,712.12, and Frontier AF 11E seven foot Boom Mounted Front Blade, \$2,300.00, for an unadjusted cost of \$41,106.73, less trade in equipment credits, 1980 Allis – Chalmers 5040 \$3,450.00, King Kutter 6 \$280.00 and Bush Hog 6 \$150.00, for a total cost of \$37,226.73. Dan Henning Heming seconded the motion. Roll Call was as follows: YEA, all voted yes. Motion carried.

S & T Bank Loan: Jim Fry moved to approve the borrowing of four million dollars (\$4,000,000.00) from S&T Bank at the fixed interest rate of the Wall Street Journal Prime Rate minus one-quarter percent (0.25%) and a bank commitment fee of Two Thousand Five Hundred and 00/100 (\$2,500.00) dollars. The loan will be a non-revolving line of credit subject to the terms as set forth in S&T Bank's proposal dated December 7, 2015. This financing is necessary to meet the operation expenses of the District due to cash flow problems created by the current impasse in the State budget process that has resulted in the non-receipt of state subsidy payments from the Commonwealth of Pennsylvania. Further, the appropriate officers of the Board of School Directors and the appropriate administrators are hereby authorized to execute all documents necessary to secure the loan. This borrowing is in anticipation of current revenues under Section 640 of the Public School Code of 1949, as amended. Sandra Mack seconded the motion. Roll Call was as follows: YEA, all voted yes. Motion carried.

PERSONNEL: Don Davis moved to approve the following items (A – M) as listed below:

- Substitute Custodians: A. The following list of substitute custodians for the 2015-2016 school year, as previously approved and authorized by the Superintendent, pending the receipt of proper documentation:
1. Carol Fairman
 2. Sandra Lenhart
- Substitute Aide: B. The following list of substitute aides for the 2015-2016 school year, as previously approved and authorized by the Superintendent, pending the receipt of proper documentation:
1. Andrew Parkins

Personnel continued:

- FMLA: C. The request of Employee #692 for leave without pay under the provisions of Article XIV, Section 5. *Family and Medical Leave Act of 1993*, (the FMLA) for a period of time not to exceed twelve (12) weeks, with an effective commencement date of March 19, 2016, and with the understanding that the employee may return to work prior to utilizing the entire twelve (12) weeks of leave, subject, however, to the requirements of the collective bargaining agreement and the FMLA.
- FMLA: D. The request of Employee #256 for leave without pay under the provisions of Article XIV, Section 5. *Family and Medical Leave Act of 1993*, (the FMLA) for a period of time not to exceed twelve (12) weeks, with an effective commencement date of April 1, 2016, and with the understanding that the employee may return to work prior to utilizing the entire twelve (12) weeks of leave, subject, however, to the requirements of the collective bargaining agreement and the FMLA.
- Rescind Hiring School Physician: E. Rescind hiring Dr. Dennis Eckels as the School District Physician at a cost of \$8,000.00 for the 2015-2016 school year.
- Hire School Physician: F. The approval of Dr. Jimmy Pyakurel as the School District Physician at a cost of \$8,000.00 for the 2015-2016 school year, pending receipt of proper documentation.
- Supplemental Position: G. The following supplemental positions for the 2015-2016 school year pending the receipt of proper documentation:
Year-Round:
I. Nathan Bevard – Game Manager - \$30.00 per game at a cost not to exceed \$900.00
- Corrected Supplemental Pay: H. The corrected salary for Michael Tomalson, Assistant Jr. High Wrestling Coach in the amount of \$2,448.79.
- Nurse Aide Resignation: I. The resignation of Karla Britcher from her position of Nurse Aide effective December 31, 2015.

Personnel continued:

Hire Nurse Aide: J. The hiring of Casey Schrift as a nurse aide with the initial placement at the at the United Junior/Senior High School, as an Aide, at \$11.46 per hour, during the probationary period, and at \$13.48 per hour following the probationary period as the starting rate for new employees in the aide position as set forth in the current expired collective bargaining agreement for new hires as of July 1, 2014, with a starting date of January 4, 2016, conditioned upon and pending receipt of all satisfactory employment documentation as required by law, including, but not limited to the documentation required by Act 168 of 2014. If the District does not receive all of the required employment documentation on or before January 4, 2016, Casey Schrift shall be considered a provisional employee, for a time not to exceed ninety (90) days, until such time as the District receives all satisfactory employment documentation. Be it further resolved that Casey Schrift be advised that this hourly rate is subject to change as a result of negotiations between the United School District and the United Educational Support Personnel Association on the terms of a new successor agreement.

Aide Resignation: K. The resignation of Joseph Cronan from his position of Aide effective December 15, 2015.

Hiring of Jr./Sr. High Aide: L. The hiring of Amy Dabbs as an aide with the initial placement at the United Junior/Senior High School, as an Aide, at \$8.04 per hour, the starting salary for new employees in the aide position as set forth in the current expired collective bargaining agreement for new hires as of July 1, 2014, with a starting date of December 16, 2015, conditioned upon and pending receipt of all satisfactory employment documentation as required by law, including, but not limited to the documentation required by Act 168 of 2014. If the District does not receive all of the required employment documentation on or before December 16, 2015, Amy Dabbs shall be considered a provisional employee, for a period of time not to exceed ninety (90) days, until such time as the District receives all satisfactory employment documentation. Be it further resolved that Amy Dabbs be advised that this hourly rate is subject to change as a result of negotiations between the United School District and the United Educational Support Personnel Association on the terms of a new successor agreement.

Homebound Instructor: M. To appoint Bre Custer as a homebound instructor for a 6th grade elementary school student for so long as such services are required during the 2015-2016 school year and for the time and duration as determined by the District. Compensation for such services shall be at the rate of \$37.00 per hour as per the collective bargaining agreement.

Ronald Moyer seconded the motion. Roll Call was as follows: YEA, all voted yes, with the exception of Trudy DeRubis who abstained Item L. Motion carried.

TRANSPORTATION: Van Drivers: Ronald Moyer moved to approve the following van drivers for the 2015-2016 school year as previously approved and authorized by the Superintendent, pending the receipt of proper documentation.

1. Kayla Fairman
2. Thomas Glusko

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

BOARD MEMBER REPORTS:

ARIN Report - Trudy DeRubis (Representative) – Was given at Work Session

Legislative Representative Report - Eric Matava (Representative) – Eric Matava reported that there still is no state budget agreement, but hopefully by the end of this week they will have something. The main issue is a \$1.2 billion tax increase with no details as how this is to be allocated.

Technology Center - Donald Davis (Representative) – Dan Henning (Alternate Representative) – Tommy Heming reported that they held a very short meeting and that the Chairperson and Co-Chairperson were elected. They will hold their next meeting on January 26, 2016 at 11:30 a.m.

Negotiations Committee – Ronald Moyer - (Representative) – Ron Moyer reported that negotiations are ongoing, and that they will be meeting in January. He also congratulated and welcomed Jim Fry to the committee.

Meeting was adjourned at 7:57 p.m.

