

RED LION AREA BOARD OF SCHOOL DIRECTORS
SEPTEMBER 5, 2013
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RED LION AREA BOARD OF SCHOOL DIRECTORS
MEETING AGENDA
(SUBJECT TO CHANGE)
SEPTEMBER 5, 2013
7:30 p.m.
EDUCATION CENTER BOARD ROOM

- I. Call to Order
- II. Pledge of Allegiance
- III. Approval of the Minutes (Motion Required) 14-22
- IV. Presentation
 - A. District Update – KRISTA ANTONIS
 - B. Construction Projects and Summer Maintenance – JEFFREY BRYAN
- V. Board Member/Committee Reports
- VI. Discussion Items 4
 - A. Revision of Policies – KATHERINE HEINTZELMAN and TERRY ROBINSON
 - 1. Policy #001, Name and Classification
 - 2. Policy #002, Authority and Powers
 - 3. Policy #003, Functions
 - 4. Policy #004, Membership
 - 5. Policy #004.1, Student Representative to the Board
 - 6. Policy #007, Distribution
 - 7. Policy #808, Food Services
 - 8. Policy #808.1, Student Meal Charge Accounts
 - B. Other Items/Public Comment

VII. Personnel

A. Resignations (Motion Required)

It is recommended the following resignations be accepted:

Support Staff

1. MICHELLE A. SCHRECKENGAST as a part-time learning support paraprofessional at Larry J. Macaluso Elementary School effective September 13, 2013.

Ratify

2. DAWN M. YEATON as part-time building assistant at Larry J. Macaluso Elementary School effective August 19, 2013.

Extra-Curricular

1. NICOLE M. LUDWIG as assistant boys track coach (50% split position) effective immediately.
2. JOHN R. ANDEL as junior high assistant wrestling coach (50% split position) effective immediately.

B. Substitute Teachers (Motion Required)

It is recommended the following names be added to the approved Substitute Teacher List effective for the 2013-14 school year:

1. KELSEY ARNOLD, 3095 Seaks Run Road, P.O. Box 103, Dallastown, PA 17313, Social Studies
2. MATTHEW BAKER, 4637 Logan Road, Felton, PA 17322, Social Studies
3. HEATHER BEAVERS, 1271 W. Princess Street, York, PA 17404, Elementary
4. KARA BOYER, 114 Hellam Street, Wrightsville, PA 17368, Elementary, Mid-Level Math, Mid-Level English
5. JESSICA ENGLERT, 2285 Woodbine Road, Airville, PA 17302, Elementary
6. CARLOS FERRON, 40 N. Hartman Street, York, PA 17403, English
7. JULIE GEARE, 355 Sechrist Flat Road, Felton, PA 17322, Elementary
8. BRITTANY HARLACKER, 217 Fleetwood Drive, Red Lion, PA 17356, pending receipt of Pennsylvania Teaching Certificate, Mid-Level Math and Mid-Level Social Studies

9. REBECCA HIVELY, 11600 Hively Road, Brogue, PA 17309, Health and Physical Education
10. BRIANNA SITES, 6550 Ridge Lane, Wrightsville, PA 17368, Elementary and Early Childhood
11. KATHRYN SMITH, 13614 Curren Drive, Crossroads, PA 17322, Social Studies and Language Arts
12. SARAH M. KNIGHT, 1284 Canadochly Road, York, PA 17406, Early Elementary (Pre K-4)

C. Guest Teacher Substitute Teachers (Motion Required)

It is recommended the following Guest Teacher names be added to the approved Substitute Teacher List effective for the 2013-14 school year:

1. PAMELA K. OSWANDEL, 2340 Ashleigh Drive, York, PA 17402
2. DAVID W. SEYDEL, 2448 Hepplewhite Drive, York, PA 17404

D. Support Staff Substitutes (Motion Required)

It is recommended the following support staff substitutes be approved:

1. GLORIA J. BUCK, 12985 Collinsville Road, Brogue, PA 17309, Health Room Assistant
2. MARY A. MCCONNELL, 95 Kirkland Drive, Red Lion, PA 17356, Cafeteria, Clerical, Cafeteria/Study Hall Assistant
3. ROBERT A. GARVINE, 190 Miller Road, Delta, PA 17314, Custodial, pending receipt of Act 34 clearance.

E. Requests for a Leave of Absence Without Pay (Roll Call Vote)

It is recommended the following requests for a leave of absence without pay be approved:

Professional

1. JESSICA WERTZ-GODFREY, art teacher at Mazie Gable, North Hopewell-Winterstown, and Windsor Manor Elementary Schools, from November 19, 2013 through April 8, 2014. This is due to medical reasons.

Support Staff

Ratify

1. JENNIFER HOLSINGER, part-time cafeteria worker at Red Lion Area Senior High School, from August 29, 2013 (p.m.) and September 3, 2013 through September 27, 2013. This is due to medical reasons.

F. Changes/Creations to Positions (Roll Call Vote)

It is recommended the following changes/creations to positions be approved:

Support Staff

Changes to Positions

1. One (1) part-time classroom assistant position from 4.75 hours per day to 3 hours per day.
2. Two (2) part-time cafeteria/study hall assistant positions, 4 hours per day to two (2) part-time classroom assistants, 3 hours per day.
3. One (1) full-time, 6 hours per day, five days per week, health room nursing assistant position to one (1) part-time, 6 hours per day, two days per week and one (1) part-time, 6 hours per day, three days per week health room nursing assistant positions.

Creation of Positions

1. Two (2) part-time classroom assistant positions, 3 hours per day.

G. Change to Retirement (Roll Call Vote)

Support Staff

Ratify

It is recommended the previously approved retirement of Tammy Stough be changed to the approval of resignation of Tammy Stough effective August 23, 2013.

H. Transfers (Roll Call Vote)

It is recommended the following transfers be approved:

Support Staff

1. KATHLEEN M. KRICK, 13390 Ted Wallace Road, Brogue, PA 17309 from part-time cafeteria worker at Red Lion Area Senior High School, 3.5 hours per week, during the school term to part-time cafeteria worker, 4.5 hours per day, during the school term at the rate established for the position effective September 9, 2013. This is due to the resignation of Betty Lehr. (Present placement: Red Lion Area Senior High School)

Ratify

2. JENNIFER W. SCHWINGER, 830 Zimmerman Road, Red Lion, PA 17356 from part-time cafeteria worker, 4.5 hours per day, during the school term to full-time cafeteria manager, 7 hours per day, 190 days per year at the rate established for the position effective September 3, 2013. This is due to the

resignation of Tammy Stough. (Present placement: Red Lion Area Junior High School)

I. Appointments (Roll Call Vote)

It is recommended the following appointments be approved:

Support Staff

1. MARY R. BIXLER, 3780 E. Prospect Road, York, PA 17402 as a part-time cafeteria/study hall assistant, 24.75 hours per week, during the school term, at the rate established for the position effective September 6, 2013. This is due to the retirement of Peggy Stewart. (Present placement: Red Lion Area Junior High School)
2. BETTY J. EWELL, 860 Delta Road, Red Lion, PA 17356 as a part-time cafeteria worker, 3.5 hours per day, during the school term, at the rate established for the position effective September 9, 2013 pending receipt of acceptable Act 151 clearances. This is due to the resignation of Crystal Bornman. (Present placement: Larry J. Macaluso Elementary School)
3. ABIGAIL R. BOUDAH, 5761 Spruce Road, Felton, PA 17322 as a part-time building assistant, 4.75 hours per day, during the school term, at the rate established for the position effective September 6, 2013. This is due to the resignation of Dawn Yeaton. (Present placement: Larry J. Macaluso Elementary School)
4. NATALIE W. HUGHES, 292 Kauffman Road, Wrightsville, PA 17368 as a part-time personal assistant paraprofessional, 3 hours per day, during the school term at the rate established for the position effective September 9, 2013 pending receipt of acceptable Acts 34, 151, and FBI fingerprint clearances. This is due to the transfer of Rebecca Innerst. (Present placement: Mazie Gable Elementary School)
5. KRISTEN N. HEIKES, 15 East Prospect Road, Red Lion, PA 17356 as a full-time personal assistant paraprofessional, 6 hours per day, during the school term at the rate established for the position effective September 9, 2013 pending receipt of acceptable Act 34 and FBI fingerprint clearances. This is due to the transfer of Cassandra Crusse. (Present placement: Red Lion Area Junior High School)
6. ANGELA M. TIPTON, 4009 Charity Drive, Red Lion, PA 17356 as a part-time building assistant, 4.75 hours per day, during the school term, at the rate established for the position effective September 11, 2013 pending receipt of FBI fingerprint clearance. This is due to the transfer of Traci Riddle. (Present placement: Locust Grove Elementary School)

Extra-Curricular

1. AMELIA R. THOMAS, 150 Zion Church Road, Red Lion, PA 17356 as a football cheerleading co-advisor (50%) at the negotiated salary for the position effective immediately through the end of the 2013-14 school year.
2. JOHN R. ANDEL, 611 Nottingham Way, Red Lion, PA 17356 as a head junior high wrestling coach at the negotiated salary for the position effective immediately through the end of the 2013-14 school year.
3. TERRY L. CHOATE, 3606 S. Partridge Drive, Dover, PA 17315 as head softball coach at the negotiated salary for the position effective immediately through the end of the 2013-14 school year.
4. DENNY L. DENNISON, 670 Thomas Armor Drive, Windsor, PA 17366 as an unpaid junior high football coach effective immediately through the end of the 2013-14 school year.
5. ANNE W. MARTIN, 395 Thomas Armor Drive, Windsor, PA 17366 as an unpaid girls' tennis coach effective immediately through the end of the 2013-14 school year.

Ratify

6. KAYLA A. WALDRUP, 140 Cool Creek Manor Road, Wrightsville, PA 17368 as assistant junior high field hockey coach at the negotiated salary for the position effective September 1, 2013 through the end of the 2013-14 school year.
7. TERRY F. RIDER, 332 Kormit Drive, Red Lion, PA 17356 as an unpaid junior high football coach effective August 19, 2013 through the end of the 2013-14 school year.

Assistant School Board Secretary

1. KATHERINE HEINTZELMAN, Director of Human Resources, as Assistant School Board Secretary effective September 6, 2013.

Lincoln Benefit Trust Trustee

1. KATHERINE HEINTZELMAN, Director of Human Resources, as an alternate trustee to the Lincoln Benefit Trust's Board of Trustees effective September 6, 2013.

VIII. Conference Attendance Requests (Roll Call Vote)

There are none.

IX. Buildings & Grounds Usages (Motion Required)

- A. The Clearview Elementary School P.T.O. requests permission to use the Clearview Elementary School cafeteria, classroom and parking lot on Saturdays, September 28, 2013 and October 5, 2013 from 7:00 a.m. to 4:00 p.m. for a Fall Fest/Fun Run. Also requested is the Clearview Elementary School LGI room on Monday thru Friday,

October 7, 2013 through October 11, 2013 from 9:00 a.m. to 3:00 p.m. for the fall book fair. Also requested is the Clearview Elementary School LGI room on Friday, October 11, 2013 from 4:00 p.m. to 7:00 p.m. for the family fall book fair. Also requested is a Clearview Elementary School classroom on Wednesdays, September 18, 2013 through November 20, 2013 and January 15, 2014 through May 21, 2014 for meetings. Also requested is the Clearview Elementary School cafeteria, gym, classroom, LGI room and parking lot on Friday, October 11, 2013 from 6:00 p.m. to 9:00 p.m. for a Boo Bash. Also requested is the Clearview Elementary School gym and LGI room on Monday through Friday, December 9, 2013 through December 12, 2013 from 9:00 a.m. to 3:00 p.m. for Santa's Secret Shop. Also requested is the Clearview Elementary School gym on Friday, February 7, 2014 from 4:00 p.m. to 9:00 p.m. for Family Movie Night. Also requested are the Clearview Elementary School cafeteria, gym and parking lot on Friday, April 25, 2014 from 3:00 p.m. to 10:00 p.m. for a student/staff basketball game. Also requested is the Clearview Elementary School LGI room on Monday through Friday, May 12, 2014 through May 16, 2014 from 9:00 a.m. to 3:00 p.m. for the spring book fair. Also requested is the Clearview Elementary LGI room on Tuesday, May 13, 2014 from 4:00 p.m. to 6:30 p.m. for a family book fair. Also requested is the Clearview Elementary gym on Tuesday, May 13, 2014 from 6:00 P.M. to 8:00 P.M. for a talent show. A custodian will be on duty for security purposes.

- B. The Mazie Gable Elementary School P.T.O. requests permission to use the Mazie Gable Elementary School all-purpose room and field on Monday, September 9, 2013 from 6:00 p.m. to 7:30 p.m. for an ice cream social. A custodian will be on duty for security purposes.
- C. The Red Lion Youth Football Booster Club requests permission to use Horn Field on Saturday, October 26, 2013 from 6:00 p.m. to 10:00 p.m. for youth football.
- D. The Red Lion Field Hockey Booster Club requests permission to use the Red Lion Area Senior High School cafeteria on Tuesday, September 17, 2013 from 2:00 p.m. to 7:00 p.m. for a sandwich handout. Also requested is the Red Lion Area Senior High School cafeteria Monday, September 9, 2013 and Tuesday, October 8, 2013 from 7:00 p.m. to 8:00 p.m. for meetings. A custodian will be on duty for security purposes.
- E. The Red Lion Choral Booster Club requests permission to use the Horn Field parking lot on Saturday, October 12, 2013 from 11:00 a.m. to 1:00 p.m. for a fundraiser pick-up. Also requested is the Red Lion Area Senior High School student commons area on Mondays, September 9, 2013 and December 9, 2013 and January 13, February 10, March 10 and May 5, 2014 from 3:00 p.m. to 5:00 p.m. for a fundraiser pick-up. A custodian will be on duty for security purposes.
- F. The Locust Grove Elementary School P.T.O. requests permission to use the Locust Grove Elementary School cafeteria and all-purpose room on Monday, December 9, 2013 from 7:00 p.m. to 9:00 p.m. for meetings. A custodian will be on duty for security purposes.

G. The Windsor Manor Junior Garden Club requests permission to use the Windsor Manor Elementary School front garden area and art room on Tuesdays and Thursdays, September 10, 2013 through December 17, 2013 and January 14, 2014 through June 3, 2014 from 4:30 p.m. to 6:00 p.m. for a Garden Club meeting and instruction. A custodian will be on duty for security purposes.

X. Other Business

A. Renewal of Memorandum of Understanding (Roll Call Vote)

It is recommended that the Board authorize the President to sign a Memorandum of Understanding between the Red Lion Area School District and the Emmanuel United Methodist Church, 2185 Windsor Road, Windsor, PA 17366. (See attached.)

B. Approval of Bus Company Drivers (Roll Call Vote)

It is recommended the following bus company drivers be approved:

1. LARRY W. HOLLINGSHEAD, 118 Oak Drive, York, PA 17402
2. AMANDA M. HOOVER, 106 Fawn Circle Drive, Windsor, PA 17366
3. ALICE C. POHOLSKY, 205 Knob Creek, York, PA 17402
4. ROSE ANNA LLOYD, 111 S. Charles Street, Red Lion, PA 17356
5. CHRISTINA M. KURTZ, 5652 Pleasant View Road, Red Lion, PA 17356
6. LUCILLE M. HOLLINGSHEAD, 14269 Cross Roads Ave., Felton, PA 17322

XI. Finance

A. Rock Commercial Realty Listing Agreement (Roll Call Vote)

It is recommended ROCK Commercial Real Estate, LLC, 221 West Philadelphia Street, Suite 19, York, be engaged to provide real estate brokerage services relative to the sale of the Chanceford Elementary School and the School Board Secretary be authorized to execute the Listing Agreement.

B. Chanceford Elementary School Appraisals (Roll Call Vote)

1. It is recommended Commercial Industrial Appraisal Service, 2256 South Queen Street, York, be employed to provide a summary appraisal of the Chanceford Elementary School building and property at a cost of \$2,500.00.
2. It is recommended Remace Realty Consultants, 439 West Market Street, York, be employed to provide a summary appraisal of the Chanceford Elementary School building and property at a cost of \$1,500.00 plus \$100.00 per hour for court appearance or deposition.

C. Approval of Change Order (Roll Call Vote)

It is recommended that the Board approve a change order to the Windsor Manor Elementary School Roofing Contract due to unforeseen conditions. The amount of the change order is \$3,272.50. The contractor is Heidler Roofing Services, Inc., 2120 Alpha Drive, York, PA 17408.

D. Approval of Purchase (Roll Call Vote)

It is recommended the Board authorize the purchase of a Turfco Triwave 40 Overseeder in the amount of \$15,523.95. This purchase will be made under the PA State contract #4400005944.

E. Budget Transfers (Roll Call Vote)

F. Expenditures (Roll Call Vote)

1. Cafeteria
2. General
3. Construction

XII. Future Agenda Items

- A. Project PRIDE
- B. Habitat for Humanity Project
- C. PSSA/Keystone Update
- D. Senior High Updates

XIII. Other Materials Attached

- A. Reports of Conference Attendance
- B. Personnel Materials (Board Members Only)

XIV. Announcements

- A. **THURSDAY, SEPTEMBER 19, 2013** – Next Regular Meeting, Education Center, 7:30 p.m.