

St. Marys Area School District

Board of School Directors
Regular Meeting
June 12, 2017, 8:00 P.M.
Library, St. Marys Area High School

Minutes

A Fitness Center Presentation was held at 6:00PM.

An executive session was held at 7:30PM to discuss personnel.

The St. Marys Area Board of School Directors held their regular meeting June 12, 2017 at 8:00PM in the Library of the St. Marys Area High School. The meeting was called to order by board president Dr. Clythera S. Hornung.

Pledge of Allegiance

Directors Present: Danielle Abrahamson, Kathryn Blake, Bryan Chiappelli, James Condon, Dr. Clythera S. Hornung, Stacy McKee, Robert Sorg, Eric Wonderling, Jerry Zimmerman.

Others Present: Dr. G. Brian Toth, Ginger Williams, James Wortman, Robin Johnson, Joe Schlimm, Warren Beck, Noel Petrosky, Dan Vollmer, Christine Kuhar, Karen Lucanik, Mark Romain, Mike Belovesick, Aaron Simbeck, Atty. Richard Brown, and a representative from *The Daily Press*.

Comments from visitors including comments on federal programs.

Superintendent Comments

The minutes of the workshop meeting on May 9, 2017 and the regular meeting held on May 15, 2017 were approved.

Motion by Stacy McKee, seconded by Kathryn Blake – motion carried by a voice vote of all members present.

The treasurer's report for April 2017 was approved.

Motion by Eric Wonderling, seconded by Danielle Abrahamson – motion carried by a voice vote of all members present.

Approved Payment of Bills

General Fund	June 2017 and office checks for May 2017
Bond Fund	June 2017
Food Service Fund	June 2017
Athletic Fund	May 2017
Payroll Wire Fund	May 2017
Payroll Fund	May 2017

Motion by Bryan Chiappelli, seconded by Kathryn Blake; voting yes: Danielle Abrahamson, Kathryn Blake, Bryan Chiappelli, James Condon, Dr. Clythera S. Hornung, Stacy McKee, Robert Sorg, Eric Wonderling, Jerry Zimmerman – motion carried.

Board Procedures

Board Policy

Approved revised Policy No. 305, Employment of Substitutes. (Attachment No. 1)

Motion by Eric Wonderling, seconded by Robert Sorg; voting yes: Danielle Abrahamson, Kathryn Blake, Bryan Chiappelli, James Condon, Dr. Clythera S. Hornung, Stacy McKee, Robert Sorg, Eric Wonderling,

Jerry Zimmerman – motion carried.

Second reading of revised Policy No. 827, Conflict of Interest. (Attachment No. 2)

First reading of new Policy 718, Service Animals in Schools. (Attachment No. 3)

First reading of the following revised policies:

Policy 203, Immunizations and Communicable Diseases (Attachment No. 4)

Policy 246, Student Wellness (Attachment No. 5)

Policy 806, Child/Student Abuse (Attachment No. 6)

Policy 808, Food Services (Attachment No. 7)

Policy 808.1, Free/Reduced Meals and Free Milk (Attachment No. 8)

Appointment of Solicitor

Approved appointing Richard R. Brown, Jr., as the solicitor for the St. Marys Area School District for the 2017-2018 school year, no change in rate. (Attachment No. 9)

Motion by Eric Wonderling, seconded by Kathryn Blake; voting yes: Danielle Abrahamson, Kathryn Blake, Bryan Chiappelli, James Condon, Dr. Clythera S. Hornung, Stacy McKee, Robert Sorg, Eric Wonderling, Jerry Zimmerman – motion carried.

Business Affairs

2017-2018 School Budget

Approved the 2017-2018 general fund budget with expenditures in the amount of \$29,351,264.00. (Attachment No. 10) Tax levies are as follows:

33.12 mills on real estate

65.12 mills on assessed value of oil, gas and minerals

1,450 mills on occupational assessment

A \$10.00 local services tax to be shared with Fox, Jay & Benezette Townships

A \$5.00 local services tax from the City of St. Marys

A 1% earned income tax to be shared with all municipalities

A 1% real estate transfer tax to be shared with all municipalities

A \$5.00 Section 679 per capita tax for residents of all municipalities

A \$5.00 Section 511 per capita tax for residents of all municipalities

Tax bills for real estate taxes will be printed by the County and sent out July 1, 2017, or as soon as possible. Tax bills for occupational assessment, Section 679 per capita and Act 511 per capita taxes will be printed by Charles E. Bloam, III, and sent out July 1, 2017, or as soon as possible.

Motion by Stacy McKee, seconded by Danielle Abrahamson; voting yes: Danielle Abrahamson, Kathryn Blake, Bryan Chiappelli, James Condon, Dr. Clythera S. Hornung, Stacy McKee, Robert Sorg, Eric Wonderling, Jerry Zimmerman – motion carried.

Letters of Agreement

Motion by school board president to combine Sections 1-4 under X B. Letters of Agreement as one vote.

Approved the LIFE/Incredible Years Program Letter of Agreement between Dickinson Mental Health Center and the St. Marys Area School District for the 2017-2018 school year. (Attachment No. 11)

Approved the Letter of Agreement between Dickinson Mental Health Center and the 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 2017-2018 school year. (Attachment No. 12)

Approved the Agreement between St. Marys Area School District and Cen-Clear Child Services, Inc. to enroll eligible children of the St. Marys Area School District in the Pre-K Counts program. (Attachment No. 13)

Approved the Letter of Agreement between The Meadows and St. Marys Area School District for educational services provided to our students while at The Meadows. (Attachment No. 14)

Motion by Danielle Abrahamson, seconded by Bryan Chiappelli; voting yes: Danielle Abrahamson, Kathryn Blake, Bryan Chiappelli, James Condon, Dr. Clythera S. Hornung, Stacy McKee, Robert Sorg, Eric Wonderling, Jerry Zimmerman – motion carried.

Provider Agreement

Approved the Provider Agreement between St. Marys Area School District and Pediatric Services of America to provide substitute nursing services for the District. (Attachment No. 15)

Motion by Jerry Zimmerman, seconded by Eric Wonderling; voting yes: Danielle Abrahamson, Kathryn Blake, Bryan Chiappelli, James Condon, Dr. Clythera S. Hornung, Stacy McKee, Robert Sorg, Eric Wonderling, Jerry Zimmerman – motion carried.

Self-Care Workshop Proposal

Approved the Proposal for Day-Long Self-Care workshop for teachers and staff on August 22, 2017. This will be funded with the Ready to Learn Grant. (Attachment No. 16)

Motion by Bryan Chiappelli, seconded by Danielle Abrahamson; voting yes: Danielle Abrahamson, Kathryn Blake, Bryan Chiappelli, James Condon, Dr. Clythera S. Hornung, Stacy McKee, Robert Sorg, Eric Wonderling, Jerry Zimmerman – motion carried.

Royalty Agreement Contract

Approved the Royalty Agreement Contract between St. Marys Area School District and School Revenue Partners for revenue generation. (Attachment No. 17)

Motion by Bryan Chiappelli, seconded by James Condon; voting yes: Danielle Abrahamson, Kathryn Blake, Bryan Chiappelli, James Condon, Dr. Clythera S. Hornung, Stacy McKee, Robert Sorg, Eric Wonderling, Jerry Zimmerman – motion carried.

Fitness Center Equipment

Costar approved vendor, Advantage Sport & Fitness, Inc. was approved to provide fitness center equipment as presented in the amount of \$130,995.00.

Motion by Eric Wonderling, seconded by Kathryn Blake; voting yes: Danielle Abrahamson, Kathryn Blake, Bryan Chiappelli, James Condon, Dr. Clythera S. Hornung, Stacy McKee, Robert Sorg, Eric Wonderling, Jerry Zimmerman – motion carried.

Bond Projects

Motion by school board president to combine section G under X Business Affairs as one vote.

Approved the low bid for paving from St. Marys Paving Company for the following locations:

Paving South St. Marys Street Elementary School parking lots in the amount of \$129,982.00. (Attachment No. 18)

Rear high school parking lot in the amount of \$67,476.00. (Attachment No. 19)

Approved holding the project for lower high school parking lot until final costs of remaining projects are determined. The low bid received was in the amount of \$122,988.00 from St. Marys Paving Company. (Attachment No. 20)

Administration was authorized to proceed with the following projects under state approved procurement contracts or through low bid. Retroactive approval will be formalized at August board meeting.

Paving Bennetts Valley Elementary School parking lot
Construction of the high school handicap ramp
Concrete at South St. Marys Street Elementary School

LGI furniture at Middle School

Motion by Jerry Zimmerman, seconded by Bryan Chiappelli; voting yes: Danielle Abrahamson, Kathryn Blake, Bryan Chiappelli, James Condon, Dr. Clythera S. Hornung, Stacy McKee, Robert Sorg, Eric Wonderling, Jerry Zimmerman – motion carried.

Food Service (For Information Only)

Application submitted to the PDE Food and Nutrition Division to participate in the community eligibility provision as a pilot for Bennetts Valley Elementary School for the 2017-2018 school year. (Attachment No. 21)

Reserve Funds

Approved amending the Health Insurance Reserve Fund Resolution to structure annual budgets and transfers as needed to address annual health care expenditures. (Attachment No. 22)

Motion by Stacy McKee, seconded by Danielle Abrahamson; voting yes: Danielle Abrahamson, Kathryn Blake, Bryan Chiappelli, James Condon, Dr. Clythera S. Hornung, Stacy McKee, Robert Sorg, Eric Wonderling, Jerry Zimmerman – motion carried.

2017-2018 Reserve Fund Budgets

Motion by school board president to combine Sections J, K and L under X Business Affairs as one vote.

Approved the 2017-2018 general fund budgets for Retirement Reserve Fund, Technology Reserve Fund and Health Insurance Reserve Fund. (Attachment No. 23)

Approved the 2017-2018 capital project budget for the Capital Reserve Fund. (Attachment No. 24)

Series A of 2015 Bond Proceeds Budget for 2017-2018

The 2017-2018 Bond project budget was approved. (Attachment No. 25)

Homestead and Farmstead Exclusion Resolution

Approved the Homestead and Farmstead Exclusion Resolution. (Attachment No. 26)

Motion by Stacy McKee, seconded by Kathryn Blake; voting yes: Danielle Abrahamson, Kathryn Blake, Bryan Chiappelli, James Condon, Dr. Clythera S. Hornung, Stacy McKee, Robert Sorg, Eric Wonderling, Jerry Zimmerman – motion carried.

Commitment of Fund Balance

In accordance with Policy 620 of the St. Marys Area School District's Policy Manual, the district will strive to maintain an unassigned general fund balance of not less than 6% and not more than 8% of the budgeted expenditures for that fiscal year. Therefore, any monies in excess of the unassigned general fund balance shall be committed to the Capital Reserve Fund.

Motion by Bryan Chiappelli, seconded by Kathryn Blake; voting yes: Danielle Abrahamson, Kathryn Blake, Bryan Chiappelli, James Condon, Dr. Clythera S. Hornung, Stacy McKee, Robert Sorg, Eric Wonderling, Jerry Zimmerman – motion carried.

Investment Accounts

Motion by school board president to combine Section N 1 & 2 under X Business Affairs as one vote

Approved closing the capital reserve primary account held at Northwest Savings Bank and reinvesting the funds into Act 10 investments with Pennsylvania Local Government Investment Trust. PLGIT transactions shall be completed through ACH redemptions and purchases. (Attachment No. 27)

Approved the Business Manager and School Board Treasurer be granted authorization to implement ACH transactions and account maintenance for all PLGIT investments. (Attachment No. 28)

Motion by Stacy McKee, seconded by Danielle Abrahamson; voting yes: Danielle Abrahamson, Kathryn Blake, Bryan Chiappelli, James Condon, Dr. Clythera S. Hornung, Stacy McKee, Robert Sorg, Eric Wonderling, Jerry Zimmerman – motion carried.

Xerox Lease Agreements

Approved Xerox lease agreements under PEPPM State or Local Government negotiated contract number 072655300 and 072705800. (Attachment No. 29)

Motion by Bryan Chiappelli, seconded by Kathryn Blake; voting yes: Danielle Abrahamson, Kathryn Blake, Bryan Chiappelli, James Condon, Dr. Clythera S. Hornung, Stacy McKee, Robert Sorg, Eric Wonderling, Jerry Zimmerman – motion carried.

Consultant Agreement

Approved an agreement with Valerie Nartowicz, Food Service Consultant, with an initial start date of June 6, 2017 to provide training and to prepare for the PDE Administrative Review during the 2017-2018 school year, to be funded through Food Service Funds. (Attachment No. 30)

Motion by Bryan Chiappelli, seconded by Danielle Abrahamson; voting yes: Danielle Abrahamson, Kathryn Blake, Bryan Chiappelli, James Condon, Dr. Clythera S. Hornung, Stacy McKee, Robert Sorg, Eric Wonderling, Jerry Zimmerman – motion carried.

CNA Clinical Director

As per Attachment No.31, Jen Agosti, Nurse Sharks, was retroactively approved to serve as consultant and clinical director of the CNA program for the 2016-2017 school year.

Motion by Danielle Abrahamson, seconded by Bryan Chiappelli; voting yes: Danielle Abrahamson, Kathryn Blake, Bryan Chiappelli, James Condon, Dr. Clythera S. Hornung, Stacy McKee, Robert Sorg, Eric Wonderling, Jerry Zimmerman – motion carried.

Transportation

Motion by school board president to combine sections A, B&C under XI Transportation as one vote.

Transportation Agreement

Approved the transportation agreement between St. Marys Area School District and Mary Jane Hayes (parent of the student) to transport student for extended school year. (Attachment No. 32)

Bus Stop

Approved the following bus stop:
Gardner Hill/Hollywood Road, Weedville PA

School Vehicle Driver

Approved Richard Zimmerman as school vehicle driver for Muccio Transportation, LLC.

Motion by Eric Wonderling, seconded by Bryan Chiappelli; voting yes: Danielle Abrahamson, Kathryn Blake, Bryan Chiappelli, James Condon, Dr. Clythera S. Hornung, Stacy McKee, Robert Sorg, Eric Wonderling, Jerry Zimmerman – motion carried.

Student Activities

Field Trip Approval

Motion by school board president to combine section A under XII Student Activities as one vote.

Permission was granted for forty-five (45) students and three (3) chaperones to attend the DECA Powertrip 2017 at the Philadelphia Marriot in Philadelphia, PA from November 10, 2017 through November 12, 2017.

Permission was granted for six (6) students and one (1) chaperone to attend the DECA Officer Training at the Hershey Lodge in Hershey, PA from June 20, 2017 through June 22, 2017.

Motion by Kathryn Blake, seconded by James Condon; voting yes: Danielle Abrahamson, Kathryn Blake, Bryan Chiappelli, James Condon, Dr. Clythera S. Hornung, Stacy McKee, Robert Sorg, Eric Wonderling, Jerry Zimmerman – motion carried.

Student Activity Clubs

Motion by school board president to combine section B under XII Student Activities as one vote.

The request to dissolve the St. Marys Area High School Rocketeer Club as requested by the club advisor and high school principal was approved.

Approval was given to establish a Choral Club. The advisor and class representatives are as follows:
(Attachment No. 33)

Advisor	Adam Brooks
President	Jacob Mosier
Vice President	Kaitlyn Kennepohl
Secretary	Zack Kline
Treasurer	Charles Kline

Motion by Eric Wonderling, seconded by Danielle Abrahamson; voting yes: Danielle Abrahamson, Kathryn Blake, Bryan Chiappelli, James Condon, Dr. Clythera S. Hornung, Stacy McKee, Robert Sorg, Eric Wonderling, Jerry Zimmerman – motion carried.

Buildings and Grounds

Motion by school board president to combine section A under XIII Buildings and Grounds as one vote.

Use of Facility Approval

Approved request for the use of the outside front of the Fox Township Elementary School building for a bake sale to support the Eagle Scout Project of Evan Dunlap on Sunday, June 4, 2017 from 9AM until sold out.

Approved request for the use of the South St. Marys Street Elementary School gymnasium for Lady Dutch Basketball 2017 Summer Basketball League on Sunday, June 11, June 25, July 9, July 23, 2017 from 12:00PM until 6:00PM.

Motion by Eric Wonderling, seconded by Kathryn Blake; voting yes: Danielle Abrahamson, Kathryn Blake, Bryan Chiappelli, James Condon, Dr. Clythera S. Hornung, Stacy McKee, Robert Sorg, Eric Wonderling, Jerry Zimmerman – motion carried.

Personnel

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

Motion by school board president to combine Section A under XIV Personnel as one vote.

Resignations

Name: Dawn Bush
Position: 10-Month Secretary – South St. Marys Street Elementary School
Effective: June 16, 2017 (Attachment No. 34)

Name: Christine Loeffler
Position: Inclusion Aide – St. Marys Area High School
Effective: June 2, 2017 (Attachment No. 35)

Motion by Danielle Abrahamson, seconded by Eric Wonderling; voting yes: Danielle Abrahamson, Kathryn Blake, Bryan Chiappelli, James Condon, Dr. Clythera S. Hornung, Stacy McKee, Robert Sorg, Eric Wonderling, Jerry Zimmerman – motion carried.

Reclassification

Reclassification of Geri Krull's position from part-time accounting clerk to full-time federal programs accounting clerk at \$17.00 per hour effective July 1, 2017 was approved. The position shall be funded 75% with general funds and 25% with food service funds.

Motion by Stacy McKee, seconded by Eric Wonderling; voting yes: Danielle Abrahamson, Kathryn Blake, Bryan Chiappelli, James Condon, Dr. Clythera S. Hornung, Stacy McKee, Eric Wonderling, Jerry Zimmerman. Voting no: Robert Sorg – motion carried.

Confidential Secretaries

For the 2017-2018 school year approved a \$2.15 per hour increase for the confidential secretarial staff. Beginning with the 2017-2018 school year, confidential secretary wages will be set at \$15.00 per hour for new hires.

Motion by Bryan Chiappelli, seconded by Kathryn Blake; voting yes: Danielle Abrahamson, Kathryn Blake, Bryan Chiappelli, James Condon, Dr. Clythera S. Hornung, Stacy McKee, Eric Wonderling, Jerry Zimmerman. Voting no: Robert Sorg – motion carried.

Hire, Supplemental Contracts, 2017-2018 School Year

Name: Shad Boschert
Position: Varsity Boys Basketball – Head Coach
Terms: \$3,045.00 – (Renew)

Name: Eric Bridges
Position: Varsity Girls Soccer - Head Coach
Terms: \$2,315.00 – (Renew)

Name: Russ Micale
Position: Varsity Boys Soccer - Head Coach
Terms: \$3,250.00 – (Renew)

Name: Amanda Clark
Position: Varsity Cross Country - Head Coach
Terms: \$1,400.00 – (New)

Name: Mark DeMuro
Position: Varsity Swimming - Head Coach
Terms: \$3,962.00 – (Renew)

Name: Leona Hoohuli
Position: Varsity Girls Basketball - Head Coach
Terms: \$3,962.00 – (Renew)

Name: Anthony Defilippi
Position: Varsity Football - Head Coach
Terms: \$5,096.00 – (Renew)

Name: James Allegretto
Position: Varsity Football – Asst. Coach
Terms: \$1,800.00 – (New)

Name: Zachary Hoy
Position: Varsity Football – Asst. Coach
Terms: \$1,800.00 – (New)

Name: Michael Kunes
Position: Varsity Football – Asst. Coach
Terms: \$2,084.00 – (Renew)

Name: James McGonnell
Position: Varsity Football – Asst. Coach
Terms: \$2,933.00 – (Renew)

Name: Jason Ryan
Position: Jr. High Football- 2nd Asst. Coach
Terms: \$840.00 – (Renew) (Split with James Werner)

Name: James Werner
Position: Jr. High Football- 2nd Asst. Coach
Terms: \$840.00 – (Renew) (Split with Jason Ryan)

Name: Thomas Werner
Position: Jr. High Football- 2nd Asst. Coach
Terms: \$1,680.00 – (Renew)

Name: Aaron Bowes
Position: Jr. High Football- 2nd Asst. Coach
Terms: \$2,042.00 – (Renew)

Name: Erin Hanslovan
Position: Basketball- 6th Grade Asst. Coach
Terms: Volunteer – (Renew)

Name: Daniel Hoohuli, Jr.
Position: Girls Basketball Coach-8th Grade
Terms: \$2,533.00 – (Renew)

Name: Robert Swanson
Position: Girls Basketball - 7th Grade Asst. Coach
Terms: \$2,042.00 – (Renew)

Name: Steve Bauer
Position: Senior Class Advisor
Terms: \$400.00 – (Renew)

Name: Julie Chicola
Position: Sophomore Class Advisor
Terms: \$250.00 – (Renew)

Name: David Lion
Position: Varsity Girls Tennis - Head Coach
Terms: \$1,470.00 – (Renew)

Name: Rona Lion
Position: Varsity Girls Tennis - Asst. Coach
Terms: Volunteer – (Renew)

Name: Irene McCandless
Position: Varsity Gymnastics - Head Coach
Terms: \$4,000.00 – (Renew)

Name: Jennifer Bish
Position: Varsity Cheerleading - Head Coach
Terms: \$2,315.00 – (Renew)

Name: Daniel Vollmer
Position: Varsity Golf - Head Coach
Terms: \$2,279.00 – (Renew)

Jerry Zimmerman made motion to correct Leona Hoohuli's Supplemental Contract from volunteer to paid

position.

Motion by Jerry Zimmerman, seconded by Bryan Chiappelli; voting yes: Danielle Abrahamson, Kathryn Blake, Bryan Chiappelli, James Condon, Dr. Clythera S. Hornung, Robert Sorg, Eric Wonderling, Jerry Zimmerman. Stacy McKee abstained from voting – motion carried.

Hire, Extended School Year Staff 2016-2017

Name: Amanda Poirier
Position: Classroom Aide and Transportation

Motion by Danielle Abrahamson, seconded by Bryan Chiappelli; voting yes: Danielle Abrahamson, Kathryn Blake, Bryan Chiappelli, James Condon, Dr. Clythera S. Hornung, Stacy McKee, Robert Sorg, Eric Wonderling, Jerry Zimmerman – motion carried.

Tenure (For Information Only)

Ashley Kline
Karen Wendel

Board Discussion

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

Adjournment

Motion by Bryan Chiappelli; seconded by Stacy McKee - meeting adjourned 8:23PM

Board President, Dr. Clythera S. Hornung

Board Secretary, Ginger Williams