

RED LION AREA BOARD OF SCHOOL DIRECTORS
JULY 18, 2013
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RED LION AREA BOARD OF SCHOOL DIRECTORS
MEETING AGENDA
(SUBJECT TO CHANGE)
JULY 18, 2013
7:30 p.m.
EDUCATION CENTER BOARD ROOM

- I. Call to Order
- II. Pledge of Allegiance
- III. Approval of the Minutes (Motion Required) 13-19
- IV. Presentation
 - A. Red Lion Area Educational Foundation Scholarship Program – TROY FISHER
- V. Board Member/Committee Reports
- VI. Discussion Items 5
 - A. Revised Policies
 - 1. Policy #001, Name and Classification – TERRY ROBINSON
 - 2. Policy #002, Authority and Powers – TERRY ROBINSON
 - 3. Policy #003, Functions – TERRY ROBINSON
 - 4. Policy #004, Membership – TERRY ROBINSON
 - 5. Policy #004.1, Student Representative – TERRY ROBINSON
 - 6. Policy #007, Distribution – TERRY ROBINSON
 - 7. Policy #808, Food Services – DR. SCOTT DEISLEY
 - 8. Policy #808.1, Student Meal Charge Accounts – DR. SCOTT DEISLEY
 - 9. Policy #903, Public Participation – DR. SCOTT DEISLEY
 - B. Instructional Coach Job Description – DR. SCOTT DEISLEY
 - C. Other Items/Public Comment

VII. Personnel

A. Retirements (Roll Call Vote)

It is recommended the following retirements be accepted:

Support Staff

Ratify

1. MARY A. TOLLEY as a full-time cafeteria manager at Red Lion Area Senior High School effective June 20, 2013. She has been with the district 26 years.
2. KAREN E. JACOBY as a full-time building assistant at Windsor Manor Elementary School effective June 7, 2013. She has been with the district 17.25 years.

B. Resignations (Motion Required)

It is recommended the following resignations be accepted:

Support Staff

1. KIMBERLY R. SHUMAKER as a part-time study hall/cafeteria assistant at Red Lion Area Senior High School effective immediately.

Ratify

2. CLEOPATRA DILLARD as a part-time cafeteria worker at Larry J. Macaluso Elementary School effective June 25, 2013.

Assistant Board Secretary and Lincoln Benefit Trust Alternate Representative

1. TROY A. FISHER as assistant board secretary and Lincoln Benefit Trust alternate representative effective immediately.

York Adams Tax Bureau/Tax Collection Committee Representative

1. LOIS KASHNER as the Red Lion Area School District Representative to the York Adams Tax Bureau's Board of Directors and the York County's Tax Collection Committee effective immediately.

C. Support Staff Substitutes (Motion Required)

It is recommended the following support staff substitutes be approved:

1. LINDA J. FERGUSON, 4344 Evergreen Road, Felton, PA 17322, Building Assistant, Cafeteria/Study Hall, Personal Assistant, and Clerical
2. THERESA D. WITKOWSKI, 224 Creekwood Drive, Jacobus, PA 17407, Building Assistant and Clerical

D. Elimination of Positions (Roll Call Vote)

It is recommended the following positions be eliminated:

Support Staff

1. One (1) full-time Executive Secretary to the Assistant Superintendent position.
2. One (1) part-time classroom assistant position, 3 hours per day, during the school term.

E. Changes to Positions (Roll Call Vote)

It is recommended the following changes to positions be approved:

Professional

1. One (1) part-time (60%) reading specialist to one (1) part-time (60%) English teacher

Support Staff

1. One (1) part-time personal assistant paraprofessional, 4.75 hours per day, during the school term to one (1) full-time personal assistant paraprofessional, 6 hours per day, during the school term. KATHI LEIGHT will remain in this position.

F. 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. SHANA L. HAVANAS, grade 1 teacher at Larry J. Macaluso Elementary School, from October 8, 2013 (p.m.) through October 29, 2013. This is due to medical reasons.
2. NICKOLE L. KESSLER, grade 3 teacher at Clearview Elementary School, from February 5, 2014 through March 6, 2014. This is due to medical reasons.

G. Transfers (Roll Call Vote)

It is recommended the following transfers be approved:

Support Staff

1. MELISSA M. SCHOENBERGER, 216 Linden Avenue, Red Lion, PA 17356 from part-time classroom assistant at Windsor Manor Elementary School, 3 hours per day, during the school term to part-time building assistant, 4.75 hours per day, during the school term at the rate established for the position effective August 21, 2013. This is due to the Windsor Manor attendance

change and the elimination of the part-time classroom assistant position.
(Present placement: Larry J. Macaluso Elementary School)

2. NELSON W. CEARFOSS, 542 Crestwood Drive, Red Lion, PA 17356 from full-time custodian, night, at Larry J. Macaluso Elementary School, 7.5 hours per day, 12 months per year, to full-time custodian, 8 hours per day, 12 months per year at the rate established for the position effective July 22, 2013. This is due to the transfer of Reba Waltemyer. (Present placement: Larry J. Macaluso Elementary School)

H. Appointments (Roll Call Vote)

It is recommended the following appointments be approved:

Professional

1. SCOTT M. JOSUWEIT, 679 South Hampton @ Waterford, York, PA 17402 as a full-time regular professional learning support teacher at Red Lion Area Junior High School on step 3 of the salary scale with a Master's Degree and 4 years of credited experience at the negotiated salary for the position beginning August 21, 2013, but no later than September 19, 2013. This is due to the retirement of Roxanne Donnan.
2. SARA E. COZZENS, 3500 River Road, Conestoga, PA 17516 as a full-time temporary professional English teacher at Red Lion Area Senior High School on step 1 of the salary scale with a Bachelor's Degree and 0 years of credited experience at the negotiated salary for the position beginning August 21, 2013, pending receipt of PA teaching certificate and current Acts 34, 151, and FBI fingerprint clearances. This is due to the resignation of Melissa Reifsnyder.

Support Staff

1. KEVIN E. SCHMUCK, 7593 Fulton School Road, Felton, PA 17322 as a full-time custodian, night, 7.5 hours per day, 12 months per year, at the rate established for the position plus \$.35 per hour night increment, effective July 22, 2013 pending receipt of acceptable Act 151 clearance. This is due to the transfer of Nancy Billett. (Present placement: Red Lion Area Senior High School)
2. LORI A. GUTHMAN, 12639 Gumtree Road, Brogue, PA 17309 as a full-time custodian, night, 7.5 hours per day, 12 months per year at the rate established for the position plus \$.35 per hour night increment, effective July 22, 2013 pending receipt of acceptable Act 151 and FBI fingerprint clearances. This is due to the transfer of Nelson Cearfoss. (Present placement: Larry J. Macaluso Elementary School)

I. Extra-Curricular Appointments for 2013-14 School Year (Roll Call Vote)

It is recommended the extra-curricular appointments be approved for the 2013-14 school year. (See attached.)

VIII. Conference Attendance Requests (Roll Call Vote)

Ratify

- A. MARY SMITH to attend “Olweus Bullying Prevention Training” in Syracuse, New York from Thursday, July 11, 2013 through Friday, July 12, 2013.

IX. Building and Grounds Usages (Motion Required)

- A. The Locust Grove Elementary P.T.O. requests permission to use the Locust Grove Elementary School library on Mondays, September 9, 2013 through May 5, 2014 from 7:00 to 9:00 p.m. for meetings. A custodian will be on duty for security purposes.
- B. The Larry J. Macaluso Elementary P.T.O. requests permission to use the Larry J. Macaluso Elementary School LGI room on Friday, October 11, 2013 and Tuesday through Friday, October 15, 16, 17, 18, 2013 from 8:00 a.m. to 7:00 p.m. for the fall book fair. Also requested is the Larry J. Macaluso Elementary School LGI room on Monday through Friday, May 19 to 23, 2014 from 8:00 a.m. to 7:00 p.m. for the spring book fair. Also requested is the Larry J. Macaluso Elementary School cafeteria on Wednesdays, September 11, 2013 through June 4, 2014 from 5:00 to 7:15 p.m. for Market Day delivery. A custodian will be on duty for security purposes.
- C. The Cub Scouts of America request permission to use the Clearview and Larry J. Macaluso Elementary Schools cafeterias on Monday, August 19, 2013 from 6:00 to 8:00 p.m. for Cub Scout recruitment. Also requested are the Locust Grove, Mazie Gable, North Hopewell-Winterstown, and Pleasant View Elementary Schools all-purpose rooms on Monday, August 19, 2013 from 6:00 to 8:00 p.m. for Cub Scout recruitment. A custodian will be on duty for security purposes.
- D. The Elementary Administration requests permission to use the Larry J. Macaluso Elementary School LGI room on Friday, October 3, 2013, from 9:30 to 10:30 a.m., Wednesday, December 4, 2013 from 4:00 to 5:00 p.m., Thursday, February 6, 2014 from 9:30 to 10:30 a.m. and Tuesday, April 8, 2014 from 6:00 to 7:00 p.m. for “What is Brewing at LJM” meetings. Also requested is the Mazie Gable Elementary School LGI room on Tuesday, July 30, 2013 from 8:30 a.m. to 12:00 p.m. for Substitute Teacher Orientation meeting. Amy Glusco will be on duty for security purposes.
- E. The Red Lion Athletics Department requests permission to close the Senior High School pool on Monday to Friday, August 19 to 23, 2013.
- F. The Red Lion Administration requests permission to use the Red Lion Junior High School cafetorium and parking lot and close all activities on the Red Lion Area Senior High School campus on Saturday, October 12, 2013 from 7:00. to 11:30 a.m. for the Segro Memorial Run. A custodian will be on duty for security purposes
- G. The Red Lion Athletics Department requests permission to use the Red Lion Area Senior High School Horn Field on Monday, July 19, 2013 from 6:00 to 8:00 P.M. for football selection camp.

- H. The Larry J. Macaluso Elementary School P.T.O. requests permission to use the Larry J. Macaluso Elementary School cafeteria on Thursday, October 17, 2013 from 2:00 to 8:00 p.m. for the fall fundraiser pick-up. A custodian will be on duty for security purposes.
- I. The Lion Aquatic Club requests permission to use the Red Lion Area Senior High School commons area on Sunday, July 28, 2013 from 12:00 noon to 3:00 p.m. for the LAC Banquet. Mr. Jan Grim will be on duty for security purposes.

RATIFY

- J. The Red Lion Recreation Commission requests permission to use the Red Lion Area Senior High School Horn Field on Wednesday, July 3, 2013 from 12:00 P.M. to 10:00 P.M. for fireworks.

X. Other Business

- A. Approval of Revision to Policy (Roll Call Vote)

It is recommended that the revision to the following policy be approved.

- 1. Policy #815, Acceptable Use of Internet and Network Facilities (See attached.)

- B. Approval of Revised Job Descriptions (Roll Call Vote)

It is recommended the following revised job descriptions be approved:

Administrative

- 1. Supervisor of Pupil Services (See attached.)
- 2. Supervisor of Special Education (See attached.)

Support Staff

- 1. Executive Secretary (See attached.)

- C. Approval of Revised Job Title (Roll Call Vote)

It is recommended the revised job title be approved:

- 1. Project Pride Coordinator (See attached.)

- D. Approval of Field Trip (Roll Call Vote)

It is recommended the following field trip be approved:

CURTIS H. CRONE, band director, is requesting to take the 2013-14 Symphonic Band and Jazz Ensemble to Nashville, Tennessee to participate in their 32nd band tour. There will be 70 students and 8 chaperones that will participate in a private clinic at a university and a live studio session where each group will be professionally

recorded. They will also attend a “Broadway” type show and visit the Schermerhorn Symphony Center and the Country Music Hall of Fame. The students will perform outdoors at the Country Music Hall of Fame. Everyone will depart on Thursday, March 20, 2014 and return on Sunday, March 23, 2014. All costs and transportation will be the responsibility of the student, parents, and Band Parent’s Club.

E. Approval of Extra-Curricular Handbook (Roll Call Vote)

It is recommended the Extra-Curricular Handbook for the 2013-14 school year be approved. (See attached)

F. Approval of 2013-14 Red Lion Area School District Bus Routes (Roll Call Vote)

It is recommended the 2013-14 Red Lion Area School District Bus Routes be approved for the 2013-14 school year. (See attached.)

XI. Finance

A. Acceptance of Offer (Roll Call Vote)

It is recommended that the Education Center Modular be sold to Daniel Redmond, Felton, PA for the amount offered of \$50.00.

B. Approval of Corporate Sponsorship (Roll Call Vote)

It is recommended the four year (\$2,500 per year) Corporate Sponsorship Agreement between the Red Lion Area School District and Papa John’s Pizza, 857 East Main Street, Dallastown, PA be approved. (See attached.)

C. Approval of Settlement (Roll Call Vote)

The Administration recommends the Board’s approval of a settlement agreement with parents of a District student.

D. Treasurer’s Report (Roll Call Vote)

E. Budget Transfers (Roll Call Vote)

F. School Depositories Report (Roll Call Vote)

G. Cash Receipts (No Action Required)

H. Expenditures (Roll Call Vote)

1. Cafeteria
2. General

I. Allied Finance Report (Roll Call Vote)

1. Senior High School

J. Adult Education Report (Roll Call Vote)

XII. Future Agenda Items

- A. Food Service Plans and Goals for 2013-14

XIII. Other Materials Attached

- A. PSBA Legislative Report – June 20, 2013
- B. Reports of Conference Attendance
- C. Personnel Materials (Board Members Only)

XIV. Announcements

- A. **THURSDAY, AUGUST 15, 2013** – Next Regular Meeting, Education Center, 7:30 p.m.