

SOUTHERN TIOGA SCHOOL DISTRICT
Boyanowski Administration Building
241 MAIN STREET, BLOSSBURG, PA 16912

MINUTES: BOARD OF EDUCATION—May 10, 2010

The meeting of the Board of Education of the Southern Tioga School District was called to order by Board President Barbara Shull, with the following members also present: Ivan Erway, Roxanne Landis, Stuart Crossen, Frank Kollar, Terry Osborne, Susan Jaquish and Gloria Schwab.

Also present were Mr. Kalata, Mrs. Crowell, Mrs. Perry, Mr. Jaquish, Mr. Rotella, Mr. David, Dr. Kelly, Dr. Lindner, Dr. Freeman, Mrs. Sick and interested teachers and citizens.

Ms. Shull opened nominations for the election of Treasurer. Mrs. Jaquish nominated Dan Berguson for Treasurer. The motion was seconded by Mr. Osborne, and the nominations were closed. On motion of Mr. Kollar and second of Mrs. Landis, the Board voted 8 to 0 to elect Dan Berguson to a one year term of Board Treasurer.

The **Minutes** of the meeting held on April 12, 2010, were read by the Board. On motion of Mrs. Landis and second of Mr. Crossen the Board voted 8 to 0 to approve the minutes as presented.

The **Minutes of the Special Board Meeting** held on April 12, 2010, were read by the Board. On motion of Mr. Osborne and second of Mrs. Schwab the Board voted 8 to 0 to approve the minutes as presented.

Mrs. Perry reviewed the **Treasure's Report**, which included statements regarding the General Fund, Student Activities Fund, Scholarship Funds, Construction Fund, Capital Reserve Fund and Bank Note Series. She added a Money Market CD report to the report. On motion of Mr. Crossen and second of Mr. Erway the Board voted 8 to 0 to approve the Treasure's Report as presented. **(EXHIBIT)**

The Board studied the **Bill List for the General Fund**. On motion of Mrs. Landis and second of Mrs. Schwab the Board voted 8 to 0 to approve the bill list as presented. **(EXHIBIT)**

The Board studied the **Bill List for the Capital Projects Fund**. On motion of Mr. Osborne and second of Mr. Erway the Board voted 8 to 0 to approve the bill list as presented. **(EXHIBIT)**

Mrs. Perry presented the **Food Service Report**. Mrs. Shull inquired if Mrs. Sick is still pursuing a survey regarding a debit card cash system for meal payments. Mrs. Sick responded that she was. Mr. Erway asked Mrs. Sick, if the percentage of free and reduced meal benefit students continues to rise, would she pursue adding the Fruit and Vegetable Grant Program at Liberty Elementary School. Mrs. Sick responded yes. He also inquired about the bag lunch breakfast pilot program currently being conducted at Blossburg Elementary School. Mrs. Sick replied that a small increase has occurred in breakfast participation. On motion of Mrs. Schwab and second of Mr. Kollar the Board voted 8 to 0 to approve the Food Service Report as presented. **(EXHIBIT)**

The following correspondence items were read by the Board:

- A letter from Lindsey Frey, Elementary Teacher at Warren L. Miller Elementary School, informing the Board of her resignation, effective August 16, 2010.

On motion of Mr. Crossen and second of Mrs. Schwab the Board voted 8 to 0 to accept the correspondence as presented.

On motion of Mrs. Schwab and second of Mr. Kollar the Board voted 8 to 0 to approve the **Building Use Permits** as presented. **(EXHIBIT)**

Regarding conference requests, Mr. Kalata discussed the Learning Focused System Training conference and reviewed the costs. He stated that three of the six teachers expenses will be paid by Title I funds. The training the trainers program will result in training all district teachers within three years. Mrs. Jaquish inquired if there will be an annual cost to the district. Mr. Kalata replied yes, three days of training/six teachers/3 years. On motion of Mr. Kollar and second of Mr. Erway the Board voted 8 to 0 to approve the **Field Trip and Conference Requests** as presented. **(EXHIBIT)**

Administrative Report

Mr. Joseph Kalata, Superintendent, reported that the Blossburg Elementary School was awarded the fresh fruits and vegetables grant again for the 2010/11 school year. If additional schools qualify they can be added later.

Mr. Kalata also presented and reviewed a report of the District's five year legal expenses.

Student Activities Committee Report

Mrs. Landis reported that a meeting was held at 5:00 PM this evening. The district tennis and wrestling programs were discussed. Items are on the agenda for Board consideration or the Board may take other action as it may wish regarding the tennis and wrestling programs.

Citizen Recognition

Sara Jane Knipe, Liberty resident, questioned agenda items regarding Alternative Education and Special Education. She referred to readings regarding autistic children and her opinion about services needed for the autistic and emotional support programs. She stated concern about short changing the regular education students by not servicing special education students properly. Mr. Kalata responded that the plans for autistic staffing include a full-time teacher.

Dan Styborski, Mansfield resident and Laurel Youth Services Program Director, expressed thanks for the successful relationship they have with the District. He confirmed Laurel Youth's interest in providing a quality education to their students and the plan in place will do that. He also confirmed that the District can collect tuition for non-resident students attending their program. Mr. Kalata thanked Mr. Styborski, Mrs. Jaquish, Mr. David and Dr. Kelly for working together to come up with a good plan for the changes that are being recommended.

Sam Knipe, Liberty resident, questioned why the District is considering renting the Laurel Youth gym when there are six district buildings that could be used.

Victor June, Liberty resident, thanked the Student Activities Committee for having the meeting in the public. He expressed concern that the decision was already made based on the addendum language. Ms. Shull clarified that the recommendation should be stated as that of the Administration, not the Student Activities Committee. The Addendum was prepared prior to the Committee meeting.

Stacey Knipe, Liberty resident, inquired as to where the community students attending the Alternative Education program would be attending school next year. Mr. Kalata replied that the emotional support identified students would attend a new program at Liberty High School. Other student will return to their home school.

Action Items

The Administration recommended approval of the following:

- Transferring **Che Regina**, Math/Physics Teacher, North Penn High School, to Dean of Students, Mansfield High School, effective with the 2010/2011 school year.
- Transferring **Cindy Lisowski**, English Teacher, Liberty High School, to Library Teacher, Mansfield High School, effective with the 2010/2011 school year, pending receipt of certificate.
- Transferring **Ellen Roupp**, Paraprofessional for a Student with Special Needs, Liberty High School, to Mansfield High School retroactively to April 29, 2010, through the end of the 2009/2010 school year.
- Transferring the **Elementary Literacy Coach position** from a District-wide position to Blossburg Elementary School for the 2010/2011 school year.
- Transferring **Jillianne Mattern**, Elementary Teacher, Blossburg Elementary School, to Elementary Teacher, W. L. Miller Elementary school, effective with the 2010/2011 school year.
- Employing **Beth Roberts** as Secretary to the Principal, North Penn High School. Ms. Roberts will be employed at an annual salary of \$20,000 plus benefits as defined by the Classified Employees Conditions of Employment.
- Employing **Paula George** as Head cook, Blossburg Schools, effective August 10, 2010. Ms. George will be employed at an hourly rate of \$9.34 plus benefits as defined by the CWA Local 1111 Agreement.
- **Adding the position of Elementary Teacher**, Liberty Elementary School, effective with the 2010/2011 school year.
- **District Maintenance job description**

- Adding the following persons to the 2009/2010 Substitute Employees List:
 - **Mary Wise**, Family Consumer Science Teacher, retroactively to April 13, 2010.
 - **Becky Shuman**, Paraprofessional & Secretary, retroactively to April 19, 2010.
 - **Jennifer Sobas**, Music Teacher, retroactively to April 16, 2010.

On motion of Mr. Osborne and second of Mrs. Landis the Board voted 8 to 0 to approve the recommendations.

The Administration recommended entering into **supplemental contracts** with the following persons for the 2009/2010 school year:

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| • Tom Nelson, Co-Stage Production Advisor, Liberty High School | \$855.00 |
| • Helen Feaster, Co-Stage Production Advisor, Liberty High School | \$855.00 |
| • Lauren Webster, Elementary Student Council Advisor, W. L. Miller Elementary School | \$520.00 |
| • Shannon Seitzer, Elementary Student Council Advisor, Blossburg Elementary School | \$520.00 |
| • Shannon Seitzer, Elementary Student Council Advisor, Liberty Elementary School | \$520.00 |
| • Faye Ortiz-Golden, Co-FBLA Advisor, Liberty High School | \$490.50 |
| • Angel Sember, Co-FBLA Advisor, Liberty High School | \$490.50 |
| • Ann Kieser-Edler, FBLA Advisor, Mansfield High School | \$981.00 |

On motion of Mrs. Schwab and second of Mr. Crossen the Board voted 8 to 0 to approve the recommendations.

The Administration recommended approval of the following:

- 2010/2011 Proposed Final General Fund Budget in the amount of \$27,545,544 (**EXHIBIT**)
Mrs. Perry explained that the budget anticipates a tax increase to the 2010/11 index rate and includes consideration of issuing new debt for the North Penn building project. Mrs. Schwab inquired about the wrestling and tennis program and the status of the budget. Mrs. Perry stated that this budget includes everything the Administration has recommended to date. The budget can be changed at any time until June 30.

Mr. Kollar stated that Mansfield residents have concerns about the difference in cost of the building project alternatives. The Board has not acted upon the final decision for the project. Ms. Shull questioned if we scale back the cost of the project, is this more of a tax increase than we may need in theory. The Administration confirmed that the budget includes a cost based on what Quad Three Group has presented, including renovation or reconstruction. The need to approve an architect was discussed. Mr. Kalata referred to an architect agreement that is under review by the district solicitor. Mrs. Jaquish requested that the public be informed about the projects actual costs. Mrs. Perry said that information was presented in the April meeting and additional information can be provided as needed.

- **Reappointments of District Depositories:** Citizens & Northern Bank, Liberty; PA Local Government Investment Trust (PLGIT); M & T Bank, Harrisburg
- **Reappointments of Solicitors:** Cox, Stokes, & Lantz, P.C., District Solicitor; Sweet, Stevens, Katz & Williams, Special Legal Counsel; Rhoads & Sinon, LLP, Special Legal Counsel
- **Reappointment** of Lewis Bartlett Klees, P.C., **District Auditor**

Mrs. Perry detailed the following services for each law firm: Cox, Stokes & Lantz—general counsel, Sweet, Stevens, Katz & Williams—special education, negotiations, and personnel, and Rhoads & Sinon—constructive receipt.

- **Bond Coverage** for the Board Secretary (\$10,000) and Board Treasurer (\$5,000) for the 2010/2011 fiscal year.
- A **Section 356 Agreement for 2007**, to request taxpayer information from the Department of Revenue for use in enforcing the local tax on earned income (**EXHIBIT**)

On motion of Mr. Osborne and second of Mrs. Schwab the Board voted 8 to 0 to approve the recommendations.

The Administration recommended **reappointing First Citizens National Bank** in Blossburg and Mansfield as District Depositories. On motion of Mrs. Landis and second of Mr. Kollar the Board voted 7 to 1, with Mr. Osborne abstaining, to approve the recommendation.

The Administration recommended approval of the **Special Education/Alternative Education Reorganization**. Ms. Shull entertained a motion to approve the recommendation, with agenda items 4.5.4 and 4.5.7 eliminated.

- Elimination of the District Alternative Education Program, effective at the end of the 2009/2010 school year.
- Elimination of three Alternative Education Teacher positions, effective at the end of the 2009/2010 school year.
- Elimination of one Learning Support Teacher position, Mansfield High School, effective at the end of the 2009/2010 school year.
- Adding one Emotional Support Classroom and one Emotional Support Teacher position, Liberty High School, effective with the 2010/2011 school year.
- Adding one Life Skills Classroom and one Life Skills Teacher position, North Penn High School, effective with the 2010/11 school year.
- Transferring Lisa Wojcik, Alternative Education Teacher at Laurel Youth Services, to Emotional Support Teacher, Liberty High School, effective with the 2010/2011 school year.
- Transferring Linda Bovaird, Alternative Education Teacher at Laurel Youth Services, to Learning Support Teacher, North Penn High School, effective with the 2010/2011 school year.
- Transferring Teresa Miller, Learning Support Teacher, Mansfield High School, to Learning Support Teacher, Warren L. Miller Elementary School, effective with the 2010/2011 school year.
- Transferring Julie Betts, Life Skills Teacher, Warren L. Miller Elementary School, to Learning Support Teacher, Blossburg Elementary School, effective with the 2010/2011 school year.
- Furloughing Dan Carpenter, Alternative Education Teacher at Laurel Youth Services, effective at the end of the 2009/2010 school year.
- Transferring Rikki Schmelzle, Paraprofessional for Students with Special Needs, Warren L. Miller Elementary School, to Liberty High School, effective with the 2010/2011 school year.
- Transferring Sandra Worden, Paraprofessional for Students with Special Needs, Warren L. Miller Elementary School, to North Penn High School, effective with the 2010/2011 school year.
- Transferring Julie Wilson, Paraprofessional for Students with Special Needs/Learning Support, Blossburg Elementary School, to Paraprofessional for Students with Special Needs, North Penn High School, effective with the 2010/2011 school year.
- Transferring Cheryl Burleigh, Paraprofessional for Learning Support, to Paraprofessional for Students with Special Needs, Warren L. Miller Elementary School, effective with the 2010/2011 school year.

On motion of Mr. Osborne and second of Mr. Erway, the Board voted 7 to 1, with Mrs. Jaquish abstaining, to approve the recommendations.

The Administration recommended approval of the following:

- Providing homebound instruction to a Liberty High School student retroactively to April 26, 2010, for five hours per week for six weeks.
- Renewing the BLaST I.U. 17 IDEA Agreement for 2010/2011 **(EXHIBIT)**
- Renewing the BLaST I.U. 17 Special Education Services Agreement for 2010/2011 **(EXHIBIT)**
- First Reading of the 800 “Operations” and 900 “Community” sections of Board Policies, as follows:

#800	Records Management	New
#802	School Organization	New
#803	School Calendar	Revision
#804	School Day	Revision
#805	Emergency Preparedness	New
#806	Child/Student Abuse	Revision
#807	Opening Exercises/Flag Displays	Revision
#808	Food Services	Revision
#808.1	Lunch Tickets	New
#810	Transportation	Revision
#810.1	Drug/Alcohol Testing Covered Drivers	Revision
#811	Bonding	Revision
#812	Property Insurance	New
#813	Other Insurance	Revision
#814	Copyright Material	Revision
#815	Acceptable Use of Internet	Revision
#818	Contracted Services	New
#819	Suicide	Revision
#822	Automated External Defibrillator (AED)	New
#825	State Mandate Waivers	New
#828	Fraud	New
#830	Breach of Computerized Personal Information	New
#901	Public Relations Objectives	Revision
#902	Publications Program	Revision
#903	Public Participation in Board Meetings	Revision
#904	Public Attendance at School Events	Revision
#905	Citizen Advisory Committees	Revision
#906	Public Complaints	Revision
#907	School Visitors	Revision
#908	Relations with Parents/Guardians	Revision
#909	Municipal Government Relations	Revision
#914	Relations with Intermediate Unit	Revision
#918	Title I Parental Involvement	New
#919	District/School Report Cards	New

On motion of Mrs. Schwab and second of Mrs. Landis the Board voted 8 to 0 to approve the recommendations.

Ms. Shull requested that the Board entertain a motion for approval of the Buildings and Grounds Recommendations, with removal of item 4.7.2 Architect Agreement. Mr. Osborne stated an interest in negotiating the architect fee. Mr. Kalata indicated that the District Solicitor has recommended a meeting to review the contract, including the fee.

The Administration recommended increasing classroom rental fee structure for pre-school, day care, and community organizations at \$500 per month for a full-day or \$200 per month for a half-day usage. On motion of Mr. Osborne and second of Mr. Crossen the Board voted 8 to 0 to approve the recommendation.

The Administration recommended entering into a Local Agency Agreement with Partners in Progress to rent one classroom at Mansfield High School to conduct a summer camp for students with autism from June 14 – August 13, 2010, in the amount of \$500/month. On motion of Mr. Crossen and second of Mr. Kollar the Board voted 8 to 0 to approve the recommendation.

The Administration recommended approval of the following:

- Employing Nick Seeley as Summer Student Custodian, North Penn High School, at an hourly
- Rate of \$7.25 as defined by the Conditions of Employment for Hourly Employees.
- Employing Emily Berguson as Summer Student Custodian, North Penn High School, at an hourly
- Rate of \$7.25 as defined by the Conditions of Employment for Hourly Employment.
- Entering into supplemental contracts with the following persons for 2010 summer programs:
 - Julie Betts, Extended School Year Teacher, up to 30 hours, \$38.82/hr
 - Adlain Milheim, Extended School Year Teacher, up to 30 hours, \$38.82/hr
 - Pam Davis, Kindercamp Teacher, Warren L. Miller Elementary School, \$600
 - Krista David, Kindercamp Teacher, Warren L. Miller Elementary School, \$600
 - Becki Dizon, Kindercamp Teacher, Warren L. Miller Elementary School, \$600
 - Natalie Hetzel, Kindercamp Teacher, Blossburg Elementary School, \$600
 - Rebecca Richner, Kindercamp Teacher, Blossburg Elementary School, \$600
 - Erin Route, Kindercamp Teacher, Blossburg Elementary School, \$600
 - Sonya Yeager, Kindercamp Teacher, Liberty Elementary School, \$600
 - Brock Kitchen, Kindercamp Teacher, Liberty Elementary School, \$600
 - Lisa Stryker, Kindercamp Reading Specialist, Blossburg Elementary School, \$600
 - Deb Rausher, Kindercamp Reading Specialist, Liberty Elementary School, \$600
 - Nan Wilcox, Kindercamp Reading Specialist, Warren L. Miller Elementary School, \$600

On motion of Mrs. Jaquish and second of Mrs. Schwab the Board voted 8 to 0 to approve the recommendations.

The Administration recommended **eliminating the boys and girls tennis programs and coaching positions** at Liberty High School and Mansfield High School effective at the end of the 2009/2010 school year. The Board discussed issues surrounding the tennis programs including the community's interest in raising funds for court repairs, scheduling the fall season, consolidating the program, repair cost estimates, and the Blossburg Borough's involvement. On motion of Mr. Kollar and second of Mrs. Schwab, the Board voted 8 to 0 to table the recommendation, with advise to the Administration to bring back court repair cost estimates as soon as possible.

The Administration recommended approval of the following:

- Eliminating all levels of the wrestling program and coaching positions at Liberty High School and Mansfield High School effective at the end of the 2009/10 school year.
- Adding a new wrestling program as a cooperative sport among Liberty, North Penn and Mansfield High Schools with junior high, junior varsity and varsity teams at North Penn High School beginning with the 2010/11 school year.
- Adding three new wrestling coach positions at North Penn High School beginning with the 2010/11 school year: junior high wrestling, assistant wrestling, and head wrestling coaches.

Mrs. Landis inquired if the District would be locked in to a two year program and could the program go back to its current arrangement later. Mr. Kalata responded yes. The Board discussed locations of practices and matches, team name and PIAA requirements. Mr. Kriner requested that the Board wait two more years to let the community build the program. Mr. Osborne responded that in the 20 years he has served on the board, wrestling has been discussed several times with the same request; however, the participation level has not increased. The Administration was charged with addressing the details of setting of the new program.

On motion of Mr. Osborne and second of Mr. Crossen, the Board voted 8 to 0 to approve the recommendation.

Board President Barbara Shull made the following announcements:

Board Work Sessions(s)

Monday, June 7, 2010, at 6:30 PM, North Penn High School Library

Monday, August 2, 2010, at 6:30 PM, North Penn High School Library

Next Board Meeting(s)

Monday, June 14, 2010, 6:30 PM, Liberty High School Auditorium

Wednesday, July 14, 2010, 6:30 PM, Liberty High School Auditorium

Committee Meeting(s)

Student Activities Committee, Monday, May 10, 2010, at 5:00 PM, Liberty High School Auditorium

Executive Session(s)

Monday, May 10, 2010, following Board Meeting, RE: Labor

On motion of Mrs. Schwab and second of Mr. Kollar the Board voted 8 to 0 to adjourn the meeting.

Approved as read June 14, 2010.

Respectfully Submitted

Penny L. Crowell, Board Secretary