

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

**MINUTES: BOARD OF EDUCATION—October 11, 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, Dan Berguson, Frank Kollar, Terry Osborne, Roxanne Landis, Susan Jaquish and Stuart Crossen.

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

The **Minutes** of the Special Meeting held on October 4, 2010, were read by the Board. On motion of Mr. Berguson and second of Mr. Kollar the Board voted 8 to 0 to approve the minutes as read.

The **Minutes** of the meeting held on September 13, 2010, were read by the Board. On motion of Mr. Osborne and second of Mrs. Landis the Board voted 8 to 0 to approve the minutes as presented.

Mrs. Perry reviewed the **Treasurer's Report** and responded to a board member's request to see if the District could do a Tax Study Commission. This is the year that we could do this. Mr. Bear is recommending that there is not sufficient data to do this study at this time. Ms. Shull clarified that this scenario considers moving from an EIT to a personal income tax but would not provide additional tax revenue. Mrs. Perry concurred. On motion of Mrs. Jaquish and second of Mr. Kollar the Board voted 8 to 0 to approve the Treasurer's Report as presented. **(EXHIBIT)**

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

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

Mrs. Perry reviewed the free and reduced numbers and the **Food Service Report**, stating that financial reports will begin at the November board meeting. On motion of Mrs. Landis and second of Mr. Berguson the Board voted 8 to 0 to approve the report as presented. **(EXHIBIT)**

The following correspondence items were read by the Board:

- A letter from Terry Osborne, resigning from his Region I seat on the Board, effective November 30, 2010.

Ms. Shull and Mr. Kalata both thanked Mr. Osborne for his service to the Board and commented on his leadership abilities that will be greatly missed. On motion of Mr. Crossen and second of Mr. Osborne the Board voted 8 to 0 to accept the correspondence as presented.

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

On motion of Mrs. Landis 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. Kalata provided the Administrative report regarding the Board member vacancy. The position will be advertised immediately with the intent to fill the vacancy at the November board meeting. The process previously used will be sent to the Board.

### **AYP Report**

Mr. Kalata reviewed the AYP for district schools in math and reading, which indicate that District students overall continue to meet AYP. Mrs. Landis commented on the graduation rate and a concern that the compulsory attendance laws allow students to drop out of school at age 17. Mr. Berguson asked if it was normal to have higher scores in grades 3-5 and gradually lower to grades 9-11. Mr. Kalata responded yes. A new testing procedure is being implemented by the state with a Keystone Exam system, with no 11<sup>th</sup> grade PSSAs. Mr. Kalata reported that district scores are all in the 3<sup>rd</sup> & 4<sup>th</sup> quartile and attributed it to the new reading and math series and additional work occurring during professional development and Act 80 days. At these times, staff has learned how to read and utilize this type of data. Mr. Rotella reported on a concern state-wide regarding a drop in 5<sup>th</sup> grade scores. The original state plan was that all students would meet AYP by 2013. Now it appears that showing growth by that time will be acceptable.

### **Superintendent's Search Update**

Applications are starting to come in and an Executive meeting has been scheduled for October 20, 2010, to review the applications and select candidates.

### **North Penn Building Project Update**

The Administration has been working with the architect and will be setting another meeting date soon. We are still looking at bid opening in April 2011.

### **Citizen Recognition**

Mr. Kocher inquired about a report Mrs. Perry made at a prior meeting regarding a million dollars in American Recovery and Reinvestment Act funds and the information that this funding will be gone in another year. Mrs. Perry explained the funding process. Mr. Kocher commented, "I hope you start looking at planning for this shortfall ahead of time." Mr. Kalata responded that we have been looking at this and will continue to do so. Mr. Kocher inquired about the large number of contractors now in the area and asked if the district is involved in the county committee to review this process in an effort to ensure the district is receiving the taxes due from these persons. He also requested the Business Manager to forecast for the next 3 years expenses and required tax increases. Mrs. Perry responded that the administration will start the budget process in November. The state does not release the state funding dollars until March. Mr. Kocher also commented regarding the new school, it is larger than the old one. Mr. Kalata was quoted in newspaper as saying the new school would be the same size as the old school. Ms. Shull replied that the project provides 12,000 additional square footage for needed educational programming.

Deb Rausher, STEA President, inquired about the Superintendent search; has a decision been made regarding the number of teacher representatives. Mr. Kalata replied yes, one teacher from each school.

### **Action Items**

**The Administration made the following Personnel recommendations:**

Transferring Joseph Eglesia, English Teacher, Mansfield High School, to Dean of Students, Mansfield High School, retroactively to September 20, 2010.

Transferring Kathleen Parrotte, Grant/Tax Specialist, Boyanowski Administration Building, to Multi-Support Secretary, Boyanowski Administration Building/Warren L. Miller Elementary School, effective January 3, 2011. Ms. Parrotte's base salary in this position will be \$23,321.60 for the 2010/2011 school year, which will be pro-rated.

Extending an uncompensated leave request to Marlene Christman, Cashier, North Penn High School, through October 17, 2010.

Carol Mortimer as a library volunteer at the Warren L. Miller Elementary School.

Eliminating the position of Sign Language Interpreter and furloughing Kirsti Snyder, Sign Language Interpreter, effective October 11, 2010.

Adding the following persons to the 2010/2011 Day-to-Day Substitute Employees' List:

- Rita Bell, Cafeteria Employee, retroactively to September 20, 2010
- Kristina Bonning, Art Teacher, retroactively to September 24, 2010
- Thomas Bruno, II, English Teacher, retroactively to September 24, 2010
- Babette Perednia, Music Teacher, retroactively to September 24, 2010
- Amber Sumner, Cafeteria Employee, effective October 4, 2010

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

**The Administration made the following Student Activities recommendations:**

Entering into supplemental contracts with the following persons for the 2010/2011 school year:

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|--|---------|
| • Eric Pequignot, Jr. High Wrestling Coach, North Penn High School | \$1,675 |
| • Melanie Herb, Assistant Volleyball Coach, Liberty High School    | \$2,330 |
| • Erin Litzelman, Junior Class Co-Advisor, Liberty High School     | \$510   |
| • Brian Litzelman, Junior Class Co-Advisor, Liberty High School    | \$510   |
| • Erin Litzelman, Yearbook Co-Advisor, Liberty High School         | \$1,511 |
| • Valerie Lovett, Yearbook Co-Advisor, Liberty High School         | \$1,511 |

On motion of Mrs. Jaquish and second of Mr. Kollar the Board voted 8 to 0 to approve the Student Activities recommendations.

**The Administration made the following Long Range Planning recommendations:**

Second Reading of Board Policies – Section 700 – Property (**EXHIBIT**)

|      |                                |           |
|------|--------------------------------|-----------|
| #701 | Facilities Planning            | Revisions |
| #702 | Gifts, Grants, Donations       | Revisions |
| #703 | Sanitary Management            | New       |
| #704 | Maintenance                    | Revisions |
| #705 | Safety                         | Revisions |
| #706 | Property Records               | Revisions |
| #708 | Lending of Equipment and Books | Revisions |
| #709 | Building Security              | Revisions |
| #710 | Use of Facilities by Staff     | New       |
| #716 | Integrated Pest Management     | Revision  |

First Reading of Board Policies – Section 300 – Employees (**EXHIBIT**)

|      |                              |          |
|------|------------------------------|----------|
| #301 | Creating a Position          | Revision |
| #302 | Employment of Superintendent | Revision |
| #303 | Employment of Administrators | Deletion |
| #304 | Employment of District Staff | Revision |

|        |   |          |
|--------|---|----------|
| #305   | Employment of Substitutes               | Revision |
| #306   | Employment of Summer School Staff       | New      |
| #307   | Student Teachers/Interns                | Revision |
| #308   | Employment Contract/Board Resolution    | Revision |
| #309   | Assignment and Transfer                 | Revision |
| #311   | Suspensions/Furloughs                   | Revision |
| #312   | Evaluation of Superintendent            | Revision |
| #313   | Evaluation of Employees                 | Revision |
| #314   | Physical Examination                    | Revision |
| #314.1 | HIV Infections                          | New      |
| #316   | Nontenured Employees                    | Revision |
| #317   | Conduct/Disciplinary Procedures         | Revision |
| #318   | Penalties for Tardiness                 | Revision |
| #319   | Outside Activities                      | Revision |
| #320   | Freedom of Speech in Nonschool Settings | Revision |
| #321   | Political Activities                    | Revision |
| #322   | Gifts                                   | New      |
| #323   | Tobacco Use                             | Revision |
| #324   | Personnel Files                         | Revision |
| #325   | Dress and Grooming                      | Revision |
| #327   | Management Team                         | Revision |
| #328   | Compensation Plans/Salary Schedules     | Revision |
| #330   | Overtime                                | Revision |
| #331   | Job Related Expenses                    | Revision |
| #332   | Working Periods                         | Revision |
| #333   | Professional Development                | Revision |
| #334   | Sick Leave                              | Revision |
| #335   | Family Medical Leaves                   | Revision |
| #336   | Personal Necessity Leave                | Revision |
| #337   | Vacation                                | Revision |
| #338   | Sabbatical Leave                        | Revision |
| #338.1 | Compensated Professional Leaves         | Revision |
| #339   | Uncompensated Leave                     | Revision |
| #340   | Responsibility for Student Welfare      | Revision |
| #341   | Benefits for Part-Time Employees        | New      |
| #342   | Jury Duty                               | Revision |
| #343   | Paid Holidays                           | Revision |
| #348   | Unlawful Harassment                     | Revision |
| #351   | Drug and Substance Abuse                | Revision |
| #352   | Alcohol Use/Abuse                       | Revision |

First Reading of the deletion of all current 400 and 500 policies.

Accepting a "Trout in the Classroom" grant in the amount of \$219.

On motion of Mr. Osborne and second of Mr. Crossen the Board voted 8 to 0 to approve the Long Range Planning recommendations.

The Administration recommended approval to authorize execution of the adjudication regarding expulsion from all district schools of a certain student from Liberty High School, effective August 25, 2010, through August 25, 2011. On motion of Mr. Erway and second of Mr. Kollar the Board voted 8 to 0 to approve the recommendation.

Board President Barbara Shull made the following announcements:

**Board Work Session**

- Monday, November 1, 2010, at 6:30 PM  
North Penn High School Library

**Next Board Meeting(s)**

- Monday, November 8, 2010, at 6:30 PM  
North Penn High School Auditorium
- Monday, December 6, 2010, 6:30 PM  
North Penn High School Auditorium

**Executive Session(s)**

- Monday, October 11, 2010, at 6:20 PM  
Mansfield High School Library  
RE: Confidential
- Wednesday, October 20, 2010, at 6:30 PM  
North Penn High School Library  
RE: Employee

On motion of Mrs. Landis and second of Mrs. Jaquish the Board voted 8 to 0 to adjourn the meeting.

Approved as read November 8, 2010.

Respectfully Submitted

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Penny L. Crowell, Board Secretary