

August 6, 2018

SCRANTON, PENNSYLVANIA 18503

The Scranton School Board of Directors held a Special Meeting for General Purposes including the adoption of the 2019 Preliminary Budget on Monday, August 6, 2018 immediately following the 7:00PM work session in the Board Room of the Administration Building, 425 N. Washington Ave., Scranton, PA 18503.

President Dixon called the meeting to order at 8:28pm. The Pledge of Allegiance was held prior to the work session at 7:25PM.

Roll Call: By the Secretary.

Present: Directors Casey, Cagnetti, Duffy, Gilmartin, Lesh, McAndrew, Oleski, Schuster and President Dixon.

Absent: All Present.

PUBLIC COMMENT

Gerard Hetman, Lackawanna County Community Relations, updated the board on events happening in Lackawanna County.

Anna Tighe, a permanent guidance counselor substitute at Scranton High School expressed concern of her not having the opportunity to interview for current openings in guidance at Scranton High. Ms. Tighe added that the lack of three guidance counselors it is a great disservice to students, families and faculty and she has been working diligently with students the past two years at Scranton High.

Rosemary Boland, SFT, followed up from Ms. Tighe's comments adding that conducting interviews every three years gives new college graduates the opportunity to be interviewed and eligible for the hiring list. Ms. Boland reminded the board that this district has traditionally held interviews every three years, there are teachers and paraprofessionals who have been subbing for years and never get the opportunity to be hired; the current list is old and most likely the individuals who are on it, have been hired elsewhere.

Ms. Boland now acknowledged Director Duffy for his efforts with the Harrisburg situation and she is hoping to hear some good news shortly.

Ms. Boland asked the board to pay close attention to the beginning of the school year as there are a lot of changes and the surge in new students hasn't even started yet, she hopes things run smoothly.

Ms. Boland concluded by informing the board that it is very difficult to hear them speak and asked that they use their microphones.

Marie Schumacher, Scranton resident, asked if functioning microphones have been included in the budget and hopes the preliminary budget will be available online and at the Albright Library. Mrs. Schumacher also requested that any savings from the shared services to be highlighted in the budget.

RESOLUTIONS

The following was submitted by Director Cagnetti.

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B-1

It is the recommendation of the Superintendent and Budget and Finance Committee that the following resolution be considered:

The list of bill payments in accordance with the bill payment approval policy be approved
As per the attached.

August 6, 2018	\$790,721.11
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The resolution was seconded by Director Casey and passed with seven (7) affirmative and one (1) abstention. Director Schuster abstained due to a possible conflict with his employment with Children's Service Center. Director Dixon momentarily stepped out.

ALSO

The following was submitted by Director Cagnetti.

B-2

It is the recommendation of the Superintendent and Budget and Finance Committee that the following resolution be considered:

The Exception Bill List as per the bill payment approval policy for the period ended
August 6, 2018 be approved as per the attached.

Be it resolved that exception payments in the amount of \$5,080,668.44 have been paid in accordance with the approval payment policy.

June 29, 2018	\$1,257,972.63
July 13, 2018	\$1,202,485.28
July 27, 2018	\$1,686,290.09
August 3, 2018	\$ 933,920.44

Be it resolved that payrolls amounting to \$8,652,558.75 have been paid in accordance with the approval for payment policy.

June 28, 2018	\$4,637,612.95
July 12, 2018	\$1,938,710.88
July 26, 2018	\$2,076,234.92

The resolution was seconded by Director Casey and passed with seven (7) affirmative and one (1) abstention. Director Gilmartin abstained due to possible conflicts because of familial relationship with Scranton Cultural Center. Director Dixon momentarily stepped out.

ALSO

The following was submitted by Director Cagnetti.

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B-3

The Superintendent of Schools and the Budget and Finance Committee presents the following resolution for your consideration:

Be it resolved that the Delinquent Tax Report for the month of June 2018 be accepted. A Copy of the monthly detail is available for review in the Business Office.

Tax	\$404,595.99
Penalty	\$ 39,628.16
Interest	<u>\$ 47,848.37</u>
TOTAL	\$492,072.52
Commission	<u>\$(24,603.78)</u>
NET TO DISTRICT	\$467,468.74

The resolution was seconded by Director Casey and passed unanimously on roll call.

ALSO

At this time Director Cognetti asked for reassurance that the budget would be available at the public library and online.

Mr. Patrick Laffey affirmed that it would be available online, at the library and in the Secretary's office.

The following was submitted by Director Cognetti.

B-4

Director Cognetti made a motion for a friendly amendment to include five additional properties received from the Tax Claim Bureau. Director Casey seconded the motion and the friendly amendment passed unanimously on roll call.

It is the recommendation of the Superintendent and the Budget and Finance Committee that the following resolution be approved:

WHEREAS, In accordance with the Real Estate Tax Law any property not sold at Judicial Sale shall be listed in a Repository of Unsold Properties. The following properties have been sold and will be returned to a tax paying status with the Tax Claim Bureau:

Richard Brayer	Ruane Ave	Map No. 13401 010 019	\$3,725.36
Richard Brayer	Ruane Ave	Map No. 13401 010 02002	\$3,725.36
Richard Brayer	Ruane Ave	Map No. 13401 010 018	\$4,418.39

Additional properties added with approval of friendly amendment:

Maleek Smith	965 Providence Rd	Map No. 14507 060 024	\$3,483.94
Maleek Smith	1423 Capouse Ave	Map No. 14605 040 021	\$4,348.56
Francis English	834 R. Madison Ave	Map No. 14670 010 028	\$3,200.00

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Bernard & Katherine Jean Phillipe	324 S. 9 th Ave	Map No. 15606 050 029	\$1,500.00
Maleek Smith	424 S. Webster Ave	Map No. 15668 010 049	\$2,855.18

THEREFORE BE IT RESOLVED, that the School District of the City of Scranton does hereby approve the above referenced properties for a repository sale pursuant to the real estate tax sale law and section 627 of said act. This resolution is subject to the approval of other taxing bodies.

The resolution was seconded by Director Casey and passed unanimously on roll call vote.

ALSO

The following was submitted by Director Cagnetti.

B-5

The Superintendent of Schools and the Budget and Finance Committee presents the following resolution for your consideration:

Be it resolved that the Treasurer's Report for the period ending May, 2018 be accepted as follows:

Opening Revenue	\$26,996,662.66
Monthly Revenue	\$15,402,889.92
Transfers and Refunds	<u>\$ 1,181,594.50</u>
 TOTAL AVAILABLE	 \$43,581,147.08
TOTAL DISBURSEMENTS	<u>\$ 9,513,727.02</u>
 BALANCE IN GENERAL ACCOUNT	 \$34,067,420.06

The resolution was seconded by Director Casey and passed unanimously on roll call.

ALSO

The following was submitted by Director Cagnetti.

B-6

The Superintendent of Schools and the Budget and Finance Committee presents the following resolution for your consideration:

Be it resolved that the Treasurer's Report for the period ending June, 2018 be accepted as follows:

Opening Revenue	\$34,067,420.06
Monthly Revenue	\$11,371,593.93
Transfers and Refunds	<u>\$ 3,183,644.46</u>
 TOTAL AVAILABLE	 \$48,622,658.45
TOTAL DISBURSEMENTS	<u>\$17,744,749.47</u>
 BALANCE IN GENERAL ACCOUNT	 \$30,877,908.98

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The resolution was seconded by Director Casey and passed unanimously on roll call.

The following was submitted by Director Cognetti.

B-7

The Superintendent of Schools and the Budget and Finance Committee presents the following resolution for your consideration:

WHEREAS, The Special Session Act 1 of 2006 established a timeline of events related to Calendar Year School District Budget Process; and

WHEREAS, The timeline established a deadline of August 8, 2018 to adopt of 2019 Preliminary Budget; and

WHEREAS, the Board of Directors obligation to vote is dependent upon the Boards intention to consider a tax increase above the Act 1 Index established by the Commonwealth of Pennsylvania and includes the request of exceptions to Act 1 from the Department of Education; and

NOW, THEREFORE BE IT RESOLVED that the Board of Directors of the School District of the City of Scranton hereby approve the 2019 Preliminary Budget with a Real Estate Tax Rate of 138.37 mils with all other taxes remaining at the current level. The Board authorizes District Administration to seek approval from the Department of Education for any exceptions to Act 1 that the District may be entitled.

BE IT FURTHER RESOLVED, that copies of the Preliminary Budget, as adopted, be made available for public inspection through the Office of the Secretary of the School Board and the district website and the Board of School Directors said officer shall advertise the action hereby taken in accordance with law, and be subjected to approval of all documentation by the District Solicitor.

ON THE QUESTION:

Director Duffy made a motion for a friendly amendment to also include that the budget be made available at the Albright Memorial Scranton Public Library. Director Casey seconded the motion and passed unanimously on roll call.

(New language last paragraph: BE IT FURTHER RESOLVED that copies of the Preliminary Budget, as adopted, be made available for public inspection through the Office of the Secretary of the School Board, the district website and the Albright Memorial Scranton Public Library. The Board of School Directors said officer shall advertise the action hereby taken in accordance with law, and be subjected to approval of all documentation by the District Solicitor.

The resolution was seconded by Director Casey and passed unanimously on roll call.

At this time Ms. Rosemary Boland, SFT President inquired if last year's audit is completed.

Mr. Pat Laffey responded that the 2017 audit is not completed at this time, typically our time is by the end of September but what we are using is the current actual budget from 2018 and any anticipated estimated increases or decreases.

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Director Cognetti reiterated conversation held during the work session that this only enables the administration to seek approval from the Department of Education and is not the board raising taxes but seeking approval so the option is available.

The resolution was seconded by Director Casey and passed unanimously on roll call.

ALSO

The following was submitted by Director Cognetti.

B-8

The Superintendent of Schools and the Budget and Finance Committee presents the following resolution for your consideration:

WHEREAS, The Public School Code of 1949, as amended allows for a budget transfer from one classification of expenditure to another by the Board of Directors in the last nine (9) months of the fiscal year if it is apparent that necessary surplus funds do exist in another appropriation; and

WHEREAS, the Scranton School District adopted Board Policy 612 has established the guidelines for reporting such necessary budget transfers to the Board of Directors; and

NOW THEREFORE BE IT RESOLVED that the proposed Budget transfer request be approved as per the attached.

The resolution was seconded by Director Casey and passed unanimously on roll call.

ALSO

The following was submitted by Director Casey.

J-1

It is the recommendation of the Superintendent and Personnel Committee that the attached list of Appointments, Resignations and Leaves of Absences is approved.

Appointments are effective upon receipt of proper criminal records, immigration and medical and child abuse reports.

Salaries are in accordance with the Collective Bargaining Agreement.

The resolution was seconded by Director Cognetti and passed unanimously on roll call.

ON THE QUESTION:

Director Schuster asked Mr. Gaynord about the interview process and replenishing the hiring list.

Mr. Gaynord explained that interviews are not scheduled because of the furloughs we're drawing from them although interviews were held for areas where the lists were exhausted.

Director Schuster asked if there are any areas in the future that need to be looked at.

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Mr. Gaynord explained that the majority of the subject areas still have names on the list and some have been exhausted.

Director Casey inquired about guidance counselors.

Mr. Gaynord explained that there are three positions to be hired this evening that came from the list and there are probably two names left, a couple people declined, but he still needs one more guidance position.

Director McAndrew asked if it is a Lincoln Jackson position.

Mr. Gaynord said that is an additional one.

Director Schuster asked if that means two positions.

Mr. Gaynord answered that there are three on the list tonight and one more to be filled.

Director McAndrew asked if that one more position needing to be filled would be for Lincoln Jackson.

Mr. Gaynord replied yes and he can move them around.

Mrs. Dixon asked if there were still two names on the list.

Mr. Gaynord said off the top of his head there are two to three names on the list, the last one called declined the position.

Director Casey mentioned interview policy discussions, potential interviews in needed areas; it has been discussed in the past to replenish the list every three years and maybe it's time to move forward with that as long as we're not bringing in these individuals before bringing back the furloughed positions.

Mrs. Dixon asked when it all changed.

Dr. Kirijan explained that this is the 4th year because of the furloughs that interviews were not held, only in the areas where needed.

Mr. Gaynord added that there are still a lot of names from 2014 on the Elementary and English list but other areas need to be replenished however Special Education interviews have been held three years in a row, there are particular areas where the list has been depleted.

Director McAndrew mentioned that he recalls that the goal was to get rid of the list, no longer utilize the list and every year he hears, maybe next year and that was before 2014. Mr. McAndrew said he doesn't know what the answer is, he can't see interviewing 300 people because the district can't afford it, and that is how the list was populated initially but he remembers discussion of removing the list.

Mr. Gaynord agreed there were discussions but never definitive answers.

Mrs. Dixon mentioned that policies are being looked at to be rewritten so that is something they need to discuss.

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Director Gilmartin mentioned scheduling a subcommittee meeting for further discussion to bring it back to the board.

A. RESIGNATIONS-PROFESSIONAL				
1	Doreen Dickinson	Guidance Counselor	Scranton High School	6/22/2018
2	Thomas Bryan	Industrial Arts-Technology	WSIS/WSHS/SHS	6/26/2018
3	Keith Galsney	Special Ed	Whittier Elementary	8/22/2018
4	Chelsea Harrison	Special Ed/Learning Support	Prescott Elementary	8/31/2018
5	Colleen Dulay	Special Ed/Learning Support	Sumner Elementary	8/31/2018
6	Jacquelyn Schulte	German Teacher	West Scranton High School	7/16/2018
7	Adrienne Borgia	Special Ed	Scranton High School	7/23/2018
8	Patricia O'Gurek	Guidance 6-12	Electric City Academy	8/31/2018
9	Susan Sileo	Guidance 6-12	Scranton High School	8/31/2018
B. RESIGNATION-COACHING				
	NAME	POSITION	LOCATION	EFFECTIVE DATE
1	Glenn Lesh	Assistant Soccer Coach	West Scranton High School	6/28/2018
C. LEAVE OF ABSENCE PROFESSIONAL				
	NAME	POSITION	LOCATION	EFFECTIVE DATE
1	Maura King Zagorski	Learning Support	SSIS	9/10/2018-1/2/2019 FMLA
2	Lindsey Strapee	ESL	SSIS	20 Sick days/12 weeks FMLA
3	Michelle Dudley	Grade 3	Sumner	9/4/2018-1/1/2019
4	Shannon Thatcher	Grade 1	McNichols Plaza	2018/2019 School Year leave w/o pay
5	Jaelyn Pavese	Grade 4	Kennedy	9/4/2018-10/18/2018
6	Julianne McGloin	ESL 3-5	Plaza	2018/2019 School Year leave w/o pay
7	Rosemary Boland	SFT President	Organizational Leave	9/4/2018-Last Day 2019 Using Sick
8	Greg Hulse	Music	SSIS	& Personal Days-then FMLA
9	Elizabeth Rudolff	Speech/Language Therapist	Armstrong	9/10/2018-1/2/2019
				2018/2019 School Year
				8/31/2018-8/31/2019
				9/4/2018-1/2/2018 Sick, Personal, FMLA
D. PROFESSIONAL APPOINTMENT				
	NAME	POSITION	LOCATION	EFFECTIVE DATE
1	Nabihia Carraoui	French Teacher	SHS/WSHS	7/18/2018
2	Kevin Olshefaki	Biology Teacher	WSHS	7/18/2018
3	Mary Brennan	Biology Teacher	WSHS	7/18/2018
4	Elizabeth Sullivan	Guidance Counselor	TBD	7/18/2018
5	Stacey Moore	Guidance Counselor	SHS	7/10/2018
6	Robert DeLuca	Principal	WSHS	7/1/2018
7	Brandon Budd	Vice-Principal	WSHS	8/6/2018
8	Sabrina Pacifici	Guidance Counselor	TBD	TBD
E. RESIGNATIONS NON-PROFESSIONAL				
1	Nicole Hubert	Clerk	SSIS	6/18/2018
F. NON-PROFESSIONAL APPOINTMENT				
1	Jennifer Benke	Medical Access Coordinator	Administration Building	8/6/2018
G. COACHING APPOINTMENTS				
1	Dave Demas	Varsity Assistant Football	SHS	2018-2019 Football Season
2	Jeffrey Field	Varsity Assistant Football	SHS	2018-2019 Football Season
3	Robert Eisenhart	Freshman Assistant Football	WSHS	2018-2019 Football Season
H. LONG TERM SUBSTITUTES				
	NAME	POSITION	LOCATION	EFFECTIVE DATE
1	Anna Koberline	ESL	Plaza	9/10/18 - 1/2/19

ALSO

The following was submitted by Director Casey.

J-2

The Superintendent of Schools and the Personnel Committee present the following resolution for your consideration:

Whereas, the requirements under Act 44 have changed, now requiring the appointment of a District Safety Officer,

Whereas the Scranton School District wishes to remain in compliance with said requirements under Act 44,

Therefore Be It Resolved that Jeff Brazil, Chief operations Officer of the Scranton school District is appointed to District Safety Officer per Act 44.

The resolution was seconded by Director Oleski and passed unanimously on roll call.

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ALSO

The following was submitted by Director McAndrew.

M-1

The Superintendent of Schools and the Buildings and Grounds Committee present the following resolution for your consideration:

Be It Resolved that the contract for Fire Extinguishers and Suppression be awarded to the lowest responsible bidder as follows:

JNK Hydrotest & Extinguisher Supply Kingston, Pa \$7,822.75

The resolution was seconded by Director Duffy and passed unanimously on roll call.

ON THE QUESTION:

Director Schuster asked how many bids were received.

Mr. Jeff Brazil responded only one other but they failed to fulfill the requirements of the bid so they were disqualified.

NEW BUSINESS:

Director Cagnetti announced that a group called Students Demand Action has done voter registration in some high schools in Wilkes Barre and the group asked her if they could do the same in Scranton School District.

Dr. Kirijan responded that she believes one of the Social Studies classes had voter registration as part of a project they did but she agrees it is a great idea and asked Mrs. Cagnetti for the contact information.

Director Cagnetti responded that she thinks the deadline for registering is around October 1st so it is something to make sure they do and added that this student group is the same group that did March for Our Lives that many of Scranton students participated in.

Dr. Kirijan announced the Administrators Summer Leadership Retreat will take place this week on August 7, 8 and 9 at Marywood University, lunch will be on their own and the only expense will be to Marywood.

There being no further business a motion to adjourn was made by Director Casey, seconded by Director Oleski and the meeting adjourned at 9:06PM.

By: _____
Secretary