

*Conneaut School District*

**ADDITIONAL WORK SESSION AND SPECIAL BOARD MEETING**

**Minutes**

**Tuesday, June 14, 2016**

**7:00 PM**

The Conneaut School Board of Directors met Tuesday, June 14, 2016 at the Conneaut Area Senior High School cafeteria.

The additional work session meeting was called to order at 7:00 p.m. by Board President Mrs. Jody Sperry.

The Board of Directors newly revised Vision and Mission statements were read by Board Vice President, Dorothy Luckock.

The following members answered to roll call:

Mr. Burnham

Mr. Ellis

Mr. Hornstein

Mrs. Krachkowski

Mrs. Luckock

Mr. McQuiston

Mr. Schaef

Mrs. Sperry

It was noted Mr. Burnham and Mrs. Klink were absent.

**Administrators Present-**

**Superintendent-** Jarrin Sperry

**District Solicitor:** George Joseph

**Business Manager-** Greg Mayle

**Curriculum Director-** Brenda Kantz

**Director of Buildings and Grounds** –Frank Kimmel

**Principals:** Doug Parks

**Visitor Recognition**

Mrs. Sperry offered a Visitor Recognition on Agenda Items, noting as per Policy 903 – Public Participation in Board Meetings. All visitors who are recognized during the Visitor Recognition are allotted a maximum of five (5) minutes to address matters of their concern, unless otherwise determined by the Board President. Visitor recognition is to be limited to thirty (30) minutes unless otherwise decided by the Board. No one approached the Board.

*Additional Work Session Discussion Items*

- a. *Budget Update-* Mr. Mayle provided a final update to the budget with a power point presentation. The Budget Finance Committee has met over eleven times in the past several months and the Committee is pleased with the level of detail. Through the decisions and choices made we are only \$396,977 out of the budget. This is significantly lower from where we started.

Mr. Mayle pointed out some specific changes in revenues and expenses that occurred since the Board review in February, 2016. He also reviewed items per codes which had some significant impact on the final budget.

In summary, local revenue received a refund of PY expenditures which decreased in the amount of \$80,000; interest increased by \$50,000 and real estate taxes increased by \$105,491.00. State revenue increased by \$936 due to a property tax reduction allocation and Federal Revenue in Title 1 monies decreased by \$159,693.00. The Governor's proposed budget for next school year includes a \$200 million dollar statewide increase by in reality Mr. Mayle feels the proposed statewide increase could range from zero to \$50 million.

Mr. Mayle touched on the food service 16/17 SY budget admitting to a few rough years for food service budget. In the past the losses had been so severe that changes were made to this year which included raising lunch prices. These were discussed specifically at a recent public board meeting.

Mr. Mayle pointed out that the year 12/13 school year shows the effect of the Obama program, which was when the program came into effect. There was a significant decline in purchased breakfasts and lunches as a great number of students began caring lunches. There is a huge separation between students eligible for assistance and those that claim it in the high school. It was suggested providing a nutrition packet at the open houses in order to not single out students who may qualify for free and reduced meals.

In summary- the Board felt Mr. Mayle did a great job putting together a fiscal year budget binder. Mrs. Krachkowski specifically felt she understood the budget more so this year than ever before, she appreciated how he presented and explained it.

- b. Fund Balance Investments- Mr. Mayle had worked with First National Bank of Pa in providing a portfolio for the districts investments. Act 10 changed investments for school districts; we are able to now use Act 10 as leverage to bump up our rate; which went from .25 to .45 percent. Mr. Mayle discussed the breakdown of the proposal with the Board on a 5 year overall investment plan, adding that we are FDIC insured for all.

In summary, First National Bank of Pa is suggesting a \$4 million dollar investment of our current \$13 million dollar fund balance; this would amount to a little over 25 percent of the fund balance to invest. Mr. Mayle recommended continuing to pursue investing as our district is fortunate to have a healthy fund balance.

- c. *Testing Updates* – Mrs. Kantz achievement reports by building for PVAAS projections, PSSA projections, Study Island, STAR Reading Growth Report, and Dibels.

She is planning on researching other options to replace Study Island.

The Board was very happy to see summer staff development rather than pulling teachers out of classrooms, and felt it was nice to see how many had signed up for specific topics.

Mrs. Kantz is looking into touring specific local companies to see where their interest lies, whether college based students or technical schools. The Board also felt it important to make the public more aware of the technical school needs we are seeing.

- d. *Cyber Marketing*- In discussing the Districts cyber-school costs, Mrs. Sperry had wondered if there was a better way to market our in-house cyber school in order to bring back students. The past few dinners have seen an influx of parents but we are now setup for grades 7 through 12. It does not appear we are seeing the high school age students returning to brick and mortar nor our cyber school.

Mr. Sperry has offered a cyber dinner (or lunch with not much success) and this year is scheduled for Wednesday, June 29, 2016 at 6 PM. Dinners are more successful with us succeeding in 2 or 3 coming back or switching to our in house cyber school. The Board suggested opening the evening to blended and full time students, and has current or past cyber students present to offer their experience. Mrs. Kantz could share cyber school scores in comparison to our school as information. A slide show could be presented as well as a survey mailed to the parents with questions. In developing a survey we could have a better understanding as to why students have been taken away from our brick and mortar buildings.

Mr. Sperry will be marketing the districts cyber-school in the CASH newspaper as well as sending out more mailings and flyers.

Last year, Jamestown School District had inquired about sending some cyber students to our district, but PDE regulations did not permit it at that time. This year is different; Mr. Joseph has setup an agreement, specifically for Jamestown for students to participate in our cyber school.

The Governor set his proposal last year with a target of \$5,950 per child for a cyber charter school, regardless of disability. Mr. Sperry feels this is a fair amount to charge from our district. In dividing it out using eight periods/day it would equate to \$744 /course. To sum it up, he suggests charging as follows; 1 course \$800.00; 2 courses \$1,600.00; 4 courses \$2,300 and so forth with a full day of \$5,950.00. This way, if we are asked what model we used to determine the fees we can say we used the Governors fee schedule. With that said, he suggested to the Board.

As the Board discussed the costs it was recommended that Mr. Mayle provide a report at the next meeting which reflects cyber school costs before the Board can put to a vote.

Mr. Sperry feels our reputation is out there, if others find out that we are opening up to outside students we may be hiring more cyber teachers and could open up the 2<sup>nd</sup> floor of the Alice Schafer Annex building. Mrs. Sperry suggested opening up to the close proximately schools initially.

- e. *Miscellaneous Items*- Mrs. Sperry announced the PSBA Platform Committee will meet in July and are looking for submissions no later than June 30<sup>th</sup>. She would like to see our Board support added to the Bellefonte School Districts. Mr. Sperry read the platform in its entirety.

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 The Board was in agreement to adding our District to the list and would add this motion to the agenda. Also, the Board felt our District should add their own platform pertaining to cyber. The Board could authorize Mr. Sperry, Mrs. Sperry and Mr. Joseph to create and send it. Mr. Joseph corrected their request to “delegate the final authority and have discussion on the topic now”.

Meeting was adjourned at 8:57 PM

Mrs. Sperry opened the Special Board Meeting at 8:48 PM.

***Conneaut School District***

**SPECIAL BOARD MEETING  
 SUMMARY  
 Tuesday, June 14, 2016  
 7:00 PM**

**Agenda with amendment and two additions Approved**

Motion by Mr. Schaef, second by Mr. McQuiston that the Board approve the agenda with an amendment to the personnel appointment and two additions.

Motion passed by roll call.

Mr. Burnham	absent	Mr. Ellis	yes	Mr. Hornstein	yes
Mrs. Klink	absent	Mrs. Krachkowski	yes	Mrs. Luckock	yes
Mr. McQuiston	yes	Mr. Schaef	yes	Mrs. Sperry	yes

**Budget Transfers Approved**

Motion by Mr. Schaef, second by Mrs. Luckock that the Board approve the budget transfers.

Motion passed by roll call.

Mr. Burnham	absent	Mr. Ellis	yes	Mr. Hornstein	yes
Mrs. Klink	absent	Mrs. Krachkowski	yes	Mrs. Luckock	yes
Mr. McQuiston	yes	Mr. Schaef	yes	Mrs. Sperry	yes

**Approved to Close 2015/2016 Books**

Motion by Mrs. Luckock, second by Mr. Schaef that the Superintendent and the Board Secretary be authorized and directed to close the 2015/2016 Conneaut School District budget as of June 30, 2016; that all bills that arrive and are due by June 30, 2016, be approved for payment provided the Administration reviews the bills and is satisfied the same are just and proper obligations of the School District and provided said expenditures are within the budget; that the transfer of funds necessary for the completion of budget expenditures be approved; and that the School District auditors be contacted and directed to proceed to conduct the necessary financial transactions and audit for the close of the fiscal year 2015/2016; and that the action of the Administration be brought to the regularly scheduled meeting to be spread upon the Minutes as information.

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Motion passed by roll call.

Mr. Burnham	absent	Mr. Ellis	yes	Mr. Hornstein	yes
Mrs. Klink	absent	Mrs. Krachkowski	yes	Mrs. Luckock	yes
Mr. McQuiston	yes	Mr. Schaeff	yes	Mrs. Sperry	yes

**2016/2017 FY Budget Approved**

Motion by Mrs. Luckock, second by Mr. Schaeff that the Board approve the 2016/2017 FY budget as follows;

NOW, THEREFORE, BE IT RESOLVED, AND IT IS HEREBY RESOLVED, that the Conneaut School District hereby readopt the tentative budget previously adopted and that said school district hereby adopt a budget total estimated at \$37,635,672.00 for the school year 2016/2017 for the purpose of carrying on the various affairs of the school district during the upcoming school year.

*Mr. McQuiston expressed his appreciation to the budget/finance committee, there was a lot of work and he appreciates the fact that all members put the time into it.*

Motion passed by roll call.

Mr. Burnham	absent	Mr. Ellis	yes	Mr. Hornstein	yes
Mrs. Klink	absent	Mrs. Krachkowski	yes	Mrs. Luckock	yes
Mr. McQuiston	yes	Mr. Schaeff	yes	Mrs. Sperry	yes

**Resolution to Set Real Estate Millage Approved**

Motion by Mr. Schaeff, second by Mrs. Krachkowski that the Board approve the resolution to set real estate millage as follows;

WHEREAS, in the judgment of the Board of School Directors of the Conneaut School District it has been determined, as a result of the study of the proposed budget presented to said Board at a meeting on May 4, 2016, held in the gymnasium of the Alice Schafer Annex, and tentatively adopted by the Board of School Directors on May 11, 2016, said school district must enact minimum salaries of its professional and supervisory employees and the mandated increases on salaries and further, in order to pay for various other expenses and obligations of the school district for the said school year;

NOW, THEREFORE, BE IT RESOLVED, AND IT IS HEREBY RESOLVED, that the Conneaut School District hereby enact a real estate tax on all taxable real property situated within the geographical limits of the Conneaut School District, said tax to be based upon the assessed valuation of such properties by the chief assessor Crawford County, Pennsylvania; and that the Conneaut School District hereby fixes a real estate tax millage for the school year 2016/2017 at 50.55 mills in order that salaries of its professional and supervisory employees and mandated increases on salaries, debts and obligations for capital improvements as well as all other various expenses and obligations of the school district. Said rate of taxation for the school year 2016/2017 as expressed in dollars and cents is \$50.55 on each \$1,000.00 of assessed valuation of taxable property.

Motion passed by roll call.

Mr. Burnham	absent	Mr. Ellis	yes	Mr. Hornstein	yes
Mrs. Klink	absent	Mrs. Krachkowski	yes	Mrs. Luckock	yes
Mr. McQuiston	yes	Mr. Schaef	yes	Mrs. Sperry	yes

**2016 Homestead and Farmstead Exclusion Resolution Approved**

Motion by Mr. Schaef, second by Mr. McQuiston that the Board approve the 2016 Homestead and Farmstead Exclusion Resolution, *as per attachment.*

Motion passed by roll call.

Mr. Burnham	absent	Mr. Ellis	yes	Mr. Hornstein	yes
Mrs. Klink	absent	Mrs. Krachkowski	yes	Mrs. Luckock	yes
Mr. McQuiston	yes	Mr. Schaef	yes	Mrs. Sperry	yes

**Per Capita Tax Resolution - Section 679 Approved**

Motion by Mrs. Krachkowski, second by Mr. Schaef that the Board approve the per capita tax resolution – Section 679 as follows;

WHEREAS, the Board of School Directors of the Conneaut School District desires to enact a Per Capita Tax for the school year 2015/2016 in conformity with Section 679 of the Public School Code of 1949, 24 P.S. 6-679;

WHEREAS, the enactment of said Per Capita Tax is necessary for the proper operation of the school district and for meeting the anticipated expenditures of the school district for the year 2016;

NOW, THEREFORE, BE IT RESOLVED, AND IT IS HEREBY RESOLVED, by the Board of School Directors of the Conneaut School District that pursuant to the authority contained in the Public School Code of 1949, Section 679, thereof, 24 P.S. 6-679, a Per Capita

Section 1. An annual per capita tax, at the rate hereinafter established, is hereby levied, enacted and imposed upon each resident or inhabitant, being eighteen (18) years of age or older, and residing in the geographic area encompassed and covered by the Conneaut School District.

Section 2. The rate or amount of said per capita tax, hereby levied, enacted and imposed, shall be \$5.00 on each resident and inhabitant being (18) years of age or older, and residing in the Conneaut School District.

Section 3. The amount to be received from the collection of the tax herein imposed, levied and enacted, shall be used for general revenue purposes of the School District.

Section 4. The names of the residents and inhabitants taxable under the provisions of this resolution shall be furnished to the School District by the local assessors and/or the chief assessor of Crawford County, Pennsylvania, as the case may be, and in accordance with the applicable provisions of the laws and statutes of the Commonwealth of Pennsylvania relating thereto.

Section 5. In accordance with Section 680 of the Public School Code of 1949, as amended, every resident or inhabitant of the Conneaut School District, upon attaining eighteen (18) years of age and every inhabitant of said School District, shall within twelve (12) months of the happening thereof, notify the proper local assessor of the municipality wherein said individual resides or the chief assessor of Crawford County, Pennsylvania, of the fact that said individual has become of age or has become a resident or inhabitant. Any person failing, within said period of time, to notify the proper assessor or the chief assessor of Crawford County, Pennsylvania, shall, in addition to the tax levied herein, be liable to the Conneaut School District in a penal sum equal to such tax.

Section 6. The tax herein imposed, levied and enacted shall be collected in the same manner as other school taxes are collected under the applicable and pertinent provisions of the laws and statutes of the Commonwealth of Pennsylvania.

Section 7. All taxpayers subject to the payment of taxes under this resolution shall be entitled to a discount of three (3%) percent from the amount of such tax upon making payment of the whole amount thereof within two (2) months after the date of the tax notice. All taxpayers who shall fail to make payment of the tax herein imposed for four (4) months after the date of the tax notice, shall be charged a penalty of ten (10%) percent, which penalty shall be added to the taxes by the tax collector and be collected by him.

Section 8. The resolution is adopted pursuant to the Public School Code of 1949, Act of March 10, 1949, P.L. 30, and all of the provisions of such Act relating to the imposition, collection and payment of the per capita tax are hereby incorporated in this resolution by reference thereto.

Section 9. All applicable statutes and laws of the Commonwealth of Pennsylvania, relating to the assessment of subjects of taxation and the collection of taxes enacted by a public school district are hereby incorporated in this resolution by reference thereto excepting so far as this resolution conflicts therewith.

Section 10. If any section, clause or sentence or part of this resolution is for any reason found to be unconstitutional, illegal or invalid or in conflict with any provision of the Public School Code under which this resolution is adopted, such unconstitutionality, illegality, invalidity or conflict shall not affect or impair any of the remaining provisions, sentences, clauses or sections or parts of this resolution. It is hereby declared as the intent of the Conneaut School District that this resolution would have been adopted had such unconstitutional, illegal, invalid or conflicting sentence, clause, section or part thereto not been included herein.

RESOLVED AND PASSED by the Board of School Directors of the Conneaut School District on the 14<sup>th</sup> day of June, 2016.

Motion passed by roll call.

Mr. Burnham    absent            Mr. Ellis    yes                    Mr. Hornstein    yes

Mrs. Klink absent Mrs. Krachkowski yes Mrs. Luckock yes  
 Mr. McQuiston yes Mr. Schaeff yes Mrs. Sperry yes

**Act 511 Tax Resolution Approved**

Motion by Mr. Schaeff, second by Mrs. Krachkowski that the Board approve the Act511 Tax Resolution as follows;

BE IT RESOLVED, that the Board of School Directors of the Conneaut School District continue to enact a 1% wage tax, the \$5.00 per capita tax, and the realty transfer tax, heretofore enacted under Act 511 without change.

Motion passed by roll call.

Mr. Burnham absent Mr. Ellis yes Mr. Hornstein yes  
 Mrs. Klink absent Mrs. Krachkowski yes Mrs. Luckock yes  
 Mr. McQuiston yes Mr. Schaeff yes Mrs. Sperry yes

**Electricity Agreement Approved**

Motion by Mr. McQuiston, second by Mr. Schaeff that the Board approve the On Demand Energy pricing for electric supply delivery, as follows:

First Energy Provider	Proposed Supplier	Rate	Duration	Start Date
Penelec	Constellation	5.850/KWH	30MO	June 2017
Penn Power	Direct Energy	6.607/KWH	24MO	June 2018

*Mr. Mayle indicated we are seeing a savings with both companies pricing.*

Motion passed by roll call.

Mr. Burnham absent Mr. Ellis yes Mr. Hornstein yes  
 Mrs. Klink absent Mrs. Krachkowski yes Mrs. Luckock yes  
 Mr. McQuiston yes Mr. Schaeff yes Mrs. Sperry yes

**Life Insurance Renewal Approved**

Motion by Mr. Schaeff, second by Mrs. Krachkowski that the Board approve to renew the life insurance with Boston Mutual Life Insurance for the 2016-2017 school year effective August 1, 2016 through July 31, 2017. No change from 15/16 school year to 16/17 school year. Premium rates are (as last year) as follows;

Life (w/o voluntary issue age life)	\$0.12	NO CHANGE THIS 16/17 YEAR
Life (with voluntary issue age life)	\$0.105	NO CHANGE THIS 16/17 YEAR
AD&D	\$0.02	NO CHANGE THIS 16/17 YEAR
Supplemental Life	Varies by age	NO CHANGE THIS 16/17 YEAR
Voluntary Issue Age Life	Varies by age	NO CHANGE THIS 16/17 YEAR

Motion passed by roll call.



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Mr. Burnham	absent	Mr. Ellis	yes	Mr. Hornstein	yes
Mrs. Klink	absent	Mrs. Krachkowski	yes	Mrs. Luckock	yes
Mr. McQuiston	yes	Mr. Schaef	yes	Mrs. Sperry	yes

**Approved to Pay**

Motion by Mrs. Luckock, second by Mr. Schaef that the Board approve to pay Nancy Nicholas for homebound instruction on May 4, 2016 through May 16, 2016 for 16 ½ hours at \$26.00/hour during the daytime.

Motion passed by roll call.

Mr. Burnham	absent	Mr. Ellis	yes	Mr. Hornstein	yes
Mrs. Klink	absent	Mrs. Krachkowski	yes	Mrs. Luckock	yes
Mr. McQuiston	yes	Mr. Schaef	yes	Mrs. Sperry	yes

**Food Service Budget 2016/2017 SY Approved**

Motion by Mr. Schaef, second by Mrs. Krachkowski that the Board approve the 2016-2017 Food Service Fund Budget in the amount of \$1,137,888.

Motion passed by roll call.

Mr. Burnham	absent	Mr. Ellis	yes	Mr. Hornstein	yes
Mrs. Klink	absent	Mrs. Krachkowski	yes	Mrs. Luckock	yes
Mr. McQuiston	yes	Mr. Schaef	yes	Mrs. Sperry	yes

**Academic Intramural Approved**

Motion by Mr. Schaef, second by Mr. Hornstein that the Board approve the following academic intramural;

**Conneaut Lake Middle School**

Bret McCartney and Peg Jacobs for Watershed Challenge Team Practice during the 2015/2016 sy for a total of 20 Hours @ \$19.00/hour. District Paid.

Motion passed by roll call.

Mr. Burnham	absent	Mr. Ellis	yes	Mr. Hornstein	yes
Mrs. Klink	absent	Mrs. Krachkowski	yes	Mrs. Luckock	yes
Mr. McQuiston	yes	Mr. Schaef	yes	Mrs. Sperry	yes

**Appointment with Amendment Approved**

Motion by Mrs. Luckock, second by Mr. Schaef to accept the motion as amended. The Budget committee would discuss a compensation plan at a later time and bring to the July Combined Work Session/Board meeting for approval.

**Appointment Approved (comp plan will be presented at later date)**

Request the Board to appoint Tammy Brant as the Student Accounting Secretary effective July 1, 2016 through June 30, 2018, as per detailed compensation plan provided on Canvas.

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Motion passed by roll call.

Mr. Burnham	absent	Mr. Ellis	yes	Mr. Hornstein	yes
Mrs. Klink	absent	Mrs. Krachkowski	yes	Mrs. Luckock	yes
Mr. McQuiston	yes	Mr. Schaeff	yes	Mrs. Sperry	yes

**Change/Update in Professional Growth Request Approved**

Motion by Mr. Schaeff, second by Mrs. Krachkowski that the Board approve the change/update in professional growth request as follows;

- a. Donna Lucas was approved at the April 13, 2016 to attend the 29<sup>th</sup> Annual Pennwriters Conference in Lancaster, PA on Thursday, May 19, 2016 through Sunday, May 22, 2016.  
**District Cost:** substitute \$210.00, registration \$397.00, mileage \$345.00, hotel \$452.73 and meals \$120.00. **Update- Title IIA Cost: and add \$27.40 for tolls.**

Motion passed by roll call.

Mr. Burnham	absent	Mr. Ellis	yes	Mr. Hornstein	yes
Mrs. Klink	absent	Mrs. Krachkowski	yes	Mrs. Luckock	yes
Mr. McQuiston	yes	Mr. Schaeff	yes	Mrs. Sperry	yes

**Delegation of Authority Approved**

Motion by Mr. Schaeff, second by Mr. Hornstein that the Board delegate the authority to Mrs. Sperry and Mr. Sperry for creating a platform regarding cyber schools.

Motion passed by roll call.

Mr. Burnham	absent	Mr. Ellis	yes	Mr. Hornstein	yes
Mrs. Klink	absent	Mrs. Krachkowski	yes	Mrs. Luckock	yes
Mr. McQuiston	yes	Mr. Schaeff	yes	Mrs. Sperry	yes

**District Signatures to Platform Added**

Motion by Mr. Schaeff, second by Mr. McQuiston to add our District/add signatures to the Bellefonte School District Platform proposals as discussed during tonights work session and provided on Canvas.

Motion passed by roll call.

Mr. Burnham	absent	Mr. Ellis	yes	Mr. Hornstein	yes
Mrs. Klink	absent	Mrs. Krachkowski	yes	Mrs. Luckock	yes
Mr. McQuiston	yes	Mr. Schaeff	yes	Mrs. Sperry	yes

**Visitor Recognition**

Mrs. Sperry provided a Visitor Recognition\* - as per Policy 903 – Public Participation in Board Meetings. All visitors who are recognized during the Visitor Recognition are allotted a maximum of five (5) minutes to address matters of their concern, unless otherwise determined by the Board President. Visitor recognition is to be limited to thirty (30) minutes unless otherwise decided by the Board.

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No one approached the podium.

Board Concerns- discussed changing the start time of the July Combined Work Session and Board meeting.

**Time Change Approved**

Motion by Mr. Schaef, second by Mrs. Krachkowski that the Board change the start time of the July 13, 2016 Combined Work Session/Board meeting to 6:00 PM.

Motion passed by roll call.

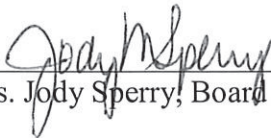
Mr. Burnham	absent	Mr. Ellis	yes	Mr. Hornstein	yes
Mrs. Klink	absent	Mrs. Krachkowski	yes	Mrs. Luckock	yes
Mr. McQuiston	yes	Mr. Schaef	yes	Mrs. Sperry	yes

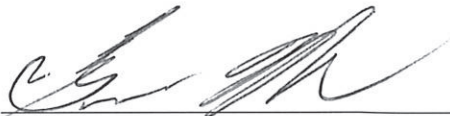
**Adjournment**

Motion by Mr. Schaef, second by Mr. Hornstein to adjourn the meeting at 9:10 pm. Motion passed.

Next regular scheduled Board meeting is Wednesday, July 13, 2016 at ~~7~~ **6:00** PM at CASH cafeteria

There was no **EXECUTIVE SESSION**.

  
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Mrs. Jody Sperry, Board President

  
\_\_\_\_\_  
Mr. Greg Mayle, Board Secretary