# DANVILLE AREA SCHOOL DISTRICT

## April 14, 2015 Minutes

The Danville Area School Board held their meeting in the Senior High School Cafeteria on Tuesday, April 14, 2015.

The meeting was called to order at 7:00 p.m. by Allan Schappert, President, followed by the Pledge of Allegiance and a moment of silence.

**ROLL CALL - Board Members**

Dr. Gregg Campbell, Mrs. Dawn Gill, Mr. Jamie Hosterman, Mr. Randy Keister, Mr. Christopher Outt, and Mr. Allan Schappert were present. Mrs. Barbara Bickhart, Mr. David Weader, and Dr. Joseph Stemm were absent.

**OTHERS PRESENT**

Mrs. Cheryl Latorre, Superintendent; Mrs. Janis Venna, Business Manger: Mr. Lee Gump, High School Principal; Michelle Garman, Assistant High School Principal; Mr. Jeremy Winn, Assistant Middle School Principal; Mr. Chris Johns, Intermediate Principal; Mr. John Bickhart, Primary Principal; Mrs. Susan Blake, Director of Head Start; Mr. Rick Engle, Director of Building and Grounds; Mrs. Jennifer Gurski, Assistant Principal of Cyber School; and Mrs. Laura Renno, Interim Board Secretary and twenty-five members of the staff and public, and news media.

**Motion: (To approve the March 24, 2015 minutes)**
A motion was made by Randy Keister to approve the minutes
The motion was seconded by Dawn Gill
The motion was approved on a voice vote 6 yes - Dr. Gregg Campbell, Mrs. Dawn Gill, Mr. Jamie Hosterman, Mr. Randy Keister, Mr. Christopher Outt, and Mr. Allan Schappert; 0- No; 3 Absent – Dr. Joseph Stemm, Mrs. Barbara Bickhart and Mr. David Weader.

**Motion: (To approve addition of addendum items)**
A motion was made by Randy Keister to approve the minutes
The motion was seconded by Dawn Gill
The motion was approved on a voice vote 6 yes - Dr. Gregg Campbell, Mrs. Dawn Gill, Mr. Jamie Hosterman, Mr. Randy Keister, Mr. Christopher Outt, and Mr. Allan Schappert; 0- No; 3 Absent – Dr. Joseph Stemm, Mrs. Barbara Bickhart and Mr. David Weader

## I. BOARD ADMINISTRATIVE ANNOUNCEMENT

## II. SUPERINTENDENT'S REPORT

A. There was an Executive Session this evening at 6:00 pm to discuss personnel and contractual issues.

B. Enrollment Report (Enrollment 1)

C. Thank you to Mrs. Smith-Wells, Mr. Shultz and FFA for the Ronald McDonald House Farmers Care program. The banquet was awesome.

D. Thank you to all who voted to bring author Jan Brett to our community. A special thank you to Carol Burke and all who voted.

E. Special Education Awareness Night – April 28, 2015

F. May 15 – Paving of the Danville State Hospital Road

G. May 15 and 16 – Danville Relay for Life Event at the Middle School

H. Thank you to the staff who purchased t-shirt. A total of $4,050 will be donated to the Children's Miracle Network. Thank you to Mrs. Rebecca Pritchard for heading up the project.

I. Thank you to Dr. Marks, from Geisinger, for conducting approximately 30 school physicals.

J. PMEA Music Festival at the Danville Middle School, Saturday at 1:00 PM.

## III. PUBLIC COMMENT

Mr. Gulliver requested Enclosures 4 and 10.

**CONSENT AGENDA ITEMS**
The Board will take action to approve the proposed consent agenda items.

**Motion: (To approve the consent agenda items)**
A motion was made by Jamie Hosterman to approve the consent agenda items. The motion was seconded by Gregg Campbell

The motion was approved on a roll call vote 6 yes - Dr. Gregg Campbell, Mrs. Dawn Gill, Mr. Jamie Hosterman, Mr. Randy Keister, Mr. Christopher Outt, and Mr. Allan Schappert; 0- No; 3 Absent – Dr. Joseph Stemm, Mrs. Barbara Bickhart and Mr. David Weader

## IV. PRESENTATIONS/OUTSIDE GUESTS (Max. of 10 minutes each)

A. Borough Representative – Dan Knorr

B. Nutrition Inc. Presentation (Vicki Stahr and Sue Farrell) (Enclosure 2)
- Ending 2014 profit $84,040 the guarantee was $75,840
- Upcoming school year

Dan Knorr gave an update on the sewer line project behind the Middle School. A schedule will be provided in May. The Spring Street project will be announced at a later date.

Vicki Stahr's report restated the profit for the 13-14 school year. She also indicated that enrollment and participation is down for the current school year. The return for next year will be based on the state/federal guidelines. Meal prices will increase by 10 cents for the upcoming year. She stated major expenses are food and labor. Next year's projected return is $14,543. Mr. Shappert questioned why the huge decrease. They told him that decrease in enrollment, ala carte sales, meal option due to Healthy Options and trying some new trends. Mrs. Latorre mentioned portion control is still an issue as well as breakfast. Mrs. Farrell mentioned they have tried a breakfast bar for the past two weeks and the numbers went down so they are going back to regular breakfast. Mrs. Farrell noted the YAC suggestions were very helpful and that participation was up another 20 meals. Mr. Schappert asked if labor costs increase with fresh fruit. Mrs. Stahr indicated that they do. In line with trying new trends, Liberty Valley will be testing pizza options next week and the Nutrition Chef will be in all buildings seeking ideas and new options.

## V. SCHOOL PROPERTY & SUPPLIES

A. The Board will take action to approve C.M. Eichenlaub Co. to provide storage units in the high school art room through Costars-35, a pre-authorized contract. The total amount of this is $42,127.00. This is a budgeted item. (Rick Engle)

B. The Board will take action to approve C.M. Eichenlaub Co. to provide storage units in the high school music room through Costars-35, a pre-authorized contract. The total amount of this is $21,428.00. This is a budgeted item. (Rick Engle)

C. The Board will take action to approve the sale of a 2003 Ford F-150 8 passenger van to Joseph Gresavage for $925.00. (Rick Engle) (Enclosure 3)

Mr. Engle spoke to define all initiatives.

**Motion: (To approve Item A ,B & C under School Property and Supplies)**
A motion was made by Gregg Campbell to approve item A, B & C under School Property and Supplies
The motion was seconded by Randy Keister
The motion was approved on a roll call vote 6 yes - Dr. Gregg Campbell, Mrs. Dawn Gill, Mr. Jamie Hosterman, Mr. Randy Keister, Mr. Christopher Outt, and Mr. Allan Schappert; 0- No; 3 Absent – Dr. Joseph Stemm, Mrs. Barbara Bickhart and Mr. David Weader

## VI. ATHLETICS/ACTIVITIES

A. The Board will take action to approve the contract with Danville Area Community Center for Spring Soccer fields at the cost of $2,100. The District will be responsible to line the fields. (Ron Kanaskie) (Enclosure 4)

B. The Board will take action to approve the Senior Class Trip to 6 Flags Amusement Park in Jackson, New Jersey, on June 5, 2015. The only cost to the district will be substitute teacher costs of approximately $500. (Enclosure5)

C. The Board will take action to approve hiring the following coaches –

- Joe Mahoney, Assistant Boys Track Coach, stipend of $2,924
- Jim Dressler, Assistant Boys Track Coach, stipend of $2,824
- Brian Hulley, Assistant Girls Track Coach, stipend of $1,212
- Sarah Taylor, Assistant Girls Track Coach, stipend of $1,212
- Caitlin Heller, Assistant Middle School Track, stipend of $1,212
- Stephanie Hamme, Middle School Lacrosse, stipend of $1,454 (replacing Danielle Treon)

D. The Board will take action to approve the agreement between Geisinger Health System and the Danville Area School District as presented. (Enclosure 6)

E. The Board will take action to approve the Forensics National Competition trip, for students who qualified, to be held in Dallas Texas from June 13-20, 2015. Currently no cost to the district, unless the school year is extended. (Enclosure 7)

F. The Board will take action to approve the Forensics National Catholic League tournament May 21-26, 2015, for students who qualified, to be held in Fort Lauderdale Florida. The only cost to the district will be for two days for 3 substitute teachers at a cost of approximately $600.

Randy Keister questioned why these were not on prior agenda. Ron Kanaskie noted the positions are being realigned.

**Motion: (To approve Item A - F under Athletics/Activities)**
A motion was made by Christopher Outt to approve item A – F under Athletics/Activities
The motion was seconded by Randy Keister
The motion was approved on a roll call vote 6 yes - Dr. Gregg Campbell, Mrs. Dawn Gill, Mr. Jamie Hosterman, Mr. Randy Keister, Mr. Christopher Outt, and Mr. Allan Schappert; 0- No; 3 Absent – Dr. Joseph Stemm, Mrs. Barbara Bickhart and Mr. David Weader

## VII. CURRICULUM AND MANAGEMENT REPORT

A. Presentation for Summer Programs for incoming students of grades K-5 (Dawn Brookhart, Chris Johns, John Bickhart)

B. Summer Enrichment Program (Jen Gurski)

C. The Board will take action to approve the Memorandum of Understanding between the Danville Area School District and Blast Intermediate Unit for the program components of the Danville eLearning Academy. (Jen Gurski) (Enclosure 8)

Mr. Johns and Mr. Bickhart presented on the proposed summer program. It will be a 5 week program that runs Monday through Thursday. Maximum will be 25 students per grade. Mr. Bickhart noted this is a strong component for the RTII process. Mr. Johns stated that the program maintains connectivity between the school and the students and their families. Mrs. Gill asked about transportation and if the sites will be centrally located. The district will try to accommodate most families. Students will be assessed as a component of the program success and individual student success will be able to be seen early in the school year.

Mrs. Gurski presented on the Summer Enrichment Program. She presented the components of the program that will be available to the students 6$^{th}$ – 12$^{th}$ grade. The courses will be noted on the transcript. The program will be at the DES building. The deadline is June 1$^{st}$ and there will be a parent information session on April 28$^{th}$ at 6:00 pm. Mrs. Gurski noted that on-line coursework is most beneficial.

**Motion: (To approve Item C under Curriculum and Management Report)**

A motion was made by Randy Keister to approve item C under Curriculum and Management Report

The motion was seconded by Christopher Outt

The motion was approved on a roll call vote 6 yes - Dr. Gregg Campbell, Mrs. Dawn Gill, Mr. Jamie Hosterman, Mr. Randy Keister, Mr. Christopher Outt, and Mr. Allan Schappert; 0- No; 3 Absent – Dr. Joseph Stemm, Mrs. Barbara Bickhart and Mr. David Weader

## VIII. SCHOOL/COMMUNITY RELATIONS

A. The Board will take action to approve donating the pavilion located at the Danville Elementary School to Washington Fire and Hose Company. The Washington Fire Company would be responsible for removal of the pavilion and restoration of our property between June 15 - July 30, 2015. (Enclosure 9)

B. The Board will take action to approve donating the playground equipment located in the Danville Stadium to Washington Fire and Hose Company. The Washington Fire Company would be responsible for removal of the equipment and restoration of our property between June 15 - July 20, 2015.

**Motion: (To approve Item A & B under School/Community Relations)**
A motion was made by Jamie Hosterman to approve item A & B under School/Community Relations
The motion was seconded by Randy Keister
The motion was approved on a roll call vote 5 yes - Dr. Gregg Campbell, Mr. Jamie Hosterman, Mr. Randy Keister, Mr. Christopher Outt, and Mr. Allan Schappert; 0-No; 3 Absent – Dr. Joseph Stemm, Mrs. Barbara Bickhart and Mr. David Weader; 1-Abstain Mrs. Dawn Gill

## IX. FINANCE

A. General Fund – Revenues and Expenditures Summary (Enclosure 10)

B. Local Revenues – Actual vs. Budget (Enclosure 11)

C. State Revenues – Actual vs. Budget (Enclosure 12)

D. Federal Revenues – Actual vs. Budget (Enclosure 13)

E. Cash Receipts (Enclosure 14)

F. Investments (Enclosure 15)

G. Bills for Payment – March 4, 2015 to April 7, 2015 (Enclosure 16)

H. The Board will take action to approve the attached meal prices and Ala Carte price list. (Meal prices include a 10 cent increase. The federal government is requiring a minimum 8 cent increase. (Enclosure 17)

I. The Board will take action to approve the appointment of Penelope Mausteller as Deputy Tax Collector for West Hemlock Township as requested by Tammy Seybert, Tax Collector. (Requires at least 5 affirmative votes for approval) (Enclosure 18)

J. The Board will take action to approve the proposed final budget for the fiscal year 2015-2016 Danville Area School utilizing taxes to 1% as presented. (Finance Committee) (Requires at least 5 affirmative votes for approval)

Mr. Campbell noted that taxes could be raised up to 1.9%. 1% means about $9.00 per household. Mr. Hosterman noted it is preliminary and Mrs. Venna noted it is a work in process and needs to be finalized on or before June 30th.

**Motion: (To approve Item G – J under Finance)**
A motion was made by Randy Keister to approve item G – J under Finance
The motion was seconded by Christopher Outt
The motion was approved on a roll call vote 6 yes - Dr. Gregg Campbell, Mrs. Dawn Gill, Mr. Jamie Hosterman, Mr. Randy Keister, Mr. Christopher Outt, and Mr. Allan Schappert; 0- No; 3 Absent – Dr. Joseph Stemm, Mrs. Barbara Bickhart and Mr. David Weader

## X. PERSONNEL

*A. The Board will take action on the recommendation of the Superintendent to grant approval of the employment of the 2014-2015 substitute list. (Teachers, Teacher Aides, Secretaries, etc.) (Enclosure 19)

*B. The Board will take action to accept the employment of Pam Weber, as a homebound instructor for student # 103407, at an hourly rate of $20.00.

C. The Board will take action to approve the employment of Pelle Nejman, as a 7th grade Language Arts teacher at the Middle School, effective April 15, 2015 at a starting salary of $40,703, BS, Step 1. Total compensation package is $66,887.17. This is to replace Jeremy Winn. (Enclosure 20)

*D. The Board will take action to accept the retirement of Penny Gaugler, Title I Reading Specialist at Primary School effective after the first two weeks of the 2015-2016 school term. (Enclosure 21)

*E. The Board will take action to approve the extension of FMLA leave from 8 weeks to 12 weeks for employee #5910272, with return date to be May 22, 2015. (Enclosure 22)

*F. The Board will take action to accept the retirement of Merry Hackenberg, teacher at Liberty Valley, effective June 29, 2015.

*G. The Board will take action to approve Mrs. Laura Renno as interim Board secretary in the absence of Mrs. Bonnie Edmeads.

**Motion: (To approve Item C under Personnel)**
A motion was made by Gregg Campbell to approve item C under Personnel
The motion was seconded by Christopher Outt
The motion was approved on a roll call vote 6 yes - Dr. Gregg Campbell, Mrs. Dawn Gill, Mr. Jamie Hosterman, Mr. Randy Keister, Mr. Christopher Outt, and Mr. Allan Schappert; 0- No; 3 Absent – Dr. Joseph Stemm, Mrs. Barbara Bickhart and Mr. David Weader

## XI. POLICY & INSURANCE

A. The Board will take action to approve the first reading of the following policies – (Enclosure 23)
   - 100 – Comprehensive Planning
   - 101 – Mission Statement/Vision Statement/Shared Values
   - 102 – Academic Standards
   - 103 – Non Discrimination in School and Classroom practices
   - 103 Attachment – Report form for Complaints of Discrimination
   - 103.1 – Non Discrimination – Qualified students with disabilities
   - 103.1 Attachment 1 – Report form for Complaints of Discrimination
   - 103.1 Attachment 2 – Procedural Safeguards Notification
   - 103.1 Attachment 3 – Notice of District-Initiated Evaluation and Provision of Services for Qualified Students with Disabilities
   - 103.1 Attachment 4 – Parent/Guardian Request for Evaluation, Termination, or Modification under Section 504
   - 104 – Nondiscrimination in Employment/Contract Practices
   - 104 Attachment – Report form for Complaints of Discrimination
   - 105 – Curriculum
   - 105.1 – Review of Instructional Materials by Parents/Guardians and Students

- 105.2 – Exemption Form Instruction
- 105.3 – Student Participation in Animal Experimentation
- 106 – Guides For Planned Instruction
- 107 – Adoption of Planned Instruction
- 108 – Adoption of Textbooks
- 108.1 – Instructional Materials
- 108.1 Attachment A – Request for Reconsideration of Instructional Materials
- 109 – Resource Materials
- 110 – Instructional Supplies
- 111 – Lesson Plans
- 112 – Guidance Counseling
- 113 – Special Education
- 113.1 – Discipline of Students with Disabilities
- 113.2 – Behavior Intervention
- 114 – Gifted Education
- 115 – Vocational Technical Education
- 116 – Tutoring
- 117 – Homebound Instruction
- 118 – Independent Study
- 119 – Current Events
- 121 – Field Trips
- 122 – Extracurricular Activities
- 123 – Interscholastic/Intramural Athletics
- 123.1 – Concussion management
- 123.2 – Sudden Cardiac Arrest
- 124 – Alternative Instruction Courses
- 125 – Adult Education
- 126 – Class Size
- 127 – Assessments
- 128 – Early Childhood Education
- 130 – Homework
- 137 – Home Education Programs
- 137.1 – Extracurricular Participation By Home Education Students
- 138 – Limited English Proficiency Program
- 140 – Charter Schools
- 140.1 – Extracurricular Participation By Charter/Cyber Charter Students
- 141 – Danville e-Learning online courses
- 142 – Migrant Students
- 143 – Standards for Persistently Dangerous Students
- 144 – Standards For Victims Of Violent Crimes
- 146 – Student Services

**Motion: (To approve Item A under Policy and Insurance)**
A motion was made by Dawn Gill to approve item A under Policy and Insurance
The motion was seconded by Randy Keister
The motion was approved on a roll call vote 6 yes - Dr. Gregg Campbell, Mrs. Dawn Gill, Mr. Jamie Hosterman, Mr. Randy Keister, Mr. Christopher Outt, and Mr. Allan Schappert; 0- No; 3 Absent – Dr. Joseph Stemm, Mrs. Barbara Bickhart and Mr. David Weader

## XII. TRANSPORTATION

A. The Board will take action to approve Advanced Management Software, LLC to analyze our bus routes at a total cost of $10,375.00. (Janis Venna) (Enclosure 24)

**Motion: (To approve Item A under Transportation)**
A motion was made by Randy Keister to approve item A under Transportation
The motion was seconded by Jamie Hosterman
The motion was approved on a roll call vote 6 yes - Dr. Gregg Campbell, Mrs. Dawn Gill, Mr. Jamie Hosterman, Mr. Randy Keister, Mr. Christopher Outt, and Mr. Allan Schappert; 0- No; 3 Absent – Dr. Joseph Stemm, Mrs. Barbara Bickhart and Mr. David Weader

## B. BOARD CONCERNS & ITEMS FOR NEXT MEETING AGENDA

## ADJOURNMENT

At 7:59pm motion was made by Dawn Gill and seconded by Christopher Outt to adjourn the meeting.
The motion was approved by voice vote.

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Laura Renno
Interim Board Secretary