DANVILLE AREA SCHOOL DISTRICT

February 14, 2017 Minutes
Regular Board Meeting

The Danville Area School Board held their meeting in the Community Room at DES Building on Tuesday, February 14, 2017.

The meeting was called to order at 7:10 p.m. by Mr. David Weader, President, followed by the Pledge of Allegiance and a moment of silence.

ROLL CALL - Board Members

Mr. Wayne Brookhart, Dr. Gregg Campbell, Mr. Randy Keister, Dr. Joel Klena, Mr. Christopher Outt, Mrs. Mr. Derl Reichard, Mrs. Erin Ross, and Mr. David Weader were present. Mrs. Dawn Gill was absent.

OTHERS PRESENT

Mrs. Cheryl Latorre, Superintendent; Mrs. Janis Venna, Business Manager; Mrs. Dawn Brookhart, Director of Curriculum, Instruction & Technology; Mrs. Jill Shupp, Special Education Director; Mr. Chris Johns, High School Principal; Mr. Jeremy Winn, High School Assistant Principal; Mr. David Snover, Middle School Assistant Principal; Mr. Lee Gump, Liberty Valley Principal; Mr. John Bickhart, Primary School Principal; Mrs. Linda Marshall, Director of Head Start; Mr. Jeffrey Ryan, Director of Network Administration; Mr. Rick Engle, Director of Building and Grounds; Mrs. Bonnie Edmeads, Board Secretary and twenty members of the staff, public, and news media.

Motion: (To approve the January 10, 2017 regular minutes)
A motion was made by Mr. Outt to approve the minutes.
The motion was seconded by Mr. Keister

The motion was approved on a voice vote 8 yes - Mr. Wayne Brookhart, Dr. Gregg Campbell, Mr. Randy Keister, Dr. Joel Klena, Mr. Christopher Outt, Mr. Derl Reichard, Mrs. Erin Ross, and Mr. David Weader; 0 – No; 1 – Absent – Mrs. Dawn Gill

I. BOARD ADMINISTRATIVE ANNOUNCEMENT

A. Reports:
CSIU – Mr. David Weader
Columbia Montour Vo-Tech – Mr. Randy Keister
Possible request for proposals for a building project at Columbia

Montour Vo-Tech – Randy Keister

B. Dedication for James Gulliver – David Weader

C. David Weader – CSIU Program – Yes To The Future (Enclosure 1)

D. Project Update – Erin Ross and Chris Johns

Boy Scouts were present tonight for observation.

Mr. Keister spoke about the Columbia Montour Vocational-Technical School wanting to do a RFP for a project. They just want a vote to request an RFP at no cost to the districts.

Mr. Weader took a moment to remember Mr. James Gulliver, who was a community member who came to all board meetings, who recently passed away. A plaque was placed on the chair where Mr. Gulliver sat at every meeting in honor of him.

Mr. Weader spoke about "Yes To The Future" Program sponsored by the CSIU. Mr. Weader shared an article that was in a local newspaper in everyone's packet.

Mrs. Ross and Mr. Johns gave a brief update on the upcoming project. Mrs. Ross reported that the Project Committee has been meeting regularly, has closely examined options to make revisions to different phases of the project, and is comfortable that the identified scope remains appropriate. The project is on track to have science rooms completed by the beginning of the 2017-2018 school year along with the turf and track. Also, the auditorium and building entrance portions of the project should be completed during calendar year 2018 prior to the start of the 2018-2019 school year.

Motion: (To add 2 addendum items to the agenda)
A motion was made by Mr. Outt to add 2 addendum items to the agenda. The motion was seconded by Mr. Keister

The motion was approved on a voice vote 8 yes - Mr. Wayne Brookhart, Dr. Gregg Campbell, Mr. Randy Keister, Dr. Joel Klena, Mr. Christopher Outt, Mr. Derl Reichard, Mrs. Erin Ross, and Mr. David Weader; 0 – No; 1 – Absent – Mrs. Dawn Gill

II. SUPERINTENDENT'S REPORT

A. There was an Executive Session at 5:15 PM – Athletic Committee Meeting, 5:30 – 6:00 PM Project Committee Meeting, and Executive Session from 6:00 – 7:00 PM to discuss personnel and legal matters.

B. Enrollment Report (Enclosure 2)

C. Spring Musical – James and the Giant Peach

D. Head Start (Enclosure 3)

E. Food Service Agreement renewal

F. No School February 20 – President's Day

G. Montour County Emergency Management Agency (Enclosure 4)

Mrs. Latorre announced Kindergarten registration is next week.

Mrs. Latorre spoke about the partnership with Montour County Emergency Management Agency.

III. PUBLIC COMMENT

Toby Gearhart, a high school teacher, suggested snow days be built into the 2017-2018 school calendar directly to ensure additional days for instruction. He sited his AP course as an example.

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 Mr. Randy to approve the consent agenda items. The motion was seconded by Mr. Brookhart.

The motion was approved on a roll call vote 8 yes - Mr. Wayne Brookhart, Dr. Gregg Campbell, Mr. Randy Keister, Dr. Joel Klena, Mr. Christopher Outt, Mr. Derl Reichard, Mrs. Erin Ross, and Mr. David Weader; 0 – No; 1 – Absent – Mrs. Dawn Gill

IV. PRESENTATIONS/OUTSIDE GUESTS (Max. of 5 minutes each)

A. Borough Update – Jamie Shrawder

B. Nutrition Manager – Cassie Cussat (5 minutes)

C. Head Start Pre-K Counts – Derl Reichard

Ms Jamie Shrawder, of the Danville Borough, spoke about the possible change for the entrance to the middle school. The engineer would come to the next board meeting at a cost of $2160 to the district. Mr. Brookhart asked if we have a study

showing safety issues, if not we need to consider doing a safety study. Ms Shrawder said she is not aware of any study.

Mr. Keister asked whether this would eliminate the need for police being at the entrance every day. Ms Shrawder said that is part of it. Ms Shrawder asked the board if we should continue with this project. Mrs. Latorre said she wants a permanent fix and we should not make a hasty decision. Mrs. Latorre noted we need to look into it more before we continue with this project. She feels we are not ready for a decision at this time. Mr. Weader explained that the district has a lot to address with the building project at this time and the board is in need of additional information before making a final decision. Mr. Reichard said he agrees with Mr. Weader. Ms Shrawder is going to let the engineering firm know to not move forward with additional work or studies. We could possibly consider this project in the future.

Ms Cassie Cussat and Ms Vicki Stahr, from Nutrition, Inc. gave a mid-year review on programs they have had up to this point in the year. Mrs. Ross asked if students can get water in place of milk. Ms Stahr said it is a law that the student must have milk. Water could be sold in the cafeterias. Mrs. Ross said she would like to see water available in all buildings.

Mr. Reichard gave a brief update on Pre-K Counts and a grant which will be available for next school year. Mr. Reichard said Mrs. Marshall has been doing a great job at Head Start and is an asset to the district.

V. SCHOOL PROPERTY & SUPPLIES

A. Technology Update – Dawn Brookhart and Jeff Ryan

B. The Board will take action to approve the purchase of computers for the new engineering course at a cost of $26,749.50 through SHI. Funding will come from the personnel budget. (Enclosure 5)

C. The Board will take action to approve the contract with Blackboard at a cost of $4,373.14 as presented. (Enclosure 6)

Mrs. Brookhart and Mr. Ryan gave an update regarding technology resources in our district. They explained the need for the computers for the new engineering course and noted that the cost of $26,749.50 would be covered by STEM related funds in the budget.

The Blackboard Connect contract is for scheduled time for renewal. Mrs. Ross asked about going paperless in the district. Mr. Ryan said the District has been examining this issue, and is working to move as much as possible to a paperless approach.

The Board will take action to approve items B-C under School Property and Supplies.

Motion: (To approve items B-C under School Property and Supplies)
A motion was made by Dr. Campbell to approve items B and C. The motion was seconded by Mr. Brookhart

The motion was approved on a roll call vote 8 yes - Mr. Wayne Brookhart, Dr. Gregg Campbell, Mr. Randy Keister, Dr. Joel Klena, Mr. Christopher Outt, Mr. Derl Reichard, Mrs. Erin Ross, and Mr. David Weader; 0 – No; 1 – Absent – Mrs. Dawn Gill

VI. ATHLETICS/ACTIVITIES

A. The Board will take action to approve the 2017 Spring Coaches and salaries as presented. (Enclosure 7)

B. The Board will take action to approve the establishment of the Outdoor & Trails Club in partnership with MARC & DASD. There will be no cost to the district. This club will allow our students to voluntarily participate in competitive and recreational activities.

Motion: (To approve item A under Athletics/Activities)
A motion was made by Mr. Keister to approve item A under Athletics/Activities. The motion was seconded by Dr. Campbell

The motion was approved on a roll call vote 8 yes - Mr. Wayne Brookhart, Dr. Gregg Campbell, Mr. Randy Keister, Dr. Joel Klena, Mr. Christopher Outt, Mr. Derl Reichard, Mrs. Erin Ross, and Mr. David Weader; 0 – No; 1 – Absent – Mrs. Dawn Gill

Motion: (To approve item B under Athletics/Activities)
A motion was made by Mr. Keister to approve item B under Athletics/Activities. The motion was seconded by Dr. Campbell

The motion was approved on a roll call vote 8 yes - Mr. Wayne Brookhart, Dr. Gregg Campbell, Mr. Randy Keister, Dr. Joel Klena, Mr. Christopher Outt, Mr. Derl Reichard, Mrs. Erin Ross, and Mr. David Weader; 0 – No; 1 – Absent – Mrs. Dawn Gill

VII. CURRICULUM AND MANAGEMENT REPORT

A. Opening of Autistic Support Class – Jillann Shupp

B. High School Course Selection Guide – Chris Johns and Dawn Brookhart

C. The Board will take action to approve the High School Course Selection Guide as presented. (Enclosure 8)

D. The Board will take action to approve adding an Autistic Support Classroom at Liberty Valley (Option B) for the 2017-2018 school year as presented. (Enclosure 9)

Mrs. Shupp spoke about the need for an Autistic Support Class for the students at Liberty Valley. She presented two options: (A) sending students with these needs to appropriate programs in other districts; or (B) developing the Autistic Support Class for Liberty Valley. Mrs. Shupp said she prefers option B which would keep our students in our school rather than making them travel to other districts. These students have been with us since kindergarten.

Mrs. Brookhart and Mr. Johns discussed the High School Course Selection Guide. Mr. Johns reviewed new courses and also updates to courses. Dr. Klena asked about the District's course weighting systems. Mrs. Brookhart explained that course weighting is periodically evaluated and carefully considered by the administrative team. Mrs. Brookhart noted that further review can certainly be done.

Motion: (To approve items C-D under Curriculum/Management)
A motion was made by Mr. Keister to approve items C-D under Curriculum/Management. The motion was seconded by Mr. Outt.

The motion was approved on a roll call vote 8 yes - Mr. Wayne Brookhart, Dr. Gregg Campbell, Mr. Randy Keister, Dr. Joel Klena, Mr. Christopher Outt, Mr. Derl Reichard, Mrs. Erin Ross, and Mr. David Weader; 0 – No; 1 – Absent – Mrs. Dawn Gill

VII. SCHOOL/COMMUNITY RELATIONS

A. The Board will take action to approve the Summer Food Program at the Danville Elementary Building sponsored through the Columbia/Montour Tapestry of Health Program. There is no cost to the district other than use of the building/kitchen.

Motion: (To approve item A under School/Community Relations)
A motion was made by Mr. Keister to approve item A under School/Community Relations. The motion was seconded by Dr. Campbell

The motion was approved on a roll call vote 8 yes - Mr. Wayne Brookhart, Dr. Gregg Campbell, Mr. Randy Keister, Dr. Joel Klena, Mr. Christopher Outt, Mr. Derl Reichard, Mrs. Erin Ross, and Mr. David Weader; 0 – No; 1 – Absent – Mrs. Dawn Gill

VIII. 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

G. Bills for Payment – January 5, 2017 to February 8, 2017 (Enclosure 15)

H. The Board will take action to approve Parts D & E, incorporating all Act 34 Hearing documents. Part D is the accounting portion of the high school additions and renovations and Part E is the design development. (Enclosure 16)

I. The Board will take action to approve the Blanket Accident Policy/Certificate Amendment through Yoder Insurance adding lacrosse rider effective December 12, 2016 at a cost of $250.00. (Enclosure 17)

J. The Board will take action to approve the CSIU budget as presented. (Enclosure will be provided at the board meeting or can be picked up at the district office).

K. The Board will take the following action regarding the District's fund balance: (a) Board agrees to target a fund balance of approximately 20% of District revenues; (b) Board specifically designates funds currently in the fund balance that exceed the 20% target noted in (a) above for use in the upcoming District High School construction project; and (c) Board modifies any previous commitment of unreserved fund balance amounts for projected retirement and health insurance cost increases in order to be consistent with items (a) and (b) above.

Motion: (To approve item G under Finance)
A motion was made by Dr. Campbell to approve item G under Finance. The motion was seconded by Mr. Brookhart.

The motion was approved on a roll call vote 8 yes - Mr. Wayne Brookhart, Dr. Gregg Campbell, Mr. Randy Keister, Dr. Joel Klena, Mr. Christopher Outt, Mr. Derl

Reichard, Mrs. Erin Ross, and Mr. David Weader; 0 – No; 1 – Absent – Mrs. Dawn Gill

Mr. Weader spoke briefly about the proposed CSIU general operating budget. Mr. Weader reviewed the highlights of the budget and reminded the Board that the District's portion of the budget is based on the services the District uses from the CSIU, and is not a general assessment.

Motion: (To approve items H through J under Finance)
A motion was made by Mr. Keister to approve items H & J under Finance. The motion was seconded by Mr. Outt.

The motion was approved on a roll call vote 8 yes - Mr. Wayne Brookhart, Dr. Gregg Campbell, Mr. Randy Keister, Dr. Joel Klena, Mr. Christopher Outt, Mr. Derl Reichard, Mrs. Erin Ross, and Mr. David Weader; 0 – No; 1 – Absent – Mrs. Dawn Gill

Mr. Weader and members of the Finance Committee explained to the Board that item K regarding the District's fund balance was consistent with the direction of the Finance Committee regarding fund balance size in light of recent litigation within Pennsylvania, and regarding the designation of funds to support to the upcoming building project.

Motion: (To approve item K under Finance)
A motion was made by Mr. Keister to approve item K under Finance. The motion was seconded by Dr. Campbell.

The motion was approved on a roll call vote 8 yes - Mr. Wayne Brookhart, Dr. Gregg Campbell, Mr. Randy Keister, Dr. Joel Klena, Mr. Christopher Outt, Mr. Derl Reichard, Mrs. Erin Ross, and Mr. David Weader; 0 – No; 1 – Absent – Mrs. Dawn Gill

IX. PERSONNEL

*A. The Board will take action on the recommendation of the Superintendent to grant approval of the employment of the 2016-2017 substitute list. (Teachers, Teacher Aides, Secretaries, etc.) (Enclosure 18)

*B. The Board will take action to accept the resignation of Sally McAvoy, K-2 Life Skills Long Term Substitute at the Danville Primary School, Effective January 24, 2017. (Enclosure 19)

*C. The Board will take action to accept the resignation of John Brady, as advisor for the drama club, effective immediately. (Enclosure 20)

D. The Board will take action to approve the employment of Matthew Graham, as a long term 2nd shift custodian at an hourly rate of $12.15,

with total compensation being $42,180.04, effective February 15, 2017. (Enclosure 21)

E. The Board will take action to approve the employment of Marissa McKinley, special education teacher in the Danville Area School District, at MS Year 1 Step 1 with a salary of $49,471 with total compensation Being $85,540.16, effective March 6, 2017. (Enclosure 22)

*F. The Board will take action to approve Krista Roman, Middle School Spanish Teacher to be mentor for Meagan Bond, Middle School Spanish Teacher from January 2017 through December 2017, with a stipend of $800.

G. The Board will take action to approve the Memorandum of Agreement between Danville Area School District, Danville Area Educational Support Personnel and employee #7197 as presented. (Enclosure 23)

H. The Board will take action to approve the employment of Amanda Daniel as a long term special education substitute for the remainder of the 2016-2017 school term with a pro-rated salary of $23,300.43. Total Compensation will be $40,337.94.

*I. The Board will take action to accept the resignation of Scott Wolfe, family health advocate at Head Start effective February 15, 2017. (Enclosure 24)

*J. The Board will take action to accept the resignation of Nancy McBride, as a para professional at the middle school effective February 17, 2017. (Enclosure 25)

K. The Board will take action to approve the employment of Nancy McBride, as administrative assistant at Head Start at an hourly wage of $12.00, effective February 21, 2017. (Enclosure 26)

L. The Board will take action to approve FMLA leave for employee #5385127 beginning approximately March 9, 2017, using 35 sick days, 3 personal days and the remaining time of uncompensated FMLA time, returning to school for the 2017-2018 school year. (Enclosure 27)

Motion: (To approve items D, E, G, H, K, and L under Personnel)
A motion was made by Mr. Keister to approve items D, E, G, H, K, and L under Personnel. The motion was seconded by Mr. Outt.

The motion was approved on a roll call vote 8 yes - Mr. Wayne Brookhart, Dr. Gregg Campbell, Mr. Randy Keister, Dr. Joel Klena, Mr. Christopher Outt, Mr. Derl Reichard, Mrs. Erin Ross, and Mr. David Weader; 0 – No; 1 – Absent – Mrs. Dawn Gill

X. POLICY & INSURANCE

A. The Board will take action to approve the second reading of Policy 609 Investment of District Funds as presented. (Enclosure 28)

B. The Board will take action to approve the first reading of Policy 251 Homeless Students as presented. (Enclosure 29)

C. The Board will take action to approve the first reading of Policy 255 Educational Stability for Children in Foster Care as presented. (Enclosure 30)

D. The Board will take action to approve the first reading of the 2017-2018 school calendar and 2017-2018 school holidays as presented. (Enclosure 31)

E. The Board will take action to approve the Memorandum of Understanding between Danville Borough Police Department and the Danville Area School District as presented. (Enclosure 32)

F. The Board will take action to approve the first reading of Policy 247 Hazing as presented. (Enclosure 33)

Motion: (To approve items A, B, C, E, & F under Policy & Insurance)
A motion was made by Mr. Keister to approve items A, B, C, E, & F under Policy and Insurance. The motion was seconded by Dr. Campbell.

The motion was approved on a roll call vote 8 yes - Mr. Wayne Brookhart, Dr. Gregg Campbell, Mr. Randy Keister, Dr. Joel Klena, Mr. Christopher Outt, Mr. Derl Reichard, Mrs. Erin Ross, and Mr. David Weader; 0 – No; 1 – Absent – Mrs. Dawn Gill

Regarding item D under Policy & Insurance, there was discussion regarding the need to correct some items on the calendar. In addition, the Board and administrative team discussed options for different approaches to build snow days into the calendar. No action was taken on the school calendar; the administrative team will re-examine options.

XI. TRANSPORTATION

A. The Board will take action to approve Robert Kowalski as a van driver for the 2016-2017 Danville Area School District school year through Fishing Creek Transportation.

Motion: (To approve item A under Transportation)

A motion was made by Mr. Keister to approve item A under Transportation. The motion was seconded by Mr. Outt.

The motion was approved on a roll call vote 8 yes - Mr. Wayne Brookhart, Dr. Gregg Campbell, Mr. Randy Keister, Dr. Joel Klena, Mr. Christopher Outt, Mr. Derl Reichard, Mrs. Erin Ross, and Mr. David Weader; 0 – No; 1 – Absent – Mrs. Dawn Gill

XII. BOARD CONCERNS & ITEMS FOR NEXT MEETING AGENDA

Mr. Brookhart brought up two issues he would like to have more discussion on. They are:

a. Bus changes – routes and times of pick-up/drop-off
b. DACC Pool

XIV. PUBLIC COMMENT

Mr. Richard Brown spoke briefly on the following:

a. Asked if there is a rule for parents smoking at a bus stop
b. MOU between DASD and borough police
c. Item K under Finance – why this was not on the agenda. Mr. Brown was told that it is an addendum item and it was included in the board packet
d. Black history – have better awareness and balance for more diversity
e. School calendar – having fair week off

ADJOURNMENT

At 8:50 pm a motion was made by Mr. Keister and seconded by Mr. Outt to adjourn the meeting.
The motion was approved by voice vote.

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Bonnie A. Edmeads
Board Secretary