

Lakeview School District  
November 17, 2014

The Lakeview School District Board of Directors met on the above date at 7:00 PM with the following members answering to roll call: Bradley Doyle; Renee Jenkins; Betty Moore (arrived at 7:16 PM); Kevin Watts; Lorraine Roberts; Stanley Foster; Clarissa Amon; and Scott Lewis. James Slater was absent. Also present were Douglas J. Mays, Superintendent; and LEA representatives Erin Uber and Amber Boughner.

**PLEDGE OF ALLEGIANCE**  
**MOMENT OF SILENCE**

**PUBLIC PARTICI-  
PATION**

There was no public participation.

**MINUTES**

Stanley Foster made a motion, seconded by Lorraine Roberts to approve the minutes of the school board meeting held on October 20, 2014 and work session held on November 13, 2014, and the Board President's acknowledgement of the Executive Session held during the work session for discussion of personnel issues. Motion carried on a voice vote.

**CAFETERIA FINAN-  
CIAL REPORTS**

Lorraine Roberts made a motion, seconded by Bradley Doyle to approve the cafeteria financial reports. Roll call vote as follows: Doyle, yes; Jenkins, yes; Watts, abstain Mr. Watts is Management for Laubscher Cheese Company, LTD which is one of the invoices); Roberts, yes; Foster, yes; Amon, yes; Lewis, yes. Motion carried.

**FINANCIAL REPORTS**

Lorraine Roberts made a motion, seconded by Renee Jenkins to approve the financial reports. Roll call vote as follows: Doyle, yes; Jenkins, yes; Watts, yes; Roberts, yes; Foster, yes; Amon, yes; Lewis, yes. Motion carried.

**EXECUTIVE SESSION**

Board President, Mr. Scott Lewis, requested an Executive Session at 7:05 PM for the discussion of personnel issues regarding resignations and the hiring of staff. The Executive Session ended at 7:15 PM and the regular meeting resumed.

**RETIREMENT**

Stanley Foster made a motion, seconded by Lorraine Roberts to accept the intent to retire request of Mrs. Barbara J. Claypool, cafeteria employee, who will retire at the end of the 2014-2015 school year. Motion carried on a voice vote.

**KES SUBS**

A motion was made by Bradley Doyle, seconded by Renee Jenkins to approve the following Substitute Teachers for the 2014-2015 School Year through Kelly Educational Services Inc., as listed.  
Ms. Shani L. Baughman-Teacher Grades 4-8 (all subjects 4-6,

Science 7-8)

Ms. Sheila R. Berry-Teacher Elementary

Mrs. Leanne M. Thiec-Paraprofessional/Aide

Mr. Daniel V. Amon-Paraprofessional/Aide

Roll call vote as follows: Doyle, yes; Jenkins, yes; Moore, yes; Watts, yes; Roberts, yes; Foster, yes; Amon, yes; Lewis, yes. Motion carried.

**FALL HC/  
CHEER ADV**

Stanley Foster made a motion, seconded by Lorraine Roberts to approve the following Fall Head Coaches and Cheer Advisors for the 2015-2016 School Year, as per the recommendation of Ms. Brienna Simons, Athletic Trainer/Athletic Director, as listed. Compensation will be as per the Professional Contract.

Mrs. Lisa M. Herrick

Girls' Volleyball

Mr. Ralph H. Sundelin

Golf

Mrs. Rebecca L. DeGraaf

Varsity Football Cheer

Miss Tiffany L. Schell

Jr. High Football Cheer

Roll call vote as follows: Doyle, yes; Jenkins, yes; Moore, yes; Watts, yes; Roberts, yes; Foster, yes; Amon, yes; Lewis, yes. Motion carried.

**FMLA REQUESTS**

Renee Jenkins made a motion, seconded by Clarissa Amon to approve the following FMLA requests, as listed.

Mrs. Martha S. Ryan, High School Biology Teacher;

Mrs. Crystal L. Drew, Oakview Physical Education Teacher.

Roll call vote as follows: Doyle, yes; Jenkins, yes; Moore, yes; Watts, yes; Roberts, yes; Foster, yes; Amon, yes; Lewis, yes. Motion carried.

**ST SUBSTITUTE/  
KES**

Lorraine Roberts made a motion, seconded by Clarissa Amon to approve Ms. Rebecca L. Montgomery to act as a Middle School Title I Math Short-Term Substitute Teacher through Kelly Educational Services Inc. for Mrs. Nancy J. Keeling effective on or about March 9, 2015 through the end of the 2014-2015 School Year, as per the recommendation of the Administration. Roll call vote as follows: Doyle, yes; Jenkins, yes; Moore, yes; Watts, yes; Roberts, yes; Foster, yes; Amon, yes; Lewis, yes. Motion carried.

**SUBSTITUTES**

A motion was made by Stanley Foster, seconded by Renee Jenkins to approve the Secretarial and Cafeteria Substitutes for the 2014-2015 School Year, as per attachment. Compensation is \$8.00 per hour. Motion carried on a voice vote.

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**VOLUNTEER**

A motion was made by Lorraine Roberts, seconded by Clarissa Amon to approve the recommendation of Wrestling Coach, Mr. Thomas S. Tingley, and Athletic Director, Ms. Brienna L. Simons, the addition of Mr. Samuel Breese as a volunteer for the 2014-2015 Wrestling Season. All required clearance paperwork is on file in the Administration Office. Motion carried on a voice vote.

**RESIGNATION**

Stanley Foster made a motion, seconded by Lorraine Roberts to approve the recommendation of Mr. Douglas J. Mays, Superintendent, to accept the resignation of Mrs. Jodi L. Seddon as Girls' Varsity Basketball Coach for the 2014-2015 Season. Motion carried on a voice vote.

**CONFERENCES/WS**

Lorraine Roberts made a motion, seconded by Stanley Foster to approve staff attendance to the following conferences/workshops, as listed.

Mrs. Cheryl D. Carothers attended a PaTTAN conference on IDEA-B and Contingency Fund Fiscal Training on Monday, November 3, 2014.

Mr. Christopher R. Heck attended a conference on E-Rate submission at Westmoreland Intermediate Unit 7 in Greensburg, PA on Friday, November 7, 2014.

Mrs. Angela M. Grim to attend the 9<sup>th</sup> Annual School Nurse In-Service on Monday, January 19, 2015 in New Castle. Registration cost is \$40.00.

Roll call vote as follows: Doyle, yes; Jenkins, yes; Moore, yes; Watts, yes; Roberts, yes; Foster, yes; Amon, yes; Lewis, yes. Motion carried.

**FIRST READING/  
POLICIES**

Renee Jenkins made a motion, seconded by Lorraine Roberts to approve the First Reading of the following policies under Section 300: Employees, as being presented for a First Reading, as listed.

- No. 301 - Creating a Position
- No. 302 - Employment of Superintendent
- No. 304 - Employment of District Staff
- No. 305 - Employment of Substitutes
- No. 306 - Employment of Summer School Staff
- No. 307 - Student Teachers/Interns

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|             |                                                                      |
|-------------|----------------------------------------------------------------------|
| No. 308 -   | Employment Contract/Board Resolution                                 |
| No. 309 -   | Assignment and Transfer                                              |
| No. 310 -   | Abolishing a Position                                                |
| No. 311 -   | Suspensions/Furloughs                                                |
| No. 312 -   | Performance Assessment of Superintendent/Assistant<br>Superintendent |
| No. 313 -   | Evaluation of Employees                                              |
| No. 314 -   | Physical Examination                                                 |
| No. 314.1 - | HIV Infection                                                        |
| No. 316 -   | Non Tenured Employees                                                |
| No. 317 -   | Conduct/Disciplinary Procedures                                      |
| No. 318 -   | Attendance and Tardiness                                             |
| No. 319 -   | Outside Activities                                                   |
| No. 320 -   | Freedom of Speech in Non School Settings                             |
| No. 321 -   | Political Activities                                                 |
| No. 322 -   | Gifts                                                                |
| No. 323 -   | Tobacco                                                              |
| No. 324 -   | Personnel Files                                                      |
| No. 325 -   | Dress and Grooming                                                   |
| No. 326 -   | Complaint Process                                                    |
| No. 327 -   | Management Team                                                      |
| No. 328 -   | Compensation Plans/Salary Schedules                                  |
| No. 330 -   | Overtime                                                             |
| No. 331 -   | Job Related Expenses                                                 |
| No. 332 -   | Working Periods                                                      |
| No. 333 -   | Professional Development                                             |
| No. 334 -   | Sick Leave                                                           |
| No. 335 -   | Family and Medical Leaves                                            |
| No. 336 -   | Personal Necessity Leave                                             |
| No. 337 -   | Vacation                                                             |
| No. 338 -   | Sabbatical Leave                                                     |
| No. 338.1 - | Compensated Professional Leaves                                      |
| No. 339 -   | Uncompensated Leave                                                  |
| No. 340 -   | Responsibility for Student Welfare                                   |
| No. 341 -   | Benefits for Part-Time Employees                                     |
| No. 342 -   | Jury Duty                                                            |
| No. 343 -   | Paid Holidays                                                        |
| No. 347 -   | Workers' Compensation Transitional Return-to-Work<br>Program         |
| No. 348 -   | Harassment                                                           |
| No. 351 -   | Drug and Substance Abuse                                             |

Roll call vote as follows: Doyle, yes; Jenkins, yes; Moore, yes; Watts, yes; Roberts, yes; Foster, yes; Amon, yes; Lewis, yes. Motion carried.

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**RESCINSION/  
REPLACEMENT**

Bradley Doyle made a motion, seconded by Clarissa Amon to approve the recommendation of Mr. Douglas J. Mays, Superintendent, to rescind the following policies and replace them as indicated below, as listed.

| <u>Rescinded Policy No.</u> | <u>Replacement Policy No.</u>                    |
|-----------------------------|--------------------------------------------------|
| 335 (Approved July 1, 2012) | 335 (first reading for Board approval)           |
| 435                         | 335 (first reading for Board approval)           |
| 535                         | 335 (first reading for Board approval)           |
| 425                         | 325 (first reading for Board approval)           |
| 438                         | 338 and 338.1 (first reading for Board approval) |
| 439                         | 339 (first reading for Board approval)           |
| 543                         | 343 (first reading for Board approval)           |
| 504                         |                                                  |

“Classified employee” from policy 504 is used in several 300 policies. “Classified employee” in the 300 policies includes secretaries, teacher aides, personal care aides, and paraprofessionals. “Support employees” in the 300 policies include maintenance, custodian, and food service employees.

Roll call vote as follows: Doyle, yes; Jenkins, yes; Moore, yes; Watts, yes; Roberts, yes; Foster, yes; Amon, yes; Lewis, yes. Motion carried.

**FIELD TRIPS**

A motion was made by Stanley Foster, seconded by Lorraine Roberts to approve the following Field Trips, as listed.

Mr. Douglas L. May and Honors Band Members to travel to Westminster College for Honors Band Auditions on Tuesday, November 18, 2014 and for a Festival on Thursday, December 11 through Saturday, December 13, 2014.

Mrs. Kristen N. Patton and Chamber Singers to travel to Lake Latonka to sing for the Women’s Club Christmas Dinner on Monday, December 8, 2014.

Academic Decathlon and Advisors, Mrs. Paula Unangst and Mrs. Cindy Philson, to travel to Penn State Behrend on Saturday, December 13, 2014.

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Mrs. Kristen N. Patton and Choir Members to travel to McQuiston Center on Wednesday, December 17, 2014; Mercer County Courthouse on Friday, December 19, 2014; and, Oakview Elementary on Monday, December 22, 2014.

Mr. Douglas L. May and Lakeview Band Members to travel to the Scottish Rite Cathedral in New Castle on Thursday, December 18, 2014.

Mr. Michael Edney and Interested Students to travel to Thiel College on Thursday, January 29, 2015 to participate in the Shakespeare Festival and Competition at a cost of \$100.00 per District.

Mrs. P. Marie Kohr and Gifted students to travel to Slippery Rock University on Saturday, February 28, 2015 at a registration fee of \$45.00 and \$10.00 per student.

Roll call vote as follows: Doyle, yes; Jenkins, yes; Moore, yes; Watts, yes; Roberts, yes; Foster, yes; Amon, yes; Lewis, yes. Motion carried.

**TRANSPORTATION/  
FIELD TRIPS**

Renee Jenkins made a motion, seconded by Kevin Watts to approve the following transportation for field trips, as being recommended for approval based upon quotes received, from Watson's Inc., H & W Transportation, Inc., and Wagler Transportation, as listed.

H & W Transportation, Inc. to provide one bus and driver for Honors English to Slippery Rock University on Thursday, November 20, 2014 at a cost of \$122.00.

Wagler Transportation to provide one bus and driver for Honors English to Barrow Theatre in Franklin on Thursday, December 4, 2014 at a cost of \$115.00.

Watson's Inc. to provide one bus and driver for Academic Decathlon to Penn State Behrend in Erie on Saturday, December 13, 2014 at a cost of \$250.00.

Roll call vote as follows: Doyle, yes; Jenkins, yes; Moore, yes; Watts, yes; Roberts, yes; Foster, yes; Amon, yes; Lewis, yes. Motion carried.

**SCHOOL VAN USE**

Kevin Watts made a motion, seconded by Stanley Foster to approve the following school van use to events, as listed.

Coach Glenn Dosch and Coach Deana Maxwell used two District vans to travel to Hershey for Cross Country States on Friday, October 31 through Saturday, November 1, 2014.

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Ms. Brienna Simons, Athletic Trainer/Athletic Director, used one District van for the football playoff game at Slippery Rock University on Friday, November 7, 2014.

Coach Tammy Rose and Coach Jodi Seddon used two District vans to transport Girls' Basketball players to Oil City on Saturday, November 8, 2014.

Mr. Douglas L. May and Band members to use one District van to travel to Westminster College on December 11 and December 12, 2014.

Mrs. P. Marie Kohr and Gifted students to use one District van to travel to Slippery Rock University on Saturday, February 28, 2015.

Coach Thomas Tingley and wrestlers to travel using District vans to various wrestling matches and tournaments throughout the 2014-2015 Wrestling Season.

Roll call vote as follows: Doyle, yes; Jenkins, yes; Moore, yes; Watts, yes; Roberts, yes; Foster, yes; Amon, yes; Lewis, yes. Motion carried.

**VAN DRIVER/  
CONTRACTOR**

Bradley Doyle made a motion, seconded by Clarissa Amon to approve a van driver addition, as per the following Contractor's request, as listed.

Mrs. Brenda Watson, Watson's Inc., is requesting approval for Ms. Brenda L. Cesario as a van driver for the 2014-2015 School Year. All required paperwork is on file in the District Office.

Roll call vote as follows: Doyle, yes; Jenkins, yes; Moore, yes; Watts, yes; Roberts, yes; Foster, yes; Amon, yes; Lewis, yes. Motion carried.

**STUDENT ACT**

A motion was made by Renee Jenkins, seconded by Lorraine Roberts to approve the following Student Activities, as listed.

Middle School Students for Charity Members and Advisors, Miss Katherine J. Krusey and Mrs. Christa L. Morris, to sponsor Toys for Tots campaign from November 1 through December 16, 2014. Donated toys will be given to the Mercer County Family Center.

Middle School Students for Charity Members and Advisors, Miss Katherine J. Krusey and Mrs. Christa L. Morris, to volunteer during the month of December as Salvation Army's Red Kettle campaign bell ringers.

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Roll call vote as follows: Doyle, yes; Jenkins, yes; Moore yes; Watts, yes; Roberts, yes; Foster, yes; Amon, yes; Lewis, yes. Motion carried.

#### **FUNDRAISERS**

Renee Jenkins made a motion, seconded by Bradley Doyle to approve the following Fundraisers, as listed.

National Honor Society Members and Advisors, Mrs. Erin M. Uber and Mrs. Crystal Martin, to have a mitten tree in the High School from December 2 through December 19, 2014 with all donations going to Oakview or Helping Hands.

National Honor Society Members and Advisors, Mrs. Erin M. Uber and Mrs. Crystal Martin, to sell Santa Grams on December 18 through December 23, 2014 at a cost of \$ .50 for each Santa Gram.

National Honor Society Members and Advisors, Mrs. Erin M. Uber and Mrs. Crystal Martin, to have an ugly sweater contest on December 19 through December 22, 2014 at a cost of \$1.00 per student to participate.

Mrs. Laurie Mahen, Softball Booster President, and Softball players to solicit sponsors for a sign to display on the softball backstop.

Roll call vote as follows: Doyle, yes; Jenkins, yes; Moore, yes; Watts, yes; Roberts, yes; Foster, yes; Amon, yes; Lewis, yes. Motion carried.

#### **DIST OF INFO**

A motion was made by Lorraine Roberts, seconded by Stanley Foster to approve the following Distribution of Information, as listed.

Coach Gary Burke requests approval for distribution of elementary basketball information to boys in grades 3 through 6 regarding the elementary boys' basketball program.

High School Choir Boosters is requesting approval to distribute information during parent conferences and/or through the building offices at Oakview and the Middle School regarding their Santa's Workshop on December 3, 4, and 5, 2014.

Girls' Volleyball Boosters is requesting approval to distribute information to female students in Grades K through 4 regarding the Elementary Girls' Volleyball One-Day Camp on Saturday, February 21, 2015.

Motion carried on a voice vote.

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**TREE REMOVAL**

A motion was made by Lorraine Roberts, seconded by Kevin Watts to approve the request by Mr. Daniel J. Osborne, Maintenance & Transportation Supervisor, to approve the hiring of Heckman Diversified Construction Services Inc., who will remove two trees in Oakview's playground area at a price of \$1,800.00 while the lift is on site. Roll call vote as follows: Doyle, abstain (Mr. Heckman is his brother-in-law); Jenkins, yes; Moore, yes; Watts, yes; Roberts, yes; Foster, yes; Amon, yes; Lewis, yes. Motion carried.

**CONSTRUCTION  
INVOICES**

Lorraine Roberts made a motion, seconded by Renee Jenkins to approve paying the current invoices, as well as the invoices from October 20, 2014, for the Construction Projects from the District's Capital Reserve Account held at Mercer County State Bank. Roll call vote as follows: Doyle, abstain (Mr. Heckman is his brother-in-law); Jenkins, yes; Moore, yes; Watts yes; Roberts, yes; Foster, yes; Amon, yes; Lewis; yes. Motion carried.

**SPEC BRD WORK  
SESS/BRD MTG**

Renee Jenkins made a motion, seconded by Kevin Watts to approve the recommendation by Mr. Douglas J. Mays, Superintendent, to conduct a Special Board Work Session and Board Meeting at the Mercer County Career Center on Thursday, December 11, 2014 with the Work Session beginning at 7:30 p.m. and the Special Board Meeting at 8:00 p.m. Roll call vote as follows: Doyle, yes; Jenkins, yes; Moore, yes; Watts, yes; Roberts, yes; Foster, yes; Amon, yes; Lewis, yes. Motion carried.

**ADJOURNMENT**

A motion was made by Lorraine Roberts, seconded by Kevin Watts to adjourn the regular board meeting at 7:27 PM. The next board meeting will be to reorganize on Tuesday, December 2, 2014 at 7:00 PM in the administrative board room.

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Cheryl D. Carothers, Board Secretary