

Northern York County School District



Regular Meeting of the Board of School Directors
June 27, 2019

An Executive Session was held at 6:54 PM to discuss a Personnel matter.

A regular meeting of the Board of School Directors was held on June 27, 2019 at the District Administration Office. The meeting was called to order at 7:08 PM.

Members in attendance:

Kevin Barnett
John Gunning
Greg Hlatky
Ann Hoverter
Beth McLean
Joe Rudy
Patricia Schaffer
Ken Sechrist

Absent: Mike Barndt

Non-Members present:

Dr. Eshbach	Superintendent
Mr. Beals	Assistant Superintendent
Mrs. Unti	Director, Human Resources
Mr. Young	Business Manager
Miss Cal	Principal, Northern Elementary
Mr. Sauer	Assistant Principal, Northern Middle School
Mr. Lehman	Principal, Northern High School

Pledge of Allegiance

Motion by Hoverter, seconded by Hlatky
Approval of May 23, 2019 School Board Meeting Minutes
Motion carried. Vote 8 yes.

Motion by Schaffer, seconded by Hoverter
Approval of Board Meeting Agenda, with Addendum, as presented.
Motion carried. Vote 8 yes.

Recognition of the Public:

Reports:

Superintendent – Dr. Eshbach

- Recognition of Chris Barrett – 2019 State Javelin Champion.
- Recognition of New Professional Staff.
- Dr. Eshbach updated the Board on meeting with representatives from the American Heart Association. In the 2018-19 school year, students raised \$27,459 – with Dillsburg Elementary raising the most, at \$7,152. Lifetime, Northern has raised over \$344,000 for the AHA.

Inter-Municipal – None

CAIU – Beth McLean

- CAIU Report emailed to Board members.

Vo-Tech – Mike Barndt (absent)

Polar Bear Foundation – John Gunning

- Last meeting was a Budget discussion.

Motion by Hlatky, seconded by Gunning

Payment of Bills

General Fund Manual checks dated from May 16, 2019 to June 12, 2019 for check number 322902 to check number 32323031, check 323056 to check 323069, check 323071 to check 32323139 in the amount of \$422,140.17.

General Fund payroll checks dated May 17, 2019 for check 322890 to check number 322899 and checks dated May 31, 2019 for check 323032 to check 3230551 in the amount of \$13,682.29.

Student Activities Account checks dated May 16, 2019 to June 12, 2019 for check number 362 to check number 392 in the amount of \$63,674.87.

Food Service Account checks dated June 27, 2019 for check number 8597 to check number 8615 in the amount of \$110,386.84.

Motion carried. Vote 8 yes.

Motion by Hlatky, seconded by Gunning

General Fund Check number 323070 dated May 31, 2019 in the amount of \$1,238.03, payable to H and H Service, Inc.

Motion carried. Vote 7 yes, 1 abstain (Hlatky)

Motion by Hlatky, seconded by Hoverter

Acceptance of June 2019 Treasurer's Report

Motion carried. Vote 8 yes.

Review report of Various Accounts

Motion by Gunning, seconded by Hoverter

Approved by consent the Athletics and Activities Report

A. Trip Request:

- 1) Recommend approval for HS Study Abroad trip to India (Delhi, Jaipur and Agra) June 18-26, 2021. Chaperones Ashley Green-Gautam and TBD.

B. Foreign Exchange Student:

- 1) Approve Foreign Exchange Student, Saleem Dabbah, from Israel, pending receipt of all required documentation, for the 2019-2020 school year.

Host family: Beth and James Shelly

Motion carried. Vote 8 yes

Motion by Hlatky, seconded by Hoverter

Approved by consent the Budget and Finance Committee Report

- A. Approve the list of Personal Tax Exonerations from JP Harris for May 2019.
[\(Attachment #4\)](#)
- B. Approve the Athletic Help rates for 2019-2020.
[\(Attachment #8\)](#)
- C. Approve the 2019-2020 Support Staff Salaries.
[\(Attachment #9\)](#)
- D. Approve the 2019-2020 Administrative Salaries.
[\(Attachment #10\)](#)
- E. Approve the 2019-2020 Professional Staff Salaries.
[\(Attachment #11\)](#)
- F. Accept 2019-2020 District Bids
 - Medical and Athletic Training Equipment and Supplies
 - Vo-Ag Equipment and Supplies
 - Industrial Arts Equipment and Supplies
 - Music Equipment and Supplies
 - Science Equipment and Supplies
 - Electric Lamp
 - Athletic Equipment and Supplies
 - General Supplies
 - Paper
- G. Approve the Northern York County School District depositories for the 2019-2020 fiscal year.
[\(Attachment #12\)](#)
- H. Approve the disposal/sale of the 1990 Chevrolet van.
- I. Approve the disposal/sale of the 1998 GMC Van.
- J. Approve the Listing of Physicians/Dentists for 2019-20.
[\(List – Physicians and Dentists\)](#)

Motion carried. Vote 8 yes.

Motion by Hoverter, seconded by Schaffer

Approved by consent the Building and Grounds Committee Report

- A. Approve the following Facility Use Requests:
 - 1) Northern York Football and Cheer (NYFC)
Football and Cheer Camp
SME – Fields
7/22-24/2019 – Monday, Tuesday, Wednesday – 6 pm-8 pm
Category 3
Rental fees not applicable.
Certificate of Insurance is on file.

- 2) Northern York Football and Cheer (NYFC)
Football and Cheer Practices
SME – Fields
7/29/2019-11/24/2019 – Mondays through Thursdays – 6 pm-8 pm
Category 3
Rental fees not applicable.
Certificate of Insurance is on file.

- 3) Northern York Football and Cheer (NYFC)
Team Photos
Bostic Stadium (SLC Gym if raining)
8/3/2019, Saturday, 8 am-12 noon
Category 3
Rental Fee not applicable.
Certificate of Insurance is on file.

- 4) Northern York Football and Cheer (NYFC)
Cheer Practice
Wellsville Elementary – Cafeteria and Gym
10/1-11/27/2019, Tuesdays and Thursdays, 6 pm-8 pm
Category 3
Rental fee not applicable.
Certificate of insurance is on file.

- 5) Northern York Football and Cheer (NYFC)
Cheer Practice
Dillsburg Elementary – Cafeteria and Gym
10/1-11/27/19 – Tuesdays and Thursdays, 6 pm-8 pm
10/23 and 10/30/19 – Wednesdays, 6 pm-8 pm
Category 3
Rental fee not applicable.
Certificate of Insurance is on file.

- 6) Dillsburg Kiwanis
Touch A Truck Event
Northern High School – Parking Lot
6/6/2020, Saturday, 10 am-2 pm
Category 3
Rental fee not applicable.
Certificate of Insurance is on file.

- 7) Let Me Run
Let Me Run Program
Dillsburg Elementary – Gym and outdoor fields.
10/14/19-12/6/19 – Tuesdays and Thursdays, 3:30 pm – 5 pm
Category 3
Rental fee not applicable.
Certificate of Insurance is on file.

8) YWCA - Girls on the Run
Girls on the Run Program
Dillsburg Elementary – Gym and outdoor fields.
9/16/19-12/13/19 – Tuesdays and Thursdays, 3:30 pm-5 pm
Category 3
Rental fee not applicable.
Certificate of Insurance is on file.

9) **Odyssey of the Mind**
Dillsburg Elementary – Classroom
9/16/19-3/6/20 – Tuesdays and Thursdays, 7:45 am-8:45 am
Category 3
Rental fee not applicable.
Certificate of Insurance is not on file.

10) Dillsburg Kiwanis
K-Kids Spaghetti Dinner
Dillsburg Elementary – Gym, Cafeteria, Kitchen
3/27/20, Friday, 3:30 pm-7 pm
Category 3
Rental fee not applicable.
Certificate of Insurance is on file.

11) Dillsburg Kiwanis, Key Club, Builders Club, K-Kids
Kiwanis One Day Service Forum
Dillsburg Elementary – Gym, Cafeteria
10/26/19, Saturday, 8 am-2:30 pm
Category 3
Rental fee not applicable.
Certificate of Insurance is on file.

Motion carried. Vote 8 yes.

Motion by McLean, seconded by Guning
Approved by consent the Curriculum Committee Report

A. Multiple Day Conference Requests:

- 1) Heather Zerby
2019 Advanced Placement Summer Institute
Radnor – Monday, July 8 – Thursday, July 11, 2019
- 2) Jason Young
PASBO Steel Eagle
Gettysburg – Tuesday, July 9 and Wednesday, July 10, 2019
- 3) Jason Young
PICPA Local Government Conference
Hershey – Monday, July 22 and Tuesday, July 23, 2019
- 4) Kim Smith, Emily Reed, Dana Murphy, Connie Shuff, Melissa Taylor, Kathryn King-Solon
CAIU Reading Network Meetings

Enola – September 27, November 1, December 6, 2019, February 7, March 20, 2020

- 5) Jason Young
ASBO Annual Conference
National Harbor, MD – Friday, October 25 – Monday, October 28, 2019
- 6) Emily Reed, Melanie McCleaf
KSLA Conference
Hershey – Wednesday, October 30 and Tuesday, June 18, 2019
- 7) Amanda Wisner
First Aid/CPR/AED Instructor Training
York - Tuesday, July 30 and Wednesday, July 31, 2019

B. **TENTATIVE** Curriculum Adoption:

- 1) High School – High School Yearbook ([Attachment](#))

C. Equipment Disposal:

- 1) Two USB Microscopes with Windows 2000 and Mac OSX Leopard (Outdated Equipment)

D. Textbook Approval/Disposal:

- 1) Textbook Disposal:
 - a. Administration Building – Keymath Assessment (Outdated)
 - b. Elementary - *U.S. Adventures in Time and Space*, McGraw-Hill, 2000, 76 Copies
 - c. Elementary - *Communities*, McGraw-Hill, 2000, 106 Copies
 - d. Elementary - Dictionary Intermediate, Houghton Mifflin, 1986, 41 Copies
 - e. Elementary - Children's Dictionary, Scholastic. 1996, 2 Copies
 - f. Elementary - *Language*, Harcourt, 2007, 66 Copies
 - g. Elementary - First Dictionary, Houghton Mifflin, 1994, 15 Copies
 - h. Elementary - *Science*, Addison-Wesley, 1989, 21 Copies
 - i. Elementary - *Science*, Addison-Wesley, 1989, 27 Copies
 - j. Elementary - *Language*, Harcourt, 2007. 46 Copies

Motion carried. Vote 8 yes.

Motion by Rudy, seconded by Hoverter

Approved by consent the Personnel Committee Report

A. Board Proposal – [Support Staff Reclassification](#)

- 1) Approve the Job Descriptions for:
 - [Assistant to the Business Manager](#)
 - [Transportation Coordinator](#)
 - [Application Analyst](#)
 - [Central Registrar](#)
 - [Receptionist](#)
- 2) Reclassify the Salary Range for Administrative Assistant Class I as follows:
 - Non-exempt to Exempt
 - Annual Range of \$46,000 to \$70,000 for the 2019-20 school year.
 - Professional Development and/or course reimbursement associated with the specialized duties of the job.

- 3) Reclassify the existing position of Data Manager to the new position of Application Analyst. This will be an Administrative Assistant Class I classification.
- 4) Approve Jennifer Bechtel as Application Analyst, effective July 1, 2019.
- 5) Reclassify the existing position of High School/Registration Secretary to the new position of Central Registrar. This will be a Secretarial Class I classification with a salary range of \$12.53 to \$21.48 per hour.
- 6) Reclassify the Receptionist from a Secretary Class I to Administrative Assistant Class III (Business Office Staff) with a salary range of \$16.29 - \$25.24 per hour.

B. Professional Staff Employment:

- 1) Geneva Rowader, MS Music Teacher (strings), at a rate of \$45,395 (BA, Step 2), effective August 15, 2019. (Martin)
- 2) Courtney McCauslin, 2nd Grade Teacher, Dillsburg Elementary, at a rate of \$64,953 (MA, Step 12), effective August 15, 2019. (Yohn)
- 3) Amelia Perry, Counselor, Northern Middle School/Wellsville, at a rate of \$50,334 (MA+30, Step 3), effective August 15, 2019 (NEW)
- 4) Rebekah Colegrove, Kindergarten Teacher, Northern Elementary, at a rate of \$44,299 (BA, Step 1), effective August 15, 2019. (Rohm)

C. Professional Staff Resignation:

- 1) Jessica Shover, 3rd Grade Teacher, Dillsburg Elementary, effective June 7, 2019.
- 2) Amy Wildasin, 4th Grade Teacher, Northern Elementary, effective June 7, 2019.

D. Professional Staff Transfer:

- 1) Sherry Hertz, from 5th Grade Teacher to 3rd Grade Teacher at South Mountain, effective August 20, 2019. (Miller)
- 2) Jessica Rohm, from Kindergarten Teacher to 4th Grade Teacher at Northern Elementary, effective August 20, 2019. (Wildasin)
- 3) Heather Gibb, from 4th Grade Teacher at Wellsville, to 5th Grade Teacher at South Mountain, effective August 20, 2019. (Hertz)
- 4) Amanda Brown, from 2nd Grade Teacher at Dillsburg Elementary, to 4th Grade Teacher at Wellsville Elementary, effective August 20, 2019. (Gibb)

E. Support Staff Employment:

- 1) Christina Esser, FT Benefits Coordinator, Administration Building, 7.0 hours per day, at a rate of \$21.43 per hour, effective July 8, 2019. (Wicker)
- 2) Mary Smith, PT Building Aide, Northern Elementary, 4.0 hours per day, at a rate of \$10.00 per hour, effective August 20, 2019. (Topolski)

F. Support Staff Resignation:

- 1) Rodney Lentz, PT Food Service, High School, effective May 24, 2019.
- 2) Wendy Scusselle, PT Aide, Dillsburg Elementary, effective June 14, 2019.

G. Support Staff Transfer:

- 1) Heather Dugan, from FT HS/Registration Secretary (6.0 hours/day), to FT Athletic Secretary (7.5 hours/day), at High School, at a rate of \$14.03 per hour, effective June 17, 2019. (Gaido)

- 2) Jennifer Cassel, from PT Copy Room Aide to FT Central Registrar, Administration Building, 6.0 hours per day, at a rate of \$14.03 per hour, effective June 24, 2019. (Dugan)

H. Athletic Coach Resignation:

- 1) Andrew Neiderer, Lead Jr. High/MS Boys Soccer Coach, effective May 24, 2019.

I. Salary Movement:

- 1) Brittany Rebuck, Teacher, to MA, effective June 4, 2019.
- 2) Dana McGurk, Teacher, to MA, effective June 12, 2019.
- 3) Carly Kleckner, Teacher, to MA, effective 6/24/2019.

J. Unpaid Leave:

- 1) Camryn Glines, Aide, Northern Elementary, May 28, 2019 through May 31, 2019.

K. Temporary Extra Service Status Change:

- 1) Bryan Holubowicz, Envirothon Advisor (Grades 3 & 4), at a rate of \$0 for 2018-19 school year (leave of absence).

L. Temporary Extra Service Employment:

- 1) Meg Foster, Envirothon Advisor (Grades 3 & 4 for 2018-19 school year), at a rate of \$1,170.

M. Athletic Coach Employment

- 1) Kelsi Ceriani, Head Girls Volleyball Coach, at a rate of \$5,248.
- 2) Kyle Goss, Asst. 9th Grade Football Coach, at a rate of \$2,214.

N. Student Contract Employment – Work Based Learning Experience (OVR):

- 1) Kelly Thomas, Substitute Custodian, at a rate of \$10.00 per hour, up to 240 hours, effective June 17, 2019. *(100% of wages reimbursed through OVR)*

O. Summer Help Employment (Maintenance/Custodial):

- 1) Mick Chronister, at a rate of \$10.00 per hour effective June 10, 2019.

P. Support Staff – Start Date Correction:

- 1) Jayme Slothower, Guidance Secretary, High School, 7.5 hours per day, effective ~~August 8, 2019~~, August 5, 2019.

Q. Long Term Substitute Employment:

- 1) Heidi Paul, Learning Support Teacher, Wellsville, at a rate of \$234.39 per day (BA, Step 1), from August 20, 2019 through approximately October 31, 2019. (Chittester)

R. Act 93 Employment:

- 1) Ryan Edwards, Assistant Principal, High School, at a rate of \$81,250, effective TBD. (Borrell)

Motion carried. Vote 8 yes.

Items for Board Action:

Motion by Hlatky, seconded by Gunning

Approve 2019-20120 Final Budget and set taxes to be levied as follows:

Real Estate Tax Mill Rate 17.4716; Per Capita Tax imposed under Act 511 - \$5.00; Reenactment of the 1.25% Earned Income Tax at the collection rate of .75%; Reenactment of the 1% Realty Transfer Tax at the collection rate of ½%; Reenactment of the Amusement Tax rate at 10% (shared with municipality); and that these taxes be adopted to finance the 2019-2020 budget which calls for proposed expenditures in the amount of **\$50,548,098** and proposed revenues in the amount of \$49,334,697.

[\(Attachment #6\)](#)

Roll Call Vote, with all 8 Directors present voting 'yes'. (Barndt – absent)

Motion by Hlatky, seconded by Gunning

Approve the 2019-2020 Homestead/Farmstead Exclusion Resolution.

- Farmstead Exclusion: \$3,690
- Homestead Exclusion: \$7,380

[\(Attachment #5\)](#)

Motion carried. Vote 8 yes.

Motion by Hlatky, seconded by Gunning

Approve the 2019-2020 Capital Reserve (Projects) Budget.

[\(Attachment #7\)](#)

Motion carried. Vote 8 yes.

Motion by Hlatky, seconded by Hoverter

Approve the 2019-2020 Food Service Budget and Pricing.

Motion carried. Vote 8 yes.

Motion by Hlatky, seconded by Gunning

Approve the contract renewal for the National School Breakfast and Lunch Program for the 2019- 2020 school year

Motion carried. Vote 8 yes.

Motion by Hlatky, seconded by Gunning

Approve the education services contract with The Vista School for the 2019-2020 regular school year for one student.

[\(Attachment #13\)](#)

Motion carried. Vote 8 yes.

Motion by Hlatky, seconded by Gunning

Approve the Lease Purchase Agreement with Hewlett-Packard Financial Services Company for the purchase of teacher devices in the amount of \$85,440.00.

[\(Attachment #14\)](#)

Motion carried. Vote 8 yes.

Motion by Hlatky, seconded by Gunning

Approve the Subscription Agreement with K12 Systems, Inc. for the Sapphire Suite Software for a four-year term beginning July 1, 2019.

[\(Attachment #15\)](#)

Motion carried. Vote 8 yes.

Motion by Hlatky, seconded by Gunning
Approve the Reimbursement Regulation Resolution for the General Fund to reimburse itself from bond proceeds for repairs to the Northern Elementary School.

[\(Attachment #16\)](#)

Motion carried. Vote 8 yes.

Motion by Hlatky, seconded by Hoverter

Approve the Board Proposal RN Nurse Sub Rate. [\(attachment – Board Proposal RN Nurse Sub Rate\)](#)

Motion carried. Vote 8 yes.

Motion by Hlatky, seconded by Barnett

Recommend approval granting permission for the Superintendent to post, advertise and hire, as well as, accept resignations and retirements for professional, support, and coaching staff during the months of June, July and August, 2019.

Motion carried. Vote 8 yes.

Motion by Hlatky, seconded by Hoverter

Declare the Mercedes Sprinter Van is no longer necessary for use by the School District and that the title be transferred to The Common Market, a non-profit entity with the same mission as the South Central PA Harvest Hub.

Motion carried. Vote 8 yes.

Motion by Hlatky, seconded by Schaffer

Approve the academic services contract with Yellow Breeches Education Center, Inc. for the 2019-2020 school year for four positions.

[\(Attachment\)](#)

Motion carried. Vote 8 yes.

Motion by Hlatky, seconded by McLean

Approve the Extension of Uncompensated Leave request for William Freeman, Custodian, from July 25, 2019 through October 18, 2019. As per policy 339, *“Time on uncompensated leave shall not count as time on the job, and fringe benefits shall not be provided unless the employee provides payment for benefits.”*

Motion carried. Vote 8 yes.

New Business:

Recognition of the Public:

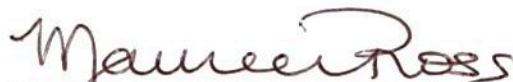
Items for Future Agendas:

Motion by Gunning, seconded by Hoverter, to Adjourn at 7:35 PM.

Motion carried. Vote 8 yes.



Ken Sechrist, President



Maureen Ross, Secretary

The next School Board meetings will be:

No July meetings.

Committee Meeting – August 13, 2019 and School Board Meeting – August 22, 2019