

MINUTES OF JUNE 5, 2019 BOARD MEETING

The regular meeting of the Board of Directors of the Meyersdale Area School District was held June 5, 2019 at 7:02 p.m. in the Central Office Conference Room, 309 Industrial Park Road, Meyersdale, PA. The meeting was called to order by Board President, Ron Donaldson.

Dr. Karlie opened the meeting with an invocation and led those present in the flag salute.

Roll call was taken.

Members present: Gidget Brooks (arr. 7:07), Brian Deist, Jami Gindlesperger, Heather Reese, Jeffory McKenzie, Erik Schafer, Bryan Stanczyk, Tammy Witherite, Ron Donaldson9

Others present: Tracey Karlie-Superintendent, Becky Grube-Bus.Mgr./Bd. Sec., Jennifer Dambeck-Solicitor, John Wilttrout-HS Principal, Wayne Miller-MS Principal, Devin Pritts-Elem. Principal, Dan Johnson-Maint. Supervisor, Craig Gindlesperger-Athletic Director, Angela Boutiller, Matt Gombita, Rene Hay-MAEA, Patti Shaulis-MAESP, Ginger Ackerman-MASD, Donna Weaver, Eric Kieta-Press, Jen Weaver, Alex Miller – Nutrition, Brian Witherite -Parent.

Correspondence from Kelli Smith, owner of Studio 7 School of Dance, was shared with the board.

A thank you picture from the Middle School Messenger students was shared with the board. The students enjoyed a trip to Pittsburgh where they took in a Pirates game, experienced the Duquesne Incline, and rode the Gateway Clipper.

A thank you from the Friends of the Library was shared. They thanked the board for the use of the elementary school parking lot for their electronic recycling day.

A motion was made by Heather Reese, seconded by Brian Deist to recommend approval of the minutes of the May 1, 2019 board meeting. Section 508: All members present voted in the affirmative. Motion carried.

A motion was made by Tammy Witherite, seconded by Erik Schafer, to approve the April and May treasurers' reports:

TREASURER'S REPORT
GENERAL FUND

MEYERSDALE AREA SCHOOL DISTRICT
June 5, 2019 for April

	Somerset Trust Company		PSDLAF
	Athletic	General	
Cash Balance 4/01/2019	\$ 1,359.19	\$ 41,928.68	\$ 417,934.54
RECEIPTS FOR April			
Taxes		84,746.09	
Interest on Investments	0.78	39.01	11,289.91
Investments Cashed		1,380,000.00	1,100,000.00
Miscellaneous/Refunds	3,105.00	8,253.15	
Commonwealth of PA/IUO8			1,089,083.46
Retiree BC/BS Payments		3,512.70	
Cafeteria		28,077.46	
Transfer from general	6,000.00		

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Student Fees		237.50	
TOTAL RECEIPTS	9,105.78	1,504,865.91	2,200,373.37
TOTAL RECEIPTS & BEG. BAL.	10,464.97	1,546,794.59	2,618,307.91
LESS EXPEND. April	4,429.10	1,482,895.21	1,397,340.35
Balance 4/30/2019	\$ 6,035.87	\$ 63,899.38	\$ 1,220,967.56

INVESTMENTS

PLIGIT CD	248,000.00
PLIGIT	113,975.51
PSDLAF POOL/CD	4,680,000.00
TOTAL INVESTMENTS	\$ 5,041,975.51

Capital Reserves Fund \$ 812,269.69

To be used for capital projects only

**CAFETERIA TREASURER'S REPORT
June 5, 2019 for April**

Balance 4-1-19 \$ 69,479.38

RECEIPTS:

Breakfast Sales	1,352.60
Lunch Sales	8,898.00
Ala Carte Sales	7,786.40
Funds in Trust	(458.16)
Interest	12.17
Other revenue	640.30
Payroll	2,174.21

Total Receipts for April 20,405.52

EXPENDITURES:

Salaries/Benefits	28,077.46
Contracted Service-Nutrition	27,995.43
Misc	342.74

Total Expend. for April 56,415.63

Balance 4-30-19 \$ 33,469.27

TREASURER'S REPORT
GENERAL FUND

**MEYERSDALE AREA SCHOOL DISTRICT
June 5, 2019 for May**

	Somerset Trust Company	PSDLAF
	Athletic	General
Cash Balance 5/01/2019	\$ 6,035.87	\$ 63,899.38
		\$ 1,220,967.56

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RECEIPTS FOR May

Taxes		131,300.70	
Interest on Investments	0.53	18.34	13,179.29
Investments Cashed		715,000.00	240,000.00
Miscellaneous/Refunds	2,127.00	10,314.81	
Commonwealth of PA/IUO8			2,309,109.69
Retiree BC/BS Payments		9,212.22	
Cafeteria		20,733.65	
Contribution from Private Source		10.00	
Student Fees		282.00	
TOTAL RECEIPTS	2,127.53	886,871.72	2,562,288.98
TOTAL RECEIPTS & BEG. BAL.	8,163.40	950,771.10	3,783,256.54
LESS EXPEND. May	6,592.47	880,680.62	726,629.65
Balance 5/31/2019	\$ 1,570.93	\$ 70,090.48	\$ 3,056,626.89

INVESTMENTS

PLIGIT CD	248,000.00
PLIGIT	114,190.38
PSDLAF POOL/CD	4,440,000.00
TOTAL INVESTMENTS	\$ 4,802,190.38

Capital Reserves \$
Fund 814,823.26
 To be used for capital projects only

CAFETERIA TREASURER'S REPORT
June 5, 2019 for May

Balance 5-1-19		\$ 33,469.27
RECEIPTS:		
Breakfast Sales	1,514.50	
Lunch Sales	8,883.35	
Ala Carte Sales	6,568.50	
Funds in Trust	(2,676.55)	
Interest	10.22	
Subsidies	37,407.48	
Other revenue	3,170.00	
Payroll	3,414.61	
Total Receipts for May		58,292.11
EXPENDITURES:		
Salaries/Benefits	20,733.65	
Contracted Service-Nutrition	30,968.94	
Misc	278.78	
Total Expend. for May		51,981.37
Balance 5-31-19		\$ 39,780.01

Section 508: All members present voted in the affirmative. Motion carried.

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A motion was made by Jeff McKenzie, seconded by Tammy Witherite, to approve payment of the general fund bills in the amount of \$341,372.47 and athletic fund bills in the amount of \$11,824.36. Section 508: All members present voted in the affirmative. Motion carried.

A motion was made by Brian Deist, seconded by Tammy Witherite to recommend approval of the employment agreement for Rebecca Grube, Business Manager. Section 508: All members present voted in the affirmative. Motion carried.

A motion was made by Brian Deist, seconded by Jami Gindlesperger, to recommend permission be granted to the administration to hire support personnel with the approval of the Board President and Chairman of the Personnel Committee pending completion of all relevant clearances and other paperwork and acceptance thereof by the district.

Tammy Witherite asked what staff this is in reference to. Dr. Karlie stated it would be for part-time custodial, maintenance, and/or potential drivers.

Section 508: All members present voted in the affirmative. Motion carried.

In accordance with Section 404 of the School Code, it is necessary to elect a Treasurer for a term of one year, beginning the first day of July 2019.

A motion was made by Brian Deist, seconded by Heather Reese, to recommend Tammy Witherite be named Board Treasurer for the 2019-2020 school year at a stipend of \$75.

Roll Call Vote: Ayes: Mr. Deist, Mrs. Gindlesperger, Mr. McKenzie, Mrs. Reese, Mr. Schafer, Mr. Stanczyk, Ms. Brooks, Mr. Donaldson8
 Abstention: Mrs. Witherite1
 Motion carried.

A motion was made by Brian Deist, seconded by Erik Schafer, to recommend Brayton Pletcher, Kim Brown, and Paige Hetrick be added to the 2018-2019 substitute custodian list pending completion of all relevant clearances and other paperwork and acceptance thereof by the district. Section 508: All members present voted in the affirmative. Motion carried.

A motion was made by Brian Deist, seconded by Gidget Brooks, to recommend John Wiltrout to attend the *PA Principals Association Lead 19 Conference* in State College from Oct 12-14, 2019.

i. Registration	\$300.00
ii. Food	\$30.00
iii. Lodging	\$275.00
iv. <u>Mileage</u>	<u>\$130.00</u>
Total	\$735.00

Section 508: All members present voted in the affirmative. Motion carried.

A motion was made by Brian Deist, seconded by Tammy Witherite, to recommend Rene Hay to attend the *Great Start 2019: Successful Outcomes for Young Children with Sensory Impairments* in Poconos, PA from June 18-19, 2019.

i. Lodging	\$300.00
ii. <u>Mileage</u>	<u>\$344.00</u>
Total	\$644.00

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Section 508: All members present voted in the affirmative. Motion carried.

A motion was made by Brian Deist, seconded by Tammy Witherite, to recommend Angela Boutiller to attend the *2019 Summer Gifted Education Mini-Conference* at Seven Springs on July 15, 2019.

i. <u>Registration</u>	<u>\$75.00</u>
Total	\$75.00

Section 508: All members present voted in the affirmative. Motion carried.

A motion was made by Jeff McKenzie, seconded by Brian Deist, to recommend approval of the following changes to the MASD policy manual:

- a. Updates to policies: 004.1, 311, 707, 810.3, 818.

Section 508: All members present voted in the affirmative. Motion carried.

Policy Chairperson, Jeff McKenzie, noted the following policies are presented for review:

- a. Updates to policies: 150 and 335.

The policies will be recommended for approval at the Aug 7, 2019 board meeting.

Section 508: All members present voted in the affirmative. Motion carried.

A motion was made by Tammy Witherite, seconded by Brian Deist, to recommend approval of the following Budget, Purchasing, and Tax Collection items:

1. BUDGET

- a. Recommend adoption of the final 2019-2020 general fund budget in the amount of \$15,129,259. The adoption of the final general fund budget calls for a real estate tax levy at 23.88 mills. There is no tax increase.
- b. In accordance with Section 609 of the school code, recommend the business office be authorized to increase revenues and expenditures in the general fund budget for unexpected federal and state funds received in the 2018-2019 school year.
- c. Recommend approval for committed fund balances to remain the same as the previous year and for the Business Manager to assign fund balance as needed.
- d. Recommend a membership payment of \$300 be made to the Meyersdale Ambulance Association for their services to our district.
- e. Recommend approval to contract with The Nutrition Group, food service management company, for the 2019-2020 school year.
- f. Recommend approval to set cafeteria meal prices for the 2019-2020 school year. Adult breakfasts at \$2.15; elementary and secondary breakfasts at \$0.90; adult lunches at \$2.80; elementary lunches at \$1.45; secondary lunches at \$1.55. Reduced meal prices will be \$0.30 for breakfast and \$0.40 for lunch.

2. PURCHASING

- a. Recommend approval of Gordian Contract Number KPN-201801JOCC-06 for Clark Contractors, Inc. engineering quote for architectural work on the softball facility for \$11,781.
- b. Recommend approval to purchase the All Access Package from PSBA at a cost of \$6,685.20 for the 2019-2020 school year.
- c. Recommend approval to contract with Bedford-Somerset MH/MR for the 2019-2020 school year at a rate of \$54 per hour. Copy in folder attached to minutes.

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- d. Recommend approval to contract with CAMCO for OT/PT services from August 1, 2019 to July 31, 2021 for \$59 per contract hour of service. Copy in folder attached to minutes.

3. TAX COLLECTION

- a. Recommend approval of the tax resolutions and the Section 511/679 taxes for the 2019-2020 school year (per capita - \$10; earned income tax – ½ of 1%; real estate transfer tax - ½ of 1%). Copy in folder attached to minutes.
- b. Recommend tax collectors be exonerated from collecting the 2018-2019 delinquent per capita tax and that JP Harris be appointed to collect the delinquent per capita tax.
- c. Recommend acceptance of the 2019 Homestead and Farmstead Exclusion Resolution. Copy in folder attached to minutes.

Section 508: All members present voted in the affirmative. Motion carried.

A motion was made by Erik Schafer, seconded by Tammy Witherite, to recommend approval of the following Athletics and Extracurricular items:

- 1. Recommend the following coaches be approved, as listed, for the upcoming 2019-20 seasons, pending completion of all relevant clearances and other paperwork and acceptance thereof by the district:
 - a. Emily Gombita – Cheerleading Advisor
 - b. Ginger Ackerman – Cheerleading Advisor
- 2. Recommend approval for the 2019-2020 prom to be held at The Barn at J&D Farm LLC in Salisbury, PA on April 25, 2020.

Section 508: All members present voted in the affirmative. Motion carried.

A motion was made by Heather Reese, seconded by Jeff McKenzie, to recommend the following volunteer coaches be approved, as listed, for the upcoming 2019-20 seasons, pending completion of all relevant clearances and other paperwork and acceptance thereof by the district:

- a. Aaron Schafer – Volunteer Volleyball Coach

Roll Call Vote: Ayes: Mrs. Gindlesperger, Mr. McKenzie, Mrs. Reese, Mr. Stanczyk, Mrs. Witherite, Ms. Brooks, Mr. Deist, Mr. Donaldson8
 Abstention: Mr. Schafer1

Motion carried.

A motion was made by Erik Schafer, seconded by Heather Reese, to recommend varsity coaches may annually opt into participating in dual sports with all eligible students having a full opportunity to participate. Section 508: All members present voted in the affirmative. Motion carried.

A motion was made by Bryan Stanczyk, seconded by Brian Deist, to recommend approval of the following building and grounds items:

- 1. Recommend permission for the Athletic Boosters to host “Meet the Fall Raiders” and a color run on Saturday, August 17, 2019.
- 2. Recommend permission for the Youth Football League to utilize the stadium/concession stand and practice facilities in coordination with the school district’s actual sporting schedules from late July to November, 2019. The league will pay for use of portable potties and lights as required by the district.
- 3. Recommend permission for the Athletic Boosters to utilize the school grounds for the 10th Annual McDonough/Miller Memorial Walk/Run Race.

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4. Recommend permission for Brenda’s Body Shop to utilize the high school auditorium May 13th and 14th for dress rehearsals and May 15th and 16th, 2020 for their annual dance recital.
Section 508: All members present voted in the affirmative. Motion carried.

A motion was made by Tammy Witherite, seconded by Heather Reese, to adjourn to executive session at 7:28 pm. Section 508: All members present voted in the affirmative. Motion carried.

President Ron Donaldson announced an executive session was held prior to the board meeting.

A motion was made by Jeff McKenzie, seconded by Jami Gindlesperger, to reconvene the regular meeting at 9:18pm. Section 508: All members present voted in the affirmative. Motion carried.

President Donaldson announced the executive session was held to discuss the annual safety and security report and personnel matters.

A motion was made by Brian Deist, seconded by Gidget Brooks, to recommend acceptance of the articles of agreement with the Meyersdale Area Education Association that ends June 30, 2023. Copy in folder attached to minutes.

Roll Call Vote: Ayes: Mr. McKenzie, Mrs. Reese, Mr. Schafer, Mr. Stanczyk, Ms. Brooks, Mr. Deist, Mrs. Gindlesperger, Mr. Donaldson8
Abstention: Mrs. Witherite1
Motion carried.

A motion was made by Brian Deist, seconded by Erik Schafer, to recommend the following salaries be set for pre-certification steps in the negotiated teachers’ contract:

- Bachelor’s Pre-Certification Step One (1) - \$36,000,
 - Bachelor’s Pre-Certification Step Two (2) - \$38,000,
 - Bachelor’s Pre-Certification Step Three (3) - \$40,000,
 - Bachelor’s Pre-Certification Step Four (4) - \$42,000.
- Master’s degree will earn an additional \$1,000 each of the starting four years.

Section 508: All members present voted in the affirmative. Motion carried.

A motion was made by Brian Deist, seconded by Jami Gindlesperger, to recommend Douglas Brown be hired as a full time maintenance/custodial worker at an hourly rate of \$9.50 with salary increases and benefits as outlined in the negotiated Support Personnel Contract, pending completion of all relevant clearances and other paperwork and acceptance thereof by the district. Section 508: All members present voted in the affirmative. Motion carried.

A motion was made by Brian Deist, seconded by Erik Schafer, to recommend Amanda Shaffer be hired as a certified Secondary English teacher, beginning with the 2019-20 school year, at the Pre-Certification Step Two in the negotiated teacher contract, pending completion of all relevant clearances and other paperwork and acceptance thereof by the district. Section 508: All members present voted in the affirmative. Motion carried.

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A motion was made by Brian Deist, seconded by Heather Reese, to recommend Candace Donaldson be hired as a certified Reading Specialist teacher, beginning with the 2019-20 school year, at the Pre-Certification Step Four in the negotiated teacher contract, pending completion of all relevant clearances and other paperwork and acceptance thereof by the district.

Roll Call Vote: Ayes: Mrs. Reese, Mr. Schafer, Mr. Stanczyk, Mrs. Witherite, Ms. Brooks, Mr. Deist, Mrs. Gindlesperger, Mr. McKenzie.....8
Abstention: Mr. Donaldson.....1
Motion carried.

A motion was made by Gidget Brooks, seconded by Heather Reese, to recommend Marissa Deist be hired as a certified Special Education teacher, beginning with the 2019-20 school year, at the Pre-Certification Step Two in the negotiated teacher contract, pending completion of all relevant clearances and other paperwork and acceptance thereof by the district.

Roll Call Vote: Ayes: Mr. Schafer, Mr. Stanczyk, Mrs. Witherite, Ms. Brooks, Mrs. Gindlesperger, Mr. McKenzie, Mrs. Reese, Mr. Donaldson8
Abstention: Mr. Deist1
Motion carried.

A motion was made by Tammy Witherite, seconded by Heather Reese, to adjourn the meeting at 9:25pm.
Section 508: All members present voted in the affirmative. Motion carried.