

### 1.1 Call to Order

The regular scheduled meeting of the Board of Education on July 25, 2016 was held in the James W. Zick Board Room and was called to order at 7:10 PM by Mr. Barhite, Board President.

### 1.2 Prayer, Pledge of Allegiance

### 1.3 Roll Call – Board Members Present:

Mr. Michael Barhite, President; Mr. Jason Richmond, First Vice President; Mr. Kenneth Decker, Treasurer; Mrs. Monica Miller; Dr. Christine Plonski-Sezer; Mr. David Schulte; Mrs. Sondra Stine, Mrs. Nicole McElroy.

Absent: Mr. Jason Casselbury, Second Vice President

### Administration Present

Mrs. Karen Voigt, Superintendent; Mrs. Christine Kelly, Elementary Principal; Mr. Robert Presley, High School Principal; Dr. Christopher Lake, Director of Curriculum & Instruction; Mr. Thomas Witiak, Business Manager;

Absent: Ms. Gail Wnorowski, Director of Special Services; Ms. Rachel Terry, Asst. Business Manager; Attorney Joseph Gaughan, Solicitor.

### 1.4 PRIDE IN MOUNTAIN VIEW:

Emily Shevchuk-2015-2016 Rotary Exchange Student (Finland)

- Emily was an exchange student for the past 12 months in Finland. She lived near Vasa and stayed with 3 different families. Emily had the opportunity to visit 13 countries. Schools had a more “rotating” schedule and featured toilet paper fundraisers because “everyone uses toilet paper.” Emily explained how foreign exchange students traded pins. Her diet was predominately potato based.

### 1.5 Approval of the Minutes – July 11, 2016

The motion is made by Mrs. Miller, second by Mrs. Stine, to approve the minutes dated July 11, 2016 as presented.

Motion 15 carried: 8 yes, 1 absent

**1.6 Treasurer Report and Cafeteria Report:** Monica Miller, Treasurer, reported as listed.

**1.7 First Hearing of Visitors –** You may speak about anything on the agenda. (Please state your name and township when being recognized)

- None

## 2. **Finance Committee: Jason Richmond, Chairperson**

Committee Members: Christine Plonski-Sezer, Monica Miller

Financial Reports

## 2.1 Approve June Disbursements

The motion is made by Mr. Richmond, second by Mr. Decker, to confirm payment of the May General Fund Bill List, Debt Service Bill List, Cafeteria Fund Bill List, and to ratify the payment of employee payroll, transportation contracts, fringe benefit payments, and fund transfers in the amount of \$3,338,308.92

Motion 16 carried: 8 yes, 1 absent

## 2.2 Approve July 25, 2016 Bill Lists,

The motion is made by Mr. Richmond, second by Mr. Decker, to approve the list of bills for the July 25, 2016 General Fund and Cafeteria Fund bill lists in the amount of \$362,323.09.

Motion 17 carried: 8 yes, 1 absent

**2.3** The motion is made by Mr. Richmond, second by Mr. Decker, to authorize transfer of funds from General Fund (10-5250-570-710-00-001-000-000-0000 / CR: 52501) to Cafeteria Fund (50-9310-000-000-00-005-000-000-0000 / CR: CR013) in the amount of \$30,000.

Motion 18 carried: 8 yes, 1 absent

## 2.4 Approve SAP Agreement

The motion is made by Mr. Richmond, second by Mr. Decker, to approve the SAP Agreement (Student Assistance Program) for 2016-2017 as presented.

Motion 19 carried: 8 yes, 1 absent

## 3. Personnel Committee: Sondra Stine, Chairperson

Committee Members: Jason Casselbury, David Schulte

### 3.1 Approve Second Line Administrators' Act 93 Plan with Salaries

The motion is made by Mrs. Stine, second by Dr. Plonski-Sezer, to approve the Second Line Administrators' Act 93 Plan for the 2016-2018 school years as presented.

Motion 20 carried: 8 yes, 1 absent

### 3.2 Approve Administrator Not Covered by ACT 93 Plan

The motion is made by Mrs. Stine, second by Dr. Plonski-Sezer, to approve the Administrators Not Covered by ACT 93 Plan for the Business Manager for the 2016-2017 school year as presented.

Motion 21 carried: 8 yes, 1 absent

### 3.3 Approve Administrator Not Covered by ACT 93 Plan

The motion is made by Mrs. Stine, second by Dr. Plonski-Sezer, to approve the Administrators Not Covered by ACT 93 Plan for the Assistant Business Manager for the 2016-2017 school year as presented.

Motion 22 carried: 8 yes, 1 absent

### **3.4 Approve the District Office Clerical Salaries for 2016-2017**

The motion is made by Mrs. Stine, second by Dr. Plonski-Sezer, to approve the District Office Clerical salaries for 2016-2017 as presented.

Motion 23 carried: 8 yes, 1 absent

### **3.5 Approve District Office Clerical Benefit Package**

The motion is made by Mrs. Stine, second by Dr. Plonski-Sezer, to approve the District Office Clerical Benefit Package for the 2016-2017 school year as presented.

Motion 24 carried: 8 yes, 1 absent

### **3.6 Approve Substitute**

The motion is made by Mrs. Stine, second by Dr. Plonski-Sezer, to approve the following additions to the substitute lists, pending receipt of all documentation.

Sean Frankovsky, Nicholson, PA, to the custodial, maintenance, clerical, and cafeteria substitute lists.

Motion 25 carried: 8 yes, 1 absent

### **3.7 Approve Supplemental Salary Requests**

The motion is made by Mrs. Stine, second by Dr. Plonski-Sezer, to approve supplemental salary requests for 2016-2017 as presented.

Motion 26 carried: 8 yes, 1 absent

## **4. Policy Committee: Christine Plonski-Sezer Chairperson**

Committee Members: Nicole McElroy, David Schulte

### **4.1 First Reading Policy# 209.2- Anaphylactic Management**

## **5. Education Committee: Sondra Stine, Chairperson**

Committee Members: Nicole McElroy, Christine Plonski-Sezer

### **5.1 Approve Handbooks**

The motion is made by Mrs. Stine, second by Mr. Richmond, to adopt the following handbooks for the 2016-2017 school year:

- a) Coaches Handbook
- b) Parent-Student Athletic Handbook

c) K-12 Paraprofessional Support Handbook

Motion 27 carried: 8 yes, 1 absent

**5.2** The motion is made by Mrs. Stine, second by Mr. Richmond, to approve the following conference requests:

1. Christine Kelly, Robert Presley, James Soya and Matthew Georgetti on Wednesday, July 27, 2016, to attend Sapphire Training, Hershey, PA (Transportation \$317.52, Lodging \$250.78; Total \$568.30)

Motion 28 carried: Roll Call vote: Yes: Mr. Decker, Mr. Richmond, Mr. Barhite, Dr. Plonski-Sezer, Mr. Schulte. No: Mrs. Miller, Mrs. Stine, Mrs. McElroy.

**6. Building and Site Committee: Jason Casselbury, Chairperson**

Committee Members: Jason Richmond, Kenneth Decker

Mr. Taylor's report

- Mr. Taylor explained there was a bleacher inspection and moveable wall inspection. The ES wall needs maintenance. Bleachers need an upgrade in order to meet code. The ES grease trap was replaced. The HS grease trap will be replaced next year.

**7. Transportation Committee: Jason Richmond, Chairperson**

Committee Members: Jason Casselbury, Kenneth Decker

**7.1 Approve List of Transportation Contractors & Contracts**

The motion is made by Mr. Richmond, second by Mr. Decker, to appoint the following bus and car/van contractors for the 2016 / 2017 school year, pending receipt of all documentation.

- |   |                                |
|---|--------------------------------|
| A. Dan Anthony, Bus 5, 12, Activity Runs            | Q. Pat Barney, Car             |
| B. Linda Anthony, Bus 1, Shuttle Run, Activity Runs | R. Tara Burgess, Van           |
| C. Hope Benson, Bus 19                              | S. Sue Dayton, Van             |
| D. Beatrice Burgess, Bus 21                         | T. Jackie DeNike, Van          |
| E. Timothy Burgess, Bus 9                           | U. Brenda Evans, Van           |
| F. Larry Castorina, Bus 17, 25                      | V. Corinna Kinney, Van         |
| G. Denise Cobb, Bus 2                               | W. Elizabeth Nonnenmacher, Van |
| H. Donna Cobb, Bus 6                                | X. Sheila Petrocko, Van        |
| I. Laura Fuller, Bus 20, Shuttle Run                | Y. Bonnie Reed, Car            |
| J. Bryan Kostick, Bus 10                            | Z. Michelle Robinson, Van      |
| K. Lewis Bussing, Bus 14 (CTC Run)                  | AA. Janice Robinson, Van       |
| L. LM Transportation LLC, Bus 13                    | BB. Cindy Saxon, Van           |
| M. Pocono Transportation, Bus 3, 22, Activity Runs  | CC. Donald Snedeker, Van       |
| N. Gary Sanauskas, Bus 28, Shuttle Run              | DD. Linda Snedeker, Van        |
| O. Louise Stoddard, Bus 8                           | EE. Wayne Williams, Van        |
| P. Nelson Warren, Bus 24                            | FF. Ruth Zeck, Car             |

Motion 29 carried: 8 yes, 1 absent

**8. Labor Relations Committee: Michael Barhite, Chairperson**

MVEA Committee Members: Jason Casselbury, Monica Miller, Kenneth Decker  
MVESPA Committee Members, Christine Plonski-Sezer, Jason Richmond, Sondra Stine

July 12, 2016- Meeting Held  
July 26, 2016- Next Meeting, 6 P.M.  
August 9, 2016 – 6 P.M.

**9. Administration**

**9.1 Principals' Comments**

**Elementary Principal – Mrs. Christine Kelly**

- Mrs. Kelly mentioned that SKRP ended on Friday. 14 students participated and Mrs. Mirabelli did a good job. She thanked Gail and looks forward to working with Patricia. Pre-K Counts students will be chosen the first week of August. There are 24 applicants for 19 slots.

**High School Principal – Mr. Rob Presley**

- Mr. Presley stated that summer school ended today. He thanked Mrs. Kile, Ms. Ross and Mr. Borgia. PIMS reports are nearly complete thanks to Judy Wech and Mona Hoadley's conscientious efforts. The master schedule is almost complete. He thanked Gail. August 18 is 7<sup>th</sup> grade orientation at 7:00pm.

**9.2 Director of Special Services – Ms. Gail Wnorowski**

- Absent

**9.3 Director of Curriculum & Instruction –Dr. Christopher Lake**

- Mr. Lake explained that 21<sup>st</sup> Century concluded. He thanked Mrs. Tranovich, Mrs. Ferenczi and Ms. Short for teaching this program. New textbooks are being delivered.

**9.4 Business Manager- Mr. Thomas Witiak**

- Mr. Witiak declared that we are working on transportation routes, forms, contracts and reports. He thanked Alicia for being a quick learner.

**9.5 Superintendent and Federal Programs – Mrs. Karen Voigt**

- **TreHab**
  - Mrs. Voigt stated that TreHab helps with drug-related good choices, refusal skills and offers a personal relationship course.
- **Zika Virus**
  - Mrs. Voigt mentioned that PDE-sourced Zika virus information will be housed on the district website.
- Mrs. Voigt added that CSBBH will add a 5<sup>th</sup> counselor to the Scranton Counseling Team.

- She also described the AccuTrain training system. AccuTrain will be used for blood borne pathogens training, right to know training, sexual harassment training and FERPA and HIPAA confidentiality training.

#### **New Business from Board Members**

- Mr. Schulte stated that the drug van allows us to dispose of unwanted or unneeded prescription drugs which prevents the drugs from going to drug abusers or polluting the local water supply. It will be present at the Clifford Carnival this week.

#### **Second Hearing of Visitors**

- None

#### **Executive Session – Announcement of executive sessions held and/or scheduled.**

##### **HELD:**

- Monday, July 11, 2016-8:15 PM to 9:05 PM. for Negotiations
- Monday, July 25, 2016 – 6:00 PM- 7:05 PM for Personnel and Negotiations

##### **SCHEDULED:**

- Monday, July 25, 2016, after the public meeting
- Monday, August 8, 2016, before and after the public meeting

#### **10. Adjourn**

The motion was made by Mrs. Stine, second by Dr. Plonski-Sezer, to adjourn. The meeting adjourned at 8:18 PM.

##### Enclosures:

- 1.5–July 11, 2016 Minutes
- 1.6 -Treasurer Report and Cafeteria Report
- 2.1-Disbursements
- 2.4-SAP Agreement
- 3.1- Administrators Plan
- 3.2-Business Manager Plan
- 3.3-Assistant Business Manager Plan
- 3.4-District Office Clerical Salaries (Monday)
- 3.5-District Office Clerical Benefits
- 3.7-Supplemental Salaries
- 4.1- Policy# 209.2

Respectfully Submitted by,

Tom Witiak