

**ANTIETAM SCHOOL DISTRICT
MINUTES OF THE BOARD MEETING ON JUNE 24, 2013**

The Antietam School Board met in regular session on Monday, June 24, 2013 in the district office conference room. Mr. David Stauffer, president, called the meeting to order at 7:00 p.m. followed by the pledge of allegiance. He asked if there were any corrections to the agenda. None were noted.

The following members were present:

Beth Calabria	Walter Saylor
Chris Faro	Ann Sellers
John Fielding	David Stauffer
Larry O'Boyle	Judith Swartz

Absent: Kristin Kerchner

Also present:

Larry W. Mayes	- Superintendent
Tracy Detwiler	- Business Manager
Melissa Brewer	- MSHS Principal
Michele Bleacher	- Supervisor of Special Education
Dan Richards	- Math and Science Coordinator/IT Coach
Brian Boland	- Solicitor, Kozloff Stoudt
Pam Janda	- Board secretary

Dr. Mayes introduced Mrs. Erin Van Guilder, the new principal of the Mt. Penn Elementary Center, to the Board and welcomed her. He commended the principals for the smooth endings of the school year in their respective buildings. The maintenance team is underway with their summer projects. Dr. Mayes reminded the Board about the meeting on Thursday, June 27th at the Reiffon School with Exeter's Board. Finally, he thanked the Board for their on-going dedication and efforts and wished them a happy summer.

There was no student representative present.

Mr. Stauffer noted that the minutes of the May 20th meeting had been distributed and asked if there were any corrections. None were noted. A poll of the Board by a voice vote resulted in the minutes being approved.

TREASURER'S REPORT

Mrs. Swartz reported year-to-date revenue of \$13,743,479.60; year-to-date expenditures of \$12,312,720.83, leaving a balance (unaudited) of \$5,800,242.21, and cash and investments as of May 31, 2013 of \$6,256,567.54.

Mrs. Swartz moved, seconded by Mr. Faro, to approve the Treasurer's Report, petty cash activity reports, and Cash and Investments as of May 31, 2013, and payment of bills for June 2013, as presented.

A poll of the Board resulted in the following vote:

Yes 8 Mmes. Calabria, Sellers and Swartz; Messrs. Faro, Fielding, O'Boyle, Saylor, and Stauffer

Motion carried.**FINANCE COMMITTEE**

Mrs. Swartz moved, seconded by Mr. Faro, to adopt the 2013-2014 Antietam School District General Fund Final Budget in the amount of \$15,640,622.

A poll of the Board resulted in the following vote:

Yes 5 Mmes. Sellers and Swartz; Messrs. O'Boyle, Saylor, and Stauffer
No 3 Ms. Calabria; Messrs. Faro and Fielding

Motion carried 5-3.

Mrs. Swartz moved, seconded by Mr. Faro, to approve the following tax resolutions to support the 2013-2014 General Operating Budget:

Five Dollar (\$5.00) Per Capita Tax be levied upon each resident or inhabitant over the age of eighteen (18) years residing in the Antietam School District for the fiscal year 2013-14 in accordance with P.L. 30, Article 5, Section 679, as amended. It is estimated that the amount of revenue from this tax will amount to approximately \$19,900.

Five Dollar (\$5.00) Residence Tax enacted by the Antietam School District for the fiscal year 2012-13 and levied upon each resident or inhabitant over the age of eighteen (18) years residing therein be re-enacted by the Board of Directors for the Antietam School District effective July 1, 2013, for the fiscal year 2013-14 without any substantial change. It is estimated that the amount of revenue from this tax will amount to approximately \$19,900. This resolution is passed in accordance with Act 511, which amended Act 481 of 1947.

One-half Percent (.5%) Realty Transfer Tax enacted by the Antietam School District for the fiscal year 2012-13 be re-enacted by the Board of Directors for the Antietam School District effective July 1, 2013 for the fiscal year 2013-14 without any substantial change. It is estimated that the amount of revenue from this tax will amount to approximately \$65,000. This resolution is passed in accordance with Act 511, which amended Act 481 of 1947.

A tax shall be levied upon all real estate situated in the Antietam School District at the rate of 34.56 mills on the assessed valuation of all property taxable for school purposes; said taxes shall be for the purpose of providing for the payment of salaries for the teaching and supervisory staff, the payment of rentals due any municipal authority, the payment of sinking fund charges, the payment of amortization of a bond issue, and any and all other proper and necessary expenses for the operation of said school district. Said rate of millage shall be equivalent to \$34.56 on each \$1,000 of assessed value of taxable property. The amount of anticipated revenue from this tax will be approximately \$8,479,257.

One-half percent (.5%) Earned Income Tax enacted by the Antietam School District for the fiscal year 2012-13, be re-enacted by the board of Directors of the Antietam School District effective July

1, 2013, for the fiscal year 2013-14 without any substantial change. It is estimated that the amount of revenue from this tax will amount to approximately \$833,528. This resolution is passed in accordance with Act 511, which amended Act 481 of 1947.

A poll of the Board resulted in the following vote:

Yes 6 Mmes. Calabria, Sellers, and Swartz; Messrs. O'Boyle, Saylor, and Stauffer
No 2 Messrs. Faro and Fielding

Motion carried 6-2.

Mrs. Swartz moved, seconded by Ms. Calabria, to approve a three year capital lease with California First National Bank in the amount of \$225,500 with annual payments of \$76,837.83 and an interest rate of 2.24%, for July 1, 2013 through June 30, 2016.

Approve budget transfers for the 2012-2013 school year, as presented.

Approve an additional committed fund balance for the fiscal year ending June 30, 2013 in an amount to be determined.

Approve the extended school year agreement between the Antietam School District and New Story for 2013.

Approve the extended school year agreement between the Antietam School District and NHS Pennsylvania for 2013.

Approve the Addendum to Contract for Services Agreement between Austill's Rehabilitation Services, Inc. and Antietam School District, effective July 1, 2013 through June 30, 2016.

Approve the Alternative Education for Disruptive Youth agreement with Manito, Inc. to purchase two slots for the 2013-2014 school year at a cost of \$15,000, excluding transportation.

Approve the 2013-2014 Homestead and Farmstead Exclusion Resolution, as presented.

Award the contracts for the purchase of Classroom & Office Supplies, Art Supplies, Medical & Nursing Supplies, Copy Paper, Janitorial & Custodial Supplies, Digital Media Equipment & Technology, Food Service Paper, Grocery, and NOI Food through Berks County Joint Purchasing for the 2013-2014 school year, as presented.

Approve the 2013-2014 Food Services budget in the amount of \$500,168.

Approve the Food Service Agreements between the Antietam School District and the Berks County Intermediate Unit (BCIU) Summer Child Care Program, Pre-K Counts Program, Child Care Program, and Early Intervention Program for the 2013-14 school year.

Approve lunch prices for the 2013-2014 school year as follows: Type A Primary and Elementary - \$2.45, Type A Secondary - \$2.65, Adult - \$4.00, and reduced Primary, Elementary, and Secondary - \$.40.

Approve breakfast prices for the 2013-2014 school year as follows: Type A Elementary students - \$1.25, Type A Secondary students - \$1.35, Adult - \$2.50, and Federal reduced program - \$.30.

Approve a one year contract renewal with Delta Dental at a monthly cost of \$28.47 for single coverage, \$64.55 for two-party coverage, and \$93.20 for family coverage, effective July 1, 2013 through June 30, 2014.

Approve a two year contract renewal with Vision Benefits of America at a monthly cost of \$2.25 for single coverage and \$9.90 for family coverage, effective July 1, 2013 through June 30, 2015.

Approve the group term life insurance policy renewal with Madison National Life Insurance Company for 2013-2014 at a rate of \$.08/\$1000.

Approve the long-term disability insurance policy renewal with Madison National Life Insurance Company for 2013-2014 at a rate of 0.149% of covered payroll.

Authorize the District to bill the Musical Club account in the amount of \$3,213.50 for use of the District's facilities.

Approve Brian Boland of Kozloff Stoudt as solicitor at a rate of \$150/hour for the 2013-2014 fiscal year.

Approve Herbein+Company to audit the financial statements of the District for the year ending June 30, 2013 at a cost of \$17,900.

Authorize the Business Office staff to perform all necessary budget transfers and required transactions to close the 2012-13 fiscal year in preparation for the local audit.

Authorize the administration and officers to pay bills, salaries, and conduct year-end transactions during the month of July.

Authorize administration to solicit, receive, and open bids, when necessary, for the 2013-2014 school year.

Exonerate Fulton Bank from collecting real estate taxes from participants in the SMILES program during the 2012-2013 year.

Ratify the contract with Hess Energy to provide electricity at a rate of \$0.065/kWh, effective July 1, 2013 through June 30, 2015.

Ratify the turnover of all unpaid 2012 per capita bills to Statewide Tax Recovery as of June 7, 2013.

A poll of the Board resulted in the following vote:

Yes 8 Mmes. Calabria, Sellers and Swartz; Messrs. Faro, Fielding, O'Boyle, Saylor, and Stauffer

Motion carried.

PROPERTY COMMITTEE

Mr. O'Boyle moved, seconded by Mrs. Swartz, to Approve the bid from J.B. Electric Corporation in the amount of \$73,510 for emergency generator installation in the MSHS.

Approve alternate bid 1 from J.B. Electric Corporation in the amount of \$12,865 for the addition of the data room air conditioning system to the emergency generator installation project in the MSHS.

A poll of the Board resulted in the following vote:

Yes 8 Mmes. Calabria, Sellers and Swartz; Messrs. Faro, Fielding, O'Boyle, Saylor, and Stauffer

Motion carried.

POLICY COMMITTEE

Ms. Calabria moved, seconded by Mrs. Swartz, to approve a revision to the 2013-2014 district calendar, as presented.

Approve a Home-School Visitor Position proposal, as presented.

Approve the pay schedule for the 2013-2014 school year, as presented

A poll of the Board resulted in the following vote:

Yes 8 Mmes. Calabria, Sellers and Swartz; Messrs. Faro, Fielding, O'Boyle, Saylor, and Stauffer

Motion carried.

BERKS CAREER & TECHNOLOGY CENTER

Mr. Saylor moved, seconded by Mrs. Swartz, to approve the Agreement for Participation in Child Nutrition Programs Between School Districts, Area Vo-Techs, and IU's.

A poll of the Board resulted in the following vote:

Yes 8 Mmes. Calabria, Sellers and Swartz; Messrs. Faro, Fielding, O'Boyle, Saylor, and Stauffer

Motion carried.

ATHLETICS/ACTIVITIES COMMITTEE

Mr. Faro moved, seconded by Ms. Calabria, to approve the Agreement for Use of Facilities between Antietam School District and Gold's Gym Exeter, for the third-grade swimming program for the 2013-2014 and 2014-2015 school years, with a cost to the district for transportation expenses only, as presented.

A poll of the Board resulted in the following vote:

Yes 8 Mmes. Calabria, Sellers and Swartz; Messrs. Faro, Fielding, O'Boyle, Saylor, and Stauffer

Motion carried.

PERSONNEL COMMITTEE

Ms. Calabria moved, seconded by Mrs. Swartz, to approve the request of employee #01-24-90 for a medical sabbatical for the 2013-2014 school year.

Approve Caitlin Peck as a full-time, long-term substitute, secondary Social Studies teacher, salary TBD, with benefits, for the 2013-2014 school year.

Approve Erin Van Guilder as full-time principal of the Mt. Penn Elementary Center, at a salary of \$85,000, in accordance with the terms of the Act 93 agreement, effective July 1, 2013.

Approve Lizbette Munoz as a full-time Speech/Language Pathologist, Master's Step J, salary TBD, with benefits, temporary professional contract, effective the 2013-2014 school year, pending receipt of certification.

Accept the letter of retirement from Cynthia Schuchart, full-time secondary Math teacher, effective June 7, 2013.

Approve Nicole Krick as full-time secondary Math teacher, Bachelor's Step Q, salary TBD, with benefits, temporary professional contract, effective the 2013-2014 school year.

Accept the letter of retirement from Lisa LaBute, full-time secondary Science teacher, effective June 7, 2013.

Rescind the furlough of Ginger Thomas, secondary Science teacher, effective immediately.

Approve Myra Morales as 12-month, confidential Home-School Visitor and MSHS attendance clerk, \$28,000, with benefits, effective July 1, 2013.

Approve the Administrative Compensation Act 93 agreement for the period of July 1, 2013 through June 30, 2014.

Approve the administrative and Act 93 employees' salaries for the 2013-2014 school year, as presented.

Approve the confidential employees' salaries for the 2013-2014 school year, as presented.

Approve a support staff salary increase of \$.25/hour for the 2013-2014 school year.

Approve a change in employment status for Tanya Hess from part-time elementary Reading Specialist to full-time elementary teacher at the Mt. Penn Primary Center, effective the 2013-2014 school year, with benefits and step placement in accordance with the CBA.

Approve the furlough of support staff employee #04-22-02, effective June 4, 2013.

Approve ten additional days for Kate Miklos, Joan Groves, secondary guidance counselors, and Mary Benischeck, elementary guidance counselor, at their per diem rates, in accordance with the collective bargaining agreement for the 2013 summer.

Approve Lizbette Munoz as a Speech & Language therapist for the ESY program for \$30/hour, one day/week, 3 hours/day for five weeks.

Approve the list of Worker's Compensation doctors for the 2013-2014 school year, as presented.

Ratify Susan Hettrick and Helen Boone as summer cafeteria workers to prepare BCIU Child Care Learning Center meals for 4 days/week, 3 hours/day at their regular hourly rate.

Ratify Jeannie Motze and Candace Parsons as substitute summer cafeteria workers, \$9/hour, as needed.

Ratify Michael Sallade as a substitute summer maintenance worker, \$9/hour, 40 hours/week.

Ratify Terry Schnitter, Candy Parsons, and Jennifer Parsons as substitute summer custodians, \$9/hour, not to exceed a total of 40 hours/week.

Ratify Julia Conrad as a student custodial assistant substitute, as needed, at \$7.25/hour.

Ratify the following persons to be added to the substitute list for the 2012-2013 school year:

Roxanne Gaylor – Custodian
Cyndie Jaromnak – Van driver
Jeffrey Knappenberger – Social Studies
Jennifer Parsons - Custodian

A poll of the Board resulted in the following vote:

Yes 8 Mmes. Calabria, Sellers, and Swartz; Messrs. Faro, Fielding, O'Boyle, Saylor, and Stauffer

Motion carried.

UNFINISHED BUSINESS

Mr. Saylor gave the Board an update on the Antietam Valley recreational project. He read the first paragraph of the project's purpose. There are project goals that are being scoped out now, and that is the responsibility of the recreational board, but Mr. Saylor will be bringing information to the Antietam Board of Directors for input as the process unfolds.

Mr. Stauffer reminded the Board that he still needed year-end evaluations for Dr. Mayes from two of the members. He announced that the Board would go into a brief executive session following the meeting to discuss a Personnel matter and they would not re-convene following. As there was no further business to discuss, Mr. Stauffer adjourned the meeting at 7:27 p.m.

Submitted by,

Pamela S. Janda, Board Secretary