

**ANTIETAM SCHOOL DISTRICT
MINUTES OF THE BOARD MEETING ON JUNE 22, 2015**

The Antietam School Board met in regular session at 7 p.m. on Monday, June 22, 2015 in the district office conference room. Mr. David Stauffer, Board President, called the meeting to order at 7:00 p.m. followed by the pledge of allegiance. Mr. Stauffer asked if there were any corrections to the agenda. No changes were identified.

The following members were present:

Chris Faro (excused @ 7:25)	Ann Sellers
John Fielding	David Stauffer
Julia Kleiman-Baer	Judith Swartz
Larry O'Boyle	Michelle Worrall
Walter Saylor	

Also present:

Dr. Larry Mayes	- Superintendent
Dr. Melissa Brewer	- Assistant Superintendent
Tracy Detwiler	- Business Manager
Brian Boland	- Solicitor
Pam Janda	- Board Secretary

Dr. Mayes complimented the staff for the closing of school buildings this year, and also the nice graduation celebration and excellent speaker. Summer is a busy time around the district! Dr. Mayes discussed the patio project with the Board and directed their attention to the choice of pavers that is available and asked them to select what they want to use for it. He also showed the Board one of the new signs that will be on Carsonia Avenue towards the A-Field and at the corner of Antietam Road. Dr. Mayes thanked the Board for the confidence they have placed in him during his 17-year tenure with the district and wished them continued success moving forward in the District.

There was no student representative present.

Mr. Stauffer noted that the minutes of the May 18, 2015 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 \$13,819,990.75; year-to-date expenditures of \$13,533,308.39, leaving a balance (unaudited) of \$5,752,959.18, cash and investments as of May 31, 2015 of \$6,577,475.97.

Mrs. Swartz moved, seconded by Mr. Faro, to approve the Treasurer's Report, petty cash activity reports, Cash and Investments as of May 31, 2015, and payment of bills for June 2015, as presented.

A poll of the Board resulted in the following vote:

Yes 9 Mmes. Kleiman-Baer, Sellers, Swartz, and Worrall; Messrs. Faro, Fielding, O'Boyle, Saylor and Stauffer

Motion carried.

FINANCE COMMITTEE

Mrs. Swartz moved, seconded by Dr. Worrall, to adopt the 2015-2016 Antietam School District General Fund Final Budget in the amount of \$17,520,821.

A poll of the Board resulted in the following vote:

Yes 8 Mmes. Kleiman-Baer, Sellers, Swartz, and Worrall; Messrs. Faro, O'Boyle, Saylor and Stauffer
No 1 Mr. Fielding

Motion carried.

Mrs. Swartz moved, seconded by Dr. Worrall, to approve the following tax resolutions to support the 2015-2016 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 2014-15 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 \$18,500.

Five Dollar (\$5.00) Residence Tax enacted by the Antietam School District for the fiscal year 2014-15 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, 2015, for the fiscal year 2015-16 without any substantial change. It is estimated that the amount of revenue from this tax will amount to approximately \$18,500. 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 2014-15 be re-enacted by the Board of Directors for the Antietam School District effective July 1, 2015 for the fiscal year 2015-16 without any substantial change. It is estimated that the amount of revenue from this tax will amount to approximately \$75,000. 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 36.79 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 \$36.79 on each \$1,000 of assessed value of taxable property. The amount of anticipated revenue from this tax will be approximately \$8,547,259.

One-half percent (.5%) Earned Income Tax enacted by the Antietam School District for the fiscal year 2014-15, be re-enacted by the board of Directors of the Antietam School District effective July 1, 2015, for the fiscal year 2015-16 without any substantial change. It is estimated that the amount of revenue from this tax will amount to approximately \$775,000. 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 7 Mmes. Kleiman-Baer, Sellers, Swartz, and Worrall; Messrs. Faro, O'Boyle, and Stauffer
No 2 Messrs. Fielding and Saylor

Motion carried.

Mrs. Swartz moved, seconded by Mr. Saylor, to approve the agreement between the Antietam School District and the BCIU for Technology Support Services for the 2015-2016 school year, with no increase in cost.

Approve the 2015-2016 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 2015-2016 school year, as, presented.

Approve a three year service agreement with Trane U.S. Inc. for the building automation system at the Mt. Penn Primary Center at a cost of \$7,796 per year, effective July 1, 2015 through June 30, 2018.

Approve a three year service agreement with Trane U.S. Inc. for the air cooled series R equipment at the Mt. Penn Primary Center at a cost of \$2,132 per year, effective July 1, 2015 through June 30, 2018.

Approve a three year service agreement with Trane U.S. Inc. for the building automation system at the Mt. Penn Elementary Center and Middle-Senior High School at a cost of \$19,189 per year, effective July 1, 2015 through June 30, 2018.

Approve an agreement with Simplex Grinnell for alarm and detection monitoring of our fire alarm systems at the Antietam Middle Senior High School and the Mount Penn Elementary Center effective July 1, 2015 through June 30, 2020 at an annual rate of \$285 for the Middle Senior High School and \$285 for the Elementary Center.

Approve an additional committed fund balance for the fiscal year ending June 30, 2015 in an amount to be determined.

Approve the 2015-2016 Food Services budget in the amount of \$478,180.

Approve lunch prices for the 2015-2016 school year as follows: Type A Primary - \$2.45, Type A Elementary - \$2.55, Type A Secondary - \$2.75, Alternate line (including salad bar) - \$3.25, and Adult - \$4.00.

Approve breakfast prices for the 2015-2016 school year as follows: Type A Primary and Elementary students - \$1.40, Type A Secondary students - \$1.50, and Adult - \$2.50.

Approve a one year contract renewal with Delta Dental at a monthly cost of \$28.67 for single coverage, \$64.75 for two-party coverage, and \$93.40 for family coverage, effective July 1, 2015 through June 30, 2016.

Approve a two year contract renewal with Vision Benefits of America at a monthly cost of \$4.65 for single coverage and \$10.85 for family coverage, effective July 1, 2015 through June 30, 2017.

Approve the group term life insurance policy renewal with Madison National Life Insurance Company for 2015-2016 at a rate of \$.08/\$1000.

Approve the long-term disability insurance policy renewal with Madison National Life Insurance Company for 2015-2016 at a rate of 0.149% of covered payroll.

Approve the Employee Assistance Program Service Agreement with Inroads at Family Guidance Center for the 2015-2016 school year.

Approve the agreement between the Antietam School District and Caron, Option B, for the 2015-2016 school year.

Approve the Alternative Education for Disruptive Youth agreement with Manito, Inc. to purchase four slots for the 2015-2016 school year at a cost of \$15,800 each, excluding transportation.

Approve Brian Boland of Kozloff Stoudt as solicitor at a rate of \$165/hour for the 2015-2016 fiscal year.

Approve Herbein+Company to audit the financial statements of the District for the years ending June 30, 2015, 2016, and 2017 at a cost not to exceed \$18,850.

Authorize the Business Office staff to perform all necessary budget transfers and required transactions to close the 2014-15 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 2015-2016 school year.

Ratify the turnover of all unpaid 2014 per capita bills to Statewide Tax Recovery as of June 11, 2015.

Approve a three year capital lease with California First National Bank in the amount of \$216,000 with annual payments of \$73,533.45 and an interest rate of 2.27% for July 1, 2015 through June 30, 2018.

A poll of the Board resulted in the following vote:

Yes 8 Mmes. Kleiman-Baer, Sellers, Swartz, and Worrall; Messrs. Fielding, O'Boyle, Saylor and Stauffer

Motion carried.

Mrs. Swartz moved, seconded by Mr. Saylor, to eliminate the position of Food Service Director, effective July 1, 2015.

Approve a food service consultant agreement between the Antietam School District and School Operation Services Group, Inc. (SOS Group) effective July 1, 2015 through June 30, 2016 at a monthly rate of \$3,250, as presented.

A poll of the Board resulted in the following vote:

Yes 6 Mmes. Kleiman-Baer, Sellers, Swartz, and Worrall; Messrs. Saylor and Stauffer
No 2 Messrs. Fielding and O’Boyle

Motion carried.

Mrs. Swartz moved, seconded by Dr. Worrall, to exonerate Fulton Bank from collecting real estate taxes from participants in the SMILES program during the 2014-2015 year.

Yes 7 Mmes. Sellers, Swartz, and Worrall; Messrs. Fielding, O’Boyle, Saylor and Stauffer
Abstain 1 Mrs. Kleiman-Baer

Motion carried.

PROPERTY COMMITTEE

Mr. O’Boyle moved, seconded by Mrs. Kleiman-Baer, to approve the bid from BDC Landscaping for a patio installation at the A-Field in the amount of \$8,950.

A poll of the Board resulted in the following vote:

Yes 8 Mmes. Kleiman-Baer, Sellers, Swartz, and Worrall; Messrs. Fielding, O’Boyle, Saylor and Stauffer

Motion carried.

POLICY COMMITTEE

Dr. Worrall moved, seconded by Mrs. Swartz, to approve the Memo of Understanding between the Antietam School District and Central Berks Regional Police Department, for a period of two years, effective July 1, 2015 through June 30, 2017.

Approve the final reading of the following new policy:

No. 819 – Suicide Awareness, Prevention and Response

Approve the final reading of a revision to the following administrative regulation:

No. 800-AR-1 – Records Retention Schedule

Approve the final reading of a revision to the following policy:

No. 815 – Acceptable Use of Internet, Computers and Network Resources

Approve the final reading of the following new administrative regulation

No. 815-AR – Acceptable Use of Internet, Computers and Network Resources

Approve the pay schedule for the 2015-2016 school year, as presented.

A poll of the Board resulted in the following vote:

Yes 8 Mmes. Kleiman-Baer, Sellers, Swartz, and Worrall; Messrs. Fielding, O'Boyle, Saylor and Stauffer

Motion carried.

BERKS CAREER & TECHNOLOGY CENTER

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

A poll of the Board resulted in the following vote:

Yes 8 Mmes. Kleiman-Baer, Sellers, Swartz, and Worrall; Messrs. Fielding, O'Boyle, Saylor and Stauffer

Motion carried.

ATHLETICS/ACTIVITIES COMMITTEE

Mr. Saylor moved, seconded by Mrs. Sellers, to approve including Boys' and Girls' Water Polo in the Exeter School District cooperative agreement, beginning the 2015-2016 school year.

A poll of the Board resulted in the following vote:

Yes 8 Mmes. Kleiman-Baer, Sellers, Swartz, and Worrall; Messrs. Fielding, O'Boyle, Saylor and Stauffer

Motion carried.

CURRICULUM COMMITTEE

Mrs. Sellers moved, seconded by Mrs. Kleiman-Baer, to approve the following dates for the 2015-2016 Curriculum meetings to be held at 6 p.m. in the district office board room:

September 16, October 14, November 11, December 9, January 13, February 10, March 16, April 13, and May 11.

A poll of the Board resulted in the following vote:

Yes 8 Mmes. Kleiman-Baer, Sellers, Swartz, and Worrall; Messrs. Fielding, O'Boyle, Saylor and Stauffer

Motion carried.

PERSONNEL COMMITTEE

Mrs. Kleiman-Baer moved, seconded by Mrs. Swartz to approve the furlough of Cynthia Jaromnak, part-time Food Service Director, effective June 30, 2015.

A poll of the Board resulted in the following vote:

Yes 6 Mmes. Kleiman-Baer, Sellers, Swartz, and Worrall; Messrs. Saylor, and Stauffer
No 2 Messrs. Fielding and O'Boyle

Motion carried.

Mrs. Kleiman-Baer moved, seconded by Mrs. Sellers, to accept the letter of retirement from Darryl Metz, part-time van driver/courier, effective June 5, 2015.

Ratify the request of Michelle Heizmann for unpaid medical leave from April 29 through June 5, 2015.

Ratify Susan Hettrick, Linda Gantert, Candy Parsons, and Jennifer Parsons as summer custodial workers, effective June 8 through August 14 at their regular hourly rates, 8 hours/day, Mondays-Thursdays.

Ratify Ernest Harders as a summer custodial substitute, effective June 8 through August 14th, \$9/hour, 8 hours/day, Mondays-Thursdays.

Ratify Evan Cardinal as a student custodial worker, effective June 8 through August 14th, \$7.50/hour, 8 hours/day, Mondays-Thursdays.

Ratify Denise Rankin as a summer custodial assistant, as needed.

Accept the letter of resignation from Carol Hartman, full-time kindergarten teacher at the Mt. Penn Primary Center, effective June 5, 2015.

Approve Lauren Morrow as a full-time kindergarten teacher at the Mt. Penn Primary Center, Bachelor's Step 2, \$42,050, with benefits, temporary professional contract, effective the 2015-2016 school year.

Accept the letter of resignation from Isaias Rivera, full-time special education teacher at the Antietam Middle-Sr. High School, effective June 15, 2015.

Approve Danielle Hollenbach as a full-time, long-term substitute at the Mt. Penn Elementary Center, Bachelor's Step 1, \$40,800, with benefits, for the 2015-2016 school year.

Approve Betsy Fair as mentor to Danielle Hollenbach, \$500, in accordance with the co-curricular contract, for the 2015-2016 school year.

Approve the Memo of Understanding for James A. Croyle to serve as Director of Athletic Activities for the Antietam School District, as presented.

Approve the Memo of Understanding for April Olson as teacher on special assignment at the Mt. Penn Primary Center, as presented.

Approve Nedra Koller as the District School Certified Nurse, Bachelor's Step 4, \$44,550, with benefits, professional contract, effective the 2015-2016 school year.

Approve Katherine Groom as mentor to Nedra Koller, \$500, in accordance with the co-curricular contract, for the 2015-2016 school year.

Approve Virginia Kelbish, school psychologist, for up to 50 hours during the 2015 summer, \$30/hour.

Approve Mary Ellen Ebeling as an instructor for the Extended School Year (ESY) program for \$30/hour, 3 hours/day, 4 days/week for five weeks.

Approve Staci Fink as an instructor for the ESY program for \$30/hour, 3 hours/day, 3 days/week for five weeks.

Approve Heather Wamsher as a substitute instructor for the ESY program, as needed.

Approve the following instructional assistants for the ESY program, 2.5 hours/day, 4 days/week at their regular hourly rate for five weeks: Michele Parmelee and Gina Katrinak.

Approve Shanna Bossler as an instructional assistant for the ESY program, 2.5 hours/day, 3 days/week at her regular hourly rate for five weeks.

Approve Terry Hafer as a summer van aide, \$9.36/hour, 1.5 hours/day, five days/week from June 22nd through July 31st.

Approve Terry Hafer as a summer van driver, \$9.39/hour, 1 hour/day, for five weeks.

Approve Caitrin Rinkevich as an early start kindergarten summer program assistant, \$9.36/hour, 2.5 hours/day, from July 6th through August 6th.

Approve the administrative and Act 93 employees' salaries for the 2015-2016 school year, as presented.

Approve the confidential employees' salaries for the 2015-2016 school year, as presented.

Approve a support staff salary increase of \$.50/hour for the 2015-2016 school year.

Ratify the following person to be added to the substitute list for the 2014-2015 school year:

Ernest Harders - Custodian

A poll of the Board resulted in the following vote:

Yes 8 Mmes. Kleiman-Baer, Sellers, Swartz, and Worrall; Messrs. Fielding, O'Boyle, Saylor and Stauffer

Motion carried.

As there was no further business to discuss, Mr. Stauffer adjourned the meeting at 8:05 p.m. He announced that the Board would go into an executive session to discuss a personnel matter and would not re-convene.

Submitted by,

Pamela S. Janda, Board Secretary