

**ANTIETAM SCHOOL DISTRICT
MINUTES OF THE BOARD MEETING ON JUNE 27, 2016**

The Antietam School Board met for their regularly scheduled meeting on June 27, 2016 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.

The following members were present:

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| Chris Faro | Walter Saylor |
| Julia Kleiman-Baer | Ann Sellers |
| Larry O'Boyle | David Stauffer |
| Kyla Ramsey | |

Absent: Michael Gierula and Michelle Worrall

Also present:

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| Dr. Melissa Brewer | - Superintendent |
| Tracy Detwiler | - Business Manager |
| Brian Boland | - Solicitor |
| Melissa Devlin | - Director of Curriculum & Instruction |
| Pam Janda | - Board Secretary |

Dr. Brewer informed the Board that the school year ended successfully. Graduation went very well, and summer maintenance work and office work is in full swing. The Technology team is pressing through laptops, Chromebooks, and computers. The administrative team will be having a 2-day retreat on July 6 and 7. We are awaiting scores from the state. Dr. Brewer extended best wishes to the Board for a great summer.

Mr. Stauffer noted that the minutes of the May 23, 2016 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

Mr. O'Boyle reported year-to-date revenue of \$14,405,262.68; year-to-date expenditures of \$14,606,481.63, leaving a balance (unaudited) of \$5,489,054.73, and cash and investments as of May 31, 2016 of \$6,530,341.17.

Mr. O'Boyle moved, seconded by Mr. Faro, to approve the Treasurer's Report, petty cash activity reports, Cash and Investments for May 2016, and payment of bills for June 2016, as presented.

A poll of the Board resulted in the following vote:

Yes 7 Mmes. Kleiman-Baer, Ramsey, and Sellers; Messrs. Faro, O'Boyle, Saylor and Stauffer
Motion carried.

FINANCE COMMITTEE

Mr. O'Boyle moved, seconded by Mr. Faro, to adopt the 2016-2017 Antietam School District General Fund Final Budget in the amount of \$18,301,818.

A poll of the Board resulted in the following vote:

Yes 7 Mmes. Kleiman-Baer, Ramsey, and Sellers; Messrs. Faro, O'Boyle, Saylor, and Stauffer

Motion carried.

Mr. O'Boyle moved, seconded by Mrs. Sellers, to approve the following tax resolutions to support the 2016-2017 General Operating Budget:

One-half Percent (.5%) Realty Transfer Tax enacted by the Antietam School District for the fiscal year 2015-16 be re-enacted by the Board of Directors for the Antietam School District effective July 1, 2016 for the fiscal year 2016-17 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 37.79 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 \$37.79 on each \$1,000 of assessed value of taxable property. The amount of anticipated revenue from this tax will be approximately \$8,820,391.

One-half percent (.5%) Earned Income Tax enacted by the Antietam School District for the fiscal year 2015-16, be re-enacted by the board of Directors of the Antietam School District effective July 1, 2016, for the fiscal year 2016-17 without any substantial change. It is estimated that the amount of revenue from this tax will amount to approximately \$800,000. This resolution is passed in accordance with Act 511, which amended Act 481 of 1947.

Approve the 2016-2017 Homestead and Farmstead Exclusion Resolution, as presented.

Approve a food service consultant agreement between the Antietam School District and School Operation Services Group, Inc. (SOS Group) effective July 1, 2016 through June 30, 2018 at a monthly rate of \$3,300, as presented.

Approve the agreement between the Antietam School District and KidsPeace for ESY 2016.

Approve the agreements between the Antietam School District and New Story for ESY 2016.

Approve the agreement between the Antietam School District and Hogan Learning Academy for ESY 2016.

Approve the agreement between the Antietam School District and River Rock Academy for four (4) student slots for the 2016-2017 school year.

Award the contracts for the purchase of Classroom & Office Supplies, Art Supplies, Medical & Nursing Supplies, Copy Paper, Janitorial & Custodial Supplies, Digital Media Equipment & Technology and Food Service Paper through Berks County Joint Purchasing for the 2016-2017 school year, as, presented.

Approve a contract with Direct Energy to supply NT rate Natural Gas at a fixed price of \$3.704/dth, effective July 1, 2016 through June 30, 2017 as part of the BCIU Joint Purchasing Natural Gas Bid.

Approve a contract with UGI Energy Services to supply DS rate Natural Gas at a fixed price of \$2.896/dth, effective July 1, 2016 through June 30, 2017, as part of the BCIU Joint Purchasing Natural Gas Bid.

Approve a contract with Direct Energy to supply NT rate Natural Gas at a fixed price of \$4.104/dth, effective July 1, 2017 through June 30, 2018, as part of the BCIU Joint Purchasing Natural Gas Bid.

Approve a contract with Direct Energy to supply DS rate Natural Gas at a fixed price of \$2.932/dth, effective July 1, 2017 through June 30, 2018, as part of the BCIU Joint Purchasing Natural Gas Bid.

Approve an additional committed fund balance for the fiscal year ending June 30, 2016 in an amount to be determined.

Approve the 2016-2017 Food Services budget in the amount of \$530,415.

Approve lunch prices for the 2016-2017 school year as follows: Type A Primary - \$2.55, Type A Elementary - \$2.55, Type A Secondary - \$2.80, Alternate line (including salad bar) - \$3.25, Adult - \$4.00, and reduced Primary, Elementary, and Secondary - \$.40.

Approve breakfast prices for the 2016-2017 school year as follows: Type A Primary and Elementary students - \$1.50, Type A Secondary students - \$1.75, Adult - \$2.50, and Federal reduced program - \$.30.

Approve a one year contract renewal with Delta Dental at a monthly cost of \$29.12 for single coverage, \$65.20 for two-party coverage, and \$93.85 for family coverage, effective July 1, 2016 through June 30, 2017.

Approve the group term life insurance policy renewal with Madison National Life Insurance Company for 2016-2017 at a rate of \$.08/\$1000.

Approve the long-term disability insurance policy renewal with Madison National Life Insurance Company for July 1, 2016 through June 30, 2019 at a rate of 0.149% of covered payroll.

Approve the Employee Assistance Program Service Agreement with Inroads at Family Guidance Center for the 2016-2017 school year.

Approve the agreement between the Antietam School District and Caron, Option A, for the 2016-2017 school year.

Approve the SafeSchools Training System subscription agreement for the Antietam School District for the 2016-2017 school year.

Approve the Service Level Agreement between the Antietam School District and the Berks County Intermediate Unit for Chinese Language Distance Learning Instruction at a cost of \$5,000 for the 2016-17 school year, as presented.

Approve the IDEA-B Grants to States Program Agreement between the Antietam School District and the Berks County Intermediate Unit for fiscal year 2016-2017.

Approve a four-year capital lease with First American Education Finance in the amount of \$225,000 with annual payments of \$56,052.

Approve Brian Boland of Kozloff Stoudt as solicitor at a rate of \$170/hour for the 2016-2017 fiscal year.

Accept a \$300 donation from Nancy Hamilton to be used as a Math Award in 2017 in memory of the late Richard C. Hamilton.

Authorize the Business Office staff to perform all necessary budget transfers and required transactions to close the 2015-16 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 2016-2017 school year.

Ratify the turnover of all unpaid 2015 per capita bills to Statewide Tax Recovery as of June 10, 2016.

A poll of the Board resulted in the following vote:

Yes 7 Mmes. Kleiman-Baer, Ramsey, and Sellers; Messrs. Faro, O'Boyle, Saylor and Stauffer

Motion carried.

Mr. O'Boyle moved, seconded by Mr. Faro, to exonerate Fulton Bank from collecting real estate taxes from participants in the SMILES program during the 2015-2016 year.

A poll of the Board resulted in the following vote:

Yes 6 Mmes. Ramsey, and Sellers; Messrs. Faro, O'Boyle, Saylor and Stauffer
Abstain 1 Mrs. Kleiman-Baer

Motion carried.

PROPERTY COMMITTEE

Mrs. Sellers moved, seconded by Mrs. Kleiman-Baer, to approve the quote from Berkshire Systems Group for the installation of cameras at the A-Field, at a cost not to exceed \$10,900.00.

A poll of the Board resulted in the following vote:

Yes 7 Mmes. Kleiman-Baer, Ramsey, and Sellers; Messrs. Faro, O'Boyle, Saylor and Stauffer

Motion carried.

Mrs. Sellers moved, seconded by Mrs. Ramsey, to approve the purchase of five signs for district property not to exceed \$420.

A poll of the Board resulted in the following vote:

Yes 7 Mmes. Kleiman-Baer, Ramsey, and Sellers; Messrs. Faro, O’Boyle, Saylor and Stauffer

Motion carried.

Mrs. Sellers moved, seconded by Mrs. Ramsey, to approve the amended motion to approve the quote from BDC Landscaping for the installation of the Dr. Larry Mayes Honor Garden and flagpole enhancement at the A-Field, at a cost not to exceed \$3900.

Approve the purchase of a bench for the Dr. Larry Mayes Honor Garden at a cost not to exceed \$600.

A poll of the Board resulted in the following vote:

Yes 5 Mmes. Kleiman-Baer, Ramsey, and Sellers; Messrs. Faro and Stauffer
No 2 Messrs. O’Boyle and Saylor

Motion carried.

POLICY COMMITTEE

Mrs. Kleiman-Baer moved, seconded by Mr. Faro, to approve the revised calendar for the Antietam School District for the 2016-2017 school year, as presented.

Approve the final readings of revisions to the following policies:

- No. 237 – Electronic Devices
- No. 249 – Bullying/Cyberbullying
- No. 626 – Federal Fiscal Compliance

Approve the final reading of the following new policies:

- No. 237.1 – District-Issued Mobile Devices: Student Use, Rights and Responsibilities
- No. 626.1 – Travel Reimbursement – Federal Programs
- No. 916 – Volunteers

Approve the first reading of the following new policies:

- No. 815.1 – Social Media
- No. 827 – Conflict of Interest

Approve the pay schedule for the 2016-2017 school year, as presented.

A poll of the Board resulted in the following vote:

Yes 7 Mmes. Kleiman-Baer, Ramsey, and Sellers; Messrs. Faro, O’Boyle, Saylor and Stauffer

Motion carried.

ATHLETICS/ACTIVITIES COMMITTEE

Mr. Faro moved, seconded by Mr. Saylor, to approve the proposed itinerary for the Class of 2017's senior class trip, as presented.

A poll of the Board resulted in the following vote:

Yes 7 Mmes. Kleiman-Baer, Ramsey, and Sellers; Messrs. Faro, O'Boyle, Saylor and Stauffer

Motion carried.

CURRICULUM COMMITTEE

Mr. Faro moved, seconded by Mr. Saylor, to approve the following dates for the 2016-2017 Curriculum meetings to be held at 6 p.m. in the district office board room:

September 14, October 12, November 9, December 14, January 11, February 8, March 8, April 19 and May 10.

A poll of the Board resulted in the following vote:

Yes 7 Mmes. Kleiman-Baer, Ramsey, and Sellers; Messrs. Faro, O'Boyle, Saylor and Stauffer

Motion carried.

PERSONNEL COMMITTEE

Mrs. Ramsey moved, seconded by Mr. Faro, to accept the letter of resignation from Mitchell Gaul, full-time Chemistry teacher, effective June 9, 2016.

Approve the Business Manager Employment Contract for Tracy Detwiler for a five-year term of July 1, 2016 through June 30, 2021.

Approve Aaron Kopetsky as full-time, 210-day/year elementary Assistant Principal, \$70,000 (pro-rated), with benefits in accordance with the Act 93 agreement and addendum, effective August 15, 2016.

Approve the addendum to the Act 93 agreement effective August 15, 2016 through June 30, 2018, as presented.

Approve the revised Confidential Support Employee Compensation Plan, effective July 1, 2016.

Approve Elizabeth Burks as full-time librarian at the Antietam Middle-Sr. High School, Master's Step 6, \$49,200, with benefits, temporary professional contract, effective August 22, 2016.

Approve Sarah Westley as mentor to Elizabeth Burks for the 2016-17 school year, \$500, in accordance with the co-curricular contract.

Approve Cayla Printz as a secondary Summer School instructor for \$30/hour, 2 hours/day, 4 days/week, from July 5 through August 4, 2016.

Approve Mary Ellen Ebeling as an instructor in the Extended School Year (ESY) program for \$30/hour, 3 hours/day, 4 days/week from July 5-July 28, 2016.

Approve Staci Fink, Danielle Hollenbach, Caitlin Honig, and Heather Wamsher as instructors in the ESY program for \$30/hour, 3 hours/day, 3 days/week, from July 5-July 28, 2016.

Approve Gina Katrinak as an instructional assistant in the ESY program, 2.5 hours/day, 4 days/week, at her regular hourly rate, from July 5-July 28, 2016.

Approve Shawn Glancy, Shirley Pocrass, Denise Rankin, and Melissa Schaeffer as instructional assistants in the ESY program, 2.5 hours/day 3/days/week, at their regular hourly rates, from July 5-July 28, 2016.

Approve Jennifer Rothermel as an instructional assistant substitute in the ESY program, as needed, at her regular hourly rate.

Approve Denise Rankin as a van aide for the ESY program, 5 days/week, at her regular hourly rate, from June 27-July 30, 2016.

Ratify a change of employment status for Theodore Delinko from long-term substitute elementary custodian to full-time elementary custodian, effective June 20, 2016.

Ratify Barret Klatt as a summer technology intern, \$10/hour, 32 hours/week, effective June 13, 2016.

Ratify Evan Cardinal as a summer custodial assistant, \$7.25/hour, 32 hours/week, effective June 13, 2016.

Accept the letter of resignation from Christine Sleppy, part-time elementary instructional assistant, effective June 9, 2016.

Accept the letter of resignation from Joy Kessock, part-time secondary instructional assistant, effective June 9, 2016.

Approve the request for unpaid leave for Alanna Lebo, full-time elementary teacher, from approximately October 3, 2016 through December 23, 2016.

Approve the revised Antietam School District Support Staff Handbook effective the 2016-17 school year.

Approve the administrative and Act 93 employees' salaries for the 2016-2017 school year, as presented.

Approve the confidential employees' salaries for the 2016-2017 school year, as presented.

A poll of the Board resulted in the following vote:

Yes 7 Mmes. Kleiman-Baer, Ramsey, and Sellers; Messrs. Faro, O'Boyle, Saylor and Stauffer

Motion carried.

Mrs. Ramsey moved, seconded by Mr. Faro, to approve the Support Staff hourly rates for the 2016-17 school year, as presented.

A poll of the Board resulted in the following vote:

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| Yes <u>5</u> | Mmes. Ramsey and Sellers; Messrs. Faro, Saylor and Stauffer |
| No <u>2</u> | Mrs. Kleiman-Baer and Mr. O'Boyle |

Motion carried.

As there was no further business to discuss, the meeting was adjourned at 8:15 p.m.

Submitted by,

Pamela S. Janda, Board Secretary