

SOUTHERN TIOGA SCHOOL DISTRICT
Boyanowski Administration Building
241 MAIN STREET, BLOSSBURG, PA 16912

MINUTES: BOARD OF EDUCATION—November 8, 2010

The meeting of the Board of Education of the Southern Tioga School District was called to order by Board President Barbara Shull with the following members also present: Ivan Erway, Dan Berguson, Frank Kollar, Terry Osborne, Roxanne Landis, Susan Jaquish, Stuart Crossen, and Gloria Schwab.

Also present were Mr. Kalata, Mrs. Crowell, Dr. Freeman, Dr. Kelly, Mr. Rotella, Mr. Jaquish, Mr. David, Mrs. Sick, and interested citizens.

The Board appointed Stephen Hall as new Region I Board Member from December 1, 2010, until the next municipal election. On motion of Mr. Kollar and second of Mrs. Landis the Board voted 9 to 0 to approve the recommendation.

The **Minutes** of the meeting held on October 11, 2010, were read by the Board. On motion of Mrs. Schwab and second of Mr. Erway the Board voted 9 to 0 to approve the minutes as presented.

Mr. Kalata commented on the **Treasurer's Report**. On motion of Mr. Berguson and second of Mr. Osborne the Board voted 9 to 0 to approve the Treasurer's Report as presented. **(EXHIBIT)**

The Board studied the **Bill List for the General Fund**. Mr. Kalata commented on fuel adjustments included in transportation checks this month. If fuel prices continue to increase, the administration will review the process. On motion of Mr. Kollar and second of Mr. Crossen the Board voted 9 to 0 to approve the bill list as presented. **(EXHIBIT)**

The Board studied the **Bill List for the Capital Project Fund**. On motion of Mrs. Landis and second of Mr. Berguson the Board voted 9 to 0 to approve the bill list as presented. **(EXHIBIT)**

Mr. Kalata reviewed the **Food Service Report** and highlighted the 41% free & reduced rate, which is also used in determining eligibility for some grants. On motion of Mr. Osborne and second of Mr. Crossen the Board voted 9 to 0 to approve the report as presented. **(EXHIBIT)**

The following correspondence items were read by the Board:

- A letter of resignation from Amy Smith, Secretary to the Principal, Mansfield High School, effective November 12, 2010.
- A letter from Sue Cowan, Multi-Support Secretary, requesting to change her retirement date from January 1, 2011, retroactively to November 1, 2010.
- A letter of resignation from Amy Czako, Jr. High Girls Basketball Coach, North Penn High School.
- A letter of resignation from Gayle Hill, Sophomore Class Advisor, Liberty High School.

On motion of Mr. Berguson and second of Mrs. Schwab the Board voted 9 to 0 to accept the correspondence as read.

On motion of Mr. Crossen and second of Mrs. Landis the Board voted 9 to 0 to approve the **Building Use Permits** as presented. **(EXHIBIT)**

On motion of Mr. Osborne and second of Mr. Kollar the Board voted 9 to 0 to approve the **Field Trip and Conference Requests** as presented. **(EXHIBIT)**

Administrative Report

Superintendent's Search Update

Mr. Kalata reported on the Superintendent's Search. The district received applications from fourteen candidates. After November 3rd interviews by a Board/Administrative committee and a teacher/community/ Act 93 administrative committee, two final round candidates were selected. Meet the Candidates Night has been scheduled for Tuesday, November 16, 2010, at 6:30 PM in the North Penn High School Auditorium. Second round interviews will be held in December.

North Penn Building Project Update

Mr. Kalata gave an update on the North Penn Building Project. A Building & Grounds Committee meeting will be held on November 18, 2010, at 12:00 PM at the Boyanowski Administration Building. On December 6, 2010, Mr. Scarantino, architect, will present the preliminary design during the regularly scheduled Board meeting. An Act 34 hearing is anticipated in January.

State of the District Report

In giving the State of the District Report, Mr. Kalata highlighted the Mission Statement, and referred to it as a very good mission. Regarding personnel, he noted that the Administration transition plan is coming to completion, special education reorganization continues as well as curriculum and technology changes. In curriculum, the Keystone Exams are becoming a focus and the use of Blendedschools continues for programs such as a secondary foreign language. The district continues to participate in field testing of state assessments. In technology, upgrades to software and hardware have continued as needed.

Regarding budget, actual versus budgeted expenditures were provided. The funds under grant areas that will be eliminated in 2011/2012 were reviewed: IDEA ARRA, Title I ARRA, and ARRA-BEF, total over \$1.4 million. The report concluded with 35 years of enrollment history, showing a decline of over 300 students in the past ten years. Board members were requested to contact administrators with any questions.

Ms. Shull recognized Mr. Osborne for over 20 years of service to the Board, since December 4, 1989.

Mr. Osborne thanked the Board and Administration for the good working relationship and encouraged it to continue.

PSBA Liaison Officer Frank Kollar invited all Board members, Superintendent, Business Manager, and Director of Human Resources to a meeting on December 9 from 6:30 PM to 9:00 PM at the IU Office in Canton on negotiations. Let Mr. Kollar know if you would like to attend.

Action Items

The Administration made the following Personnel recommendations:

Employing Jessica White, English Teacher, Mansfield High School, effective November 9, 2010. Ms. White will be employed at Bachelor's Step 1, \$40,427 (to be prorated in 2010/2011), plus benefits as defined by the STEA/STSD Agreement.

Employing Lori Mitstifer, Pre-Arranged Short-Term Substitute Elementary Teacher, Blossburg Elementary School, from November 10 to December 23, 2010. Ms. Mitstifer will be employed at

\$120.00 per day as defined by the Conditions of Employment for Substitute Professional Employees.

Adding the following persons to the 2010/2011 Day-to-Day Substitute Employees List:

- Clarissa Cummings, Custodian, retroactive to October 21, 2010.
- Natasha Vargeson, Custodian, retroactive to October 21, 2010.
- Jay Harter, Family & Consumer Sciences Teacher, retroactive to November 1, 2010.
- Meghan Galloway, Emergency Certified Substitute Teacher, retroactive to November 1, 2010.
- Virginia McClure, Emergency Certified Substitute Teacher, retroactive to November 1, 2010.

A request from Mary Schmelzle, Paraprofessional for a Student with Special Needs, Liberty High School, for an uncompensated leave for emergency reasons through December 2, 2010.

A request from Amy Wilson, Computer Support Paraprofessional, Mansfield High School, for an uncompensated leave for medical reasons from November 8 to December 31, 2010.

A request from Marlene Christman, Cashier, North Penn High School, to extend her uncompensated leave for medical reasons through November 17, 2010.

On motion of Mrs. Schwab and second of Mrs. Landis the Board voted 9 to 0 to approve the Personnel recommendations.

The Administration made the following Student Activities recommendations:

Entering into supplemental contracts with the following persons for the 2010/2011 school year:

- Chris Olson, Assistant Boys Basketball Coach, North Penn High School \$3,276
- Jessica McKee, Odyssey of the Mind Co-Advisor, W.L. Miller Elementary School \$510
- Lauren Novak, Odyssey of the Mind Co-Advisor, W.L. Miller Elementary School \$510

Mansfield High School Fall game attendants in the amount of \$2,640.

North Penn High School Fall game attendants in the amount of \$1,860.

On motion of Mr. Osborne and second of Mr. Kollar the Board voted 9 to 0 to approve the Student Activities recommendations.

The Administration made the following Long Range Planning recommendations:

Second Reading of Board Policies – Section 300 – Personnel **(EXHIBIT)**

Second Reading of the deletion of all current 400 and 500 policies.

Second Reading of Board Policy #707 Use of Facilities. **(EXHIBIT)**

Acceptance of the PHEAA Creating Access to Postsecondary Schools grant in the amount of \$6,000.

The following requests for Homebound Instruction:

- Liberty High School student, effective October 5, 2010, for six to eight weeks.
- North Penn High School student, effective October 19, 2010 for three months.
- North Penn High School student, effective October 29, 2010 for four weeks.

On motion of Mr. Crossen and second of Mrs. Schwab the Board voted 9 to 0 to approve the Long Range Planning recommendations.

The Administration made the following Budget recommendation:

The PA Department of Education requests that the Board enter the exhibited PlanCon Part K: Project Refinancing approval document and appended materials into the minutes.

On motion of Mr. Berguson and second of Mr. Kollar the Board voted 9 to 0 to approve the Budget recommendation.

The Administration made the following Building and Grounds recommendations:

Awarding snow removal bids for the 2010/2011 school year as follows: **(EXHIBIT)**

- Mark Kreger Excavating, Liberty, for Liberty Elementary and High Schools
- Stuart Lisowski Excavation & Garage, LLC, Covington, for Mansfield and Blossburg facilities

On motion of Mrs. Schwab and second of Mr. Crossen the Board voted 9 to 0 to approve the recommendation.

The Administration recommended approval of the following supplemental contracts:

- Chris Cummings, Cross Country Co-Coach, Mansfield High School \$504
- Jason Fletcher, Cross Country Co-Coach, Mansfield High School \$2,016
- Tom Nelson, Wind Ensemble Advisor, District \$3,050
- Dana Miller, Sophomore Class Co-Advisor, Liberty High School \$510

On motion of Mr. Osborne and second of Mr. Berguson the Board voted 9 to 0 to approve the recommendations.

The Administration recommended approval to accept a donation from the Jones Foundation in the amount of \$215 to support a field trip for the Enrichment Program.

On motion of Mrs. Landis and second of Mr. Crossen the Board voted 9 to 0 to approve the recommendation.

The Administration recommended approval of the following Personnel recommendations:

Revision to the Hourly Employees Conditions of Employment plan to add the Use of Facilities sound, lighting and computer technician positions, previously stated in the Use of Facilities Board Policy. **(EXHIBIT)**

A request from Christina Fry for a principal's internship with P. William David, Principal, North Penn High School in the spring of 2011, pending receipt of confirmation of enrollment from her participating college.

On motion of Mr. Erway and second of Mr. Osborne the Board voted 9 to 0 to approve the recommendations.

Board President Barbara Shull made the following announcements:

Board Work Session

- Monday, January 3, 2011, at 6:30 PM *(pending Board approval)*
North Penn High School Library

Next Board Meeting(s)

- Monday, December 6, 2010, at 6:30 PM
North Penn High School Auditorium
--Preliminary design of Blossburg Schools presented by Sam Scarantino, Architect, Quad3
- Monday, January 10, 2011, 6:30 PM *(pending Board approval)*
North Penn High School Auditorium

Executive Session

- Monday, November 8, 2010, following the Board meeting
RE: Employee

Committee Meeting

- Buildings and Grounds Committee
November 18, 2010, at 12:00 PM
Boyanowski Administration Building

Public Meeting:

- Tuesday, November 16, 2010, at 6:30 PM
Meet the Candidates Night
North Penn High School Auditorium

On motion of Mrs. Schwab and second of Mr. Osborne the Board voted 9 to 0 to adjourn the meeting.

Approved as read December 6, 2010.

Respectfully Submitted

Penny L. Crowell, Board Secretary