

PENNS MANOR AREA SCHOOL DISTRICT
MINUTES OF BOARD MEETING
October 11, 2018

The regular monthly board meeting of the Penns Manor Area School Board of Education was held on Thursday, October 11, 2018. The meeting was called to order at 7:00 p.m. The following members were present: Mr. Packer, Mr. Beilchick, Mrs. Eckenrode, Mr. Hardesty, Mr. Larch, Mr. Polenik, Mrs. Tate, Mr. Boston and Mr. Sutila. The following administrators were present: Mr. Johnston, Mrs. Zeglen, Mr. Dalton, Mr. Grimaldi, and Mr. Muscatello. Mrs. Dolges was excused. Also present was Mr. Saffron, Esquire.

PRESENTATIONS

A. Nothing at this time.

MOTION TO AMEND AGENDA

Motion by Mr. Sutila seconded by Mr. Hardesty to amend agenda.

On roll call the following members voted:

Mrs. Tate	Yes	Mr. Packer	Yes
Mr. Beilchick	Yes	Mr. Boston	Yes
Mrs. Eckenrode	Yes	Mr. Polenik	Yes
Mr. Hardesty	Yes	Mr. Sutila	Yes
Mr. Larch	Yes	Motion Carried	

APPROVAL OF AGENDA

Motion by Mr. Polenik seconded by Mr. Hardesty to approve the agenda as amended.

On roll call the following members voted:

Mrs. Tate	Yes	Mr. Packer	Yes
Mr. Beilchick	Yes	Mr. Boston	Yes
Mrs. Eckenrode	Yes	Mr. Polenik	Yes
Mr. Hardesty	Yes	Mr. Sutila	Yes
Mr. Larch	Yes	Motion Carried	

CITIZENS' REMARKS TO BOARD

A. Nothing at this time

MINUTES OF ALL MEETINGS - **enclosure 1**

Motion by Mrs. Eckenrode seconded by Mr. Larch to approve/amend the minutes of all meetings as printed.

On roll call the following members voted:

Mrs. Tate	Yes	Mr. Packer	Yes
Mr. Beilchick	Yes	Mr. Boston	Yes
Mrs. Eckenrode	Yes	Mr. Polenik	Yes
Mr. Hardesty	Yes	Mr. Sutila	Yes
Mr. Larch	Yes	Motion Carried	

BUSINESS REPORT - **enclosure 2**

Motion by Mr. Sutila seconded by Mrs. Tate to approve/disapprove the financial report as printed.

On roll call the following members voted:

Mrs. Tate	Yes	Mr. Packer	Yes
Mr. Beilchick	Yes	Mr. Boston	Yes
Mrs. Eckenrode	Yes	Mr. Polenik	Yes
Mr. Hardesty	Yes	Mr. Sutila	Yes
Mr. Larch	Yes	Motion Carried	

PRESENTATION OF BILLS - **enclosure 3**

		<u>2018-19</u>
A.	General Account	- \$134,247.05
B.	Athletic Account	- \$ 15,165.76
C.	Cafeteria Account	- \$
D.	Capital Reserve	- \$

Motion by Mr. Larch seconded by Mr. Boston to authorize payment of bills.

On roll call the following members voted:

Mrs. Tate	Yes	Mr. Packer	Yes
Mr. Beilchick	Yes	Mr. Boston	Yes
Mrs. Eckenrode	Yes	Mr. Polenik	Yes
Mr. Hardesty	Yes	Mr. Sutila	Yes
Mr. Larch	Yes	Motion Carried	

PROGRAM UPDATE - Nothing at this time

REPORTS

- A. Superintendent - agenda overview
- B. Monthly Revenue/Expenditure Report - **enclosure 4**
- C. High School Activity Account - **enclosure 5**
- D. Federal Programs
- E. Public Relations
- F. PM Foundation

OLD BUSINESS

- A. Nothing at this time

COMMITTEE REPORTS

- A. Negotiations Committee - Mrs. Jill Eckenrode, Spokesperson

- 1) Nothing at this time.
2) Other negotiations committee business _____

- B. Curriculum Committee - Mr. Sutilla, Spokesperson

- 1) Information only - Curriculum Committee Meeting set for October 24, 2018 at 6:30 PM to discuss Penns Manor Cyber Options.
2) Other curriculum committee business _____

- C. Budget and Finance - Mr. Beilchick, Spokesperson

- 1) Authorize Business Manager to Execute Natural Gas Supply Agreement
Motion by Mr. Beilchick seconded by Mr. Hardesty, to authorize the Business Manager to execute a natural gas supply agreement with the supplier providing the lowest price based on a competitive RFP process conducted by OnDemand Energy.
On roll call the following members voted:

Table with 4 columns: Name, Vote, Name, Vote. Rows include Mrs. Tate, Mr. Beilchick, Mrs. Eckenrode, Mr. Hardesty, Mr. Larch, Mr. Packer, Mr. Boston, Mr. Polenik, Mr. Sutilla, and Motion Carried.

- 2) Motion Correction for Commercial Liability Package Motion
Motion by Mr. Beilchick seconded by Mrs. Eckenrode, to correct the total cost in the approved motion Number 7 under Budget and Finance on the September 13, 2018, Regular Board Meeting Agenda, from \$26,120 to \$47,048; and to accept and approve the premium for the Commercial Liability Package in the amount of \$47,048, which covers the period of October 1, 2018, to October, 2019. This is a 2% increase over the previous year's cost.

On roll call the following members voted:

Table with 4 columns: Name, Vote, Name, Vote. Rows include Mrs. Tate, Mr. Beilchick, Mrs. Eckenrode, Mr. Hardesty, Mr. Larch, Mr. Packer, Mr. Boston, Mr. Polenik, Mr. Sutilla, and Motion Carried.

- 3) Other budget and finance committee business _____

D. Buildings and Grounds - Mr. Polenik, Spokesperson

1) WTI/Tremco Contract - **enclosure 6**

Motion by Mr. Polenik seconded by Mr. Hardesty to approve a contract with Weatherproofing Technologies, Incorporated, a service subsidiary of Tremco Incorporated, to complete the scope of work as listed in **enclosure 6**, at a total cost of \$6,689.50.

On roll call the following members voted:

Mrs. Tate	Yes	Mr. Packer	Yes
Mr. Beilchick	Yes	Mr. Boston	Yes
Mrs. Eckenrode	Yes	Mr. Polenik	Yes
Mr. Hardesty	Yes	Mr. Sutilla	Yes
Mr. Larch	Yes	Motion Carried	

2) Purchase of Pickup Truck

Motion by Mr. Polenik seconded by Mr. Larch, to authorize the Administration to prepare specifications for the purchase of a pickup truck to replace the District's 1984 pickup truck, and to seek at least three (3) quotes for the purchase of the pickup truck. The Board further authorizes the purchase of the pickup truck at the lowest responsible and acceptable quote, not to exceed \$15,000.

On roll call the following members voted:

Mrs. Tate	Yes	Mr. Packer	Yes
Mr. Beilchick	Yes	Mr. Boston	Yes
Mrs. Eckenrode	Yes	Mr. Polenik	Yes
Mr. Hardesty	Yes	Mr. Sutilla	Yes
Mr. Larch	Yes	Motion Carried	

3) Other buildings and grounds committee business _____

E. Athletics Committee - Mr. Ronald Larch, Spokesperson

1) Nothing at this time.

2) Other athletic committee business _____

F. Transportation - Mrs. Tate, Spokesperson

1) Additional Drivers

Motion by Mrs. Tate seconded by Mrs. Eckenrode, to approve the following as additional drivers for Tri-County Transportation during the 2018-19 school year: Marissa Barnosky and Rebecca Westover.

On roll call the following members voted:

Mrs. Tate	Yes	Mr. Packer	Yes
Mr. Beilchick	Yes	Mr. Boston	Yes
Mrs. Eckenrode	Yes	Mr. Polenik	Yes
Mr. Hardesty	Yes	Mr. Sutila	Yes
Mr. Larch	Yes	Motion Carried	

- 2) *Information Only:* Transportation Committee Meeting was held at 6:15 PM, prior to this meeting, to discuss the extension of a transportation agreement between the District and TriCounty Transportation.
- 3) Other transportation committee business _____

POLICIES

Nothing at this time.

CORRESPONDENCE

Nothing at this time

NEW BUSINESS

A. Approve Substitutes and Guest Teachers

Motion by Mrs. Tate seconded by Mr. Mrs. Eckenrode to approve the following as substitutes and guest teachers for the 2018-19 school year, subject to the receipt of all current clearances and certifications: Guest Teachers - Joanne Kablack, Gregory Marsh and Donna Rosenberger. Support Professionals - Nancy Kubalek, Secretarial and Cafeteria.

On roll call the following members voted:

Mrs. Tate	Yes	Mr. Packer	Yes
Mr. Beilchick	Yes	Mr. Boston	Yes
Mrs. Eckenrode	Yes	Mr. Polenik	Yes
Mr. Hardesty	Yes	Mr. Sutila	Yes
Mr. Larch	Yes	Motion Carried	

B. Hire 3 hrs. per Day Cafeteria Monitor/2.25 hrs. per Day Instructional Assistant

Motion by Mr. Larch seconded by Mr. Sutila to hire Amanda Cessna as a 3 hours per Day Cafeteria Monitor, and as a 2.25 hours per Day Instructional Assistant effective October 15, 2018, at the contracted rate of \$10.55 per hour, as per the current contract between the District and the Penns Manor Area Education Support Association dated July 1, 2016, through June 30, 2020.

On roll call the following members voted:

Mrs. Tate	Yes	Mr. Packer	Yes
Mr. Beilchick	Yes	Mr. Boston	Yes
Mrs. Eckenrode	Yes	Mr. Polenik	Yes
Mr. Hardesty	Yes	Mr. Sutila	Yes
Mr. Larch	Yes	Motion Carried	

C. Approve Student Outside Placement

Motion by Mr. Hardesty seconded by Mr. Sutila to approve the enrollment of student # XXXX154332 into the Day Treatment Program at Adelphoi located in Indiana, PA.

On roll call the following members voted:

Mrs. Tate	Yes	Mr. Packer	Yes
Mr. Beilchick	Yes	Mr. Boston	Yes
Mrs. Eckenrode	Yes	Mr. Polenik	Yes
Mr. Hardesty	Yes	Mr. Sutila	Yes
Mr. Larch	Yes	Motion Carried	

D. Permission to Advertise for an Instructional Assistant

Motion by Mrs Eckenrode seconded by Mrs. Tate to authorize the Administration to post and advertise for an Instructional Assistant.

On roll call the following members voted:

Mrs. Tate	Yes	Mr. Packer	Yes
Mr. Beilchick	Yes	Mr. Boston	Yes
Mrs. Eckenrode	Yes	Mr. Polenik	Yes
Mr. Hardesty	Yes	Mr. Sutila	Yes
Mr. Larch	Yes	Motion Carried	

E. Approve Submission of District's Comprehensive Plan

Motion by Mr. Hardesty seconded by Mrs. Tate to authorize the Administration to submit the District's Comprehensive Plan, which has been displayed on the District's website since September 6, 2018, to the Pennsylvania Department of Education.

On roll call the following members voted:

Mrs. Tate	Yes	Mr. Packer	Yes
Mr. Beilchick	Yes	Mr. Boston	Yes
Mrs. Eckenrode	Yes	Mr. Polenik	Yes
Mr. Hardesty	Yes	Mr. Sutila	Yes
Mr. Larch	Yes	Motion Carried	

- F. Student Recognition
1) PMEA Student of the Month: Alexis Zack

REQUESTS FOR FIELD TRIPS OR CONFERENCES

A. Field trips/conferences that have been approved by the Administration

Field Trip

1. Beth Sabatini, School News Orientation, Indiana, PA, September 26, 2018, District Cost \$194.50
2. Christine Carpenter, Fort Ligonier, Ligonier, PA, October 12, 2018, District \$1047.72
3. Lisa Donatelli, Joe Packer, Chris Zayachak, Scott Lowry, & Mrs. Lauer, ICCA College Fair/Career Fair, Indiana, PA, District \$523.80
4. Michelle Dolges & Kristen Zeglen, Indiana Radio Station, Indiana, PA, Second Wednesday of the Month. District Cost \$940.00
5. Gerald Hughes, Fall Leadership Conference, Blair County Convention Center, October 2, 2018, District Cost \$246.06
6. Gerald Hughes, Grassland Evaluation, State College, PA, October 11, 2018, District Cost \$377.14
7. E'milies Aires, CBI Trip, Barr Ridge, Nicktown, PA October 11, 2018, District Cost \$222.66

Workshop

1. Joe Packer & Lisa Donatelli, Business Educator Summit, Indiana, PA, September 12, 2018, District Cost \$122.92
2. Lisa Donatelli & Joe Packer, ICTC Sending School Meeting for Counselors, Indiana PA, September 26, 2018, District \$119.00
3. Marilyn Rorabaugh, SBAP Statewide Training Update, Pittsburgh, PA, October 3, 2018, District Cost \$70.85
4. Ben Murphy, Raspberry Pi & Electronic Circuits Workshop, Indiana, PA, October 3, 2018, District Cost \$390.00
5. Scott Lowry, Raspberry Pi & Electronic Circuits Workshop, Indiana, PA, October 3, 2018, District Cost \$409.62
6. Mr. Caroff, Mr. Shobert, Mr. Mazey & Mr. Murphy, PBL – Because its a project based world, Indiana, PA, October 11, 2018, October 17, 2018, January 28, 2019, District Cost \$1080.00
7. Kristen Zeglen & Michelle Dolges, School Law Day, PSU, September 25, 2018, District Cost \$ 340.05
8. George Caroff, PSTA Conference, State College, PA, September 30, 2018 & October 1, 2018, District Cost \$532.66
9. Lee Kuzemchak, Wilson Reading System, Pittsburgh, PA, September 9-12, 2018, District Cost \$1120.08
10. Gretchen Prebish, MTSS Writing, Pittsburgh, PA, September 24-27, 2018, District Cost \$ 683.77
11. Amanda Cessna, Visual Phonics, Indiana, PA, September 26 & 27, 2018, District Cost \$220.00
12. Bethany Lemmon, Visual Phonics, Indiana, PA, September 26 & 27, 2018, District Cost \$220.00
13. E'milie Aires, Wilson Reading Systems Introductory Course, Conshohocken, PA, September 25-27, 2018, District Cost \$1880.31
14. Mandi Gillo, Visual Phonics, Indiana, PA September 26 & 27, 2018, District Cost \$217.82

15. Chris Zayachak, Quiz Bowl Organizational Meeting, Indiana, PA September 25, 2018, District Cost \$106.35
16. Lisa Donatelli & Joe Packer, PHEAA Arin IU28, Indiana PA, September 28, 2018, District Cost \$129.02
17. Amy Weaver, See the Sound – Visual Phonics, Indiana, PA, September 26 & 27, 2018, District Cost \$107.06
18. Dan Antonacci, Wellness Planning, Slippery Rock, October 10, 2018, District Cost \$149.41
19. Julie Thomas, Foundation of Reading, Pittsburgh, PA, October 4, 2018, District Cost \$85.03
20. Amanda Roach, Practical Strategies to Accelerate Reading Achievement, Homestead, PA October 1-2, 2018 District \$524.90
21. Amanda Roach, Foundation of Reading, Pittsburgh, PA, October 4, 2018 District Cost \$170.67
22. Olivia Anna, PA new Teacher Online Induction Course, October 1, 2018 & December 19, 2018 District Cost \$175.00
23. Olivia Anna, What would you do? Dealing with At-Risk student issues, ARIN, Indiana, PA District \$110.00
24. Olivia Anna, Foundations of Reading, Pittsburgh, PA, October 4, 2018, District Cost \$144.83
25. Olivia Anna, Practical Strategies to Accelerate Reading Achievement, October 1-2, 2018, District Cost \$611.66
26. Gregory Yuhas, Sapphire Updates Summit, Hershey, PA, September 26, 2018, District Cost \$402.29
27. Kimberly Bodek, Phase I, 9th Grade Transition Activity, PMHS, TDB, District Cost \$90.00
28. Kimberly Bodek, Phase II – TAP, PMHS, October 16, 2018, District Cost \$90.00
29. Andrew Lansberry, Wellness Committee, Slippery Rock, October 10, 2018, District Cost \$102.00
30. Scott Lowry, Wellness, Slippery Rock, October 10, 2018, Paid for by Wellness Grant
31. Janell Mason, Wellness Workshop, Slippery Rock, October 10, 2018, Paid for by Wellness Grant
32. Gerald Hughes, PAAE Meeting, Beaver Falls, October 9, 2018, District Cost \$79.03
33. Lisa Donatelli, & Joe Packer, Helping Teens Who Never Asked for Help in the First Place, Indiana, PA October 12, 2018, District Cost \$ 399.82

- B. Field trips/conferences that need to be approved by the Board of Education
Motion by Mrs. Eckenrode seconded by Mr. Hardesty to approve/disapprove the following field trips/conferences:

Field Trip

1. Alice Arnold, PMEA District Chorus Fest, Saltsburg, PA, November 16, 2018, District Cost \$390.35
2. Gerald Hughes, National Convention, Indianapolis, Indiana, October 22, 2018-October 27, 2018, District Cost \$450.00
3. Gerald Hughes, Fall CDE, Penn Run, October 30, 2018, District Cost \$222.66
4. Gerald Hughes, NKF Kidney Walk, November 4, 2018, Pittsburgh, PA, District Cost \$271.54
5. Gerald Hughes, Farm Show, Harrisburg, PA, January 7, 2019, District Cost \$953.05
6. Ben Murphy, WIRC (Book Club Competition), Seton Hill, March 5, 2019, District Cost \$542.66
7. Gerald Hughes, SLLC, Harrisburg, PA March 17-19, 2019 District Cost \$530.00
8. Gerald Hughes, Penn State Competitions CDC, June 11-13, 2019, District Cost \$300.00

9. Chris Zayachak, Quiz Bowl, Indiana High School, October 23, 2018, District Cost \$247.30
10. Chris Zayachak, Quiz Bowl, Purchase Line High School, November 28, 2018, District Cost \$247.30
11. Chris Zayachak, Quiz Bowl, Rustic Lodge, Indiana, PA, December 17, 2018, District Cost \$247.30
12. Dan Antonacci & Joe Packer, Orientering, Yellow Creek, October 19, 2018, District Cost \$229.70
13. Jamie Cortazzo, Westmoreland Interscholastic Reading Competition, Seton Hill University, March 4, 2019, District Cost \$389.98

Workshop

1. Kathy Lezanic, Oppositional, Defiant, & Disruptive Children and Adolescents, Monroeville, PA October 30, 2018, District Cost \$289.99
2. Cynthia Rodgers, IUP Methodology Conference on Foreign Language Learning, Indiana, PA, April 12, 2019 District Cost \$175.12
3. Michelle Dolges, Curriculum Council, Indiana, PA, September 21, November 30, January 18, and March 22, District Cost \$78.48
4. George Caroff and Mr. Mazey, PASCC Meeting, Pittsburgh, PA, November 6, 2018, District Cost \$244.31
5. Bethany Cessna, SAP Training, Latrobe, PA, December 4-6, 2018, District Cost \$698.56
6. Olivia Anna, ARIN IU 28, Indiana, PA, January 29, 2019, District Cost \$140.00
7. Alice Arnold, Tools for the Elementary Music Teacher. Pittsburgh, PA, November 20, 2019, District Cost \$114.00
8. Adelle Dolney, FBLA State Leadership Workshop, Pocono Manor, PA, November 4-5, 2018 Cost paid by FBLA, District Cost \$90.00
9. Adelle Dolney, FBLA Regional Conference/Competition, Indiana, PA , December 17, 2018, District Cost \$463.48
10. Adelle Dolney, FBLA State Competition, Indiana, PA, April 10, 2019, District Cost – none.
11. Adelle Dolney, FBLA State Leadership Conference/Competition, Hershey, PA, April 7-10, 2019 District Cost \$5000.00
12. Scott Lowry, Project Based Learning, ARIN IU 28, January 28, 2019, District Reimbursed for Cost by ARIN

On roll call the following members voted:

Mrs. Tate	Yes	Mr. Packer	Yes
Mr. Beilchick	Yes	Mr. Boston	Yes
Mrs. Eckenrode	Yes	Mr. Polenik	Yes
Mr. Hardesty	Yes	Mr. Sutilla	Yes
Mr. Larch	Yes	Motion Carried	

NEXT REGULAR SCHEDULED MEETING - Thursday, November 8, 2018, @ 7:00 p.m.

WORKSHOPS/COMMITTEE MEETINGS -

Committee Meeting - Thursday, November 1, 2018, @ 7:00 p.m.

MEETING RECESSED AT 7:21 p.m.

Joshua M. Muscatello, Board Secretary