

SOUTHERN TIOGA SCHOOL DISTRICT
241 Main Street, Blossburg, PA 16912

BOARD OF EDUCATION SPECIAL MEETING AGENDA

Mansfield High School Library, 6:30 PM

June 27, 2011

1.0 Operations

- 1.1 Call to Order
- 1.2 Pledge of Allegiance
- 1.3 Board Attendance
- 1.4 Special Operations
 - 1.4.1 Teacher of the Year Presentations
 - Karen Strange, Elementary Teacher, Blossburg Elementary School
2010/11 Elementary Teacher of the Year
 - Rob Kathcart, Social Studies Teacher, North Penn High School
2010/11 Secondary Teacher of the Year
- 1.5 Approval of Minutes
 - 1.5.1 May 25, 2011 (EXH 1.5.1)
- 1.6 Treasurer's Report (EXH 1.6)
- 1.7 Approval of Bill List(s)
 - 1.7.1 General Fund (EXH 1.7.1)
 - 1.7.2 Capital Project (EXH 1.7.2)
- 1.8 Food Service Report (EXH 1.8)
- 1.9 Correspondence (refer to EXH A-1 and EXH 1.9)
- 1.10 Building Use Permits
- 1.11 Field Trip and Conference Requests

2.0 Reports

- 2.1 Administrative Report**
- 2.2 Committee Reports**

3.0 Citizen Recognition

Please give name, address, organization which you represent, and subject. Individuals or organizations distributing materials or information should identify themselves and the purpose of the distribution of their information. Individuals making comments relative to private student matters or employees should direct their comments to the Superintendent outside the meeting. It is requested that comments be kept to 5 minutes.

4.0 Action Items

4.1 Staffing Recommendations for the 2011/12 school year

Roll Call

The Administration recommends approval of the following:

- 4.1.1 Accepting the PA Department of Education letter approving the District's request to alter or curtail the educational program, specifically to alter the Mansfield High School Dean of Students position and to curtail the secondary guidance/social intervention program (EXH 4.1.1).
- 4.1.2 Furloughing Jessica White, English Teacher, effective June 30, 2011 (EXH 4.1.2).
- 4.1.3 Furloughing Holly Stevens, Secondary Guidance Counselor, effective June 30, 2011 (EXH 4.1.3).
- 4.1.4 Furloughing Meghan Graham, Paraprofessional for a Student with Special Needs, effective June 27, 2011 (EXH 4.1.4).
- 4.1.5 Reducing the daily work hours of the following paraprofessionals by 1 hour per day effective June 30, 2011, and transferring certain paraprofessionals as follows:
- Judy Sherman, Paraprofessional for Learning Support, Blossburg Elementary School
 - Martha McCormick, Paraprofessional for Library, Blossburg Elementary and North Penn High Schools
 - Mary Schmelzle, Paraprofessional for Learning Support/Library, Liberty High School
 - Norma Martin, Paraprofessional for Learning Support, Mansfield High School
 - Linda Saylor, Paraprofessional for a Student w/Special Needs, Mansfield High School
 - Molly Wall, Paraprofessional for a Student w/Special Needs, Liberty Elementary School
 - Julie Wilson, Paraprofessional for a Student w/Special Needs, North Penn High School
 - Patricia Cummings, Paraprofessional for a Student w/Special Needs, Mansfield High School
 - Nancy Nance, Paraprofessional for a Student w/Special Needs, Mansfield High School
 - Doreen Mase, Paraprofessional for a Student w/Special Needs, W. L. Miller Elementary School
 - Rosanne Dibble, Paraprofessional for a Student w/Special Needs, W. L. Miller Elementary School
 - Diane Vance, Paraprofessional for a Student w/Special Needs, W. L. Miller Elementary School, and transfer Ms. Vance to Paraprofessional for Special Education at W. L. Miller Elementary School
 - Melinda Tice, Paraprofessional for a Student w/Special Needs, W. L. Miller Elementary School
 - Stacey Burd, Paraprofessional for a Student w/Special Needs, W. L. Miller Elementary School
 - Rikki Schmelzle, Paraprofessional for a Student w/Special Needs, W. L. Miller Elementary School
 - Nancy Sargent, Paraprofessional for a Student w/Special Needs, Liberty Elementary School, and transfer Ms. Sargent to Liberty High School
 - Valerie Lovett, Paraprofessional for Learning Support, Liberty High School, and transfer Ms. Lovett to Paraprofessional for Learning Support/Student w/Special Needs, Liberty High School
 - Sheila Bogaczyk, Paraprofessional for a Student w/Special Needs, Liberty High School, and transfer Ms. Bogaczyk to W. L. Miller Elementary School
 - Judy Sikorski, Paraprofessional for Literacy, W. L. Miller Elementary School, and change title of position to Paraprofessional for Literacy/Learning Support

4.1.6 Transferring the following paraprofessionals effective June 30, 2011:

- Cheryl Burleigh, Paraprofessional for a Student w/Special Needs, W. L. Miller Elementary School, transfer to Mansfield High School
- Deborah Murphy, Paraprofessional for Literacy, W. L. Miller Elementary School, transfer to Paraprofessional for a Student w/Special Needs, W. L. Miller Elementary School
- Cindy Crist, Paraprofessional for Literacy, Liberty Elementary School, transfer to Paraprofessional for a Student w/Special Needs, Liberty Elementary School
- Catherine Bogaczyk, Paraprofessional for Literacy, Blossburg Elementary School, transfer to Paraprofessional for a Student w/Special Needs, Liberty High School
- Lois McMullen, Paraprofessional for Learning Support, W. L. Miller Elementary School, transfer to Paraprofessional for a Student w/Special Needs, W. L. Miller Elementary School
- Lori Douglass, Paraprofessional for Computer Support, transfer from Liberty Elementary School to Liberty Elementary and Liberty High Schools
- Mary Richart, Paraprofessional for Computer Support, transfer from Blossburg Elementary School to Blossburg Elementary and North Penn High Schools
- Nancy Vandergrift, Paraprofessional for Computer Support, transfer from North Penn High School to W. L. Miller Elementary and Mansfield High Schools

4.1.7 Transferring the following professional staff effective July 1, 2011

- Mary Hohman, School Nurse, Blossburg and Liberty Schools, transfer to Mansfield High and W. L. Miller Elementary Schools
- Amanda Capone, Secondary Guidance Counselor, Mansfield High School, transfer to Liberty High School
- Janet Shaw, Secondary Guidance Counselor/Social Intervention Counselor, transfer to Secondary Guidance Counselor, Mansfield High School
- Jason Hemling, Special Education Teacher, Mansfield High School, transfer to Life Skills Teacher, W. L. Miller Elementary School
- Hilary Travis, Elementary Teacher, Blossburg Elementary School, transfer to Special Education Teacher, Mansfield High School
- Melissa Loomis, Special Education Teacher, Blossburg Elementary School, transfer to North Penn High School
- Karen Strange, Elementary Teacher, Blossburg Elementary School, transfer to W. L. Miller Elementary School
- Rebeccah Richner, Elementary Teacher, Blossburg Elementary School, transfer to W. L. Miller Elementary School
- Shaun Wilson, Elementary Teacher, Liberty Elementary School, transfer to W. L. Miller Elementary School
- Ashley Mascho, Elementary Teacher, Liberty Elementary School, transfer to W. L. Miller Elementary School
- Laurie Piquero, Elementary Teacher, W. L. Miller Elementary School, transfer to Reading Teacher, Liberty and W. L. Miller Elementary Schools

4.2 Personnel Recommendations**Roll Call**

The Administration recommends approval of the following:

- 4.2.1 Granting tenure and entering into Professional Employee Contracts with the following professional employees:
- Melissa Bubb, Family & Consumer Sciences Teacher, Liberty High School
 - Holly Stevens, Guidance Counselor, Liberty High School
 - Derreck Godin, English Teacher, Mansfield High School
 - Bobbi VanDruff, English Teacher, Mansfield High School
 - Sarah Balduino, School Psychologist, Liberty and Blossburg Schools
 - Jillianne Mattern, Elementary Teacher, W. L. Miller Elementary School
 - Whitney Weaver, English Teacher, North Penn High School
 - Krista Roman, Spanish Teacher, North Penn High School
- 4.2.2 Employing Devan Day, Secretary to the Principal, W. L. Miller Elementary School, retroactive to June 16, 2011. Ms. Day will be employed at an annual salary of \$21,000 plus benefits as defined by the Conditions of Employment for Classified Employees (refer to EXH A-2).
- 4.2.3 Employing Wanda Rumsey, Secretary to the Director of Food Services, retroactive to June 21, 2011, contingent upon receipt of current clearances. Ms. Rumsey will be employed at \$12.00 per hour as defined by the Conditions of Employment for Hourly Employees (refer to EXH A-3).
- 4.2.4 Employing Rachelle Hunt, Part-time Service, North Penn High School, effective August 19, 2011. Ms. Hunter will be employed at \$7.25 per hour as defined by the Conditions of Employment for Hourly Employees (refer to EXH A-4).
- 4.2.5 Employing the following as student custodians at an hourly rate of \$7.25 per hour for the Summer of 2011.
- Zach Martz, Liberty schools
 - William MacGaffick, Liberty schools
 - Samuel Rotella, III, Mansfield High School
 - Marquis “Petey” Delgado, Mansfield High School
 - Taylor Carney, W. L. Miller Elementary School
 - Emmanuel Leyva, W. L. Miller Elementary School
- 4.2.6 Adding the following persons to the day-to-day substitute employees list for the 2010/11 school year:
- Michelle McNett, Health & Physical Education Teacher, retroactive to 5/26/11
 - Timothy Hobbs, Elementary Education Teacher, retroactive to 5/26/11
 - Ashley Tillotson, Elementary Education Teacher, retroactive to 5/26/11
 - Annette Dutchess, Custodian, retroactive to June 10, 2011

- 4.2.7 Entering into supplemental contracts with the following persons for the 2011 Summer School Program from June 17 through July 22, 2011:
- Francis Novak, Science and Math Teacher - \$1,406/class
 - Caitlin Tierney, English Teacher - \$1,406/class
 - Joe Williams, Social Studies Teacher - \$1,046/class
 - Catherine Bogaczyk, Paraprofessional - \$1,000
 - Chris Olson, Substitute Teacher
 - Laura Thomas, Substitute Teacher
- 4.2.8 Employing the following persons to work in the 2011 Extended School Year program from June 20 through August 19, 2011:
- Adlain Milheim, ESY Teacher, for up to 40 hours at \$40.18/hour
 - Debra Coates, Paraprofessional for a Student w/Special Needs, for up to 6 hours/day at \$11.62/hour
 - Sandra Worden, Paraprofessional for a Student w/Special Needs, for up to 6 hours/day at \$11.62/hour
- 4.2.9 Entering into supplemental contracts with the following persons to conduct Kindercamp activities, retroactively to June 14, 15 and 16, in the amount of \$600 each.
- Sonja Yeager, Liberty Elementary School
 - Natalie Hetzel, Blossburg Elementary School
 - Erin Route, Blossburg Elementary School
 - Jillianne Mattern, W. L. Miller Elementary School
 - Becki Dizon, W. L. Miller Elementary School
 - Krista Davis, W. L. Miller Elementary School
- 4.2.10 A job description for Paraprofessionals for Students with Special Needs *(Updated EXH to be presented at the meeting)*.
- 4.2.11 Renewal of the worker's compensation insurance policy with PMA for the period July 1, 2011, through July 1, 2012 (EXH 4.2.11).

4.3 Student Activities Recommendation

Roll Call

The Administration recommends approval of the following:

- 4.3.1 Supplemental contracts for coaches and advisors in the 2011/12 school year as listed on Exhibit 4.3.1.
- 4.3.2 Erin Hillson, Jr. High Girls Basketball Coach, Mansfield High School, retroactively for the 2010/11 school year in the amount of \$1,675.

4.4 Act 93 Transfers and Compensation Plan Revision**Roll Call**

The Superintendent recommends approval of the following:

- 4.4.1 Transferring Dr. Albert Lindner, Principal, Blossburg and Liberty Elementary Schools, to Principal, North Penn High School, effective July 1, 2011.
- 4.4.2 Transferring Dr. Denise Drabick, Principal, Mansfield High School, to Principal, Blossburg and Liberty Elementary Schools, effective July 1, 2011.
- 4.4.3 Transferring Mr. P. William David, Principal, North Penn High School, to Principal, Mansfield High School, effective July 1, 2011.
- 4.4.4 Revising the Act 93 Compensation Plan by changing the effective date for use of vacation days in the period in which they are earned from July 1, 2011, to July 1, 2012, and changing the effective date when unused vacation days in excess of 15 will be transferred to sick days from June 30, 2012, to June 30, 2013 (EXH 4.4.4).

4.5 Budget Recommendations**Roll Call**

The Administration recommends approval of the following:

- 4.5.1 The 2011/2012 General Fund Budget in the amount of \$ 25,687,405 (EXH 4.5.1).
- 4.5.2 Levying of Taxes:
 - Real Estate Tax 14.0698 mills for Lycoming County and 14.2446 mills for Tioga county, effective July 1, 2011
 - Earned Income Tax of 1.2% effective on earned income for the tax year beginning January 1, 2012
 - .5% Real Estate Transfer Tax on all real estate transactions effective July 1, 2011
- 4.5.3 The 2011/12 Capital Project Budget in the amount of \$69,782 (EXH 4.5.3)
- 4.5.4 A Homestead/Farmstead Resolution for the purpose of reducing school district property tax (refer to EXH 6.2).
- 4.5.5 A Real Property Tax Installment Resolution, providing an option for taxpayers to pay 2011 taxes in installments (refer to EXH 6.3).
- 4.5.6 Renewing District property, general liability, auto, boiler & machinery, educator's legal liability, and excess liability insurances with Gannon Associates for the period July 1, 2011, to July 1, 2012 (EXH 4.5.6).
- 4.5.7 2011/12 art, general and custodial supplies bids (EXH 4.5.7).
- 4.5.8 Granting permission to the Administration to make any and all necessary budgetary transfers and transfers between funds for the 2011/12 school year, in accordance with the PA Public School Code and PA Department of Education regulations.
- 4.5.9 Entering into a Consultant Agreement with Soldiers + Sailors Memorial Hospital for physical and occupational therapy services for the 2011/12 school year (refer to EXH 6.5).

4.6 Student & Community Services Recommendation(s) Voice Vote

The Administration recommends approval of increasing the school meal prices as follows starting with the 2011/12 school year:

	Amount of Increase	Price Effective July 1, 2011
Breakfast – Elementary	25¢	\$1.25
Breakfast – Secondary	25¢	\$1.25
Breakfast – Adult	25¢	\$1.65
Lunch – Elementary	10¢	\$2.00
Lunch – Secondary	15¢	\$2.25
Lunch – Adult	20¢	\$3.50

4.7 Long-Range Planning Recommendation(s) Voice Vote

The Administration recommends approval of the exhibited 2011/12 Getting Results Continuous Improvement Plans for North Penn Jr. Sr. High School to improve graduation rate and for W. L. Miller Elementary School to improve Reading AYP for the IEP group (refer to EXH 8.2).

4.8 Buildings and Grounds Recommendation(s) Roll Call

The Administration recommends approval of the following:

- 4.8.1 Extinguishment of Use of the one story portion of the cafeteria building and the maintenance building located in Covington and relinquishes said use and occupancy to the Township of Putnam (refer to EXH 12.2).
- 4.8.2 Approval of PDE-3074(a) for Non-Reimbursable Construction Project for asbestos abatement/removal at the North Penn High and Blossburg Elementary Schools (EXH 4.8.2).
- 4.8.3 Provide notice of intent to award a contract for asbestos abatement to the responsible low bidder at North Penn High and Blossburg Elementary Schools contingent upon administration and architect’s review and approval (to be presented at meeting).

4.9 Marcellus Shale Family Project Voice Vote

The Administration recommends approval of the Marcellus Shale Family Project Team to conduct a survey of the families of 7th grade students as per Board Policy 235, Student Rights/Surveys (refer to EXH 4.1).

5.0 Announcements

5.1 Board Work Session(s)

- Monday, August 1, 2011, 6:30 PM, North Penn High School Library

5.2 Next Board Meeting(s)

- Monday, July 11, 2011, 6:30 PM, Mansfield High School Library
- Monday, August 8, 2011, 6:30 PM, North Penn High School Auditorium

5.3 Executive Session(s)

- Wednesday, August 3, 2011, 2:00 PM, RE: Labor, Boyanowski Admin. Building
- Wednesday, August 31, 2011, 4:00 PM, RE: Labor, Boyanowski Admin. Building
- Wednesday, September 14, 2011, 4:00 PM, RE: Labor, Boyanowski Admin. Building
- Wednesday, September 28, 2011, 2:00 PM, RE: Labor, Boyanowski Admin. Building

5.4 Committee Meeting(s)

6.0 Adjournment