

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

MINUTES: BOARD OF EDUCATION—October 11, 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 and Stuart Crossen.

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

The **Minutes** of the Special Meeting held on October 4, 2010, were read by the Board. On motion of Mr. Berguson and second of Mr. Kollar the Board voted 8 to 0 to approve the minutes as read.

The **Minutes** of the meeting held on September 13, 2010, were read by the Board. On motion of Mr. Osborne and second of Mrs. Landis the Board voted 8 to 0 to approve the minutes as presented.

Mrs. Perry reviewed the **Treasurer's Report** and responded to a board member's request to see if the District could do a Tax Study Commission. This is the year that we could do this. Mr. Bear is recommending that there is not sufficient data to do this study at this time. Ms. Shull clarified that this scenario considers moving from an EIT to a personal income tax but would not provide additional tax revenue. Mrs. Perry concurred. On motion of Mrs. Jaquish and second of Mr. Kollar the Board voted 8 to 0 to approve the Treasurer's Report as presented. **(EXHIBIT)**

The Board studied the **Bill List for the General Fund**. On motion of Mr. Erway and second of Mr. Osborne the Board voted 8 to 0 to approve the bill list as presented. **(EXHIBIT)**

The Board studied the **Bill List for the Capital Project Fund**. On motion of Mr. Osborne and second of Mr. Crossen the Board voted 8 to 0 to approve the bill list as presented. **(EXHIBIT)**

Mrs. Perry reviewed the free and reduced numbers and the **Food Service Report**, stating that financial reports will begin at the November board meeting. On motion of Mrs. Landis and second of Mr. Berguson the Board voted 8 to 0 to approve the report as presented. **(EXHIBIT)**

The following correspondence items were read by the Board:

- A letter from Terry Osborne, resigning from his Region I seat on the Board, effective November 30, 2010.

Ms. Shull and Mr. Kalata both thanked Mr. Osborne for his service to the Board and commented on his leadership abilities that will be greatly missed. On motion of Mr. Crossen and second of Mr. Osborne the Board voted 8 to 0 to accept the correspondence as presented.

On motion of Mr. Kollar and second of Mrs. Jaquish the Board voted 8 to 0 to approve the **Building Use Permits** as presented. **(EXHIBIT)**

On motion of Mrs. Landis and second of Mr. Erway the Board voted 8 to 0 to approve the **Field Trip and Conference Requests** as presented. **(EXHIBIT)**

Administrative Report

Mr. Kalata provided the Administrative report regarding the Board member vacancy. The position will be advertised immediately with the intent to fill the vacancy at the November board meeting. The process previously used will be sent to the Board.

AYP Report

Mr. Kalata reviewed the AYP for district schools in math and reading, which indicate that District students overall continue to meet AYP. Mrs. Landis commented on the graduation rate and a concern that the compulsory attendance laws allow students to drop out of school at age 17. Mr. Berguson asked if it was normal to have higher scores in grades 3-5 and gradually lower to grades 9-11. Mr. Kalata responded yes. A new testing procedure is being implemented by the state with a Keystone Exam system, with no 11th grade PSSAs. Mr. Kalata reported that district scores are all in the 3rd & 4th quartile and attributed it to the new reading and math series and additional work occurring during professional development and Act 80 days. At these times, staff has learned how to read and utilize this type of data. Mr. Rotella reported on a concern state-wide regarding a drop in 5th grade scores. The original state plan was that all students would meet AYP by 2013. Now it appears that showing growth by that time will be acceptable.

Superintendent's Search Update

Applications are starting to come in and an Executive meeting has been scheduled for October 20, 2010, to review the applications and select candidates.

North Penn Building Project Update

The Administration has been working with the architect and will be setting another meeting date soon. We are still looking at bid opening in April 2011.

Citizen Recognition

Mr. Kocher inquired about a report Mrs. Perry made at a prior meeting regarding a million dollars in American Recovery and Reinvestment Act funds and the information that this funding will be gone in another year. Mrs. Perry explained the funding process. Mr. Kocher commented, "I hope you start looking at planning for this shortfall ahead of time." Mr. Kalata responded that we have been looking at this and will continue to do so. Mr. Kocher inquired about the large number of contractors now in the area and asked if the district is involved in the county committee to review this process in an effort to ensure the district is receiving the taxes due from these persons. He also requested the Business Manager to forecast for the next 3 years expenses and required tax increases. Mrs. Perry responded that the administration will start the budget process in November. The state does not release the state funding dollars until March. Mr. Kocher also commented regarding the new school, it is larger than the old one. Mr. Kalata was quoted in newspaper as saying the new school would be the same size as the old school. Ms. Shull replied that the project provides 12,000 additional square footage for needed educational programming.

Deb Rausher, STEA President, inquired about the Superintendent search; has a decision been made regarding the number of teacher representatives. Mr. Kalata replied yes, one teacher from each school.

Action Items

The Administration made the following Personnel recommendations:

Transferring Joseph Eglesia, English Teacher, Mansfield High School, to Dean of Students, Mansfield High School, retroactively to September 20, 2010.

Transferring Kathleen Parrotte, Grant/Tax Specialist, Boyanowski Administration Building, to Multi-Support Secretary, Boyanowski Administration Building/Warren L. Miller Elementary School, effective January 3, 2011. Ms. Parrotte's base salary in this position will be \$23,321.60 for the 2010/2011 school year, which will be pro-rated.

Extending an uncompensated leave request to Marlene Christman, Cashier, North Penn High School, through October 17, 2010.

Carol Mortimer as a library volunteer at the Warren L. Miller Elementary School.

Eliminating the position of Sign Language Interpreter and furloughing Kirsti Snyder, Sign Language Interpreter, effective October 11, 2010.

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

- Rita Bell, Cafeteria Employee, retroactively to September 20, 2010
- Kristina Bonning, Art Teacher, retroactively to September 24, 2010
- Thomas Bruno, II, English Teacher, retroactively to September 24, 2010
- Babette Perednia, Music Teacher, retroactively to September 24, 2010
- Amber Sumner, Cafeteria Employee, effective October 4, 2010

On motion of Mr. Berguson and second of Mr. Crossen the Board voted 8 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:

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| • Eric Pequignot, Jr. High Wrestling Coach, North Penn High School | \$1,675 |
| • Melanie Herb, Assistant Volleyball Coach, Liberty High School | \$2,330 |
| • Erin Litzelman, Junior Class Co-Advisor, Liberty High School | \$510 |
| • Brian Litzelman, Junior Class Co-Advisor, Liberty High School | \$510 |
| • Erin Litzelman, Yearbook Co-Advisor, Liberty High School | \$1,511 |
| • Valerie Lovett, Yearbook Co-Advisor, Liberty High School | \$1,511 |

On motion of Mrs. Jaquish and second of Mr. Kollar the Board voted 8 to 0 to approve the Student Activities recommendations.

The Administration made the following Long Range Planning recommendations:

Second Reading of Board Policies – Section 700 – Property (**EXHIBIT**)

#701	Facilities Planning	Revisions
#702	Gifts, Grants, Donations	Revisions
#703	Sanitary Management	New
#704	Maintenance	Revisions
#705	Safety	Revisions
#706	Property Records	Revisions
#708	Lending of Equipment and Books	Revisions
#709	Building Security	Revisions
#710	Use of Facilities by Staff	New
#716	Integrated Pest Management	Revision

First Reading of Board Policies – Section 300 – Employees (**EXHIBIT**)

#301	Creating a Position	Revision
#302	Employment of Superintendent	Revision
#303	Employment of Administrators	Deletion
#304	Employment of District Staff	Revision

#305	Employment of Substitutes	Revision
#306	Employment of Summer School Staff	New
#307	Student Teachers/Interns	Revision
#308	Employment Contract/Board Resolution	Revision
#309	Assignment and Transfer	Revision
#311	Suspensions/Furloughs	Revision
#312	Evaluation of Superintendent	Revision
#313	Evaluation of Employees	Revision
#314	Physical Examination	Revision
#314.1	HIV Infections	New
#316	Nontenured Employees	Revision
#317	Conduct/Disciplinary Procedures	Revision
#318	Penalties for Tardiness	Revision
#319	Outside Activities	Revision
#320	Freedom of Speech in Nonschool Settings	Revision
#321	Political Activities	Revision
#322	Gifts	New
#323	Tobacco Use	Revision
#324	Personnel Files	Revision
#325	Dress and Grooming	Revision
#327	Management Team	Revision
#328	Compensation Plans/Salary Schedules	Revision
#330	Overtime	Revision
#331	Job Related Expenses	Revision
#332	Working Periods	Revision
#333	Professional Development	Revision
#334	Sick Leave	Revision
#335	Family Medical Leaves	Revision
#336	Personal Necessity Leave	Revision
#337	Vacation	Revision
#338	Sabbatical Leave	Revision
#338.1	Compensated Professional Leaves	Revision
#339	Uncompensated Leave	Revision
#340	Responsibility for Student Welfare	Revision
#341	Benefits for Part-Time Employees	New
#342	Jury Duty	Revision
#343	Paid Holidays	Revision
#348	Unlawful Harassment	Revision
#351	Drug and Substance Abuse	Revision
#352	Alcohol Use/Abuse	Revision

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

Accepting a "Trout in the Classroom" grant in the amount of \$219.

On motion of Mr. Osborne and second of Mr. Crossen the Board voted 8 to 0 to approve the Long Range Planning recommendations.

The Administration recommended approval to authorize execution of the adjudication regarding expulsion from all district schools of a certain student from Liberty High School, effective August 25, 2010, through August 25, 2011. On motion of Mr. Erway and second of Mr. Kollar the Board voted 8 to 0 to approve the recommendation.

Board President Barbara Shull made the following announcements:

Board Work Session

- Monday, November 1, 2010, at 6:30 PM
North Penn High School Library

Next Board Meeting(s)

- Monday, November 8, 2010, at 6:30 PM
North Penn High School Auditorium
- Monday, December 6, 2010, 6:30 PM
North Penn High School Auditorium

Executive Session(s)

- Monday, October 11, 2010, at 6:20 PM
Mansfield High School Library
RE: Confidential
- Wednesday, October 20, 2010, at 6:30 PM
North Penn High School Library
RE: Employee

On motion of Mrs. Landis and second of Mrs. Jaquish the Board voted 8 to 0 to adjourn the meeting.

Approved as read November 8, 2010.

Respectfully Submitted

Penny L. Crowell, Board Secretary