

**MONTOURSVILLE AREA SCHOOL DISTRICT
AGENDA FOR SCHOOL BOARD MEETING
September 8, 2015**

I. Roll Call

II. Flag Salute

III. Approve Minutes of Previous Meetings

August 11, 2015 – Regular Meeting

IV. Recognition/Awards/Presentations (15 minutes)

V. Prior Presentation Period (Five minutes/person)

Montoursville Presbyterian Church Pastor David Smith, representing the Montoursville Ministerium, wishes to address the Board of School Directors.

VI. Action Items

A. Finance:

1. Treasurer's Report

- a. General Fund
- b. Cafeteria Fund

2. Inter-fund Transfers – None

3. Approve Bills for Payment

a. General Fund (Attached)

Approve list of bills per attached list:

Amounts paid since last meeting	\$ 600,684.46
Amounts paid from Liquid Asset Account	\$ 780,727.40
Amounts to be paid at this meeting	\$ 788,776.18
Total	\$ 2,170,188.04

b. Cafeteria Fund (Attached)

Approve list of bills per attached list:

Amounts paid since last meeting	\$ 12,661.26
Amounts to be paid at this meeting	\$ 0.00
Total.....	\$ 12,661.26

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VI. Action Items

B. Report of Superintendent

1. Personnel Matters

- a. Request board approval of the extension of a **Professional Employee Contract**, including tenure, to the following members of the professional staff who have completed three years of satisfactory service on a Temporary Professional Contract:

Stephanie Beadle, Elementary, C. E. McCall Middle School
Alicia Betz, English, Montoursville Area High School
Ashley Heckrote, Special Education, C. E. McCall Middle School
Alissa Martin, English, Montoursville Area High School
Venessa Mauro, Art, Montoursville Area High School
Christopher Liddic, Industrial Arts, C. E. McCall Middle School
Shealei Long, Special Education, Montoursville Area High School

- b. Request board approval for a **leave of absence** for a member of the professional staff:

Andrea Tira, child rearing leave, Spanish, Montoursville Area High School, on or before November 8, 2015 until June 3, 2016.

- c. Request board approval of a **resignation** from a member of the professional staff:

Marc Walter, elementary, C. E. McCall Middle School, effective September 8, 2015

- d. Request board approval for the following **long-term substitute** assignments:

Sadie Fellingner, elementary, C. E. McCall Middle School, from September 9, 2015 until a replace for **Marc Walter** is appointed (up to 90 days).

Julien Deljanovan, elementary, Lyter Elementary School, from October 1, 2015 to January 29, 2016. (Replacement for **Danielle Logue**)

- e. Request board approval of a following **change in maternity leave of absence** from a member of the professional staff:

Natalie Smith, Chemistry, Montoursville Area High School, from return date of, October 5, 2015 to a return date of September 21, 2015.

- f. Request board approval of **resignations** from members of the support staff:

Connie Dubiel, cafeteria worker, Lyter Elementary School, effective August 10, 2015

Karma Keeth, cafeteria worker, Lyter Elementary School, effective September 11, 2015

- g. Request board approval for an **increase in hours** for a member of the support staff:

Patricia Shaffer, cafeteria worker, Lyter Elementary School, from 3.5 hours to 4.5 hours per day, effective September 9, 2015 (Replacement for **Karma Keeth**)

- h. Request board approval of an **addition** to the extra-curricular staff, effective for the 2015-2016 school year:

Luiza Reynolds, bus duty, C. E. McCall Middle School, at a stipend of \$1,000.

- i. Request board approval of **additions** to the co-curricular staff effective for the 2015-2016 school year:

Ronda Albert, freshman class advisor, at a stipend of \$221.00

Linda Rolley, freshman class advisory, at a stipend of \$221.00

Patty Confer, student council co-advisor, C. E. McCall Middle School, at a stipend of \$210.00

Erin Bennett, student council co-advisory, C.E. McCall Middle School, at a stipend of \$210.00

Ashley Heckrote, student council co-advisory, C. E. McCall Middle School, at a stipend of \$210.00

- j. Request board approval for the following **additions** to the support staff:

Carol Myers, cafeteria worker, Lyter Elementary School, 3.5 hours per day, at an hourly rate of \$8.15, effective September 9, 2015. (Replacement for **Connie Dubiel**)

Tricia Moser, cafeteria worker, Lyter Elementary School, 3.5 hours per day, at an hourly rate of \$8.15, effective September 25, 2015, pending receipt of clearances. (Replacement for **Patricia Shaffer**)

- k. Request board approval for the following **additions** to the coaching staff for the 2015-2016 school year:

Kerri Datres, girls' JV basketball coach, at a stipend of \$3,200, pending receipt of clearances. (Replacement for **Erica Logan**)

Michael Musto, boys' soccer volunteer coach, pending receipt of clearances

Michael Shaffer, jr high softball volunteer coach, pending receipt of clearances

Paige Pietrangelo, girls' soccer volunteer coach

Paige Pietrangelo, 7th girls' basketball coach, at a stipend of \$2,600. (Replacement for **Julie Ritter**)

Steve Lehman, 7th grade boys' basketball coach, at a stipend of \$2,600 (Replacement for **Curtis Jacobson**)

Tammy Carey, cross country volunteer coach

- l. Request board approval for the following **additions** to the substitute support staff list for the 2015-2016 school year:

James McCourt, building security

Mary Baker, cafeteria worker, pending receipt of clearances

Brandon Fedoriw, event security, pending receipt of clearances

Christine Hunsberger, cafeteria worker, pending receipt of clearances

- m. Request board approval for the following **additions** to the guest teacher list for the 2015-2016 school year:

Jonathan Delker

Matthew Derrick

Elizabeth Haldeman

Laura Holcombe

Anthony Kopp

Pepper McLaughlin

Larisa Yakut

- n. Request board approval for the following **additions** to the substitute teacher list for the 2015-2016 school year:

Lindsay Martin, art, Millersville University

Sarah Richards, elementary, Susquehanna University

Dawn Reeder, elementary, Lock Haven University

Megan DeSanto, elementary, Lock Haven University

Amanda Laird, physical education, Lock Haven University

2. Student Matters

a. None

3. Curriculum Matters

a. None

4. Policy Matters

a. None

5. Conference Requests

a. Board Members

Name	Event	Location	Dates	Days	# Students	Expense
None						

2015-2016 Budget for Board Members = \$1,000.00

Actual Expenditure (as of 8/31/15) = 0

Balance (as of 8/31/15) = \$1,000.00

b. Festival and/or Tournament Participation

Name	Event	Location	Dates	Days	# Students	Expense to District
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Kristin Albaugh	Rhythmic Circus	Community Arts Center	10/23/2015	1	46	0
Gloria Jean	4 th Grade Trip	Knoebel's Grove	5/26/2016	1	52	0
Cindy Sullivan	Clifford The Big Red Dog	Community Arts Center	4/26/2016	1	100	0
Julie Quick	Constitution Day	Lyter Elementary School	9/17/2015	1	12	0
Julie Quick	Poll Workers	Various polling places	11/3/2015	1	10	0
Karen Avery	Annual Biology Teaching Conference	Lycoming College	11/24/2015	1	10	0
Karen Avery	Tracks and Traces	R. B. Winter State Park	8/13/2015	1	9	0
Denise Connor	Romeo & Juliet Performance	Community Arts Center	9/29/2015	1	75	0
Susan Earl	Bulldog Invitational for Mock Trial	Yale University	10/9/2015, 10/10/2015, 10/11/2015	3	12	\$180.00
Susan Earl	National Constitution Center	Philadelphia	9/17/2015	1	20	\$1,618.97
Jaclyn Gilbert	Little League World Series	South Williamsport	8/21/2015	1	17	0
Jaclyn Gilbert	PMEA District Pre Auditions	Williamsport	10/18/2015	1	15	0
Jaclyn Gilbert	Men of Song	Penn State University	10/24/2015	1	9	0
Mitch Hart	Academic Decathlon Competitions	Various places	11/12/2015, 1/12/2016, 2/12/2016, 3/11/2016, 3/12/2016	5	30	\$8,159.00
Ben Hepburn	Ag Day	Crescent Ridge Farm	10/15/2015	1	80	0
Ben Hepburn	Annual Ag Breakfast	Lewisburg	9/25/2015	1	9	0
Ben Hepburn	Bloomsburg State Fair	Bloomsburg	9/29/2015	1	80	0
Bruce Buckle	Advanced Placement Economics Trip	Various places	Vary according to trip		11	0
Ashley Weaver	Jostens Plant Visit	State College	9/16/2015	1	13	0

6. Miscellaneous Matters

- a. Request board approval to waive Board Policy #904 (A schedule of fees for attendance at school events shall be prepared by the Superintendent or designee and adopted by the Board.) for the Friday, October 9, 2015 football game against Milton at Memorial Stadium. This will provide a Community Night to allow free admission to the football game, the band, and to walk the turf and track.

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VI. Action Items

C. Report of the Business Manager

1. **Bidding Procedures – None**
2. **Resolutions, Contracts, and Agreements – VI-C-2 (a)**
 - (a) Recommend approval of an amendment to the agreement with **Coca-Cola Refreshments USA, Inc.** that extends the terms of the original agreement for an additional two (2) years, until June 30, 2017.

Resolutions, Contracts, and Agreements – VI-C-2 (b)

 - (b) Recommend approval of a scoreboard advertising agreement with **NRG Controls North, Inc.**
3. **Requests and Communication**
 - (a) Recommend allowing the administration to approve use of facilities requests from Brownies, Girl Scouts, Cub Scouts, and Boy Scouts that qualify under Group 1 of school board policy #707 – **Use of School Facilities** to conduct meetings and recruitment evenings during the 2015-2016 school term. This would be only for requests to conduct meetings and recruitment evenings; any other special events would be submitted to the school board for approval.

Requests and Communication – Attachment VI-C-3 (b)

 - (b) Recommend approval of a request from Tammy Carey, **Lyter Elementary Wellness Committee**, for use of the Lyter Elementary School gymnasium to conduct after-school exercise classes during the 2015-2016 school year. (Group 1 – Free)

Requests and Communication – Attachment VI-C-3 (c)

 - (c) Recommend approval of a request from Kimberly Tucker, **Montoursville AYSO Soccer**, for use of the Lyter Elementary School facilities to conduct practice from November 2015 to March 2016. (Group 1 – Free)
4. **Miscellaneous Matters – Attachment VI-C-4 (a)**
 - (a) Recommend approval of the bus contractors, drivers, aides, and monitors for the 2015-2016 school term as listed on the agenda attachment.

Miscellaneous Matters

 - (b) Recommend board approval for the **Superintendent or Business Manager to approve day-to-day change orders** for additions and renovations to the Montoursville Area High School **up to \$25,000.00** per change order.

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Miscellaneous Matters – Attachment VI-C-4 (c)

- (c) Recommend acknowledgement of receipt of an approval letter from the **Pennsylvania Department of Education** (PDE) PlanCon Part K: Project Refinancing, related to PDE lease number 153485.

Miscellaneous Matters – Attachment VI-C-4 (d)

- (d) Recommend acknowledgement of receipt of approval letters from the **Pennsylvania Department of Education** (PDE) for PlanCon Part E: Design Development; PlanCon Part F: Construction Documents; and PlanCon Part G: Project Accounting Based on Bids, all related to PDE project 3804, Additions and Alterations to Montoursville Area High School.

VII. Reports of Committees:

- (a) Buildings & Grounds – Mr. Konkle –
- (b) Co-Curricular – Mr. Bergen –
- (c) Finance – Mr. Ulmer –
- (d) LCTC Representative – Mr. Hagemeyer –
- (e) Intermediate Unit Representative – Mr. Ruffing –
- (f) Student Representatives – Miss Wood –

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VIII. Informational Items

A. Superintendent's Informational Items

1. Discussion of the **third-day enrollment figures** for the 2015-16 school year. (Attachment VIII-A-1)
2. Discussion of **five year comparison of third-day enrollment figures**, 2011-2012 to 2015-2016. (Attachment VIII-A-2)
3. Discussion of **third-day enrollment figures comparison**, 2014-2015 and 2015-2016. (Attachment VIII-A-3)

4. Conference Approvals

a. Professional Staff

Name	Conference	Location	Dates	Days	Est. Exp.	Sub. Exp.
Karen Avery	National Science Teachers Association	Philadelphia	11/12/2015 & 11/13/2015	2	\$600.00	\$160.00
Karen Avery	Big Ideas in Biology	Williamsport	11/24/2015	1	0	\$90.00
Venessa Mauro	Art Teacher In-Service	Montoursville	10/12/2015	1	\$85.00	0
Victoria Stetts	Art Teacher In-Service	Montoursville	10/12/2015	1	\$85.00	0
Casey Johnson	Foundations of Interpreting Process	Columbia, PA	10/2/2015, 10/3/2015, 10/4/2015	3	\$422.66	0

2015-2016 Budget for Professional Staff = \$17,500.00
 Actual Expenditure (as of 8/31/15) = \$1,300.25
 Balance (as of 8/31/15) = \$16,199.25

b. Administrative Staff

Name	Conference	Location	Dates	Days	Est. Exp.
Craig Kurtz	QBS Recertification	Williamsport	11/17/2015	1	\$75.00

2015-2016 Budget for Administrative Staff = \$10,500.00
 Actual Expenditure (as of 8/31/15) = \$0
 Balance (as of 8/31/15) = \$10,500.00

c. Students

Name	Conference	Location	Dates	Days	Est. Exp.
None					

2015-2016 Budget for Board/Students = \$1,000.00
 Actual Expenditure (as of 8/31/15) = 0
 Balance (as of 8/31/15) = \$1,000.00

d. Coaching Clinics/ Athletic Travel Expenses

Name	Clinic	Location	Dates	Days	Est. Exp.	Sub. Exp.
None						

2015-2016 Budget for Coaching Clinics = \$11,500.00
 Actual Expenditure (as of 8/31/2015) = 0
 Balance (as of 8/31/2015) = \$11,500.00

5. Report of the Director of Curriculum & Instruction (Attachment VIII-A-5)
6. Presentation of relevant information on federally funded programs: Title I and Title II
7. Report of Technology Coordinator (Attachment VIII-A-7)
8. Report of the Supervisor of Special Education (Attachment VIII-A-8)
9. Presentation of relevant information from the building principals
 - a. Loyalsock Valley Elementary: Darrin Feerrar (Attachment VIII-A-9a)
 - b. Lyter Elementary: Craig Kurtz (Attachment VIII-A-9b)
 - c. McCall Middle School: Jeff Moore & Curtis Myers (Attachment VIII-A-9c)
 - d. High School: Dan Taormina & Chris King (Attachment VIII-A-9d)

B. Business Manager's Informational Items

Presentation of relevant information from the Business Manager, Robert Saul

IX. Prior Presentation/Public Comment (time permitting)

- X. Adjournment – 10:00 p.m.
(unless extended for one (1) thirty-minute period by unanimous consent of board members present)