

Forest Area School District

Board of School Directors Regular Meeting Minutes

May 20, 2015

East Forest

An Executive Session was called by President Oliver from 5:30 p.m. to 6:15 p.m. for the purpose of discussing personnel matters, negotiations, and to consult with the solicitor on legal matters.

8:14 P.M. President Oliver called the meeting to order and directed the roll to be called.

President Oliver led in The Pledge of Allegiance and a moment of silence.

Roll Call:

Present:

Mr. Donald Copeland
Mr. Daniel Cussins
Mr. James Knauff
Mr. John Mehalic
Ms. Susan Motzer
Mr. Michael Oliver
Mrs. Jane Parrett
Mr. Chris Pedersen
Mrs. Tammy Thompson

With nine board members present a quorum was declared

Dates to Remember:

May 14, 2015 – Choral concert at West Forest – 6:00 P.M.

May 21, 2015 – Choral concert at East Forest – 6:00 P.M.

May 25, 2015 – Vacation day (Memorial Day)

May 31, 2015 – Baccalaureate – East Forest – St. Ann's Catholic Church at 7:00 P.M.

June 1, 2015 – Baccalaureate – West Forest – United Methodist Church at 6:00 P.M.

June 4, 2015 – Commencement West Forest at 7:00 P.M.

June 4, 2015 – Commencement East Forest at 6:30 P.M.

June 4, 2015 – Last day for students

June 23, 2015 – Work Session 6:30 P.M. – Regular Meeting to follow at Central Office

Recognitions and Presentations

Hearing of Community Members – (see attached attendance sheets)

Hearing of Forest Area Education Association – None

Hearing of Forest Area Educational Support Personnel – None

A motion was made for the nomination and appointment of Donald Copeland as Forest Area School District Board Treasurer effective for a one-year term (07/01/15 – 06/30/16).

Motion: Mr. Cussins Roll Call: Ayes: 9 Nays: 0
Second: Mr. Pedersen Motion Carried

Minutes:

Approval of the minutes of the regular meeting (as amended) held on April 15, 2015.*

Motion: Mr. Knauff Roll Call: Ayes: 9 Nays: 0
Second: Mr. Cussins Motion Carried

Financial Reports:

- Approval of the April Treasurer's Report
- Approval of the balance of the April General Fund Transportation bills totaling \$154,834.70 and the proper officers be authorized for payment.
- Approval of the balance of the April General Fund bills totaling \$1,149,137.85 and the proper officers be authorized for payment.
- Approval of the balance of the April Athletic Fund bills totaling \$10,031.97 and the proper officers be authorized for payment.
- Approval of the balance of the April Cafeteria Fund bills totaling \$57,148.22 and the proper officers be authorized for payment.

- Approval of the balance of the Transportation Fund bills totaling \$0.00 and the proper officers be authorized for payment.
- Approval to file Financial Reports for audit.

Motion: Mr. Copeland
Second: Mr. Knauff

Roll Call: Ayes: 9 Nays: 0
Motion Carried

2015-2016 Final General Operating Budget:

Approval and adoption of the proposed general operating budget for the 2015 – 2016 academic year which contains expenditures of \$11,901,156 supported by revenues from all sources, including committed and assigned fund balance of \$12,464,829, with tax millages of 73.72 in Forest County, 14.17 in Venango County, 41.76 in Elk County. Millage rates reflect revenue increases of 1.9 PDE calculated index for Forest Area School District and PDE approved exception totaling \$81,094. the multi-county millage rates are calculated in the PDE 2028; authorizing the proposed final budget to be made available for public inspection; and authorizing the publication of the board's intent to adopt the final budget at least 10 days prior to the adoption of the final budget.

Motion: Mr. Cussins
Second: Mr. Pedersen

Roll Call: Ayes: 9 Nays: 0
Motion Carried

2015-2016 Athletic Budget:

Approval of the proposed final athletic budget for the 2015-2016 academic year which contains expenditures of \$94,800.00 and revenues of \$94,800.00.*

Motion: Mr. Knauff
Second: Mr. Copeland

Roll Call: Ayes: 9 Nays: 0
Motion Carried

Personnel:

1. Approval of the retirement of Nancy Andrews effective June 5, 2015.*
2. Approval of the retirement of Anita Gray effective June 30, 2015.*
3. Approval for the Forest Area School District to employ 4 summer workers and/or substitutes at East Forest and at West Forest for the summer of 2015, for up to 29.5 hours per week at an hourly rate of \$8.50.

West Forest

Sherry Guzzi
Adam Reeher
Megan Farrell
Caleb Kiefer
Wyatt Turba- Substitute
Blake Mealy – Substitute
*Pending all required paperwork

East Forest

Marina Yeager
Chris Conley
Amanda Reichart
Haley McCanna
Melanie Shipe - Substitute
Selese Huth – Substitute

4. Approval of the following professional, guest teacher, and support staff substitutes for the 2014-2015 academic year:

Joshua Bauer	Social Studies	WFHS/EFHS
Eryn Baird*	Secretary/Aide/Cafeteria	WFE

*Pending all required paperwork

5. Post – Approval of the following supplemental positions for the 2014-2015 academic year:

Kathe Preisel	DST. Jr. High Volleyball	\$577.50
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6. Approval of the attached revised Job Descriptions.*
7. Be it resolved, that the Forest Area School District hereby approves the agreement appointing Amanda Hetrick as Superintendent of Schools for a five-year term commencing on November 5, 2015.*
8. Approval to create a part-time Speech and Language Pathologist position within the Forest Area School District for the 2015-2016 school year.*

Motion: Mr. Cussins
Second: Ms. Motzer

Roll Call: Ayes: 9 Nays: 0
Motion Carried

Conferences:

1. Approval for Lori Beatty to attend the NWP/WIA Youth Participation Awards luncheon in Cambridge Springs, on May 28, 2015. (FCCLA Funded - \$104.00)
2. Approval for parents Rusty and Christine Bell, to attend the annual PDE State Parent Conference at Seven Springs July 13-15, 2015. (Funded – SPAC Scholarship and Title I Parent Involvement Funds - \$703.00)

Motion: Mr. Knauff
Second: Mrs. Parrett

Roll Call: Ayes: 9 Nays: 0
Motion Carried

Field Trips:

1. Post-Approval for Sherry Shaftic and 8 Advanced Biology Envirothon team members to travel to Jefferson County Fairgrounds for the Envirothon Competition on May 5, 2015. (Funded by the Forest County Conservation District - \$300.16)
2. Post -Approval for Lori Beatty, the West Forest FCCLA, and the West Forest Advanced Family Consumer Science class to travel to The Edible Earth Farms as a walking field trip on May 4, 2015. Van usage requested from Muccio Transportation for one student. (Funded – Farm To School Grant - \$208.00)
3. Approval for Brad Roth, Angie McCloskey, Kathe Preisel, June Druckemiller, Parents, and approximately 21 East Forest Honor Students grades 4-6 to travel to Kennywood Park in Pittsburgh, PA, week of June 8, 2015. (Funded – Afterschool Grant - \$536.00)
4. Approval for Leann Sharrar, Dustin Donato, Parents, and approximately 40 West Forest Honor students grades 3-6 to travel to Kennywood Park in Pittsburgh, PA week of June 8, 2015. (Funded – Afterschool Grant - \$628.72)
5. Post-Approval for June Druckemiller and East Forest 6th grade to travel to West Forest School for a Civil War Re-enactment on May 20, 2015, in conjunction with the Gettysburg Trip.(District Cost - \$153.84)
6. Approval for Dustin Donato, June Druckemiller, Shenessa Rossetti, and 30 East and West Forest 6th grade students to travel to Gettysburg and Harrisburg on May 21-22, 2015. (Proper Grant - \$2,000.00, Student Fund Raising - \$2,657.00, District Funded - \$2,246.00)

7. Approval for Lori Beatty, Shenessa Rossetti, 2 chaperones, and 8 students to travel to the FCCLA National Leadership Conference in Washington, D.C., on July 5-9, 2015. (No District Cost)
8. Approval for Luke Alex and 14 West Forest National Honor Society members to participate in a trash pick-up along Route 62 on May 21, 2015. (District Cost \$52.00)
9. Approval for all East Forest Elementary teachers, aides, four parents, and students grades Pre-K-6, to travel to The Farmers Inn in Sigel for Elementary Fun Day, on June 1, 2015. Rain Date June 2, 2015. (PTO Funded - \$465.72)
10. Approval for all East Forest Elementary staff and students to participate in a trash pick-up around the school on June 1 or 2, 2015.
11. Approval for all East Forest High School teachers, aides, and students in grades 7-12, to travel to the MACA Community Building and Swimming Pool for Fun Day on June 3, 2015. (PTO Funded - \$123.00)

Motion: Mr. Cussins
Second: Mrs. Thompson

Roll Call: Ayes: 9 Nays: 0
Motion Carried

A motion was made to approve the following:

- Approval of the Transportation Changes as presented.*
- Approval of the PO#14150570 with CS Technologies Plus in the amount of \$30,281.58 to purchase 42 computers for the elementary computer labs.* (District funded match for ARC Grant)
- Approval of the July 2015 renewal with School Messenger for the complete 12 month unlimited notification.*
- Approval of the agreement with Edmentum for Study Island online software and benchmark services.*
- Approval of the lists of Forest Area School District anticipated graduates for the 2014-2015 school year.*

- Approval of the following Forest Area School District Policy additions and revisions on first reading:*

#819 – Operations – Suicide Awareness, Prevention, and Response
#819A – Operations – Suicide Prevention Resources for Schools.

- Approval to rescind the following policies which have become obsolete:*
- #303 #417
#306 #504
#404 #505
#405 #509
#406 #517
#409
- Approval to award the District's 2015-2016 insurance coverage package, which includes property & liability, auto, errors, & omissions, and workers compensation insurance to Burns & Burns Associates, Inc.*
 - Approval for the Forest Area School District to renew its medical/vision insurance program with W.E.C. School Consortium for one year effective July 1, 2015, ending June 30, 2016. (PPO Blue Plan – 3.62% decrease – Davis Vision Plan – 0% increase).*
 - Approval for the Forest Area School District to renew its Dental Insurance Program with Delta Dental of Pennsylvania for one year effective July 1, 2015, ending June 30, 2016. Administration fee will be 15.2% of claims and monthly deposit will be \$6,000.00. Monthly rates will be \$30.00/month for single and \$70.00/month for family.*
 - Approval of the Nutrition Inc. budget for 2015-2016.*
 - Approval of the CBIZ contract amendment to allow the carryover of up to \$500 of unused participant account balance on the CBIZ Flex account beginning July 1, 2015.*
 - Approval of the elected Tax Collector's appointment as a Deputy Tax Collector for:

Barnett Township
Green Township
Harmony Township
Hickory Township
Howe Township
Jenks Township
Kingsley Township
Tionesta Borough
President Township

Tara M. Strine
Doris Mellon
Ceal Summerville
Ceal Summerville
Cindy Crytzor
Jeanne Andring
Traci Wade
Elaine Johnston
Heath Bromley

To serve only in the event of the incapacitation of the tax collector pursuant to 72 P.S. – 5511.22 (b) and authorizes the board president to sign the appointment of a deputy tax collector form provided by the tax collector, with said approval being contingent upon approval of the other taxing bodies, the approval of the applicable bonding company, and the proper deputizing in writing by the elected tax collector. In the event that the deputy tax collector does in fact provide services due to the incapacity of the elected tax collector, the deputy tax collector shall be compensated for said services at the same rate and in the same manner as the elected tax collector is compensated.

- Approval to suspend (furlough) Megan Mentecky and Katherine Gess, effective June 30, 2015, for reasons of substantial decreasing pupil enrollment in the school district. Further, the administration is directed to serve notice on Ms. Mentecky and Ms. Gess of the District's suspension effective June 30, 2015, and to advise both of their right to a hearing.*
- Approval of the 183 Day Support Staff – Aide Work Schedule for 2015-2016.*
- Approval and written consent from the Forest Area School District to accept the offer for the sale of property from the repository for unsold property.*
- Approval for four students to attend the IU6 Early Intervention Summer School at West Forest School, on June 2-3, 2015, June 23-24, 2015, July 14-15, 2015, and August 4-5, 2015, with district transportation approval.*
- Approval of the Highmark Foundation Creating A Healthy School Environment Grant and The NWPA Youth Services Grants for funding of the Industry Club activities and interested student tours of Edinboro University and Penn State Behrend.*
- Post-Approval of the Homebound Tuition Request, for instruction provided by Penn Highlands Healthcare's Adolescent Behavioral Health Program for an East Forest student, 5 hours per week, with reimbursement at the rate of \$30.00 per hour, effective May 1, 2015 for 3-7 days.* (Homebound Instruction Rate)

Motion: Mr. Cussins
Second: Mr. Copeland

Roll Call: Ayes: 9 Nays: 0
Motion Carried

Informational Items:

1. Resignations: Eva (Smith) Hollidge – District Jr. High Volleyball*
2. Marienville Library Request for funding*
3. Federal Programs Report*
4. Central Office Report*
 - A. Business
 - B. Curriculum & Technology
 - C. Athletics
 - D. Special Education
 - E. Other

Updates:

- Act 32: Tax Collection Committee Update
- Riverview Intermediate Unit Update – Mr. Mehalic
- Venango Technology Center Update – Ms. Motzer
- P.S.B.A. Legislative Update – Mr. Knauff
- Individual Board Member Comments, Concerns, Questions, etc

A motion was made for adjournment at 8:49 P.M.

Motion: Mr. Mehalic
Second: Ms. Motzer

Roll Call: Ayes: 9 Nays: 0
Motion Carried

ATTEST: _____
John D. Mehalic, Secretary