

6:30 p.m.

MIFFLIN COUNTY SCHOOL DISTRICT
ADMINISTRATION BUILDING
201 EIGHTH STREET, HIGHLAND PARK
LEWISTOWN, PA 17044-1197

Mission Statement: *Educate each student to meet life's challenges.*

I. CALL TO ORDER

The COW meeting of the Board of Education of the Mifflin County School District was held Thursday evening, January 17, 2019, at 6:30 P.M. at the Administration Building, 201 Eighth Street, Highland Park, Lewistown, Pennsylvania. The following members were present at roll call:

II. BOARD MEMBERS

ROBERT W. HAMMOND

JOHN E. KNEPP

JULIE B. MAIDENS

KRISTEN L. SHARP arrived @ 6:37 PM

MARY LOU M. SIGLER

E. TERRY STYERS

MICHELLE M. TERRY

Beth Laughlin and Noah Wise - absent

Also present were Mr. James A. Estep, Superintendent; Mr. Vance S. Varner, Director of Secondary Education; Mrs. Melinda Kenep, Chief Financial Officer; Ms. Amy L. Smith, Board Secretary; Mr. Orris Knepp III, Knepp & Snook; Mr. Logan Sharp, Ms. Hannah Bonson, Mrs. Valerie Baker, Mr. Phillip Sanchez II, Ms. Lisa Byers, Mr. Dan Bradley, Mr. Dan Potutschnig, Mrs. Michelle Knepp, Ms. Heather Confer, Mr. Mike McMonigal, Mr. John Bilich and Mr. Joe Cannon, The Sentinel.

III. COMMUNICATIONS/ REPORTS

- A. **School Board Secretary** – Statement of Financial Interest are in member's mailboxes and need returned by February 22, 2019.
- B. **School Board Members** – Mr. Knepp thanked everyone for their prayers and thoughtfulness the past two weeks.
- C. **Superintendent** – An executive session will be needed immediately following the meeting for a student and a safety/security item.

1. **Dan Bradley-Audit Report** – Mr. Bradley went over the audit report in detail and said the district received a clean audit.
 2. **Delta Development** – Mr. Potutschnig gave background on the past year and the partnership with Delta Development. Phillip Sanchez and Lisa Byers from Delta Development gave a presentation on the strategic plan for The Academy. Discussion occurred; more information will be forthcoming.
- D. **Director of Secondary Education** – Nothing at this time.
- E. **Director of Buildings and Grounds** – Not present
- F. **Mifflin County Academy of Science and Technology** – Nothing at this time.
- G. **Student Representatives**
1. **Logan Sharp** – The new outdoor club is going to the State College ice skating rink. Tickets are on sale for the musical Beauty and the Beast. The district band will perform later this month at Juniata County School District. Logan also gave a sports update.
 2. **Hannah Bonson** – Nothing at this time.
- H. **Public Comment Period** – Nothing at this time.

Mr. Estep presented the following to the Board for consideration.

IV. CONSENT AGENDA

Note: All matters taken under this section are considered to be routine and action will be taken with one motion. There will be no separate discussion on these items. If discussion is desired, that item will be removed from the Consent Agenda and considered separately.

A. BOARD MEETINGS

1. Recommend approval of minutes of School Board Committee Meetings, Special and Regular School Board Meetings held, and listing of Executive Sessions conducted.

A. Executive Session

- December 6, 2018 at 6:20 PM until 6:33 PM-Personnel and Student Matter
- December 20, 2018 at 8:06 PM- Safety and Security

B. Reorganizational Meeting

- December 6, 2018 at 6:30 PM until 6:42 PM

C. Committee-of-the-Whole Meeting

- December 6, 2018 at 6:43 PM until 7:28 PM

D. Regular School Board Meeting

- December 20, 2018 at 6:31 PM until 8:05 PM

B. BOARD ACTION (includes policies and curriculum)

1. Recommend approval of Policy 251-Student Homelessness.
2. Recommend authorization of **BRET M. MONSELL** to enter into CustomCat Agreements on behalf of MCSD.

C. CUSTODIAL-MAINTENANCE

D. FINANCE

1. Review of Treasurer Reports for month ended **December, 2018**
 - (1) Kish Bank
 - (2) PSDLAF / PSDMAX
 - (3) Temporary Investment Report and Summary
 - (4) Capital Projects Fund (**PLGIT**)
 - (5) General Obligation Bond 2018 Series (**PLGIT**)
2. Review of listing of bills for payment
3. Review of Revenue and Expense Summaries
4. Real Estate and Per Capita Tax Collector Reports
5. Recommend approval to exonerate Cheryl Hartzler, Brown Township Tax Collector, from collecting 2016 and 2017 supplemental real estate tax bills on parcel 14,03-0103D-,000
6. Recommend approval of listing of budget transfers for 2018-2019
7. Recommend approval of renewal agreement with Ohiopyle Prints Inc.
8. Recommend approval of royalty fee agreement with MCHS student store
9. Acknowledge receipt of the 2017-2018 Audit Report

E. CAFETERIA

1. Recommend approval of the Cafeteria Financial Report for **December 2018**.
2. Request authorization to pay Cafeteria Bills for **December 2018**.

F. TRANSPORTATION

G. STUDENT-RELATED

1. Recommend approval of Homebound Student #18-20-05 to begin on 01/10/2019 for three months.

2. Recommend approval of MCHS Indoor Drum Lines and Guard to attend the Tournament of Bands-Tournament Indoor Associate, Region 4 Championship Event. The Event will be held at Bald Eagle Area High School on Sunday, April 28, 2018.

H. PERSONNEL

1. Recommend approval of **PEGGY S. WILSON** to be hired as a custodial substitute, effective pending completion of pre-employment paperwork.
2. Recommend approval of **ERICA L. YORKS** to be hired as a custodial substitute, effective January 7, 2019.
3. Recommend approval of the resignation of **ZACHARY J. KNEPP**, full-time custodian at MCMS due to other employment, effective at the end of the day January 18, 2019.
4. Recommend approval of **CHRISTOPHER L. GROCE** to be hired as a part-time custodian at EDES, 3:30pm-7:30pm, effective January 28, 2019.
5. Recommend approval of **ASHLEY A. WISE** to be hired as a Boys Basketball Scorekeeper, effective pending completion of pre-employment paperwork.
6. Recommend approval of the resignation of **VICTORIA E. BEASOM**, Paraprofessional at MCJHS due to new employment, effective January 10, 2019.
7. Recommend approval of **TRACY BASTRESS** to be hired as 5-hour part-time Food Service/Van Truck driver, effective December 26, 2018.
8. Recommend approval of **TRUDY R. GENTZEL** to be hired as 4.75-hour breakfast/non-program satellite cashier at MCMS, effective January 11, 2019.
9. Recommend approval of the resignation of **VICKI L. KAUFFMAN**, 6.75-hour full-time Pizza Line cafeteria worker at MCHS due to retirement, effective July 1, 2019.
- ~~10. Recommend approval of **DEBRAH L. FERGUSON** to be added to the cafeteria substitute list, effective up on completion of pre-employment paperwork.~~
11. Recommend approval of removal of the following substitutes in the cafeteria, effective December 14, 2018. They have not worked in a year and they do not have updated clearances.
 - **PATTY J. BODMER**
 - **HEATHER L. CRAWFORD**
 - **LAYNE S. HALFPENNY**
 - **AMY K. HENRY**
 - **REBECCA J. NIXDORF**
 - **RHONDA L. RIVERA**
12. Recommend approval of resignation of **GAIL E. WAGNER**, Family and Consumer

Science Teacher at MCMS due to retirement, effective June 30, 2019.

I. ATHLETICS and ACTIVITIES

V. ROLL CALL ITEMS

1. Recommend approval of the revised 2019-2020 MCSD School Calendar.
2. Seeking approval for a fee waiver for the use of the facility, sound system, custodian fee, and event staff at the Mifflin County High School auditorium for the Lewistown Community Band, including High School Students on December 8, 2018.

- A. Auditorium Fee- \$750
- B. Sound System Fee- \$250
- C. Event Staff-\$150
- D. Custodian Fee \$157.50

VI. OTHER BUSINESS – Mr. Estep showed two magazines, provided at no extra cost by Strawbridge, that highlight our district. They will be passed out to real estate offices.

VII. PUBLIC COMMENT PERIOD - Nothing at this time.

VIII. ADJOURNMENT BY PRESIDENT - With no further business before the Board, the meeting was adjourned at 7:28 PM.*

***An executive session was held after the meeting starting at 7:29 PM for a student and a safety/security item.**

Amy L. Smith, Board Secretary