

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 regular School Board Meeting of the Mifflin County School District was held Thursday evening, January 24, 2019, at 6:31 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

BETH M. LAUGHLIN - via phone

JULIE B. MAIDENS

KRISTEN L. SHARP

MARY LOU M. SIGLER

E. TERRY STYERS

MICHELLE M. TERRY

NOAH D. WISE

John Knepp-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. Doug Cunningham, Mr. Cole Carter, Ms. Tammi Klinger, Ms. Dawn Walter, Ms. Jaclynn Goss, Ms. Katurah Klein, Ms. Megan Herbster, and Mr. Joe Cannon, The Sentinel.

III. COMMUNICATIONS/ REPORTS

A. School Board Secretary – Nothing at this time.

B. School Board Members – Nothing at this time.

C. Superintendent

- Mrs. Jennifer Mitchell secured a grant in the amount of \$35,000 from the Department of Education for Computer Science and STEM.
- The McClure Co. is planning to attend the February COW meeting to present tentative

options for SMES. Mr. Estep explained what would be included. Discussion occurred; Mr. Estep will ask them to bring drawing with and without additional classrooms.

- An executive session will be needed at the conclusion of tonight's meeting for a personnel item.

1. **Doug Cunningham-Technology Update** – Mr. Cunningham presented the Technology Department update.

D. **Director of Secondary Education** – Mr. Varner said Mr. Potutchnig' group did a good job at last week's meeting. It is exciting to think what we can be offering down the road.

E. **Director of Buildings and Grounds** – Nothing at this time.

F. **Mifflin County Academy of Science and Technology** – Nothing at this time.

G. **Student Representatives**

1. **Logan Sharp**

2. **Hannah Bonson**

H. **Public Comment Period** - Mr. Cole Carter thanked Mr. Cunningham for his presentation. He commented how transition with the attendance Kiosks has improved the building. He used the Makers Space at MCHS the last five days with his social studies classes. He said it is a great space to utilize; kids are getting excited about learning.

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 **VICKIL. 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

CONSENT AGENDA – Motion by Ms. Sigler, second by Mr. Hammond to approve the consent agenda. ROLL CALL VOTE: - YES – 8 Members present, motion carried unanimously.

V. ROLL CALL ITEMS

1. Recommend approval of the revised 2019-2020 MCSD School Calendar.

Motion to approve item 1 by Mrs. Laughlin, second by Mrs. Terry.

ROLL CALL VOTE: - YES - 7 - NO- 1 Ms. Sigler voted No. Motion passed

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

Motion to approve item 2 by Mr. Hammond, second by Mrs. Maidens.

ROLL CALL VOTE: - YES - 8 Members present, motion carried unanimously

ADDENDUM

V. ROLL CALL ITEMS

3. Recommend that the following be added as van drivers:

- **JEAN E. SAVITTS** J&D's
- **GLADYS LEASURE** Fisher Brothers, Inc

4. Recommend approval of **MAKAYLAH L. HOLBERT** to be a Volunteer Softball Coach for the 2018-2019 season.

5. Recommend approval of **NIKOLE L. BEELER** to be hired as the Junior High Assistant Volleyball Coach for the 2018-2019 season.

6. Recommend approval of **F. TODD JOHNSON** to be a Volunteer Girls Lacrosse Coach for the 2018-2019 season.

7. Recommend approval of resignation of MELISSA K. BAILOR, Custodian Substitute, effective December 11, 2018 due to personal reasons.
8. Recommend approval of CHRISTOHPER L. GROCE to be hired as a part-time 3:30PM-7:30PM custodian at EDES, effective January 28, 2019.
9. Recommend approval of MARYLOU FOLTZ to be hired as a custodial sub, effective pending completion of pre-employment paperwork.
10. Recommend approval of TAYLOR L. LEACH to be hired as a custodial sub, effective pending completion of pre-employment paperwork.
11. Recommend approval of LAURA G. STUCK to be hired as event staff/game worker for the 2018-2019 school year.
12. Recommend approval of AUTUMN E. DRESSLER to transfer from Paraprofessional, Autistic Support (7-hour) at MCJHS to Paraprofessional, Life Skills (7-hour) at MCJHS, effective January 17, 2019.
13. Recommend AMANDA R. HERTZLER to transfer from Paraprofessional, Autistic Support (7-hour) at MCMS to Paraprofessional, Learning Support (7-hour) at LES, effective, January 23, 2018.
14. Recommend approval of BILLIE JO HEVERLY to provide instruction in the home to a special education student 1.5 hours per week at the instructional rate, plus 1 hour per week of planning at the non-instructional rate.
15. Recommend approval of resignation of AMY E. YOHN, 3-hour part-time lunch cashier at IVES, effective August 14, 2018.
16. Recommend approval of LESLIE A. BERRIER to transfer from 6.75-hour kitchen helper at MCMS to 6.75-hour cafeteria pizza line at MCHS, effective August 21, 2019.
17. Recommend retroactive approval to exonerate Billi Weaver, Granville Township Tax Collector, from collecting 2018 real estate tax bills on parcels 17,12-0109--,000 and 17,12-0109--,001
18. Recommend approval of Homebound Student #01-13-19 to begin on 01/22/2019 for three months.

Motion to approve items 3-18 by Mrs. Terry, second by Mrs. Maidens.

ROLL CALL VOTE: - YES - 8 Members present, motion carried unanimously

VI. OTHER BUSINESS – Ms. Sigler said knowing Mr. Miller and how humble he is, he may not have wanted to bring up the classroom expansion at SMES. If you add the classrooms, you could make things more equitable between the schools.

VII. PUBLIC COMMENT PERIOD - None at this time

VIII. ADJOURNMENT BY PRESIDENT - With no further business before the Board, the meeting adjourned at 7:21 P.M.*

***An executive session was held after the meeting starting at 7:22 P.M. for a personnel item.**

Amy L. Smith, Board Secretary