

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, February 28, 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

JOHN E. KNEPP

BETH M. LAUGHLIN

JULIE B. MAIDENS

KRISTEN L. SHARP arrived @ 6:33 PM

MARY LOU M. SIGLER

E. TERRY STYERS

MICHELLE M. TERRY

NOAH D. WISE

Also present were Mr. James A. Estep, Superintendent; Mr. Vance S. Varner, Director of Secondary Education; Mr. Joseph Gagliardo, Director of Buildings and Grounds; Ms. Amy L. Smith, Board Secretary; Mr. Orris Knepp III, Knepp & Snook; Mrs. Dianne Shearer, Mr. Logan Sharp and Mr. Joe Cannon, The Sentinel.

III. COMMUNICATIONS/ REPORTS

A. School Board Secretary – Nothing at this time.

B. School Board Members

- Ms. Sigler congratulated Mrs. Shearer and everyone involved with the musical. It was fantastic. The students and casting were phenomenal. Thank you for bringing that to our community. Mrs. Shearer said they were a wonderful group of students and adults on the set and behind the set. We took in \$25,000 in ticket sales.

- Mr. Wise would like to know if Keystone Tax Service brought in 4% more revenue. Mr. Estep said Mrs. Kenepf is not here tonight, so he will take the questions to Mrs. Kenepf and get Mr. Wise the answers.
- Mr. Knepp said that TSA is performing well. Have we ever approached the instructors to see if we could have the events here at MCSD? Mr. Varner said that it would not work for the calendar next year, but we are looking to host future events.
- Mrs. Laughlin asked if we have a packet of materials available to hand out to HR Directors of new businesses. We could offer a meet and greet to local HR Directors to show them what MCSD has to offer.
- Mr. Styers said The Sentinel had a Rising Stars publication and MCSD was well represented.

C. Superintendent

- Curriculum committee will meet at 5:30 PM right before the COW Meeting on March 21, 2019.
- A brief executive session will be held at the conclusion of tonight’s meeting for a personnel item.
- Our district was represented for Homeless in the PSEA Voice magazine.

D. Director of Secondary Education – Nothing at this time.

E. Director of Buildings and Grounds – We will be meeting with Lewistown Borough next Wednesday to coordinate work with them for the Kish Street bus pull-off project.

F. Mifflin County Academy of Science and Technology

- Four programs have been approved for veteran’s benefits.
- The Academy Foundation will benefit from ticket sales for the Rotary seafood dinner.
- CNA renewed contracts with nursing homes.
- Started a new welding training program on February 25.

G. Public Comment Period – Mrs. Shearer thanked the Board for their support and the \$1000 they contributed to the playbill. She also thanked the following people:

Wendy Bonson and the Life Skill Students-cleaning costumes
 Amy Graham, Maggie Seay, Karen White for costumes and props
 Tom Shearer, Darrin McClure, Eric Liebegott, Dave Schulze, and Matt Moore for sets
 Mrs. Conner and her Stem and Robotic students for prop
 Mr. Demi, Mrs. Hartzler and Mrs. Hubley along with the art club for their set designs
 Mr. Chris Ruble-Director
 Jade Ruble and Erin Rebling for Choreography
 Cosmetology Students at the Academy and Mrs. Matthews for hair and makeup
 Roger Herto, Matt Moore and stage crew
 The Key Club and MCMS Drama Club for tickets sales and ushering.

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

-January 17, 2018 at 7:29 PM -Student and Safety/Security

- January 24, 2018 at 7:22 PM- Personnel Item

B. Committee-of-the-Whole Meeting

-January 17, 2019 at 6:30 PM until 7:28 PM

C. Regular School Board Meeting

-January 24, 2019 at 6:31 PM until 7:21 PM

B. BOARD ACTION (includes policies and curriculum)

1. Recommend approval to purchase 650 HP Prodesk 400 G5 desktops at a cost of \$386,100 (\$594 each) per Co-Stars contract out of district's capital reserve account.
2. Recommend approval to purchase 464 Lenovo ThinkPad 11e laptops at a cost of \$204,786.40 (\$441.35 each) and 8 Spectrum SIM32 carts at a cost of \$7,160 (\$895 each) per Co-Stars contract out of district's capital reserve account.
3. Recommend approval to purchase 32 Dell Latitude 3390 2-in-1 BTX laptops at a cost of \$30,481.92 (\$952.56 each) per Co-Stars contract out of district's capital reserve account.
4. Recommend approval to purchase 3 Lenovo 24 Headset VR Kits at a cost of \$53,463.00 (\$17,821.00 each) and Lenovo – VR Classroom 1 Day onsite Professional Development at a cost of \$3,379.42 per Co-Stars contract out of district's capital reserve account.
5. Recommend approval to purchase 32 Dell Latitude 3390 2-in-1 BTX laptops at a cost of \$30,481.92 (\$952.56 each) per Co-Stars contract out of district's capital reserve account.
6. Recommend approval to purchase a Maker-Fab Series 48" x 96" CNC Plasma Cutter at a cost of \$22,799.05 per PEPPM contract out of district's capital reserve account.
7. Recommend approval to purchase a Roland Versa Studio 20" Vinyl Printer/Cutter with supplies at a cost of \$10,398.85 out of district's capital reserve account.
8. Recommend that the following Integrated Units of Study Maps be approved as draft implementation for corrections and revisions during the 2018-2019 school year:
 - Kindergarten STEM Seed to Plant
 - 4th Grade STEM Weather

C. CUSTODIAL-MAINTENANCE

D. FINANCE

1. Review of Treasurer Reports for month ended **January, 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. Recommend approval of listing of budget transfers for 2018-2019
5. Real Estate and Per Capita Tax Collector Reports
6. Request permission to bid Athletic Supplies for the 2019-2020 school year
7. Recommend approval of offer of repository for unsold properties for the following Map Numbers:

16,27-0327--,000	\$300.00
05,08-0106--,000	50.00
05,08-0105--,000	50.00
19,04-0115--,000	275.00
17,18-0402--,000	750.00
16,39-0030--,000	4,000.00
21,21-0530--,000	650.00
8. Informational purposes: Letter from Granville Twp Supervisors re: untaxed parcels
9. Informational purposes: First Quality Baby Products LLC 2019 KOZ applications
10. Informational purposes: 2018 Judicial Tax Sale

E. CAFETERIA

1. Recommend approval of the Cafeteria Financial Report for **January 2019**.
2. Request authorization to pay Cafeteria Bills for **January 2019**.

F. TRANSPORTATION

1. Recommend that **JON TYLER BOWERSOX** be added as a bus driver for J&D's Inc.
2. Recommend that **DELWIN E. LEISTER** be added as a van driver for C.H. Fisher, Inc.

G. STUDENT-RELATED

1. Seeking approval for a fee of \$550 to be waived for the use of the auditorium and classroom

at the Mifflin County High School and for the Mifflin County Farm Bureau. They would like to use the space for their Measure the Candidates Night on May 9, 2019. They understand they will be paying for the event staff.

H. PERSONNEL

1. Recommend approval of resignation of **MARGO A. ZUBLER**, Health Room Aide at MCHS, effective February 18, 2019.
2. Recommend approval of **CHRISTOPHER R. MILLER**, to be hired as a full-time custodian (3:00PM-11:30PM) at MCJHS/Admin, effective January 28, 2019.
3. Recommend approval of **MARYLOU FOLTZ** to be hired as a full-time custodian at MCMS, 3:00 PM-11:30 PM, effective March 4, 2019.
4. Recommend approval of the resignation of **NATHAN W. GRAMLEY**, substitute custodian, effective January 25, 2019.
5. Recommend approval of the resignation of **KEVIN R. MCCARDLE**, substitute custodian, effective January 28, 2019.
6. Recommend approval of **JOANN L. RENNINGER**, cafeteria substitute, effective pending completion of pre-employment paperwork.
7. Recommend approval of **JESSICA M. WALTERS**, 6.75-hour Dessert at MCMS, effective August 21, 2019.
8. Recommend approval of **IRMA JERZERICK**, cafeteria substitute, effective pending completion of pre-employment paperwork.
9. Recommend approval of transfer of **STACEY L. WERTZ-MANN**, Paraprofessional (4.5 hr), primarily working in Life Skills at LIS to Paraprofessional (7-hr), primarily working in Autistic Support at MCMS, effective February 8, 2019.
10. Recommend approval of transfer of **MELINDA R. PARSON**, Paraprofessional (4-hr), primarily working in Emotional Support at MCJHS to Paraprofessional (7-hr), primarily working in Autistic Support at MCJHS, effective February 5, 2019.
11. Recommend approval of **GINA M. HIMES** to be hired as event staff for the 2018-2019 school year.
12. Recommend approval of **THERESA M. LAMONT** as Girls Head Lacrosse Coach for the 2018- 2019 season.
13. Recommend approval of **NIKI M. BAILY** to be a volunteer Junior High Soccer Coach for the 2018-2019 season.

14. Recommend re-appointment of the following coaches for the 2019-2020 fall season:

- **TAMARA C. SECHLER** – Head Fall Cheer
- **GREGORY A. LOHT** – Head Boys Cross Country
- **SCOT T. SECHLER** – Head Football
- **AARON C. BUBB** – Head Golf
- **BARRETT L. KNEPP** – Head Girls Soccer
- **ROBERT S. LEPLEY** – Head Boys Soccer
- **LESTER G. KYLE** – Head Girls Tennis
- **JENNIFER A. FREED**-Head Girls Cross Country

Mr. Knepp requested item 15 below be pulled for Roll Call Vote.

~~15. Recommend approval of posting for three Technology Interns for summer/fall 2019.~~

H. ATHLETICS and ACTIVITIES

CONSENT AGENDA – Motion by Mr. Hammond, second by Mrs. Laughlin to approve the consent agenda. ROLL CALL VOTE: - YES – 9 Members present, motion carried unanimously.

V. ROLL CALL ITEMS

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

**Motion to approve item 1 by Mrs. Maidens, second by Mrs. Terry.
ROLL CALL VOTE: - YES - 7 - NO- 2 Mr. Knepp & Ms. Sigler voted No.
Motion passed.**

2. Recommend approval of Policy 806-Child Abuse.

Mrs. Laughlin asked if online activity is covered in any other policy. Mr. Varner will check.

**Motion to approve item 2 by Mr. Hammond, second by Ms. Sigler.
ROLL CALL VOTE: - YES - 9 Members present, motion carried unanimously.**

3. Recommend approval of **ANGELIKA A. RUPERT** to be hired as a 4.5-hr Paraprofessional, primarily working in Life Skills at LIS, effective pending completion of pre-employment paperwork.

**Motion to approve item 3 by Ms. Sigler, second by Mrs. Laughlin.
ROLL CALL VOTE: - YES - 9 Members present, motion carried unanimously.**

ADDENDUM

V. ROLL CALL ITEMS

4. Recommend approval that the Board of School Directors of the Mifflin County School District does hereby authorize the Administration to work with PFM Financial Advisors LLC as Financial Advisor, RBC Capital Markets as Underwriter, Mette, Evans & Woodside as Bond Counsel and its Solicitor to proceed with the issuance of General Obligation Bonds to fund the District's upcoming capital projects.

Motion to approve item 4 by Ms. Sigler, second by Mrs. Maidens.

ROLL CALL VOTE: - YES - 9 Members present, motion carried unanimously.

5. Recommend approval of the Performance Based Energy Savings Amendment No. 1 between McClure Company and Mifflin County School District.

Motion to approve item 5 by Mrs. Maidens, second by Mr. Hammond.

ROLL CALL VOTE: - YES - 9 Members present, motion carried unanimously.

6. Consideration of financing options for Performance Based Energy Savings Project at SMES
 - a. No cash utilization option \$8,535,000
 - b. Cash utilization option \$6,535,000

Discussion: Mr. Estep said, I've been with you for nine years. Is it reasonable to say that I have a grasp of district finance? Do you trust Mr. Remig? The Board agreed. There are two options for borrowing. He went over the figures for both options.

My job is to try to provide you with enough information for you to make a sound financial decision. I believe we should borrow the full amount needed for the SMES project and pay cash for the Phase 3 EDES project scheduled for the summer of 2020.

If you as a Board want to save money on the payment, pay cash for the entire amount. Using \$2 million from capital reserve will only reduce debt service by \$80,000. Remember, it took nine years to build the fund balance/capital reserve up to where they are presently.

Mr. Estep went over increasing expenses and explained that we will still be \$1.5 million short for the 19/20 budget even with a tax increase to the index. An effort will be made to keep reducing staff when and where we can, but not to the point that it hurts students.

Mr. Hammond said he has a hard time doing this renovation when we are already in the red.

Mr. Estep commented that no superintendent wants to come and ask to raise taxes. We need a motion for the project -- choose your option.

Ms. Sigler made a motion second by Mrs. Maidens to approve the financing using a full bond for the Performance Based Energy Savings Project at SMES.

ROLL CALL VOTE: - YES - 8 - NO- 1 Mr. Hammond voted No, Motion passed.

7. Recommend authorization for the Director of Buildings & Grounds to bid and award additional paving work associated with the SMES Energy Savings Project.

Motion to approve item 1 by Ms. Sigler, second by Mr. Knepp.

ROLL CALL VOTE: - YES - 8 - NO- 1 Mr. Hammond voted No, Motion passed.

8. Recommend authorization for the Director of Buildings & Grounds to bid and award the Kish Street Bus Pull-Off Project. Should bids exceed the estimate, Director will consult with Buildings & Grounds Committee before approval.

Mrs. Laughlin asked for the approximate cost of the project. Mr. Gagliardo said \$182,000 was the estimate. She asked if a red light would be put in at the Green Ave and Kish Street intersection. Mr. Gagliardo said he would find out at the Borough meeting on Wednesday.

Motion to approve item 1 by Ms. Sigler, second by Mr. Wise.

ROLL CALL VOTE: - YES - 8 - NO- 1 Mr. Hammond voted No, Motion passed.

9. Recommend approval of the resignation of NIKOLE L. BEELER, JH assistant volleyball coach, effective February 24, 2019.
10. Recommend approval of JENNIFER P. MYERS to be hired as a junior high assistant volleyball coach for the 2018-2019 school year.
11. Recommend approval of BRENDA L. HUTCHISON, cafeteria substitute, effective August 24, 2018.
12. Recommend approval of resignation of CRYSTAL M. FABINA, Second Grade Teacher at LES, effective February 28, 2019 due to other employment. (District will reserve its right to hold for 60 days, or release sooner if a replacement can be found prior to 4/29/19).

Motion to approve items 9-12 by Mrs. Laughlin, second by Mr. Hammond.

ROLL CALL VOTE: - YES - 9 Members present, motion carried unanimously.

13. Recommend **with regret** the approval of resignation of DUANE A. RHODES, English Teacher at MCHS, effective at the end of the 2018-2019 school year due to retirement.

Ms. Sigler made a motion second by Mrs. Laughlin to approve item 13 with the additional language added in bold.

ROLL CALL VOTE: - YES - 9 Members present, motion carried unanimously.

Mr. Orris Knepp commented that Mr. Rhodes called his daughter during the weekend, two weeks ago to talk to her about her junior paper. He is a fantastic teacher.

14. Recommend approval of ELIZABETH A. PENT, 4.5-hr Paraprofessional at MCJHS, primarily working autistic support, effective March 3, 2019.

15. Recommend approval of **KELLY L. SCOTT**, 4-hr Paraprofessional at MCJHS, primarily working in emotional support, effective pending completion of pre-employment paperwork.
16. Recommend approval of **COLE R. CARTER** to be a volunteer boy's lacrosse coach for the 2018-2019 season.
17. Informational Item: transferring **AMANDA A. SULLIVAN**, from 4.5 Paraprofessional at LIS, primarily working in life skills to 4.5 Paraprofessional at LIS, primarily working in life skills. She is just moving classrooms.

**Motion to approve items 14-17 by Mrs. Laughlin, second by Mrs. Maidens.
ROLL CALL VOTE: - YES - 9 Members present, motion carried unanimously.**

18. Recommend approval of posting for three Technology Interns for summer/fall 2019.

**Motion to approve item 1 by Ms. Sigler, second by Mrs. Sharp.
ROLL CALL VOTE: - YES - 8 - NO- 1 Mr. Knepp voted No. Motion passed**

VI. OTHER BUSINESS – Nothing at this time.

VII. PUBLIC COMMENT PERIOD – Nothing at this time.

VIII. ADJOURNMENT BY PRESIDENT - With no further business before the Board, the meeting adjourned at 8:05 P.M.

Amy L. Smith, Board Secretary