

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, April 18, 2019, at 7:30 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

MARY LOU M. SIGLER
E. TERRY STYERS
MICHELLE M. TERRY
NOAH D. WISE

BETH LAUGHLIN-Absent

Also present were Mr. James A. Estep, Superintendent; Mr. Vance S. Varner, Director of Secondary Education; Mr. Joseph Gagliardo, Director of Buildings and Grounds; Mrs. Melinda Kenepp, Chief Financial Officer; Ms. Amy L. Smith, Board Secretary; Mr. Orris Knepp III, Knepp & Snook; Mrs. Michelle Knepp, Ms. Rose Schulz, Ms. Megan Herbster, Ms. Erin Rebling, Ms. Tish Maclay, and Ms. Alyssa Burd, The Sentinel.

III. COMMUNICATIONS/ REPORTS

A. School Board Secretary – Nothing at this time.

B. School Board Members

- Mrs. Sharp commented that the photos from the prom showed it was beautiful. Kudos to those in charge.

C. Superintendent

- Mr. Estep discussed the Resolution Supporting Statewide Cyber Charter School Funding Reform. He explained the effects the current funding has on our district. House Bill 526 and Senate Bill 34 are being held in committee. Please call and put pressure on legislature to vote on this Bill. We will vote on the resolution next week.
- Ms. Maclay, Athletic Director was present to give the Board an update on the Athletic Facilities. The track is having issues; there are major drainage issues at the jump pits. We need to have some direction on repairs and where you stand on installing a turf field. The tennis courts are also in need of attention. I am asking for a plan to phase in these projects over the next few years. Ms. Maclay feels we could raise some of the money by corporate sponsorships and grants. Mr. Hammond asked Ms. Maclay to give an update on pressure from the Midd-Penn League because we do not have a turf field and because of liability. Mrs. Sharp suggested holding a separate meeting to lay out a plan for the Athletic Fields. Mr. Knepp suggested setting up a foundation to hold donations, so the public knows we are working towards updating and improving our outdoor facilities. Discussion occurred. An Ad Hoc Committee was organized. Mr. Hammond, Mr. Knepp, Mrs. Sharp and Mr. Wise agreed to serve on the committee with Mrs. Maidens as an alternate. The committee will set up a meeting with Ms. Maclay in the near future.

D. Director of Secondary Education

- One group won at the State TSA competition. I will have them come in sometime in May or June to present their project.
- Eco day is coming up in May at Rec Park. Put on by our high school students and STEM team.

E. Director of Buildings and Grounds

- Kish Street Project pre bid meeting is set up for April 29th, bids are due by May 8th at 1:30 PM. We are coordinating the project with the borough.
- ESCO project design work continues. Mr. Miller is intimately involved. He is doing a great job and has put forth a lot of effort to assure things are going to be as they need for SMES.
- Paving for SMES is out for bid. Bids are due on May 8th.
- Mr. Estep forwarded Mr. Gagliardo an email on a House Bill that is on the table for mandatory lead testing for all schools. Mr. Gagliardo got preliminary pricing and it would be about \$700 per outlet (every faucet) in the district. This Bill has not yet been passed, we are being proactive.

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

G. Student Representatives

- Logan reported that Prom was held last weekend. The TSA team won States and is headed to Nationals. He gave an update on sports, band and choir.
- Hannah reported that standardized testing is starting at MCHS. NHS made Easter meal kits and distributed them through the Evangel Baptist Church. The school newspaper published a new edition.

H. Public Comment Period –Nothing at this time.

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.

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

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

- March 28, 2019 6:00 PM-6:30 PM- Student Matter

B. Committee-of-the-Whole Meeting

-March 21, 2019 at 6:30 PM until 7:24 PM

C. Regular School Board Meeting

-March 28, 2019 at 6:35 PM until 7:34 PM

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

B. BOARD ACTION (includes policies and curriculum)

1. Recommend approval of SAFE2SAY SOMETHING PROCEDURES (Attached)
2. Recommend approval of new textbook resource The Nystrom Desk Atlas Fifth Edition for 6th Grade Social Studies to be purchased from the curriculum budget at the cost of \$2,697.58. The Desk Atlas has a copyright of 2018 and includes an ebook resource for five years.
3. Recommend approval of Policy 805.1 – Relations with Law Enforcement Agencies. (Attached)
4. ~~Recommend approval of Policy 707 – Use of School Facilities (Attached)~~ (Further work needed)

C. CUSTODIAL-MAINTENANCE

Mrs. Kenepf presented the following to the Board for consideration.

D. FINANCE

1. Review of Treasurer Reports for month ended **March, 2019**
 - (1) Kish Bank
 - (2) PSDLAF / PSDMAX
 - (3) Temporary Investment Report and Summary
 - (4) Capital Projects Fund **(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. Recommend approval of offer on repository for unsold properties for Map Number 16,23-0310--000
7. Recommend approval to exonerate Brooke Knable, McVeytown Borough Tax Collector, from collecting tax bills on parcel 10,00-0237--000; the tax was turned over as delinquent in error
8. Recommend approval to exonerate Linda Marks, Armagh Township Tax Collector, from collecting supplemental tax bill on parcel 12,15-0104D-,000
9. Informational Item: Notice of Appeal Hearings
10. Recommend approval of the 2019-2020 Employee Pay Schedule
11. Recommend approval of the 2019-2020 Mifflin County Academy of Science and Technology General Fund Budget in the amount of \$3,142,477. The MCSD share is \$1,904,745, an increase of \$76,237.

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

E. CAFETERIA

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

F. TRANSPORTATION

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

G. STUDENT-RELATED

1. Recommend approval of a fee waiver of \$1247.50 plus sound crew fees for the use of the MCHS auditorium, band room, sound system, event staff and custodial staff for the Lewistown Community Band Concert on December 14, 2019.
2. Recommend approval of a fee waiver of \$873.75 plus sound crew fees for the use of the MCHS auditorium, band room, sound system, event staff and custodial staff for the Mifflin County Former Band Students-Memorial for Mike Wasilko on June 11, 2019. If an offering is given, it will go towards worker fees and remainder would go to a scholarship.

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

H. PERSONNEL

1. Recommend approval of resignation of **CURTIS C. CALDWELL**, ESL Teacher at LES due to relocation, effective at the end of the 2018-2019 school year.
2. Recommend approval of resignation of **TAYLOR N. WHITE**, full-time Paraprofessional at LES due to other employment, effective January 22, 2019.
3. Recommend approval of resignation of **TRYSTAN G. SNYDER**, 5.5-Hour Food Truck Driver due to personal reasons, effective June 5, 2019.
4. Recommend **HEIDI J. MCKNIGHT**, 5-hour Food Service Van/Truck Driver, effective August 21, 2019.
5. Recommend approval of **AMY E. YOHN** to be added to the cafeteria substitute list, effective August 14, 2018.
6. Recommend approval of resignation of **SONYA R. BROWER**, cashier/dishroom at MCHS due to other employment, effective April 26, 2019. She would like to remain on the cafeteria substitute list.
7. Recommend approval of resignation of **DIANE W. STEWART**, Assistant Principal at IVES and EDES due to retirement, effective October 4, 2019.
8. Recommend termination for cause of **Custodian Employee A** effective April 11, 2019.
9. Recommend that the following cafeteria staff be added to the custodial substitute list for summer help:
 - **AMY G. BANKS**
 - **TRACY J. BASTRESS**
 - **KALEENA M. BEERS**
 - **SONYA R. BROWER**
 - **GLORIA J. CICCOLINI**
 - **PATRICIA CHRISTOFF**
 - **DEBORAH L. GUTSHALL**
 - **SHEILA R. SPECHT**
 - **KELLY J. STRAUSBURG**
 - **CINDY L. JASPER**
 - **KIMBRA I. MCKNIGHT**
 - **CARA E. MOWERY**
 - **SHERRY L. PECHT**
 - **PENNY A. REED**
 - **SUSAN L. RITCHEY**
 - **LAURIE J. ROMIG**
 - **PHYLLIS I. VARNER**
10. Recommend approval of the Active STS Guest Teachers list. (Attached)
11. Recommend approval of **CASSIE M. SWENSON** to be a volunteer cheerleading coach for the 2019-2020 season.
12. Recommend approval of the following coaches for the 2019-2020 fall season:

Assistant Cheerleading	RACHEL L. CORSON
Volunteer Assistant Cheerleading	CASSIE M. SWENSON
Assistant JH Cheerleading	LIBBY J. WRAY
Volunteer Assistant JH Cheerleading	ADRIENNE E. WITTERS
Volunteer Assistant Cross Country	DEANNA M. RUSSLER
Volunteer Assistant Cross Country	RICHARD F. YEARICK
Volunteer Assistant Cross Country	JENNIFER M. NEAVLING
Volunteer Assistant Cross Country	SETH P. YEARICK
Volunteer Assistant Cross Country	CHRISTOPHER M. TATOM
Assistant Field Hockey	STEPHANIE A. HOFFMAN
Volunteer Assistant Field Hockey	ISAAC W. SUYDAM
First Assistant Varsity Football	STEVEN L. SEARER
Assistant Football Varsity	CHRISTIAN F. HASSINGER
Assistant Football Varsity	CHARLES R. DOUGLAS, JR.
Assistant Football Varsity	KYLE E. BAUBLITZ
Volunteer Assistant Varsity	NICHOLAS S. POCHE
Volunteer Assistant Varsity	RICHARD C. BENDER, JR
Head JH Football Coach	STEVE N. HIMES
Assistant JH Football	STEVEN D. POCHE
Assistant JH Football	CONNOR J. MUIR
Volunteer JH Football	SHAWN T. RENNINGER
Volunteer JH Football	ERIC S. ETTINGER
Volunteer JH Football	RANDALL W. KNODE
Volunteer Assistant Golf Coach	KELLEY R. DIXON
Assistant Soccer Coach	CAROLYN J. KLINE
Volunteer Assistant Coach	EMMA J. HEPLER
Volunteer Assistant Coach	BRETT M. LEISTER
Assistant Boys Soccer Coach	JUSTIN A. MAYO
Volunteer Assistant Boys Soccer	JOAB M. CARTER
Volunteer Assistant Boys Soccer	DANIEL C. SCHOMAKER
Assistant Tennis	JEFFREY C. MAZUREK
Volunteer Tennis	STEVEN T. HUGENDUBLER
Volunteer Volleyball Coach	JENNIFER P. MYERS
Volunteer Volleyball Coach	HEATHER R. ADAMS
Volunteer Volleyball Coach	ROY BUCHER
Head Jr High Softball	NATHAN C. BARNHART
Assistant JH Softball	MAKAYLAH L. HOLBERT
Volunteer Assistant Jr High Softball	KATURAH L. KLEIN
Head Jr High Field Hockey	NATALIE M. FAITH
Assistant Jr High Field Hockey	COLLEEN M. SNOOK

I. ATHLETICS and ACTIVITIES

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

V. ROLL CALL ITEMS

1. Recommend approval of the 2018-2019 Benchmark Reading Assessment System Bid. (Attached)
2. Recommend approval of the Food Service Assignment MOU between MCSA and MCSD. (Attached)
3. Recommend approval of School Resource Officer Agreement between Borough of Lewistown and MCSD.
4. Recommend approval of the resolution supporting Cyber Charter Funding Reform. (HB526 and SB34)

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

VI. OTHER BUSINESS

1. Informational Purposes Only: **MATTHEW W. REED** will transfer from Fourth Grade at IVEC to Fifth Grade at IVEC, effective for the 2019-2020 academic year.
2. Informational Purposes Only: **ELLEN M. HARTSOCK** will transfer from ELA Teacher at MCMS to Family Consumer Science Teacher at MCMS, effective for the 2019-2020 academic year.
 - **Mr. Knepp asked for an update on the appeal process for sports. Mr. Varner will get the update and send an email to the Board Members.**

VII. PUBLIC COMMENT PERIOD – Nothing at this time.

VIII. ADJOURNMENT BY PRESIDENT

With no further business before the Board, the meeting was adjourned at 8:20 PM*.

*An executive session was held after the meeting starting at 8:21 PM for a personnel item.

Amy L. Smith, Board Secretary