

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 Committee of the Whole Meeting of the Mifflin County School District was held Thursday evening, May 16, 2019, at 7:12 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**  
**KRISTEN L. SHARP**  
**MARY LOU M. SIGLER**

**E. TERRY STYERS**  
**MICHELLE M. TERRY**  
**NOAH D. WISE**

**ABSENT - BETH M. LAUGHLIN and JULIE B. MAIDENS**

Also present were Mr. James A. Estep, Superintendent; Mr. Vance S. Varner, Director of Secondary Education; Mrs. Melinda Kenepf, Chief Financial Officer; Ms. Amy L. Smith, Board Secretary; Mr. Orris Knepp III, Knepp & Snook; Mrs. Dianne Shearer, Mrs. Tracy L. Roe, Mrs. Michelle Knepp, Mrs. Kimbra Stewart, Ms. Amanda Yohn, Ms. Becca Zook, Ms. Chelsea Scheaffer, Ms. Amber Scaringi, Mr. Eli Himes, Mrs. Cheryl Himes, Mrs. Deb Stringfellow, Mrs. Debra J. Fisher, Ms. Sara Lyter, Ms. Megan Herbster, Ms. Ruth Kurtz, Ms. Colleen Kratzer, Ms. Cheyenne Wagner, Ms. Tammy Henry, Mrs. Katlin Hagans, Mrs. Jennifer Bubb, Mrs. Rose Schulz, Ms. Kelsey Gill, Ms. Lyndsay Clark, Ms. Lori Bonson, Mrs. Amanda Hertzler, Mrs. Melissa Basom, Ms. Vicky Tate, and Mr. Joe Cannon, The Sentinel.

**III. COMMUNICATIONS/ REPORTS**

**A. School Board Secretary** – Reminded Board Members about the Art Show.

**B. School Board Members**

- Mr. Knepp would like a policy or procedure set up to conduct exit interviews for employees leaving the district.

- Mr. Wise thanked those in attendance for coming tonight.
- Mr. Wise asked for information on the Laurel Life Program. He asked about some other out of district placements and where the funds come from to pay for them. He asked who places the students at these facilities.
- Mr. Wise asked for clarification on the Use of School Facilities policy. Discussion occurred.
- Ms. Sigler congratulated the students involved with the displays at the Capital.
- Mrs. Sharp said Literacy Carnival at The Academy was well attended.

**C. Superintendent**

- Mr. Estep said the time clocks that were purchased several years ago are sitting in storage. He asked if the Board was agreeable to selling the clocks. The Board agreed.
- Mr. Estep read an email from Stephanie Moon on the PAECT Showcase at the Capital. MCSD was well represented at the Showcase. Students met with Senator Corman, Representatives Hershey and Benninghoff. The advisors and I are beyond proud of these students.

**D. Director of Secondary Education** – Mr. Varner reported that Amanda Hertzler and her family raised \$500 for Autism Awareness Month by selling T-Shirts. The Fraternal Order of the Eagles in Burnham heard about the fundraiser and wanted to help. The FOE donated \$7900 in honor of Mrs. Hertzler’s son. The family is excited to pass this along in hopes in will help many Autistic children.

**E. Director of Buildings and Grounds** – Not present.

**F. Mifflin County Academy of Science and Technology** – The Literacy Carnival was well attended. Mrs. Baker is amazing at organizing this event. Students also put in a lot of hard work to make it successful.

**G. Student Representatives** – Mr. Sharp gave an update on band and choral events. Avatar will be the theme for next year’s marching band. He gave a sports update, schedule, and time of upcoming games.

**H. Public Comment Period**

- Mrs. Dianne Shearer gave the date for the MCHS Tech Ed Showcase, Wednesday, May 29, 2019. She spoke about the loss of employees years ago, it was awful. Buildings have since been renovated and we have made many improvements. Scores have gone up. We were warned about not raising taxes and now we are back at square one and going backwards.
- Ms. Kelsie Gill, Autistic Support teacher, expressed concern about paraprofessionals that may get jobs in Autistic Support that do not have training. We are cutting people at a highly needy building.

**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**

- April 18, 2019 at 8:21 PM-Personnel Items
- April 25, 2019 at 6:54 PM to 8:19 PM-Personnel Item
- April 25, 2019 at 8:42 PM – Personnel Item

**B. Committee-of-the-Whole Meeting**

- April 18, 2019 at 7:30 PM until 8:20 PM

**C. Regular School Board Meeting**

- April 25, 2019 at 6:35 PM until 8:41 PM

**D. Special Voting Meeting**

- April 18, 2019 at 6:30 PM until 7:30 PM

**E. Budget Workshop Meeting**

- April 9, 2019 at 6:00 PM until 7:35 PM
- May 2, 2019 at 5:30 PM until 8:02 PM
- May 7, 2019 at 5:30 PM until 7:38 PM

**B. BOARD ACTION** (includes policies and curriculum)

**C. CUSTODIAL-MAINTENANCE**

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

**D. FINANCE**

1. Review of Treasurer Reports for month ended **April, 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. Real Estate and Per Capita Tax Collector Reports

5. Recommend approval to exonerate Linda Marks, Armagh Township Tax Collector, from collecting supplemental tax bill on parcel 12,05-0103BX,000
6. Recommend approval to accept the audit proposal from Young, Oakes, Brown and Company, P.C. not to exceed \$32,775, \$33,750, and \$34,750 for the years ending June 30, 2019, 2020, and 2021, respectively
7. Recommend approval to accept proposal to engage Retirement Advantage, Inc to perform GASB 75 valuation for years ending June 30, 2020 and 2021 for an estimated fee of \$4,500
8. Informational Item: Tax Exempt Request Notice Mifflin County Mennonite Historical Society
9. Informational Item: Mifflin County High School Student Store financial statements June 30, 2018 and March 31, 2019

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

**E. CAFETERIA**

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

**F. TRANSPORTATION**

**G. STUDENT-RELATED**

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

**H. PERSONNEL**

1. Recommend approval of Employee A requesting sabbatical leave for restoration of health for the of the 2019-2020 school year or less.

**Item 1 above moved to Roll Call at the request of Mr. Styers.**

2. Recommend approval of Employee A (18-19) request for 9.5 sick days from the sick leave bank.
3. Recommend approval of transfer of **ROBIN J. FRENCH**, Kindergarten Teacher at LES to Social Studies Teacher at MCJHS, effective starting the 2019-2020 school year.
4. Recommend approval of the resignation of **JUDITH A. GEARHART**, Fiscal Technician at the Administration Building due to retirement, effective November 2, 2019. Her last day of work will be Friday, November 1, 2019.

5. Recommend approval of **LISA J. BAITSELL** to be added to the custodial substitute list for 2019 summer help. She is currently hired as food-service staff.
  
6. Recommend approval of resignation of **NICHOLAS J. CAROLUS**, custodian at the MCHS, due to other employment, effective at the end of the day May 17, 2019. He would like to remain on the custodial substitute list.
  
7. Recommend approval of **MARA L. RHODES** to be hired as even staff for the 2018-2019 school year.
  
8. Recommend re-appointment of the following winter head coaches for the 2019-2020 season:
 

• Head Girls Basketball	<b>ROGER A. HERTO</b>
• Head Boys Basketball	<b>SCOTT W. GAFFEY</b>
• Head Indoor Track and Field	<b>SCOTT M. GANTZ</b>
• Head Swim Coach	<b>GRETCHEN S. SEYLER</b>
• Head Wrestling	<b>J. KIRBY MARTIN</b>
• Head Winter Cheer	<b>TAMARA C. SECHLER</b>
• Head Bowling	<b>KEVIN L. DIVEN</b>
  
9. Recommend re-appointment for the following winter coaches for the 2019-2020 season:
 

• First Assistant Girls Basketball	<b>CRYSTAL A. WEAVER</b>
• Volunteer Girls Basketball	<b>MATTHEW S. WALTERS</b>
• Volunteer Boys Basketball	<b>TONA Y. WILLIAMS</b>
• Volunteer Boys Basketball	<b>NICHOLAS S. POCHE</b>
• Head 9th Grade Boys Basketball	<b>CHRISTOPHER C. LEHMAN</b>
• Assistant Track	<b>GREGORY A. LOHT</b>
• Volunteer Asst Indoor Track	<b>SCOT T. SECHLER</b>
• Volunteer Asst. Track	<b>TAMARA C. SECHLER - MCHS</b>
• Volunteer Asst Track	<b>FLOYD A. CICCOLINI</b>
• Volunteer Asst Track	<b>JENNIFER A. FREED - MCJH</b>
• Volunteer Asst. Track	<b>HEATHER R. ADAMS</b>
• Volunteer Asst Track	<b>MATTHEW S. EDDY</b>
• Volunteer Asst Track	<b>RICHARD F. YEARICK</b>
• Volunteer Assistant	<b>CHRISTOPHER M. TATOM</b>
• Assistant Swim Coach	<b>FRANCY BECKER</b>
• Volunteer Swim Coach	<b>TRYSTAN G.A. SNYDER</b>
• First Assistant Wrestling	<b>L. DALE SEARER</b>
• Assistant Wrestling	<b>TYLER S. BEDELYON</b>
• Volunteer Assistant Wrestling	<b>GARRY M. PRICE</b>
• Volunteer Asst Wrestling	<b>DAVID E. WRAY</b>
• Volunteer Asst Wrestling	<b>JOSEPH M. KNARR</b>
• Head Jr High Wrestling	<b>TIMOTHY W. DAVIS</b>
• Assistant Jr High Wrestling	<b>COLTON W. SPADE</b>



be because of the pay to play fee and I don't agree with cutting the paraprofessionals.

Mr. Wise does not agree with charging a pay to play fee.

Mr. Estep said we won't have enough votes to pass the budget. If the Board Members want to keep the paraprofessional positions, we can keep them. That will be \$400,000 more to pull from savings. Discussion occurred.

An executive session was held from 9:21 PM – 9:50 PM for a personnel item.

A budget workshop will be held on Monday, May 20<sup>th</sup> at 5:30 PM at the Administration Building.

3. Recommend approval of transfer of **RODNEY E. WILSON**, full-time custodian at LES to full-time custodian at MCMS, effective May 6, 2019.
4. Recommend approval of **ANGELA L. PRICE**, 3-hour part-time cashier/dish room at MCMS, effective pending completion of pre-employment paperwork.
5. Recommend approval of transfer of **LISA A. HACKENBERG**, Title 1 Teacher at IVEC to ELA/Reading Teacher at MCMS, effective starting the 2019-2020 school year.
6. Recommend approval of transfer of **KAYLEE L. KNOUSE**, 2<sup>nd</sup> Grade Teacher at IVEC to Title 1 Teacher at IVEC, effective starting the 2019-2020 school year.
7. Recommend approval of transfer **JULIE M. YERGER**, Kindergarten Teacher at LES to Learning Support Teacher at EDES, effective starting the 2019-2020 school year.
8. Recommend approval of **CLINT N. AURAND**, Assistant Principal (210 Days) at EDES and IVEC at a salary of \$76,000, effective July 1, 2019.
9. Recommend approval of resignation of **JULIE L. LOHR**, Principal at LES due to other employment, effective at the end of the business day on June 30, 2019.
10. Recommend the following Paraprofessionals be approved for ESY, effective July 9, 2019 through August 1, 2019:

- |                            |                               |
|----------------------------|-------------------------------|
| • <b>KELLY L. SCOTT</b>    | • <b>DEBRA J. FISHER</b>      |
| • <b>JENNIFER L. BUBB</b>  | • <b>LISA A. DAMICANTONIO</b> |
| • <b>MELINDA R. PARSON</b> | • <b>HEATHER A. WELSH</b>     |
| • <b>NICOLE D. HOSLER</b>  | • <b>TANJA G. FIKE</b>        |

11. Recommend the following Teachers be approved for ESY, effective July 9, 2019 through August 1, 2019:

- |                        |                           |
|------------------------|---------------------------|
| • <b>KYLIE J. MUIR</b> | • <b>AMBER S. FULLER</b>  |
| • <b>BECCA L. ZOOK</b> | • <b>MELISSA L. ZILCH</b> |

- JOSHUA D. GRIMES
- BRETT M. LEISTER
- AMBER M. SCARINGI
- KELSEY R. GILL
- BRANDY L. ERB
- ANDREA L. FOSSELMAN
- ERMALINDA A. STEPHENS
- ANGELA D. BUBB
- SHANEEN E. GRAMLEY
- KABY-ANN R. SPECK
- ELIZABETH A. COX
- NIKKI M. BAILEY
- MARYANN K. HAINES
- KALI D. HARPER
- KORIE J. BUBB

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

**VI. OTHER BUSINESS**

1. Recommend approval for the Privit Contract for online registration. Cost is \$800/year- a cost of savings from our current provider.
2. Recommend approval of the proposed Athletic Regulations, to go in effect July 1, 2019.

**VII. PUBLIC COMMENT PERIOD** Lori Bonson, Taxpayer, said raise taxes each year for the next three year if it is going to help the budget. I also support a pay to play fee.

**VIII. ADJOURNMENT BY PRESIDENT**

With no further business before the Board, the meeting was adjourned at 10:11 PM

Amy L. Smith, Board Secretary