

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 regular School Board Meeting of the Mifflin County School District was held Thursday evening, May 23, 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
BETH M. LAUGHLIN via phone
JULIE B. MAIDENS
KRISTEN L. SHARP

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; Mrs. Melinda Kenepp, Chief Financial Officer; Ms. Amy L. Smith, Board Secretary; Mr. Orris Knepp III, Knepp & Snook; Mrs. Cindi Marsh, Director of Student Services; Mrs. Dianne Shearer, Ms. Barbara McNitt, Mrs. Val Baker, Ms. Amy Remy, Mrs. Gail Wagner, Mrs. Susan Mowery, Ms. Colleen Kratzer, Mrs. Maralee Seeley, Mrs. Michelle Knepp, Mrs. Kim Stewart, Mrs. Rose Schulz, Ms. Becca Zook, Ms. Lori Thomas, Ms. Amber Elsesser, Mrs. Amanda Hertzler, Mrs. Debra Fisher, Ms. Diana Miller, Mrs. Sara Lyter, Mrs. Deb Stringfellow, Mrs. Melissa Basom, Ms. Chelsea Schwartz, Ms. Krystal Fultz, Ms. Amber Scaringi, Mrs. Gayle Schifano, Mr. Rich Wagoner, Mr. Bill Bodtorf, Ms. Megan Herbster, Mrs. Shaneen Gramley, Ms. Tammy Henry, Mrs. Nancy Kline, Ms. Korie Bubb, Ms. Kelsey Gill, and Mrs. Cheryl Himes.

III. COMMUNICATIONS/ REPORTS

- A. School Board Secretary** – Nothing at this time.
- B. School Board Members** – Mrs. Sharp congratulated MCHS Softball on their District 6 win and wished MCHS Track good luck.

C. Superintendent – Nothing at this time.

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

E. Director of Buildings and Grounds

- When IVEC was renovated, high efficiency furnaces were installed so that if natural gas became available they could be switched over. SEDA Cog called regarding a natural gas virtual pipeline. Mr. Gagliardo described what this entails. Corvette America, Phillips and MCSD were contacted to see if there was interest. Placement of the tank is not possible at Phillips or Corvette America. I suggested putting the tank where our propane tank is located at IVEC. Is there an interest in pursuing this? If there is, I will gather more information. Board Members were in favor of gathering more information.
- We put the Kish Street pull off project out to bid. We received three bids. G & R Charles was the low bid at a total cost of \$157,077. I spoke to members of the Building and Grounds Committee and issued a notice to proceed to G & R Charles.
- SMES paving project was put out for bid, we received three bids. Northrock was awarded the bid for a total cost of \$83,656.

F. Mifflin County Academy of Science and Technology

- 1st annual Career Sign Day was held on Tuesday, May 21. Eleven students signed letters of intent with employers.
- The Academy graduation is scheduled for May 29 at 7 PM at MCHS.

G. Public Comment Period

- Ms. Barb McNitt, Teacher. Last week I felt my comments were misconstrued regarding the paraprofessionals. She spoke about teacher's responsibilities and the constraints for paraprofessionals because of certification. The paraprofessionals are important. She described teacher's caseloads. 15 minutes of individualized instruction is not enough for students.
- Mr. Rich Wagner, Parent. I would like to ask the Board to consider not voting for the reappointment of the Girls Varsity Basketball Coach and to open the position for a better candidate. I sent a document for your review. He described what was in the document. In addition, I work for UGI and would ask Mr. Gagliardo to contact me regarding the gas line.

An executive session was held prior to tonight's meeting from 6:15 PM – 6:25 PM for a personnel item.

An executive session was held from 6:54 PM – 7:15 PM for a personnel item at Mr. Wise's request.

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

- 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

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

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

H. PERSONNEL

1. Recommend approval of Employee A (18-19) request for 9.5 sick days from the sick leave bank.
2. 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.
3. 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.
4. 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.
5. Recommend approval of **MARA L. RHODES** to be hired as event staff for the 2018-2019 school year.
6. Recommend re-appointment of the following winter head coaches for the 2019-2020 season:
 - Head Girls Basketball **ROGER A. HERTO**
 - Head Boys Basketball **SCOTT W. GAFFEY**
 - Head Indoor Track and Field **SCOTT M. GANTZ**
 - Head Swim Coach **GRETCHEN S. SEYLER**
 - Head Wrestling **J. KIRBY MARTIN**
 - Head Winter Cheer **TAMARA C. SECHLER**
 - Head Bowling **KEVIN L. DIVEN**
7. Recommend re-appointment for the following winter coaches for the 2019-2020 season:

- First Assistant Girls Basketball
 - Volunteer Girls Basketball
 - Volunteer Boys Basketball
 - Volunteer Boys Basketball
 - Head 9th Grade Boys Basketball
 - Assistant Track
 - Volunteer Asst Indoor Track
 - Volunteer Asst. Track
 - Volunteer Asst Track
 - Volunteer Asst Track
 - Volunteer Asst. Track
 - Volunteer Asst Track
 - Volunteer Asst Track
 - Volunteer Assistant
 - Assistant Swim Coach
 - Volunteer Swim Coach
 - First Assistant Wrestling
 - Assistant Wrestling
 - Volunteer Assistant Wrestling
 - Volunteer Asst Wrestling
 - Volunteer Asst Wrestling
 - Head Jr High Wrestling
 - Assistant Jr High Wrestling
 - Assistant JH Wrestling
 - Volunteer Asst JH Wrestling
 - Assistant Cheerleading
 - Assistant Bowling Coach
- CRYSTAL A. WEAVER**
 - MATTHEW S. WALTERS**
 - TONA Y. WILLIAMS**
 - NICHOLAS S. POCHE**
 - CHRISTOPHER C. LEHMAN**
 - GREGORY A. LOHT**
 - SCOT T. SECHLER**
 - TAMARA C. SECHLER - MCHS**
 - FLOYD A. CICCOLINI**
 - JENNIFER A. FREED - MCJH**
 - HEATHER R. ADAMS**
 - MATTHEW S. EDDY**
 - RICHARD F. YEARICK**
 - CHRISTOPHER M. TATOM**
 - FRANCY BECKER**
 - TRYSTAN G.A. SNYDER**
 - L. DALE SEARER**
 - TYLER S. BEDELYON**
 - GARRY M. PRICE**
 - DAVID E. WRAY**
 - JOSEPH M. KNARR**
 - TIMOTHY W. DAVIS**
 - COLTON W. SPADE**
 - ANTHONY B. EVERLY (Pending Paperwork)**
 - MARK CAVANAUGH**
 - RACHEL L. CORSON**
 - CHARLES MCCONAUGHEY**

8. Recommend approval of **NEIL A. BRENEMAN** to be a volunteer cross country coach for the 2019-2020 season.

9. Recommend approval of the following coaches for the 2019-2020 winter season.

- Assistant 8th Grade Boys Basketball
 - Assistant 7th Grade Boys Basketball
 - Volunteer Boys Basketball Coach
 - Volunteer Assistant Cheer
 - JH Cheerleading
 - Volunteer Asst. JH Cheer
- WADE E. CURRY (pending submission of all clearances and paperwork)**
 - JASON R. FRANKLIN**
 - LUKE M. LEHMAN**
 - CASSIE M. SWENSON**
 - LIBBY J. WRAY**
 - ADRIENNE E. WITTERS**

I. ATHLETICS and ACTIVITIES

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

V. ROLL CALL ITEMS

1. Recommend approval of Policy 707 – Use of School Facilities (Attached)

Motion to approve item 1 by Mr. Hammond, second by Mrs. Maidens.

ROLL CALL VOTE: - YES - 7 – NO – 2 – Mr. Knepp & Mr. Wise voted No.

- **Mr. Estep reviewed each proposal below. His recommendation is 2a.**
- **Ms. Sigler said that this is a difficult decision to make. We should not be here if we had done what we should have done. I am concerned with buildings losing paraprofessionals. I am going to vote for 2a because we need the certified instruction for our students.**
- **Mr. Hammond said many people are blaming previous Boards for our financial situation. We build up the fund balance. I think it is the State's fault and I do not think it is fair to tax the taxpayers.**

2.

- 2a. Budget Proposal A: Recommend approval of the 2019-2020 Proposed Final General Fund Budget in the amount of \$82,220,495. This budget reflects a 3.2% tax increase per the Act 1 Index. MCSD millage rate increases from 33.4511 mills to 34.5215 mills. This tax increase is approximately \$36.69 per parcel.

Motion to approve item 2a by Mrs. Laughlin, second by Ms. Sigler.

ROLL CALL VOTE: - YES - 5 – NO – 4 – Mr. Knepp, Mrs. Sharp, Mrs. Terry and Mr. Wise voted No

- 2b. Budget Proposal B: Recommend approval of the 2019-2020 Proposed Final General Fund Budget in the amount of \$82,568,827. This budget reflects a 3.2% tax increase per the Act 1 Index. MCSD millage rate increases from 33.4511 mills to 34.5215 mills. This tax increase is approximately \$36.69 per parcel.

Item 2b was not considered as item 2a was approved.

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.

Motion to approve items 3-4 by Mrs. Sharp, second by Mrs. Terry.

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

5. Recommend approval of **CLINT N. AURAND**, Assistant Principal (210 Days) at EDES and IVEC at a salary of \$76,000, effective July 1, 2019.

**Motion to approve item 5 by Mr. Hammond, second by Mrs. Laughlin.
ROLL CALL VOTE: - YES - 8 – NO – 1 Mr. Knepp voted No.**

6. 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.

**Motion to approve item 6 by Mrs. Maidens, second by Ms. Sigler.
ROLL CALL VOTE: - YES - 9 Members present, motion carried unanimously.**

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

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

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

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

**Motion to approve items 7-8 by Mr. Hammond, second by Mrs. Terry.
ROLL CALL VOTE: - YES - 9 Members present, motion carried unanimously.**

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

**Motion by Ms. Sigler, second by Mr. Hammond to approve the motion
ROLL CALL VOTE: - YES – 8 Abstain – 1 – Mr. Styers Abstained**

ADDENDUM I

V. ROLL CALL ITEMS

10. Student #10-18-23 to begin Homebound on May 16, 2019 for 1 month

11. Recommend approval of the resignation of CARA E. MOWERY, 3-hour server/dish washer at MCMS, effective May 21, 2019. She would like to remain on the cafeteria substitute list.

**Motion to approve items 10-11 by Ms. Sigler, second by Mrs. Terry.
ROLL CALL VOTE: - YES - 9 Members present, motion carried unanimously.**

- ~~12. Recommend approval of termination for cause of Employee B, effective May 15, 2019.~~
Item 12 tabled

13. Recommend approval of 3-day suspension without pay for **Employee C** (18-19)

**Motion to approve item 13 by Mrs. Maidens, second by Mr. Hammond.
ROLL CALL VOTE: - YES - 9 Members present, motion carried unanimously.**

ADDENDUM II

V. ROLL CALL ITEMS

14. Recommend approval of transfer of ROBIN J FRENCH, Kindergarten Teacher at LES to Social Studies Teacher at MCJHS, effective for the 2019-2020 academic year.
15. Recommend approval of transfer of JULIE M. YERGER, Kindergarten Teacher at LES to Learning Support Teacher at EDES, effective for the 2019-2020 academic year.

**Motion to approve items 14-15 by Mr. Hammond, second by Ms. Sigler.
ROLL CALL VOTE: - YES - 9 Members present, motion carried unanimously.**

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, effective July 1, 2019.

**Motion to approve items 1-2 by Ms. Sigler, second by Mrs. Laughlin.
ROLL CALL VOTE: - YES - 9 Members present, motion carried unanimously**

ADDENDUM II

VI. OTHER BUSINESS

3. Information Purposes Only: **NIKKI M. BAILEY** will transfer from 4th Grade Teacher at LIS to Learning Support Teacher at LIS, effective for the 2019-2020 academic year.
4. Information Purposes Only: **PAUL R. LEAH** will transfer from 4th Grade Teacher at LIS to Learning Support Teacher at LIS, effective for the 2019-2020 academic year.
5. Informational Purposes Only: **DANIEL H. LICHTENWALNER** will transfer from 5th Grade Teacher at LIS to 4th Grade Teacher at LIS, effective for the 2019-2020 academic year.
6. Informational Purposes Only: **KAYLEE L. KNOUSE** will transfer from 2nd Grade Teacher at IVEC to 3rd Grade Teacher at IVEC, effective for the 2019-2020 academic year.
7. Informational Purposes Only: **LISA K. ANDREWS** will transfer from 3rd Grade Teacher at LES to ESL Teacher at LES, effective for the 2019-2020 academic year.
8. Informational Purposes Only: **ELLEN M. HARTSOCK** will transfer back to ELA/Reading at MCMS effective for the 2019-2020 academic year.

VII. PUBLIC COMMENT PERIOD – Nothing at this time.

VIII. ADJOURNMENT BY PRESIDENT

With no further business before the Board, the meeting adjourned at 7:40 P.M.

Amy L. Smith, Board Secretary