



**North Schuylkill School District
Board of School Director
Public Meeting Agenda
Wednesday, September 18, 2019
7:00 p.m.
North Schuylkill Jr./Sr. High School
Ashland, PA**

**Mr. Charles Hepler
Board President**

**Dr. Robert Ackell
Superintendent**

1. Opening

- 1.1 Pledge of Allegiance
- 1.2 Roll Call
- 1.3 Invitation to Public to Speak on Agenda Items

2. Recognition of Guests

3. Approval of Minutes

A motion is requested to approve the minutes of the meetings referenced below:

- 3.1 Minutes of Regular Meeting – August 21, 2019
- 3.2 Minutes of the Finance Committee Meeting – September 11, 2019
- 3.3 Minutes of the Physical Facilities Committee Meeting – September 11, 2019
- 3.4 Minutes of the Curriculum & Instruction Committee Meeting – September 11, 2019
- 3.5 Minutes of the Food Service, Safety & Transportation Committee Meeting – September 11, 2019
- 3.6 Minutes of the Extracurricular Programs Committee Meeting – September 11, 2019
- 3.7 Minutes of the Policy/Legislative Committee Meeting – September 11, 2019
- 3.8 Minutes of the Personnel Committee Meeting – September 11, 2019

4. Finance Committee Report (Mary Anne Woodward – Chairperson, Tom Fletcher, Ed Balkiewicz)

- 4.1 A motion is requested to approve the financial reports and check registers as listed and included in Board packets.
 - 4.1.1 Financial Summary – Budget Comparison – August 2019
 - 4.1.2 Financial Summary – Prior Year Comparison – August 2019
 - 4.1.3 General Fund Cash Accounts – August 2019
 - 4.1.4 Capital Reserve & Capital Project Funds Financial Summary – August 2019
 - 4.1.5 Expenditures – Check Register – 8/21/2019 through 9/18/19

- 4.2 A motion is requested to approve the Single Audit Report for the 2017-2018 school year.
- 4.3 A motion is requested to approve the sale of the following property that has been placed in the “repository for unsold properties” and an offer received:
43-04-0260.001 – 35 South Lehigh Avenue, Frackville
– \$1,365.00
- 4.4 A motion is requested to approve the sale of the following property that has been placed in the “repository for unsold properties” and an offer received:
45-07-0034.000 – 209 East B Street, Girardville
– \$1,147.00
- 4.5 A motion is requested to adopt the resolution as presented, authorizing the issuance of general obligation bonds on a parameters basis to refund the School District’s General Obligation Bonds, Series of 2012, Series of 2014 and Series A and AA of 2015, subject to the stated minimum savings.
- 4.6 A motion is requested to approve 48 Month Lease Agreements with Complete Document Solutions, LLC for Xerox copiers for a total monthly cost of \$3,822.35.

5. Communications

6. Other Committee Reports

- 6.1 **Physical Facilities** (Glenn Weist – Chairperson, Ed Balkiewicz, Doug Gressens)
- 6.1.1 A motion is requested to approve, as presented, the following Facility Use Applications, pending appropriate insurance and facility availability. All Facility Use Applications are contingent upon availability and cannot interfere with District activities or events. Fees will be applied where applicable.
- 6.1.1-1 The NS Speech and Debate Team to use the JSBS Cafeteria, Library and various classrooms for a Speech and Debate Tournament on February 8, 2020 from 6:00 a.m. to 6:00 p.m.
- 6.1.1-2 The Schuylkill YMCA to use the Swimming Pool for Swim Practices on September 15, 2019 through March 2020 on Wednesdays from 5:30 p.m. to 9:00 p.m.; Fridays from 7:00 p.m. to 9:00 p.m.; Saturdays from 8:00 a.m. to 10:00 a.m. and Sundays from 5:00 p.m. to 8:00 p.m.
- 6.1.1-3 The Schuylkill YMCA to use the Swimming Pool for Registration Meetings on September 9 and 11, 2019 from 6:00 p.m. to 7:30 p.m.

- 6.1.1-4 The NS Cross Country Boosters to use the JRHS Cafeteria for a Team Spaghetti Dinner/Booster Meeting on September 13, 2019 from 2:45 p.m. to 5:15 p.m.
- 6.1.1-5 The Spanish Club to use the Auditorium for a Justo Lamas Group Concert with Singer Edgar Rene on November 20, 2019 from 7:15 a.m. to 2:30 p.m.
- 6.1.1-6 The NSE Band to use the NSE Cafeteria for Instrument Rental Night on September 11, 2019 from 5:15 p.m. to 7:45 p.m.
- 6.1.1-7 The North Schuylkill Black Diamond Elementary Wrestling Program to use the JSHS Gym, Lobby and Locker Rooms for an Elementary Wrestling Tournament – Winter Brawl on December 28, 2019 from 7:00 a.m. to 5:00 p.m.
- 6.1.1-8 The North Schuylkill Youth Soccer Association to use Ghosh Field at Spartan Stadium for Youth Soccer Games on September 14, 2019 from 1:00 p.m. to 4:30 p.m. and September 22, 2019 from 1:00 p.m. to 4:00 p.m.
- 6.1.1-9 The Junior Spartans Bidy Basketball Program (Pre-K through 6th Grade) to use the former Cardinal Brennan Gym for Basketball Practices and Games from October 7, 2019 through March 14, 2020, Mondays through Fridays from 5:00 p.m. to 9:30 p.m., Saturdays from 8:00 a.m. to 6:30 p.m. and Sundays from 11:30 a.m. to 5:00 p.m. The organization/group must have security services agreement prior to use.
- 6.1.1-10 The Father Walter Cizek/Trinity Academy CYO to use the former Cardinal Brennan Gym and Concession Stands for CYO Basketball Practices and Games/Concessions from October 20, 2019 through February 20, 2020 on Mondays through Fridays from 5:30 p.m. to 8:30 p.m., Saturdays and Sundays from 9:00 a.m. to 3:00 p.m. The organization/group must have security services agreement prior to use.
- 6.1.1-11 The Junior Spartans Bidy Basketball Program to use the former Cardinal Brennan Gym for a Junior Spartans 5th and 6th Grade Tip Off Tournament on November 28 and 29, 2019 from 4:30 p.m. to 9:30 p.m.; November 30, 2019 from 7:00 a.m. to 10:00 p.m. and December 1, 2019 from 9:00 a.m. to 9:00 p.m. The organization/group must have security services agreement prior to use.
- 6.1.1-12 The Junior Spartans Bidy Basketball Program to use the former Cardinal Brennan Gym for a Junior Spartans 2nd Grade Tournament on Thursday and Friday, February 13 and 14, 2020 from 4:30 p.m. to 9:30 p.m.; Saturday, February 15, 2020 from 7:00 a.m. to 10:00 p.m.; and Sunday, February 16, 2020 from 9:00 a.m. to 9:00 p.m. The organization/group must have security services agreement prior to use.
- 6.1.1-13 The Junior Spartans Bidy Basketball Program to use the former Cardinal Brennan Gym for a Junior Spartans 5th and 6th Grade All Star Tournament on Thursday and Friday, February 20 and 21, 2020 from

4:30 p.m. to 9:30 p.m.; Saturday, February 22, 2020 from 7:00 a.m. to 10:00 p.m. and Sunday, February 23, 2020 from 9:00 a.m. to 8:00 p.m. The organization/group must have security services agreement prior to use.

6.1.1-14 The Junior Spartans Bidy Basketball Program to use the former Cardinal Brennan Gym for a Junior Spartans 3rd and 4th Grade All Star Tournament on Thursday and Friday, February 27 and 28, 2020 from 4:30 p.m. to 9:30 p.m.; Saturday, February 29, 2020 from 7:00 a.m. to 10:00 p.m. and Sunday, March 1, 2020 from 9:00 a.m. to 9:00 p.m. The organization/group must have security services agreement prior to use.

6.1.1-15 The NS Chorus to use the JSHS Cafeteria, Lobby and Restrooms for the Homecoming Dance on Thursday, October 3, 2019 from 5:45 p.m. to 10:00 p.m.

6.1.1-16 The NSE PTO to use the NSE Cafeteria and Gym for a School Dance on October 3, 2019 from 5:00 p.m. to 9:00 p.m.

6.1.1-17 The NSE PTO to use Ghosh Field and Spartan Stadium for the Kindergarten Fall Festival on October 10, 2019 from 9:00 a.m. to 2:30 p.m.

6.1.1-18

The following requests to use the pool, with fee applied to the requests:

◆ Joseph & Kathleen Katulis on December 2, 2019 from 12:00 p.m. to 2:00 p.m.

◆ Brenda Swank on October 13, 2019 from 2:00 p.m. to 4:00 p.m.

◆ Melissa Troutman on December 14, 2019 from 2:00 p.m. to 5:00 p.m.

◆ Kelly Rakus on October 12, 2019 from 1:00 p.m. to 4:00 p.m.

6.1.1-19 The Schuylkill YMCA Blue Fins to use the Swimming Pool for three Dual Meets on November 9, December 15 and 21, 2019 from 12:00 p.m. to 6:00 p.m.

6.1.1-20 The NS Swim Team to use the Swimming Pool for Pre-Season Training from October 21, 2019 through the start of the High School Swim Season on Mondays through Thursdays from 3:00 p.m. to 5:00 p.m.

6.1.1-21 The Ashland Black Diamond Football Organization to use Ghosh Field at Spartan Stadium for youth football games on October 20, 2019 from 9:00 a.m. to 5:00 p.m.

6.1.1-22 SADD and TAT to use the JSHS Parking Lot for a Trunk or Treat on October 29, 2019 from 5:00 p.m. to 8:00 p.m.

6.1.2 A motion is requested to approve a proposal from Hummer Turfgrass Systems, Inc., Costars Vendor # 403821, Contract #14 Sports Turf, for Baseball Infield Renovation at a cost of \$17,442.00 as presented to the Board.

- 6.1.3 A motion is requested to approve a proposal from Hummer Turfgrass Systems, Inc., Costars Vendor # 403821, Contract #14 Sports Turf, for Softball Infield Renovation at a cost of \$15,875.00 as presented to the Board.
- 6.1.4 A motion is requested to approve a proposal from TJ McAndrew Excavation & Site Development for eliminating ponding water near the Maintenance Building at a cost of \$18,900.00.
- 6.1.5 A motion is requested to approve the donation of the grotto at the entrance to the former Cardinal Brennan Campus to St. Joseph's Parish, Frackville, PA. The grotto will be professional removed by the Parish with no costs to the District, including the electrical wiring.

6.2 **Personnel** (Tom Fletcher – Chairperson, Doug Gressens, Mary Anne Woodward)

- 6.2.1 A motion is requested to approve Michael Yablonsky as a teacher for the ACHIEVE After School Program. The rate will be \$23.40/hour.
- 6.2.2 A motion is requested to approve Michelle O'Hearn as an aide for the ACHIEVE After School Program. The rate will be \$12.00/hour.
- 6.2.3 A motion is requested to approve a one-time increase of \$1,300.00 to Jamie Damiter, Behavior Specialist, for obtaining her Master's Degree and additional job responsibilities.

The following motion item 6.2.4 is in accordance with the NSSD/NSEA Collective Bargaining Agreement and District policies and procedures.

- 6.2.4 A motion is requested to approve the following individual as a Mentor Teacher, at a rate of \$500.00 per each inductee, for the 2019-2020 school year:

<u>Mentor</u>	<u>Inductee</u>
Marina Refi	Jennifer Steiff

The following motion items 6.2.5 through 6.2.13 are in accordance with the NSSD/NSESPA Collective Bargaining Agreement and District policies and procedures.

- 6.2.5 A motion is requested to approve the Head Custodian – 2nd Shift Job Description as presented to the Board.
- 6.2.6 A motion is requested to approve the Accounting Specialist Job Description as presented to the Board.
- 6.2.7 A motion is requested to accept the resignation of Melissa Lyden, Part-Time Cafeteria Worker, effective August 21, 2019.

6.2.8 A motion is requested to approve rate adjustments for the following Part-Time Custodians retroactive to their start date:

Rebecca Higgins - \$9.75/hour
Daniel O'Connell - \$9.75/hour

6.2.9 A motion is requested to approve the transfer of assignment for Tammy Evans, Part-Time Custodian from second shift to first shift, pending a written satisfactory evaluation after a one-month probationary period. Her rate will remain the same.

6.2.10 A motion is requested to approve, upon receipt of all appropriate documentation, the employment of the following individuals as Part-Time Custodians at a rate of \$9.75 per hour, pending a written satisfactory evaluation after a 90-day probationary period:

Brenda Shadle (retroactive to September 9, 2019)
Susan Sematavage (retroactive to September 9, 2019)
Anthony Winkler (effective September 23, 2019)
Eric Hartz (retroactive to September 16, 2019)
Tianya Menne (effective September 23, 2019)
Amanda Holloman (effective September 30, 2019)
Tina Stephens (effective September 23, 2019)
Gregory Liguori (effective September 23, 2019)

6.2.11 A motion is requested to approve an FMLA Leave Request for Tina Hartz, Full-Time Custodial/Maintenance Worker.

6.2.12 A motion is requested to approve, upon receipt of all appropriate documentation, the employment of Michelle Lavelle as an Accounting Specialist at a salary of \$50,000.00, pro-rated, pending a written satisfactory evaluation after a 90-day probationary period.

6.2.13 A motion is requested to approve an unpaid Medical Leave of Absence for Angelique Marnell, Part-Time Special Education Aide, effective on or about December 12, 2019 until on or about February 24, 2020.

6.2.14 Information Item

6.2.14-1 A list of names of applicants for employment and a list of names of individuals who have submitted letters of interest but for whom no applications have been received to date.

6.3 **Curriculum and Instructional Programs** (Sue O'Neill – Chairperson, Tom Fletcher, Glenn Weist)

6.3.1 A motion is requested to approve the IDEA – Section 619 Pass Through Funds Use of Funds Agreement for the 2019-2020 school year.

6.3.2 A motion is requested to approve the IDEA B Agreement for the 2019-2020 school year.

- 6.3.3 A motion is requested to approve the 2019-2020 Title I Letter of Agreement with the Schuylkill IU 29 as presented to the Board.
- 6.3.4 A motion is requested to approve the 2019-2020 Title III: Language Instruction for English Learners and Immigrant Students Memorandum of Understanding with the Schuylkill IU 29 Title III Consortium as presented to the Board.
- 6.3.5 A motion is requested to approve a field trip request to the Renaissance Fair from Theresa Holman, English Teacher, English and Mythology Classes, along with chaperones on October 10, 2019.
- 6.3.6 A motion is requested to approve a field trip request to The Whitaker Center for Science and the Arts, Harrisburg, PA, from Kelly Boyer, Science Teacher for Human Physiology and AP Biology Students, Teachers and Chaperones on March 17, 2020.

6.4 **Food Service, Safety, Transportation** (Janine Simms – Chairperson, Glenn Weist, Mary Anne Woodward)

- 6.4.1 A motion is requested to approve, upon receipt of all appropriate documentation, adding the following individual to the roster of School Bus Drivers/Van Drivers/Aides for the 2019-2020 school year:

Robert Roche (retroactive to August 22, 2019)

- 6.4.2 A motion is requested to approve a field trip request to The Dutch Apple Dinner Theater, Lancaster, PA, from the NSE PTO for 2nd Grade students, teachers, aides and chaperones on October 22, 2019 with no costs to the District.

6.5 **Extracurricular Programs** (Douglas Gressens – Chairperson, Janine Simms, Roy Green)

- 6.5.1 A motion is requested to approve the following Supplemental Position and salary for the 2019-2020 school year:

Jason Kline	Play – Tech Director	\$1,250.00
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- 6.5.2 A motion is requested to approve, upon receipt of all appropriate documentation, Marcie Ackell, as an Assistant Swim Coach for the 2019-2020 Winter Season at a salary of \$2,000.00.
- 6.5.3 A motion is requested to approve, upon receipt of all appropriate documentation, Michael Anthony, as Assistant Boys Basketball Coach for the 2019-2020 Winter Season at a salary of \$1,850.00.

- 6.5.4 A motion is requested to approve, upon receipt of all appropriate documentation, Kieran Connors, as Assistant Boys Basketball Coach for the 2019-2020 Winter Season at a salary of \$2,600.00.
- 6.5.5 A motion is requested to approve, upon receipt of all appropriate documentation, Mick Michalik as Assistant Boys Basketball Coach (9th Grade) for the 2019-2020 Winter Season at a salary of \$3,800.00.
- 6.5.6 A motion is requested to approve, upon receipt of all appropriate documentation, William Bracey, as a Volunteer Assistant Boys Basketball Coach for the 2019-2020 Winter Season.
- 6.5.7 A motion is requested to approve, upon receipt of all appropriate documentation, Jake Damiter, as Assistant Boys Basketball Coach for the 2018-2019 Winter Season at a salary of \$1,550.00.
- 6.5.8 A motion is requested to approve, upon receipt of all appropriate documentation, Joe Conley, as Assistant Boys Basketball Coach for the 2019-2020 Winter Season at a salary of \$2,300.00.
- 6.5.9 A motion is requested to approve, upon receipt of all appropriate documentation, Ed Tarantelli, as an Assistant Wrestling Coach for the 2019-2020 Winter Season at a salary of \$2,150.00.
- 6.5.10 A motion is requested to approve, upon receipt of all appropriate documentation, Scott Yagielniskie, as an Assistant Wrestling Coach for the 2019-2020 Winter Season at a salary of \$1,700.00.
- 6.5.11 A motion is requested to approve, upon receipt of all appropriate documentation, Tom Edwards, as an Assistant Wrestling Coach for the 2019-2020 Winter Season at a salary of \$2,000.00.
- 6.5.12 A motion is requested to approve, upon receipt of all appropriate documentation, Jason Kessler, as a Volunteer Assistant Wrestling Coach for the 2019-2020 Winter Season.
- 6.5.13 A motion is requested to approve, upon receipt of all appropriate documentation, Tom Edwards, Sr., as a Volunteer Assistant Wrestling Coach for the 2019-2020 Winter Season.
- 6.5.14 A motion is requested to approve, upon receipt of all appropriate documentation, Steve M. Ennis, as Assistant Girls Basketball Coach for the 2019-2020 Winter Season at a salary of \$2,600.00.
- 6.5.15 A motion is requested to approve, upon receipt of all appropriate documentation, Joe Himes, as Assistant Girls Basketball Coach for the 2019-2020 Winter Season at a salary of \$1,850.00.
- 6.5.16 A motion is requested to approve, upon receipt of all appropriate documentation, the following individuals as Volunteer Girls Basketball Coaches for the 2019-2020 Winter Season:

Jay Gawrylick

John Chernewski

6.6 **Policy/Legislative** (Ed Balkiewicz – Chairperson, Janine Simms, Sue O'Neill)

6.6.1 A motion is requested to approve the first reading of the following policies:

- 301 – Creating a Position
- 302 – Employment of Superintendent/Assistant Superintendent
- 304 – Employment of District Staff
- 305 – Employment of Substitutes
- 306 – Employment of Summer School Staff
- 307 – Student Teachers/Interns
- 308 – Employment Contract/Board Resolution
- 309 – Assignment and Transfer
- 311 – Reduction of Staff
- 312 – Performance Assessment of Superintendent/Assistant Superintendent
- 313 – Evaluation of Employees
- 314 – Physical Examination
- 314.1 – HIV Infection
- 317 – Conduct/Disciplinary Procedures
- 317.1 – Educator Misconduct
- 318 – Penalties of Tardiness
- 319 – Outside Activities
- 320 – Freedom of Speech in Nonschool Settings
- 321 – Political Activities
- 322 – Gifts
- 323 – Tobacco/Nicotine
- 324 – Personnel Files
- 325 – Dress and Grooming
- 326 – Complaint Process
- 328 – Compensation Plans/Salary Schedules
- 330 – Overtime
- 331 – Job Related Expenses
- 332 – Working Periods
- 333 – Professional Development
- 334 – Sick Leave
- 335 – Family and Medical Leaves
- 336 – Personal Necessity Leave
- 337 – Vacation
- 338 – Sabbatical Leave
- 338.1 – Compensated Professional Leaves
- 339 – Uncompensated Leaves
- 340 – Responsibility for Student Welfare
- 341 – Benefits for Part-Time Employees
- 342 – Jury Duty
- 343 – Paid Holidays
- 347 – Workers' Compensation Transitional
- 351 – Drug and Substance Abuse

6.6.2 A motion is requested to approve the first reading of the following policies that will be deleted with the merging of the 300s, 400s and 500s:

- 310 – DELETE – Abolishing a Position
- 316 – DELETE – Nontenured Employees
- 327 – DELETE – Management Team
- 339.1 – DELETE – Maternity Leave
- 339.2 – DELETE – Childrearing Leave
- 348 – DELETE – Unlawful Harassment

6.6.3 Information Item
Cross Reference of Merged 300 Policies

6.6.4 A motion is requested to approve the first reading of the following policies:

- 004 – Membership
- 204 – Attendance
- 208 – Withdrawal From School
- 209 – Health Examinations/Screenings
- 808 – Food Services

7. **Old Business** (Reserved for prior agenda items)

8. **New Business** (Reserved for items for placement on next meeting agenda)

9. **Other Reports**

9.1 A motion is requested to approve the 2020 Slate of Candidates for the Pennsylvania School Boards Association as voted by roll call majority vote for each office:

President-Elect

Art Levinowitz

Vice President

David Hein

9.2 A motion is requested to approve the PSBA Insurance Trustee Positions as listed below. (There are currently two seats open and two candidates. You can vote for up to two individuals.)

Trustee – term ends December 31, 2022

1. Kathy K. Swope
2. Mark B. Miller

9.3 A motion is requested to approve the School Board Secretaries Forum Steering Committee Open Trustee Positions as listed below. (You can choose up to three incumbents for a two-year term.)

1. Bethanne Zeigler (Shikellamy School District)
2. Crystal Mance (Cheltenham Township School District)
3. Jamie Lynn Zimerofsky (Schuylkill IU 29 and Schuylkill Technology Center)
4. Jennifer Davidson (Manheim Township School District)

10. Other Items for Consideration

10.1 Invitation to Public to Speak

11. Dates for Future Meetings

Wednesday, October 9	Committee Meetings – 7:00 p.m.
Wednesday, October 16	Committee of the Whole Meeting – 6:30 p.m.
Wednesday, October 16	Board of School Directors Regular Meeting – 7:00 p.m.

12. Adjournment