

PHILIPSBURG-OSCEOLA AREA SCHOOL DISTRICT

Minutes – Monthly Committee Meeting – January 9, 2018

7:00 PM – Philipsburg-Osceola Middle School Board Room

The Pledge of Allegiance was recited.

Attendees: Mr. Curtis, Mr. Jeffries, Mrs. Timchak, Mr. Massung, Mrs. Bush, Mr. Miller, Mrs. Lamb, Ms. McGee, Mrs. Droll, Mr. Conte and Dr. Paladina.

Association Topics:

No topics submitted

Administration Topics:

Casey Sennett - Senior High Student Representative updated the board on several things that are taking place in the district.

- December 13, 2017, the student council purchased meals for some of the teachers and secretaries.
- December 15 & 16 P-O Drama Club performed “A Charlie Brown Christmas” in the high school auditorium.
- Students helped the YMCA with loading and distributing Christmas presents and meals.
- The senior high school had an “auction” and raised money of which a portion is being donated to the YMCA Backpack Program.
- AcDec competition
- Scavenger Hunt
- Holiday dress-up days
- Queen of Hearts will be taking place
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Mr. Curtis also thanked the students that helped with the YMCA Christmas presents and meals as well as the middle school coat drive.

Dr. Paladina thanked the middle school staff for holding the pancake breakfast, which approximately 200 people attended and received a free pancake breakfast.

Katelynn Evans shared a power point presentation of her experience in the Macy’s Day Parade. Katelynn said it was a wonderful experience and it allowed her to meet many nice people.

Chandler DeLattre presented information on Sapphire. Sapphire is a new student information system that the district has been looking into and will be asking the board to vote at the end of the month.

Dr. Paladina shared the District Initiatives for the 2018-2019 school year.

1. Vocational Agriculture Program- IE Innovative, Hands-on Courses Dedicated to enhancing student learning per superintendent’s goals.
2. Fifth and Sixth Grade Technology Program- See Above.

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3. Elementary Spanish Program
4. Individualized Learning- Defining a clear vision.
5. School Resource Officer for 2018-2019

PTO Topics:

No topics submitted

There will be a motion on the Regular Voting agenda to approve the November 14, 2017 Committee Meeting minutes as presented.

There will be a motion on the Regular Voting agenda to approve the November 14, 2017 Regular Voting Meeting minutes as presented.

There will be a motion on the Regular Voting agenda to approve the December 6, 2017 Reorganization Meeting minutes as presented.

There will be a motion on the Regular Voting agenda to approve the January 9, 2018 Committee Meeting minutes as presented.

There will be a motion on the Regular Voting agenda to approve the January 9, 2018 Special Voting Meeting minutes as presented.

BUDGET, FINANCE and TRANSPORTATION – *Mr. Miller and Mr. Curtis

- Financial Report – Mr. Conte presented the financial report.
- Disbursements – Mr. Conte presented the disbursements.

Mr. Conte said the auditors financial report will be presented at the February Committee meeting.

Mr. Conte discussed the following items:

1. Sale of Chevrolet Impala for \$200 (Former driver ed car was considered scrap) - sold
2. Sale of wrestling mats – The district received an offer of \$1,000.00 and the board approved selling the wrestling mats.
3. Sale of coal from Osceola Mills – The board approved advertising the coal for sale.

There will be a motion on the Regular Voting agenda to approve the PO Cross Country Booster Club Financial Report, as presented.

There will be a motion on the Regular Voting agenda to approve removing restricted designation from Technology CD and use for general fund purpose.

There will be a motion on the Regular Voting agenda to approve the following bus driver for Long's Motor Bus Co. for the 2017-2018 school year.

Michelle Myers

BUILDING AND GROUNDS – *Mr. Curtis and Ms. McGee

Mr. Curtis said there would be a Building and Grounds Committee meeting at 6:00 PM in the boardroom on January 18, 2018.

CURRICULUM, INSTRUCTION and ASSESSMENT – *Ms. Lamb and Mrs. Bush

There is a motion on the Regular voting agenda to approve field trip requests as presented.

There is a motion on the Regular Voting agenda to approve a Memorandum of Understanding between Wilkes University School of Education Reading Specialist Program in partnership with Philipsburg-Osceola School District, as presented.

COMMUNITY RELATIONS – *Mr. Jeffries and Mr. Miller

PERSONNEL COMMITTEE – *Mrs. Bush and Mrs. Lamb

There is a motion on the Special Voting agenda to approve hiring Matt Curtis as the Assistant Athletic Director, effective immediately, at a salary per the contract.

There will be a motion on the Regular Voting agenda to approve the following teachers for tenure.

Michelle Beard
Rachel Martinie
Ashlea Cowher
Kelsey Jean Miles Darling
Holly Foley

Olivia Sidorick
Rachelle Sidorick
Kaitlin Walker
Andrew Davidson
Amanda Woods

There is a motion on the Special Voting agenda to accept the resignation of Erin Swatsworth as a Cashier/Kitchen Helper at the Senior High, effective January 3, 2018.

There is a motion on the Special Voting agenda to accept the resignation of Erin Swatsworth as a member of the Certified Safety Committee, effective immediately.

There is a motion on the Special Voting agenda to accept the resignation of Jennifer Lindeman as a Library Tech at the Senior High, effective the close of business on January 4, 2018.

There is a motion on the Special Voting agenda to approve posting a Cashier/Kitchen Helper position at the Senior High, posting effective December 22, 2017.

There is a motion on the Special Voting agenda to approve posting a Library Tech position at the Senior High, posting effective December 22, 2017.

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There is a motion on the Special Voting agenda to approve transferring Scott Hann from a Custodian 2nd Shift, 5hrs per day at the Senior High, to a District Wide Custodian 2nd Shift, 5.75 hours per day, effective immediately.

There is a motion on the Special Voting agenda to approve creating a District Wide Custodian position, 5.0 hours, second shift.

There is a motion on the Special Voting agenda to approve posting a District Wide Custodian position, 5.0 hours, second shift.

There will be a motion on the Regular Voting agenda to approve hiring _____ as a Maintenance second-class, effective _____, at a salary per the contract.

There is a motion on the Special Voting agenda to approve hiring Sarah Demchak as a 5.0 hour District Wide Custodian, 2nd Shift, effective immediately.

There is a motion on the Special Voting agenda to approve posting a 5.0-hour District Wide Custodian position, 2nd shift, posting effective January 10, 2018.

There will be a motion on the Regular Voting agenda to approve hiring _____ as a 5.0 hour District Wide Custodian, effective _____.

There will be a motion on the Regular Voting agenda to approve a request from a district employee for unpaid days on _____.

There is a motion on the Special Voting agenda to approve the following as RN substitutes for the 2017-2018 school year.

Flora Bloom
Marie Kephart
Cheryl Shannon

There is a motion on the Special Voting agenda to accept the resignation of Kat Momenzadeh as an English Teacher at the senior high, effective March 5, 2018.

There is a motion on the Special Voting agenda to approve posting an English Teacher position at the senior high.

POLICY COMMITTEE – *Ms. McGee and Mr. Massung

There will be a motion on the Regular Voting agenda to approve revising policy 004 – Oath of Office, as presented.

There will be a motion on the Regular Voting agenda to approve revising policy 103 – Nondiscrimination in School and Classroom Practices, as presented.

There will be a motion on the Regular Voting agenda to approve revising policy 103.1 – Nondiscrimination – Qualified Students with Disabilities, as presented.

There will be a motion on the Regular Voting agenda to approve revising policy 103.1AR– Nondiscrimination – Qualified Students with Disabilities, as presented.

There will be a motion on the Regular Voting agenda to approve revising policy 104 – Nondiscrimination in Employment and Response, as presented.

There will be a motion on the Regular Voting agenda to approve revising policy 137 AR-2 – Affidavit of Supervisor of Home Education Program – Elem., as presented.

There will be a motion on the Regular Voting agenda to approve revising policy 137 AR-3 – Affidavit of Supervisor of Home Education Program – Sec., as presented.

There will be a motion on the Regular Voting agenda to approve revising policy 138 AR – Exit Criteria for English Learners, as presented.

There will be a motion on the Regular Voting agenda to approve revising policy 150 – Title I – Comparability of Services, as presented.

There will be a motion on the Regular Voting agenda to approve revising policy 203 – Immunizations and Communicable Diseases., as presented.

There will be a motion on the Regular Voting agenda to approve revising policy 203AR – Immunizations Requirements., as presented.

There will be a motion on the Regular Voting agenda to approve revising policy 204 – Attendance, as presented.

There will be a motion on the Regular Voting agenda to approve revising policy 204AR – School Attendance Improvement Plan (SAP)., as presented.

There will be a motion on the Regular Voting agenda to approve revising policy 209.2AR – Diabetes Management., as presented.

There will be a motion on the Regular Voting agenda to approve revising policy 209.2 – Diabetes Management., as presented.

There will be a motion on the Regular Voting agenda to approve revising policy 302 – Employment of Superintendent/Assistant Superintendent, as presented.

There will be a motion on the Regular Voting agenda to approve revising policy 311 – Reduction of Staff, as presented.

There will be a motion on the Regular Voting agenda to approve revising policy 324AR – Personnel Files., as presented.

There will be a motion on the Regular Voting agenda to approve revising policy 626 – Procurement Procedure Updates, as presented.

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There will be a motion on the Regular Voting agenda to approve revising policy 808 – Food Services, as presented.

There will be a motion on the Regular Voting agenda to approve revising policy 819AR – Suicide Crisis Response Guidelines., as presented.

There will be a motion on the Regular Voting agenda to approve revising policy 819 – Suicide Awareness, Prevention and Response, as presented.

STUDENT AFFAIRS – *Mrs. Droll and Mr. Jeffries

There will be a motion on the Regular Voting agenda to accept the resignation of Kyle Kelly as the Assistant Director Fall Play – Senior High.

There is a motion on the Special Voting agenda to accept the resignation of Kyle Kelly as the Assistant Director Spring Play – Senior High.

There is a motion on the Special Voting agenda to approve posting the Assistant Director Spring Play – Senior High.

There is a motion on the Special Voting agenda to approve increasing the salary of the Middle School Drama Club Advisor from \$1,424.77 to \$2,424.77, effective the 2017-2018 school year.

There is a motion on the Special Voting agenda to approve creating a Middle School Drama Club Assistant Advisor position to the supplemental contract portion of the Collective Bargaining Agreement, effective the 2018-2018 school year, at a salary of \$1,424.77.

There is a motion on the Special Voting agenda to approve posting a Middle School Drama Club Assistant Advisor position.

There is a motion on the Special Voting agenda to approve the following persons for extra-curricular positions for the 2017-2018 school year.

| <u>Name</u> | <u>Sports/Activity</u> | <u>Remuneration</u> |
|--------------------|---|----------------------------|
| Megan Grunthner | Academic Decathlon | Volunteer |
| Jonathan Whitman | Non-teaching position | Per the Contract |
| Kyle Kelly | Middle School Drama Club Advisor | \$2,424.77 |
| Brandy Williams | Drama Volunteer (Ind. Contractor) | Volunteer |
| Stephen Torquato | Drama Sr. High Fall Play Asst. Director | \$1,628.30 |

There is a motion on the Special Voting agenda to accept the resignation of Matt Curtis as the Varsity (JV) Assistant Baseball Coach, effective immediately.

There is a motion on the Special Voting agenda to approve posting the Varsity (JV) Assistant Baseball Coach position.

There will be a motion on the Regular Voting agenda to accept the resignation of Erin Swatsworth as a Middle School Assistant Volleyball Coach, effective December 19, 2017.

There will be a motion on the Regular Voting agenda to accept the resignation of Katie Treese as the Girls' Middle School Soccer Head Coach, effective immediately.

There will be a motion on the Regular Voting agenda to accept the resignation of Craig Fink as the Varsity Assistant Cross Country Coach, effective immediately.

There will be a motion on the Regular Voting agenda to approve the following "Position Volunteers" for the 2017-2018 school year.

Kelly Bowie

Lisa Hahn

Lynn Minarchick

There will be a motion on the Regular Voting agenda to accept the resignation of Rachel Martinie as the Foreign Language Department Head, effective immediately.

TECHNOLOGY – * Mr. Massung and Mrs. Droll

There will be a motion on the Regular Voting agenda to approve Sapphire K12 Software as the district's new student information system, at a cost of \$67,128.00, as per the contract agreement.

In closing, Mrs. Lamb said she feels if our buildings are closed to our athletes, they should be closed to everyone. Dr. Paladina asked Mrs. Thompson to look into our policy and get samples of other policies related to this concern.

With no further business, the Committee Meeting adjourned at 8:37 PM.

Lisa M. Thompson Board Secretary