

PHILIPSBURG-OSCEOLA AREA SCHOOL DISTRICT

Monthly Voting Meeting – May 22, 2018, 7:00 PM

Philipsburg-Osceola Middle School Board Room



OPEN MEETING – BOARD PRESIDENT

PLEDGE OF ALLEGIANCE

ROLL CALL

Motion on the regular voting Agenda to approve the April 24, 2018, Regular Voting Meeting Minutes as presented.

Motion to approve the May 8, 2018, Committee Meeting Minutes as presented.

VISITORS TO BE RECOGNIZED

CONSENT AGENDA

Note: All matters taken under this section are considered routine and action will be taken with one motion. There will be no separate discussion of these Agenda and considered separately. Please refer to the Consent Agenda.

COMMITTEE REPORTS:

- A. BUDGET, FINANCE & TRANSPORTATION**
- B. BUILDING AND GROUNDS**
- C. COMMUNITY RELATIONS**
- D. CURRICULUM, INSTRUCTION & ASSESSMENT**
- E. PERSONNEL**
- F. POLICY**
- G. STUDENT AFFAIRS, EXTRA-CURRICULAR, DRUG & ALCOHOL
PREVENTION & STUDENT DISCIPLINE**
- H. TECHNOLOGY**
- I. OTHER:
UNFINISHED BUSINESS/NEW BUSINESS**

ADJOURN MEETING

EXECUTIVE SESSION

**FOR
PERSONNEL**

**Philipsburg Osceola Middle School
Board Room
Beginning at 6:00 PM**

A. BUDGET, FINANCE & TRANSPORTATION - *Mr. Miller & Mr. Curtis

- 1. FINANCIAL AUDIT:** Motion to approve the 2017-18 Financial Audit by Baker Tilly at the cost of \$22,500.
- 2. TRANSFER FROM GENERAL FUND:** Motion to transfer \$400,000 from the General Fund to the Capital Reserve to pay for an estimated remaining cost of \$400,000 for the stadium project.
- 3. SALE OF PROPERTY:** Motion to sign a Consent Form to proceed with the sale of tax property by the Centre County Government (see attached).
- 4. ATHLETIC REPORTING:** Discussion to review the athletic reporting process.
- 5. FINANCIAL REPORT:** Motion to approve the Philipsburg-Osceola Girls' Volleyball Financial Report (see attached).
- 6. FINANCIAL REPORT:** Motion to approve the Girls' Basketball Financial Report (see attached).
- 7. FINANCIAL REPORT:** Motion to approve the Philipsburg-Osceola Soccer Booster Club Financial Report (see attached).
- 8. FOOD SERVICE CONTRACT:** Motion to approve the renewal of the Food Service Contract (see attached).
- 9. EXTEND KOZ:** Motion to extend the Keystone Opportunity Zoning (KOZ) for Donald Heaney D/B/A Advanced Powder Products located in the Industrial Development Park (see attached).
- 10. SALE OF PROPERTY:** Motion to sell the Memorial Field acreage that is separate from the stadium.
- 11. FACILITY STUDY:** Motion to approve the agreement for the EADS group to perform a facility study at a price not to exceed \$30,000, effective July 1, 2018.
- 12. VAN DRIVERS:** Motion to approve the following van drivers for the 2017-18 school year: Earnest Lansberry and James Marker.
- 13. FULLINGTON BUS DRIVER:** Motion to approve the following Fullington bus driver for the 2017-18 school year: Robert Creek.
- 14. CCCTC 2018-2019 BUDGET:** Motion to approve the Clearfield County Career and Technology Center General Fund Budget and Resolution for the 2018/2019 school year in the amount of \$3,650,524.00 (see attached).

B. BUILDING AND GROUNDS - *Mr. Curtis & Ms. McGee

1. **EMERGENCY ROOF REPAIRS:** Motion to approve emergency roof repairs needed immediately at the High School.
2. **GYM ROOF SIDEWALLS:** Motion to approve repairs of the gym roof sidewalls on the 2018-19 budget.

C. COMMUNITY RELATIONS – *Mr. Jeffries & Mr. Miller

D. CURRICULUM, INSTRUCTION & ASSESSMENT – *Mrs. Lamb & Mrs. Bush

1. **FIELD TRIP REQUESTS:** Motion to approve the field trip requests as presented.

E. PERSONNEL COMMITTEE - *Mrs. Bush & Mrs. Lamb

1. **HIRE CUSTODIAN:** Motion to hire Melissa Ceparish for a 5.0 hour second shift custodial position, effective _____.
2. **RESIGNATION:** Motion to accept the resignation of Sarah Demchak, a 5.0 hour second shift custodian, effective May 9, 2018.
3. **POST POSITION:** Motion to post a 5.0 hour second shift custodial position.
4. **SUBSTITUTE CUSTODIANS:** Motion to hire the following substitute custodians: Cheyenne Bone, effective May 21, 2018; Lori Clark, effective June 4, 2018; Kimberly Dickson, effective June 4, 2018; and Tara Hale, effective June 7, 2018.
5. **UNPAID DAYS:** Motion to approve a request from a part-time paraprofessional for unpaid days on April 11 and 12, 2018, due to exhausting all sick and personal days.
6. **UNPAID DAYS:** Motion to approve a request from a full-time employee for an unpaid day on May 4, 2018, due to exhausting all personal days; sick days cannot be used for the reason requested.
7. **UNPAID DAYS:** Motion to approve a request from a teacher for unpaid days on February 28, April 10, April 12, April 24, April 27, and May 8, 2018, due to exhausting all personal and sick days.
8. **UNPAID DAYS:** Motion to approve a request from a part-time paraprofessional for unpaid days on May 3, 4, 8, 9, and 10, 2018, due to exhausting all sick and personal days.

- 9. POST TITLE I K-4 SUMMER READING PROGRAM POSITIONS:** Motion to post positions for the Title I K-4 Summer Reading Program, posting retroactive to May 10, 2018.
- 10. HIRE TITLE I K-4 POSITIONS:** Motion to hire the following teachers and assistants for the Title I K-4 Summer Reading Program for the summer of 2018:
 - TEACHERS** - Lisa Cook, Rachel Knepp, Amanda Moslak, Erika Richardson, Gretchen Shively, Kerry Whitman.
 - SUBSTITUTE TEACHERS** - Krista Dixon and Paula Moskel.
 - ASSISTANTS** – Carol Prentice and Amanda Wallace.
- 11. POST SUMMER SCHOOL TEACHING POSITIONS:** Motion to post Summer School teaching positions, posting effective May 10, 2018.
- 12. SCHOOL PSYCHOLOGIST PRACTICUM & INTERNSHIP:** Motion to approve Lori Seaton's School Psychologist Practicum through Edinboro University of Pennsylvania during the 2018-2019 school year and internship during the 2019-2020 school year with Sarah Koot and Amy Finn.
- 13. HIRE SCHOOL OFFICERS:** Motion to hire the following School Officers: James Ellis, Brett Hanlon, Timothy Stevens, and _____, effective 2018/2019 school year.
- 14. JOB DESCRIPTION:** Motion to approve the job description for the Head School Officer.
- 15. CLOSE POSITION:** Motion to close the Administrative Assistant – Director of Student Services/Central Registration/Copy Center/Tax Collection Secretary position, effective June 30, 2018.
- 16. CREATE POSITION:** Motion to create a 215 day, 5.75 hour, Administrative Assistant - Director of Special Education//Central Registration/Tax Collection Secretary at the Administrative Offices, effective July 1, 2018.
- 17. JOB DESCRIPTION:** Motion to approve the proposed job description for the 215 day, 5.75 hour Administrative Assistant-Director of Special Education/Central Registration/Tax Collection Secretary.
- 18. POST POSITION:** Motion to post a 215 day, 5.75 hour, Administrative Assistant - Director of Special Education/Central Registration/Tax Collection Secretary at the Administrative Offices, posting retroactive to May 15, 2018.
- 19. HIRE/TRANSFER POSITION:** Motion to transfer Amanda Wallace as the 215 day, 5.75 hour Administrative Assistant – Director of Special Education/Central

Registration/Tax Collection Secretary at the Administrative Offices, effective July 1, 2018.

- 20. JOB DESCRIPTION:** Motion to approve the proposed/revised Special Education Instructional Assistant job description.
- 21. CREATE POSITIONS:** Motion to create two (2) 180 day, 6.0 hour Special Education Instructional Assistants at Philipsburg Elementary School, effective July 1, 2018.
- 22. POST POSITIONS:** Motion to post two (2) 180 day, 6.0 hour Special Education Instructional Assistants at Philipsburg Elementary School, posting retroactive to May 15, 2018.
- 23. TRANSFER/HIRE POSITION:** Motion to transfer Mindy Thompson as a 180 day, 6.0 hour, Special Education Instructional Assistant at Philipsburg Elementary School, effective August 27, 2018.
- 24. TRANSFER/HIRE POSITION:** Motion to transfer Mindy Shady as a 180 day, 6.0 hour, Special Education Instructional Assistant at Philipsburg Elementary School, effective August 27, 2018.
- 25. TRANSFER:** Motion to transfer Amy Miller from Grade 4 Philipsburg Elementary School to Grade 5/6 Technology Teacher at Philipsburg-Osceola Middle School, effective at the beginning of the 2018/2019 school year.
- 26. TRANSFER:** Motion to transfer Bethany Thompson from Grade 4 Osceola Mills Elementary School to Grade 4 Philipsburg Elementary School, effective at the beginning of the 2018/2019 school year.
- 27. RESIGNATION:** Motion to accept the resignation of Jessica Fahr, 4.50 hour Special Education Instructional Assistant at Osceola Mills Elementary School, effective May 31, 2018.
- 28. POST POSITION:** Motion to post a 4.5 hour Special Education Instructional Assistant position at Osceola Mills Elementary School.
- 29. CLOSE POSITION:** Motion to close a 4.5 hour Special Education Instructional Assistant position at Philipsburg Elementary, effective May 31, 2018.
- 30. CREATE POSITION:** Motion to create a 5.75 hour Special Education Instructional Assistant position at Philipsburg Elementary School, effective 2018-2019 school year.
- 31. POST POSITION:** Motion to post a 5.75 hour Special Education Instructional Assistant position at Philipsburg Elementary School, posting effective May 21, 2018.

32. POST POSITIONS: Motion to post three (3) 5.75 hour Special Education Instructional Assistant positions at Philipsburg Elementary School, posting effective May 21, 2018.

33. HIRE POSITION: Motion to hire Gladys Pelka as a secondary Spanish teacher, on the condition that she maintains her temporary certificate and completes the required education, effective at the beginning of the 2018/2019 school year.

34. ADJUST SALARY: Motion to adjust the salary of Diana Condon, Director of Transportation, to \$43,000 for the 2017-2018 school year, effective June 1, 2018.

F. POLICY COMMITTEE – *Ms. McGee & Mr. Massung

G. STUDENT AFFAIRS, EXTRA-CURRICULAR, DRUG & ALCOHOL PREVENTION, & STUDENT DISCIPLINE – *Mrs. Droll and Mr. Jeffries

1. POSITION VOLUNTEERS: Motion to approve the following Position Volunteers for the 2017-18 school year: Melanie Bower and Terry Laskowsky.

2. EXTRA-CURRICULAR POSITIONS: Motion to approve the following persons for extra-curricular positions for the 2018-19 school year:

3. POST EXTRA-CURRICULAR POSITIONS: Motion to post the following positions: Varsity Assistant Football Coach (3) for the 2018/2019 school year.

4. RESIGNATION: Motion to accept the resignation from Jenn Lindeman as the Assistant Girls' Varsity Soccer Coach, effective immediately.

5. POST POSITION: Motion to post an Assistant Girls' Varsity Soccer Coach position, effective immediately.

6. RESIGNATION: Motion to accept the resignation from Amy Miller as the Philipsburg Elementary Tech Liaison, effective June 30, 2018.

7. POST POSITION: Motion to post a Philipsburg Elementary Tech Liaison position, effective June 1, 2018.

H. TECHNOLOGY – * Mr. Massung and Mrs. Droll

The following motions were pulled from the consent agenda for further discussion.

A. PERSONNEL COMMITTEE - *Mrs. Bush & Mrs. Lamb

35.HIRE POSITONS: Motion to hire the following Summer School teaching positions for the summer of 2018: Justin Bush, Rebecca Kohute, Jackie Mills, and Laurie Parmele.

G. STUDENT AFFAIRS, EXTRA-CURRICULAR, DRUG & ALCOHOL PREVENTION, & STUDENT DISCIPLINE – *Mrs. Droll and Mr. Jeffries

2. EXTRA-CURRICULAR POSITIONS: Motion to approve the following persons for extra-curricular positions for the 2018-19 school year:

<u>Name</u>	<u>Sports/Activity</u>	<u>Remuneration</u>
Anderson, Autumn	SH Illustrator's Club Co-Advisor	Volunteer
Bush, Justin	Academic Decathlon Co-Coach	per the Contract
Kendrick, Stephanie	MS Girls' Soccer Head Coach	Per the Contract
Knowles, Lanetta	PO Prom Committee Volunteer	Volunteer
Rea, Andrew	Cross Country Volunteer	Volunteer