

PHILIPSBURG-OSCEOLA AREA SCHOOL DISTRICT

Monthly Voting Meeting – August 28, 2018, 7:00 PM
Philipsburg-Osceola Middle School Board Room



The August 28, 2018, regular voting meeting of the Philipsburg-Osceola Area Board of School Directors was called to order at 7:00 p.m. by Mrs. Rebecca Timchak, Board President. Roll call was taken with nine members present.

The Pledge of Allegiance was recited.

Mr. Larry Thompson attended the meeting to speak on behalf of the softball field renovation and a second concession stand.

Mr. Thompson stated that he does not want the Board to wait to get something done with the softball field. Dr. Paladina reported that he contacted the contractors, and they are willing to take some financial responsibility and contribute monies toward correcting the field.

Mr. Thompson stated that he offered to have a second concession stand because no one else had made an offer. The Superintendent reported that the District plans to see how things work with one concession stand. Ms. McGee added that the Board is waiting until the end of the football season to decide.

Mrs. Timchak reported that there was an executive session on August 23, 2018, 6:00 p.m. to gather information; and there was an executive session on August 28, 2018, at 6:30 p.m. to consult with the attorney.

A motion was made by Mr. Miller and seconded by Mr. Jeffries to approve the August 14, 2018, Committee Meeting Minutes as presented.

A motion was made by Mr. Jeffries and seconded by Ms. McGee to approve the August 14, 2018, Special Voting Meeting Minutes as presented.

Mrs. Timchak directed the following motions to be presented.

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

1. **DISBURSEMENTS:** Motion to approve the following disbursements from June 20, 2018, through August 24, 2018.

\$ 37,481.47	Athletic Account (checks 222608 to 222645)
7,981.75	Cafeteria Account (checks 509400 to 509411)
3,054,794.76	General Account (checks 42956 to 43322)
693.88	Student Activities Accounts (checks 814570 to 814572)
\$ 3,100,951.86	GRAND TOTAL

PAYROLL:	June 1, 2018	\$505,526.97
	June 18, 2018	500,227.07
	June 29, 2018	520,071.53
	July 13, 2018	452,173.43
	July 27, 2018	460,796.43
	August 10, 2018	499,514.91
	August 24, 2018	482,911.08

2. **FINANCIAL REPORT:** Motion to approve the PO Basketball Tip Off Club Financial Report, dated July 11, 2018.
3. **FINANCIAL REPORT:** Motion to approve the Track & Field Financial Report dated June 1, 2018.
4. **BASEBALL REPORT:** Motion to approve the PO Mountaineer Baseball Report.
6. **TRANSFER FUNDS:** Motion to approve the retroactive transfer of \$1 million from the PSDLAF to M&T General Fund account on August 3, 2018.
7. **TRANSFER FUNDS:** Motion to approve the transfer funds of \$1 million from First National Bank account to M&T General Fund account.
8. **RESCIND MOTION:** Motion to rescind motion B-5 from the June 26, 2018, Minutes permitting former officers of the Quarterback Club to construct a second concession stand with the money that they raised due to the current officers of the Quarterback Club keeping the money for other uses.
11. **NEW BUS STOPS:** Motion to approve the following new bus stops, effective beginning the 2018/19 school year.

ROUTE 2 – PE – 825 Tyrone Pike
ROUTE 5 – OME – 347 Ernestville Road
ROUTE 8 – POMS/POHS – 5055 Drane Highway
ROUTE 14 – PE – 1700 Black Moshannon Road
ROUTE 19 – PE – 1723 Wallaceton/Bigler Highway
ROUTE 22 – OME – Osceola Mills Firehall, Stone & Second Streets
ROUTE 23 – OME – 1630 State Street, 1777 State Street

12. **BUS DRIVERS:** Motion to approve the following Fullington Bus Company drivers, effective beginning the 2018/19 school year.

Bailor, Tom

Brion, Stephen

Carles, Robert

Conklin, Barb	Folmar, Kathy	Josephson, Marge
Couturiaux, Amber	Fullington, Mike	Jury, Allen
Couturiaux, Duane	Gray, Thomas	Knepp, Jeff
Couturiaux, Theresa	Hahn, Ronald	Luzier, Ann
Creek, Robert	Hazel, Theresa	Martin, Beth
DeGrasse, Eugene	Hensal, Karen	Moskel, Paul
DeGrasse, Evelyn	Hensal, Ron	Shaw, Shawn
English, Robert	Hockenberry, Debra	Templeton, Jody
	Johnson, Alicia	

- 13. BUS/VAN DRIVERS:** Motion to approve the following Long's Bus Company drivers, effective beginning the 2018/19 school year.

Bainey, Barbara	Kelly, Albert	Olson, Sarah
Beezer, William	Kephart, Kelly	Phillips, William
Boulton, Jolene	Kolesar, Dennis	Seivers, Lisa
Coval, James	Lannen, James	Stratton, George
Crain, Julie	Lansberry, Earnest	Sweester, Paula
Ebert, Jennifer	Long, Ted	Walker, John
Foster, Barbara	Maguire, Faith	Weseky, Andrea
Foster, David	Maguire, Joel	Williams, Joan
Gross, Pamala	McKnight, David	Wills, Suzanne
Jackson, Peggy	Miller, Maryann	
Jordan, Matthew	Myers, Michele	

- 14. BUS/VAN DRIVERS:** Motion to approve the following Stauffer's Bus Company drivers, effective beginning the 2018/19 school year.

Franklin, Shannon	Orndorf, Travis	Weller, Rodney
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B. BUILDING AND GROUNDS - *Mr. Curtis & Ms. McGee

- 1. DISPOSE OF MEDIA EQUIPMENT:** Motion to dispose of outdated media equipment at the Middle School.

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

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

- 1. COOPERATIVE AGREEMENT:** Motion to approve the Cooperative Agreement between Philipsburg-Osceola Area School District and Saint Frances University for the College in High School Program for the 2018/2019 academic year.
- 2. FACULTY HANDBOOKS:** Motion to approve 2018/2019 Faculty Handbooks for Philipsburg-Osceola High School and Philipsburg-Osceola Middle School.

3. **STUDENT HANDBOOK:** Motion to approve the 2018/2019 Student Handbooks for the Philipsburg-Osceola High School and the Osceola Mills Elementary School.
4. **FIELD TRIP REQUESTS:** Motion to approve the field trip requests as presented.

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

1. **SCHOOL SAFETY & SECURITY COORDINATOR:** Motion to approve Robert Mann as School Safety & Security Coordinator, effective immediately.
2. **RESIGNATION:** Motion to accept the resignation of Jacob Mandell as a Music/Chorus teacher at the Middle School, effective close of business October 17, 2018, or upon finding a replacement, whichever is sooner.
3. **POST:** Motion to post a Music/Chorus teacher at the Middle School, posting effective August 20, 2018.
4. **RESIGNATION:** Motion to accept the resignation, for retirement purposes, of Dorothy Maurer, a 5.75 hour Special Education Instructional Assistant at Osceola Mills Elementary, effective immediately.
5. **POST:** Motion to post a 5.75 hour Special Education Instructional Assistant at Osceola Mills Elementary, posting retroactive to August 13, 2018.
6. **TRANSFER:** Motion to transfer Nanette Siegfried from a 5.75 hour Special Education Instructional Assistant at the Middle School to a 5.75 hour Special Education Instructional Assistant at Osceola Mills Elementary, effective upon finding a replacement for the Middle School position.
7. **POST:** Motion to post a 5.75 hour Special Education Instructional Assistant at Middle School, posting retroactive to August 27, 2018.
8. **RESIGNATION:** Motion to accept the resignation of Barbara Kephart, a 5.75 hour Special Education Instructional Assistant at Philipsburg Elementary, effective August 20, 2018.
9. **POST:** Motion to post a 5.75 hour Special Education Instructional Assistant at Philipsburg Elementary, posting retroactive to August 22, 2018.
10. **STUDENT TEACHERS –** Motion to approve the following student teachers for the 2018-2019 school year.

Student Teacher

Mentor

Valentik, Bailey

Sypa, Christine

11. TEACHER MENTORS – Motion to approve the following teacher mentors for the 2018-2019 school year.

New Teacher

Mentor

Bush, Courtney
Lacourt-Pelka, Gladys
Sayles, Joshua

Matson, Kris
Seltzer, William (Fred)
Selfridge, Elaine

12. UNPAID LEAVE: Motion from a teacher to approve a request for additional unpaid leave from approximately December 3, 2018, through and including December 21, 2018, for child care purposes, due to exhausting FMLA.

13. CONFERENCES/PROFESSIONAL DEVELOPMENT: Motion to approve the Superintendent's participation in conferences/professional development provided by the IU#10, PSBA, PARRS, PASBO, NSBA, PASCD, and AASA for the 2018/2019 school year.

14. MEMORANDUM OF UNDERSTANDING: Motion to approve the Memorandum of Understanding between Philipsburg-Osceola School District and Philipsburg-Osceola Education Association to establish a Health Reimbursement Arrangement (HRA) for employees who do not qualify for a Health Savings Account (HSA).

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

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

1. RESIGNATION: Motion to accept the resignation of Alexis Bacher as the Varsity Girls' Basketball Head Coach, effectively immediately.

2. POST: Motion to post the following positions: Girls' Basketball Varsity Head Coach, Girls' Basketball Varsity Assistant Coach, Girls' Basketball Junior High Head Coach, and Girls' Basketball Junior High Assistant Coach, posting retroactive to August 9, 2018.

3. RESIGNATION: Motion to accept the resignation of Chasity Yeckley as Co-Head Middle School Softball Coach, effective immediately.

4. RESIGNATION: Motion to accept the resignation of Stephanie Kendrick as the Girls' Soccer Junior High Head Coach, effective immediately.

5. POST: Motion to post a Girls' Soccer Junior High Head Coach position, posting retroactive to July 24, 2018.

6. PAY ADJUSTMENT: Motion to correct the following coaching salaries from the June 26, 2018, Minutes.

NAME	SPORT/ACTIVITY	FROM	TO
Long, Stefan	Girls' Soccer Varsity Asst. Coach	\$3,539.34	\$2,725.40
Rusnak, Steve	Junior Varsity Asst. Football Coach	\$3,539.34	\$3,144.69

7. HIRE: Motion to hire the following extra-curricular positions for the 2018/2019 school year.

<u>Name</u>	<u>Sports/Activity</u>	<u>Remuneration</u>
Arnold, Shawn	Academic Decathlon Co-Advisor	\$1,397.64
Ogden, Terri	Academic Decathlon Volunteer	Volunteer
Woods, Amanda	Marching Band Football Band Director	\$3,144.69
Harper, Dawn	Marching Band FB Band Asst. Director	\$1,886.81
Miller, Heather	Marching Band FB Bandfront Director	\$1,886.81
Utley, Ed	Band Volunteer	Volunteer
Woods, Joshua	Band Volunteer	Volunteer
Matson, Joe	Basketball, Boys' JH Assistant Coach	\$2,358.52
Holoviak, Patrick	Cross Country Volunteer	Volunteer
Chorle, Lisa	Drama, Director SH Fall Play	\$2,795.28
Chorle, Lisa	Drama, Director SH Spring Play	\$3,494.10
Torquato, Steve	Drama, Assistant Director SH Fall Play	\$1,677.17
Torquato, Steve	Drama, Asst. Director SH Spring Play	\$2,096.46
Harper, Dawn	Drama Club Volunteer	Volunteer
Miller, Debra	Drama Club Volunteer	Volunteer
Slogosky, Mary	Drama Club Volunteer	Volunteer
Quick, Curtis	Football, Junior High Head Coach	\$3,144.69
Foster, Matthew	Football, Junior High Assistant Coach	\$2,358.52
Quick, Shawn	Football, Junior High Assistant Coach	\$2,358.52
Mason, Chris	Football, Volunteer Coach	Volunteer
Roach, Brian	Football, Volunteer Coach	Volunteer
Baughman, Brenda	Non-teaching position	per Contract
Baughman, Peter	Non-teaching position	per Contract
Burns, Michael	Non-teaching Position	per Contract
Conrad, Friday	Non-teaching position	per Contract
Kolbe, Larry	Non-teaching Position	per Contract
Kost, Jolene	Non-teaching Position	per Contract
Matson, Erin (Kris)	Non-teaching Position	per Contract
Powell, Jennifer	Non-teaching Position	per Contract
Roach, Brian	Non-teaching Position	per Contract

Wasilko, George	Non-teaching Position	per Contract
Williams, Christina	Non-teaching Position	per Contract
Wood, Della	Non-teaching Position	per Contract
Belko, Meili	Soccer, Junior High Girls' Head Coach	\$2,725.40
Petro, Tom	Soccer, Volunteer Coach	Volunteer
Markel, Chelsey	Volleyball, Varsity Assistant Coach	\$2,725.40

8. **HIRE:** Motion to approve the following technology liaisons for the 2018/2019 school year.

<u>School</u>	<u>Name</u>	<u>Remuneration</u>
Osceola-Mills Elementary	Parks, Terry	\$698.82
Philipsburg Elementary	Kephart, Julie	\$698.82
Philipsburg Middle School	Sypa, Greg	\$698.82
Philipsburg Senior High School	Raker, Barry	\$698.82

10. **ATHLETIC STUDENT HANDBOOK:** Motion to approve the 2018/2019 Athletic Student Handbook.

11. **COACHES' MANUAL:** Motion to approve the 2018/2019 Coaches' Manual.

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

I. OTHER

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 items, and items will not be considered separately. Please refer to the Consent Agenda.

A motion was made by Mr. Jeffries and seconded by Mrs. Lamb to approve the Consent Agenda. **ROLL CALL VOTE: YES – 9, NO – 0; motion carried unanimously.**

The following motions were pulled from the Consent Agenda for further discussion.

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

5. **QUESTEQ SERVICE AGREEMENT:** Motion to renew a five (5) year Service Agreement between Philipsburg-Osceola Area School District and Questeq, Inc., beginning January 1, 2019, and through December 31, 2024, totaling \$1,753,854.

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1. \$333,665 0% increase
2. \$342,007 2.44% increase
3. \$350,557 2.44% increase
4. \$359,321 2.44% increase
5. \$368,304 2.44% increase

ROLL CALL VOTE: YES 9, NO 0; motion carried unanimously.

09. SOFTBALL FIELD RENOVATION: Motion to approve the POHS Softball Field renovation at a cost of \$41,900 under the CoStars' state bidding process. **ROLL CALL VOTE: YES 6, NO 3; motion carried.**

10. KEYSTONE OPPORTUNITY TAX ZONE: Motion for consideration of resolution for extending the Keystone Opportunity Tax zone in the Industrial Park for Lot #10B for a ten-year period, Don Heany Advance Power Products. **ROLL CALL VOTE: YES 6, NO 3; motion carried.**

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

9. DEPARTMENT HEADS: Motion to approve the following Department Heads for the 2018/2019 school year. **ROLL CALL VOTE: YES – 8, ABSTAIN 1 (Mrs. Bush); motion carried.**

Health & Physical Education	Minarchick, Mike	\$698.82
Library K-12	Mann, Jessie	\$698.82
Science K-12	Ogden, Terri	\$698.82
Math K-12	Bush, Justin	\$698.82
Art K-12	Raker, Barry	\$698.82
English K-12	Michaels, Angie	\$698.82
Social Studies K-12	Long, Leslie	\$698.82
Music K-12	Lazauskas, Jenni	\$698.82
Guidance K-12	Beard, Michelle	\$698.82
Special Education	Sipes, Krystina	\$698.82
Nursing	Bamat, Michelle	\$698.82
K-4 Osceola Mills Elementary (co-chair)	Mason, Chera	\$349.41
K-4 Osceola Mills Elementary (co-chair)	Richardson, Erika	\$349.41
K-4 Philipsburg Elementary	Minarchick, Denise	\$698.82

A motion was made by Mrs. Bush and seconded by Mr. Jeffries to adjourn the meeting of the POASD Board of Directors; meeting adjourned at 7:23 p.m.