

PHILIPSBURG-OSCEOLA AREA SCHOOL DISTRICT

Monthly Voting Meeting – June 26, 2018, 7:00 PM
Philipsburg-Osceola Middle School Board Room



MINUTES

The June 26, 2018, regular voting meeting of the Philipsburg-Osceola Area Board of School Directors was called to order at 7:15 p.m. by Mrs. Timchak, Board President. Roll call was taken with six members present and 3 members absent.

BOARD MEMBERS PRESENT: Mrs. Linda Bush, Mr. Mel Curtis, Mr. Robert Massung, Ms. Susan McGee, Mr. Robert Miller, and Mrs. Rebecca Timchak.

BOARD MEMBERS ABSENT: Mrs. Dana Droll, Mr. Todd Jeffries, and Ms. Nancy Lamb.

The Pledge of Allegiance was recited.

There were no visitors to be recognized.

Mr. Robert Mann, Head Resource Officer, introduced Michael Troxel, newly hired School Officer for the 2018/2019 school year.

Mrs. Timchak reported that there was an Executive Session from 6:00 p.m. to 7:15 p.m. for legal purposes for sports.

Mrs. Timchak directed the following motions be presented.

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

- 1. WRESTLING CLUB FINANCIAL REPORT:** Motion to approve the Wrestling Club Financial Report (attached).
- 2. PO QUARTERBACK CLUB FINANCIAL REPORT:** Motion to approve the PO Quarterback Club Financial Report (attached).
- 3. VEHICLE SALE:** Motion to approve the bids and sale of 2001 pickup with plow for \$700.00 and 2001 van for \$125.00.
- 4. DRAYER ATHLETIC TRAINER AGREEMENT:** Motion to approve the Athletic Trainer Agreement for three years with Drayer Physical Therapy for year 1 \$18,500; year 2 \$19,055; and year 3 \$19,626.

5. **PURCHASING:** Motion to approve the Finance Office to purchase through Amazon and E-Bay as necessary.
7. **TAX LEVIES:** Motion to approve real estate tax levies of \$113.56 for Clearfield County and \$50.65 for Centre County.
8. **TAX LEVIES:** Motion to approve tax levies for per capita, real estate transfers, and earned income tax in the same amounts as in previous years.
9. **HOMESTEAD/FARMSTEAD:** Motion to approve the homestead/farmstead resolution for 2018 in the amount of \$201.38 per approved parcel.
10. **DISBURSEMENTS:** Motion to approve the disbursements as listed from January 19, 2018, through June 20, 2018.

<u>\$ 124,644.19</u>	Athletic Account (checks 222332 through 222597)
<u>296,040.76</u>	Cafeteria Account (checks 509325 through 509395)
<u>0.00</u>	Capital Reserve Account
<u>0.00</u>	Construction Account (checks 309325 through 509391)
<u>122,149.83</u>	Construction Clearing Acct. (checks 22324 through 22333)
<u>7,815,451.02</u>	General Account (checks 41939 through 94613)
<u>73,346.33</u>	Student Activities Account (checks 814493 through 814568)
<u>\$8,431,632.13</u>	GRAND TOTAL

Payroll for January 26, 2018:	\$469,598.76
Payroll for February 9, 2018:	\$474,850.81
Payroll for February 23, 2018:	\$474,718.67
Payroll for March 9, 2018:	\$527,611.66
Payroll for March 23, 2018:	\$531,247.83
Payroll for April 6, 2018:	\$474,067.19
Payroll for April 20, 2018:	\$468,804.42
Payroll for April 24, 2018:	\$34,949.06
Payroll for May 4, 2018:	\$471,637.22
Payroll for May 8, 2018:	\$605.25
Payroll for May 18, 2018:	\$486,013.18
Payroll for June 1, 2018:	\$505,526.97
Payroll for June 15, 2018:	\$500,227.07

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

1. **FACILITY USE AGREEMENT:** Motion to approve the Facility Use Agreement between Philipsburg-Osceola Area School District and the American Red Cross, effective until either party ends agreement with written notice.
2. **DONATE EQUIPMENT:** Motion to donate/disperse four non-functional stationary game bikes that were donated by the YMCA.

3. **DONATE EQUIPMENT:** Motion to donate/disperse 18 old mounted TVs with VCR's.
4. **DONATE JUICE GLASSES:** Motion to donate/disperse old plastic juice glasses from the Middle School kitchen.

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

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

1. **GRADUATION REQUIREMENTS:** Motion include the following graduation requirements beginning with 2018/2019 sophomores.
 - a. **VISIT ONE COLLEGE:** Visit one college during grades 9 – 12. POASD will provide transportation for the group class visit. Provide a project or paper about the information that the student obtains from the trip.
 - b. **TOUR CCCTC:** Tour the CCCTC once during grades 9 – 12. POASD will take students to CCCTC for the group class visit. Provide a project or paper about the information that the student obtains from the trip.
2. **AFFILIATION AGREEMENT:** Motion to approve the Affiliation Agreement between Philipsburg-Osceola Area School District and Lock Haven University, expiring on May 31, 2023.
3. **AFFILIATION AGREEMENT:** Motion to approve the Affiliation Agreement between Philipsburg-Osceola Area School District and Penn State University, effective for one year from signature date.
4. **DISTRIBUTE/DISPOSE OF OLD MANUALS:** Motion to distribute or dispose of old editions of Springboard student manuals published by CollegeBoard.
5. **APPROVE STUDENT HANDBOOK:** Motion to approve the POMS Student Handbook for the 2018/2019 school year (attached).
6. **FIELD TRIP REQUESTS:** Motion to approve the field trip requests as presented.

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

1. **RESCIND MOTION:** Motion to rescind motion E-19 from the May 22, 2018, Agenda 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 Office, effective July 1, 2018.
2. **TRANSFER:** Motion to transfer Amanda Wallace from a 5.75 hour Special Education Instructional Assistant at Philipsburg Elementary to a 215 day, 5.75 hour Administrative Assistant – Director of Special Education/Central Registration/Tax Collection Secretary at the Administrative Office, effective July 1, 2018.
 3. **RESCIND MOTION:** Motion to rescind motion E-23 from the May 22, 2018, Agenda to transfer Mindy Thompson as a 180 day, 6.0 hour, Special Education Instructional Assistant at Philipsburg Elementary School, effective August 27, 2018.
 4. **TRANSFER:** Motion to transfer Mindy Thompson from a 5.75 hour Special Education Instructional Assistant at Philipsburg Elementary to a 6.0 hour, Special Education Instructional Assistant at Philipsburg Elementary, effective beginning the 2018/2019 school year.
 5. **RESCIND MOTION:** Motion to rescind motion E-24 from the May 22, 2018, Agenda to transfer Mindy Shady as a 180 day, 6.0 hour, Special Education Instructional Assistant at Philipsburg Elementary, effective August 27, 2018.
 6. **TRANSFER:** Motion to transfer Mindy Shady from a 5.75 hour Special Education Instructional Assistant at Philipsburg Elementary to a 6.0 hour, Special Education Instructional Assistant at Philipsburg Elementary, effective beginning the 2018/2019 school year.
 7. **HIRE:** Motion to hire Tammie Winters as a 4.5 hour Special Education Instructional Assistant at Osceola Mills Elementary, effective beginning the 2018/2019 school year.
 8. **TRANSFER:** Motion to transfer Kimberly Fluke from a 4.5 hour Special Education Instructional Assistant at Philipsburg Elementary to a 5.75 hour Special Education Instructional Assistant at Philipsburg Elementary, effective beginning the 2018/2019 school year.
 9. **TRANSFER:** Motion to transfer Kimberly Houchins from a 4.5 hour Special Education Instructional Assistant at Philipsburg Elementary to a 5.75 hour Special Education Instructional Assistant at Philipsburg Elementary, effective beginning the 2018/2019 school year.
 10. **TRANSFER:** Motion to transfer Dana Voigt from a 4.5 hour Special Education Instructional Assistant at Philipsburg Elementary to a 5.75 hour Special Education Instructional Assistant at Philipsburg Elementary, effective beginning the 2018/2019 school year.

- 11.POST:** Motion to post two (2) 4.5 hour Special Education Instructional Assistant positions at Philipsburg Elementary, posting retroactive to June 5, 2018.
- 12.HIRE:** Motion to hire Maria Irwin as a 5.75 hour Special Education Instructional Assistant at Philipsburg Elementary, effective beginning the 2018/2019 school year.
- 13.HIRE:** Motion to hire Kimberly Freeman as a 4.5 hour special education Instructional Assistant at Philipsburg Elementary, effective beginning the 2018/2019 school year.
- 14.HIRE:** Motion to hire Denise Ralston as a 4.5 hour special education Instructional Assistant at Philipsburg Elementary, effective beginning the 2018/2019 school year.
- 15.POST:** Motion to post two summer Driver’s Education positions, posting retroactive to May 25, 2018.
- 16.DRIVERS’ EDUCATION:** Motion to hire Jeff Vroman and Roy Warlow as summer Driver’s Education instructors for the 2018/2019 school year.
- 17.SUMMER SCHOOL TEACHER:** Motion to hire the following Summer School teachers for the 2018/2019 school year: Dionne Martell, Angela Michaels, Jennifer McDonald, Bill Stadtmiller, and Beth Wardo.
- 18.CUSTODIAN SUBSTITUTES:** Motion to hire the following custodian substitutes: Michele Dillon and Wilma Foster, effective June 4, 2018; Christina Williams, effective June 5, 2018, and Sue Winters, effective June 14, 2018.
- 19.ACT 93 AGREEMENTS:** Motion to replace the current ACT 93 Agreements with the updated ACT 93 Agreements, effective July 1, 2018, through June 30, 2023.
- 20.SCHOOL OFFICER EMPLOYMENT AGREEMENT:** Motion to approve the Employment Agreement between the Philipsburg-Osceola Area School District and the School Officers, effective July 1, 2018.
- 21.SCHOOL OFFICER:** Motion to hire Michael Troxell as a School Officer, effective beginning the 2018/2019 school year.
- 22.SALARY INCREASE:** Motion to approve Kim Torres for a 3% salary increase, effective beginning the 2018/2019 school year.
- 23.UNPAID DAY:** Motion to approve a request from a teacher for an unpaid day on May 18, 2018, due to exhausting all sick and personal days.

- 24. UNPAID DAY:** Motion to approve a request from a part-time paraprofessional for an unpaid day on May 22, 2018, due to exhausting all sick and personal days.
- 25. UNPAID DAYS:** Motion to approve a request from a part-time paraprofessional for unpaid days on May 22, 23, 29, and 30, 2018, due to exhausting all sick and personal days.
- 26. UNPAID DAY:** Motion to approve a request from a part-time paraprofessional for one-half unpaid day on May 24, 2018, due to exhausting all sick and personal days.
- 27. UNPAID DAYS:** Motion to approve a request from a part-time paraprofessional for unpaid days on May 24, 25, 29, 30, and 31, 2018, due to exhausting all sick and personal days.
- 28. UNPAID DAYS:** Motion to approve a request from a part-time custodian for unpaid days on September 27 and 28, 2018, due to exhausting all personal days and sick days cannot be used for reason requested.

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 Roy Warlow as the Junior High Head Football Coach, effective immediately.
- 2. RESIGNATION:** Motion to accept the resignation of Curtis Quick at a Junior High Assistant Football Coach, effective immediately.
- 3. RESIGNATION:** Motion to accept the resignation of Andy Bowen as a Junior High Assistant Football Coach, effective immediately.
- 4. RESIGNATION:** Motion to accept the resignation of Chuck Moore as a Junior High Assistant Basketball Coach, effective immediately.
- 5. 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>
Bowen, Andy	Varsity Asst. Football Coach	\$3,539.34
Hale, Tara	Band Volunteer	Volunteer
Lewis, Gary	Band Volunteer	Volunteer
Long, Stefan	Girls' Soccer Varsity Asst. Coach	\$3,067.43

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Rusnak, Steve	Varsity Asst. Football Coach	\$3,539.34
Warlow, Roy	Varsity Asst. Football Coach	\$3,539.34

6. **POST:** Motion to post the following positions: Two (2) Junior High Assistant Football Coach positions.
7. **POST:** Motion to post the Junior High Head Football Coach position.
8. **POST:** Motion to post a Junior High Assistant Basketball Coach position.

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

A motion was made by Mr. Miller and seconded by Mrs. Bush to approve the following: June 26, 2018, Consent Agenda; May 22, 2018, Regular Voting Meeting Minutes; and June 4, 2018, Committee Meeting Minutes as presented. **ROLL CALL VOTE: YES – 6 members present; motion carried unanimously.**

The following motion(s) were pulled from the consent Agenda for further discussion.

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

6. **2018/2019 BUDGET:** Motion to approve the 2018/19 school year Budget for \$31,598,660. **ROLL CALL VOTE: YES – 6 members present; motion carried unanimously.**

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

5. Motion to approve the Philipsburg-Osceola Area Education Foundation access to District grounds within the scope of the concession stand donation project and grant Administration the authority to secure any/all necessary permits to effectuate same. **ROLL CALL VOTE: YES – 6 members present; motion carried unanimously.**

The meeting of the Philipsburg-Osceola Area School District Board of Directors adjourned at 7:20 p.m.

Veronica F. Lukaschunis, School Board Secretary