

PENNS MANOR AREA SCHOOL DISTRICT  
BOARD OF EDUCATION

MINUTES OF MEETING OF AUGUST 20, 2009

The regular meeting of the Penns Manor Area School Board of Education of August 20, 2009, was called to order by Vice President Mr. Beilchick at 7:00 p.m. On roll call the following members were present: Mr. Beilchick, Mr. Brunetto, Mrs. Dudeck, Mrs. Eckenrode, Mr. Oakes, and Mr. Sutila. Mr. Dalton, Mr. Hardesty and Mr. Packer excused. The following administrators were present: Mr. Kakabar, Mrs. Davis, Mr. Grimaldi, Mr. Johnston, Mr. Kudlawiec and Mr. Saffron, Esq.

**APPROVAL OF AGENDA**

Motion by Mr. Sutila, seconded by Mrs. Eckenrode, to approve the agenda as printed. On roll call the following members voted:

Mrs. Dudeck	yes	Mr. Sutila	yes
Mrs. Eckenrode	yes	Mr. Beilchick	yes
Mr. Hardesty	excused	Mr. Brunetto	yes
Mr. Oakes	yes	Mr. Dalton	excused
Mr. Packer	excused	Motion carried	

**CITIZENS' REMARKS TO BOARD**

None this month

**MINUTES OF ALL MEETINGS**

Motion by Mrs. Eckenrode, seconded by Mr. Sutila, to approve the minutes of all meetings as printed. On roll call the following members voted:

Mrs. Dudeck	yes	Mr. Sutila	yes
Mrs. Eckenrode	yes	Mr. Beilchick	yes
Mr. Hardesty	excused	Mr. Brunetto	yes
Mr. Oakes	yes	Mr. Dalton	excused
Mr. Packer	excused	Motion carried	

**BUSINESS REPORT**

Motion by Mr. Brunetto, seconded by Mr. Sutila, to approve the financial report as printed. On roll call the following members voted:

Mrs. Dudeck	yes	Mr. Sutila	yes
Mrs. Eckenrode	yes	Mr. Beilchick	yes
Mr. Hardesty	excused	Mr. Brunetto	yes
Mr. Oakes	yes	Mr. Dalton	excused
Mr. Packer	excused	Motion carried	

**PRESENTATION OF BILLS**

- A. General Account - \$125,957.29
- B. Athletic Account - \$17,002.73
- C. Capital Reserve - \$6,485.00

Motion by Mr. Sutila, seconded by Mrs. Eckenrode, to authorize payment of bills.  
On roll call the following members voted:

Mrs. Dudeck	yes	Mr. Sutila	yes
Mrs. Eckenrode	yes	Mr. Beilchick	yes
Mr. Hardesty	excused	Mr. Brunetto	yes
Mr. Oakes	yes	Mr. Dalton	excused
Mr. Packer	excused	Motion carried	

**PROGRAMS UPDATE**

None this month

**OLD BUSINESS**

None this month

**COMMITTEE REPORTS****Negotiations Committee**

Nothing at this time.

**Athletic Committee****Security Personnel**

Motion by Mrs. Eckenrode, seconded by Mr. Sutila, to approve Sam Lute Security to provide security for district events at the following rates for the 2009-10 school year. A listing of all security officers and clearances will be provided to the district.

\$200.00 coordinator fee

\$50.00 flat rate for varsity football games

\$45.00 flat rate for all other sporting events and activities

\$10.00 per hour for all events and/or tournaments

On roll call the following members voted:

Mrs. Dudeck	yes	Mr. Sutila	yes
Mrs. Eckenrode	yes	Mr. Beilchick	yes
Mr. Hardesty	excused	Mr. Brunetto	yes
Mr. Oakes	yes	Mr. Dalton	excused
Mr. Packer	excused	Motion carried	

**Budget & Finance Committee****Tax Collection Committee**

Motion by Mr. Beilchick, seconded by Mr. Sutila, to adopt in its entirety the Tax Collection Committee Voting Delegate Appointment Resolution that is attached herein as enclosure 4 and which resolution is incorporated herein and made part of the official minutes of the meeting. And further, to appoint the following individuals as the Tax Collection Committee delegates: primary voting-David S. Kudlawiec ; first alternate voting – Thomas J. Kakabar; and second alternate voting- Ron Saffron. On roll call the following members voted:

Mrs. Dudeck	yes	Mr. Sutila	yes
Mrs. Eckenrode	yes	Mr. Beilchick	yes
Mr. Hardesty	excused	Mr. Brunetto	yes
Mr. Oakes	yes	Mr. Dalton	excused
Mr. Packer	excused	Motion carried	

**Heating Oil**

Motion by Mr. Beilchick, seconded by Mr. Sutila, to award Petroleum Traders Corporation, Fort Wayne, Indiana, the bid of 65,000 gallons of heating oil (#2 fuel oil) for the Penns Manor Area School District through the Cambria/Indiana Schools Joint Fuel Purchasing Consortium for the 2009-2010 school year (July 1, 2009 through June 30, 2010). The bid awarded is the Variable Price adjustment to OPIS rack price with a \$.0220 per gallon mark-up above rack price. On roll call the following members voted:

Mrs. Dudeck	yes	Mr. Beilchick	yes
Mrs. Eckenrode	yes	Mr. Brunetto	yes
Mr. Hardesty	excused	Mr. Dalton	excused
Mr. Oakes	yes	Motion carried	
Mr. Packer	excused		
Mr. Sutila	yes		

**Diesel Fuel**

Motion by Mr. Beilchick, seconded to Mr. Sutila, to award Reed Oil Company, New Castle PA, the bid of 37,500 gallons of diesel fuel for the Penns Manor Area School District through the Cambria/Indiana Schools Joint Fuel Purchasing Consortium for the 2009-2010 school year (July 1, 2009 through June 30, 2010). The bid awarded is the Variable Price adjustment to OPIS rack price with a \$.0600 per gallon mark-up above rack price. Winter additive is \$.0300 per gallon. On roll call the following members voted:

Mrs. Dudeck	yes	Mr. Sutila	yes
Mrs. Eckenrode	yes	Mr. Beilchick	yes
Mr. Hardesty	excused	Mr. Brunetto	yes
Mr. Oakes	yes	Mr. Dalton	excused
Mr. Packer	excused	Motion carried	

**Building & Grounds Committee****Energy Savings Project**

Motion by Mrs. Dudeck, seconded by Mrs. Eckenrode, to approve the Amendment and Partial Termination Agreement between CLT Efficient Technologies Group LLC and the district as presented. A copy of the agreement will be included as part of the minutes. On roll call the following members voted:

Mrs. Dudeck	yes	Mr. Sutila	yes
Mrs. Eckenrode	yes	Mr. Beilchick	yes
Mr. Hardesty	excused	Mr. Brunetto	yes
Mr. Oakes	yes	Mr. Dalton	excused
Mr. Packer	excused	Motion carried	

**Curriculum Committee****IEP Medical Authorizations**

Motion by Mr. Sutila, seconded by Mrs. Dudeck, to approve the contract between the Penns Manor Area School District and Margaret Swanson, CRNP, to provide medical review of special-needs students' Individualized Education Programs at a rate of \$8.00 each. On roll call the following members voted:

Mrs. Dudeck	yes	Mr. Sutila	yes
Mrs. Eckenrode	yes	Mr. Beilchick	yes
Mr. Hardesty	excused	Mr. Brunetto	yes
Mr. Oakes	yes	Mr. Dalton	excused
Mr. Packer	excused	Motion carried	

**Purchase Textbooks**

Motion by Mr. Sutila, seconded by Mrs. Eckenrode, to approve purchasing later editions of vocational agriculture textbooks previously approved by the board. The cost of the following textbooks is \$12,325.90: Agriscience, Modern Livestock and Poultry Production; Agriculture Mechanics; Residential Construction Academy; Outdoor Power Equipment; and Ornamental Horticulture.

On roll call the following members voted:

Mrs. Dudeck	yes	Mr. Sutila	yes
Mrs. Eckenrode	yes	Mr. Beilchick	yes
Mr. Hardesty	excused	Mr. Brunetto	yes
Mr. Oakes	yes	Mr. Dalton	excused
Mr. Packer	excused	Motion carried	

**Unpaid Leave of Absence**

Motion by Mr. Sutila, seconded by Mr. Oakes, to approve the request of Amanda Roach, for leave without pay under the provisions of Article IX, UNPAID LEAVES OF ABSENCE, Section A. of the August 24, 2005, to August 23, 2008, collective bargaining agreement (the "collective bargaining agreement") with a tentative effective commencement date of September 21, 2009, and with a return to work date upon release by the employee's physician, provided, however, that such unpaid leave shall not exceed twelve (12) months as provided for under Article IX, Section A of the collective bargaining agreement, and with the understanding that the employee intends to utilize sick leave, personal days, and emergency days as

provided for by the collective bargaining agreement, with the exception of ten accumulated sick days and three personal days, and subject to the requirements and conditions pertaining thereto as set forth in the collective bargaining agreement. On roll call the following members voted:

Mrs. Dudeck	yes	Mr. Sutila	yes
Mrs. Eckenrode	yes	Mr. Beilchick	yes
Mr. Hardesty	excused	Mr. Brunetto	yes
Mr. Oakes	yes	Mr. Dalton	excused
Mr. Packer	excused	Motion carried	

### **Unpaid Leave of Absence**

Motion by Mr. Sutila, seconded by Mr. Brunetto, to approve the request of Loraine Ludwig, for leave without pay under the provisions of Article IX, UNPAID LEAVES OF ABSENCE, Section A. of the August 24, 2005, to August 23, 2008, collective bargaining agreement (the “collective bargaining agreement”) with a tentative effective commencement date of August 31 through and including September 11, 2009. Such unpaid leave shall not exceed twelve (12) months as provided for under Article IX, Section A of the collective bargaining agreement and subject to the requirements and conditions pertaining thereto as set forth in the collective bargaining agreement.

On roll call the following members voted:

Mrs. Dudeck	yes	Mr. Sutila	yes
Mrs. Eckenrode	yes	Mr. Beilchick	yes
Mr. Hardesty	excused	Mr. Brunetto	yes
Mr. Oakes	yes	Mr. Dalton	excused
Mr. Packer	excused	Motion carried	

### **Keystone Consulting Contract**

Motion by Mr. Sutila, seconded by Mrs. Eckenrode, to approve the agreement with Keystone Consulting to provide services during the 2009-2010 school year related to Least Restrictive Environment and Inclusionary Strategies at a cost of \$15,600.00. On roll call the following members voted:

Mrs. Dudeck	yes	Mr. Sutila	yes
Mrs. Eckenrode	yes	Mr. Beilchick	yes
Mr. Hardesty	excused	Mr. Brunetto	yes
Mr. Oakes	yes	Mr. Dalton	excused
Mr. Packer	excused	Motion carried	

### **Elementary Social Studies Curriculum Leader**

Motion by Mr. Sutila, seconded by Mr. Oakes, to hire Donna Driskel as the elementary social studies curriculum leader beginning with the upcoming school year (2009-10) at the contracted rate of \$1,158.64. On roll call the following members voted:

Mrs. Dudeck	yes	Mr. Sutila	yes
Mrs. Eckenrode	yes	Mr. Beilchick	yes
Mr. Hardesty	excused	Mr. Brunetto	yes
Mr. Oakes	yes	Mr. Dalton	excused
Mr. Packer	excused	Motion carried	

**Mount Aloysius College Cooperative Agreement**

Motion by Mr. Sutila, seconded by Mr. Oakes, to authorize the Penns Manor Area School District to enter into a one-year cooperative agreement for the high school to participate in the Mount Aloysius College in High School program in order to provide courses at the high school for which the students can earn college credit. The program provides the opportunity for students to gain both high school credit and college credit upon completing an approved course. All costs associated with a student obtaining college credit will be the responsibility of the student taking the approved course or courses. On roll call the following members voted:

Mrs. Dudeck	yes	Mr. Beilchick	yes
Mrs. Eckenrode	yes	Mr. Brunetto	yes
Mr. Hardesty	excused	Mr. Dalton	excused
Mr. Oakes	yes	Motion carried	
Mr. Packer	excused		
Mr. Sutila	yes		

**Substitutes**

Motion by Mr. Sutila, seconded by Mrs. Eckenrode, to approve the day-to-day substitutes for 2009-10 as presented. On roll call the following members voted:

Mrs. Dudeck	yes	Mr. Sutila	yes
Mrs. Eckenrode	yes	Mr. Beilchick	yes
Mr. Hardesty	excused	Mr. Brunetto	yes
Mr. Oakes	yes	Mr. Dalton	excused
Mr. Packer	excused	Motion carried	

**Transportation****Bus Drivers**

Motion by Mr. Oakes, seconded by Mr. Brunetto, to approve the bus drivers and substitutes for the 2009-10 school year as presented. On roll call the following members voted:

Mrs. Dudeck	yes	Mr. Sutila	yes
Mrs. Eckenrode	yes	Mr. Beilchick	yes
Mr. Hardesty	excused	Mr. Brunetto	yes
Mr. Oakes	yes	Mr. Dalton	excused
Mr. Packer	excused	Motion carried	

**Bus Schedules & Routes**

Motion by Mr. Oakes, seconded by Mr. Sutila, to approve the tentative bus schedules and routes for the 2009-10 school year as presented for Tri Country Transportation. On roll call the following members voted:

Mrs. Dudeck	yes	Mr. Beilchick	yes
Mrs. Eckenrode	yes	Mr. Brunetto	yes
Mr. Hardesty	excused	Mr. Dalton	excused
Mr. Oakes	yes	Motion carried	
Mr. Packer	excused		
Mr. Sutila	yes		

**Vehicle Approval**

Motion by Mr. Oakes, seconded by Mr. Sutila, to approve the vehicles for Tri County Transportation as presented for the 2009-10 school year.

On roll call the following members voted:

Mrs. Dudeck	yes	Mr. Sutila	yes
Mrs. Eckenrode	yes	Mr. Beilchick	yes
Mr. Hardesty	excused	Mr. Brunetto	yes
Mr. Oakes	yes	Mr. Dalton	excused
Mr. Packer	excused	Motion carried	

**CORRESPONDENCE**

None this month

**NEW BUSINESS****Board National Convention**

Motion by Mr. Brunetto, seconded by Mrs. Dudeck, to approve the attendance of board members to the national school board convention as per policy. On roll call the following members voted:

Mrs. Dudeck	yes	Mr. Sutila	yes
Mrs. Eckenrode	yes	Mr. Beilchick	yes
Mr. Hardesty	excused	Mr. Brunetto	yes
Mr. Oakes	yes	Mr. Dalton	excused
Mr. Packer	excused	Motion carried	

**Activity Accounts**

Motion by Mr. Oakes, seconded by Mrs. Eckenrode, to approve the activity accounts for the district as presented in enclosure 10. On roll call the following members voted:

Mrs. Dudeck	yes	Mr. Sutila	yes
Mrs. Eckenrode	yes	Mr. Beilchick	yes
Mr. Hardesty	excused	Mr. Brunetto	yes
Mr. Oakes	yes	Mr. Dalton	excused
Mr. Packer	excused	Motion carried	

**Memorandum of Understanding**

Motion by Mrs. Dudeck, seconded by Mrs. Eckenrode, to approve a Memorandum of Understanding between the PA State Police and the Penns Manor Area School District. This Memorandum establish procedures to be followed when certain incidents as described in the Memorandum occur on school property, at any school-sponsored activity, or on any public conveyance providing transportation to or from school or school-sponsored activities, including, but not limited to, a school bus. On roll call the following members voted:

Mrs. Dudeck	yes	Mr. Sutila	yes
Mrs. Eckenrode	yes	Mr. Beilchick	yes
Mr. Hardesty	excused	Mr. Brunetto	yes
Mr. Oakes	yes	Mr. Dalton	excused
Mr. Packer	excused	Motion carried	

**MOTION TO AMEND AGENDA**

Motion by Mr. Brunetto, seconded by Mrs. Dudeck to amend the agenda to include a motion to authorize the administration to advertise for gasoline bids for the 2009-2010. On roll call the following members voted:

Mrs. Dudeck	yes	Mr. Sutila	yes
Mrs. Eckenrode	yes	Mr. Beilchick	yes
Mr. Hardesty	excused	Mr. Brunetto	yes
Mr. Oakes	yes	Mr. Dalton	excused
Mr. Packer	excused	Motion carried	

**GASOLINE BID**

Motion by Mrs. Eckenrode, seconded by Mr. Sutila to authorize the administration to advertise for gasoline bids for the 2009-2010 school year. On roll call the following members voted:

Mrs. Dudeck	yes	Mr. Sutila	yes
Mrs. Eckenrode	yes	Mr. Beilchick	yes
Mr. Hardesty	excused	Mr. Brunetto	yes
Mr. Oakes	yes	Mr. Dalton	excused
Mr. Packer	excused	Motion carried	

**REQUESTS FOR FIELD TRIPS OR CONFERENCES****Field trips/conferences that have been approved by the administration:****FIELD TRIPS:**

None this month

**WORKSHOPS/CONFERENCES:**

- 1) Osia Yackuboskey, Linda Clawson, Chris Michaels, Carole Woods, Marilyn Rorabaugh and Connie Patterson to ARIN Annual Secretaries' Inservice Day at Rustic Lodge on August 5, 2009. (District-\$392)

**Motion by Mr. Sutila, seconded by Mr. Brunetto , to approve the following field trips/conferences:****FIELD TRIPS:**

None this month

**WORKSHOPS/CONFERENCES:**

- 1) Jo Ann Martin to Reading Recovery Training at Logan Elementary in Altoona, PA, on September 14, 2009. (District-\$50)
- 2) Marilyn Rorabaugh to ACCESS Regional Training at the PATTAN building in Pittsburgh, PA, on Oct 7, 2009. (District-\$71)

On roll call the following members voted:

Mrs. Dudeck	yes	Mr. Sutila	yes
Mrs. Eckenrode	yes	Mr. Beilchick	yes
Mr. Hardesty	excused	Mr. Brunetto	yes
Mr. Oakes	yes	Mr. Dalton	excused
Mr. Packer	excused	Motion carried	

## REPORTS

### Superintendent

Mr. Kakabar reported on the following:

- State Budget Update – little progress
- Financial – No Subsidy payments will be received until budget is passed
- Congratulations to Mr. Grumbling and staff – Great job getting buildings ready for new school year.
- PASBO Certificate presented to Mr. Kudlawiec. Congratulations for being renewed as a Registered Business Administrator.

### Director of Student Services

Mrs. Davis reported on the following:

- Jamestown Navigator Reader program – training will be held next week for Special Education Teachers
- Databases are updated and ready for new year

### High School Principal

Mr. Johnston reported on the following:

- Schedule and schedule changes completed
- Calendar completed and distributed
- Student handbook completed
- Band and Sports camps underway

### Elementary Principal

Mr. Grimaldi reported on the following:

- Commended all teachers and students for making AYP, 17 out of 17 targets
- Commended Mrs. Shellenbarger and Mrs Beilchick for volunteering for Summer Library. 12 students accumulated 150.5 points.
- Commended teachers on Home visits for K-4 and Kindergarten
- K-4 / Kindergarten orientations- well attended
- Study Island – 274 logins, 2677 questions
- Commend secretaries and custodians for outstanding job over the summer and preparing for start of school
- Jump Start Summer Program – 37 students participated

### ARIN

Mr. Sutula reported on the following:

- Met Tuesday. Did hires and some retirements

### Federal programs

No report this month

### Public relations

No report this month

### PM Foundation

No report this month

NEXT REGULAR SCHEDULED MEETING - September 10, 2009 - 7:00 p.m.

WORKSHOPS/COMMITTEE MEETINGS, OR OTHER SCHEDULED MEETINGS  
September 3, 2009 - Committee Meeting - 7:00 p.m.

MEETING RECESSED AT 7:35 p.m

**EXECUTIVE SESSION**

The board met in Executive Session from 7:36 p.m. to 8:15 p.m. for legal reasons.

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David S. Kudlawiec, Board Secretary