

**PENNS MANOR AREA SCHOOL DISTRICT
BOARD OF EDUCATION**

MINUTES OF MEETING OF SEPTEMBER 9, 2010

The regular meeting of the Penns Manor Area School Board of Education of September 9, 2010 was called to order by President Robert Packer at 7:00 p.m. On roll call the following members were present: Mr. Beilchick, Mrs. Dudeck, Mr. Hardesty, Mr. Oakes, Mr. Packer, Mr. Sutilla and Mr. Thornton. Mr. Dick and Mrs. Eckenrode were absent. The following administrators were present: Mr. Kakabar, Mr. Johnston, Mr. Grimaldi, and Mr. Kudlawiec. Mrs. Davis was excused.

MOMENT OF SILENCE FOR U. S. MARINE LANCE CPL. JOSHUA TWIGG

Former student killed in action in Afghanistan

EXECUTIVE SESSION

The board met in Executive Session from 7:04 pm to 7:25 pm.

APPROVAL OF AGENDA

Motion by Mr. Sutilla, seconded by Mrs. Dudeck, to approve the agenda as printed. Motion carried.

CITIZENS' REMARKS TO BOARD

None

MINUTES OF ALL MEETINGS

Motion by Mr. Beilchick, seconded by Mrs. Dudeck, to approve the minutes of all meetings as printed. Motion carried.

BUSINESS REPORT

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

Mr. Thornton	Yes	Mr. Hardesty	Yes
Mr. Beilchick	Yes	Mr. Oakes	Yes
Mr. Dick	Excused	Mr. Packer	Yes
Mrs. Dudeck	Yes	Mr. Sutilla	Yes
Mrs. Eckenrode	Excused	Motion Carried	

PRESENTATION OF BILLS

General Account - \$940,573.28

Athletic Account - \$17,599.24

Capital Account - \$33,102.92

Motion by Mr. Sutilla, seconded by Mr. Beilchick, to authorize payment of bills.

On roll call the following members voted:

Mr. Thornton	Yes	Mr. Hardesty	Yes
Mr. Beilchick	Yes	Mr. Oakes	Yes
Mr. Dick	Excused	Mr. Packer	Yes
Mrs. Dudeck	Yes	Mr. Sutilla	Yes
Mrs. Eckenrode	Excused	Motion Carried	

PROGRAMS UPDATE

None

OLD BUSINESS

None

COMMITTEE REPORTS

Athletic Committee

Athletic Handbook

Motion by Mrs. Dudeck, seconded by Mr. Beilchick, to approve the athletic handbook as presented. On roll call the following members voted:

Mr. Thornton	Yes	Mr. Hardesty	Yes
Mr. Beilchick	Yes	Mr. Oakes	Yes
Mr. Dick	Excused	Mr. Packer	Yes
Mrs. Dudeck	Yes	Mr. Sutila	Yes
Mrs. Eckenrode	Excused	Motion Carried	

Hire Assistant Cheerleading Coach

Motion by Mr. Hardesty, seconded by Mr. Sutila, to hire LaDawn Myers as the assistant cheerleading coach, pending appropriate clearances. She will be paid at the contracted salary. On roll call the following members voted:

Mr. Thornton	Yes	Mr. Hardesty	Yes
Mr. Beilchick	Yes	Mr. Oakes	Yes
Mr. Dick	Excused	Mr. Packer	Yes
Mrs. Dudeck	Yes	Mr. Sutila	Yes
Mrs. Eckenrode	Excused	Motion Carried	

Budget & Finance Committee

Audit Finding

Motion by Mr. Beilchick, seconded by Mr. Oakes, to approve the administration’s response to the findings from the audit for fiscal years ending June 30, 2006 and 2005 as presented. On roll call the following members voted:

Mr. Thornton	Yes	Mr. Hardesty	Yes
Mr. Beilchick	Yes	Mr. Oakes	Yes
Mr. Dick	Excused	Mr. Packer	Yes
Mrs. Dudeck	Yes	Mr. Sutila	Yes
Mrs. Eckenrode	Excused	Motion Carried	

Epic Communications Contract

Motion by Mr. Beilchick, seconded by Mrs. Dudeck, to approve the Epic Communications Amendment E-Rate 14 agreement with Epic Communications, Inc. of Cleveland, Ohio, attached hereto as enclosure 4, which amendment adds E-Rate Year 2011-2012 to the existing contract between the school district and Epic Communications, Inc.; and further to authorize the appropriate officers of the school board to execute the Epic Communications Amendment E-Rate 14 agreement and a Letter of Agency for the year 2011-2012 on behalf of the District. On roll call the following members voted:

Mr. Thornton	Yes	Mr. Hardesty	Yes
Mr. Beilchick	Yes	Mr. Oakes	Yes
Mr. Dick	Excused	Mr. Packer	Yes
Mrs. Dudeck	Yes	Mr. Sutula	Yes
Mrs. Eckenrode	Excused	Motion Carried	

Milliman Payment

Motion by Mr. Beilchick, seconded by Mr. Sutula, to approve payment to Milliman for GASB 45, other postemployment benefits actuarial valuation report for 2009-10 fiscal year in the amount of \$6,633.00. On roll call the following members voted:

Mr. Thornton	Yes	Mr. Hardesty	Yes
Mr. Beilchick	Yes	Mr. Oakes	Yes
Mr. Dick	Excused	Mr. Packer	Yes
Mrs. Dudeck	Yes	Mr. Sutula	Yes
Mrs. Eckenrode	Excused	Motion Carried	

Neopost Agreement

Motion by Mr. Beilchick, seconded by Mrs. Dudeck, to approve a five-year lease agreement, with Neopost, for the postage machine at a cost of \$174.86 per quarter for the first year and \$359.09 per quarter for four years. On roll call the following members voted:

Mr. Thornton	Yes	Mr. Hardesty	Yes
Mr. Beilchick	Yes	Mr. Oakes	Yes
Mr. Dick	Excused	Mr. Packer	Yes
Mrs. Dudeck	Yes	Mr. Sutula	Yes
Mrs. Eckenrode	Excused	Motion Carried	

Affirm Budgetary Transfers

Motion by Mr. Beilchick, seconded by Mr. Sutula, to affirm the budgetary transfers for the fiscal year ending June 30, 2010 as listed on enclosure 5. On roll call the following members voted:

Mr. Thornton	Yes	Mr. Hardesty	Yes
Mr. Beilchick	Yes	Mr. Oakes	Yes
Mr. Dick	Excused	Mr. Packer	Yes
Mrs. Dudeck	Yes	Mr. Sutula	Yes
Mrs. Eckenrode	Excused	Motion Carried	

Act 93

Motion by Mr. Beilchick, seconded by Mr. Hardesty, to approve the administrative salaries for the 2010-2011 school year as listed. The salaries are based on the approved salary matrix and formula contained within the Act 93 agreement and the contracts with the superintendent and business manager. The salaries will be effective as of July 1, 2010.

- Superintendent: \$118, 584
- Business Manager: \$85,701
- Director of Student Services: \$95,717
- High School Principal: \$95,717
- Elementary Principal: \$85,538
- Technology Coordinator: \$80,670
- Maintenance Supervisor: \$55,127

On roll call the following members voted:

Mr. Thornton	Yes	Mr. Hardesty	Yes
Mr. Beilchick	Yes	Mr. Oakes	Yes
Mr. Dick	Excused	Mr. Packer	Yes
Mrs. Dudeck	Yes	Mr. Sutila	Yes
Mrs. Eckenrode	Excused	Motion Carried	

School Insurance

Motion by Mr. Beilchick, seconded by Mr. Sutila, to approve the school insurance proposal from Ohio Casualty as presented by Walbeck Insurance. The commercial liability package shall include coverage for Property, Inland Marine, Automobile, General Liability, School Leaders Errors and Omissions, Crime and Excess Liability. The effective date of this proposal will be October 1, 2010, with an expiration date of October 1, 2011. On roll call the following members voted:

Mr. Thornton	Yes	Mr. Hardesty	Yes
Mr. Beilchick	Yes	Mr. Oakes	Yes
Mr. Dick	Excused	Mr. Packer	Yes
Mrs. Dudeck	Yes	Mr. Sutila	Yes
Mrs. Eckenrode	Excused	Motion Carried	

Building & Grounds Committee

Nothing at this time

Curriculum Committee

Signing Citations

Motion by Mr. Sutila, seconded by Mr. Beilchick, to authorize the following administrators of the district to sign citations in conjunction with the School Tobacco and Compulsory School Attendance Acts: Mrs. Bonnie Davis, Mr. David Grimaldi, Mr. Daren Johnston, and Mr. Thomas Kakabar. On roll call the following members voted:

Mr. Thornton	Yes	Mr. Hardesty	Yes
Mr. Beilchick	Yes	Mr. Oakes	Yes
Mr. Dick	Excused	Mr. Packer	Yes
Mrs. Dudeck	Yes	Mr. Sutila	Yes
Mrs. Eckenrode	Excused	Motion Carried	

Substitutes

Motion by Mr. Sutila, seconded by Mr. Oakes, to approve the following as day-to-day substitutes for 2010-11: professional – Scott Cortazzo, health & phys. ed.; Rebekah Isenberg, English; Kayla Machak, elementary/special ed.; Dustin Marshall, Biology; and Natalie Miller, elementary. On roll call the following members voted:

Mr. Thornton	Yes	Mr. Hardesty	Yes
Mr. Beilchick	Yes	Mr. Oakes	Yes
Mr. Dick	Excused	Mr. Packer	Yes
Mrs. Dudeck	Yes	Mr. Sutila	Yes
Mrs. Eckenrode	Excused	Motion Carried	

Unpaid Leave of Absence

Motion by Mr. Sutila, seconded by Mr. Oakes, to approve the request of Barbara Gilmore for leave without pay under the provisions of Article IX, UNPAID LEAVES OF ABSENCE, Section A. of the current collective bargaining agreement (the “collective bargaining agreement”) with a commencement date of November 11, 2010, 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 as provided for by 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:

Mr. Thornton	Yes	Mr. Hardesty	Yes
Mr. Beilchick	Yes	Mr. Oakes	Yes
Mr. Dick	Excused	Mr. Packer	Yes
Mrs. Dudeck	Yes	Mr. Sutila	Yes
Mrs. Eckenrode	Excused	Motion Carried	

Transportation Committee

Bus Driver

Motion by Mr. Oakes, seconded by Mr. Beilchick, to approve Beth Goss as an additional bus driver/substitute for the 2010-11 school year. On roll call the following members voted:

Mr. Thornton	Yes	Mr. Hardesty	Yes
Mr. Beilchick	Yes	Mr. Oakes	Yes
Mr. Dick	Excused	Mr. Packer	Yes
Mrs. Dudeck	Yes	Mr. Sutila	Yes
Mrs. Eckenrode	Excused	Motion Carried	

Negotiations Committee

Memorandums of Agreement

Motion by Mrs. Dudeck, seconded by Mr. Hardesty, to approve the memorandums of agreement between the Penns Manor Area School District and the Penns Manor Education Association, in regard to the modification of the collective bargaining agreement on the following concerning: September 14, 2010, Back-to-School/Open House (enclosure 6); secondary preparation time for the 2010-2011 school year (enclosure 7); November 23, 2010 parent/teacher conferences (enclosure 8); and cheerleading positions for the 2010-2011 school year (enclosure 9). On roll call the following members voted:

Mr. Thornton	Yes	Mr. Hardesty	Yes
Mr. Beilchick	Yes	Mr. Oakes	Yes
Mr. Dick	Excused	Mr. Packer	Yes
Mrs. Dudeck	Yes	Mr. Sutilla	Yes
Mrs. Eckenrode	Excused	Motion Carried	

CORRESPONDENCE

None

NEW BUSINESS

Volunteers

Motion by Mr. Beilchick, seconded by Mr. Oakes, to approve the following as volunteers for marching band: Nathan Johnston and Katie Strong. The appropriate clearances are on file in the superintendent's office. On roll call the following members voted:

Mr. Thornton	Yes	Mr. Hardesty	Yes
Mr. Beilchick	Yes	Mr. Oakes	Yes
Mr. Dick	Excused	Mr. Packer	Yes
Mrs. Dudeck	Yes	Mr. Sutilla	Yes
Mrs. Eckenrode	Excused	Motion Carried	

Change of Meeting Dates

Motion by Mr. Oakes, seconded by Mr. Hardesty, to change the committee meeting and regular meeting in October. The committee meeting will be held October 5 instead of October 7 with the regular meeting being held October 7 instead of October 14. Also, to change the regular meeting in November from November 11 to November 10, 2010. On roll call the following members voted:

Mr. Thornton	Yes	Mr. Hardesty	Yes
Mr. Beilchick	Yes	Mr. Oakes	Yes
Mr. Dick	Excused	Mr. Packer	Yes
Mrs. Dudeck	Yes	Mr. Sutilla	Yes
Mrs. Eckenrode	Excused	Motion Carried	

Student Recognition

2010 Indiana County Fair Queen – Tori Miller

REQUESTS FOR FIELD TRIPS OR CONFERENCES

A. Field trips/conferences that have been approved by the administration:

FIELD TRIPS:

- 1) Paul Rode; 60 Band Students; Mack Park - Indiana County Fair; Band Night; Indiana; Tuesday, August 31, 2010; District \$348.45

WORKSHOPS/CONFERENCES:

- 2) Marilyn Rorabaugh; School Based ACCESS Program Regional Training, PATTAN, Pittsburgh; Thursday, September 9, 2010; District \$65.

B. **Motion by Mr. Sutula, seconded by Mr. Hardesty**, to approve the following field trips/conferences:

FIELD TRIPS:

- 1) Rebecca Coulter; 15 Business Law students; Law Fieldtrip; Indiana County Courthouse, Jail & Magistrate Thachik's Office; Monday, October 4, 2010; District \$219.65.
- 2) Amanda Roach; 9 LifeSkills students; CBI Community Learning Lab; Homer City; September 16 & 22; District \$244.66
- 3) Amanda Roach; 7 LifeSkills students; CBI Cookport Fair; Cookport; Friday, September 17, 2010; District \$110.00
- 4) Amanda Roach; 15 Lifeskills students; CBI Walmart; Indiana; Thursday, September 23, 2010; District \$91.50
- 5) Amanda Roach; 10 Lifeskills students; CBI Yellow Creek Learning Day; Penn Run; Wednesday, September 29, 2010; District \$116.16
- 6) Amanda Roach; 8 Lifeskills students; CBI Golden Dragon Buffet; Indiana; Thursday, September 30, 2010; District \$103.83
- 7) Karen Adamson; 9, K-3 Learning Support students; Pittsburgh Zoo and PPG Aquarium; Pittsburgh; District \$231.25
- 8) Amanda Roach; 7-10 LifeSkills students: Barr Ridge Farms Corn Maze & Farm tour; Nicktown; October 2010; District \$128.49
- 9) Paul Rode; 60 Band students; Cookport Fair; Cookport; Thursday, September 16, 2010; District \$312.30
- 10) Paul Rode; Equipment bus only for band instruments; Clymer Days; Clymer; Saturday, September 25, 2010; District \$91.50
- 11) Erica Lauer; 15 Journalism students; IUP/ Indiana Gazette Journalism; IUP HUB; Indiana; Friday October 1, 2010; District \$385.82
- 12) Paul Rode; 60 Band Students; IUP Homecoming Parade; Indiana; Saturday, October 9, 2010; District \$ 341.25

WORKSHOPS/CONFERENCES:

- 13) Connie Patterson; New Federal Program Coordinator Training; Appalachia IU8; Altoona; Tuesday, September 14, 2010; Title I Funds \$21.50
- 14) Jan Yeager; Indiana County Transition Council; ARIN; Indiana; September 15, 2010, November 17, 2010, February 16, 2011; May 11, 2011; District \$340.00
- 15) JoAnn Martin; Reading Recovery Training; Maple Ridge Elem; Somerset; Monday, September 20, 2010; Title I Funds \$66.00

- 16) Connie Patterson; PreK Counts Fall Regional Meeting; PATTAN, Pittsburg; Thursday, September 30, 2010; PreK Counts Grant \$34.00
- 17) Dave Grimaldi; Supervision Academy; IU28; Indiana; September 27, 2010; October 25, 2010; December 6, 2010; District \$355.00
- 18) Rebecca Coulter; FBLA Region Advisor Summit; Hershey; Fri-Sat; October 1-2, 2010; District \$280.50
- 19) Connie Patterson; Federal Programs Fall Regional Meeting; Appalachia IU8; Altoona; Tuesday, October 12, 2010; Title I Funds \$21.50.
- 20) Julie Thomas; Promoting Effective Communication in Non-Verbal & Minimally Verbal Children with ASD; ARIN IU28; Indiana; Thursday, October 14, 2010; District \$27.00.
- 21) Gregory Yuhas; College in High School Computer Science Meeting; William Pitt Union; Pittsburg; Friday, October 15, 2010. District \$164.00.

On roll call the following members voted:

Mr. Thornton	Yes	Mr. Hardesty	Yes
Mr. Beilchick	Yes	Mr. Oakes	Yes
Mr. Dick	Excused	Mr. Packer	Yes
Mrs. Dudeck	Yes	Mr. Sutilla	Yes
Mrs. Eckenrode	Excused	Motion Carried	

15. REPORTS

Superintendent

Mr. Kakabar reported on the following:

- School opening went well
- Bus transportation off to a good start
- Scoreboard installed at the football field. Thanked Calvin Broughler, Ray Johns and Rob Grumbling for their help getting the score board installed
- Harrisburg update: numerous bills proposed to tax Marcellus Shale Gas revenues

Director of Student Services

Mrs. Davis was excused

High School Principal

Mr. Johnston reported on the following:

- Distributed copies of the student handbooks to board
- Teacher, staff and students off to a good start
- Student Council members will be in attendance at board meeting and committee meetings.

Elementary Principal

Mr. Grimaldi reported on the following

- Welcomed four Elementary teachers in attendance, Carol Marcenzo, Julie Thomas, Karen Adamson & Donna Carney
- Shared parent letter praising the Jump Start summer program.
- Distributed copies of the Elementary Newsletter

Cafeteria financial - enclosure 10
Athletic financial - enclosure 11
High School Activity account

NEXT REGULAR SCHEDULED MEETING

October 7, 2010 as per motion of this meeting.

WORKSHOPS/COMMITTEE MEETINGS, OR OTHER SCHEDULED MEETINGS

October 5, 2010 - Committee meeting at 7:00 p.m. – as per motion of this meeting.

MEETING RECESSED AT 7:55 p.m.

David S. Kudlawiec, Board Secretary