

PENNS MANOR AREA SCHOOL DISTRICT  
BOARD OF EDUCATION

MINUTES OF MEETING OF APRIL 14, 2011

The regular meeting of the Penns Manor Area School Board of Education of April 14, 2011 was called to order by President Robert Packer at 7:00 p.m. On roll call the following members were present: Mr. Beilchick, Mr. Dick, Mrs. Eckenrode, Mr. Hardesty, Mr. Oakes, and Mr. Packer. Mr. Sutilla, Mrs. Dudeck and Mr. Thornton were excused. The following administrators were present: Mr. Kakabar, Mr. Grimaldi, Mrs. Davis, and Mr. Johnston. Mr. Kudlawiec was excused. Mrs. Patterson attended as Board Secretary. Also present was Mr. Saffron, Esq.

**SENIOR PROJECTS** were presented by Paige Davies and RJ Hays

**APPROVAL OF AGENDA**

Agenda was altered as follows: Remove item C3, extension of Canton's Driving School contract and place it on next month's agenda. The agenda was approved as altered.

**CITIZENS' REMARKS TO BOARD**

None

**MINUTES OF ALL MEETINGS**

Minutes of all meetings were approved as printed.

**BUSINESS REPORT**

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

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

**PRESENTATION OF BILLS**

A. General Account - \$251,660.98

B. Athletic Account - \$13,083.56

C. Cafeteria Account - \$37,449.63

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

On roll call the following members voted:

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

**PROGRAMS UPDATE**

None

**OLD BUSINESS**

None

**COMMITTEE REPORTS**

**Budget & Finance Committee**

**Summer Salary**

Motion by Mr. Beilchick, seconded by Mrs. Eckenrode, to grant Kathy Hawk her summer salary in a lump sum payment in June, if funds are available. On roll call the following members voted:

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

**Food Service Management Contract**

Motion by Mr. Beilchick, seconded by Mr. Oakes, to enter into a contract with Metz Culinary Management for the supervision and operation of a food service program for the Penns Manor Area School District effective as of July 1, 2011, and ending June 30, 2012, at a guaranteed expense to the general fund not to exceed \$141,019.43. This contract shall be for one year and may be renewed by mutual agreement for four additional one-year periods. On roll call the following members voted:

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

**Seamless Summer Lunch Program**

Motion by Mr. Beilchick, seconded by Mr. Dick, to participate in the Seamless Summer Lunch Program from August 15 through August 26 (10 days), contingent upon enough participation. This would be for lunch only. On roll call the following members voted:

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

**Sophos Endpoint Security**

Motion by Mr. Beilchick, seconded by Mrs. Eckenrode, to approve a contract with Tebron for Sophos Endpoint Security for 33 months at a cost of \$5,300.00. On roll call the following members voted:

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

**Web Security**

Motion by Mr. Beilchick, seconded by Mr. Oakes, to approve a contract with Tebron for Web Security for 36 months at a cost of \$5,450.00. On roll call the following members voted:

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

**State Education Funding Resolution - enclosure 4**

Motion by Mr. Beilchick, seconded by Mrs. Eckenrode, to adopt the resolution presented as enclosure 4, a copy of which will be included in the minutes of this meeting. On roll call the following members voted:

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

**Resignation**

Motion by Mr. Beilchick, seconded by Mrs. Eckenrode, to accept the resignation of Melinda (Mindy) Johnston, with regret, as a monitor effective March 25, 2011. Mrs. Johnston has been employed by the district since November 2005. Permission is hereby granted to the administration to post and advertise for this position. On roll call the following members voted:

Mr. Sutila	Excused	Mrs. Eckenrode	Yes
Mr. Thornton	Excused	Mr. Hardesty	No
Mr. Beilchick	Yes	Mr. Oakes	Yes
Mr. Dick	Yes	Mr. Packer	Yes
Mrs. Dudeck	Excused	Motion Carried	

**Building & Grounds Committee**

Nothing at this time

**Curriculum Committee**

**Revise 2010-11 School Calendar**

Motion by Mr. Hardesty, seconded by Mr. Beilchick, to revise the 2010-11 school calendar to reflect March 14, April 21, April 26, June 6, and June 7, as snow make-up days. On roll call the following members voted:

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

**2011-2012 School Calendar**

Motion by Mr. Hardesty , seconded by Mrs. Eckenrode, to approve the school calendar for 2011-2012 as presented as enclosure 5. On roll call the following members voted:

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

Motion Carried

**Industrial Art Supplies**

Motion by Mr. Hardesty, seconded by Mr. Dick, to award the bid for industrial arts supplies for the 2011-2012 school year to: Forest County Wood Products - \$4,361.83; Midwest Technology Products - \$2,249.16; Metco Supply - \$3,782.64; Mann & Parker Lumber Co - \$1,327.64 and O’Shea Lumber Company – \$ 1,876.00. Total - \$13,597.27. On roll call the following members voted:

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

### **Extra-Curricular Resignation**

Motion by Mr. Hardesty, seconded by Mr. Beilchick, to accept the resignation of Erica Lauer as the Senior Class Advisor and School Newspaper Advisor, with regret, effective at the end of the 2010-11 school year. Permission is hereby granted to the administration to post for this position. On roll call the following members voted:

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

### **Unpaid Leave of Absence**

Motion by Mr. Hardesty, seconded by Mrs. Eckenrode, to approve the request of Michelle Dolges, 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 May 2, 2011, and with an anticipated return to work date the beginning of the 2011-12 school year, 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. And to grant the administration permission to advertise for a long-term substitute if necessary. On roll call the following members voted:

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

### **Job Description**

Motion by Mr. Hardesty, seconded by Mr. Oakes, to approve the job description for the junior high science club advisor position as approved by a Memorandum of Agreement with the Penns Manor Education Association at the March 10, 2011, board meeting. On roll call the following members voted:

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

**Junior High Science Club Advisor**

Motion by Mr. Hardesty, seconded by Mr. Beilchick, to hire Richard Mazey as the Junior High Science Club Advisor at the salary of \$316.50 according to the Memorandum of Agreement with the Penns Manor Education Association for the 2010-11 school year. On roll call the following members voted:

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

**Substitutes**

Motion by Mr. Hardesty, seconded by Mr. Dick, to approve the following as day-to-day substitutes for 2010-11: professional – Kaitlyn Yeomans, elementary/mathematics; guest teacher – Marcia Alexander, Scott Cockrell, Heather Fetterman, Raymond Flack, Lynn Misko, and Sarah Stewart; and support staff – Lisa Lowman, food service/monitor. On roll call the following members voted:

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

**Transportation Committee**

**Bus Drivers**

Motion by Mr. Oakes, seconded by Mr. Hardesty, to approve Tammy Long and Don Carpenter as additional drivers/substitutes for the 2010-11 school year. On roll call the following members voted:

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

**Negotiations Committee**

Nothing at this time.

**Athletic Committee**

**Hire Boys' Assistant Varsity Baseball Coach**

Motion by Mrs. Eckenrode, seconded by Mr. Hardesty, to hire John Bonatesta II as the boys' assistant varsity baseball coach at the contracted salary of \$2,450.59 effective immediately. His clearances are on file in the Superintendent's Office. On roll call the following members voted:

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

**Resignation of Assistant Varsity Football Coach 1**

Motion by Mrs. Eckenrode, seconded by Mr. Dick, to accept the resignation of Joseph Packer as the assistant varsity football coach 1, with regret, effective immediately. Also, to grant the administration permission to post and advertise, if necessary, for the position. On roll call the following members voted:

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

**CORRESPONDENCE**

Letter from Mr. & Mrs. Hildebrand thanking the district for allowing their son Joe and other students to attend the District Music Festivals.

Letter from Kinport Assembly of God church to the School Board.

**NEW BUSINESS**

**Student Recognition:**

1. PMEA Senior of the Month for April: Paige Davies
2. Indiana Gazette NIE Design-an-ad published: Grade 4 - Ashley Kane, Mary Ellen Lohr, Haleigh Uber; Grade 5 - Haley Dunmire, Brody Jackson, Erica Kendra; and Grade 6 - Elizabeth Keith
3. FFA Area Career Development events: Creed Speaking – Kayley Altemus (first), Megan Yeckley (second), Elizabeth Weinzierl (third); Interview – Jenna Letham (first); and Small Gas Engines team – Jed Miller and Fred Kirsch (first)

## **REQUESTS FOR FIELD TRIPS OR CONFERENCES**

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

#### FIELD TRIPS:

- 1) Amanda Roach; 1 LSS student, ICW; Indiana; March 15,16,18,21,23,25,29,30, 2011; District \$732.00
- 2) Amanda Roach; 1 LSS student; Cambria Co. Association Blind & Handicapped; Ebensburg; March 21,25,29,30, 2011; District \$366.00
- 3) Amanda Roach; 1 LSS student; ICW; Indiana; April 4,8,11,18,20,26,27,29; District \$732.00
- 4) Amanda Roach; 1 LSS student; Cambria Co. Association Blind & Handicapped; Ebensburg; April 4,8,11,18,20,26,27,29, 2011; District \$732.00
- 5) Janice Yeager & Kimberly Bodek; 20-25 10<sup>th</sup>-12<sup>th</sup> grade students; Career Link Tour; Indiana; April 5, 2011; District \$286.16
- 6) Amanda Roach; 7 LSS students; CBI WalMart; Indiana; April 5, 2011; District \$91.50
- 7) Amanda Roach; 7 LSS students: CBI Community Learning Lab; Homer City; April 6,12,19, 2011; District \$330.00
- 8) Amanda Roach; 8 LSS students; CBI Goodwill; Indiana; April 7, 2011; District \$91.50
- 9) Scott Lowry; 21 10<sup>th</sup>-12<sup>th</sup> grade students; Steelers Training Facility; UPMC Sports Performance Complex; Pittsburgh; Tuesday, April 12, 2011; District \$271.30.
- 10) Amanda Roach; 21 LSS students; CBI ICTC Cosmetology; Indiana; April 13, 2011; District \$116.16.
- 11) Amanda Roach; 8 LSS students; CBI Tates & Dollar General; Clymer; April 14, 2011; District \$91.50

#### WORKSHOPS/CONFERENCES:

None

### **B. Motion by Mrs. Eckenrode, seconded by Mr. Beilchick, to approve the following field trips/conferences:**

#### FIELD TRIPS:

- 1) Antionette Beilchick, Dave Cowles & Bill Kochinsky; 68 3<sup>rd</sup> grade students; Lincoln Caverns; Huntingdon; April 19, 2011; PTG \$714.00; District \$685.00
- 2) Kimberly Bodek (Janice Yeager); 10-12 LS Students; Penn Highlands CC; Johnstown; April 20, 2011; District \$287.63
- 3) Lisa Donatelli, Joe Packer; 80 SADD & Student Council students; Altoona Curve Game; Altoona; April 20, 2011; SADD Club \$ 181.54; District \$170.00
- 4) Amanda Roach; 10 LSS students; CBI Eat n' Park; Indiana; April 28, 2011; District \$97.67
- 5) Loraine Ludwig & Antionette Beilchick; 133 2<sup>nd</sup> & 3<sup>rd</sup> grade students; Peter & the Wolf; Fisher Auditorium; IUP; Indiana; April 29, 2011; District \$363.18
- 6) Lori Thompson & Greg Yuhus; 10 9<sup>th</sup>-12<sup>th</sup> grade students; IUP Math Competition; Indiana; May 16, 2011; District \$261.50.

#### WORKSHOPS/CONFERENCES:

- 7) Julie Thomas; PA Speech & Hearing Association 2011 Convention; Pittsburgh; April 7-9, 2011; District \$828.46.
- 8) Bill Packer; Penn State Football Clinic; State College; April 14, 2011; District \$91.80
- 9) Connie Patterson; Federal Program Coordinator Training; IU8; Altoona; Thursday, May 5, 2011; Title I funds \$43.86

10) Julie Thomas; AAC Strategies & Considerations for Students with Severe Speech Disorders; ARIN IU 28; Indiana; May 12, 2011; District \$17.34.

11) Connie Patterson; PreK Counts Statewide Meeting; Penn Stater Hotel; State College; May 23-24, 2011; PreK Counts grant \$209.24.

12) On roll call the following members voted:

On roll call the following members voted:

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

## REPORTS

### Superintendent

Mr. Kakabar reported on the following:

- Meetings and activities attended after the March meeting
- High School Musical – Recognized and congratulated Katie Strong, Paul Rode, the PM Art Department and the entire cast for an outstanding production.
- Update from Harrisburg on Senate voucher vote, Governor’s Budget and Legislative schedule.
- Announced the ARIN Convention to be hosted by Penns Manor on Tuesday, April 19, 2011. Registration begins at 5:45 p.m.
- Announced an Executive session of the Penns Manor Area Board of School Directors next Wednesday, April 20, 2011 at 6:00 pm in the district board room for personnel reasons.

### Director of Student Services

Mrs. Davis reported on the following:

- Strategic Plan for Special Ed needs to be resubmitted this year to the state. Reviewed highlights of the plan and provided a copy for review.
- Pre-K Counts quarterly narrative report due to the state tomorrow.
- Understanding by Design – In Service training for next year
- LRE Quarterly report. Out of corrective action.

### High School Principal

Mr. Johnston reported on the following:

- High School calendar for next month
- Thanked Mr. Fulton and Mrs. Lauer as Senior Class Advisors for all that they do.
- Thanked Mrs. Strong, Mr. Rode and everyone involved for their hard work on the musical.
- Thanked Mrs. Smolcic and Mrs. Coulter and noted that we have 16 new National Honor Society members.
- Noted that PSSA Science and Writing tests are complete, and that NOCTI tests for the Ag Dept and Keystone Exams are coming up.
- Noted that changes to the student handbook and the School Improvement plan would be presented next month.

### **Elementary Principal**

Mr. Grimaldi reported on the following:

- Reported that Jill Dabella had received a scholarship valued at \$4,200 from the Center for Safe Schools to attend the PA Training of Trainers event for the Olweus Bullying Prevention Program. Also that Mrs. DaBella was applying for a PA Cares grant to support OBPP efforts.
- Distributed the Honor Roll list for the 3<sup>rd</sup> marking period.
- Thanked Kelly Buterbaugh and other PTG volunteers for their hard work on the PTG Book Fair that was a big success.
- Noted that PSSA testing was complete and Terra Nova and 4<sup>th</sup> Benchmark testing were finishing up.
- Thanked Chris Michaels, Connie Patterson and other staff involved in K-4 Registration this week.
- Noted that handbook revisions will be presented over the summer.
- Announced that the Indiana County Principal's Spelling Bee will be held at Penns Manor on Wednesday, May 11, 2011.

### **NEXT REGULAR SCHEDULED MEETING**

Thursday, May 12, 2011 at 7:00 pm in the District Board room

### **WORKSHOPS/COMMITTEE MEETINGS, OR OTHER SCHEDULED MEETINGS**

Committee Meeting - Thursday, May 5, 2011 at 7:00 pm in the District Board room

Executive Session – Wednesday, April 20, 2011 at 6:00 pm in the District Board room

MEETING RECESSED AT 8:20 p.m.

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David S. Kudlawiec, Board Secretary