

PENNS MANOR AREA SCHOOL DISTRICT  
BOARD OF EDUCATION

MINUTES OF MEETING OF June 9, 2011

The regular meeting of the Penns Manor Area School Board of Education of June 9, 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. Dudeck, Mrs. Eckenrode, Mr. Hardesty, Mr. Oakes, Mr. Packer, Mr. Sutula and Mr. Thornton. The following administrators were present: Mr. Kakabar, Mrs. Davis, Mr. Grimaldi, Mr. Kudlawiec and Mr. Johnston. Also present was Mr. Ronald Saffron, Esquire.

**EXECUTIVE SESSION**

The board met in Executive Session from 7:01 p.m. to 7:12 p.m. for personnel reasons.

**APPROVAL OF AGENDA**

The agenda was altered as follows. Under Committee Reports; Curriculum Committee #4, under IEP writer, remove “ and Bridge”. Under New Business, Section E; under hire confidential secretary, add “ Julianne Miller” and \$26,000. Under New Business, Section F add retirement incentive “of \$7,000”. Agenda was approved as altered

**CITIZENS’ REMARKS TO BOARD**

Cynthia Spielman, parent, spoke to the board about the budget cuts.

**MINUTES OF ALL MEETINGS**

The minutes of all meetings were approved as printed.

**BUSINESS REPORT**

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

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

**PRESENTATION OF BILLS - enclosure 3**

- A. General Account - \$179,264.75
- B. Athletic Account - \$2,471.53
- C. Cafeteria Account - \$30,320.71

**Motion by Mr. Thornton, seconded by Mr. Hardesty,** to authorize payment of bills.  
On roll call the following members voted:

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

## **PROGRAMS UPDATE**

None

## **OLD BUSINESS**

None

## **COMMITTEE REPORTS**

### **Curriculum Committee**

#### **Resignation**

Motion by Mr. Sutila, seconded by Mrs. Eckenrode, to accept the resignation of JoAnn Martin as the elementary reading curriculum leader, 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. Dick	Yes	Mr. Packer	Yes
Mrs. Dudeck	Yes	Mr. Sutila	Yes
Mrs. Eckenrode	Yes	Mr. Thornton	Yes
Mr. Hardesty	Yes	Mr. Beilchick	Yes
Mr. Oakes	Yes	Motion Carried	

#### **Elementary Student Handbook**

Motion by Mr. Sutila, seconded by Mr. Beilchick, to approve the 2011-12 revised elementary student handbook and all revisions thereto as presented. On roll call the following members voted:

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

#### **High School Improvement Plan**

Motion by Mr. Sutila, seconded by Mrs. Eckenrode, to approve the high school improvement plan as presented. On roll call the following members voted:

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

**IEPWriter.com Renewal**

Motion by Mr. Sutila, seconded by Mr. Dick, to approve the annual subscription renewal with Leader Services for the following user licenses for the period of July 1, 2011 – June 30, 2012, at a cost of \$5,303.00: IEPWriter.com, Children Count, 504 Plan. This would be purchased with ACCESS Funds. On roll call the following members voted:

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

**Retirement Resignation**

Motion by Mr. Sutila, seconded by Mr. Thornton, to accept the resignation of Jean Bence, with regret, as an elementary teacher effective at the end of the 2010-11 school year, due to retirement. Mrs. Bence has been employed as an elementary teacher since September 1978. On roll call the following members voted:

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

**Tenure**

Motion by Mr. Sutila, seconded by Mr. Beilchick, to grant tenure to the following professional employees that have satisfied the requirements, as dictated by PDE laws and regulations, and the Public School Code of 1949, as amended, for contracts as professional employees with the Penns Manor Area School District: E'milie Aires and Bethany Cessna. On roll call the following members voted:

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

**Transportation Committee****Bus Drivers**

Motion by Mr. Oakes, seconded by Mrs. Eckenrode, to approve Alice Ackerson, Todd Ackerson, and Amber Patrick as additional drivers/substitutes for the 2010-11 school year. On roll call the following members voted:

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

**Vehicle Approval**

Motion by Mr. Oakes, seconded by Mr. Dick, to approve the following vehicle for Tri County Transportation for the 2010-11 school year: van no. 89, 1997 Chevrolet, 21 passenger, Vin no. 1GBHG31F6V1096399, plate no. SC-29176. On roll call the following members voted:

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

**Negotiations Committee**

Nothing at this time.

**Athletic Committee****Reimburse Volunteer**

Motion by Mrs. Eckenrode, seconded by Mr. Sutila, to reimburse Danielle Malicky, a pre-approved volunteer for the cost of the appropriate clearances for the district. On roll call the following members voted:

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

**Ambulance Service**

Motion by Mrs. Eckenrode, seconded by Mrs. Dudeck, to approve the contract with Citizens' Ambulance, Inc. in the amount of \$2,350.00 for all home football game standbys, as well as, coverage for the enrolled student body while on school premises or participating in school activities between July 1, 2011, and June 30, 2012, with extra services being \$75.00 per hour. Also, to authorize the appropriate school board officers to sign the contract. On roll call the following members voted:

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

**Resignation of Coach**

Motion by Mrs. Eckenrode, seconded by Mr. Sutila, to accept the resignation of E. Frederick Mitchell as the head boys' track and field coach, 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. Dick	Yes	Mr. Packer	Yes
Mrs. Dudeck	Yes	Mr. Sutila	Yes
Mrs. Eckenrode	Yes	Mr. Thornton	Yes
Mr. Hardesty	Yes	Mr. Beilchick	Yes
Mr. Oakes	Yes	Motion Carried	

**Budget & Finance Committee****Rescind Motion**

**Motion by Mr. Beilchick, seconded by Mr. Thornton,** to rescind the motion of the April 14, 2011, board meeting approving a contract with Metz Culinary Management. On roll call the following members voted:

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

**Food Service Management Contract**

**Motion by Mr. Beilchick, seconded by Mr. Hardesty,** 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 **two** additional one-year periods. On roll call the following members voted:

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

**Rescind Partial Motion**

**Motion by Mr. Beilchick, seconded by Mr. Thornton,** to rescind Dan Antonacci's request for his summer salary in a lump sum payment in June, which had been approved in a motion at the March 10, 2011, board meeting. On roll call the following members voted:

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

**Support Agreements**

**Motion by Mr. Beilchick, seconded by Mrs. Dudeck,** to approve the extended support agreements with ASCC for the Vodavi Telephony System at an annual cost of \$5,279.00 and Rauland Intercom System at an annual cost of \$4,603.00 for the period July 1, 2011, through June 30, 2012. These agreements include all parts, labor, service and travel as per their agreement. On roll call the following members voted:

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

**Special Board Meeting**

**Motion by Mr. Beilchick, seconded by Mr. Hardesty**, to schedule a special board meeting for Monday, June 27, at 7:00 p.m. for the purpose of adopting a final 2011-2012 budget and general purposes. On roll call the following members voted:

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

**Building & Grounds Committee**

Nothing at this time

**CORRESPONDENCE**

Staff member – thank you to board for staff appreciation day.

**NEW BUSINESS****School Dentist**

Motion by Mr. Sutila, seconded by Mr. Dick, to appoint Dr. David Sparks as the school's dentist for the 2011-12 school year at the contracted fee of \$1 per exam. On roll call the following members voted:

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

**School Physician**

Motion by Mr. Oakes, seconded by Mrs. Eckenrode, to approve Clymer Family Medicine as the school physician at a rate of \$25.00 per physical performed for the year. On roll call the following members voted:

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

**Solicitor**

Motion by Mrs. Eckenrode, seconded by Mrs. Dudeck, to appoint Ronald Saffron, Esquire, as the district's solicitor for a one-year term upon the terms set forth in the enclosure at a contracted retainer rate of \$3,500.00, and at an hourly rate of \$75.00 per hour. Fees for work related to the issuance and/or refunding of bonds, notes, and other obligations shall be negotiated by the district and the solicitor at the time of such borrowings and shall reflect rates customary in the industry at such time. On roll call the following members voted:

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

### **Elect Superintendent**

Motion by Mr. Dick, seconded by Mr. Hardesty, to elect to retain Thomas J. Kakabar as Superintendent of the Penns Manor Area School District for a further term of three (3) years to commence on July 1, 2011, and to expire on June 30, 2014, and to approve the written contract between the District and Mr. Kakabar as presented to the Board providing for a starting annual salary of \$118,584.00 (being no change from the 2010-11 salary) and with such other terms and conditions of employment as set forth in the contract, and to authorize the appropriate officers of the Board of School Directors to execute the employment contract on behalf of the District.

On roll call the following members voted:

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

### **Confidential Secretary to the Superintendent**

**Motion by Mr. Oakes, seconded by Mr. Thornton,** to hire Julianne Miller, as the Confidential Secretary to the Superintendent at the beginning salary of \$26,000, pending appropriate clearances, with a starting date of July 1, 2011. On roll call the following members voted:

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

### **Payment of Unused Sick Days and Retirement Incentive – Confidential Secretary**

Motion by Mr. Sutila, seconded by Mr. Hardesty, to pay Veronica Graham, due to her retirement on June 30, 2011, her unused sick days at a rate of \$45.00 per day, along with a retirement incentive of \$7,000.00. On roll call the following members voted:

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

### **Student Recognition:**

PMEA Senior of the Month for June: Julianne Knezovich

**REQUESTS FOR FIELD TRIPS OR CONFERENCES**

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

**FIELD TRIPS:**

- 1) Paul Rode; 25 – 7<sup>th</sup>-12<sup>th</sup> grade students; Civil War Encampment; Ben Franklin Elementary School; Indiana; May 19; Indiana Area School District \$91.50; District \$0.
- 2) Rebecca Coulter; 40 FBLA students; FBLA Spring Luncheon; Luigi's; Clymer; May 19; District \$91.50
- 3) Joe Frontino; 18 – 4<sup>th</sup>-6<sup>th</sup> grade students; Student Council Field Trip; Alpaca Farm; May 24; Bus donated by Tri County; District \$85.00

**WORKSHOPS/CONFERENCES:**

- 4) Joe Packer, ICCA Scholarship Luncheon; Clymer; May 20; District \$0

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

**FIELD TRIPS:**

None

**WORKSHOPS/CONFERENCES:**

- 1) Connie Patterson; IDEA-B Fiscal Reporting Training; PaTTAN, Pittsburgh; July 13; District \$0.

On roll call the following members voted:

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

**REPORTS****Superintendent**

Mr. Kakabar reported on the following:

- Activities attended after the May Meeting
- Updated on State Budget

**Director of Student Services**

Mrs. Davis reported on the following:

- Special Education Enrollment
- Letter from Mr. & Mrs. Hildebrand commending the IEP process for their daughter.
- Accelerated Reader report.

**High School Principal**

Mr. Johnston reported on the following:

- End of the School Year: Report cards, Graduation, Awards. Thanks to everyone.
- Teachers schedules by July 16<sup>th</sup>
- Student Schedules by August 1<sup>st</sup>.

**Elementary Principal**

Mr. Grimaldi reported on the following;

- Honor Roll – 4<sup>th</sup> marking period
- Study Island writing assignments – distributed and complimented composition written by Braydon Boring from Mrs. Long’s class.

**Cafeteria financial - enclosure 4**

**Athletic financial - enclosure 5**

**NEXT REGULAR SCHEDULED MEETING**

July 14, 2011 at 7:00 p.m. in the District Board Room.

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

June 27, 2011 – Special meeting as per motion at this meeting at 7:00 p.m.

July 7, 2011 - Committee meeting at 7:00 p.m.

**MEETING RECESSED AT 8:00 p.m.**

**EXECUTIVE SESSION**

The board met in Executive Session at 8:05 p.m. for Act 93 discussions.

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David S. Kudlawiec, Board Secretary