

PENNS MANOR AREA SCHOOL DISTRICT  
BOARD OF EDUCATION

MINUTES OF MEETING OF NOVEMBER 10, 2011

The regular meeting of the Penns Manor Area School Board of Education on November 10, 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. Sutila and Mr. Thornton. The following administrators were present: Mrs. Davis, Mr. Grimaldi, Mr. Kudlawiec and Mr. Johnston and Mr. Kakabar. Also present was Mr. Ronald Saffron, Esquire.

**APPROVAL OF AGENDA**

Additions were made to the agenda as follows: Committee reports; section C; Buildings and Grounds; added motion to grant permission to seek quotes for installation of field drainage for the stadium football field. Committee reports; section D; Curriculum Committee; section 2; add Richard Mazey to day-to-day substitute list for Professional, Secondary Science. Agenda was approved as amended.

**CITIZENS' REMARKS TO BOARD**

None

**MINUTES OF ALL MEETINGS**

Minutes were approved as presented.

**BUSINESS REPORT - enclosure 2**

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

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

**PRESENTATION OF BILLS - enclosure 3**

- A. General Account - \$222,446.76
- B. Athletic Account - \$4,253.25
- C. Cafeteria Account - \$34,209.80

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

On roll call the following members voted:

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

**PROGRAMS UPDATE**

None

**OLD BUSINESS**

None

**COMMITTEE REPORTS**

**Athletic Committee - Mrs. Eckenrode, Spokesperson**

**Volunteers**

Motion by Mrs. Eckenrode, seconded by Mr. Sutilla, to approve the following volunteers for Boys’ Varsity Basketball for the 2011–2012 school year: Jordan Alsop and Jeffrey Paulina. Clearances are on file in the district office. On roll call the following members voted:

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

**Boys’ Junior High Basketball Assistant Coach**

Motion by Mrs. Eckenrode, seconded by Mr. Hardesty, to approve Kevin Williams as the Boys’ Junior High Basketball Assistant Coach at the contracted salary of \$2,554.74, commencing with the 2011-2012 school year. On roll call the following members voted:

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

**Resignation**

Motion by Mrs. Eckenrode, seconded by Mr. Sutilla, to accept the resignation of John Bonatesta as the Assistant Baseball Coach, effective immediately, and to grant permission to the Administration to post and advertise, if necessary, for this position. On roll call the following members voted:

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

**Budget & Finance - Mr. Beilchick, Spokesperson**

**E-Rate Amendment Renewal – enclosure 4**

Motion by Mr. Beilchick, seconded by Mrs. Dudeck, to approve the Epic Communications Amendment E-Rate 15 agreement with Epic Communications, Inc. of Solon, Ohio, attached

hereto as Enclosure #4, which amendment adds E-Rate Year 2012 – 2013 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 15 agreement and a Letter of Agency for the year 2012 – 2013 on behalf of the District.

On roll call the following members voted:

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

### **Fund Balance**

Motion by Mr. Beilchick, seconded by Mr. Dick, to approve Committed Fund Balance in the amounts of \$850,000.00 (Eight hundred fifty thousand & 00/100 Dollars) for PSERS retirement increases, and \$350,000.00 (Three hundred fifty thousand & 00/100 Dollars) for sick leave liability. On roll call the following members voted:

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

### **Microsoft Education Solutions Agreement – enclosure 5**

Motion by Mr. Beilchick, seconded by Mrs. Eckenrode, approve entering into a 5 (five) year participation agreement with Lancaster-Lebanon Intermediate Unit 13 (IU #13) for Microsoft Education Solutions Program. This motion also authorizes the Superintendent to execute this agreement on behalf of the School District. A copy of the entire agreement will be kept on file in the District Office. On roll call the following members voted:

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

### **Buildings & Grounds – Mr. Packer, Spokesperson**

#### **Stadium Field Drainage**

Motion by Mr. Thornton, seconded by Mr. Hardesty to grant permission to the administration to seek quotes or bids for the installation of field drainage for the stadium football field. On roll call the members voted:

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

**Curriculum Committee – Mr. Sutila, Spokesperson**

**Sabbatical Leave Request**

Motion by Mr. Sutila, seconded by Mr. Beilchick, to approve a sabbatical leave for Amy Ligas, Elementary Special Education teacher at the Penns Manor Area Elementary School for the second semester of the 2011 – 2012 school year, based upon the recommendation of the Superintendent of Schools, and in accordance with the provisions of the Public School code and the provisions of Article VIII, Section E of the Collective Bargaining Agreement with Penns Manor Education Association. The board hereby approves the professional development plan describing the professional development activities to be undertaken by Amy Ligas. This sabbatical leave request is granted subject to the conditions and requirements imposed upon the employee as more fully set forth in the Public School code of 1949, as amended, and the Collective Bargaining Agreement.

On roll call the following members voted:

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

**Substitutes**

Motion by Mr. Sutila, seconded by Mrs. Eckenrode, to approve the following day-to-day subs for 2011-12, pending all clearances: Professional – Richard Mazey, Secondary Science. Guest Teacher – Marcia Andrews. Support Staff – Connie Myers, Instructional Assistant; Terri Polenik, Instructional Assistant/Secretarial/Cafeteria. On roll call the following members voted:

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

**Negotiations Committee – Mrs. Dudeck, Spokesperson**

Nothing at this time

**Transportation Committee – Mr. Oakes, Spokesperson**

Nothing at this time.

**CORRESPONDENCE**

None

**NEW BUSINESS**

**ICTC Articles of Agreement – enclosure 6**

Motion by Mr. Thornton, seconded by Mr. Dick, to amend Article XI, operating expense of the existing Amended Articles of Agreement dated September 28, 2010, for the establishment and operation of the Indiana County Technology Center as presented. On roll call the following members voted:

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

**ICTC Lease Agreement Resolution – enclosure 7**

Motion by Mr. Thornton, seconded by Mr. Sutila, to adopt a resolution, the full text of which is incorporated into this motion, as which this resolution is an accommodation to the other participating school districts in the Indiana County Technology Center in connection with a bond issue, and which resolution authorizes the execution and delivery of a lease agreement by and among the State Public School Building Authority, as lessee, this school district and other participating school districts, as owners and lessors of the technology center, and the Joint Operating Committee as co-lessor, and providing for the proper officers of this school district to take all other required, necessary or desirable related action in connection with the lease agreement. A copy of the herein adopted resolution will be made part of the minutes of this meeting. A copy of the lease agreement as presented, will also be on file in the District Office. On roll call the following members voted:

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

**Unpaid Leave of Absence**

Motion by Mr. Beilchick, seconded by Mrs. Eckenrode, to approve the request of Amanda Roach, for leave without pay under the provision of Article IX, UNPAID LEAVES OF ABSENCE, Section A, of the current collective bargaining agreement (the “collective bargaining agreement”) with a commencement date of January 3, 2012, and with an anticipated return to work date of April 2, 2012, provided however, that such unpaid leave shall not exceed 12 (twelve) 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 compensation days 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. Hardesty	Yes	Mr. Beilchick	Yes
Mr. Oakes	Yes	Mr. Dick	Yes
Mr. Packer	Yes	Mrs. Dudeck	Yes
Mr. Sutila	Yes	Mrs. Eckenrode	Yes
Mr. Thornton	Yes	Motion Carried	

### **Meeting Dates**

Motion by Mr. Sutila, seconded by Mr. Dick, to set the date of December 5, 2011 at 7:00 p.m. for the reorganization meeting of the Penns Manor Area Board of School Directors with the committee meeting scheduled to commence immediately following the completion of the reorganization meeting. The regularly scheduled committee meeting of Thursday, December 1, 2011, is hereby rescheduled for December 5, 2011, immediately following the adjournment of the reorganization meeting. On roll call the following members voted:

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

### **Student Recognition:**

PMEA Seniors of the Month: September – Ned Long, October – Billie Jo Johns, and November - Casey Williams.

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

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

#### FIELD TRIPS:

- 1) Cindy Hays; 15 9<sup>th</sup>-12<sup>th</sup> Cheerleaders; Heritage Conference Cheer Competition; Ligonier Valley HS; Saturday, Oct 22, 2011. District \$155.87.
- 2) Christine Carpenter; 74 6<sup>th</sup> grade students; Carnegie Science Center; Pittsburgh PA; Friday, Nov 4, 2011; PTG pays \$1400.00. District \$ 109.88.

#### WORKSHOPS/CONFERENCES:

- 1) Dan Antonacci; SAP Training; Kittaning PA; Oct 26-28, 2011; District \$324.93

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

#### FIELD TRIPS:

- 1) Kristin Griffin; 70 1<sup>st</sup> grade students; Pittsburgh Children's Museum; Pittsburgh PA; Friday, March 2, 2012; PTG pays \$1100.00.

#### WORKSHOPS/CONFERENCES:

- 1) Julie Thomas; Effective Treatment for Young Children Who Stutter; ARIN IU28; Indiana PA; Nov 14, 2011. District \$ 28.87.
- 2) Scott Lowry; Integrated Learning; Penn State; State College PA; Nov 14, 2011. District \$176.80.
- 3) JoAnn Martin; Reading Recovery; Somerset PA; Nov 21, 2011. District \$68.75
- 4) Vince Ciocca & Ron Fulton; PTI Access/Office Powerpoint; Pittsburgh Technical Institute; Oakdale PA; Jan 16, 2012 & April 12, 2012. District \$ 324.00.

On roll call the following members voted:

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

## **REPORTS**

### **Superintendent**

Mr. Kakabar reported on the following:

- Meetings attended after the October meeting.
- State Update – PA General Fund revenue year to date is 3.6 % below estimate. PSERS issued a report saying that both State pension funds remain underfunded.
- Veterans Day Program – Thanked everyone involved in Veteran’s Day luncheon and program. More than 90 Seniors and Veterans attended. Thanks to Sen. White, Rep. Dave Reed and Sheriff Fyock for participating. Thanks to veterans for their service to our country, Clymer Post 222 Commander, John O’Hara and veterans group from the Clymer American Legion for their participation in the program.
- Football Playoffs – PM Hosting quarterfinal playoff game Friday, Nov 11, 2011.
- Executive Session scheduled for Thursday, Dec 1, 2011 at 6:00 p.m. for negotiations.

### **Director of Student Services**

Mrs. Davis reported on the following:

- Oct 25, 2011 – PreK Counts meeting with Connie Patterson to discuss Grant Application process for next 5 years.
- PreK Counts monitoring visit conducted last week.
- Oct 28, 2011 – attended Child Accounting Conference
- Nov 10, 2011 – Attended workshop at Arin IU – Value added assessment

### **High School Principal**

Mr. Johnston reported on the following:

- First marking period complete
- Oct 18, 2011 – Marion Center Blended School meeting
- Oct 25, 2011 – Butler Community College meeting
- Oct 28, 2011 – Child Accounting Conference
- Distributed High School Calendar

### **Elementary Principal**

Mr. Grimaldi reported on the following:

- Distributed Elementary Newsletter
- Honor Roll list

Cafeteria financial - **enclosure 8**  
Athletic financial - **enclosure 9**  
High School Activity account – **enclosure 10**

**Special Meeting**

Motion by Mr. Dick, seconded by Mr. Sutula to schedule an Executive Session on Thursday, Dec 1, 2011 at 6:00 p.m. for negotiation purposes.

**NEXT REGULAR SCHEDULED MEETING**

Board Meeting - December 8, 2011 at 7:00 p.m. in the District Boardroom.

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

December 5, 2011 - Re-organization meeting at 7:00 p.m. in the District Boardroom. Committee meeting immediately following.

MEETING RECESSED AT 8:00 p.m.

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David S. Kudlawiec, Board Secretary