

PENN CAMBRIA SCHOOL DISTRICT

201 6<sup>TH</sup> STREET  
CRESSON, PENNSYLVANIA 16630

BOARD OF EDUCATION

Regular Meeting

June 21, 2016

MEMBERS: Pat Albright, Karen Claar, Jenny Guzic, Terry Krug, Henry Nileski, George Pyo,  
Patricia Pyo, Justin Roberts, Michael Sheehan

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A Regular Meeting of the Penn Cambria School District Board of Education was called to order by George Pyo, President, at 7:00 P.M., Tuesday, June 21, 2016 in the Library of the Penn Cambria High School.

ROLL CALL WAS TAKEN:

MEMBERS PRESENT:

Mr. Pat Albright  
Mrs. Karen Claar  
Mrs. Jenny Guzic  
Mr. Terry Krug  
Mr. Henry Nileski  
Mr. George Pyo  
Miss Patricia Pyo  
Mr. Justin Roberts

TOTAL. . . . . 8

MEMBERS ABSENT:

Mr. Michael Sheehan

TOTAL. . . . . 1

AMONG OTHERS PRESENT:

Mr. William Marshall, Superintendent  
Ms. Sandra Evans, Business Administrator  
Mr. Ron Repak, School Solicitor – Andrews &  
Beard Law Offices  
Mr. James Abbott, High School Principal  
Mr. Jeff Baird, Principal Grades 7-8  
Mr. Dane Harrold, Principal Grades 3-5  
Mrs. Cynthia Pacifico, Principal Grades PK-2  
Mr. Dave Beck, Facilities Manager

Mr. Lewis Hale, Network Administrator  
Mrs. Jacquelyn Mento, Recording Secretary  
Mrs. Robin Lappi, PCESPA President  
Ms. Kelly Brown, Altoona Mirror Reporter  
Mr. Josh Byers, Mainliner Reporter  
Mrs. Robin Stasik  
Mrs. Carolee Hajnosz  
Mr. Joshua Hajnosz

Following the Pledge of Allegiance, the following were the items of business and discussion.

SPOTLIGHT ON STUDENT ACHIEVEMENT

Congratulations to the following students for their accomplishments:

Girls Track - Districts:

- 800 Run – *Emmy Harvey* 5th
- High Jump – *Lauren Michina* 4th (qualified for states) and *Kaeli Smith* 6th
- Triple Jump – *Lauren Michina* 1st (qualified for states)
- Javelin – *Jadyn Tiracave* 1st (qualified for states)

Boys Track – Districts:

100 – *Jake Wyland* 2nd (qualified for states) and *Nick Hite* 5th

200 – *Jake Wyland* 5th and *Nick Hite* 6th

400 Relay – *Kamryn Stoy* 1st (qualified for states), *Jake Wyland*, *Nick Hite*, and *Austin Zupon*

Shot put – *Zack Krug* 2nd (qualified for states)

Forensics – Nationals:

Poetry – *Melanie Stasik*

Public Forum Debate – *Dan Roberts* and *Alyce Palko*

Extemporaneous – *Zach Delaney*

Commentary – *Dan Terek*

Humorous Drama – *Ian Brumbaugh*

Public Forum Debate – *Tyler Lingafelt* and *Noah Smith*

Duo Drama – *Myah Smith* and *Rob Cox*

Lincoln Douglas Debate – *Anthony Podrasky* and *Bryan Long*

**ANNOUNCEMENT**

Mr. Marshall announced that at the Pennsylvania Literacy Conference held June 21, 2016, Penn Cambria School District received the 2016 Keystone Opportunity Innovation Incentive Award. He emphasized that the award was won by Penn Cambria for sustainability, which is demonstrated by Keystone Opportunity values that will continue today, tomorrow, and beyond. The Pennsylvania Department of Education believed that Penn Cambria was the best in the state at proving that this program will sustain itself. Mr. George Pyo congratulated the staff on their hard work and efforts.

**APPROVAL OF MINUTES**

A motion was offered by Miss Pyo, seconded by Mr. Albright, and approved unanimously by voice aye vote, to accept the following resolution:

**RESOLVED:** That the minutes of the regular meeting held May 17, 2016, be approved as recorded in the copies mailed to the Board prior to this meeting.

**PAYMENT OF BILLS**

A motion was offered by Mrs. Claar, seconded by Mr. Nileski, and approved unanimously by voice aye vote, to accept the following resolution:

**RESOLVED:** That the invoices as mailed to the Board prior to the meeting, and as evaluated and reviewed, reconciled, and recommended for payment by the Business Office be hereby approved for payment. (See Addendum “A”)

**TREASURER’S REPORT**

A motion was offered by Mr. Roberts, seconded by Mrs. Claar, and approved unanimously by voice aye vote, to accept the following resolution:

**RESOLVED:** That the Treasurer’s Report for May 2016, be accepted as mailed to the Board and that a copy be filed with the official records of the School District. (See Addendum “B”)

**BUSINESS ADMINISTRATOR’S REPORT**

A motion was offered by Miss Pyo, seconded by Mrs. Claar, and approved unanimously by voice aye vote, to accept the following resolutions:

**FINANCIAL REPORTS**

**RESOLVED:** That the reports of grants, projects and federal programs and financial reports for the general fund, capital reserve fund and cafeteria fund be accepted as presented to the Board and that a copy be filed with the official records of the School District. (See Addendum “C”)

**DESIGNATION OF DEPOSITORIES**

**RESOLVED:** That in accordance with Section 621 of the School Laws of Pennsylvania, the following be designated as depositories for school district funds for the fiscal year July 1, 2016 to June 30, 2017, collateral to be maintained in accordance with existing laws and regulations.

- *1st Summit Bank*, Cresson, PA
- *First National Bank*, Cresson, PA
- *Pennsylvania Local Government Investment Trust*, Valley Forge, PA
- *Pennsylvania School District Liquid Asset Fund*, Lancaster, PA
- *State Farm Bank*, Bloomington, IL
- *U.S. Bank Corporate Trust Services*, Pittsburgh, PA

**AUTHORIZATION TO INVEST FUNDS**

**RESOLVED:** That the Superintendent or his designee be empowered to invest funds from the various school district accounts in interest bearing accounts clearly and directly backed by the full faith and credit of the U.S. government, provided these accounts have funds in excess of those required to meet current expenses and in compliance with the District Investment Policy.

**AUTHORIZATION TO PAY 2015-16 INVOICES AS OF JUNE 30, 2016**

**RESOLVED:** That the Business Office be authorized to pay invoices for the 2015-16 school year that are received from the date of the regular meeting on June 21, 2016, up to and including June 30, 2016, and also make the necessary budgetary transfers as required in July.

**BUDGET TRANSFERS**

**RESOLVED:** That the Board of Directors approve budget transfers under the 2015-16 general fund budget. (See Addendum “D”)

A motion was offered by Mr. Albright, seconded by Mrs. Guzic, and approved by a roll call vote, to accept the following resolution:

**PACKAGE, UMBRELLA, AND WORKERS’ COMPENSATION INSURANCE**

**RESOLVED:** That the Board of Directors approve the following premiums:

Package (Property, General Liability, School Leaders E & O, Automobile, etc.)	\$55,008
Umbrella	\$ 7,002
Workers’ Compensation	\$88,121

**ROLL CALL VOTE:**

**YES:** *Mrs. Claar, Mrs. Guzic, Mr. Krug, Mr. Nileski, Miss Pyo, Mr. Albright, Mr. Pyo*

**ABSTAIN:** *Mr. Roberts*

**NO:** 0

A motion was offered by Mr. Roberts, seconded by Mr. Nileski, and approved unanimously by voice aye vote, to accept the following resolutions:

**BIDS – COAL, FUEL OIL, DIESEL FUEL & GASOLINE**

**RESOLVED:** That the Board approves the acceptance of the fuel bids as recommended by the Business Administrator. (See Addendum “E”)

**SET SCHOOL BREAKFAST/LUNCH PRICES FOR 2016-17**

**RESOLVED:** That the school breakfast/lunch/Ala Carte prices for 2016-17 school term be set as follows:

- Elementary (Pre K – 4) Breakfast \$ 1.30
- Elementary (Pre K – 4) Lunch \$ 2.00
- Secondary (5 – 12) Breakfast \$ 1.30
- Secondary (5 – 12) Lunch \$ 2.10
- Reduced Breakfast (Pre K – 12) \$ 0.30
- Reduced Lunch (Pre K – 12) \$ 0.40
- Ala Carte Price List (See Addendum “F”)

**SOLICITOR’S REPORT**

Mr. Repak updated the Board of Directors that there will be an update forthcoming to policies 621 and 626 according to PSBA.

**SUPERINTENDENT’S RECOMMENDATIONS**

A motion was offered by Mr. Roberts, seconded by Mr. Albright, and approved unanimously by voice aye vote, to accept the following resolution:

**RESOLVED:** That the Superintendent’s recommendations be approved as follows:

**APPROVE ATHLETIC RESIGNATIONS**

- Ms. Kaitlyn Kalwanaski*, Loretto, Head Junior High Volleyball Coach, effective June 3, 2016
- Ms. Christina Racz*, Ashville, Head Junior High Cheerleading Coach, effective May 19, 2016

**APPROVE ATHLETIC APPOINTMENTS**

- Ms. Miranda Reed*, Ebensburg, Head Junior High Cheerleading Coach, effective immediately \*
- Mr. James Murphy*, Cresson, Volunteer Varsity Boys Basketball Coach, effectively immediately \*

**APPROVE APPOINTMENTS WITH COMPENSATION PER PCEA CONTRACT**

- Ms. Carolee Hajnosz*, Duncansville, Elementary Emotional Support, Special Education Teacher, \$44,460, Master’s Step 5, effective with the start of the 2016-2017 school year
- Ms. Kaitlin Cawley*, Seward, Itinerant Emotional Support, Special Education Teacher, \$35,760, Bachelors Step 1, effective with the start of the 2016-2017 school year

**APPROVE APPOINTMENTS WITH WAGES AND BENEFITS PER PCESPA CONTRACT**

- Ms. Robin Stasik*, Ashville, from Food Service Worker/ Secretary to Middle School Secretary, effective June 22, 2016, at \$10.10 per hour
- Ms. Hope Lassak*, Lilly, Aide, Intermediate School, effective with the start of the 2016-2017 school year, at \$10.05 per hour \*
- Ms. Veronica Noll*, Loretto, Aide, Primary School, effective with the start of the 2016-2017 school year, at \$10.05 per hour

**APPROVE THE FOLLOWING SUBSTITUTES**

- Ms. Kerri Moyer*, Johnstown, Substitute Nurse
- Ms. Joy Young*, Johnstown, Substitute Nurse
- Ms. Laura Whiteford*, Patton, Substitute Teacher \*

\* *Pending clearances*

**APPROVE RETIREMENT**

*Ms. Diana Ludwig, High School Learning Support Teacher, effective January 13, 2017*

**APPROVE LEAVE REQUEST**

*Ms. Amy Bistline, Duncansville, School Nurse, FMLA leave effective on or about June 14, 2016 through November 14, 2016*

**AWARD TENURE**

*Mr. Franklin Lewis*

**APPROVE EXTENDED SCHOOL YEAR STAFF**

Teachers to be compensated at the extra-duty rate per PCEA contract; Aides at their hourly rate per PCESPA contract

Aides: *Ms. Erin Healy*  
*Ms. Lynn Lassak*  
*Ms. Connie McIntosh*  
*Ms. Susie Thomas*  
*Ms. Diana Rieg*  
*Ms. Robin Lappi*  
*Ms. Becky Venesky*  
*Ms. Beverly Nadolsky*

Nurse: (To be shared with elementary summer school program)

*Ms. Connie Cretin*

Teachers: *Ms. Jenna Carland*  
*Ms. Abby Bono*  
*Ms. Jessica Cherico*  
*Ms. Jennifer Snyder*  
*Mr. Bryan Marra*

**REMOVE SUBSTITUTES**

*Kelly Marshall, Substitute Aide*  
*Jessica Bender, Substitute Teacher*  
*Nicole Bradley, Substitute Teacher*  
*Maren Jubas, Substitute Teacher*  
*Zachary Little, Substitute Teacher*  
*Melissa McMullen, Substitute Teacher*  
*Timothy Michrina, Substitute Teacher*  
*Amy Oberholtzer, Substitute Teacher*  
*Sherry Pisarski, Substitute Teacher*  
*Susan Rambeau, Substitute Teacher*  
*Jennifer Terza, Substitute Teacher*  
*Christopher Tromm, Substitute Teacher*  
*Stephanie Tate, IU08 Substitute*

**RETAIN**

*Dr. Capriotti and Dr. Oravec as school dentists at \$3.50 per exam.*

*Mainline Medical Associates as school physicians at \$8.00 per student physical exam to provide services as requested by the district in accordance with the School Code.*

**AUTHORIZATION OF GRANT APPLICATIONS** - Superintendent is authorized to apply for various state and federal grants, including those administered by PDE. The Superintendent is also authorized to sign and file related contracts.

**ESTABLISH** the daily substitute teacher rate of \$80 for the 2016-2017 school year.

**APPROVE**

Salary 2-5% increases effective July 1, 2016 for the Network Administrator and Facilities Manager based upon performance evaluation.

Administrative raises of 2-5% per Act 93 personnel and Business Administrator, effective July 1, 2016 per performance based contracts.

Salary increases of \$1200 for each of the confidential personnel in Central Office and the Computer Technician, effective July 1, 2016.

(See Addendum "G")

**NEW BUSINESS**

A motion was offered by Miss Pyo, seconded by Mrs. Claar, and approved unanimously by voice aye vote, to accept the following resolution:

**ADOPTION OF FINAL BUDGET FOR 2016-2017**

**RESOLVED:** That the budget of the Penn Cambria School District of Cambria County, Pennsylvania, in the amount of \$24,381,996 is hereby adopted for the fiscal year beginning July 1, 2016, and ending June 30, 2017. The necessary revenue shall be provided from local revenue, including tax resolutions already enacted, and from Federal and State subsidies. Copy of GENERAL FUND BUDGET (PDE-2028) for fiscal year ending June 30, 2017, shall be made part of the minutes. (See Addendum "H")

A motion was offered by Mrs. Claar, seconded by Mrs. Guzic, and approved unanimously by voice aye vote, to accept the following resolution:

**APPOINTMENT OF SCHOOL DISTRICT TREASURER**

**RESOLVED:** That in accordance with Section 404 of the School Laws of Pennsylvania, *Patricia Pyo* be appointed as Treasurer of the Penn Cambria School District for the fiscal year July 1, 2016 to June 30, 2017.

A motion was offered by Mrs. Guzic, seconded by Mr. Nileski, and approved unanimously by voice aye vote, to accept the following resolutions:

**ADOPTION OF NEW AND REVISED POLICIES**

**RESOLVED:** That the Board of Directors hereby approve the second reading and adoption of the following:

- Policy 210: Use of Medications
- Policy 626: Federal Fiscal Compliance
- Policy 626.1: Travel Reimbursement – Federal Programs
- Policy 808: Food Services
- Policy 827: Conflict of Interest  
(See Addendum "I")

**TITLE I PARENT INVOLVEMENT POLICY**

**RESOLVED:** That the Board of Directors hereby approve the attached Federal Programs Parent and Family Engagement Policy Statements for Penn Cambria School District, Penn Cambria Primary School, and Penn Cambria Intermediate School. (See Addendum “J”)

A motion was offered by Mr. Roberts, seconded by Mrs. Claar, and approved unanimously by voice aye vote, to accept the following resolution:

**SUPERINTENDENT’S SALARY INCREASE**

**RESOLVED:** That the Board of Education approve a salary increase of 5% effective July 1, 2016, for the Superintendent, based upon performance evaluation.

**INFORMATION ITEMS**

**First reading of revised Board Policy**

Policy 920: School Volunteers (See Addendum “K”)

**ADMINISTRATOR’S REPORT**

*Mr. Beck*, Facilities Manager, informed the Board of Directors on vehicle replacements, disposal of vehicles, replacement of a hot water heater at the Intermediate School, new fencing for playgrounds, repairs to the stadium track, the current roof construction at the Pre-Primary School, staffing, multiple repairs to kitchen equipment and air conditioning units, and on future replacements and repairs. Mr. Beck also thanked the Board of Directors for their continued support to the maintenance department.

**ADJOURNMENT**

A motion was offered by Miss Pyo, seconded by Mr. Krug, and approved unanimously by voice aye vote, to accept the following resolution:

**RESOLVED:** That there being no further business, this meeting is adjourned at 7:28 P.M.