

PENN CAMBRIA SCHOOL DISTRICT
201 6TH STREET
CRESSON, PENNSYLVANIA 16630

BOARD OF EDUCATION
Regular Meeting
June 20, 2017

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

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 20, 2017 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
- Mr. Michael Sheehan
- TOTAL..... 9

MEMBERS ABSENT:

TOTAL..... 0

QUORUM PRESENT.

AMONG OTHERS PRESENT:

- Mr. William Marshall, Superintendent
- Ms. Sandra Evans, Business Administrator
- Ms. Jill Bender, Business Administrator
- Mr. Ron Repak, School Solicitor – Beard Legal Group, PC
- Mr. James Abbott, High School Principal
- Mr. Joseph Smorto, High School Assistant Principal
- Mr. Jeff Baird, Principal Grades 7-8
- Mr. Dane Harrold, Principal Grades 3-6
- Mrs. Cynthia Pacifico, Principal Grades PK-2
- Mrs. Jeanette Black, Director of Curriculum
- Mrs. Carrie Conrad, Special Education Director

- Mr. Dave Beck, Facilities Manager
- Mr. Lewis Hale, Network Administrator
- Mrs. Jacquelyn Mento, Recording Secretary
- Ms. Deb Baker, PCEA President
- Mrs. Robin Lappi, PCESPA President
- Mr. Josh Byers, Mainliner Reporter
- Mr. Sean Sauro, Altoona Mirror
- Ms. Kerry Nileski, Teacher
- Mr. Dave Kramer, Schneider Electric
- Ms. Jessica Cherico

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

ANNOUNCEMENT

The Regular School Board Meeting scheduled for July 27, 2017 is cancelled.

SPOTLIGHT ON STUDENT ACHIEVEMENT

Congratulations to the following students on their accomplishments:

A. Girls Track

- a. Districts - team finished 6th out of 33 teams
 - i. High Jump - *Lauren Michina* 2nd place
 - ii. Triple Jump - *Lauren Michina* 2nd place and *Lyric Janosik* 5th place
 - iii. Javelin - *Jadyn Tiracave* 1st place
 - iv. Discus - *Miche' Burkett* 8th place
- b. States
 - i. Triple Jump - *Lauren Michina* 6th place
 - ii. Javelin - *Jadyn Tiracave* 6th place

B. Boys Track

- a. Districts - won the District 6 Title
 - i. 400 Meter Relay Team - *Nicholas Hite, Kamryn Stoy, Jacob Wyland, and Austin Zupon* 1st place
 - ii. 110 Meter Hurdles - *Kamryn Stoy* 1st place
 - iii. 300 Meter Hurdles - *Kamryn Stoy* 1st place
 - iv. Shot Put - *Zachary Krug* 1st place and *Drake Diehl* 3rd place
 - v. 100 Meter Dash - *Jacob Wyland* 3rd place
 - vi. Long Jump - *Nicholas Hite* 2nd place
 - vii. Javelin - *Tyler Weigand* 5th place
- b. States
 - i. 110 Meter Hurdles - *Kamryn Stoy* 7th place
 - ii. 400 Meter Relay Team - *Nicholas Hite, Kamryn Stoy, Jacob Wyland, and Austin Zupon* 8th place

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 16, 2017, 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 Board prior to the meeting, and as evaluated and reviewed, reconciled, and recommended for payment by the Business Office be hereby approved for payment. Copy to be made part of the minutes. (See Addendum "A")

TREASURER'S REPORT

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

RESOLVED: That the Treasurer's Report for May 2017, 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 Mr. Krug, 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, 2017 to June 30, 2018, 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 2016-2017 INVOICES AS OF JUNE 30, 2017

RESOLVED: That the Business Office be authorized to pay invoices for the 2016-2017 school year that are received from the date of the regular meeting on June 20, 2017, up to and including June 30, 2017 and also to make the necessary budgetary transfers as required in July.

BUDGET TRANSFERS

RESOLVED: That the Board of Directors approve budget transfers under the 2016-2017 general fund budget. (See Addendum “D”)

PACKAGE, UMBRELLA, AND WORKER’S COMPENSATION INSURANCE

RESOLVED: That the Board of Directors approve the following insurance premiums for the 2017-18 policy year:

Package (Property, General Liability, School Leaders E & O, Automobile, Umbrella, etc.)	\$64,335.00
Workers’ Compensation	\$92,484.00

STUDENT ACCIDENT INSURANCE COVERAGE

RESOLVED: That the Board of Directors approve Student Accident Insurance Coverage through *Bollinger Specialty Group* for the 2017-2018 school year with a premium of \$15,813.00 and that under the same policy make available for parents to purchase Voluntary Student Accident Insurance Coverage at a premium of \$30.00 for school-time coverage and \$113.00 for twenty-four-hour coverage.

DENTAL INSURANCE PROGRAM

RESOLVED: That the Board of Directors approve a two-year agreement effective July 1, 2017 with *MetLife* to provide dental insurance coverage for all eligible employees. This benefit plan will continue to be administered in compliance with all employment agreements.

BIDS – FUEL OIL, DIESEL FUEL, AND GASOLINE

RESOLVED: That the Board of Directors approve the acceptance of fuel oil, diesel fuel and gasoline bids as recommended by the Business Administrator. (See Addendum “E”)

SET SCHOOL BREAKFAST/LUNCH PRICES FOR 2017-2018

RESOLVED: That the school breakfast/lunch/A la Carte prices for the 2017-2018 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
A la Carte Price List	(See Addendum “F”)

NON-PUBLIC SATELLITE FOOD SERVICE

RESOLVED: That the Board of Directors approve agreements to provide school lunches to *The Children's Express, Inc.* and *The Little Red School House* for the 2017-2018 school term in accordance with guidelines established by the National School Lunch Program and Pennsylvania Department of Education.

SOLICITOR'S REPORT

Mr. Ron Repak, solicitor, took the opportunity to thank Ms. Sandra Evans and congratulated her on her retirement.

Mr. Repak also reported that Act 5 of 2017, Pension Reform Law, was signed by the governor which is effective 2019. It is a substantial change and will help pension costs in the future, but does not do anything in the short term.

SUPERINTENDENT'S RECOMMENDATIONS

A motion was offered by Mr. Sheehan, 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:

A. PERSONNEL ACTIONS

Approve Appointments

Ms. Jessica Cherico, Gallitzin, Elementary Teacher, Bachelor's Step 3, salary \$39,311.00 with benefits and wages per PCEA contract, effective 2017-2018 school year.

Mr. Josh Himmer, Cresson, Co-Head Junior High Football Coach, at stipend of \$3,370.00 (100% of stipend for previous coaching experience), effective pending clearances.

Mr. Gregg Talko, Lilly, Co-Head Junior High Football Coach, at stipend of \$2,359.00 (70% of stipend), effective pending clearances.

Mr. John Gressler, Assistant Varsity Football Coach, at stipend of \$3,958.00 (100% of stipend for previous coaching experience), effective pending clearances.

Mr. Steve Kirsch, Assistant Junior Varsity Football Coach, at stipend of \$2,700.00 (100% of stipend for previous coaching experience), effective pending clearances.

Mr. Michael Kost, Volunteer Football Coach, effective pending clearances.

Mr. Tom Lang, Volunteer Football Coach, effective pending clearances.

Ms. Makaela Stanek, Yearbook Advisor, at a stipend of \$2,583.00 per PCEA contract, effective with the start of the 2017-2018 school year.

Accept Resignations

Ms. April Gergely, Yearbook Advisor, effective immediately.

Ms. Lindsey Griffith, Elementary Teacher, effective August 1, 2017.

Mr. John Sikora, Assistant Varsity Football Coach, effective May 26, 2017.

Approve Leave

Ms. Melissa Kane, High School Earth & Environmental Science Teacher, effective on or about October 17, 2017 through January 10, 2018.

Approve Substitute [Teacher] with the start of the 2017-2018 school year

Mr. John Franco, Altoona

Award Tenure

Ms. Shana Casey

Ms. Michelle Mardula

Remove Substitutes, effective June 21, 2017
Ms. Kelsey Beirlair, Substitute Teacher
Mr. Joshua Beck, IU08 Substitute
Ms. Danielle Bodek, IU08 and Aide/Secretary Substitute
Ms. Tiffany Cheyne, Substitute Teacher
Ms. Clare Eckenrode, Substitute Teacher
Ms. Kristina Fulton, IU08 Substitute
Ms. Rachael Harbaugh, IU08 Substitute
Ms. Krista Harris, Substitute Aide
Mr. Raymond Jacob, Substitute Teacher
Ms. Catherine Kane, IU08 Substitute
Ms. Rae-Anne Keith, Substitute Aide/Secretary
Ms. Kathryn Kuskoski, Substitute Teacher
Mr. Matthew Martynuska, Substitute Aide
Mr. Roger Miller, IU08 Substitute
Ms. Rhiannon Stager, Substitute Teacher
Ms. Laura Whiteford, Substitute Teacher

- B. APPROVE UPDATED NOVEL LIST (See Addendum “G”)
- C. RETAIN
 - a. *Dr. Capriotti* and *Dr. Oravec* as school dentists at \$3.50 per exam.
 - b. *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.
- D. AUTHORIZE 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.
- E. ESTABLISH the daily substitute teacher rate of \$85 for the 2017-2018 school year.
- F. APPROVE salary increases effective July 1, 2017 as follows (See Addendum “H”):
 - a. 2-5% for the Network Administrator and Facilities Manager based upon performance based evaluations.
 - b. 2-3% for Act 93 Administrative personnel based upon performance based evaluations.
 - c. \$1,000.00 for each of the confidential personnel in Central Office and the Computer Technician.

NEW BUSINESS

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

SCHNEIDER ELECTRIC CONTRACT

RESOLVED: The Board of Directors approve an energy services contract with *Schneider Electric Buildings Americas, Inc.*, for LED lighting upgrade to Penn Cambria High School and Pre-Primary School. The total cost of the project shall not exceed \$443,768.00.

HUCKESTEIN MECHANICAL SERVICES CONTRACT

RESOLVED: The Board of Directors approve a contract with *Huckestein Mechanical Services, Inc.*, an approved COSTARS supplier, to replace the Middle School DHW tank (and associated installation costs) at a price of \$82,645.00.

AWARD MAIN ENTRANCE RECONSTRUCTION BID

RESOLVED: That the Board of Directors award the bid for construction to the Penn Cambria High School Steps and Walkway to *Kishmo, Inc.* Apollo, PA, with a base bid of \$42,500.00.

S & S FLOORING CONTRACT

RESOLVED: The Board of Directors approve a contract with *S & S Flooring*, an approved COSTARS supplier, to resurface the Penn Cambria High School Gymnasium Floor at a price of \$24,500.00.

ROOF CONTRACT

RESOLVED: That the Board of Directors approve a contract for construction to the Penn Cambria Middle School Garage Roof with *Schultheis Roofing Inc.*, Pittsburgh, PA, with a base price of \$11,900.00.

PLANNED MAINTENANCE PROGRAM PROPOSAL

RESOLVED: That the Board of Directors approve a planned maintenance program proposal from *McCarl's Preferred Services*. The planned maintenance program will be for a term of 3 years effective retroactive to June 1, 2017 at annual fees of \$19,000 in year 1, \$20,500 in year 2 and \$22,000 in year 3.

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

CONFIDENTIAL CONTACT RESOLUTION - BERKHEIMER

RESOLVED: The Board adopts a “**Confidential Contact Resolution**” appointing *Jill M. Bender*, Business Administrator, as liaison between Penn Cambria School District and Berkheimer for the express purpose of sharing confidential tax information. (See Addendum “I”)

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

ADOPTION OF FINAL BUDGET FOR 2017-2018

RESOLVED: That the budget of the Penn Cambria School District of Cambria County, Pennsylvania, in the amount of \$24,667,715 is hereby adopted for the fiscal year beginning July 1, 2017, and ending June 30, 2018. 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, 2018, shall be made part of the minutes. (See Addendum “J”)

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

ATHLETIC TRAINER SERVICES

RESOLVED: To approve a three-year contract with *Drayer Physical Therapy* for athletic trainer services effective July 1, 2017 at an annual cost of \$21,000.00 in each of the first two years and \$21,840.00 in year three.

SUBSTITUTE SERVICES

RESOLVED: That the Board of Directors approve Penn Cambria School District participation with the *Appalachia Intermediate Unit 08* to provide emergency substitute services to the Penn Cambria School District for a fee of \$500.00 for the 2017-2018 school year.

AGREEMENT WITH SAINT FRANCIS UNIVERSITY

RESOLVED: That the Board of Directors enter into an affiliation agreement with *Saint Francis University Department of Nursing*, to provide utilization of clinical facilities in the school district for nursing students.

TEXTBOOK ADOPTIONS

RESOLVED: That the Board hereby approve the following textbook adoptions:

- Government Textbook (Grade 12), Magruder’s American Government, Pearson, 2016.
- English Textbook (Grade 12), MyPerspectives Grade 12, Pearson (Prentice Hall), 2017.

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 “K”)

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

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, 2017 to June 30, 2018.

APPOINTMENT OF SCHOOL DISTRICT SECRETARY

RESOLVED: That in accordance with Section 404 of the School Laws of Pennsylvania, *Karen S. Claar* be appointed as Secretary of the Penn Cambria School district for the fiscal years beginning July 1, 2017 to June 30, 2021.

A motion was offered by Mr. Krug, seconded by Mr. Sheehan, 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, 2017, for the Superintendent, based upon performance evaluation.

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

ADOPTION OF REVISED POLICIES

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

- Policy 203 - Communicable Diseases and Immunization
- Policy 214 - Class Rank and Course Weighting
- Policy 246 - Student Wellness

(See Addendum "L")

ADMINISTRATOR'S REPORT

Mr. Dave Beck, Facilities Manager, reviewed progress made this past year on several projects, including: the elevator hoist and roof at the Pre-Primary, the purchase of the 60" bagging mower for athletic fields, art kiln for the High School, and storage sheds were re-roofed at the Pre-Primary and Primary buildings. Currently in progress is the High School roofing project. Upcoming planned projects that coincide with tonight's approvals are the High School and Pre-Primary School campus wide interior and exterior LED lighting upgrade the High School front steps and landings, replacement of the roof on the Middle School maintenance garage and the Middle School domestic hot water tank.

Mr. Beck also stated that by adding several different staffing agencies to assist us to get additional help, he is very pleased to report that custodial department is working at full staff.

As far as maintenance in the future, our buildings continue to age and repairs and replacements are ongoing. *Schneider Electric's* facility evaluation will help us identify items for future planning and prioritization.

ANNOUNCEMENT

Mr. George Pyo, School Board president, mad the following statement: "Thank you *Ms. Evans* for your professional years of service to this board and keeping us straight on all of our accounting, invoice payments, vendor relations, contract negotiations, and the many budgets that you have put together. I would just like to state for myself and the board, thank you very much for everything that you have done for us."

ADJOURNMENT

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

RESOLVED: That there being no further business, this meeting is adjourned at 7:32 P.M.