

REGULAR SCHOOL BOARD MEETING – June 22, 2016

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

The Regular School Board Meeting of the Mid Valley School District was held on Wednesday, June 22, 2016, at 7:00 PM in the Mid Valley Secondary Center.

ROLL CALL: PRESENT: Mr. Rick Barone, Ms. Donna Dixon, Mr. Peter Kolcharno,
Mr. Daniel Lane, Mr. Gerald Luchansky, Mrs. Mary Ruth Tanner,
Mr. Steven Vituszynski

 ABSENT: Mr. Paul Macknosky, Mrs. Joanne Pesota

RECOGNIZE VISITORS & ENTERTAIN QUESTIONS FROM THE FLOOR REGARDING AGENDA ITEMS**APPROVAL OF MINUTES**

Motion by Mr. Peter Kolcharno seconded by Mrs. Mary Ruth Tanner to approve the minutes of the regular school board meeting of May 18, 2016, and the special school board meeting of May 25, 2016 as submitted. **7-0**

I. PRESENTATIONS

None

II. PERSONNEL**A. Staffing**

MOTION by Mr. Gerald Luchansky seconded by Mr. Daniel Lane to authorize the personnel actions listed below and the terms associated with same. Applicants who have not provided the required clearances are deemed to be provisional for the period allowed by law; provisional appointment will convert automatically to permanent provided the aforesaid reports are supplied during the provisional period, otherwise the appointment will become null and void. **7-0** **with the exception of Mr. Steven Vituszynski Abstaining on Action #5 & 6 due to conflict.*

➡ Action #1:	Appointment
Appointee:	Krystal Novak
Position:	Special Education Teacher
Status:	Temporary Professional Employee
Salary:	B1 - \$40,501
Effective Date	August 29, 2016

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- Action #2: Appointment
Appointee: Sarah Baloga
Position: Special Education Teacher
Status: Temporary Professional Employee
Salary: B1 -\$40,501
Effective Date: August 29, 2016

 - Action #3: Appointment
Appointee: Dr. Jacob Banick
Position: Chemistry
Status: Temporary Professional Employee
Salary: CBA Step 6 M+30 (\$50,399.00)
Effective Date: August 29, 2016

 - Action #4: Appointment
Appointee: Jessica Galli
Position: ESL
Status: Temporary Professional Employee – Part-Time
Salary: B1 - \$40,501 prorated
Effective Date: August 29, 2016

 - Action #5: Appointment
Appointee: Deborah DiBileo
Position: Para Educator
Status: Full-Time
Salary: \$11.00/hr
Effective Date: August 29, 2016

 - Action #6: Appointment
Appointee: Tania Marie Apostolico
Position: Para Educator
Status: Full-Time
Salary: \$11.00/hr
Effective Date: August 29, 2016
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B. Change of Status

Motion by Mrs. Mary Ruth Tanner seconded by Mr. Peter Kolcharno to convert the employment position Amy Haun from Part-Time to a Full-Time confidential secretary at the salary of \$14.00/hr., effective July 1, 2016. **7-0**

C. MVESP Contract

Motion by Mrs. Mary Ruth Tanner seconded by Mr. Peter Kolcharno to accept the MVESP contract as proposed. **7-0**

D. Confidential Secretary Compensation Plan

Motion by Mr. Peter Kolcharno seconded by Mr. Daniel Lane to accept the Confidential Secretary Compensation Plan as per attached. **7-0**

E. Act 93

Motion by Mr. Gerald Luchansky seconded by Mr. Peter Kolcharno to approve the Act 93 contractual agreement as proposed. **7-0**

F. Superintendent Evaluation

Motion by Mrs. Mary Ruth Tanner seconded by Mr. Gerald Luchansky to adopt the Board of Education's evaluation of Mr. Patrick Sheehan as proficient performance in accordance with the provisions of his contractual agreement **7-0** *Ms. Donna Dixon thanked Mr. Sheehan for his performance.

G. Change of Title

Motion by Mr. Gerald Luchansky seconded by Mr. Peter Kolcharno to reclassify the title of Mr. Eduardo Antonetti from Director of Curriculum to Supervisor of Curriculum and Instruction. **7-0** *Mr. Rick Barone complimented Mr. Antonetti for work done.

H. Resignations

Motion by Mr. Gerald Luchansky seconded by Ms. Donna Dixon to accept the resignation notices submitted by the staff members listed below. **7-0**

Staff Members	Position	Notice	Effective Date
Shawn Bodtmann	Asst. Summer Weight Training & Freshman Football Coach	Resignation	June 23, 2016
Mike Falko	Assistant Football Coach	Resignation	June 9, 2016
Brandon Chorba	Assistant Football Coach	Resignation	June 9, 2016

I. Extra-Curricular Appointments

Motion by Mr. Gerald Luchansky seconded by Mr. Peter Kolcharno to authorize the personnel actions listed below and the terms associated with same. Applicants who have not provided the required clearances are deemed to be provisional for the period allowed by law; a provisional appointment will convert automatically to permanent provided the aforesaid reports are supplied during the provisional period, otherwise the appointment will become null and void. **7-0**

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- Action #1: Appointment
Appointee: Chris Goetter
Position: Asst. Summer Weight Training Coach
Salary: As Per CBA
Effective Date: 2016-2017 SY
 - Action #2: Appointment
Appointee: Dennis Hricenak
Position: Assistant Football Coach
Salary: As Per CBA
Effective Date: 2016-2017 SY
 - Action #3: Appointment
Appointee: Nick Parlanti
Position: Assistant Football Coach
Salary: As Per CBA
Effective Date: 2016-2017 SY
 - Action #4: Appointment
Appointee: Dan Damiani
Position: Assistant Football Coach
Salary: As Per CBA
Effective Date: 2016-2017 SY
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J. Volunteers

Motion by Mrs. Mary Ruth Tanner seconded by Mr. Daniel Lane to place the individuals listed below on the applicable volunteer list. Contingent upon receipt of all clearances. **7-0**

<u>Name</u>	<u>Position</u>
Robert Grandinetti	Volunteer Tennis Coach
Todd Williams	Volunteer Boys Soccer Coach
Mike Falco	Volunteer Football Coach
Brandon Chorba	Volunteer Football Coach

K. Notice of Intent to Retire

Motion by Mrs. Mary Ruth Tanner seconded by Mr. Peter Kolcharno to accept the notification submitted by the staff member listed below. **7-0** *Mrs. Mary Ruth Tanner thanked her for her service with the district.

<u>Staff Members</u>	<u>Position</u>	<u>Notice</u>	<u>Effective Date</u>
Ann Mishura	Para Professional	Retirement	June 10, 2016

L. FMLA/Child Rearing Leave – PS#09/15-16

Motion by Mrs. Mary Ruth Tanner seconded by Mr. Peter Kolcharno to authorize the Superintendent of Schools to review the request from employee PS#09/15-16 for Child Rearing Leave/Sick and to approve the same. **7-0**

M. FMLA/Child Rearing Leave – PS#10/15-16

Motion by Mr. Peter Kolcharno seconded by Mr. Daniel Lane to authorize the Superintendent of Schools to review the request from employee PS#10/15-16 for Child Rearing Leave/Sick and to approve the same. **7-0**

N. Sabbatical Leave

Motion by Mr. Gerald Luchansky seconded by Mrs. Mary Ruth Tanner to approve the sabbatical Leave for – PS#11/15-16, effective 2016-2017 school year. **7-1-0** *Mr. Peter Kolcharno abstained due to conflict.

O. Appointment of District Solicitor

Motion by Mr. Gerald Luchansky seconded by Mr. Daniel Lane to appoint Atty. Donald P. Dolan as District Solicitor for the 2016-2017 school year. **7-0**

P. Appointment of School Physician

Motion by Mrs. Mary Ruth Tanner seconded by Mr. Peter Kolcharno to appoint the following medical professional for the forthcoming 2016-2017 school year in accordance with the terms listed below: **7-0**

Dr. Giovanni Ramos \$10,000 + \$100 for each football game attended

Q. Appointment of Dental Examiner – Public/Non-Public

Motion by Mrs. Mary Ruth Tanner seconded by Mr. Paul Macknosky to appoint the following Dental examiners for the forthcoming 2016-2017 school year in accordance with the terms listed below: **7-0**

Dental Examiner – Public Schools: Dr. William E. Burdyn	.80¢ per student
Dental Examiner – Non-Public Schools: Dr. Darleen Oleski	.80¢ per student

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III. CURRICULUM & INSTRUCTION

A. Conference Request(s)

Motion by Mr. Gerald Luchansky seconded by Mr. Peter Kolcharno to approve the Conference request(s), as presented below. **7-0**

<u>Requested By & Purpose</u>	<u>Period</u>
James Depoti – Google Administrator Boot Camp @ NEIU #19	July 20, 2016
Patrick Sheehan – School Operations Academy – State College, PA	July 28-29, 2016

B. Lackawanna College – Dual Enrollment Agreement

Motion by Mr. Peter Kolcharno seconded by Mr. Daniel Lane to approve the Dual Enrollment Agreement with Lackawanna College for the 2016-2017 school year. **7-0**

C. Summer Guidance Hours

Motion by Mr. Gerald Luchansky seconded by Mr. Daniel Lane to authorize the provision of services by secondary Guidance staff for a maximum of 30 hours beyond the contracted work year for the following purposes; Completion of end-of-year placements, scheduling assignments, and start-up activities for the 2016-2017 school year. Compensation to be made in accordance with the CBA rate of \$40/hr. **7-0**

IV. BUILDING & GROUNDS

A. Guidelines for Facility Use

Motion by Mr. Peter Kolcharno seconded by Mr. Daniel Lane to approve the attached Guidelines for Facility Use. Guidelines to be effective July 1, 2016. **7-0**

B. Facilities' Utilization Request(s)

Motion by Mr. Gerald Luchansky seconded by Mr. Daniel Lane to approve the facilities' utilization request(s), as presented below. **7-0**

<u>Requested By & Purpose</u>	<u>Facilities</u>	<u>Period</u>
Throop Booster Club – Chris Chapman	Parking Lots	June 25, 2016
Softball League – Michael Piercy	Athletic Fields	June 22-August 3, 2016 3-7:30 PM – Every Wednesday
Winning Edge Specs Training – Chris Goetter	Gyms & Fields	July 5-Aug 11; 6-7:45 PM Every Tuesday & Thursday
PA Department of Environmental Protection – Colleen Connolly	HS Auditorium	July 18 th , 2016 6-10 PM

C. Kelly Services

Motion by Mrs. Mary Ruth Tanner seconded by Mr. Daniel Lane to enter into a contractual agreement with Kelly Education Services to handle all aspects of Substitute Placement beginning 2016-2017 school year. **3-4 MOTION FAILED.**

D. Job Description – Director of Facilities

Motion by Mr. Gerald Luchansky seconded by Mr. Peter Kolcharno to approve the Job Description for Director of Facilities as per attached. **7-0**

E. District Organizational Chart

Motion by Mr. Gerald Luchansky seconded by Mr. Daniel Lane to approve the District Organizational Chart as per attached. **7-0 *Ms. Dixon gives clarity on the structure of the district.**

V. **BOARD BUSINESS & POLICY**

A. Policies – First Reading

Motion by Mr. Gerald Luchansky seconded by Mrs. Mary Ruth Tanner to adopt the following Policies – First Reading. **7-0**

<u>Policy#</u>	<u>Policies</u>
338	Sabbatical Leave
338.1	Professional Leave
707	Facility Use
915	Booster Organizations

B. Policies – Second Reading – Federal Programs

Motion by Mr. Gerald Luchansky seconded by Mr. Daniel Lane to adopt the following Policies – Second Reading. **7-0**

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<u>Policy#</u>	<u>Policies</u>
626.1	Travel Reimbursement – Federal Programs
626	Attachment – Allowability of Costs
626	Attachment – Cash Management
626	Attachment – Administration of Federal Funds – Type of Costs, Obligation and Property Management
626	Attachment Procurement – Federal Programs
626	Attachment Grant Subrecipient Monitoring Procedures
626	Federal Fiscal Compliance

VI. BUSINESS AFFAIRS

A. 2016-2017 Final Budget

RESOLVED that the Board of School Directors of the Mid Valley School District, Lackawanna County, hereby authorize a final budget for the 2016-2017 School Year of expenditures \$25,207,217, and revenue, \$24,736,520, and further sets a tax rate for the 2016-2017 School Year at 113.259 mills, which is \$11.33 on each hundred dollars of assessed valuation or taxable property and that the following tax resolutions be enacted without substantial change for the 2016-2017 school year.

The millage passed in this resolution reflects a 7.3995 mill increase for the taxpayers of the Mid Valley School District for the 2016-2017 school year.

1. A Real Estate Transfer Tax of one-half percent
2. A 10% Amusement Tax
3. A \$5.00 Occupational Assessment Tax enacted under Act 511
4. An Earned Income Tax in the amount of ½ of 1% enacted under Act 511.

Motion by Mr. Daniel Lane seconded by Mr. Rick Barone that the Budget for the 2016-2017 fiscal year be adopted as presented, and to attach a copy of the same in the minutes. **6-1 *Mr. Kolcharno voted no.**

B. Director of Facilities Contract

Motion by Mr. Gerald Luchansky seconded by Mr. Peter Kolcharno to enter into a cooperative agreement with The Career Technology Center for the staffing position of Director of Facilities. **7-0**

C. TRAN 2016-2017

Motion by Mr. Gerald Luchansky seconded by Mr. Peter Kolcharno to accept the funding proposal from People's Security Bank and Trust and to authorize the issuance of tax anticipation note in the amount of \$2,305,000. The Board President, Secretary of Treasurer are further authorized to prepare and execute any and all documents necessary in connection with the procurement of the said Tax Anticipation Note. **7-0**

D. Albert B. Melone Company

Motion by Mr. Daniel Lane seconded by Mr. Gerald Luchansky to retain Albert B. Melone Company, C.P.A., as the District's Business Office consultant, at a fixed rate of \$6,630.00 per month, for the period July 1, 2016 through June 30, 2017, contingent upon acceptance of an engagement agreement. **7-0 *Thanked them for their help the past years.**

E. Homestead/Farmstead Exclusions

Motion by Mr. Peter Kolcharno seconded by Mrs. Mary Ruth Tanner to approve the Resolution designed to implement homestead/farmstead exclusions as mandated by Act 1 as posted. (See Attached). **7-0**

F. Funds' Depositories – 2016-2017 Fiscal Year

Motion by Mr. Gerald Luchansky seconded by Mr. Daniel Lane to name People's Bank as the depository for the Mid Valley School District's 2016-2017 investment, general and payroll accounts, athletic account, activity funds, and cafeteria depository for July 1, 2016 – June 30, 2017. **7-0**

G. Government Software Services

Motion by Mr. Daniel Lane seconded by Ms. Donna Dixon to approve the Government Software Services as printer of tax bills for the 2016-2017 fiscal year. (See Attached) **7-0**

H. Renewal of CSIU Software

Motion by Mr. Gerald Luchansky seconded Mr. Peter Kolcharno to renew an agreement with CSIU 16 (Central Susquehanna Intermediate Unit) for hosted software services from July 1, 2016 to June 30, 2017. The annual cost to the district is calculated based upon most recent audited PIMS enrollment totals posted on the PDE website. **7-0**

I. Appoint Insurance Broker of Record

Motion by Mrs. Mary Ruth Tanner seconded by Mr. Peter Kolcharno to appoint C.C. Young Agency, Inc., Northeastern Insurance & Financial Consultants, and Paoloni Insurance Agency, Inc., as the 2016-2017 Insurance Brokers of Record for the Mid Valley School District in accordance with the coverage's provided the provided year. Insurance coverage's area as follows: automobile, athletic, boiler, group, disability, administrators liability, property, umbrella, school leaders' liability risk, workman's compensation, and bonds for school board secretary, treasurer, and business manager/secretaries' coverages. **7-0**

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J. Guardian Insurance Company

Motion by Mrs. Mary Ruth Tanner seconded by Mr. Daniel Lane authorize the appropriate District Officials to execute a service agreement with Guardian Insurance Company for the services of basic dental, life insurance coverage and disability insurance coverage for which the District is contractually obligated to provide, and to further authorize and ratify the payment of such costs. **7-0**

J. Property Tax Appeal

Motion by Mr. Gerald Luchansky seconded by Mr. Peter Kolcharno to approve a settlement Stipulation agreement pertaining to a property tax assessment appeal, in the matter of parcel identification Number 12502-090-001, as recommended by the Lackawanna County Board of Assessment Appeals. **7-0**

K. Primero Edge

Motion by Mrs. Mary Ruth Tanner seconded by Mr. Daniel Lane to approve the use and purchase of Primero Edge Point of Service software in the Elementary and Secondary Cafeteria beginning 2016-2017 school year. **7-0 *Mr. Vituszynski asked when parents would be made aware of the change.**

L. Time Clock Plus

Motion by Mr. Daniel Lane seconded by Mr. Peter Kolcharno to purchase biometric time clocks with Time Clock Plus for the Elementary and Secondary Centers. **7-0**

M. Authorize Payment of Bills

The Secretary submits the list of bills.

MOTION by Mr. Peter Kolcharno seconded by Mr. Gerald Luchansky to approve the list of bills payable April 2016, as submitted, and to attach a copy of the same in the minutes. **7-0**

N. Reports

1.) Treasurer's Report

Motion by Mrs. Mary Ruth Tanner seconded by Mr. Daniel Lane to accept the Treasurer's report as posted, and to attach a copy of same in the minutes. **7-0**

2.) List of Checks Received

The Treasurer presents the list of checks received, as posted.

Motion by Mr. Gerald Luchansky seconded by Mr. Peter Kolcharno that the list of checks received be approved as posted and placed in the proper accounts. **7-0**

3.) Activity Report

Motion by Mrs. Mary Ruth Tanner seconded by Mr. Peter Kolcharno that the Activity Fund report be approved as posted, and to attach a copy of same in the minutes. **7-0**

4.) Cafeteria Report

Motion by Mr. Daniel Lane seconded by Mr. Peter Kolcharno that the Cafeteria report is approved as posted, and to attach a copy of same in the minutes. **7-0**

VII. INFORMATIONAL

None

VIII. MEETINGS HELD

- ▶ Work Session - Wednesday, June 15, 2016 @ 6 PM
- ▶ Executive Session – Wednesday, June 15, 2016 @ 4:30 PM & 7:30 PM
- ▶ Executive Session – Wednesday, June 22, 2016 @ 5:30 PM

IX. SCHEDULED MEETINGS

- ▶ Special School Board Meeting – Thursday, June 30, 2016 @ 6 PM
- ▶ Work Session – Wednesday, August 10, 2016 @ 6 PM- District Board Room
- ▶ Regular School Board Meeting – Wednesday, August 17, 2016 @ 7 PM- District Board Room

X. UPCOMING EVENTS

None

XI. CORRESPONDENCE

None

ENTERTAIN QUESTIONS FROM THE FLOOR

- ▶ Liz questioned why they cafeteria fed football players for years and now they are outsourcing.
 - ▶ Dawn DeQuevdo stated April meetings were not on website.
 - ▶ Mr. Luchansky welcomed new staff & wish them success and Ms. Dixon stated she hopes they have a wonderful career with us.
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Adjournment

Motion by Mr. Gerald Luchansky seconded by Mr. Peter Kolcharno to adjourn. **7-0**

Ms. Donna Dixon, Secretary