

# TYRONE AREA SCHOOL BOARD

## REGULAR SESSION

June 13, 2017

### MINUTES

**Members Present:** Mollie Bakhsheshe; Rose Black; Brian Bressler; David Fusco; William Hartsock; Luther Laird; Randy Miles; James Raabe.

**Members Absent:** James Crawford.

**Student Representatives Present:** None.

**Media Present:** Russ O'Reilly, *Altoona Mirror*, Adam Zook, *The Daily Herald*.

**Administration Present:** John Clark; Glen Drager; Cathy Harlow; Lisa Hartsock; Kristen Pinter.

**Others Present:** Tanya Sharer.

### **\*\*SECTION A – SEPARATE VOTING ITEMS\*\***

#### OPENING EXERCISES

Vice-President Brian Bressler called the meeting to order at 7:00 p.m. All present were asked to stand and pledge allegiance to the American flag, followed by a moment of silent meditation. Vice-President Bressler announced that the meeting was being audio taped and welcomed everyone present, with the reminder that all guests are required to sign the meeting roster.

#### APPROVAL OF AGENDA

Mr. Luther Laird, in the form of a motion, recommended board approval to the proposed agenda, with revision, for the June 13, 2017 Regular Session meeting. The motion was seconded by Ms. Rose Black and carried with a roll call vote of 8-0-0. (Luther Laird, yes; James Raabe, yes; Randy Miles, yes; William Hartsock, yes; David Fusco, yes; Rose Black, yes; Mollie Bakhsheshe, yes; Brian Bressler, yes.)

#### APPROVAL OF MINUTES

In the form of a motion, Mr. James Raabe recommended board approval to the minutes of the May 9, 2017 Regular Session meeting. Dr. David Fusco seconded the motion and it carried with a roll call vote of 8-0-0. (Mollie Bakhsheshe, yes; Rose Black, yes; David Fusco, yes; William Hartsock, yes; Randy Miles, yes; James Raabe, yes; Luther Laird, yes; Brian Bressler, yes.)

#### PUBLIC INPUT

None.

#### ANNOUNCEMENT

The board met in Executive Session on Tuesday, June 6, 2017 following the Work Session meeting to discuss personnel items.

## **SPECIAL REQUEST**

In the form of a motion, Mr. James Raabe recommended board approval to cancel the July 4, 2017 Work Session meeting and the July 11, 2017 Regular Session meeting and, if needed, schedule a combined Work Session and Regular Session meeting on Tuesday, July 11, 2017 beginning at 6:00 p.m. in the Board Room. The motion was seconded by Mr. Randy Miles and carried with a roll call vote of 8-0-0. (Luther Laird, yes; James Raabe, yes; Randy Miles, yes; William Hartsock, yes; David Fusco, yes; Rose Black, yes; Mollie Bakhsheshe, yes; Brian Bressler, yes.)

## **PRESENTATIONS**

Elementary Principal Lisa Hartsock presented a listing and description of the many summer program offerings at the Tyrone Area Elementary School.

District Network Administrator Glen Drager presented an update on district technology, including a PowerPoint presentation showing technology in the classrooms, as well as statistical data on current technological equipment in the district.

## **FINANCIAL OPERATIONS COMMITTEE**

In the form of a motion, Mr. Randy Miles recommended board approval to Report #1 - Treasurer's Financial Reports for period ending May 31, 2017. The motion was seconded by Mr. William Hartsock and carried with a roll call vote of 8-0-0. (Mollie Bakhsheshe, yes; Rose Black, yes; David Fusco, yes; William Hartsock, yes; Randy Miles, yes; James Raabe, yes; Luther Laird, yes; Brian Bressler, yes.)

In the form of a motion, Mr. Randy Miles recommended board approval to Report #4 – Tax Collection Report for period ending May 31, 2017. The motion was seconded by Mr. Luther Laird and carried with a roll call vote of 8-0-0. (Luther Laird, yes; James Raabe, yes; Randy Miles, yes; William Hartsock, yes; David Fusco, yes; Rose Black, yes; Mollie Bakhsheshe, yes; Brian Bressler, yes.)

Next, in the form of a motion, Mr. Randy Miles recommended board approval to Report #5 – Monthly Expenditures for June 2017. Mr. James Raabe seconded the motion and it carried with a roll call vote of 8-0-0. (Mollie Bakhsheshe, yes; Rose Black, yes; David Fusco, yes; William Hartsock, yes; Randy Miles, yes; James Raabe, yes; Luther Laird, yes; Brian Bressler, yes.)

Mr. Randy Miles, in the form of a motion, recommended board approval to Report #6 – Investment Analysis Report for period ending April 30, 2017. The motion was seconded by Mr. James Raabe and carried with a roll call vote of 8-0-0. (Luther Laird, yes; James Raabe, yes; Randy Miles, yes; William Hartsock, yes; David Fusco, yes; Rose Black, yes; Mollie Bakhsheshe, yes; Brian Bressler, yes.)

In the form of a motion, Mr. Randy Miles recommended board approval to Report #7 – Student Activities Fund for period ending May 31, 2017. Mr. Luther Laird seconded the motion and it carried with a roll call vote of 8-0-0. (Mollie Bakhsheshe, yes; Rose Black, yes; David Fusco, yes; William Hartsock, yes; Randy Miles, yes; James Raabe, yes; Luther Laird, yes; Brian Bressler, yes.)

In the event no board meeting is held in July 2017, Mr. Randy Miles, in the form of a motion, recommended board approval for administration to process July 2017 invoices for payment with report submitted at the August 2017 board meeting. The motion was seconded by Ms. Rose Black and carried with a roll call vote of 8-0-0. (Luther Laird, yes; James Raabe, yes; Randy Miles, yes; William Hartsock, yes; David Fusco, yes; Rose Black, yes; Mollie Bakhsheshe, yes; Brian Bressler, yes.)

Mr. Randy Miles, in the form of a motion, recommended board approval for millage of 6.039 mills to be imposed on the November 2016 Blair County Certified Tax Base of \$603,046,000 of taxable property value as established by the Blair County Reassessment of 2016. The certified tax base was provided to the Tyrone Area School District by the Blair County Tax Assessment Office on December 2, 2016. This rate shall serve as the initial rate of taxation for 2017 and is the break-even levy. Mr. William Hartsock seconded the motion and it carried with a roll call vote of 8-0-0. (Mollie Bakhsheshe, yes; Rose Black, yes; David Fusco, yes; William Hartsock, yes; Randy Miles, yes; James Raabe, yes; Luther Laird, yes; Brian Bressler, yes.)

Pursuant to public advertising of availability for inspection for the required 20-day period, Mr. Randy Miles, in the form of a motion, recommended board approval to the final adoption of the proposed 2017-18 General Fund Budget, reflecting the following:

- 1) General Fund Budget reflecting total revenues in the amount of \$23,439,767 and total expenditures in the amount of \$24,747,211.
- 2) Athletic Budget in the amount of \$313,307.
- 3) Tax Levies on real estate in each representative section of the School District:
  - (a) Blair County: 6.278 Mills (Reassessment); \$6.278/\$1000 assessed value.
  - (b) Centre County: 25.383 Mills (.543 Mill Increase); \$25.383/\$1000 assessed value.
  - (c) Huntingdon County: 45.385 Mills (1.535 Mill Increase); \$45.385/\$1000 assessed value.
- 4) Earned Income Act 511 Tax: 0.65% (Unchanged).

The motion was seconded by Mr. James Raabe and carried with a roll call vote of 8-0-0. (Luther Laird, yes; James Raabe, yes; Randy Miles, yes; William Hartsock, yes; David Fusco, yes; Rose Black, yes; Mollie Bakhsheshe, yes; Brian Bressler, yes.)

In the form of a motion, Mr. Randy Miles recommended board approval to the 2017 Homestead and Farmstead Exclusion Resolution. Dr. David Fusco seconded the motion and it carried with a roll call vote of 8-0-0. (Mollie Bakhsheshe, yes; Rose Black, yes; David Fusco, yes; William Hartsock, yes; Randy Miles, yes; James Raabe, yes; Luther Laird, yes; Brian Bressler, yes.)

Mr. Randy Miles, in the form of a motion, recommended board approval for the Business Office to make budget transfers due to audit reclassifications after June 30, 2017 for the 2016-17 fiscal year, with subsequent report to the board. The motion was seconded by Ms. Rose Black and carried with a roll call vote of 8-0-0. (Luther Laird, yes; James Raabe, yes; Randy Miles, yes; William Hartsock, yes; David Fusco, yes; Rose Black, yes; Mollie Bakhsheshe, yes; Brian Bressler, yes.)

Vice-President Brian Bressler opened the floor for nominations for the annual election of School Treasurer as required by the School Code of Pennsylvania, covering the period of July 1, 2017 through June 30, 2018. Mr. James Raabe nominated Mr. Randy Miles. The nomination was seconded by Mrs. Mollie Bakhsheshe. With no additional nominations submitted, Vice-President Brian Bressler closed the nominations. The nomination of Mr. Randy Miles as School Treasurer was carried with a roll call vote of 8-0-0. (Mollie Bakhsheshe, yes; Rose Black, yes; David Fusco, yes; William Hartsock, yes; Randy Miles, yes; James Raabe, yes; Luther Laird, yes; Brian Bressler, yes.)

**HUMAN RESOURCES COMMITTEE**

In the form of a motion, Mr. William Hartsock recommended board approval to enter a four-year agreement with Business Manager John E. Clark to serve as School Board Secretary, effective July 1, 2017 through June 30, 2021. The motion was seconded by Mr. Luther Laird and carried with a roll call vote of 8-0-0. (Luther Laird, yes; James Raabe, yes; Randy Miles, yes; William Hartsock, yes; David Fusco, yes; Rose Black, yes; Mollie Bakhsheshe, yes; Brian Bressler, yes.)

Mr. William Hartsock, in the form of a motion, recommended board approval to the administrative transfer of Sally J. Woomer from a 9-month/190-day secretarial position to a 12-month/260-day confidential employee/secretarial position with no change in rate of pay, granting full benefits in accordance with the TAESPA Contract, including vacation days based on 7 years of service, effective July 1, 2017. Dr. David Fusco seconded the motion and it carried with a roll call vote of 8-0-0. (Mollie Bakhsheshe, yes; Rose Black, yes; David Fusco, yes; William Hartsock, yes; Randy Miles, yes; James Raabe, yes; Luther Laird, yes; Brian Bressler, yes.)

In the form of a motion, Mr. William Hartsock recommended board approval to the administrative transfer of Emily Hunter from a 12-month/260-day secretarial position to a 9-month/180.5-day paraprofessional position; 6.0 hours/day; with reduction in rate of pay to \$9.64/hour; and benefits in accordance with the TAESPA Contract, effective August 21, 2017. The motion was seconded by Ms. Rose Black and carried with a roll call vote of 8-0-0. (Luther Laird, yes; James Raabe, yes; Randy Miles, yes; William Hartsock, yes; David Fusco, yes; Rose Black, yes; Mollie Bakhsheshe, yes; Brian Bressler, yes.)

Mr. William Hartsock, in the form of a motion, recommended board approval to the election of Emily D. Hunter to the position of Summer Daycare Assistant Counselor for a maximum of 40 hours/week (based on ratio); at the rate of \$9.24/hour before July 1, 2017 and \$9.64/hour after July 1, 2017; and no benefits; effective June 5, 2017 through August 11, 2017. The motion was seconded by Ms. Rose Black and carried with a roll call vote of 8-0-0. (Mollie Bakhsheshe, yes; Rose Black, yes; David Fusco, yes; William Hartsock, yes; Randy Miles, yes; James Raabe, yes; Luther Laird, yes; Brian Bressler, yes.)

In the form of a motion, Mr. William Hartsock recommended board approval to adjustments to the following special service fee stipend positions, effective July 1, 2017.

<b>Special Service Fee Stipend Position</b>	<b>2016-17</b>	<b>2017-18</b>
Special Education Middle/High School Coordinator Grades 5-12	\$ 2,520.00	\$ 4,000.00
Special Education Department Chair	\$ 1,395.19	Eliminated
Special Education Elementary School Coordinator PreK-Grade 4	\$ 2,540.16	\$ 3,000.00
Additional 15 Six-Hour Contract Days for Elementary Special Education Coordinator	\$ 2,156.40	Eliminated
Cyber Academy Coordinator	\$ 3,024.00	\$ 5,000.00
One District Webmaster	\$ 1,047.52	Eliminated
Board Secretary	\$ 1,200.00	Eliminated

The motion was seconded by Ms. Rose Black and carried with a roll call vote of 8-0-0. (Luther Laird, yes; James Raabe, yes; Randy Miles, yes; William Hartsock, yes; David Fusco, yes; Rose Black, yes; Mollie Bakhsheshe, yes; Brian Bressler, yes.)

**CONSENSUS VOTE**

In the form of a motion, Ms. Rose Black recommended board approval to the following items listed under Section B – Consensus Vote of the June 13, 2017 Regular Session agenda. The motion was seconded by Mr. Randy Miles and carried with a roll call vote of 8-0-0. (Mollie Bakhsheshe, yes; Rose Black, yes; David Fusco, yes; William Hartsock, yes; Randy Miles, yes; James Raabe, yes; Luther Laird, yes; Brian Bressler, yes.)

**\*\*SECTION B - CONSENSUS VOTE\*\***

**I. ITEMS TO BE CONSIDERED BY THE BOARD**

**A. Pending and Current Committee Reports, as called by the Board President**

**1. Student Activities and Services Committee - Chairperson Brian Bressler**

A. Resignation.

Name	Position	Retirement/Resignation	Effective Date
Travis Anderson	Varsity Assistant Boys Basketball Coach	Resignation	June 13, 2017, with permission to remain as a volunteer

B. Elections.

Name & Address	Position	Salary, Stipend or Rate/Hour	Benefits	Effective Date
Stephen Johnson, Jr. 1520 Perry Avenue Tyrone, PA 16686	Varsity Assistant Football Coach	Stipend – \$3,150.00	None	June 14, 2017
Alan Walls 5419 E. Pleasant Valley Blvd Tyrone, PA 16686	Junior High Girls Assistant Soccer Coach	Stipend – \$600.00	None	June 14, 2017

C. Request board approval to list of Field Trip Requests, previously approved by the building principal, director of curriculum and instruction, business manager, and superintendent of schools.

D. Request board approval to awarding of 2017 Fall Sports Bids in the total amount of \$19,104.05, representing a decrease of \$17.53 from the 2016-17 school year.

**2. Financial Operations Committee – Treasurer Randy Miles**

A. Annual Elections – As required by the School Code of Pennsylvania, covering the period of July 1, 2017 through June 30, 2018.

- 1) School Dentist – Request board approval to enter agreement with Dr. Robert J. Sloss of 1006 Logan Avenue, Tyrone, PA 16686 for dental examinations for students in Kindergarten, Grade 3 and Grade 7 at the rate of \$5.00 per examination, representing no increase in rate from the 2016-17 fiscal year.
- 2) Request board approval to enter agreement with Tyrone Regional Health Network, with Gregory Kimble, D.O. as the primary physician, to provide services as Medical Examiner for the 2017-18 fiscal year at the cost of \$8.00 per physical

performed, representing no increase in rate from the 2016-17 fiscal year. Services to include physicals for Kindergarten, Grade 6 and Grade 11 students and all sports physicals, with no make-up physicals permitted.

3) Request board approval to enter agreements with the following law offices to provide legal services as School Solicitor:

(a) Cynthia A. Yeager of the Cynthia A. Yeager Law Offices, 701 Logan Boulevard, Altoona, PA 16603-0647 at the rates listed below, representing no increase in rates from the 2016-17 fiscal year:

- (1) General Legal Advice - \$125.00 per hour.
- (2) Adversarial Matters - \$145.00 per hour.

(b) Beard Legal Group PC of 3366 Lynnwood Drive, Altoona, PA 16603-1311, with Carl P. Beard serving as primary contact, at the rates listed below, representing no increase in rates from the 2016-17 fiscal year:

- (1) General Legal Advice - \$130.00 per hour.
- (2) Special Services (including labor relations, negotiations, special education, litigation, etc.) - \$160.00 per hour.

B. Request board approval to Health, Dental, Life and Vision Insurance Rates for the 2017-18 school year.

C. Request board approval to 2017-18 insurance policies through Jack M. Shuck Agency, Inc., Broker, in the total amount of \$102,654.

D. Request board approval to 2017-18 Worker's Compensation Insurance Policy through Eastern Alliance Insurance Company in the total amount of \$62,061.

E. Request board approval to Voluntary Student Accident Insurance Program through Wasson Insurance Agency of 1057 Logan Avenue, Tyrone, PA 16686, underwritten by AXIS Capital Insurance Company. Plan A/Primary Benefits includes all sports except varsity football, effective August 24, 2017 through August 23, 2018 with rates reflecting no increase from the 2016-17 school year.

- ✓ Grades K-12 ..... \$27.00/Student (School Time)
- ✓ Grades K-12 ..... \$98.00/Student (24-Hour Plan)

F. Request board approval to the following school depositories for the period of July 1, 2017 through June 30, 2018:

<b>Fund</b>	<b>Account</b>
General Fund	First National (Checking)
General Fund	PLGIT
General Fund	PLGIT – Plus
General Fund	PSDLAF
Athletic Fund	First National (Checking)
Cafeteria Fund	First National (Checking)
Daycare Fund	First National (Checking)
Capital Reserve	First National (Checking)
Capital Reserve	PLGIT
Capital Reserve	PSDLAF

**3. Human Resources Committee – Chairperson William Hartsock**

**A. Retirements/Resignations.**

<b>Name</b>	<b>Position</b>	<b>Retirement/Resignation</b>	<b>Effective Date</b>
Amy J. Gherrity	Paraprofessional	Resignation	June 13, 2017
Kali M. Gray	Summer Daycare Assistant Counselor	Resignation	June 13, 2017
Barry Herr	Crossing Guard	Resignation	June 1, 2017, with permission to be placed on the substitute list
Cindy L. Higley	Crossing Guard	Resignation	June 1, 2017
Lauren B. Hubbard	Social Studies Teacher and Grade 8 Student Council Co-Advisor	Resignation	June 30, 2017
Brenda J. Patton	Speech/Language Pathologist	Retirement	January 4, 2018
Julie M. Rice	Elementary Special Education Coordinator	Resignation	June 6, 2017
Stephanie M. Snyder	Summer Daycare Assistant Counselor	Resignation	June 13, 2017
Garrett F. Tanner	Business Education Teacher	Resignation	June 13, 2017

**B. Elections.**

<b>Name &amp; Address</b>	<b>Position</b>	<b>Assignment</b>	<b>Salary, Stipend or Rate/Hour</b>	<b>Benefits</b>	<b>Effective Date</b>
Amanda Beck	Mentor for New Teacher Derek Mathews	N/A	Special Service Fee - \$557.02	No Change in Current Benefits	August 21, 2017
Brooke Bock	Mentor for New Teacher April Taylor	N/A	Special Service Fee - \$557.02	No Change in Current Benefits	August 21, 2017
Lindsey Burket 402 Washington Ave. Apartment 6 Tyrone, PA 16686	Summer Crew Custodians	5 Days/Week Maximum of 8.0 Hours/Day	\$8.00/Hour; Time-Sheet Basis	None	June 5, 2017 – August 18, 2017
Susan Cannistraci	Mentor for New Teacher Danielle Shick	N/A	Special Service Fee - \$557.02	No Change in Current Benefits	August 21, 2017
Alesia Daly 415 West 17 <sup>th</sup> Street Tyrone, PA 16686	Summer Daycare Assistant Counselor	Maximum of 40 Hours/Week (based on ratio)	Before 7-1-2017: \$8.74/Hour; After 7-1-2017: \$9.14/Hour	None	June 5, 2017 through August 11, 2017

Name & Address	Position	Assignment	Salary, Stipend or Rate/Hour	Benefits	Effective Date
Lauren Garda	Mentor for New Teacher Kylie Nixon	N/A	Special Service Fee - \$557.02	No Change in Current Benefits	August 21, 2017
Courtney Getty	Summer Camp Field Trip Coordinator	Maximum of 20 Hours/Week	Before 7-1-2017: \$10.69/Hour; After 7-1-2017: \$11.09/Hour	No Change in Current Benefits	June 5, 2017 through August 11, 2017
Carrie Grassi	Extended School Year Substitute Teacher	As Needed	\$24.44/Hour; Time-Sheet Basis	No Change in Current Benefits	July 3-24, 2017
Anne Maddox	Mentor for New Teacher Audrey Kreiser	N/A	Special Service Fee - \$557.02	No Change in Current Benefits	August 21, 2017
Michele Marasco	Mentor for New Teacher Elizabeth Hansen	N/A	Special Service Fee - \$557.02	No Change in Current Benefits	August 21, 2017
Dawn Stark	Early Intervention Summer Nurse	Maximum of 35 Hours	Before 7-1-2017: \$16.88/Hour; After 7-1-2017: \$17.28/Hour	No Change in Current Benefits	June 6, 2017 through August 15, 2017

- C. Request board approval to increase in hours only for Daycare Paraprofessional Stephanie Watters, from 6 hours/day to 8 hours/day, effective June 14, 2017.
- D. Request board approval to request of Occupational Therapist Melissa Gehlman to attend the “Dyslexia: Building New Pathways to Master Visual and Auditory Memory, Visual Perceptual Skills, Visual Motor Skills Development and More” Conference to be held in Ellicott City, MD on September 21, 2017 at the total cost of \$209.99.
- E. Request board approval to additions to the Substitute and Long-Term Volunteer List, with effective dates as specified.

**4. Educational Programs and Materials Committee – Chairperson James Raabe**

- A. Following the required 30-day review period prior to board action are the New Adoptions and/or Replacement/Supplemental Textbooks/Workbooks for the 2017-18 school year in the total amount of \$10,818.45.
  - 1) Elementary School ..... \$109.95 (no change from the 2016-17 school year).
  - 2) Middle School ..... \$ 0.00 (a decrease of \$418.05 from the 2016-17 school year).
  - 3) High School ..... \$10,708.50 (an increase of \$980.79 from the 2016-17 school year).



**5. Physical Plant and Operations Committee – Chairperson Luther Laird**

- A. Request board approval to awarding of 2017-18 Annual Requisition bids in the total amount of \$57,213.51, representing an increase of \$3,118.32 over the 2016-17 school year.
  
- B. Request board approval to enter into a three (3) year contract with Instructure, Inc. of Salt Lake City, UT for the Canvas Learning Management System service, including cloud hosting and support, effective July 1, 2017 through June 30, 2020 in the total amount of \$34,100.00 to be billed as follows:
  - 1) 2017-18 School Year: \$ 11,700.00
  - 2) 2018-19 School Year: \$ 11,200.00
  - 3) 2019-20 School Year: \$ 11,200.00
  - TOTAL..... \$ 34,100.00
  
- C. Pursuant to public advertising, request board approval to awarding of the following bids for computer equipment and accessories in the total amount of \$127,925.04.
  - 1) SDF Professional Computer Services, Inc.  
(doing business as SAI Computers) ..... \$ 116,977.00
  
  - 2) Integra Business Center, Inc.  
(doing business as Integra One) ..... \$ 6,627.50
  
  - 3) CDW Government LLC ..... \$ 4,320.54
  
  - TOTAL..... \$ 127,925.04
  
- D. Pursuant to public advertising, request board approval to awarding of bid for Hyper-Converged Server Equipment to StarWind Software Inc. of Middleton, MA in the total amount of \$74,344.80.

-- End of Section

**ADJOURNMENT**

There being no further business, Mr. Luther Laird motioned to adjourn the meeting. The motion was seconded by Ms. Rose Black and carried with an affirmative vote. The meeting adjourned at 8:10 p.m.

Respectfully submitted,

*Tanya L. Sharer*

Tanya L. Sharer  
Board Secretary