
SECRETARY'S REPORT – DAVID A. FRANKLIN

MINUTES

It is recommended to approve the Minutes of the September 21, 2009 School Board Meeting.

Moved _____ Seconded _____ Yes _____ No _____

COMMUNICATIONS

TREASURER'S REPORT & BILL LISTS – GORDON A. EINHORN

PRESENTATION OF TREASURER'S REPORT

It is recommended to approve the Treasurer's Reports for August 2009, as presented.

Moved _____ Seconded _____ Yes _____ No _____

PRESENTATION OF BILL LISTS

It is recommended that the "List of Paid Bills" with totals by fund, as detailed, be approved.

Fund 10 – General Fund	\$585,243.91
Fund 22 – Capital Reserve Fund	\$0
Fund 29 – Athletic Fund	\$8,971.32
Fund 30 – Capital Projects Fund	\$0
Fund 51 – Food Service Fund	\$30.00
Fund 59 – WMSS Radio Station Fund	\$2,657.14
Fund 72 – Expendable Trust Fund	\$0
Fund 74 – Non-Expendable Trust Fund	\$0
Fund 81 – Student Activities Fund	\$7,995.90

Moved _____ Seconded _____ Yes _____ No _____

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It is recommended that the "List of Unpaid Bills" with totals by fund, as detailed, be approved.

Fund 10 – General Fund	\$940,603.65
Fund 22 – Capital Reserve Fund	\$98,119.69
Fund 29 – Athletic Fund	\$16,608.44
Fund 30 – Capital Projects Fund	\$5,239.80
Fund 51 – Food Service Fund	\$3,210.19
Fund 59 – WMSS Radio Station Fund	\$2,556.80
Fund 81 – Student Activities Fund	\$6,246.30

Moved _____ Seconded _____ Yes _____ No _____

PUBLIC PRESENTATIONS

Identification of Individuals Present - Anyone wishing to address the Board should do so at this time. Written items are strongly suggested. Please state name and address, and limit comments to three minutes.

INTRODUCTION OF MEETING GUESTS AND PRESENTATIONS

STUDENT COMMENTS

Student Council – *Max Zupanovic and Josh Crippen*

Key Club – *Hannah Jorich and Dana McGlone*

RECOGNITIONS

Diana Swartz, Student of the Month for October

Daniel Hepner, Rotary Student of the Month for October

Earl Brown, Class of 1974, Pennsylvania High School Track & Field Hall of Fame

PRESENTATION

PSSA Test Results for 2008-2009 – *Ms. Marie Drazenovich*

OLD BUSINESS

NEW BUSINESS

COMMITTEE REPORTS

PERSONNEL COMMITTEE REPORT
Gordon Einhorn (Chairperson), Melvin Fager, Pamela Price, and Barbara Layne

A. **Resignation of Personnel** It is recommended to approve the resignations of the personnel listed below:

1. Keim Cowan, Parent Academy Coordinator, effective September 21, 2009
2. Michael Barnes, Custodian, effective October 9, 2009
3. Stephen Schaefer, Assistant to the Business Manager for Human Resources, effective October 16, 2009. The position of Assistant to the Business Manager for Human Resources will be changed to Payroll/Benefits Accountant

Moved _____ Seconded _____ Yes _____ No _____

B. **Leave of Absence Requests** It is recommended to approve or post-approve the leave of absence requests listed below:

1. Jared States, Elementary Teacher – Intermittent FMLA beginning September 29, 2009 until September 29, 2010
2. Michelle Miller, Instructional Aide – Leave Without Pay, October 9 and 13, 2009
3. Cassandra Pribanich, High School Teacher – Paid and/or Unpaid Leave of Absence beginning October 9, 2009 for approximately 6-8 weeks
4. Barbara Ebersole, Instructional Aide – Leave Without Pay, October 15 and 16, 2009
5. Karen Worthington, Elementary Teacher – FMLA beginning on or about December 23, 2009 until the beginning of the 2010-2011 school year
6. Susan Parkhill, Instructional Aide – Leave Without Pay, January 19, 2010 until January 22, 2010

Moved _____ Seconded _____ Yes _____ No _____

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C. **Change of Employment Status** It is recommended to change the employment status of the personnel listed below:

1. Amy Dintiman from Accounts Receivable/Payroll clerk to Payroll/Benefits Accountant (Support Staff Range 2) at an hourly rate of \$17.00 (40 hours per week) to fill a vacancy created by the resignation of Stephen Schaefer, effective October 19, 2009. The position of Accounts Receivable/Payroll Clerk will be changed to Accounts Receivable Clerk
2. Rosemary Weirich from Secretary to the Assistant Superintendent to Child Accounting/PIMS Coordinator (Support Staff Range 2) at no change in hourly rate and an increase of 5 hours per week to fill a newly created position resulting from a shift of job responsibilities, effective when a vacant position in the Business Office is filled. The position of Secretary to the Assistant Superintendent will be eliminated
3. Eric Graeff from Child Accounting/Taxes Coordinator to Administrative Assistant to the Assistant Superintendent (Support Staff Range 2) at no change in hourly rate or hours per week to fill a newly created position resulting from a shift of job responsibilities, effective when a vacant position in the Business Office is filled. The position of Child Accounting/Taxes Coordinator will be eliminated
4. Shelley Witmer from Secretary to the Superintendent to Administrative Assistant to the Superintendent (Support Staff Range 1) at no change in hourly rate or hours per week to reflect a change in job title, effective immediately
5. Paula Staub from Special Education Secretary to Administrative Assistant to the Director of Special Education (Support Staff Range 3) at no change in hourly rate or hours per week to reflect a change in job title, effective immediately
6. Cindy Hendershott from Assistant to the Business Manager for Operations to Accounting Administrator (Act 93 Range 6) at an annual salary of \$60,575 to fill a newly created position resulting from a shift of job responsibilities, effective October 27, 2009. The position of Assistant to the Business Manager for Operations will be eliminated

Moved _____ Seconded _____ Yes _____ No _____

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D. **Employment of Personnel** It is recommended to employ the personnel listed below, pending submission of all required clearances:

1. Matthew Laverty as a Custodian 1 at an hourly rate of \$10.40 to fill a vacancy created by the resignation of Michael Barnes, effective October 7, 2009, pending receipt of valid Act 151 and FBI clearances
2. Kevin Nickolaus as a Long Term Substitute Teacher at \$85 per day and a prorated salary of \$40,600 (Bachelor's, Step 1) beginning with the 21st day to fill a vacancy created by the Leave of Absence of Cassandra Pribanich beginning October 13, 2009 for approximately 6-8 weeks
3. Cassandra Rusbatch as a Long Term Substitute Teacher at \$85 per day and a prorated salary of \$40,600 (Bachelor's, Step 1) beginning with the 21st day to fill a vacancy created by the FMLA of Karen Worthington beginning on or about December 23, 2009 until the end of the 2009-2010 school year

Moved _____ Seconded _____ Yes _____ No _____

E. **Employment of Substitutes** It is recommended to approve employment of the individuals on the listing attached to the agenda for the 2009-2010 school year, pending submission of all required clearances. (See Attachment)

Moved _____ Seconded _____ Yes _____ No _____

F. **Compensation and Benefits Plan for Act 93 School Administrators** It is recommended to approve the Compensation and Benefits Plan for Act 93 School Administrators effective July 1, 2009 through June 30, 2012 or until modified by the Board of School Directors.

Moved _____ Seconded _____ Yes _____ No _____

G. **Compensation and Benefits Plan for the Assistant to the Superintendent for Finance and Operations** It is recommended to approve the Compensation and Benefits Plan for the Assistant to the Superintendent for Finance and Operations effective July 1, 2009 through June 30, 2012 or until modified by the Board of School Directors.

Moved _____ Seconded _____ Yes _____ No _____

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H. **Annual Salary for the Superintendent of Schools** It is recommended to increase the salary of the Superintendent of Schools to \$135,105 for the 2009-2010 school year in accordance with the PSBA evaluation tool, retroactive to July 1, 2009.

Moved _____ Seconded _____ Yes _____ No _____

I. **Salary Increase for the Assistant Superintendent** It is recommended to increase the salary of the Assistant Superintendent by an additional \$1,464.16 as determined by market assessment, retroactive to July 1, 2009.

Moved _____ Seconded _____ Yes _____ No _____

<p>ACADEMIC AFFAIRS COMMITTEE REPORT Pamela Price (Chairperson), Terry Gilman, David John, and Barbara Layne</p>

A. **Educational Service Contracts** It is recommended to approve the educational service contracts listed below:

1. River Rock Academy to provide behavior support education at a rate of \$120 per day at the Carlise Campus. This is an amendment to an existing contract.
2. Capital Area Intermediate Unit to provide required reading support to non-public students in the District at a fee of \$18,820 using Title I grant funds

Moved _____ Seconded _____ Yes _____ No _____

B. **Agreements** It is recommended to approve the agreements listed below:

1. Dauphin County Mental Health/Mental Retardation Program, Dauphin County Juvenile Probation and MASD to cooperate in the development and implementation of student assistance program services for District students
2. Keystone Children and Family Services and Fink Elementary School to cooperate in providing at-risk services to students
3. Pennsylvania Psychiatric Institute and MASD to cooperate in provision of mental health services for District students
4. Harrisburg Area Community College to administer the Tech Prep Grant on behalf of the South Central PA Tech Prep Consortium and provide funding to MASD for its eligible activities supported by the grant.
5. Department of General Services to lease the Forum to MASD on June 10, 2010 for the graduation ceremony at a cost of \$450.

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- 6. Greta Fairbanks to provide MASD with sign language interpreting services at rate of \$37.50 per hour on weekdays between 8:00 a.m. and 5:00 p.m. and \$40.00 per hour on weekends and weekdays after 5:00 p.m.
- 7. Darlene Warren to provide MASD with sign language interpreting services for co-curricular activities at a rate of \$45.00 per hour with an additional \$5.00 per hour for short notice and weekend assignments. Ms. Warren will be paid through the District's payroll.

Moved _____ Seconded _____ Yes _____ No _____

C. Work Study Program It is recommended to approve the participation of the student listed below in the Work Study Program for the 2009-2010 school year at an hourly rate of \$7.25:

- 1. Christopher Boltz, Custodian Assistant

Moved _____ Seconded _____ Yes _____ No _____

D. Suspend the Application of Policy #003 It is recommended to suspend the application of Policy #003 in order to adopt Policies #227, 227.1, 227.2, and 227.3 without a first reading.

Moved _____ Seconded _____ Yes _____ No _____

E. Approve Policies It is recommended to approve the policies listed below: (See Attachments)

- 1. Policy #210 – Use of Medications
- 2. Policy #212 – Reporting Pupil Progress
- 3. Policy #217.1 – Enrollment of High School Students at Institutions of Higher Learning
- 4. Policy #227 – Drugs and Alcohol
- 5. Policy #227.1 – Anabolic Steroids
- 6. Policy #227.2 – Student Code of Conduct for Extracurricular Activities
- 7. Policy #227.3 – Drug Testing for Students in Extracurricular Activities

Moved _____ Seconded _____ Yes _____ No _____

ATHLETICS/ACTIVITIES COMMITTEE REPORT
Jay Burns (Chairperson), Melvin Fager, Michael Richards, and David John

A. **Employment of Co-Curricular Personnel** It is recommended to approve employment of the co-curricular personnel on listing attached to the agenda for the 2009-2010 school year, pending submission of all required clearances. (See Attachment)

Moved _____ Seconded _____ Yes _____ No _____

B. **Contracted Officials** It is recommended to approve officials' contracts with the individuals on listing attached to the agenda for the 2009-2010 school year. (See Attachment)

Moved _____ Seconded _____ Yes _____ No _____

C. **Field Trips** It is recommended to approve the following field trips:

1. Middle School Band, Jazz Band, Band Front, and the 2010 Dauphin County Chorus Members to Dorney Park on Saturday, May 22, 2010. There will be no cost to the district.
2. Sixth Grade Class to the Baltimore Aquarium on Wednesday, May 26, 2010. There will be no cost to the district.

Moved _____ Seconded _____ Yes _____ No _____

BUILDINGS & GROUNDS COMMITTEE REPORT
Michael Richards (Chairperson), Jay Burns, Michael Davies, and David John

A. **Use of Facilities** It is recommended to approve or post-approve the use of facilities listed below:

1. Use of High School gymnasium on October 23, 25, 26 and November 8, 2009 from 4:00 p.m. until 8:00 p.m.; October 24 and November 7, 2009 from 9:00 a.m. until 1:00 p.m.; and November 6, 2009 from 4:00 p.m. until 6:00 p.m. by Penn State Harrisburg for basketball practices. Facility fees are not required; personnel fees will be waived.
2. Use of Middle School library on Saturdays from October 31, 2009 through November 21, 2009 and on December 5, 2009 from 8:00 a.m. until 6:00 p.m. by

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Wilkes University for a graduate course class. Facility fees will be charged; personnel fees are not required.

3. Use of Middle School auditorium, 7 classrooms and cafeteria on February 6, 2010 from 7:30 a.m. until 5:00 p.m. by Exelon Nuclear for a training seminar. Facility fees and personnel fees will be required.
4. Use of Middle School auditorium, cafeteria, gymnasium, lobby, locker rooms, and 3 classrooms on March 27, 2010 from 8:00 a.m. until 5:00 p.m. by PMEA (Pennsylvania Music Educator's Association) for the PMEA District 7 Songfest. Facility fees will be waived; personnel fees will be charged. This is a correction to the use approval of September 21, 2009.
5. Use of Field #5 on June 19 and 20, 2010 from 8:00 a.m. until 8:00 p.m. by Triple Crown Baseball for a Father's Day Challenge Youth Baseball Tournament. Facility fees and personnel fees will be required.

Moved _____ Seconded _____ Yes _____ No _____

B. **Equipment Purchases** It is recommended to approve the equipment purchases listed below:

1. Rain tarps for Memorial Field from BSN Sports at a cost of \$18,250, using Costars pricing. The purchase will be made from the Capital Reserve Fund.
2. Wall padding for Field #13 from BSN Sports at a cost of \$6,600, using Costars pricing. The purchase will be made from the Capital Reserve Fund.

Moved _____ Seconded _____ Yes _____ No _____

C. **Repair, Maintenance and Construction Contracts** It is recommended to approve the contracts listed below:

1. M&S Exterior Specialties to install rain gutters and downspouts on the maintenance building at Memorial Field at a cost of \$3,450. The contract will be paid from the Capital Reserve Fund.

Moved _____ Seconded _____ Yes _____ No _____

D. **Approve Policy** It is recommended to approve the policy listed below:
(See Attachment)

1. Policy #710 – Use of School Facilities by Staff

Moved _____ Seconded _____ Yes _____ No _____

FINANCE/OPERATIONS COMMITTEE REPORT Michael Davies (Chairperson), Gordon Einhorn, Terry Gilman, and Barbara Layne

A. **Fund Balance Designations** It is recommended to designate fund balance of the General Fund in the amounts below as of June 30, 2009:

Employer retirement rate stabilization	\$630,000.00
Health savings account funding	\$346,000.00
Debt service	\$ 76,296.00
Limited use building sale net proceeds	\$793,028.73

Moved _____ Seconded _____ Yes _____ No _____

B. **Interfund Transfer** It is recommended to transfer \$1,000,000 from the General Fund to the Capital Reserve Fund to efficiently utilize the excess of revenues over expenditures for the 2008-2009 school year. This transfer complies with Section 1431 of the Municipal Code.

Moved _____ Seconded _____ Yes _____ No _____

C. **Capital Outlay Purchases for 2009-2010** It is recommended to approve the purchase of capital outlay items for the 2009-2010 school year as detailed on the listing attached to the agenda. (See Attachment)

Moved _____ Seconded _____ Yes _____ No _____

D. **Contracted School Bus Drivers** It is recommended to approve the school bus drivers on the listing attached to the agenda for the 2009-2010 school year, pending review of review required clearances. (See Attachment)

Moved _____ Seconded _____ Yes _____ No _____

E. **Remote Deposit Capture Agreement** It is recommended to approve the agreement with Fulton Bank to provide remote deposit services for a three-year period at a cost of \$85 per month and \$0.10 per image.

Moved _____ Seconded _____ Yes _____ No _____

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F. Penalty Reimbursement It is recommended to reimburse the Olmsted Regional Recreation Board for a 2007 filing penalty that it incurred in the amount of \$960.

Moved _____ Seconded _____ Yes _____ No _____

G. Real Estate Appraisal It is recommended to approve the cost-sharing agreement with Lower Swatara Township and Dauphin County for a real estate appraisal on Parcel 36-006-018 in order to prepare for a real estate tax assessment appeal. The estimated District cost for the appraisal is \$3,306.00.

Moved _____ Seconded _____ Yes _____ No _____

H. Approve Policy It is recommended to approve the policy listed below: (See Attachment)

1. Policy #808 – Food Services

Moved _____ Seconded _____ Yes _____ No _____

Information Item:

1. Listing of Budget Transfers for 2008-2009 As authorized by the Board of School Directors on June 22, 2009, a detailed listing of the budget transfers required for the 2008-2009 financial statements is attached to the agenda. The transfers comply with Section 687 of the Pennsylvania Public School Code.

REPRESENTATIVES

DAUPHIN COUNTY TECHNICAL SCHOOL
Gordon A. Einhorn and Michael Richards, Representatives

HARRISBURG AREA COMMUNITY COLLEGE
Michael Davies and Barbara Layne, Delegates

OLMSTED REGIONAL RECREATION BOARD
Terry Gilman and Barbara N. Layne, Representatives

PSBA LIAISON
David S. John

SUPERINTENDENT'S REPORT

ROUNDTABLE

ADJOURNMENT

Moved _____ Seconded _____ Yes _____ No _____

Time: _____

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