

MIDDLETOWN AREA SCHOOL DISTRICT
School Board General Business Meeting
December 18, 2017 - 7:00 p.m.
MINUTES

Board Members in Attendance: Mike Corradi, Dr. Julie Gomboc-Turyan, Christopher Lupp, Linda Mehaffie, Darnell Montgomery, and John Ponnnett, Jr.

Board Members Not in Attendance: Melvin Fager Jr., Dr. Brian Keating and Jennifer Scott

Staff/Public in Attendance:

District Administration: David Franklin, Chief Financial Officer/Board Secretary; Dr. Chelton Hunter, Assistant to the Superintendent; Marie Drazenovich, Fink Elementary School Principal; Christine Mostoller, Director of Curriculum, Instruction and Assessment; Brett Myers, MAHS Assistant Principal; Cliff Smith, Athletic Director

District Staff: Kenneth Britcher Jr., Michael Dupes, Peter Fox, Dr. Kimberly Guyer, Lisa Huber, Zach Kepler, Sierra Lenker, Tim Neff, Jose Ortiz, Tom and Chrissy Shaffer, Scott Souders, Dawn Zimmerman, Jody Zorbaugh

Interested Students and Citizens: Atah, Suson, Hayli and Alton Akakpo-Martin, Jeff and Kendra Ash, Jen Beaudet, Jen Brady, Kenny Britcher, Rebecca Brown, Adam and Anna Buffington, Latoya Burns, Cindy and Nathaniel Cooper, Aniss Cruz, Karen Devine, Judy Douglass, Ron and Carlee Guyer, Jordyn Dupes, Dennis, Amy and Cassie Ebersole, Maria Einolf, Sarah Fluke, Madelin Gamble, Evette Graham, Barbara and Kiera Guckavan, Kim and Alexis Harmon, Alex Hernandez, Shelby Luther, Steven, Dona Lee and Katie Knaub, Jeanette Maisonet and Manuel Quinones, Tammy McCoy, Michele McDevitt, Corie, Ema and Maddy Miller, Deborah Minne, Chris Nittinger, Heather Radabaugh, Aaron, Tracy and Camryn Russ, JT, Jill and Jaxon Senior, Ryan Souders, Jim and Abrielle Spagnola, Mitchell, Debby and Jacob Spear, Tammy Shatto-Thomas, Deja Washington, Paul D. Williams, Nicole Zenon, Jeff and Noelle Zimmerman

Student Athletes: (See Attachment)

CALL TO ORDER Mrs. Mehaffie asked those present to participate in the Pledge of Allegiance and a moment of silent meditation.

ROLL CALL Mrs. Mehaffie asked the Secretary, David Franklin, to call the roll. A quorum was present as noted above.

INTRODUCTION OF MEETING GUESTS AND PRESENTATIONS

Student Comments **Key Club:** There were no students present to report for Key Club.

Student Council: Nate Cooper, freshman, reported on the activities of Student Council.

Recognitions

Students of the Month - *presented by Mr. David Franklin*

Mr. Franklin announced the December Students of the Month, Sarah Fluke and Kyle Truesdale. Sarah selected Andrew Vensel as the educator who had most influenced her school career and Kyle selected Jose Ortiz as the educator who had most influenced his school career. Sarah and Mr. Vensel came forward to be congratulated by the Board members. Kyle Truesdale was unable to attend the meeting due to his participation in the Blue Raiders basketball game.

Doctorate in Education, Dr. Kimberly A. Guyer - *presented by Dr. Chelton Hunter*

Dr. Hunter read the following words from Dr. Suski in her absence: *"It is a pleasure to celebrate the accomplishment of Dr. Kimberly Guyer, Fink Elementary School Counselor, who recently defended her dissertation at Immaculata University to earn her doctorate in education. Kim started her career in MASD as a first grade teacher. She then became a school counselor serving both Kunkel and Fink Elementary Schools. Kim is a lifelong learner who is very dedicated to her work here in MASD. Her passion for early childhood education took her down the road to study this area in depth. Her dissertation is entitled 'Preschool and Kindergarten Teachers' Perceptions of the Academic, Social and Behavioral Influences of Preschool Education on Kindergarten Readiness.' Congratulations, Dr. Guyer, on reaching this milestone in your professional career. We are eager to read your study and learn from the results, especially as the District pursues the Pre-K Counts grant. We are all very proud of you and thank you for everything you do for our students at Fink each day."*

2017 Fall Athletic Achievements - *Presented by Mr. Cliff Smith*

Dr. Hunter read the following words from Dr. Suski in her absence: *"This evening we celebrate the accomplishments of several fall student athletes as listed on the attachment to the agenda. We congratulate the many Mid Penn All Stars and District Qualifiers who have put Middletown on the map. We especially want to recognize the outstanding season that our Blue Raider Football team experienced once again this year. To make it to the state final twice consecutively is no small feat, and the School District and community are very proud of everything you accomplished both on and off the field. Although the outcome was not what you had hoped, you have set the bar high and have achieved that which no other football team in the history of Middletown has ever done. As your Superintendent, I could not be more proud of you! Additionally, I am proud of the young men you have become. Seeing you volunteer your time to help others, or taking a signed football to a resident of the community who suffered a fall after your play-off game speaks volumes of your caring attitude and dignity."*

Thank you, students and coaches for an incredible 2017! You have been the source of School District and community pride and we will never forget this incredible fall season. You are all winners in our eyes! Congratulations on a job well done. At this time, I would like to introduce our Athletic Director, Mr. Smith who will recognize the individual student athletes."

Coaches introduced the athletes listed on the attachment who had excelled during the fall season. **(See Attachment)**

Words from Head Football Coach, Brett Myers:

"First, we would like to thank the Board and the Administration. Special programs start with support on their core beliefs from the top and our football program gets that support and the results show.

We'd also like to give a special thanks to Mr. Carnes and Mr. Smith for handling all the behind the scenes details through a very long year.

We would like to thank the School District for the medals the boys received tonight and the plaques the boys will get at a later date. Thanks to the Raider Club for all their support and also for the gift they will be giving the boys at a later date.

In the end, there are so many people to thank for this season: little league coaches, the fans, the people at the school after every game, the parents, and our bus drivers, Mr. Byers and Mr. Elfner.

And to the entire community that backed this team. Just like last year our community met the team halfway by continuing a legacy of community support. The atmosphere (that) the Raider Club and our community generated has created a place that no opposing team wants to come to and that is War Memorial Field. Everybody in the stadium had a role and you did yours to perfection; helping our band and our cheerleaders showing school spirit and screaming and hollering to make it hard on any opposing team to focus. This season's record of 14-1, along with our HOME record over the past three seasons of 16-1, shows what amazing things this community can do when everybody is moving in the same direction.

Team Accomplishments:

3 straight appearances in district playoffs

35-6 record over the past 3 years

Winningest 3 years in Middletown football history

14-1 season

Won all 14 games by an average of 32 points per game

Averaged 41.4 points per game and gave up only 9.4 points per game

*Donavan Brady set records in kicking
Brady Fox is the school's all-time leader in rushing yards
Kyle Truesdale was selected as the Capital Division Defensive MVP
15 Mid Penn All Star selections
Tomorrow we will find out who was chosen for the All-State team
Back to back undefeated regular seasons
Back to back Mid Penn Capital Division Champions
Back to back District 3 Champions
Back to back Eastern PA Champions
2nd Middletown football team to make the state finals*

Last year I told the team that they brought Middletown football out of the past and into modern day. This year's team has continued to move us forward. Last year we were told that our successful season was a once-in-a-lifetime experience. But you guys showed everybody that if a group of Raiders come together for a common goal, nothing is impossible."

Presentations

PSBA Member Services - presented by Karen L. Devine, Member Services Manager

Ms. Devine introduced herself and described her role as a liaison for School Board members. Ms. Devine explained some of the resources and services PSBA provides for School Board members.

Mrs. Mehaffie reminded School Board members that the District pays for an annual membership to PSBA so School Board members can participate in all online webinars and training at no personal cost.

PUBLIC COMMENT

No one came forward at this time.

SECRETARY'S REPORT

Minutes

Mr. Montgomery moved and Mr. Lupp seconded a motion to approve the minutes of the December 12, 2017 School Board Agenda Planning Meeting. The vote to approve the motion was 6 to 0.

Meeting Calendar

Mr. Corradi moved and Mr. Ponnett seconded a motion to approve the revised School Board meeting calendar for 2018. The vote to approve the motion was 6 to 0. **(See Attachment)**

Communications

Mr. Franklin said the Board Meeting Calendar for January 2018 was attached to the agenda and that changes to previously scheduled dates and times were in red.

TREASURER'S REPORT & BILL LISTS

Treasurer's Report

Mr. Lupp moved and Mr. Ponnett seconded a motion to approve the Treasurer's Report for November 2017. The vote to approve the motion was 6 to 0. **(See Attachment)**

Bill Lists

Mr. Lupp moved and Mr. Ponnett seconded a motion to approve the **"List of Paid Bills"** with totals by fund, as detailed. The vote to approve the motion was 6 to 0. **(See Attachment)**

Fund 10 - General Fund	\$927,511.71
Fund 32 - Capital Reserve Fund	\$0
Fund 38 - High School Capital Projects Fund	\$8,232.00
Fund 51 - Food Service Fund	\$396.50
Fund 59 - WMSS Radio Station Fund	\$0
Fund 72 - Expendable Trust Fund	\$0
Fund 74 - Nonexpendable Trust Fund	\$0
Fund 81 - Student Activities Fund	\$7,001.25

Mr. Lupp moved and Mr. Ponnett seconded a motion to approve the **"List of Unpaid Bills"** with totals by fund, as detailed. The vote to approve the motion was 6 to 0. **(See Attachment)**

Fund 10 - General Fund	\$552,702.86
Fund 32 - Capital Reserve Fund	\$65,309.92
Fund 38 - High School Capital Projects Fund	\$153,183.21
Fund 51 - Food Service Fund	\$115,302.66
Fund 59 - WMSS Radio Station Fund	\$1,561.37
Fund 72 - Expendable Trust Fund	\$0
Fund 74 - Nonexpendable Trust Fund	\$0
Fund 81 - Student Activities Fund	\$6,067.75

OLD BUSINESS

None

CONSENT AGENDA

Mr. Corradi moved and Mr. Montgomery seconded a motion to approve the items included on the Consent Agenda. The vote to approve the motion was 6 to 0.

a. Personnel: Leave of Absence Requests

- Extend the leave of absence without pay for Deborah Jones, Health Room Nurse, from November 28, 2017 through February 19, 2018 as recommended by the Administration.

b. Personnel: Change of Employment Status

- Approve the change of employment status of the individuals listed below as recommended by the Administration.
 1. Lynn Fallinger from Key Club Co-Advisor (1/3) to Key Club Co-Advisor (1/2) effective December 13, 2017 at a stipend

of \$1,888.50 (pro-rated).

2. Cheryl Friedman from Link Crew Co-Advisor (1/3) to Link Crew Co-Advisor (1/2) effective December 13, 2017 at a stipend of \$535 (pro-rated).
3. Rebecca Kotzman from Key Club Co-Advisor (1/3) to Key Club Co-Advisor (1/2) effective December 13, 2017 at a stipend of \$1,888.50 (pro-rated).
4. Jody Wenrich from Link Crew Co-Advisor (1/3) to Link Crew Co-Advisor (1/2) effective December 13, 2017 at a stipend of \$535 (pro-rated).

c. Personnel: Employment - Teacher

- Approve the employment of Lisa Smith as High School Social Studies Teacher (MAEA Temporary Professional Employee) at an annual salary of \$46,000 (pro-rated) (Bachelors, Step 1) to fill a vacancy created by the resignation of Amanda Rhinehart effective December 11, 2017, subject to submission of all required clearances, disclosures, and certification as recommended by the Administration.

d. Personnel: Employment - Department Chair

- Approve the employment of Jose Ortiz, Jr. as the High School Social Studies Department Chair at an annual stipend of \$1,838 (pro-rated) to fill a vacancy created by the resignation of Amanda Rhinehart effective December 13, 2017 as recommended by the Administration.

e. Personnel: Employment - Mentors

- Employ the individuals listed below to serve as mentors for the remainder of the 2017-2018 school year and the beginning of the 2018-2019 school year at a stipend of \$725 as recommended by the Administration.
 1. Mark Mohar for Kristi Lewis, Middle School Math Teacher
 2. Jody Wenrich for Lisa Smith, High School Social Studies Teacher

f. Personnel: Volunteers

- Approve the following individuals to serve as District volunteers for the 2017-2018 school year as recommended by the Administration:
 1. Brandi McLaughlin
 2. Ruth Shiffler

g. Academic Affairs: Contracts

- Approve a contract for a student enrolled at The Vista School in December 2017 at a total cost of \$33,933.35 plus an additional cost of \$15,000 for Personal Care Assistant services

from December 2017 until the end of the school year.

h. Academic Affairs: Employment

- Approve the employment of Tyler Shipe as a student worker in the Middletown Area School District Work Experience Program for the 2017-2018 school year at the hourly rate of \$7.25 per hour as recommended by the Administration.

i. Finance: Approvals

- Approve establishment of the Edna L. Gensel Scholarship. (***See Attachment***)

j. Finance: Exonerations

- Exonerate the 2017 real estate tax bill number 100244 in the base amount of \$108.54 as the property was declared legally abandoned by the District Justice.

k. Finance: Participations

- Approve participation in the following cooperative purchasing agreements/contracts for calendar year 2018:
 1. CPEC - Central Pennsylvania Energy Consortium
 2. Department of General Services of the Commonwealth of Pennsylvania, including Costars program
 3. General Services Administration Advantage Online Shopping (GSA Advantage)
 4. Lancaster Lebanon Intermediate Unit Joint Purchasing Consortium
 5. Lincoln Intermediate Unit
 6. Midwestern Intermediate Unit IV Smart Contract
 7. National BuyBoard Cooperative Purchasing Program
 8. National Cooperative Purchasing Alliance (NCPA)
 9. National IPA
 10. National Joint Powers Alliance
 11. PACC - Pennsylvania Capital City Automotive and Equipment Contract
 12. PEPPM - Pennsylvania Educational Purchasing Program for Microcomputers
 13. The Cooperative Purchasing Network (TCPN)
 14. U.S. Communities
 15. Western States Contract Alliance (WSCA)

l. Finance: Memorandum of Understanding

- Approve Memorandum of Understanding #1 between the District and MAEA. (***See Attachment***)

m. Finance: Bids

- Grant permission to advertise the WMSS tower project for bid.

n. Operations: Approvals

- Approve Marty Belville (First Student) as a contracted driver for the District for the 2017-2018 school year.

o. Operations: Equipment Purchases

- Approve the purchase of storage racks for the maintenance building at War Memorial Field from SJF Material Handling Equipment in the amount of \$4,563.30 using Capital Reserve funds.

p. Operations: Use of Facilities

- Approve the facility use requests on the listing attached to the agenda. **(See Attachment)**

ITEMS REMOVED FROM THE CONSENT AGENDA

Personnel

- **Information Item:** The following policy revisions are recommended by PSBA as part of the policy review process and were presented for first reading. **(See Attachments)**
 1. Policy 301 - Creating a Position (replaces Policies 301, 401 and 501)
 2. Policy 304 - Employment of District Staff (replaces Policies 304, 404 and 504)
 3. Policy 306 - Employment of Summer School Staff (replaces Policy 406)
 4. Policy 307 - Student Teachers/Interns (replaces Policy 307 and 407)
 5. Policy 308 - Employment Contract/Board Resolution (replaces Policies 308, 408 and 508)
 6. Policy 309 - Assignment and Transfer (replaces Policies 309, 409 and 509)
 7. Policy 348 & Attachment - Unlawful Harassment (replaces Policies 348, 448 and 548)

Academic Affairs

- **Information Item:** The following policy revisions are recommended by PSBA as part of the policy review process and were presented for first reading. **(See Attachments)**
 1. Policy 216 - Student Records
 2. Policy 217.1 - Dual Enrollment at Institutions of Higher Learning

NEW BUSINESS

Athletics/Activities

Mr. Corradi moved and Mr. Lupp seconded a motion to amend the contract with Pine Creek Structures for the concession stand for the softball field to upgrade to a metal roof and provide a work bench under the concession window at a combined additional cost of \$384 using Capital Reserve Funds. The vote to approve the motion was 6 to 0.

0. Mr. Montgomery asked which concession stand this was. Mr. Franklin said that it is not the one currently on the campus, but a concession stand that will be located at the softball field.

Personnel

Mr. Corradi moved and Mr. Lupp seconded a motion to approve post season pay for the following individuals based upon the established compensation schedule. The vote to approve the motion was 6 to 0.

1. Rebecca Becher, High School Assistant Band Front Director - \$100
2. Gus Burghdorf, High School Percussion Instructor - \$200
3. Jonathan Dickey, Assistant Football Coach - \$1,000
4. Michael Dupes, Assistant Football Coach - \$1,000
5. Samuel Fisher, High School Band Director - \$900
6. Aaron Lichtenwalner, High School Band Front Director - \$200
7. Brett Myers, Head Football Coach - \$1,425
8. Jose Ortiz, Jr., Associate Head Football Coach - \$1,500
9. Justin Smith, High School First Assistant Band Director - \$600
10. Scott Souders, Assistant Football Coach - \$1,000
11. Nikki Thomas, Assistant Fall Cheerleading Coach - \$462.50
12. Jessica Welsh, Head Fall Cheerleading Coach - \$462.50

Mr. Corradi moved and Mr. Ponnett seconded a motion to approve the employment of Katelyn Murk to serve as a mentor for Dale Shreiner, High School Social Studies Teacher, for the remainder of the 2017-2018 school year and the beginning of the 2018-2019 school year at a stipend of \$725 as recommended by the Administration. The vote to approve the motion was 6 to 0.

Mr. Corradi moved and Mr. Ponnett seconded a motion to approve the employment of Dale Shreiner as the Middle School Youth and Government Advisor at a stipend of \$1,323 (pro-rated) effective December 19, 2017 through the end of the 2017-2018 school year as recommended by the Administration. The vote to approve the motion was 6 to 0.

Finance

Mr. Lupp moved and Mr. Ponnett seconded a motion to approve an agreement with Forecast 5 Analytics to provide access to the 5 Sight and 5 Cast data analysis software at a discounted cost of \$3,000 and \$1,500, respectively, through June 30, 2018. The vote to approve the motion was 6 to 0.

REPRESENTATIVES

***Capital Area
Intermediate Unit***

Steelton-Highspire is currently holding the representative seat for Middletown.

Dauphin County Tax

Mr. Franklin noted that the Keystone Collections Group SOC-1, Type 2

Collection Committee Audit Report was attached. **(See Attachment)** Mr. Franklin reported that this was the sixth consecutive year for a clean audit.

Dauphin County Technical School Mrs. Mehaffie reminded members to complete the ballots at their seats. Mrs. Mehaffie said the budget was mailed to all Board members.

Harrisburg Area Community College Dr. Gomboc-Turyan had nothing to report because there has been no meeting.

Middletown Area Blue Raider Foundation Mrs. Mehaffie reported that there was a meeting scheduled this week and the Foundation will be selecting officers and making bylaw changes. Mr. Corradi said they would be developing a packet for naming rights and advertising guidelines based on the Board's discussion at the December 12, 2017 Agenda Planning Meeting.

Olmsted Regional Recreation Board Mr. Lupp reported that basketball is in full swing, which is the most profitable recreation program.

PSBA Liaison Dr. Gomboc-Turyan had nothing to report.

SUPERINTENDENT'S REPORT

Dr. Hunter read Dr. Suski's report in her absence:

"It is with sadness that we inform you of the passing of former Middletown Area High School Music Teacher/Choral Director, Steve Smith. Steve passed away on Saturday night after battling cancer for several years. Mr. Smith resigned from his position at MAHS in March 2014 as he continued to fight his illness. A viewing for Mr. Smith will be held on Thursday, December 21 from 10:00 a.m. – 12:00 noon at Matinчек and Daughter Funeral Home in Middletown. A service will follow the viewing. Please keep Steve's adult children and family in your thoughts and prayers as they go through this difficult time, especially during the holiday season. Mr. Smith impacted many students over his long teaching career in Middletown Area School District. May he rest in peace.

Friday is the last day of school before the winter break. Classes resume on Wednesday, January 3, 2018. I wish all of you a very Merry Christmas and a wonderful holiday season!"

ROUNDTABLE

Mr. Lupp congratulated the student athletes and wished everyone a Merry Christmas.

Mr. Corradi seconded Mr. Lupp and enjoyed the student recognitions. Mr. Corradi wished everyone Happy Holidays.

Dr. Hunter (1990 alumni) commented on the excellent fall season and noted that the girls' volleyball team has their first banner for the gym.

Mrs. Mehaffie commented on how well the students conduct themselves off the field and they deserve credit for that as well as their athletic ability. Mrs. Mehaffie wished everyone Merry Christmas and Happy New Year.

ADJOURNMENT

Mr. Montgomery moved and Mr. Corradi seconded a motion to adjourn. The vote to approve the motion was 6 to 0. The meeting adjourned at 7:52 p.m.

ATTEST:

David A. Franklin, Board Secretary