

MIDDLETOWN AREA SCHOOL DISTRICT
School Board Agenda Planning Meeting
August 8, 2017 - 6:07 p.m.
MINUTES

Board Members in attendance: Mike Corradi, Melvin Fager Jr., Dr. Brian Keating (arrived after the Roll Call), Christopher Lupp, Linda Mehaffie, and John Ponnett

Board Members not in attendance: David John, Darnell Montgomery, and Jennifer Scott

Staff/Public in attendance:

District Administration: Dr. Lori Suski, Superintendent of Schools; David Franklin, Chief Financial Officer/Board Secretary; Dr. Chelton Hunter, Assistant to the Superintendent; Michael Carnes, MAHS Principal; Darren DiCello, Director of Technology and Digital Learning; Christine Mostoller, Director of Curriculum, Instruction and Assessment; Brett Myers, Assistant High School Principal; and Heidi Zula, Director of Human Resources

District Staff: Melanie Hensel, Lynn Miller, Dion Mumma, Daniel Riggs, and Jody Zorbaugh

Candidates for Employment: Janelle Dukes, Joelle Jones, Trevor Saylor, and Cliff Smith

Interested Students and Citizens: Lynette Adams, Harriet Baylor, Kevin Crone, Lawrence Early, Elaine Eden, Darrell Evans, Sandy Gearhart, Tina Y. Hanes, Shikia Humon, Jodi Jah, Mariber Johnson, Marlin and Dawn Knull, Felicia Martin, Renee Mays, Rhonda Nelson, Rick Reid, John Shaffer, Natalie Shaffer, and Alice Wiley

Reporter: Dan Miller

Call to Order Mrs. Mehaffie called the meeting 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

Presentations Dr. Suski said that the School Board requested presentations from several attorneys that could serve as special counsel for personnel matters.

Levin Legal Group – Michael Levin said that his firm represents school districts across the state of Pennsylvania and that his firm serves as general counsel for the Pennsylvania School Boards Association, solicitor for several school districts and special counsel for other school

districts in PA. Mr. Levin said that his firm believes in being a leader in legal matters in PA. Mr. Levin said that he authored and updates several books that are used in education law. Mr. Levin also noted that personnel in his firm have authored a book on municipal liability. Mr. Levin touted their status as a paperless firm and said they believe in staying up-to-date with technology.

Barley Snyder – Robert Frankhouser said that his firm is headquartered in Lancaster with several other offices in the South Central Pennsylvania area. Mr. Frankhouser said they represent approximately 15 school districts as solicitor and they also represent other school districts as special counsel. Mr. Frankhouser said that he specializes in personnel matters. Mr. Frankhouser noted that he has handled numerous labor arbitrations. Mr. Frankhouser said that his firm works with the Pennsylvania School Boards Association. Mr. Corradi questioned whether the firm served as special counsel for Dauphin County Technical School. Mr. Frankhouser confirmed that they did for the Harrisburg School District jointure.

Dr. Suski said that two other firms will present information at the August 28 School Board meeting for the possibility of serving as special counsel for personnel matters.

Candidates for Employment or Approval

Dr. Suski asked Ms. Zula to name the candidates for employment who were in attendance at the Board meeting. The following candidates introduced themselves to the Board: Janelle Dukes, Joelle Jones, Trevor Saylor, and H. Clifford Smith.

Ms. Dion Mumma, MASD Transportation Coordinator, introduced representatives from the District's contracted school bus companies. Jodi Jah represented Boyo Transportation and introduced the contracted drivers that were present. Kevin Crone represented First Student.

Dr. Suski thanked the drivers for their hard work to keep the District safe. Mr. Corradi also thanked the drivers for attending and said it was nice to be able to put a face to the names on the agenda for approval. Ms. Jah thanked Dion Mumma for all she does to safely transport students in the District.

Public Comment

Dawn Knull, 123 State Street, asked why there was nothing listed on the agenda about the specifics associated with the Alternative Education program that will be operated in the District this year. Mrs. Knull said that she saw that there were items being purchased, but no

other information. Dr. Suski said that the District timely completed and submitted an application to run an Alternative Education for Disruptive Youth (AEDY) program in the District. Dr. Suski said that after the application was submitted, the District had a conversation with a representative at the Pennsylvania Department of Education (PDE) who inquired why the District was seeking to run an AEDY program since most school districts that are operating an alternative education program are not seeking AEDY approval and are running the alternative education program in their own school buildings. Dr. Suski said that most AEDY programs are run by private providers. Dr. Suski said that when the new High School was built, it was designed to house an alternative education program. Dr. Suski said that based upon the feedback from PDE, the District has decided to utilize separate space in the High School for alternative education. Dr. Suski said that there would be a separate entrance and separate transportation for the alternative education students and other contact with District students would be avoided. Dr. Suski said that two paraprofessionals will still be hired for the program to assist Mr. Bright in his role as the Principal. Dr. Suski discussed safety protocols that would be used. Mrs. Knull asked when the public would have been informed about this change. Dr. Suski said that she intended to review the change when discussing the furniture needs that are listed on the agenda for approval this evening.

Secretary's Report

Minutes

Mr. Fager moved and Mr. Ponnett seconded a motion to approve the minutes of the June 19, 2017 School Board General Business Meeting. The vote to approve the motion was 6 to 0.

Board Meeting Calendar

Mr. Franklin noted that an advertisement ran in the Patriot News and the Press & Journal in July to clarify that the School Board may conduct general business at the Agenda Planning meetings scheduled for August 8, September 12, October 10, November 14 and December 12 in addition to conducting general business at the regular monthly General Business meetings. Mr. Franklin suggested that the Board should vote to confirm this advertisement.

Mr. Fager asked whether this would end after December 12. Mrs. Mehaffie said that a new meeting calendar would be developed for the 2018 year and that the School Board could determine how they wanted the meetings to operate at that time. Mr. Fager said that he doesn't understand the need to take action at the Planning meets. Mr. Franklin said that one reason could be when an offer of employment has been made, but the candidate has not yet tendered resignation from their

current employer because they want to make sure that the School Board will approve the employment. Mr. Franklin said that professional employees can be held for 60 days from their current employer and delaying the School Board action could mean that there would be a longer waiting period for the vacancy to be filled. Mrs. Mehaffie noted that it is not necessary to take action if the School Board wants to wait until the next meeting. Mr. Fager said he believes it is better to wait to vote on the agenda items to allow for more due diligence to occur. Mr. Lupp moved and Dr. Keating seconded a motion to affirm the advertisement that ran in July indicating that the School Board may conduct general business at the Agenda Planning meetings scheduled on August 8, September 12, October 10, November 14, and December 12 in addition to conducting business at the regular General Business meetings. The vote to approve the motion was 6 to 0.

Old Business

None

ATHLETICS/ACTIVITIES

Agreements

Action Item – Supplemental Athletic Training Services: Mr. Franklin said that the High School Administration worked with Drayer Physical Therapy Institute, LLC on a renewal agreement for budgeted supplemental athletic training services during the 2017-2018 school year at a cost of \$25 per hour. Mr. Franklin said that the language in the agreement was then vetted by the solicitor and insurance broker and all of the requested changes were made to the agreement. Mr. Franklin noted that the agreement provides for increased hours, but would not equate to a full-time position. Mr. Franklin said that the increased hours were budgeted and were necessary in order for Drayer to find a person to serve as the trainer. Mr. Franklin said that the School Board may wish to consider approval of the agreement tonight as the additional assistance may be needed during practice season. Dr. Suski said that assistance would be needed during fall practices. Dr. Keating moved and Mr. Corradi seconded a motion to approve the agreement with Drayer Physical Therapy Institute, LLC for supplemental athletic training services at a cost of \$25 per hour. The vote to approve the motion was 6 to 0.

Equipment Purchases

Action Item – Concession Stand Structure: Dr. Suski said that at the request of the School Board subsequent to the public comment at the June 19 School Board meeting, she selected a shed to be used as concession stand with the assistance of Mrs. Kim Kennedy (Booster Club officer), Mr. Carnes and Mr. Franklin. Dr. Suski said that Pine Creek Structures can provide the concession stand, which would be used for

cross country, track, field hockey, boys' soccer and girls' soccer. Dr. Suski said that the total cost is \$5,230 and can be purchased using Capital Reserve funds. Mr. Lupp moved and Mr. Fager seconded a motion to purchase the concession stand from Pine Creek Structures at a cost of \$5,230 using Capital Reserve funds. The vote to approve the motion was 6 to 0.

Action Item – Athletics Utility Vehicle: Mr. Franklin said that a request was made to purchase an additional utility vehicle in the 2017-2018 budget, but it was one of the requests denied to avoid a tax increase because it could be purchased from the Capital Reserve Fund instead of the General Fund as a one-time cost. Mr. Franklin explained that the request for the additional vehicle was because it is used by numerous athletic personnel to traverse the campus. Mr. Franklin said that a quote has been obtained from Don's Kawasaki for a Kawasaki mule utility vehicle at a cost of \$8,088.79. Mr. Fager moved and Mr. Ponnett seconded a motion to purchase the utility vehicle from Don's Kawasaki at a cost of \$8,088.79. The vote to approve the motion was 6 to 0.

PERSONNEL

Agreements

Action Item – Co-Curricular and Extra-Curricular Compensation Schedules: Mr. Franklin said that the Administration and representatives from the Middletown Area Education Association met several times over the past few months to look at compensation schedules for co-curricular and extra-curricular activities in anticipation of the schedules expiring June 30, 2017. Mr. Franklin reviewed the groupings for athletic positions. Mr. Franklin said that the expiring schedules had three groupings for athletic positions. Mr. Franklin said that this change was made in the past to bring some sports that were at the bottom up to the third grouping. Mr. Franklin said that in reviewing compensation with other school districts, it is recommended that the number of groupings be increased. Mr. Franklin said that the change does not affect the bottom of the schedule, but rather breaking out the top grouping into three groups. Mr. Franklin said that football would be a group by itself; wrestling, girls' basketball and boys' basketball would be in the next group; and boys' soccer and girls' soccer would remain together in what was group 1 in the past. Mr. Franklin said that there would be no decreases for these groupings, but that expanding the groupings allows for alignment of compensation with other schools. Mr. Franklin said that there was also a desire to increase the compensation for assistant coaches because of the expectation for year-round work with students. Mr. Franklin said that a larger increase was required for athletics in the first year in order to

address the recommended changes and that increases in the two remaining years would average only 1%. Mr. Franklin said that there would be no step increases in the three years of the proposed agreements. Mr. Franklin said that in order to counteract the increase for athletics a smaller increase is proposed for other positions in the first year with increases in the second and third year that average 5%. Mr. Franklin said that the post-season compensation schedule was also amended to have the pay be divided at the discretion of the head coach. Mr. Franklin also said that a proposal was developed for how pay would be issued for uniformity and to ensure that it was not front-loaded so that it would avoid difficulty of recovering pay if a coach did not fulfill his/her obligation. The School Board agreed to move the compensation schedules to the August 28 School Board meeting agenda for approval. Dr. Suski thanked Melanie Hensel, Adam Shaffer, and Justin Smith for their efforts in working with Mr. Franklin, Ms. Zula and her in the development of the schedules.

Resignations

Action Item – Resignations: Ms. Zula said that resignations were received from two employees since the last School Board meeting. Mr. Fager moved and Mr. Ponnnett seconded a motion to accept the resignations of Sherri Harkins as an Instructional Aide effective June 30, 2017 and Nicole Kelley as a Music Teacher effective when her replacement can be found, but no later than October 3, 2017. The vote to approve the motion was 6 to 0.

Change of Employment Status

Action Item – Employment Status Change: Mr. Fager moved and Mr. Ponnnett seconded a motion to approve the employment status changes listed below. The vote to approve the motion was 6 to 0.

1. Brian Stehle from Groundskeeper/Trades Utility (MAESPA, Trades 1A) to Third Shift Custodian (MAESPA, Custodian 1B) at an hourly rate of \$14.10 (Step 11) effective August 28, 2017
2. Cory Smith from Mechanic/Groundskeeper (MAESPA, Trades 1B) to Groundskeeper/Trades Utility (MAESPA, Trades 1A) at an hourly rate of \$15.75 (Step 7) to fill a vacancy created by the reassignment of Brian Stehle effective July 13, 2017
3. Kristen Rios from Part-Time Non-Instructional Aide (Support Staff, Range 6) to Full-Time Instructional Aide (Support Staff, Range 5) at an hourly rate of \$10.81 plus \$500 low incident classroom stipend to fill a vacancy created by the reassignment of staff due to the resignation of Sherri Harkins effective August 22, 2017

Employment

Action Items – Elementary Summer School, Middle School Summer School, Summer Food Service Program and Other Employment: Mr. Fager moved and Mr. Ponnnett seconded a motion to employ the

individuals listed below. The vote to approve the motion was 6 to 0.

1. Ashley Sabitsky as a Teacher for the Elementary Summer School Program funded by Title I at the rate specified in the MAEA agreement
2. Jennifer Friedrichs as a Teacher for the Middle School Summer School Program at the rate specified in the MAEA agreement
3. Jodi Henderson as a Summer Food Service Program Site Supervisor for the federally funded program through the USDA National School Lunch Program at an hourly rate of \$10.34 effective June 12, 2017
4. Damion Floyd as a Second Shift Custodian (MAESPA, Custodian 1B) at an hourly rate of \$12.65 (Step 3) to fill a vacancy due to the resignation of Stephen Neiman effective July 13, 2017
5. Darryl Betts as a Sports Turf Technician (MAESPA, Trades 1A) at an hourly rate of \$16.20 (Step 10) to fill a new position created due to the elimination of the Landscaper position effective July 24, 2017
6. H. Clifford Smith as Athletic Director (Act 93, Range 5) at an annual salary of \$78,856 to fill a vacancy created due to the change of employment of Jeremy King effective August 8, 2017
7. Heather Kachel as a Library Clerk (Support Staff, Range 5) at an hourly rate of \$11.00 to fill a vacancy created by the retirement of Cynthia Keane effective August 14, 2017
8. Joelle Jones as a School Social Worker at an annual salary of \$52,480 (MAEA Master, Step 6) to fill a vacancy created by the resignation of Molly Sullivan effective at the beginning of the 2017-2018 school year
9. Janelle Dukes as an Elementary Teacher at an annual salary of \$46,000 (Bachelors, Step 1) to fill a position using the budgetary reserve line item due to an increase in student enrollment at the kindergarten level effective at the beginning of the 2017-2018 school year
10. Trevor Saylor as the Reid Elementary Principal (Act 93, Range 3) at an annual salary of \$89,981 to fill a vacancy created by the change of employment of Earl Bright effective upon release from his current employer, but no later than October 2, 2017

Action Item – Co-Curricular and Extra-Curricular Employment: A listing of the individuals recommended for employment as co-curricular and extra-curricular personnel was attached to the agenda. Mr. Corradi moved and Mr. Ponnnett seconded a motion to approve the employment of the individuals on the listing attached to the agenda as co-curricular and extra-curricular personnel. The vote to approve the

motion was 6 to 0. **(See Attachment)**

Action Item – Mentors: Mr. Fager moved and Dr. Keating seconded a motion to employ the individuals listed below to serve as mentors for 2017-2018 at a stipend of \$725. Dr. Suski noted that an induction program is required by the Pennsylvania School Code. The vote to approve the motion was 6 to 0.

1. Tiffany Schell for Jessica Drake, High School Chemistry
2. Christopher Bradford for Jose Ortiz, Jr., High School Social Studies
3. Lori D'Amour for Karissa Hall, Grade 2 at Kunkel
4. Tiffany Mittereder for April Roberts, Grade 2 at Kunkel
5. Jessica Fetter for Kathryn Korsak, Grade 3 at Kunkel
6. Michael Checco for Lana Greinermiller, Elementary Art
7. Mary Checco for Kristen Sinkovitz-Radle, Elementary Art
8. Charlene Hurst for Tamara Beckenbaugh, High School Life Skills Support
9. Amy McPhilemy for Joelle Jones, Social Worker
10. Stephanie Trafecanty for Janelle Dukes, Grade 1 at Kunkel

Volunteers

Action Item – Volunteers: Ms. Zula said that the listing attached to the agenda includes those approved as volunteers in the 2016-2017 school year with the addition of Daniel Velez and Sharon Boyland. Mr. Corradi moved and Dr. Keating seconded a motion to approve volunteer status for the individuals on the listing attached to the agenda for the 2017-2018 school year. Mrs. Mehaffie asked how often clearances are needed. Ms. Zula said every five years and that the District does the tracking for the clearances. The vote to approve the motion was 6 to 0. **(See Attachment)**

ACADEMIC AFFAIRS

Communications

Information Item – Kindergarten Enrollment: Dr. Hunter reviewed information on current enrollment at the elementary level. Dr. Hunter said that there are now 180 students scheduled for kindergarten. Dr. Hunter said that 27 additional students enrolled over the summer for kindergarten, which is the reason why it was necessary to add another teacher to keep class sizes where they were projected. Dr. Suski said that many more students enrolled than census data projected. 4 or 5 additional students enrolled today across all grade levels. Dr. Suski said class sizes still look good at the elementary level at this time. Dr. Suski thanked Dr. Hunter and Mrs. Berzowski for their work to monitor class size and make the necessary shifts in where kindergarten students will attend in order to balance class size between elementary schools as permitted by District policy.

Agreements

Action Item – ScanTrakk Agreement: Mr. Carnes reviewed an agreement with Online-Reg, Inc. for attendance tracking at a cost of \$2,691. Mr. Carnes said that this would be used to facilitate the delayed start schedule at the High School on Mondays. Mr. Carnes said that it will allow for accountability. Dr. Suski thanked Mrs. Mostoller and Mr. Carnes for their research to locate the app. Mr. Fager asked if this is the total cost for the year. Mr. Carnes confirmed that it is the total cost. Mr. Lupp asked what is scanned. Mr. Carnes said that it is the iPads that will be used for the scanning. Mr. Fager moved and Mr. Lupp seconded a motion to approve the agreement with Online-Reg, Inc. for the 2017-2018 school year at a cost of \$2,691. The vote to approve the motion was 6 to 0.

Action Item – Educational Service Agreements: Mr. Corradi moved and Mr. Lupp seconded a motion to approve the following agreements for educational services. The vote to approve the motion was 6 to 0.

1. New Story – unbudgeted for 1 student at a cost of \$380 per day for extended school year using the budgetary reserve line item
2. New Story – budgeted for 1 student at a cost of \$380 per day for the 2017-2018 school year
3. NHS Pennsylvania – budgeted for 1 student with a personal care aide for a cost of \$306.04 per day plus related services at a cost of \$134 per hour for physical therapy, \$73 per hour for occupational therapy and \$90 per hour for speech/language for the 2017-2018 school year

Contracts

Action Item – Educational Service Contracts: Dr. Suski reviewed the contracts for the following educational services:

1. Fitness 4 Focus – budgeted health and fitness instruction for special education students at a cost of \$20,125 for 35 sessions during the school year and \$4,500 for a field activity
2. Vista School – replacement for a previously approved contract to provide special education services for a student at a cost of \$50,900 during the 2017-2018 school year to a cost based upon the student holding an APS slot

Mr. Franklin said that there is language in the Fitness 4 Focus contract that has been questioned by the insurance broker and that further review is needed, so he suggested that any action to approve the contracts be tabled until the August 28 School Board meeting. The School Board agreed to move both contracts to the August 28 School Board meeting agenda for approval.

Memorandums of Understanding

Action Item – Title III MOU: Mrs. Mostoller reviewed the Memorandum of Understanding for participation in the Capital Area

Intermediate Unit #15 Title III Consortium for the 2017-2018 school year. Mrs. Mostoller said that there is great benefit received by participating in the consortium because of the resources that are made available to the District. Dr. Suski noted that Title III funding is limited, so it is helpful to pool resources with other school districts. The School Board agreed to move the memorandum of understanding to the August 28 School Board meeting agenda for approval.

Employment

Action Item – Work Experience Program: Mr. Corradi moved and Mr. Fager seconded a motion to approve the following students for employment in the Work Experience Program for 2017-2018 at a rate of \$7.25 per hour – Jacob Barrett, Leandra Cruz, Caitlyn Gingrich, Breanna Griesemer, Jeremy Hippensteel, Kristina Hutson, Elise Marroquin, Ryan Montgomery, Renee Peterson, Justin Srogota, Carl Stevenson, and Joan Weinstrab. The vote to approve the motion was 6 to 0.

Policies

Action Item – Revision to Policy 226: Dr. Suski said that Pennsylvania School Boards Association (PSBA) and the solicitor have recommended changes to Policy 226 (Searches). Dr. Suski said that Policy 226.1 is recommended to be deleted as the language has now been included in the revised Policy 226. Dr. Suski requested that the revisions be approved at the August 28 School Board meeting. The School Board agreed to move the revisions to policy 226 and deletion of policy 226.1 to the August 28 School Board meeting agenda for approval.

Action Item – Policy Revisions: Dr. Suski noted that PSBA has recommended revisions to the following policies as part of its policy review process. Dr. Suski said the solicitor is still reviewing some of the policies and may recommend different language than what PSBA has proposed. Dr. Suski requested that the revisions be approved at the August 28 School Board meeting. The School Board agreed to move the revisions to the policies listed below to the August 28 School Board meeting agenda for approval.

1. Policy 204 – Attendance
2. Policy 204.1 – Educational Trips
3. Policy 218 – Student Discipline
4. Policy 218.1 – Weapons
5. Policy 218.2 – Terroristic Threats
6. Policy 218.3 – Student Fighting
7. Policy 218.4 – Gang Activity
8. Policy 222 – Tobacco
9. Policy 227 – Controlled Substances/Paraphernalia
10. Policy 227.1 – Drug Testing for Students in Extracurricular

Activities

11. Policy 235 – Student Rights & Responsibilities
 12. Policy 247 – Hazing
 13. Policy 248 – Unlawful Harassment
-

FINANCE

Approvals

Action Item – Repository Bid: Mr. Fager moved and Mr. Ponnett seconded a motion to accept the repository bid of Alexander Cabot for parcel 42-028-004-064-0552 in the amount of \$500. The vote to approve the motion was 6 to 0.

Action Item – Investment Plan: Mr. Franklin reviewed the investment plan for 2017-2018. Mr. Franklin noted the increased interest rates provided to the District by all three depositories. Mr. Franklin said that the investment plan is very similar to prior years and most funds will be maintained at Mid Penn Bank based upon the yield available. Mr. Franklin said that the investment plan must be approved within 60 days of the start of the school year in accordance with Policy 609. Mr. Corradi moved and Mr. Fager seconded a motion to approve the investment plan for 2017-2018. The vote to approve the motion was 6 to 0. ***(See Attachment)***

Equipment Purchases

Action Items – Alternative Education Classroom Furniture, Alternative Education Blinds, High School Furniture: Dr. Suski said that some purchases were needed to facilitate housing alternative education in the High School as explained earlier in the meeting. Dr. Suski said that the purpose of the alternative education program is to be rehabilitative and that not all students are placed in the program for disciplinary reasons. Dr. Suski said that some of the students in the program just benefit from a smaller classroom setting. Dr. Suski said that the program does not require PDE approval since it is similar to other in-house offered services such as Gifted education, English as a Second Language, remedial reading, etc... Dr. Suski reviewed the following equipment purchases:

1. Tanner of PA – 3 bookcases and additional panels for existing study carrels to allow for mobility for each unit in the alternative education classroom at a total cost of \$3,846.24 using Costars pricing
2. Jackson’s Window Shoppe – 5 roller shades for windows in the alternative education space at the High School at a total cost of \$1,300
3. Tanner of PA – 2 desks, 2 filing cabinets and 2 chairs for itinerant offices to house Mrs. Sessa and Mr. Copenhaver in the main office

of the High School because of the need to utilize their previous spaces for other purposes at a total cost of \$2,606.36 using Costars pricing. Dr. Suski said that the itinerant rooms in the High School where Mrs. Sessa and Mr. Copenhagen will be located were previously outfitted as conference space not office space.

Mr. Ponnnett moved and Mr. Fager seconded a motion to approve the purchase of the equipment items listed above. The vote to approve the motion was 6 to 0.

Contracts

Action Item – Food Service Maintenance Contracts: Mr. Franklin said that annual food service scheduled maintenance contracts are recommended for each of the school buildings and the War Memorial Field concession stand. Mr. Franklin said that the contracts ensure proper operation of the equipment. Mr. Corradi moved and Mr. Fager seconded a motion to approve the food service maintenance contracts listed below. The vote to approve the motion was 6 to 0.

1. OnPoint Commercial Services to provided scheduled maintenance at the High School during the 2017-2018 school year at a cost of \$1,200
2. OnPoint Commercial Services to provided scheduled maintenance at the Middle School during the 2017-2018 school year at a cost of \$1,240
3. OnPoint Commercial Services to provided scheduled maintenance at Reid Elementary School during the 2017-2018 school year at a cost of \$820
4. OnPoint Commercial Services to provided scheduled maintenance at Fink Elementary School during the 2017-2018 school year at a cost of \$500
5. OnPoint Commercial Services to provided scheduled maintenance at Kunkel Elementary School during the 2017-2018 school year at a cost of \$900
6. OnPoint Commercial Services to provided scheduled maintenance at War Memorial Field during the 2017-2018 school year at a cost of \$500

Agreements

Action Item – School-Based Access Program Participation Agreement and Child Nutrition Program Participation Agreements: Mr. Franklin reviewed the following agreements:

1. Agreement to participate in the School-Based Access Program for the 2017-2018 school year. Mr. Franklin said that the agreement was received after the June School Board meeting and needed to be returned prior to July 31, 2017. Mr. Franklin said that the agreement specifies the requirements to participate in this funding stream and what funds the District will receive.

2. Agreement with Capital Area Intermediate Unit to administer the Child Nutrition Program for District students educated at their facilities during the 2017-2018 school year.
3. Agreement with Dauphin County Technical School to administer the Child Nutrition Program for District students educated at their facilities during the 2017-2018 school year.

Mr. Corradi moved and Mr. Fager seconded a motion to approve the agreements listed above. The vote to approve the motion was 6 to 0.

Exonerations

Possible Action Item – Exoneration Request: Mr. Franklin said that the Borough of Middletown requested exoneration of their tax bill for parcel 41-009-017 as there is no commercial activity on the parcel. Mr. Franklin said that the tax bill was issued for a base amount of \$2,866.21. Mr. Franklin said that in researching the history of the property it was determined that it was tax exempt since 2014. Mr. Franklin said that when the 2014-2015 bills were issued the Borough of Middletown owned the property. When the 2015-2016 and 2016-2017 bills were issued the property was owned by Middletown Borough Industrial and Commercial Development. Mr. Franklin said that the property was transferred back to the Borough of Middletown on October 31, 2016, but the Borough does not appear to have filed for tax exemption at that time. Mr. Franklin said that the Dauphin County Tax Assessment Office has indicated that tax exemption would be granted for the property if the Borough filed. Mr. Franklin said that the County has no record that an exemption request has been filed. Mrs. Mehaffie suggested that the Borough be contacted and asked to file for tax exemption prior to voting on the exoneration request. Mr. Franklin said that he would have Mr. Fisher in his office make that call.

Action Item – Tax Bill Exonerations: Mr. Franklin reviewed the exoneration of bill 105286 due to an error made by the Dauphin County Tax Assessment Office and bill 102963 for the property owned by the District that is not being used for any tax exempt purpose. The School Board agreed to move the exonerations to the August 28 School Board meeting agenda for approval.

Possible Action Item – Exoneration Request: Mr. Franklin said that a property owner had contacted the Tax Office to request exoneration of his tax bill and a reissued tax bill to reflect the homestead exclusion. Mr. Franklin said that his understanding is that the taxpayer had inquired of Dauphin County about transferring a homestead exclusion and there was misunderstanding of the intended question and the answer that was received. Mr. Franklin said that the taxpayer says that

he asked the County if the homestead exclusion from his previous residence in another school district would transfer to the property that he built in MASD. Mr. Franklin said that the County indicated that homestead exclusions transfer. Based upon the response that the taxpayer received, he did not complete the form to receive a homestead exclusion. Mr. Franklin said that miscommunication seems to have occurred. Mr. Franklin said the County was likely referring to the transfer of homestead exclusion from one owner to another owner for the same property as long as both owners qualify, not the transfer of homestead exclusion from one property to another property as that is not possible. Mr. Franklin noted that the money available to fund homestead exclusions comes from the state and that pot of money must be distributed among the property owners that have been certified to participate in the program. Accordingly, Mr. Franklin said that there is no money available from the state to provide additional homestead exclusions. Mr. Franklin said that it is his understanding that the taxpayer has filed an application for the exclusion for next year. Mrs. Mehaffie asked what the exclusion amount would be. Mr. Franklin said that it would be just over \$200. Mr. Fager moved and Dr. Keating seconded a motion to deny the request for a homestead exclusion for the 2017-2018 school year. The vote to approve the motion was 6 to 0.

Resolutions

Possible Action Item – Resolution for Audit of PSERS: Mr. Franklin said that Penncrest SD has requested that all school districts petition the legislature and Governor Wolf for an investigation into whether mismanagement of or improper activity in the Public School Employees’ Retirement System (PSERS) has occurred. Mr. Franklin said the resolution also seeks pension reform. Mr. Lupp said rising PSERS costs are the biggest threat to public education. Mr. Corradi asked who would be paying for the investigation. Mr. Franklin said he would anticipate it would be state-funded. Mrs. Mehaffie will contact Penncrest SD to see if other school districts have adopted resolutions. Mr. Franklin will draft a version of the resolution for the School Board to consider at the August 28 meeting.

Communications

Discussion Item – Olmsted Regional Park and Recreation Board: Mr. Franklin said that the Peer to Peer grant study recommends cooperative effort between the three municipalities and the District for park and recreation programs. Mr. Franklin said the recommendation is that this would avoid duplicative services and financial waste. Mr. Franklin said that the recommendation of the study is for the “Board” to operate under the District. Mr. Franklin provided some historical perspective on the District’s role to employ a Recreation Board Director

in the past; however, the totality of the Board's operations was never managed by the District. Mr. Franklin said this new proposal differs in that all Board activity would be under the District. Mr. Franklin said that as in the past each entity would be expected to contribute toward the operational costs of the Board. Mr. Franklin said that separate accounting could occur in the District's records to facilitate this. Mr. Franklin said that the proposal is that each municipality would contribute \$1 per person with a minimum contribution of \$3,000. Mr. Franklin said that the District would be expected to contribute \$1 per person in the entire District as well (approximately 50% of the contributions). Mr. Franklin said that the peer to peer consultant recommends that the programs operated by the Board should be done at a profit and that this would help to offset administrative costs. Because the amount of profit to be obtained is difficult to estimate, Mr. Franklin analyzed the amount of profit that would be needed to cover administrative costs after contributions from the entities and other grants and subsidies. Mr. Franklin reviewed the assumptions used in the analysis for salary and benefits. Mr. Franklin said that the costing also assumes that a circuit rider grant will be received to provide 100% of the salary in the first year with decreases of funding by 25% each year thereafter until the grant provides no funds. Mr. Franklin said that the net salary and benefit cost in the first year would be \$29,145.36 in the costing. This would be reduced by the entity contributions based upon \$1 per person (minimum \$3,000) of \$38,301. Mr. Franklin said that means that in the first year, programs would not need to generate a profit. Mr. Franklin said that as the grant funding decreases, the need to run programs at a profit increases if no additional contributions are provided by the entities. Mr. Franklin said that the second year would require profits of \$7,192.93 and that the fifth year would require profits of \$62,187.25 when the grant provides zero funding. Mr. Franklin said that an alternate model is presented that increases entity funding by \$0.25 per person each year. Mr. Franklin said that this model results in profits needed from programs in year 5 of \$26,886.25. The \$35,000 difference between the models is the result of additional funding coming from the municipalities and the District. Mrs. Mehaffie said that the municipalities have all met and discussed the concept, but have not been able to review any financial information as Mr. Franklin just recently completed the analysis presented. Mrs. Mehaffie noted that there is a five year commitment associated with moving forward. Mrs. Mehaffie said that the program could be stopped at the end of five years if it is not working. Dr. Keating asked what type of programs could occur that would run at a profit. Mr. Lupp said the basketball program, concessions, bus trips, etc. Mr. Ponnett asked which scenario

is more likely – level contribution or increasing contribution. Mr. Corradi suggested that information from Mechanicsburg’s program be shared. Dr. Suski noted that some concern was expressed at the last meeting about affordability of the programs. Although the consultant suggested that we might be undercharging for some of the programs, would an increase in fees preclude participation? Dr. Suski said it might be necessary to have benefactors in order to make this work. Mrs. Mehaffie said that she will share the financial information with the municipalities.

OPERATIONS

Capital Projects

Action Item – Electrical & Plumbing Construction for Concession

Stand: Mr. Franklin said that the District received updated proposals from Susquehanna Mechanical today for the work that is needed to provide electric and plumbing to the new concession stand – electrical at a cost of \$11,870 and plumbing at a cost of \$10,960. Mr. Franklin acknowledged Mrs. Mehaffie’s efforts to work with the contractor on the revised pricing. Mr. Franklin said that the pricing offered is Costars pricing, so bidding requirements are satisfied. Mr. Franklin said that Capital Reserve funds can be used. Mr. Lupp moved and Mr. Ponnett seconded a motion to contract with Susquehanna Mechanical for the electrical work for the concession stand at a cost of \$11,870 and plumbing work for the concession stand at a cost of \$10,960 using Costars pricing and Capital Reserve funds. The vote to approve the motion was 6 to 0.

Action Item – Fink Hot Water Supply Line Replacement:

Mr. Franklin said that while the work was being done to replace the hot water return line at Fink Elementary School, it was determined that the hot water supply line also requires replacement. Mr. Franklin said that cost savings were possible to have the work done while the insulation and ceiling were removed. Mr. Franklin said that the cost to replace the hot water supply line is \$12,985.99. Mr. Fager asked why it wasn’t possible to know about the replacement of the hot water supply line in advance of contracting for the replacement of the hot water return line. Mr. Franklin said that it was not possible to identify that need until the ceiling tile had been removed. Mr. Corradi asked if water treatment has been done yet. Dr. Suski said that the piping needed to be replaced first. Mr. Ponnett moved and Mr. Corradi seconded a motion to contract with Enginuity to replace the hot water supply line at Fink Elementary School at a cost of \$12,985.99 using Costars pricing and Capital Reserve funds. The vote to approve the motion was 6 to 0.

Action Item – Sage Technology Solutions Change Order: Mr. Franklin said that in the original design of the High School, there was an alternate for a softball field. As part of that design, Mr. Franklin said that a sound system was to be installed at the field. Mr. Franklin said that when the softball field alternate was not taken, the sound system also was not part of the project. Mr. Franklin said that with the renovation of the existing softball field there is a desire to provide a sound system. Mr. Franklin said that the conditions are different at the current field and a change order of \$4,607 from Sage Technology Solutions has been proposed because the sound system will be installed on the side of the dugout instead of enclosed in a press box, the speakers will be mounted on the top of the backstop instead of on a press box, and the conduit and materials need to be outdoor grade. Dr. Keating moved and Mr. Corradi seconded a motion to approve the change order with Sage Technology Solutions for the softball field sound system at a cost of \$4,607 using Capital Reserve funds. The vote to approve the motion was 6 to 0.

Action Item – WG Land Company Change Orders: Mr. Franklin reviewed three change orders proposed by the contractor for the softball field renovation project. Mr. Franklin said that change order #1 adds a trench outside of the warning track to address drainage issues at a cost of \$1,900. Mr. Franklin said that change order #2 adds a trench in front of the dugout to address drainage issues at a cost of \$5,900. Mr. Franklin said that change order #3 is to accept the original alternate bid proposal to replace two post ball control netting with 30 foot black vinyl coated chain link fence backstop at a cost of \$3,000. The School Board expressed concern with change order #3 because the design professional acknowledged that he made the design based upon a project that he did four years ago and now the manufacturer is saying that it won't work and that additional poles would be needed that would make the cost even greater than the proposed change order. Mr. Corradi asked whether it would be possible to just move forward with the design even if the manufacturer says that it won't work. Mrs. Mehaffie questioned why the District should pay for this mistake. Mr. Corradi asked for a picture of the field where it works. Mr. Corradi also thought we shouldn't move forward with the change order and that the softball coach and Athletic Director should be asked what they think. Mr. Corradi suggested that a decision be made at the August 28 School Board meeting. Mr. Corradi also inquired if there is another manufacturer that could provide the netting as designed. There was discussion about the replacement cost of the netting and how that

would need to occur more frequently, so the fencing might actually have a lower total cost of ownership over a longer period. Dr. Keating suggested that the fencing be installed at no additional cost. Mr. Corradi moved and Mr. Ponnett seconded a motion to approve change order #1 at a cost of \$1,900, change order #2 at a cost of \$5,900 and change order #3 if the cost is \$0 to the contract with WG Land Company. The vote to approve the motion was 6 to 0.

Agreements

Action Item – UGI Natural Gas Transportation Agreement: Mr. Franklin said that an annual agreement with UGI for natural gas transportation for Kunkel Elementary, Reid Elementary and Middle School at a cost of \$3.95/Mcf was received after the June School Board meeting and needed to be returned in July. Mr. Franklin said that the cost is the same as in prior years and the terms are the same. Mr. Ponnett moved and Mr. Corradi seconded a motion to approve the transportation agreement with UGI. The vote to approve the motion was 6 to 0.

Action Item – Mid-Day Off-Site Transportation: Mr. Franklin said that the District has historically contracted with Capital Area Intermediate Unit to provide mid-day transportation for students educated at their facilities as this can be done more economically than sending a separate vehicle for Boyo Transportation to handle that need. Mr. Franklin said that no transportation needs should occur prior to the first day of school, so this action could occur at the August 28 School Board meeting. The School Board agreed to move the agreement to the August 28 School Board meeting agenda for approval.

Approvals

Action Item – Bus/Van Drivers: Mr. Fager moved and Mr. Ponnett seconded a motion to approve the contracted bus/van drivers on the listing attached to the agenda for the 2017-2018 school year. The vote to approve the motion was 5 to 0. (Mrs. Mehaffie had stepped out of the meeting momentarily.) ***(See Attachment)***

Action Item – Bus Stops/Routes: Mr. Corradi moved and Mr. Ponnett seconded a motion to approve the bus routes and stops for the 2017-2018 school year. The vote to approve the motion was 6 to 0. ***(See Attachment)***

Policies

Action Item – Policy Addition: Dr. Suski noted that new Policy 805.1 (Relations with Law Enforcement Agencies) was presented for first reading in June. Mr. Lupp moved and Mr. Fager seconded a motion to adopt policy 805.1. The vote to approve the motion was 6 to 0. ***(See Attachment)***

Action Item – Policy Revisions: Dr. Suski said that two policy revisions are recommended as part of the PSBA policy review – Policy 716 (Integrated Pest Management) and Policy 907 (School Visitors). The School Board agreed to move the revisions to the policies to the August 28 School Board meeting agenda for approval.

Use of Facilities

Action Item – Use of Facilities: The facility use requests on the listing attached to the agenda were reviewed. The School Board agreed to move the facility use requests to the August 28 School Board meeting agenda for approval.

In reviewing the use requests, Mr. Corradi questioned what plans have been made for Field 14 because it does not meet PIAA regulations. Mr. Corradi said that another season will soon begin and nothing has been done. Mr. Corradi expressed concern that freshman football will be playing on that field. Dr. Suski noted that the School Board had decided not to incur additional costs on that field until the results of the peer to peer study were available because that field might not be needed based upon what the study would reveal. Mr. Fager asked if freshman football could be moved to War Memorial Field. Mr. Myers said that would need to be reviewed given that the schedule has already been developed and that could tax the field. Mrs. Mehaffie asked if it would be possible to just remove the bleachers at Field 14. Mr. Myers said that the concrete pad would still be there. Mr. Corradi asked if the field out front of the new HS could be used. Mr. Carnes said that it is not sized to be a playing field. Mrs. Mehaffie asked about the use of Field 14 for Seven Sorrows & Middletown Youth Football. It was noted that the freshman players have greater speed and that is why the concern is greater for them. Dr. Suski asked Mr. Smith to check the schedules and see what can be done to address the concern with having freshman football play on Field 14.

Adjournment and Executive Session

Mrs. Mehaffie said that the School Board would be meeting in Executive Session upon adjournment to discuss a personnel matter for athletics.

Mr. Lupp moved and Mr. Corradi seconded a motion to adjourn. The vote to approve the motion was 6 to 0. The meeting adjourned at 8:54 p.m.

ATTEST:

David A. Franklin, Board Secretary