

MIDDLETOWN AREA SCHOOL DISTRICT
School Board Meeting
January 24, 2011 – 7:01 p.m.
MINUTES

Members in attendance were: Newton Davis, Gordon Einhorn, Melvin Fager, Terry Gilman, David John, Barbara Layne, Pamela Price and Michael Richards.

Members not in attendance were: Sheila Evans.

Staff/Public in attendance were: Dr. Richard Weinstein, Superintendent of Schools; Dr. Lori Suski, Assistant Superintendent; David Franklin, Assistant to the Superintendent for Finance and Operations; Marie Drazenovich, Director of Assessment and Support Services; Katlyn Flasher and Alexis Seiger, Key Club Representatives; Andrew Rider and Sarah Crippen, Student Council Representatives; Aubrey Carberry, Student of the Month for January; Steven Pickel, Rotary Student of the Month for January; Brianna Miller, Adam Shaffer, Jan Zeager, Tim Neff, and Sam Fisher, High School Teachers; Lori Miller, Justin Smith, Gail Jones, and Amy Rhodes, Elementary Teachers; Phyllis Zimmerman and Debra Schell, Reporters; William Meiser, Director of Plant Operations; Dick and Jane Carberry, Joanne and Richard Pickel, and Michael Fouse, Interested Citizens; and Shelley Witmer, Administrative Assistant to the Superintendent.

Call to Order Ms. Layne called the meeting to order and asked those present to participate in the Pledge of Allegiance and a moment of silent meditation.

Ms. Layne announced that there would be a presentation on the Preliminary Draft of the 2011-2012 Budget during the meeting.

Roll Call Ms. Layne asked the Secretary, David Franklin, to call the roll. A quorum was present as noted above.

Minutes Mr. Richards moved and Mr. Gilman seconded a motion to approve the Minutes of the December 20, 2010 School Board Meeting. The vote to approve the motion was 8 to 0.

Treasurer's Report Mr. Einhorn moved and Mr. Richards seconded a motion to approve the Treasurer's Report for December 2010. The vote to approve the motion was 8 to 0.

Bill Lists 1. Mr. Einhorn moved and Ms. Price seconded a motion to approve the "**List of Paid Bills**" with totals by fund, as detailed. The vote to approve the motion was 8 to 0.

Fund 10 -	General Fund	\$396,454.55
Fund 22 -	Capital Reserve Fund	\$0
Fund 30 -	Capital Projects Fund	\$0

Fund 51 -	Food Service Fund	\$0
Fund 59 -	WMSS Radio Station Fund	\$407.96
Fund 81 -	Student Activities Fund	\$8,249.75

2. Mr. Einhorn moved and Mr. John seconded a motion to approve the "**List of Unpaid Bills**" with totals by fund, as detailed. The vote to approve the motion was 8 to 0.

Fund 10 -	General Fund	\$669,873.24
Fund 22 -	Capital Reserve Fund	\$0
Fund 30 -	Capital Projects Fund	\$0
Fund 51 -	Food Service Fund	\$185,825.02
Fund 59 -	WMSS Radio Station Fund	\$4,071.95
Fund 81 -	Student Activities Fund	\$2,165.14

Public Comment No one came forward at this time.

Introduction of Meeting Guests and Presentations

Student Comments Dr. Weinstein introduced Andrew Rider and Sarah Crippen. The students reported on the activities of Student Council.

Dr. Weinstein introduced Katlyn Flasher and Alexis Seiger. The students reported on the activities of Key Club

Recognitions Dr. Weinstein introduced Steven Pickel as Rotary Student of the Month for January and Aubrey Carberry as Student of the Month for January. The students introduced their parents, described their school interests and activities, and presented their plans after graduation. Steven Pickel selected Mr. Tim Neff as the educator who had most influenced his school career. Aubrey Carberry selected Mr. Sam Fisher as the educator who had most influenced her school career. The students and teachers came forward to be congratulated by the Board members.

Dr. Weinstein explained that January is School Director Recognition Month. Dr. Weinstein read descriptive information on the role of a school board member. Dr. Weinstein commented that each board member volunteers approximately 20 hours of time each month and is never paid for their efforts to ensure that District students receive an appropriate education. Dr. Weinstein presented each board member with a certificate and thanked them for their service.

Presentations

Mr. Franklin presented the first draft of 2011-2012 General Fund Budget. He reviewed some key school finance terms before discussing the actual figures in the budget. Mr. Franklin explained that the expenditure budget called for an increase of approximately \$750,000. He noted that the increase was less than 2% and primarily consisted of salary and benefit increases. He stated that the District was trying to keep the budget “flat” – with no increase – as much as possible. Mr. Franklin then reviewed the revenue budget, which showed a decrease in revenue of approximately \$130,000. He reviewed the changes in individual revenue items, specifically noting an increase in the real estate tax rate of 5.68% to generate approximately \$1 million partially offsetting a \$1.1 million loss of federal funding because of the expiration of the stimulus funds. Mr. Franklin explained in greater detail how the stimulus funds were used by the state to reduce state’s school funding. Mr. Franklin commented on other factors impacting the District’s budget such as tax assessment appeals resulting in declining taxable assessed value, limited development within the District potentially caused by the District’s tax rate, and the increasing cost of employer contributions to the PSERS retirement system. Mr. Franklin summarized the budget stating that revenues are \$37.8 million and expenditures are \$39.3, leaving a budget deficit of \$1.5 million even with the 5.68% tax increase. Mr. Franklin reviewed five possible options that the District could take to deal with the deficit – draining fund balance, increasing taxes even more through voter referendum, and cutting expenses in various amounts depending upon the level of tax increase. Mr. Franklin explained that a tax increase of 5.68% requires use of referendum exceptions permissible under Act 1. He also noted that the school board has never used these exceptions since Act 1 began. Mr. Franklin noted that the budget presentation would be available on the District website and WMSS would be airing the presentation as well.

Ms. Layne recessed the board meeting to hold an Executive Session to discuss personnel matters at 7:52 p.m. Ms. Layne reconvened the meeting at 8:04 p.m.

Mr. John immediately moved that Dr. Weinstein and the administrative staff do the following:

1. Study the staffing needs of the District including instructional program requirements, student enrollment, and other operations.
2. Determine, based on the study, the District’s minimum staffing

needs for the 2011-2012 school year.

3. Make recommendations to this Board by no later than February 28, 2011 concerning any staff position additions, reductions or eliminations for the 2011-2012 school year.
4. Consult with our solicitor, Jeff Litts, about the process we must follow to be in compliance with the Public School Code should any staff reductions be necessary.

Ms. Price seconded the motion. A roll call vote was taken and the vote to approve the motion was 8 to 0, as detailed:

Mr. Davis – Yes	Mr. John – Yes
Mr. Einhorn – Yes	Ms. Price – Yes
Mr. Fager – Yes	Mr. Richards – Yes
Mr. Gilman – Yes	Ms. Layne – Yes
Ms. Evans – Absent	

Dr. Weinstein asked Mr. Meiser to provide an update on safety and security procedures in the District. Mr. Meiser noted that the updates were driven by a safe schools audit that the state will conduct of the District's operations and preparedness. He noted that the District's goal is to be compliant with the expectations of the audit and for the District to provide safe conditions in our schools at all times. Mr. Meiser reported that updated policies were shared with staff during faculty meetings. Mr. Meiser reviewed the District's door locking procedures and the informational items that will be shared with parents.

Dr. Weinstein thanked Mr. Meiser, Dr. Suski and Ms. Mostoller for their work on this project.

Old Business None

New Business None

Personnel Committee Report Mr. Einhorn reported for the Personnel Committee.

Communications Mr. Einhorn noted that the minutes from the January 11, 2011 Personnel Committee Meeting were being finalized and would be made available for review tomorrow.

Resignations

Mr. John moved and Mr. Einhorn seconded a motion to approve the resignations listed below. The vote to approve the motion was 8 to 0.

1. Erin Gingrich, Teacher, effective December 31, 2010
2. Tracy Gipe, Personal Care Assistant, effective January 13, 2011
3. Michael Wise, Teacher, effective January 28, 2011
4. Tara Judd, Guidance Counselor, effective June 30, 2011

Leave of Absence Requests

Mr. John moved and Mr. Davis seconded a motion to approve or post-approve the leave of absence requests listed below. The vote to approve the motion was 8 to 0.

1. Denise Misheck, Instructional Aide - Intermittent Family Medical Leave beginning November 15, 2010 until November 14, 2011
2. Cynthia Bell, Instructional Aide - Intermittent Family Medical Leave beginning on January 6, 2011 until January 5, 2012
3. Christine Shiffler, Librarian - Family Medical Leave beginning on November 8, 2010 until December 23, 2010; and Intermittent Family Medical Leave, beginning January 3, 2011 until March 4, 2011
4. Cynthia Myers, Elementary Teacher - Intermittent Family Medical Leave beginning January 11, 2011 until January 10, 2012
5. Lisa Smith, High School Teacher - Family Medical Leave beginning January 26, 2011 until March 9, 2011
6. Lynn Fallinger, Middle School Teacher – Family Medical Leave, beginning on or about April 15, 2011 until the end of the 2010-2011 school year
7. Donna Hoke, District Receptionist – Family Medical Leave, beginning April 27, 2011 until May 10, 2011

Mr. John moved and Mr. Gilman seconded a motion to post-approve a sabbatical leave for restoration of health for Karrie Fouse, Elementary Teacher, beginning November 2, 2010 until June 10, 2011, subject to the understanding and agreement that she refrain from employment elsewhere during the term of this sabbatical. The vote to approve the motion was 8 to 0.

Change of Employment Status

Mr. John moved and Mr. Richards seconded a motion to change the employment status of the individuals listed below. The vote to approve the motion was 8 to 0.

1. Brian Stehle from Head Custodian (Custodian 2B) to 2nd Shift Custodian (Custodian 1A) at no change in compensation, effective December 29, 2010
2. Michael Garman from 2nd Shift Custodian (Custodian 1A) to Head

Custodian (Custodian 2B) at a new hourly rate of \$11.50, effective December 29, 2010

Employment

Mr. John moved and Mr. Davis seconded a motion to approve the employment of the individuals listed below pending submission of all required clearances. The vote to approve the motion was 8 to 0.

1. Joseph Porr as a Long Term Substitute Teacher at \$95 per day and a pro-rated salary of \$41,300 (Bachelors, Step 1) beginning with the 21st day to fill a vacancy created by the leave of absence of Angela Bragunier beginning January 3, 2011 until on or about April 4, 2011
2. Lana Greiner Miller as a Long Term Substitute Teacher at \$95 per day and a pro-rated salary of \$41,300 (Bachelors, Step 1) beginning with the 21st day plus \$500 pro-rated special education stipend to fill a vacancy created by the retirement of Lucy Greiner Miller beginning on or about January 24, 2011 until the end of the 2010-2011 school year
3. Christopher Bradford as a Long-Term Substitute Teacher at \$95 per day and a pro-rated salary of \$41,300 (Bachelors, Step 1) beginning with the 21st day to fill a vacancy created by the leave of absence of Lisa Smith beginning on January 26, 2011 until March 9, 2011
4. Melissa Davis as a Long Term Substitute Teacher at \$95 per day and a pro-rated salary of \$41,300 (Bachelors, Step 1) beginning with the 21st day to fill a vacancy created by the leave of absence of Melissa McNeal beginning on or about March 14, 2011 until the end of the 2010-2011 school year
5. Sarah Cameron as a Long Term Substitute Teacher at \$95 per day and a pro-rated salary of \$41,300 (Bachelors, Step 1) beginning with the 21st day to fill a vacancy created by the leave of absence of Fallon Aurentz beginning on or about April 26, 2011 until the end of the 2010-2011 school year
6. Kathryn Klingaman as a Long Term Substitute Life Skills/Multiple Disabilities Personal Care Assistant at an hourly rate of \$10.03 to fill a vacancy created by the resignation of Tracy Gipe beginning on January 13, 2011 until the end of the 2010-2011 school year

Mr. John moved and Mr. Einhorn seconded a motion to approve the employment of the individuals on the listing attached to the agenda as substitutes for the 2010-2011 school year, pending submission of all required clearances. The vote to approve the motion was 8 to 0. (See Attachment)

***Academic Affairs
Committee Report***

Ms. Price reported for the Academic Affairs Committee.

Communications

The minutes from the January 11, 2011 Academic Affairs Committee Meeting were made available as an information item.

Employment

Ms. Price moved and Mr. Davis seconded a motion to approve hiring Brenden Johnson as a Cafeteria Aide in Middletown Area School District Work Training Program for the 2010-2011 school year at an hourly rate of \$7.25. The vote to approve the motion was 8 to 0.

Agreements

Ms. Price moved and Mr. Richards seconded a motion to approve the agreements listed below. The vote to approve the motion was 8 to 0.

1. MASD to provide Shippensburg University students with field experiences and student teaching opportunities beginning February 1, 2011 until February 1, 2016
2. PHASE 4 Learning Center, Inc. to provide MASD with alternative education placement services during the 2010-2011 school year at a pro-rated annual cost of \$6,000 per student during the school year and \$200 per credit for the summer program

***Athletic/Activities
Committee Report***

Mr. Gilman reported for the Athletic/Activities Committee.

Communications

The minutes from the January 13, 2011 Athletic/Activities Committee Meeting were made available as an information item.

Resignations

Mr. Gilman moved and Mr. Richards seconded a motion to accept the resignation of Greg Daily, Percussion Instructor, effective immediately. The vote to approve the motion was 8 to 0.

Contracts

Mr. Gilman moved and Mr. Richards seconded a motion to post-approve official's contracts with the individuals on the listing attached to the agenda for the 2010-2011 school year. The vote to approve the motion was 8 to 0.

***Buildings & Grounds
Committee Report***

Mr. Richards reported for the Buildings & Grounds Committee.

Communications

The minutes from the January 13, 2011 Buildings & Grounds Committee Meeting were made available as an information item.

Use of Facilities

Mr. Richards moved and Mr. John seconded a motion to approve the use of facilities listed below. The vote to approve the motion was 8 to 0.

1. Use of Life Fitness Center by Middletown American Legion Baseball (Category 3) for practice on Mondays, Wednesdays, Saturdays and Sundays beginning January 15, 2011 until March 2, 2011 from 5:30 p.m. until 7:30 p.m. on weekdays and 7:00 p.m. until 9:00 p.m. on weekends. Facility fees are not required and personnel fees will be waived.
2. Use of High School Cafeteria, Gymnasium, LGI Room and Lobby by Middletown Wrestling Association (Category 2) for fundraising event on January 28, 2011 beginning at 6:00 p.m., and January 29 and 30, 2011 from 9:00 a.m. until 6:00 p.m. Facility fees and personnel fees are not required for one event each year.
3. Use of Life Fitness Center by 193rd SOW Air National Guard (Category 3) for training on February 16, 2011, March 16, 2011 and April 13, 2011 from 8:00 a.m. until 3:00 p.m. Facility fees and personnel fees are not required.
4. Use of Field #7 by DPW State Employees Softball League (Category 4) for games on Mondays through Thursdays from April 4, 2011 until September 1, 2011 from 6:00 p.m. until dusk. Facility fees will be required. Personnel fees are not required.
5. Use of High School Fitness Trail by Seven Sorrows Church & School (Category 3) for a fundraising event on April 10, 2011 (alternate date on April 17, 2011) from 1:00 p.m. until 3:00 p.m. Facility fees and personnel fees are not required.
6. Use of Field #5 by American Legion Baseball Booster Club (Category 3) for games beginning May 15, 2011 through August 20, 2011 on the dates and times identified on the schedule attached to the agenda. Facility fees and personnel fees are not required.

Mr. Richards moved and Ms. Price seconded a motion to grant approval for MASD and Lower Swatara Township Police to hold an intruder training drill on Monday, February 7 as part of the High School and Middle School staff in-service activity using unloaded and cleared weapons. Mr. Richards noted that no students would be present. The vote to approve the motion was 8 to 0.

Agreements

Mr. Richards moved and Mr. Gilman seconded a motion to amend a motion approved on December 20, 2010 with Americhem to include the purchase of toilet paper supplies for a minimum of twelve months under the Costars contract for 2011. The vote to approve the motion

was 8 to 0.

Contracts Mr. Richards moved and Ms. Price seconded a motion to contract with H&R Mechanical to replace two ceiling-mounted space heaters in the Operations Building at a cost of \$3,641. The vote to approve the motion was 8 to 0.

Equipment Purchases Mr. Richards moved and Mr. Gilman seconded a motion to purchase a key and core control software system from Stanley Security at a cost of \$2,724.73, using Costars pricing. The vote to approve the motion was 8 to 0.

Bids Mr. Richards moved and Mr. Fager seconded a motion to reject the bids of all bidders that were non-compliant with bid instructions and award bids for the baseball concession stand project to the subsequent low bidders identified below. The vote to approve the motion was 8 to 0.

1. East Coast Contracting for General Construction at a bid price of \$80,300, including GC-2 alternate price for a standing seam metal roof
2. Paige Electrical Services for Electrical Construction at a bid price of \$23,600, including EC-1 and EC-2 alternate pricing for electrical service and power to home and visitor dugouts
3. Eshenaur Fuels for Plumbing Construction at a bid price of \$5,340

Construction Projects Mr. Richards moved and Mr. Gilman seconded a motion to amend a motion approved on December 20, 2010 and authorize the administration to seek PDE approval for the projects listed below. The vote to approve the motion was 8 to 0.

1. A non-reimbursable construction project for the construction of two soccer fields at an estimated cost of \$420,222; to contract with Crabtree Rohrbaugh to provide architectural specifications; and to grant permission to advertise for bid.
2. A non-reimbursable construction project for the crowning of Memorial Field and installation of an irrigation system at an estimated cost of \$87,000; to contract with Crabtree Rohrbaugh to provide architectural specifications; and to grant permission to advertise for bid.

Mr. Richards moved and Ms. Price seconded a motion to seek PDE approval for a non-reimbursable construction project for the installation of a vertical platform lift at Kunkel Elementary School; to

contract with Crabtree Rohrbaugh to provide architectural specifications; and to grant permission to advertise for bid. The vote to approve the motion was 8 to 0.

Mr. Richards moved and Mr. Gilman seconded a motion to seek PDE approval for the following Act 129 lighting retrofit non-reimbursable construction projects, using Costars pricing. The vote to approve the motion was 8 to 0.

1. Operations Building at an estimated cost of \$23,042
2. Life Fitness Center at an estimated cost of \$19,323
3. Middle School Cafeteria and Gymnasium at an estimated cost of \$51,113
4. Reid Elementary School at an estimated cost of \$366,731

***Finance/Operations
Committee Report***

Mr. Einhorn reported for the Finance/Operations Committee.

Communications

The minutes from the January 18, 2011 Finance/Operations Committee Meeting were made available as an information item.

Resolutions

Mr. Einhorn moved and Mr. John seconded a motion to adopt the resolution appointing delegates to the Dauphin County Tax Collection Committee in accordance with Act 32. The vote to approve the motion was 8 to 0.

Mr. Einhorn moved and Mr. Richards seconded a motion to adopt a resolution authorizing the display and advertisement of the Preliminary Budget Notice and Act 1 Referendum Exception Notice. The vote to approve the motion was 8 to 0.

Participations

Mr. Einhorn moved and Ms. Price seconded a motion to seek inclusion of the District in the field of membership of Members 1st Federal Credit Union. The vote to approve the motion was 8 to 0.

Mr. Einhorn moved and Mr. Richards seconded a motion to authorize the Dauphin County Tax Claim Bureau to offer a 30-day interest free grace period for the collection of 2010 delinquent school district real estate taxes. The vote to approve the motion was 8 to 0.

Mr. Einhorn moved and Ms. Price seconded a motion to approve a letter of agency with Lancaster-Lebanon Intermediate Unit 13 to participate in the E-rate consortium for the 2011-2012 school year. The

vote to approve the motion was 8 to 0.

Mr. Einhorn moved and Mr. Richards seconded a motion to approve participation in the following cooperative purchasing agreements / contracts during the 2011 calendar year. The vote to approve the motion was 8 to 0.

1. CPEC - Central Pennsylvania Energy Consortium
2. Department of General Services of the Commonwealth of Pennsylvania, including Costars program
3. Lancaster-Lebanon Intermediate Unit Joint Purchasing Consortium
4. Lincoln Intermediate Unit
5. PACC - Pennsylvania Capital City Automotive and Equipment Contract
6. PAEJPC - Pennsylvania Education Joint Purchasing Council
7. PENCON - Energy Purchasing Program of Central Susquehanna Intermediate Unit
8. PEPPM - Pennsylvania Educational Purchasing Program for Microcomputers
9. The Cooperative Purchasing Network (TCPN)
10. U.S. Communities

Exonerations

Mr. Einhorn moved and Mr. Davis seconded a motion to exonerate the real estate tax bills on the listing attached to the agenda for the reasons noted. The vote to approve the motion was 8 to 0. (See Attachment)

Mr. Einhorn moved and Mr. Richards seconded a motion to exonerate the appointed and elected tax collectors from the responsibility to collect the outstanding 2010 real estate tax bills and to charge the Dauphin County Tax Claim Bureau with the collection responsibility. The vote to approve the motion was 8 to 0.

Approvals

Mr. Einhorn moved and Ms. Price seconded a motion to approve the repository sale of parcel 41-016-017 by the Dauphin County Tax Claim Bureau. The vote to approve the motion was 8 to 0.

Mr. Einhorn moved and Mr. Richards seconded a motion to approve the following individuals as contracted school bus drivers for the 2010-2011 school year. The vote to approve the motion was 8 to 0.

1. Craig Kline (First Student)

2. Renee Mays (Boyo)

Representatives

**Dauphin County
Technical School**

The representative had nothing to report at this time.

**Harrisburg Area
Community College**

The representative had nothing to report at this time.

**Olmsted Regional
Recreation Board**

Ms. Layne said the pool will reopen this summer and lifeguards are needed.

PSBA Liaison

Mr. John said Senate Bill 1 – legislation offering School Choice – is on the legislature’s agenda and that Senator Piccola is making this one of his priorities. Mr. John said that public hearings would be likely and the PSBA issued a public statement in opposition to the legislation.

**Superintendent's
Report**

Dr. Weinstein thanked Mr. Franklin for doing a great job on the budget presentation and noted that the work of the administration is far from over.

Roundtable

Mr. Gilman, Ms. Price, Mr. Davis, and Mr. Einhorn thanked Mr. Franklin for doing a great job on the budget presentation and thanked the teachers present for attending the board meeting.

Mr. Fager echoed the comments of the other board members and thanked Mr. Meiser for his work on the safety and security of our schools.

Mr. John echoed the comments of the other board members and thanked John Brougher and John Wilsbach for getting the budget presentation on the air and the District website. Mr. John encouraged the legislature to pay attention to the needs of school districts. Mr. John commented that if cuts are made in areas where they are not appropriate it can do great damage.

Ms. Layne echoed the comments of the other board members. Ms. Layne thanked those responsible for enabling her idea to get the budget message out to the public become a reality. Ms. Layne expressed her desire for the public to know that the school board does take the concerns of the public seriously.

Adjournment

Mr. Richards moved and Mr. Gilman seconded a motion to adjourn. The vote to approve the motion was 8 to 0. The meeting was adjourned at 8:33 p.m.

ATTEST:

David A. Franklin, Secretary