

MIDDLETOWN AREA SCHOOL DISTRICT
School Board Meeting
May 23, 2011 – 7:00 p.m.
MINUTES

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

Members not in attendance were: Sheila Evans and Terry Gilman.

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; Brianna Miller, Andrea Holtry, Maureen Denis, Heidi Tobias, Scott Pettis, Stephen Smith, Terry McGarry, Charlene Hurst, Sherry Breckenmaker, and Terri O'Neil, High School Teachers; Belinda Dupes, Ashley Houseal, Sue Senft, Gwen Martz, Stefanie Trafecanty, Tiffany Mittereder, Julie Clemens, Mike Corney, Lori D'Amour, Shelly Lehew, Lucy Greinermiller, Diane Higgins, Philip Heggenstaller, Robin Wolf, Linda Eppley, Laurel Meachum, Nicole Kelley, Cheryl Daily, Melissa Cameron, Nichole Camposarcone, Lori Miller, Debra Hilbolt, Amanda Rehkop, Sherry Margucci, Stacy Herlocher, and Justin Smith, Elementary Teachers; Amanda Henry, Jennifer Moore, and Llew Skees, Middle School Teachers; Tina Shope and Deb Fischer, Support Staff; Earl Bright, Elementary Principal; John Rowan, Recipient of Recognition Award; Debra Schell and Phyllis Zimmerman, Reporters; Heidi Zula, Human Resources and Communications Administrator; Ryan Perez and Sarah Orris, Rotary Students of the Month for May; Douglass Kennedy and Quincy Dukes, Student Council Representatives; Zac Gates, Michaila Brady, Austin Cole, and Mark Berkhiser, Youth & Government Students; Ken Britcher, Donlyne Layne, and Jody Coble, Youth & Government Advisors; Jack Still, Chris & Betsy Gates, Bonnie Burrows, Jennifer Brady, Mark Perez, and Tom & Beth Orris, Interested Students and 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.
- Roll Call** Ms. Layne asked the Secretary, David Franklin, to call the roll. A quorum was present as noted above.
- Ms. Layne said that Mr. Gilman was absent due to an out of town vacation.
- Minutes** Mr. Richards moved and Ms. Price seconded a motion to approve the Minutes of the April 27, 2011 School Board Meeting. The vote to approve the motion was 7 to 0.

Treasurer’s Report

Mr. Einhorn moved and Mr. Richards seconded a motion to approve the Treasurer’s Report for April 2011. The vote to approve the motion was 7 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 7 to 0.

Fund 10 -	General Fund	\$339,919.19
Fund 32 -	Capital Reserve Fund	\$1,999.50
Fund 39 -	Capital Projects Fund	\$0
Fund 51 -	Food Service Fund	\$201.26
Fund 59 -	WMSS Radio Station Fund	\$1,692.45
Fund 81 -	Student Activities Fund	\$26,772.03

2. Mr. Einhorn moved and Mr. Richards seconded a motion to approve the "**List of Unpaid Bills**" with totals by fund, as detailed. The vote to approve the motion was 7 to 0.

Fund 10 -	General Fund	\$440,654.40
Fund 32 -	Capital Reserve Fund	\$142,989.60
Fund 39 -	Capital Projects Fund	\$6,550.00
Fund 51 -	Food Service Fund	\$90,769.41
Fund 59 -	WMSS Radio Station Fund	\$2,000.00
Fund 81 -	Student Activities Fund	\$10,278.09

Introduction of Meeting Guests and Presentations

Student Comments

Dr. Weinstein introduced Douglass Kennedy and Quincy Dukes. The students reported on the activities of Student Council.

Recognitions

Dr. Weinstein introduced Ryan Perez and Sarah Orris as the Students of the Month for May. The students introduced their parents, described their school interests and activities, and presented their plans after graduation. Ryan Perez selected Mr. Scott Pettis as the educator who had most influenced his school career. Sarah Orris selected Ms. Terri O’Neil as the educator who had most influenced her school career. The students and teachers came forward to be congratulated by the Board members.

Ms. Donlynn Layne and Mr. Ken Britcher introduced Zac Gates, Michaila Brady, Austin Cole, and Mark Berkihiser and commented that

they were being recognized for their accomplishments during the YMCA Youth & Government model legislation program at the Capitol. The students and advisors came forward to be congratulated by the Board members. Mr. John applauded the accomplishments of the students.

Dr. Weinstein introduced Charlene Hurst and asked her to review the accomplishments of John Rowan, a former teacher and coach for the District. Mr. Earl Bright also commented about his experiences with Mr. Rowan. Ms. Hurst and Mr. Bright unveiled a picture of Mr. Rowan that will be displayed in the high school. Mr. Rowan thanked everyone and his family for their support.

Dr. Weinstein introduced the retirees scheduled to be recognized at the meeting and noted that collectively they provided 439 years of service to the District. The agenda for the meeting listed each of the retirees and the years of service they had at Middletown Area School District. The retirees that were present came forward to be acknowledged and to receive a clock as a retirement gift from the board. The retirees commented about their time with the District.

Presentations

Mr. Franklin presented the proposed Final General Fund Budget for 2011-2012. Mr. Franklin reviewed the progress made since the preliminary draft was approved in February, noting that a deficit of \$1.5 million was eliminated (except for a planned deficit of approximately \$270,000 for one-time costs) and the tax increase was reduced from 5.68% to 1.6%. Mr. Franklin explained some of the difficulties faced in developing the 2011-2012 budget, especially noting the loss of the Accountability Block Grant Funding that has allowed the District to operate a full-day kindergarten program for several years. Mr. Franklin reviewed the options considered to address the loss of the Accountability Block Grant Funding and noted that the decision was made to continue to operate the full-day kindergarten program without the instructional aides in the classrooms. Mr. Franklin noted that this option allowed the District to continue to receive the benefits of full-day instruction at the lowest cost. Mr. Franklin summarized the staffing reductions that will occur for the 2011-2012 school year. Mr. Franklin summarized his presentation by noting that revenues were decreased from \$37.8 million to \$36.8 million and expenditures were decreased from \$39.3 million to \$37 million. Mr. Franklin also noted that the 1.6% tax increase equates to .33 mills or \$33 for every \$100,000 in assessed value.

Old Business	None
New Business	None
Public Comment	Mr. Jack Still passed out several handouts to the board. Mr. Still commented about the use of Capital Reserve Funds. Mr. Franklin clarified that there are two types of Capital Reserve Funds that can be used by school districts with different provisions.
Election of Officer	<p>Mr. John nominated Mr. Einhorn to serve as Treasurer from July 1, 2011 through June 30, 2012.</p> <p>Mr. John moved and Mr. Davis seconded a motion to close the nominations. The vote to close the nominations was 7 to 0.</p> <p>Mr. John moved and Mr. Richards seconded a motion that Mr. Einhorn serve as Treasurer from July 1, 2011 through June 30, 2012. The vote to approve the motion was 7 to 0.</p>
<i>Personnel Committee Report</i>	Mr. John reported for the Personnel Committee.
Communications	The Minutes from the May 10, 2011 Personnel Committee Meeting were made available as an information item.
Resolution	Mr. John moved and Mr. Einhorn seconded a motion to approve the attached resolution to eliminate support staff positions for the 2011-2012 school year for reasons of economy. The vote to approve the motion was 7 to 0.
Retirements	Mr. John moved and Mr. Einhorn seconded a motion to approve the retirement of Michael Donghia, High School Teacher, effective June 30, 2011. The vote to approve the motion was 7 to 0.
Leave of Absence Requests	<p>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 7 to 0.</p> <ol style="list-style-type: none"> 1. Denise Misheck, Learning Support Instructional Aide - Extended Leave without Pay beginning April 1, 2011 until the end of the 2010-2011 school year 2. Ronald West, Custodian - Intermittent Family Medical Leave beginning April 13, 2011 until April 12, 2012 3. Jennifer Willard, Middle School Teacher - Leave without Pay on

May 4, 2011

4. Jamee Davis, High School Teacher - Intermittent Family Medical Leave beginning May 9, 2011 until May 8, 2012
5. Beth Newton, Life Skills/Multiple Disabilities Personal Care Assistant - Leave without Pay on May 11, 12, and 17, 2011 and June 3, 2011
6. Christopher Brown, High School Teacher - Leave without Pay on October 14, 2011 and October 17, 2011

Approvals

Mr. John moved and Ms. Price seconded a motion to revise the Support Staff Handbook and create an Exempt Managerial Support Staff Handbook to correct the terms and conditions of employment for employees that are exempt from overtime compensation. The vote to approve the motion was 7 to 0.

Mr. John moved and Mr. Richards seconded a motion to create an Exempt Professional Support Staff Handbook to address the terms and conditions of employment for non-certificated professional employees. The vote to approve the motion was 7 to 0.

**Change of
Employment Status**

Mr. John moved and Mr. Davis seconded a motion to change the employment status of the individual listed below. The vote to approve the motion was 7 to 0.

1. Cindy Hendershott from Accounting Administrator (Act 93 Administrator) to Accounting Manager (Exempt Managerial Support Staff), effective July 1, 2011
2. Chelton Hunter from Fink Elementary School Principal (Act 93 Administrator) to Kunkel Elementary School Principal (Act 93 Administrator), effective July 1, 2011
3. Patrick Irvin from Network Administrator (Act 93 Administrator) to IT Systems Manager (Exempt Managerial Support Staff), effective July 1, 2011
4. Christine Mostoller from Middle School Assistant Principal (Act 93 Administrator) to High School Assistant Principal (Act 93 Administrator), effective July 1, 2011
5. Thomas Shaffer from Kunkel Elementary School Principal (Act 93 Administrator) to Fink Elementary School Principal / Middle School Assistant Principal (Act 93 Administrator), effective July 1, 2011

Employment

Mr. John moved and Mr. Richards seconded a motion to approve the employment of the individual listed below, pending submission of all required clearances. The vote to approve the motion was 7 to 0.

1. William Harned as the HVAC/Electrical Technician (Trades 2A) at an hourly rate of \$21.75 to fill a vacancy created by the retirement of Larry Tennis, effective May 31, 2011.

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 7 to 0.

***Academic Affairs
Committee Report***

Ms. Price reported for the Academic Affairs Committee.

Communications

The Minutes from the May 10, 2011 Academic Affairs Committee Meeting were made available as an information item.

Resolutions

Ms. Price moved and Mr. Davis seconded a motion to adopt the resolution to reaffirm the Pennsylvania School Board Association's (PSBA) Standards for Effective School Governance and PSBA Code of Conduct for Members of Pennsylvania School Boards. The vote to approve the motion was 7 to 0.

Mr. John asked if the PSBA Standards for Effective School Governance and PSBA Code of Conduct for Members of Pennsylvania School Boards were posted on the district's website.

Ms. Price said that she would send the forms to Mr. Brougher to post on the website.

Curriculum

Ms. Price moved and Mr. Davis seconded a motion to adopt the following revised curriculum. The vote to approve the motion was 7 to 0.

1. Art
2. Business Education
3. Guidance
4. Music

Ms. Price moved and Mr. John seconded a motion to revise administrative procedures and count grades earned in High School Chorus and High School Band in the calculation of GPA and the determination of honor roll status, effective with the 2011-2012 school

year. The vote to approve the motion was 7 to 0.

Employment

Ms. Price moved and Mr. Richards seconded a motion to employ Cindy McLaughlin to provide Extended School Year (ESY) services to special education students up to 4 hours per week for 4 weeks beginning June 20 through July 13, 2011. An additional hour of compensation will be provided for planning time. The rate of pay will be \$29 per hour for June and \$30 per hour for July (as per the MAEA Collective Bargaining Agreement). All costs for ESY will be funded through IDEA and ACCESS. The vote to approve the motion was 7 to 0.

Agreements

Ms. Price moved and Mr. Davis seconded a motion to approve the agreements listed below. The vote to approve the motion was 7 to 0.

1. Capital Area Intermediate Unit to provide online learning opportunities through the Capital Area Online Learning Association (CAOLA) from July 1, 2011 through June 30, 2015 at a base annual fee of \$20,000 plus course costs as identified in the agreement.
2. AHEDD to provide transitional employment services from July 1, 2011 through June 30, 2012 at a cost of \$60 per hour.
3. Capital Area Intermediate Unit - Capital Area School for the Arts to provide arts education opportunities to District students during the 2011-2012 school year at a tuition cost of \$5,500 per student with the District paying the portion of the tuition cost as identified in Policy #912.2.
4. Darlene Warren to provide sign language interpreter services during the 2011-2012 school year at a cost of \$45 per hour.
5. Easter Seals Interpreting Services to provide sign language interpreting services during the 2011-2012 school year at a base cost of \$50 per hour for regular interpreting services.
6. Manito, Inc. to provide to provide alternative education services during the 2011-2012 school year for up to four students at a cost of \$40,000.
7. Dr. Shawna Smith Brent to provide psychiatric evaluation services during the 2011-2012 school year at a cost of \$385 per evaluation.
8. Adams Hanover Counseling Services to provide mental health and drug and alcohol treatment services beginning August 1, 2011 in accordance with the fee schedule identified in the agreement.
9. Lee Ann Grisolano to provide neuropsychological evaluations and other consulting services from August 29, 2011 through June 30, 2012 in accordance with the fee schedule identified in

the agreement.

Contracts

Ms. Price moved and Mr. John seconded a motion to approve the contracts listed below. The vote to approve the motion was 7 to 0.

1. Byron Shreck to provide extended school year speech pathology services at a cost of \$30 per hour for up to 40 hours plus mileage reimbursement. Costs will be funded with IDEA or Access.
2. Capital Area Intermediate Unit to provide extended school year special education services in accordance with the CAIU fee structure. Costs will be funded with IDEA or Access.
3. The Vista School to provide extended school year education services at a cost of \$15,120.
4. Yellow Breeches Educational Center to provide academic services during the 2011-2012 school year for up to seven students at a cost of \$176,690, including transportation.
5. River Rock Academy to provide alternative education services during the 2011-2012 school year for up to four students at a cost of \$80,660.
6. The Vista School to provide education services during the 2011-2012 school year at a cost of \$36,750 fully paid by the District for one student and partially subsidized by the state for two other students.

Field Trips

Ms. Price moved and Mr. Einhorn seconded a motion to approve the field trip for the Eighth Grade class to Washington, DC to visit various war monuments and memorials on June 2, 2011. There will be no cost to the district. The vote to approve the motion was 7 to 0.

***Athletic/Activities
Committee Report***

Mr. Richards reported for the Athletic/Activities Committee.

Communications

The Minutes from the May 12, 2011 Athletic/Activities Committee Meeting were made available as an information item.

Contracts

Mr. Richards moved and Mr. Fager 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 7 to 0.

***Buildings & Grounds
Committee Report***

Mr. Richards reported for the Buildings & Grounds Committee.

Communications

The Minutes from the May 12, 2011 Buildings & Grounds Committee Meeting was made available as an information item.

Use of Facilities

Mr. Richards moved and Mr. Fager seconded a motion to approve the use of facilities listed below. The vote to approve the motion was 7 to 0.

1. Use of Middle School Library by Performance Learning Systems (Category 4) for graduate classes on weekdays June 15-17, July 6-8, July 11-12, July 20-22 and weekends July 25-26 from 8:00 a.m. until 5:30 p.m. Facility fees will be charged. Personnel fees are not required.
2. Use of Field #10 by Rage United "Raiders" (Category 2) for practices on two days per week from July through November from 5:30 p.m. until 8:00 p.m. Facility fees and personnel fees are not required.
3. Use of Field #10 by Rage United "Raiders" (Category 2) for games on four Saturdays between September and November for 1 hour between 9:00 a.m. and 1:00 p.m. Facility fees and personnel fees are not required.

Bids

Mr. Richards moved and Mr. Fager seconded a motion to advertise athletic fields / grounds maintenance and supplies for bid for the 2011-2012 school year. The vote to approve the motion was 7 to 0.

Mr. Richards moved and Mr. Fager seconded a motion to award the general contractor bid for the Kunkel vertical platform lift / structural repair project to East Coast Contracting at the low bid price of \$81,700. The vote to approve the motion was 7 to 0.

Construction Projects

Mr. Richards moved and Mr. Fager seconded a motion to authorize the administration to seek PDE approval for the following Act 129 non-reimbursable construction projects at Reid Elementary School to be paid with Capital Reserve Funds, using Costars pricing. The vote to approve the motion was 7 to 0.

1. Installation of variable frequency drives on four heat wheels at a cost of \$15,990
2. Installation of duct pressure optimization at a cost of \$1,780
3. Installation of two variable frequency drives in place of starters at a cost of \$5,990

**Finance/Operations
Committee Report**

Mr. Einhorn reported for the Finance/Operations Committee.

Communications

The minutes from the May 16, 2011 Finance/Operations Committee Meeting were made available as an information item.

Resolutions

Mr. Einhorn moved and Mr. Richards seconded a motion to adopt the Proposed Final General Fund Budget Resolution for 2011-2012 with expenditures of \$37,046,565, revenues of \$36,775,012 and fund balance utilization of \$271,553 for public inspection. Final adoption of the budget will occur on or before June 30, 2011. A roll call vote was taken.

Mr. Einhorn – Yes	Mr. Richards – Yes	Mr. Fager - Yes
Mr. Davis – Yes	Ms. Price – Yes	Mr. John – Yes
Ms. Layne - Yes		

The vote to approve the motion was 7 to 0.

Mr. Einhorn moved and Mr. Richards seconded a motion to adopt a resolution appointing David Franklin as the school district tax collector for a term beginning July 1, 2011 and ending June 30, 2012 with no additional compensation. The vote to approve the motion was 7 to 0.

Appointments

Mr. Einhorn moved and Mr. Richards seconded a motion to continue the appointment of the following depositories for the 2011-2012 school year. The vote to approve the motion was 7 to 0.

1. Fulton Bank
2. Mid Penn Bank
3. Pennsylvania School District Liquid Asset Fund (PSDLAF)

Agreements

Mr. Einhorn moved and Mr. John seconded a motion to approve the agreements listed below. The vote to approve the motion was 7 to 0.

1. Capital Area Intermediate Unit (CAIU) to provide AgendaManager software access, training and support services during the 2011-2012 school year at a cost of \$5,000.
2. Fulton Bank to provide cash management and lockbox services during the 2011-2012 school year at a per item lockbox processing fee of 20 cents and monthly file transmission and maintenance fees totaling \$60.
3. Reliance Communications to provide online communications

software during the 2011-2012 school year at a cost of \$5,040.

Contracts

Mr. Einhorn moved and Ms. Price seconded a motion to contract with Boyer & Ritter to serve as the District's independent auditor for the 2010-2011 school year at a base fee of \$24,800 plus a fee for Single Audit services of \$4,000. The vote to approve the motion was 7 to 0.

Insurance

Mr. Einhorn moved and Mr. Richards seconded a motion to appoint Willis of Pennsylvania as the insurance broker to the District for the 2011-2012 school year at the standard commission formula of the carriers with no additional compensation being paid by the District. The vote to approve the motion was 7 to 0.

Mr. Einhorn moved and Mr. Davis seconded a motion to approve contracts with the vendors listed below to provide District insurances for 2011-2012. The vote to approve the motion was 6 – Yes, 0 – No, 1 – Abstention. Ms. Price abstained from voting.

1. PSBA/Indemnity Insurance Co. of North America to provide package property and casualty insurance at a premium of \$52,763
2. PSBA/Indemnity Insurance Co. of North America to provide automobile insurance at a premium of \$18,826
3. Hartford Steam Boiler to provide boiler and machinery insurance at a premium of \$7,793
4. Old Republic Insurance Company to provide umbrella insurance at a premium of \$7,177
5. School Boards Insurance Co. to provide school board legal insurance at a premium of \$15,111
6. School Districts Insurance Consortium to provide workers compensation insurance at an insured cost of \$58,317 plus claims exposure up to a maximum of \$15,551

Approvals

Mr. Einhorn moved and Mr. John seconded a motion to approve charging \$20 for each real estate tax certification processed for real estate transfers beginning in the 2011-2012 school year. The vote to approve the motion was 7 to 0.

Mr. Einhorn moved and Ms. Price seconded a motion to approve the District Attendance Zones for the 2011-2012 school year with no changes. The vote to approve the motion was 7 to 0.

Policies

Mr. Einhorn moved and Ms. Price seconded a motion to approve updates to the board policies listed below. The vote to approve the motion was 7 to 0.

1. Policy # 601 - Fiscal Objectives
2. Policy #619 - District Audit
3. Policy #620 - Fund Balance

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 ribbon cutting ceremony and open house went well. Ms. Layne said that the pool will be a huge asset to the community. It will have a snack bar that will also be open to the public. Ms. Layne said they are looking forward to a successful year.

PSBA Liaison

Mr. John said that he attended a meeting with legislators at PSBA headquarters along with Dr. Weinstein and representatives from other school districts. Mr. John said those present asked the legislators to look carefully at information that they receive about school districts and verify sources before making decisions.

Dr. Weinstein said that he met with Representatives Payne and Hickernell along with Ms. Layne, Mr. Einhorn, Dr. Suski, Mr. Franklin, Brianna Miller and Belinda Dupes to review the District's situation and proposed legislation.

Dr. Weinstein said that the superintendents in the Capital Area Intermediate Unit met with state senators to discuss the state of education and concerns of the school districts. Dr. Weinstein encouraged everyone to write a letter to their legislator and take an active part.

Superintendent's Report

Dr. Weinstein congratulated the students, retirees, and Coach Rowan for their accomplishments.

Roundtable

Mr. Richards said there were some tough decisions that were made in developing the budget. Mr. Richards congratulated Mr. Rowan and

wished the retirees well.

Mr. Fager congratulated Mr. Rowan and the retirees and thanked Mr. Franklin for the hard work he has done on the budget.

Mr. Einhorn thanked Mr. Rowan for his contribution to the district, congratulated the retirees for their service, and thanked Mr. Franklin for the hard work he has done on the budget. Mr. Einhorn encouraged everyone to contact their legislators.

Mr. John congratulated Mr. Rowan and the retirees, and thanked the administration for their efforts and service.

Mr. Davis and Ms. Price congratulated Mr. Rowan, the retirees and the administrative team.

Ms. Layne told Mr. Rowan it was marvelous what he has done for the district and congratulated the retirees. Ms. Layne told those present that the budget development this year was painful. Ms. Layne encouraged people to contact their state and federal legislators.

Adjournment

Mr. Richards moved and Mr. Einhorn seconded a motion to adjourn. The vote to approve the motion was 7 to 0. The meeting was adjourned at 8:35 p.m.

ATTEST:

David A. Franklin, Secretary

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