

**MIDDLETOWN AREA SCHOOL DISTRICT**  
**School Board Meeting**  
**November 19, 2012 – 7:00 p.m.**  
**MINUTES**

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

**Staff/Public in attendance were:** Dr. Lori Suski, Superintendent of Schools; Christine Mostoller, Assistant to the Superintendent for Curriculum, Instruction, and Assessment; David Franklin, Assistant to the Superintendent for Finance and Operations; Marie Drazenovich, Director of Support Services; Heidi Zula, Human Resources and Communications Administrator; Jenelle Walmer, Candidate for Employment; Brianne Smith, Student of the Month; Kyle Shields, Rotary Student of the Month; Elizabeth Young and Alyssa Stone, Student Council Representatives; Bailey Gojmerac and Madison Rios, Key Club Representatives; Beth Gannon, MAEA Representative; Cheryl Friedman, High School Guidance Counselor; Tom Shaffer, Fink Elementary School Principal; Nancy Smith, Lori and Jeff Shields, Interested Citizens; Paula Staub, Administrative Assistant; and Joshua Bleecher, Computer Technician.

**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 noted that the school board met in Executive Session prior to the board meeting to discuss personnel matters and no action was taken.

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

***Secretary's Report***

**Minutes** Mr. Richards moved and Ms. Price seconded a motion to approve the Minutes of the October 22, 2012 School Board Meeting. The vote to approve the motion was 9 to 0.

**Communications** Mr. Franklin announced that the School Board & District Activities Calendar for December 2012 and a draft of the Board Meeting Calendar for 2013 were attached to the online agenda. The Board Meeting Calendar for 2013 will be adopted at the Organization Board Meeting on December 3, 2012.

**Treasurer's Report** Mr. Einhorn moved and Mr. Gilman seconded a motion to approve the

Treasurer's Reports for October 2012. The vote to approve the motion was 9 to 0. **(See Attachment)**

**Bill Lists**

1. Mr. Einhorn moved and Mr. John seconded a motion to approve the "**List of Paid Bills**" with totals by fund, as detailed. The vote to approve the motion was 9 to 0. **(See Attachment)**

Fund 10 -	General Fund	\$312,643.06
Fund 32 -	Capital Reserve Fund	\$6,228.00
Fund 39 -	Capital Projects Fund	\$0
Fund 51 -	Food Service Fund	\$0
Fund 59 -	WMSS Radio Station Fund	\$0
Fund 72 -	Expendable Trust Fund	\$1,700.00
Fund 74 -	Nonexpendable Trust Fund	\$0
Fund 81 -	Student Activities Fund	\$5,900.89

2. Mr. Einhorn moved and Mr. Gilman seconded a motion to approve the "**List of Unpaid Bills**" with totals by fund, as detailed. The vote to approve the motion was 9 to 0. **(See Attachment)**

Fund 10 -	General Fund	\$600,342.09
Fund 32 -	Capital Reserve Fund	\$27,534.01
Fund 39 -	Capital Projects Fund	\$0
Fund 51 -	Food Service Fund	\$6,097.40
Fund 59 -	WMSS Radio Station Fund	\$2,696.40
Fund 72 -	Expendable Trust Fund	\$0
Fund 74 -	Nonexpendable Trust Fund	\$0
Fund 81 -	Student Activities Fund	\$5,229.50

**Old Business** None

**New Business** None

**Introduction of Meeting Guests and Presentations**

**Student Comments** Dr. Suski introduced Elizabeth Young and Alyssa Stone. The students reported on the activities of Student Council.

Dr. Suski introduced Bailey Gojmerac and Madison Rios. The students reported on the activities of Key Club.

**Recognitions** Dr. Suski introduced Brianne Smith as the Student of the Month for November and Kyle Shields as the Rotary Student of the Month for November. Brianne Smith selected Ms. Friedman as the educator who had most influenced her school career and Kyle Shields selected Mr.

Pettis as the educator who had most influenced his school career. The students and Ms. Friedman came forward to be congratulated by the Board members. Mr. Pettis was unable to attend the board meeting.

Dr. Suski recognized Jenelle Walmer as the candidate for employment for the School Psychologist position.

**Public Comment** No one came forward at this time.

**Personnel Committee Report** Mr. John reported for the Personnel Committee.

**Communications** The Minutes from the November 13, 2012 Personnel Committee Meeting were made available as an information item.

**Resignations** Mr. John moved and Mr. Richards seconded a motion to approve the resignation of the individuals listed below. The vote to approve the motion was 9 to 0.

1. Sara Martin, Substitute Teacher, effective October 24, 2012
2. Kathleen Blockus, Substitute Aide, effective October 31, 2012
3. Angela Schatz, English as a Second Language Teacher, effective the end of the first semester of the 2012-2013 school year (approximately January 24, 2013)

**Leave of Absence Requests** Mr. John moved and Mr. Davis seconded a motion to approve the leave of absence requests listed below. The vote to approve the motion was 9 to 0.

1. Sheeba Keiffer, Head Custodian - Intermittent FMLA from September 19, 2012 through September 18, 2013
2. Mindy Allison, Teacher - FMLA from November 13, 2012 through approximately January 2, 2013
3. Kristin Keeney, Teacher - Childrearing Leave from November 30, 2012 through January 2, 2013

**Change of Employment Status** Mr. John moved and Mr. Einhorn seconded a motion to approve Jaclyn Brognia as a Middle School Long-Term Substitute Teacher at \$175 per day to fill a vacancy created by the extension of leave of Kristin Keeney beginning at the end of the current assignment until January 2, 2013. The vote to approve the motion was 9 to 0.

**Employment** Mr. John moved and Ms. Price 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 9 to 0.

1. Michelle Flynn as a Long-Term Substitute Elementary Learning Support Teacher at a rate of \$125 per day to fill a vacancy created

by the leave of absence of Mindy Allison effective November 9, 2012 through approximately January 2, 2013.

2. Jenelle Walmer as a School Psychologist (MAEA Professional Employee) at an annual salary of \$51,735 (Masters + 30, Step 4) plus \$500 special education stipend for a 190-day contract to fill a new position created by the reassignment of duties and an increase in caseload effective on or before January 20, 2013 upon release from her current employer.

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, pending submission of all required clearances. The vote to approve the motion was 9 to 0. **(See Attachments)**

**Academic Affairs  
Committee Report**

Ms. Price reported for the Academic Affairs Committee.

**Communications**

The Minutes from the November 13, 2012 Academic Affairs Committee Meeting were made available as an information item.

**Curriculum**

Ms. Price moved and Mr. Davis seconded a motion to approve the revisions to the Elementary Language Arts/Reading Curriculum as presented at the Academic Affairs Committee meeting. The vote to approve the motion was 9 to 0.

**Agreements**

Ms. Price moved and Mr. Gilman seconded a motion to approve the agreements listed below. The vote to approve the motion was 9 to 0.

1. Dauphin County Mental Health/Intellectual Disabilities Program, Dauphin County Juvenile Probation and MASD to cooperate in the development and implementation of student assistance program services.
2. Keystone Service Systems, Inc. to provide student assistance program services to the District as detailed in the agreement and addendum.

**Approvals**

Ms. Price moved and Mr. John seconded a motion to adopt the Middletown Area School District's Comprehensive Plan for the period July 1, 2013 through June 30, 2016 as presented at the October 22, 2012 School Board meeting. The vote to approve the motion was 9 to 0.

Ms. Price noted that the plan must be adopted and submitted to the Pennsylvania Department of Education prior to November 30, 2012.

Mr. John, Ms. Layne and Ms. Price congratulated and thanked Dr. Suski

for her leadership of the comprehensive plan committee.

Ms. Price moved and Mr. Richards seconded a motion to approve the items listed below. The vote to approve the motion was 9 to 0.

1. Purchase of composting materials at a cost of approximately \$150.00 to support the High School Creative Living course's composting project.
2. Funding ½ of the cost of the graduation caps and gowns for the Class of 2013 at a cost of \$12.30 per student.

**Memorandums of Understanding**

Ms. Price moved and Mr. Davis seconded a motion to approve the memorandums of understanding below. The vote to approve the motion was 9 to 0.

1. MASD and the Dauphin County Department of Drug and Alcohol Services to coordinate services for student assistance programs for District students during the 2012-2013 school year.
2. MASD and Dauphin County Juvenile Probation Office to cooperate, support and share information to maintain physical security and safety of schools in the District.

**Student Matters**

Ms. Price moved and Mr. Gilman seconded a motion to approve the Waiver of Expulsion Hearing Agreement for student 12-13-002. The vote to approve the motion was 9 to 0.

**School Calendar**

Ms. Price moved and Ms. Evans seconded a motion to approve an early dismissal for grades 9 through 11 on Friday, February 22, 2013 to allow seniors to present their career action plans. The vote to approve the motion was 9 to 0.

**Policies**

Ms. Price noted that revisions to Policy #708 (Lending of School-Owned Equipment and Books) and Appendix A for the policy were presented for first reading.

***Athletic/Activities Committee Report***

Mr. Gilman reported for the Athletic/Activities Committee.

**Communications**

The Minutes from the November 8, 2012 Athletic/Activities Committee Meeting were made available as an information item.

**Employment**

Mr. Gilman moved and Mr. Fager seconded a motion to approve payment of post season pay for the individual listed below. The vote to approve the motion was 9 to 0.

1. Llew Skees - \$150.00

Mr. Gilman moved and Mr. Richards seconded a motion to approve the employment of the individuals or volunteers on the listing attached to the agenda as co-curricular and extra-curricular personnel for the 2012-2013 school year, pending submission of all required clearances. The vote to approve the motion was 9 to 0.

**Contracts**

Mr. Gilman moved and Mr. Richards seconded a motion to approve the official's contracts for the 2012-2013 school year on the listing attached to the agenda. The vote to approve the motion was 9 to 0.

**Approvals**

Mr. Gilman moved and Mr. Fager seconded a motion to approve the purchase of the following items. The vote to approve the motion was 9 to 0.

1. "Event Staff" vests for game workers at a cost of \$192 each for 12 vests.
2. Official scorekeeper vests or shirts for basketball and wrestling to comply with PIAA National Federation rules at a cost of \$35 each.

**Field Trips**

Mr. Gilman moved and Mr. Richards seconded a motion to approve the field trips listed below. The vote to approve the motion was 9 to 0.

1. MAHS/MAMS Youth & Government to the Pre-Model Legislature Convention on February 23, 2013 at the Hershey Middle School with travel costs provided by the District.
2. MAHS/MAMS Youth & Government to the Model Legislature Convention on April 19-21, 2013 at the State Capitol with travel costs and substitute coverage provided by the District.
3. MAMS/MAHS Youth & Government students elected as "state officers", if any, to convention training on April 18 at the Best Western Hotel on Union Deposit Road with travel costs and substitute coverage provided by the District.

***Buildings & Grounds  
Committee Report***

Mr. Richards reported for the Buildings & Grounds Committee.

**Communications**

The Minutes from the November 8, 2012 Buildings & Grounds Committee Meeting were made available as an information item.

**Use of Facilities**

Mr. Richards moved and Mr. Fager seconded a motion to add the following organization to the facility usage category list for the 2012-2013 school year. The vote to approve the motion was 9 to 0.

1. Middletown Raiders 6th Grade Basketball Team - Category 2

Mr. Richards moved and Mr. Gilman seconded a motion to approve the use of facilities on the listing attached to the agenda. The vote to approve the motion was 9 to 0. ***(See Attachment)***

- Bids** Mr. Richards moved and Mr. Fager seconded a motion to approve the correction for the bid award for athletic and grounds maintenance service and supplies for a quantity error on the bid tabulation and increase the bid award to Andre & Sons by \$894. The vote to approve the motion was 9 to 0.
- Construction Projects** Mr. Richards moved and Mr. Einhorn seconded a motion to approve the agreements listed below subject to the implementation of changes satisfactory to the Administration and solicitor. The vote to approve the motion was 9 to 0.
1. Crabtree Rohrbaugh & Associates to provide architectural design services for exterior window and wall panel replacement at Fink Elementary School at a cost of \$35,200.
  2. Barton & Associates to provide engineering services for fire alarm, clock/intercom and security system upgrades and replacements at Fink Elementary School at a cost of \$10,000.
- Finance/Operations Committee Report*** Mr. Einhorn reported for the Finance/Operations Committee.
- Communications** The minutes from the November 13, 2012 Finance/Operations Committee Meeting were made available as an information item.
- Mr. Einhorn noted that the listing of budget transfers for 2011-2012 is attached to the agenda. Mr. Einhorn noted that the budget transfers were approved at the June 25, 2012 school board meeting with the understanding that a detailed listing of the budget transfers would be provided after the audit was completed.
- Agreements** Mr. Einhorn moved and Ms. Evans seconded a motion to approve an agreement with InnerLink, Inc. to provide the District with the Health e Tools for Schools service application through August 31, 2018 at no cost to the District. The vote to approve the motion was 9 to 0.
- Approvals** Mr. Einhorn moved and Mr. Richards seconded a motion to approve the following individuals as contracted school bus drivers for the 2012-2013 school year, subject to review of clearances. The vote to approve the motion was 9 to 0.
1. Sandra D. Campbell (First Student)
  2. Kelly Meyers (Boyo)
  3. Alejandro Quinones (Boyo)
  4. Tamia Singleton (Boyo)
  5. James Thomas (Boyo)

Mr. Einhorn moved and Mr. Fager seconded a motion to commit fund balance as of June 30, 2012 in the amounts specified below for the purposes authorized by school board action on June 28, 2012 in accordance with Governmental Accounting Standards Board Statement No. 54. The vote to approve the motion was 9 to 0.

1. Retirement Rate Stabilization - \$4,635,112.11
2. Health Insurance Cost Stabilization - \$664,406.00

### ***Representatives***

#### **Capital Area Intermediate Unit**

Ms. Layne said there will be a meeting at the end of November.

#### **Dauphin County Technical School**

Mr. Einhorn had nothing to report.

#### **Dauphin County Tax Collection Committee**

Mr. Franklin said there will be a meeting later in November.

#### **Harrisburg Area Community College**

Ms. Layne had nothing to report.

#### **Olmsted Regional Recreation Board**

Ms. Layne said they were looking to get a key swipe system for the Main Street Gym and MCSO Buildings. Ms. Layne said the system will provide increased security and more control over the use of the facilities and allow the Recreation Board to know who is in the facilities and when they are there.

#### **PSBA Liaison**

Mr. John had nothing to report.

#### **Superintendent's Report**

Dr. Suski welcomed Jenelle Walmer to the District.

Dr. Suski congratulated the students under the direction of Ryan Boyles that performed in the fall play. Dr. Suski said that they did a great job. Dr. Suski said students from Reid Elementary School are displaying Christmas ornaments at the Hershey Antique Car Show and 5 students in grades 4-6 were receiving Honorable Mention for the Stand Up for Public Education contest.

Dr. Suski announced the offices will be closed for Thanksgiving and wished everyone a good holiday.

#### **Roundtable**

Mr. Gilman welcomed Ms. Walmer to the District.



Ms. Price welcomed Ms. Walmer to the District and said she was glad the comprehensive plan was completed.

Mr. Davis, Mr. Richards, Ms. Evans, and Mr. Einhorn welcomed Ms. Walmer and wished everyone a Happy Thanksgiving.

Mr. Fager echoed the comments of the others and noted that the Powder Puff football game was won by the juniors and it was a fun time.

Mr. John welcomed Ms. Walmer. Mr. John said Mr. Boyles did a great job on the fall play and thanked his wife for doing a great job with the Parents of Performers organization.

Ms. Layne echoed the comments made by the other board members and welcomed Ms. Walmer. Ms. Layne said the spring musical will be Grease and she is looking forward to it. Ms. Layne wished everyone a happy Thanksgiving.

**Adjournment**

Mr. Gilman moved and Mr. Richards seconded a motion to adjourn. The vote to approve the motion was 9 to 0. The meeting adjourned at 7:31 p.m.

ATTEST:

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David A. Franklin, Secretary

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