

MIDDLETOWN AREA SCHOOL DISTRICT
School Board Meeting
December 17, 2012 – 7:00 p.m.
MINUTES

Members in attendance were: Newton Davis, Gordon Einhorn, Terry Gilman, Barbara Layne, and Michael Richards.

Members not in attendance were: Sheila Evans, Melvin Fager, David John, and Pamela Price.

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; Eric Mosher, Student of the Month; Michael Osayi and Brooke Sides, Student Council Representatives; Kyra Rizk and Rachel Rusnov, Key Club Representatives; Raul Narvaez, High School Diploma Conferee; Jacob Hottenstein and Abigail Grimland, Holiday Greeting Card Designers; Angelina Black, David Brenner, Jordyn Dupes, Jordan Knaub, and Anna Shank, Poster Contest Honorable Mention Recipients; Mike Carnes, High School Assistant Principal; Jared States, Marianne Moore, and Mary Barth, Elementary Teachers; Steve Smith, Jan Zeager, and Cheri Yohe, High School Teachers; Craig and Diane Mosher, Hottenstein Family, Dee Rubinic, Nancy Vazquez, Americo Vazquez, Gina and Mike Knaub, Richard Barth, Doris Vargo, Lori Grimland, Patty and Larry Bryan, Rhonda Wagner-Shank, and Jannell Dupes, Interested Citizens; and Joshua Blecher, 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 suggested that the attendees remember the families that lost loved ones at the Sandy Cove Elementary School shooting.

Ms. Layne said that the school board met in Executive Session for 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.

Ms. Layne she was notified that work and other events kept those board members away that are absent.

Secretary's Report

Minutes

Mr. Richards moved and Mr. Gilman seconded a motion to approve the Minutes of the December 3, 2012 School Board Reorganization Meeting. The vote to approve the motion was 5 to 0.

Communications

Mr. Franklin announced that the School Board & District Activities Calendar for January 2013 was attached to the online agenda. Mr. Franklin noted that the January 2013 board meeting would be held on a Tuesday because of the Act 1 timeline and the holiday that was originally scheduled in January when the board calendar was developed.

Treasurer's Report

Mr. Einhorn moved and Mr. Richards seconded a motion to approve the Treasurer's Report for November 2012. The vote to approve the motion was 5 to 0. **(See Attachment)**

Bill Lists

1. Mr. Einhorn moved and Mr. Davis seconded a motion to approve the "**List of Paid Bills**" with totals by fund, as detailed. The vote to approve the motion was 5 to 0. **(See Attachment)**

Fund 10 -	General Fund	\$271,472.62
Fund 32 -	Capital Reserve Fund	\$21,414.92
Fund 39 -	Capital Projects Fund	\$0
Fund 51 -	Food Service Fund	\$192.80
Fund 59 -	WMSS Radio Station Fund	\$236.25
Fund 72 -	Expendable Trust Fund	\$0
Fund 74 -	Nonexpendable Trust Fund	\$0
Fund 81 -	Student Activities Fund	\$9,514.10

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 5 to 0. **(See Attachment)**

Fund 10 -	General Fund	\$564,175.54
Fund 32 -	Capital Reserve Fund	\$2,204.76
Fund 39 -	Capital Projects Fund	\$0
Fund 51 -	Food Service Fund	\$194,456.11
Fund 59 -	WMSS Radio Station Fund	\$6,169.39
Fund 72 -	Expendable Trust Fund	\$0
Fund 74 -	Nonexpendable Trust Fund	\$0
Fund 81 -	Student Activities Fund	\$7,612.48

Old Business

None

New Business

Ms. Layne moved and Mr. Gilman seconded a motion to confer a Middletown Area School District diploma upon Raul Narvaez in

recognition of fulfilling all necessary graduation requirements. The vote to approve the motion 5 to 0.

Ms. Layne presented a diploma to Raul Narvaez and wished him a successful future.

***Introduction of
Meeting Guests and
Presentations***

Student Comments Dr. Suski introduced Michael Osayi and Brooks Sides. The students reported on the activities of Student Council.

Dr. Suski introduced Kyra Rizk and Rachel Rusnov. The students reported on the activities of Key Club.

Recognitions Dr. Suski introduced Eric Mosher and Sarah Crippen as the Students of the Month for December. Sarah Crippen was unable to attend the board meeting and Mr. Carnes read a statement on her behalf. Sarah Crippen chose Mr. Smith as the educator who had most influenced her career. Eric Mosher selected Ms. Barth as the educator who had most influenced his school career. Eric Mosher and the selected teachers came forward to be congratulated by the Board members.

Dr. Suski said she has known Eric Mosher since kindergarten and was glad to see an elementary teacher recognized as an influential teacher because sometimes their influence during the formative years is forgotten.

Dr. Suski and Mr. States recognized Jacob Hottenstein and Abigail Grimland for their design of the District's Holiday Greeting Card. Mr. States explained the art technique of pointillism was used to design the card.

Dr. Suski and Mr. States recognized Angelina Black, David Brenner, Jordyn Dupes, Jordan Knaub, and Anna Shank for receiving Honorable Mention in PSBA's Stand Up for Public Education poster contest. Mr. States noted that 1,200 students participated in the contest and only 30 students received Honorable Mention distinction. The students came forward to be congratulated by the Board members.

Public Comment No one came forward at this time.

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

Communications The Minutes from the December 11, 2012 Personnel Committee Meeting were made available as an information item.

Resignations Mr. Einhorn moved and Mr. Richards seconded a motion to approve the resignation of the individuals listed below. The vote to approve the motion was 5 to 0.

1. Joshua Colon, Custodian, effective November 30, 2012
2. Tara Thompson, Substitute Support Staff, effective December 4, 2012
3. Nicole Yeagley, Substitute Teacher, effective December 8, 2012
4. Philip Heggenstaller, Teacher, effective January 1, 2013

Leave of Absence Requests Mr. Einhorn moved and Mr. Davis seconded a motion to approve the leave of absence requests listed below. The vote to approve the motion was 5 to 0.

1. Stephen Smith, Teacher - Intermittent FMLA from September 17, 2012 through September 16, 2013
2. Michael Garman, Head Custodian - Intermittent FMLA from November 14, 2012 through November 13, 2013
3. Kathryn Cannell, Teacher - Intermittent FMLA from November 18, 2012 through November 17, 2013
4. James Clouser, Custodian – Leave Without Pay from November 29, 2012 through December 31, 2012
5. Steve Carson, Teacher – FMLA from December 4, 2012 through March 4, 2013
6. Wynter Jones, Teacher – FMLA beginning on or about March 20, 2013 through the end of the 2012-2013 school year
7. Elijah Trump, Custodian – Leave Without Pay from December 26, 2012 through December 28, 2012

Change of Employment Status Mr. Einhorn moved and Mr. Gilman seconded a motion to approve the employment status change of the individuals listed below. The vote to approve the motion was 5 to 0.

1. James Clouser from Custodian 2B to Custodian 1A effective November 20, 2012 at an hourly rate of \$13.25 plus a \$1,500 freeze stipend due to his request to voluntarily transfer to a Custodian 1A position.
2. Lora Laverty from Custodian 1A to Custodian 2B effective November 20, 2012 at an hourly rate of \$12.00 due to the voluntary transfer of James Clouser.
3. Joshua Crippen from a Summer Help Groundskeeper to a

Summer/Winter Help Groundskeeper/Painter effective December 17, 2012 at an hourly rate of \$9.00 per hour.

4. Christopher Harmantzis from a Summer Help Groundskeeper to a Summer/Winter Help Groundskeeper/Painter effective December 17, 2012 at an hourly rate of \$9.00 per hour.
5. Daniel Hepner from a Summer Help Groundskeeper to a Summer/Winter Help Groundskeeper/Painter effective December 17, 2012 at an hourly rate of \$9.00 per hour.

Employment

Mr. Einhorn 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 5 to 0.

1. Denise Downing as a Long-Term Substitute Business Education Teacher at a rate of \$125 per day to fill a vacancy created by the leave of absence of Denise Wade effective December 12, 2012 through approximately January 24, 2013.
2. Kaitlyn Kepler as a Long-Term Substitute Elementary Teacher at a rate of \$175 per day to fill a vacancy created by the resignation of Philip Heggenstaller effective December 20, 2012 through the end of the 2012-2013 school year.

Mr. Einhorn moved and Mr. Richards 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 5 to 0. ***(See Attachments)***

Academic Affairs Committee Report

Mr. Davis reported for the Academic Affairs Committee.

Communications

The Minutes from the December 11, 2012 Academic Affairs Committee Meeting were made available as an information item.

Curriculum

Mr. Davis moved and Mr. Richards seconded a motion to recommend piloting the use of the "First in Math" program for students in grades kindergarten through eight between January 2013 and June 2013 at no cost to the District. The vote to approve the motion was 5 to 0.

Resignations

Mr. Davis moved and Mr. Gilman seconded a motion to approve the resignations listed below. The vote to approve the motion was 5 to 0.

1. Tammy Feeser as a Special Education Department Chair, effective January 4, 2013
2. Cyndy Santoro as Secondary Language Arts Department Chair, effective December 31, 2012
3. Philip Heggenstaller as Grade 4 Department Head, effective January 1, 2013

4. Philip Heggenstaller as the Technology Specialist at Fink, effective January 1, 2013

Employment

Mr. Davis moved and Mr. Einhorn seconded a motion to approve the employment of the individuals listed below. The vote to approve the motion was 5 to 0.

1. Bethany Fratus as a mentor to Jenelle Walmer (school psychologist) at a stipend of \$568.00.
2. Joan Schwanger as a mentor to the ESL teacher to be hired at a stipend of \$568.00.

Field Trips

Mr. Davis moved and Mr. Richards seconded a motion to approve the field trip for the 5th grade class to Philadelphia on May 7, 2013 at no cost to the District. The vote to approve the motion was 5 to 0.

Student Matters

Mr. Davis moved and Mr. Einhorn seconded a motion to approve the permanent expulsion of student 12-13-003. The vote to approve the motion was 5 to 0.

School Calendar

Mr. Davis moved and Mr. Richards seconded a motion to approve an open campus environment for the purpose of administering mid-term examinations at the High School on January 21, 22, and 23, 2013. The vote to approve the motion was 5 to 0.

***Athletic/Activities
Committee Report***

Mr. Gilman reported for the Athletic/Activities Committee.

Communications

The Minutes from the December 6, 2012 Athletic/Activities Committee Meeting were made available as an information item.

Employment

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 5 to 0.

Equipment Purchases

Mr. Gilman moved and Mr. Richards seconded a motion to approve the purchase of new pom-poms for cheerleaders from TeamCheer at a cost of \$300. The vote to approve the motion was 5 to 0.

***Buildings & Grounds
Committee Report***

Mr. Richards reported for the Buildings & Grounds Committee.

Communications

The Minutes from the December 6, 2012 Buildings & Grounds Committee Meeting were made available as an information item.

Use of Facilities

Mr. Richards moved and Mr. Gilman seconded a motion to add the following organizations to the facility usage category list for the 2012-2013 school year. The vote to approve the motion was 5 to 0.

1. Eduspire - Category 5
2. Middletown Area High School Dance Team – Category 2

Mr. Richards moved and Mr. Einhorn seconded a motion to approve the use of facilities on the listing attached to the agenda. The vote to approve the motion was 5 to 0. **(See Attachment)**

Equipment Purchases

Mr. Richards moved and Mr. Gilman seconded a motion to purchase and install a direct digital control system for Fink Elementary School from Automated Logic at a cost of \$28,450 using Costars pricing and Capital Reserve Funds. The vote to approve the motion was 5 to 0.

Bids

Mr. Richards moved and Mr. Gilman seconded a motion to rescind the bid award to Pennington Seed in the amount of \$4,396.80 for Improved GL Type Sports Ryegrass in the athletic fields and grounds maintenance supplies bid for failure to meet bid specifications. The vote to approve the motion was 5 to 0.

Mr. Richards moved and Mr. Davis seconded a motion to award the bid for Improved GL Type Sport Ryegrass to Jamco Products in the amount of \$4,550.00. The vote to approve the motion was 5 to 0.

Construction Projects

Mr. Richards moved and Mr. Einhorn seconded a motion to approve the agreements listed below for the High School construction project using Capital Reserve funds. The vote to approve the motion was 5 to 0.

1. Crabtree Rohrbaugh & Associates to provide architectural design services at a lump sum fee of 6% of the cost of work in the PlanCon Part D submission.
2. Raudenbush Engineering, Inc. to provide civil engineering services as a consultant to the design professional at a basic services fee of \$148,850.
3. Advantage Engineers, LCC to provide geotechnical services as a consultant to the design professional at a basic services fee of \$10,450.

Mr. Richards moved and Mr. Gilman seconded a motion to contract with Trane to replace the chiller condenser coils at Reid Elementary School at a cost of \$52,100 using BuyBoard pricing and Capital Reserve Funds. The vote to approve the motion was 5 to 0.

Mr. Richards moved and Mr. Davis seconded a motion to approve the agreements listed below using Capital Reserve funds. The vote to approve the motion was 5 to 0.

1. N.L.S. Concepts to replace the roof and reframe the roof structure of the War Memorial Field “old” ticket booth at a cost of \$4,500.
2. Kohler Remodeling to replace the War Memorial Field press box roof at a cost of \$1,840.

***Finance/Operations
Committee Report***

Mr. Einhorn reported for the Finance/Operations Committee.

Communications

The minutes from the December 11, 2012 Finance/Operations Committee Meeting were made available as an information item.

Agreements

Mr. Einhorn moved and Mr. Richards seconded a motion to approve an agreement with Phillips Office Solutions to provide competitive bid pricing for office supplies and paper for a two-year term beginning March 1, 2013. The vote to approve the motion was 5 to 0.

Participations

Mr. Einhorn moved and Mr. Davis seconded a motion to approve participation in the following cooperative purchasing agreements/contracts during the 2013 calendar year. The vote to approve the motion was 5 to 0.

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

**Requests for
Proposals**

Mr. Einhorn moved and Mr. Gilman seconded a motion to approve submission of an attestation statement to PDE to certify that no material change has occurred between the original contract with the District’s food service management company and the renewal contracts as a result of implementing the new meal standards. The vote to approve the motion was 5 to 0.

Exonerations Mr. Einhorn moved and Mr. Richards 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 5 to 0.

Approvals Mr. Einhorn moved and Mr. Davis seconded a motion to approve the audited financial statements for the year ended June 30, 2012, as presented by Boyer & Ritter, CPA's. The vote to approve the motion was 5 to 0.

Mr. Einhorn moved and Mr. Richards seconded a motion to approve the following individual as a contracted school bus driver for the 2012-2013 school year. The vote to approve the motion was 5 to 0.

1. Garnell Brown (Boyo)

Representatives

Capital Area Intermediate Unit Ms. Layne said that she has a CAIU board meeting on Thursday.

Dauphin County Technical School Mr. Einhorn had nothing to report.

Dauphin County Tax Collection Committee Mr. Franklin had nothing to report.

Harrisburg Area Community College Ms. Layne said that the subcommittee was working to reduce the financial outlay for school districts and that work on legislation was beginning.

Olmsted Regional Recreation Board Ms. Layne said there will be a meeting on Thursday. Mr. Richards asked if the Borough of Middletown would be providing financial support. Ms. Layne said that the Recreation Board was told that the Borough did not have an allowance for support in their budget. Ms. Layne commented that the departure of Ms. Burrell has impacted the Recreation Board's operations and that she is greatly missed.

PSBA Liaison Mr. John was absent.

Superintendent's Report Dr. Suski commented on the tragic events that had occurred on Friday at Sandy Hook Elementary School in Connecticut. Dr. Suski explained the District's communication efforts with parents regarding the event and the District's safety plans. Dr. Suski said that attendance in the schools was regular today and that no issues were reported. Dr. Suski said that she and Mr. Meiser met earlier in the day to review the

District's plans and speak with the Pennsylvania Office of Safe Schools about any additional recommendations being suggested. Dr. Suski commented about the vigilance of the District's teachers.

Dr. Suski congratulated the music department on a wonderful concert season. Dr. Suski said there was standing room only.

Dr. Suski said the winter sports have started and encouraged everyone to attend the events.

Dr. Suski wished everyone a happy holiday.

Roundtable

Mr. Davis, Mr. Einhorn, Mr. Gilman, and Mr. Richards wished everyone happy holidays.

Ms. Layne echoed the comments made by the other board members.

Ms. Layne said she watched Brain Busters and noted that the students have moved on to another round. Ms. Layne recognized Jan Zeager for her work with the kids.

Adjournment

Mr. Richards moved and Ms. Layne seconded a motion to adjourn. The vote to approve the motion was 5 to 0. The meeting adjourned at 7:35 p.m.

ATTEST:

David A. Franklin, Secretary

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