

MIDDLETOWN AREA SCHOOL DISTRICT
School Board Meeting
December 19, 2013 – 7:05 p.m.
MINUTES

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

Members not in attendance were: Melvin Fager, David John.

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/Board Secretary; Jody Zorbaugh, Communications Specialist/Recording Secretary; Josh Blecher, Computer Technician; Bill Meiser, Director of Operations; Marie Drazenovich, Director of Student Services; Heidi Zula, Director of Human Resources; Jeremy King; High School Assistant Principal and Athletic Director; Terri O’Neil, Brian Keyser, Michelle Myers, Justine Shippling, District Professional Staff; David, Shendy and Drice Bahajak, Anna Mordan, Megan Martz, Abby Yohn, Karlee Deibler, Pablo and Sonia Orellana, Pablo Orellana, Jr., Vern and JoAnn Shipkowski, Mark and Kathy Shipkowski, Jessica Shipkowski, Alex Mosher, Rob, Paula and Josh Alcock, John Ponnett, Sr., John Ponnett, Jr., Blaine, Julie and Garrett Deyle, Jim, Denise and Hope Dehnert, Valerie, Arianna and Camryn Shank, Jeremy and Stacey Frost, Christian Roberts, Interested Students and Citizens; Matt Wildasin and Jeremy Medernach, Boyer & Ritter, CPAs; and Phyllis Zimmerman, Reporter.

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 reported that the school board met in Executive Session prior to the board meeting at 6:30 p.m. 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. David John was absent due to illness.

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

Student Comments **Student Council:** Dr. Suski introduced Karlee Deibler and Abby Yohn. The students reported on the activities of Student Council.

Key Club: Dr. Suski introduced Drice Bahajak and Megan Martz. The students reported on the activities of Key Club.

Recognitions

Dr. Suski introduced the Future Business Leaders of America advisor, Mrs. Michelle Myers. Mrs. Myers recognized the Region 15 Leadership Conference Winners – Josh Alcock, Charity Cooper, John Ponnett, Michael Brinton, Garrett Deyle, Brandon Harper, Drice Bahajak, Hope Dehnert, Ashley Royer, Camryn Shank, Anina-Marie Martin, Alexander Mosher and Christian Roberts. Alex Mosher spoke on behalf of the club. Mrs. Myers noted that Middletown’s club is one of twelve in the region. Mrs. Myers said that 13 of the club’s 15 members qualified for the regional conference and they will participate with 300 other students. Mrs. Myers said students will find out at the regional level if they qualify for the state conference. Mrs. Myers said that the organization emphasizes service and noted that FBLA’s statewide goal is to raise \$30,000.

Dr. Suski introduced Pablo Orellana and Jessica Shipkowski as the Students of the Month for December. Pablo Orellana selected Mr. Brian Keyser as the educator who most influenced his school career and Jessica Shipkowski selected Mrs. Terri O’Neil as the educator who most influenced her school career. The students and educators came forward to be congratulated by the Board members.

Mrs. Terri O’Neil, MAHS Health and Physical Education Teacher and Department Chair was congratulated by the board for being the first MASD teacher to achieve National Board Certification. Dr. Suski explained the certification and how it is achieved.

Presentations

Matt Wildasin from Boyer & Ritter, CPAs reviewed the District’s 2012-2013 audited financial statements. Mr. Wildasin discussed the school’s funds that are included in the report. Mr. Wildasin said that Boyer & Ritter’s job is to state whether the financial statements are fairly presented. Mr. Wildasin noted that the District received an unqualified opinion and there were no findings or internal control weaknesses. Mr. Wildasin said that the Management’s Discussion & Analysis section was written by Mr. Franklin and that it provides a nice overview of the financial statements. Mr. Wildasin said that the Title I program was the federal program audited this year and that it also had no findings. Mr. Wildasin discussed the future implementation of Statement 68 that will require the accounting for the unfunded portion of the Pennsylvania School Employees’ Retirement System liability.

Public Comment No one came forward at this time.

Secretary's Report

Minutes Mr. Richards moved and Ms. Price seconded a motion to approve the minutes of the November 25, 2013 School Board Meeting and the December 5, 2013 School Board Organization Meeting. The vote to approve the motion was 7 to 0.

Communications Mr. Franklin said the Board Committee Calendar for January 2014 was attached to the agenda and that changes to previously scheduled nights and times were in red.

Treasurer's Report Mr. Einhorn moved and Mr. Gilman seconded a motion to approve the Treasurer's Report for November 2013. The vote to approve the motion was 7 to 0. **(See Attachment)**

Bill Lists Mr. Einhorn moved and Mr. Richards 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. **(See Attachment)**

Fund 10 -	General Fund	\$285,712.49
Fund 32 -	Capital Reserve Fund	\$51,995.34
Fund 39 -	Capital Projects Fund	\$0
Fund 51 -	Food Service Fund	\$602.25
Fund 59 -	WMSS Radio Station Fund	\$39.56
Fund 72 -	Expendable Trust Fund	\$0
Fund 74 -	Nonexpendable Trust Fund	\$0
Fund 81 -	Student Activities Fund	\$3,013.25

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. **(See Attachment)**

Fund 10 -	General Fund	\$621,099.44
Fund 32 -	Capital Reserve Fund	\$174,212.11
Fund 39 -	Capital Projects Fund	\$0
Fund 51 -	Food Service Fund	\$105,176.73
Fund 59 -	WMSS Radio Station Fund	\$2,684.37
Fund 72 -	Expendable Trust Fund	\$0
Fund 74 -	Nonexpendable Trust Fund	\$500.00
Fund 81 -	Student Activities Fund	\$12,913.89

Old Business None

Academic Affairs Ms. Price reported for the Academic Affairs Committee.

Committee Report

Communications The Minutes from the December 10, 2013 Academic Affairs Committee Meeting were made available as an information item.

Contracts Ms. Price moved and Mr. Davis seconded a motion to approve an agreement between Middletown Area High School and the Pennsylvania Department of General Services for use of The Forum for commencement ceremonies on June 4, 2014 at a cost of \$650.00. The vote to approve the motion was 7 to 0.

Field Trips Ms. Price moved and Mr. Gilman seconded a motion to approve a field trip for 5th grade students to Philadelphia on May 14, 2014 at no cost to the District. The vote to approve the motion was 7 to 0.

School Calendar Ms. Price moved and Mr. Richards seconded a motion to approve an open campus environment for mid-term examination administration at the high school on January 17, 20 and 21, 2014. The vote to approve the motion was 7 to 0.

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

Communications The Minutes from the December 10, 2013 Personnel Committee Meeting were made available as an information item.

Leave of Absence Requests Mr. Einhorn moved and Ms. Price seconded a motion to approve Katherine Martin, Teacher, for leave without pay from April 8, 2014 through April 16, 2014 (6.5 school days). The vote to approve the motion was 0 to 7 and Ms. Martin's leave request was denied.

Operations Committee Report Mr. Richards reported for the Operations Committee.

Communications The Minutes from the December 12, 2013 Operations Committee Meeting were made available as an information item.

Use of Facilities Mr. Richards moved and Mr. Gilman seconded a motion to approve the use of facilities on the listing attached to the agenda (***See Attachment***). The vote to approve the motion was 7 to 0.

Contracts Mr. Richards moved and Ms. Price seconded a motion to contract with Sponaugle Construction Services to provide management services to the District during an anticipated leave of absence of Mr. Meiser at an estimated maximum monthly cost of \$6,450. The vote to approve the

motion was 7 to 0.

Construction Projects Mr. Richards moved and Mr. Gilman seconded a motion to approve submission of PlanCon Part D (Project Accounting Based on Estimates) to the Pennsylvania Department of Education for a new Middletown Area High School, as prepared by the District's architect (***See Attachment***).

Dr. Suski commented about rumors that are circulating in the community that the District is planning to merge with a neighboring school district. Dr. Suski noted that this rumor is not based upon factual discussions and noted that it is illogical given the 1 ½ years of planning that have occurred for a new High School. Mr. Richards said that the District will not be considering a merger with another school district. Mr. Gilman said that it is time to squelch the rumor.

Ms. Layne asked for a roll call vote. The vote to approve the motion was 7 to 0 as listed below.

Mr. Richards – yes

Mr. Gilman – yes

Mr. Einhorn – yes

Mr. Corradi – yes

Mr. Davis – yes

Ms. Price – yes

Ms. Layne – yes

Mr. Richards moved and Mr. Corradi seconded a motion to approve advertisement of the Middletown Area High School project for bid. The vote to approve the motion was 7 to 0.

Mr. Richards reported that the District is on an aggressive schedule with the intent to move swiftly on this project.

***Athletic/Activities
Committee Report***

Mr. Gilman reported for the Athletics/Activities Committee.

Communications

The Minutes from the December 12, 2013 Athletics/Activities Committee Meeting were made available as an information item.

Employment

Mr. Gilman moved and Mr. Richards seconded a motion to approve Mr. Mark Corradi as Volunteer Strength Coach for the 2013-2014 school year pending submission of all required clearances. The vote to approve the motion was 6 to 0. Mr. Mike Corradi abstained from voting

due to his relationship with the candidate.

**Finance Committee
Report**

Mr. Einhorn reported for the Finance Committee.

Communications

The minutes from the December 17, 2013 Finance Committee Meeting were made available as an information item.

Approvals

Mr. Einhorn moved and Mr. Richards seconded a motion to approve the advertisement of unused orchestra music to other school districts for purchase. The vote to approve the motion was 7 to 0.

Mr. Einhorn moved and Ms. Price seconded a motion to approve the audited financial statements for the year ended June 30, 2013, as presented by Boyer & Ritter, CPAs. The vote to approve the motion was 7 to 0.

Mr. Einhorn moved and Mr. Davis seconded a motion to authorize the High School cafeteria to offer free breakfasts during the week of January 6, 2014 to promote the breakfast program and encourage participation. The vote to approve the motion was 7 to 0.

Exonerations

Mr. Einhorn moved and Mr. Richards seconded a motion to approve the exoneration of the 2013 real estate tax bills on the listing attached to the agenda for the reasons noted. **(See Attachment)** The vote to approve the motion was 7 to 0.

Agreements

Mr. Einhorn moved and Mr. Gilman seconded a motion to purchase 800 internet filter licenses from Bascom Global Internet Services, Inc. at a total cost of \$5,276. The vote to approve the motion was 7 to 0.

Mr. Einhorn moved and Mr. Gilman seconded a motion to approve an agreement with Conrad Siegel Actuaries to provide benefit consulting services to the District beginning January 1, 2014 at an annual cost based upon the services provided and to authorize notification to the District's insurance providers that Conrad Siegel Actuaries will be the producer of record for the District. The vote to approve the motion was 7 to 0.

Equipment Purchases

Mr. Einhorn moved and Ms. Price seconded a motion to purchase twenty replacement science tabletops for the middle school from Tanner School & Office Furniture at a total cost of \$2,200 using Capital Reserve funds. The vote to approve the motion was 7 to 0.

Request for Proposals

Mr. Einhorn moved and Mr. Davis seconded a motion to approve the advertisement of the food service management company request for proposal for the 2014-2015 school year. The vote to approve the motion was 7 to 0.

Participations

Mr. Einhorn moved and Mr. Richards seconded a motion to approve participation in the following cooperative purchasing agreements / contracts during the 2014 calendar year. The vote to approve the motion was 7 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. National Joint Powers Alliance
8. PACC - Pennsylvania Capital City Automotive and Equipment Contract
9. PEPPM - Pennsylvania Educational Purchasing Program for Microcomputers
10. The Cooperative Purchasing Network (TCPN)
11. U.S. Communities

Resolutions

Mr. Einhorn moved and Mr. Richards seconded a motion to adopt the resolution appointing delegates to the Dauphin County Tax Collection Committee for calendar year 2014 in accordance with Act 32. **(See Attachment)** The vote to approve the motion was 7 to 0.

New Business

Personnel Committee

Mr. Einhorn moved and Mr. Richards seconded a motion to approve the retirement of Carl Freeborn, Custodian, effective November 20, 2013. The vote to approve the motion was 7 to 0.

Finance Committee

Mr. Einhorn moved and Mr. Gilman seconded a motion to appoint Melvin Fager as a representative to the Olmsted Regional Recreation Board to replace Terry Gilman effective January 2014. The vote to approve the motion was 7 to 0. Ms. Layne thanked Mr. Gilman for his service on the Recreation Board.

Representatives

Capital Area Intermediate Unit

Ms. Layne reported that she attended a meeting that morning. Dr. Gales was not in attendance. Ms. Layne read a notice from the IU Board announcing that CAIU would not be holding its annual convention this year and that election of board members will be completed via mail ballot. Ms. Layne mentioned that things are going well at CAIU and she is looking forward to budgets being presented.

Dauphin County Technical School

Mr. Davis reported that a joint board meeting was held the evening before but there was no quorum present so mail ballots will be required. Mr. Davis said that the preliminary budget was unveiled, but future reductions are anticipated.

Dauphin County Tax Collection Committee

Mr. Franklin had nothing to report.

Harrisburg Area Community College

Ms. Layne had nothing to report.

Olmsted Regional Recreation Board

Ms. Layne reported there was no meeting since the last board meeting. Ms. Layne said that the basketball program has started and is going well.

PSBA Liaison

Ms. Price had nothing to report.

Superintendent's Report

Dr. Suski thanked Mr. Franklin for his work on the arduous task of preparing for the annual audit. She congratulated the High School band and choral students for an outstanding holiday performance last evening. Dr. Suski announced that Steve Smith was selected by the American Choral Director's Association as the 2014 Choral Director of Note. Dr. Suski said that he will be recognized at the next board meeting. Dr. Suski said that she had the opportunity to see Heather Radabaugh at the concert last evening and reported that she was doing very well. Dr. Suski said that 122 employees contributed 192 sick days to Heather through the special program approved by the school board. Dr. Suski said that the donated days should cover Heather's leave. Dr. Suski thanked the Presbyterian Congregation of Middletown Church for their donation of \$100 toward CTC programs. Dr. Suski thanked Phoenix Contact for sponsoring an annual holiday party for district elementary students which was held at Kunkel. Dr. Suski said that 120 students participated and received gift bags. Dr. Suski announced that winter sports are underway and that the Girls' Varsity basketball team

is undefeated. Dr. Suski noted that schools will be closed for winter recess from December 23 through January 1.

Roundtable

Mr. Gilman said Merry Christmas and commented that it was a good first half of the year. Mr. Gilman reiterated that the District is not merging with another school district.

Ms. Price said it's been a great year, wished everyone happy holidays and said she looks forward to 2014.

Mr. Davis said happy holidays, thanked Dr. Suski for addressing the rumor and thanked Mr. Franklin and his staff for their work on the audit.

Mr. Richards wished everyone happy holidays.

Mr. Corradi wished everyone happy holidays and said that he is excited to be a part of the school board and is looking forward to working with everyone.

Mr. Einhorn thanked Mr. Franklin for his work on the audit and noted Mr. Gilman's service to the Recreation Board. Mr. Einhorn wished everyone happy holidays.

Ms. Layne echoed everyone's comments, especially Dr. Suski's statement to address rumors about a school district merger. Ms. Layne noted that we are looking to build a new High School. Ms. Layne wished everyone a happy holiday.

Adjournment

Mr. Richards moved and Mr. Gilman seconded a motion to adjourn. The vote to approve the motion was 7 to 0. The meeting adjourned at 7:55 p.m.

ATTEST:

David A. Franklin, Board Secretary