

**MIDDLETOWN AREA SCHOOL DISTRICT  
SCHOOL BOARD GENERAL BUSINESS MEETING**

October 22, 2018

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**Board Members in attendance:** Mike Corradi, Dr. Julie Gomboc-Turyan, Dr. Brian Keating, Christopher Lupp, Linda Mehaffie, John Ponnett, Jr., Jennifer Scott

**Board Members not in attendance:** Melvin Fager, Jr., Darnell Montgomery

**Staff/Public in attendance:**

**District Administration:** Dr. Lori Suski, Superintendent of Schools; David Franklin, Chief Financial Officer/Board Secretary; Dr. Chelton Hunter, Assistant to the Superintendent; Marie Drazenovich, Fink Elementary Principal; William Meiser, Director of Operations; Christine Mostoller, Director of Curriculum, Instruction and Assessment

**District Staff:** Anastasia Cerritelli, Rodger Crater, Trevor Davis, Eric Fisher, Andrea Holtry, April Hughes, Gail Jones, Zach Kepler, Brian Keyser, Sherry Margucci, Deanna Reitzi, Jodi Sessa, Jannelle Shuey, Jody Zorbaugh

**Candidates for Employment or Approval:** Will Foster, Gary Hinkle, Vivian Negrón

**Interested Students and Citizens:** Mason Garza, Alex Kennedy, Piyush, Dimple and Aayushi Patel, Aiden Sessa, Jen Souders, Michelle Strohecker, Hannah Wilsbach

**Reporter:** Phyllis Zimmerman

**1. Call to Order**

Mrs. Mehaffie called the meeting to order at 7:00 p.m. in the Large Group Instruction Room of the Middletown Area High School. Mrs. Mehaffie asked those present to participate in the Pledge of Allegiance and a moment of silent meditation.

Mrs. Mehaffie announced the School Board met in Executive Session prior to the School Board meeting beginning at 6:00 p.m. to discuss labor negotiations and student matters.

**2. Roll Call**

Mrs. Mehaffie asked the Secretary, David Franklin, to call the roll. A quorum was present as noted above.

**3. Student Comments**

**a. Key Club**

Alex Kennedy & Hannah Wilsbach reported on the activities of Key Club. Dr. Suski noted that Alex Kennedy was crowned Homecoming Queen on October 13, 2018 and Aiden Sessa was her escort.

**b. Student Council**

Mason Garza & Aiden Sessa reported on the activities of Student Council.

**4. Recognitions**

**a. October Rotary Students of the Month**

Dr. Suski introduced the October Rotary Students of the Month, Aayushi Patel and Aiden Sessa. Aayushi selected Mr. Trevor Davis as the educator who had most influenced her school career and Aiden introduced Mr. Brian Keyser as the educator who had most influenced his school career. The students and educators came forward to be congratulated by the Board members.

**b. FCCLA National Conference Gold Medalist**

Mrs. Andrea Holtry recognized Hannah Wilsbach for her achievement as a Family, Career and Community Leaders of America (FCCLA) National Conference Gold Medalist. Hannah and Mrs. Holtry came forward to be congratulated by the Board members.

**c. Employee Retirement**

Dr. Suski recognized Rodger Crater, Trades Assistant, and thanked him for his years of service to the District as she presented him with a retirement gift from the School District. Mr. Crater's supervisors, Mr. Meiser and Mrs. Reitzi, commented on Rodger's employment with the District. Rodger came forward to be congratulated by the Board members.

**d. Horace Mann Crystal Owl Award**

Dr. Suski said that Fink Elementary School received the Crystal Owl Award from Horace Mann Insurance. Dr. Suski said that the award recognizes educators for outstanding work and is not typically given to an entire school building. Dr. Suski said Bart Miller, Horace Mann agent, visited many schools throughout the state last year and was in awe of the atmosphere at Fink Elementary School. Dr. Suski provided highlights of Mr. Miller's observations – the staff personally cared for students, the staff formed real relationships with the students, the staff went above and beyond to help their students... Dr. Suski noted that Mr. Miller indicated that Fink Elementary School was the type of school that he would want his children to attend. Principal Drazenovich and the teachers present came forward to be congratulated by the Board members.

**5. Candidates for Employment or Approval**

Will Foster, candidate for Recreation Programs Supervisor, introduced himself and provided a background of his previous experience.

**6. Public Comment**

No members of the public addressed the School Board at this time.

**7. Secretary's Report**

**a. Minutes**

Mr. Lupp moved and Mrs. Scott seconded a motion to approve the minutes of the October 2, 2018 School Board Agenda Planning Meeting. The vote to approve the motion was 7 to 0.

**b. Communications**

Mr. Franklin stated that the meeting calendar for November 2018 was attached to the agenda.

**8. Treasurer's Report and Bill Lists**

**a. Treasurer's Report**

Mr. Lupp moved and Mr. Ponnett seconded a motion to approve the Treasurer's Report for September 2018 as presented. The vote to approve the motion was 7 to 0. **(See Attachment)**

**b. Paid Bills**

Mr. Lupp moved and Mr. Ponnett seconded a motion to approve the Paid Bills with totals by fund as detailed. The vote to approve the motion was 7 to 0. **(See Attachment)**

- Fund 10, General Fund - \$507,884.53
- Fund 32, Capital Reserve Fund - \$0
- Fund 38, High School Capital Projects Fund - \$0
- Fund 51, Food Service Fund - \$0
- Fund 59, WMSS Radio Station Fund - \$681.38
- Fund 72, Expendable Trust Fund - \$0
- Fund 74, Nonexpendable Trust Fund - \$0
- Fund 81, Student Activities Fund - \$1,761.00

**c. Unpaid Bills**

Mr. Lupp moved and Dr. Gomboc-Turyan seconded a motion to approve the Unpaid Bills with totals by fund as detailed. The vote to approve the motion was 7 to 0. **(See Attachment)**

- Fund 10, General Fund - \$994,250.54
- Fund 32, Capital Reserve Fund - \$47,897.43
- Fund 38, High School Capital Projects Fund - \$0
- Fund 51, Food Service Fund - \$114,119.31
- Fund 59, WMSS Radio Station Fund - \$2,903.18
- Fund 72, Expendable Trust Fund - \$400.00
- Fund 74, Nonexpendable Trust Fund - \$0
- Fund 81, Student Activities Fund - \$9,446.36

**9. Unfinished Business**

**a. Finance: Olmsted Regional Recreation Board Termination Costs**

**Discussion Item / Possible Action Item:** Mr. Lupp said that additional information was needed for the discussion and asked that the topic be tabled until the next meeting.

**10. Consent Agenda**

Mr. Corradi moved and Mrs. Scott seconded a motion to approve the items included on the Consent Agenda. The vote to approve the motion was 7 to 0.

**a. Finance: Real Estate Tax Exoneration**

Exonerate 2018 real estate tax bill 102925 for 41-020-014-000-0000 (Richard Zalek) in the face amount of \$653.43.

**b. Academic Affairs: Student Assistance Program Agreements**

Approve agreements with Keystone Human Services for Student Assistance Program (SAP)

services for the secondary buildings at no cost to the District and Elementary Student Assistance Program (ESAP) services for the elementary buildings at a cost of \$40 per hour.

**c. Academic Affairs: Field Trips**

Approve the following field trips:

1. "On The Road" for juniors and seniors to Shippensburg University on November 14, 2018 with bus transportation provided by the District
2. "On The Road" for juniors and seniors to Pennsylvania College of Technology on November 19, 2018 with school vans used for transportation
3. Five elementary gifted students to the DaVinci Science Center in Allentown, PA on November 15, 2018 with a school van used for transportation

**d. Athletics/Activities: Swimmers**

Approve participation of the following students in PIAA competitions representing Middletown Area High School as "Non-Swim School Participants" at no cost to the District.

1. Gavin Guckavan
2. Larae Rhine
3. Faith Rhine

**e. Personnel: Resignation**

Accept the resignation of Susan Wagner, Part-Time Non-Instructional Aide (Lunch Room Monitor, Kunkel) effective October 5, 2018.

**f. Personnel: Mentor Employment**

Approve Mary Checco as a mentor teacher (Katie Woodworth, Elementary Art) for the 2018-2019 school year at a stipend of \$725 as recommended by the Administration.

**g. Personnel: Volunteers**

Approve the following individuals to serve as District Volunteers for the 2018-2019 school year as recommended by the Administration:

1. Denise Allen
2. Hunter Barcale
3. Keesey Cleckner
4. Michelle Goho
5. Kristy Mock
6. Cheryl Menear
7. Laura Sabal

**h. Operations: MAMS Water Heater Monitoring**

Approve a proposal from Automated Logic to add monitoring of the new MAMS hot water heater system to the building controls at a cost of \$13,190.

**11. Items Removed from the Consent Agenda**

There were no items removed from the Consent Agenda for separate approval.

## 12. District Goals for 2018-2019

Dr. Suski said that the School Board reviewed the proposed District Goals at the October 2 School Board meeting. Mr. Corradi moved and Mrs. Scott seconded a motion to adopt the following District goals for the 2018-2019 school year:

1. Develop the District's new Comprehensive Plan for the next period (July 1, 2020 – June 30, 2023) to submit to the PA Department of Education for approval by the November 30, 2019 deadline.
2. Increase K-12 student achievement as defined by the multiple measures of the Future Ready PA Index.
3. Conduct an Elementary Feasibility Study to review options for the best delivery of services for elementary students currently served at Fink, Kunkel and Reid Elementary Schools, based on the need for more instructional space and programs for special populations.
4. Implement three new initiatives to address student mental health, behavior, and wellness: Middletown Area Therapeutic Elementary Support (MATES) program; School-wide Positive Behavior Intervention Support (SWPBIS); and Positive Action™.
5. Implement increased safety and security measures District-wide as recommended by the risk and vulnerability assessment reports.
6. Implement the recommendations of the Athletic Field Master Plan within budgetary constraints and available Capital Reserve funds.
7. Negotiate a new agreement with the Middletown Area Education Support Personnel Association prior to the June 30, 2019 expiration date of the current agreement.

## 13. Personnel

### a. Policy Revisions

**Information Item:** Mrs. Scott noted that the following revised policies are presented for first reading.

1. Policy 339 - Uncompensated Leave (replaces Policies 339, 439 and 539)
2. Policy 340 - Responsibility for Student Welfare (replaces Policy 440)
3. Policy 341 - Benefits for Part-Time Employees (replaces Policy 541)
4. Policy 342 - Jury Duty (replaces Policies 342, 442 and 542)
5. Policy 343 - Paid Holidays (replaces Policy 543)
6. Policy 347 - Workers' Compensation Transitional Return-to-Work Program (new policy)
7. Policy 351 - Drug and Substance Abuse (replaces Policies 351, 451 and 551)

## 14. New Business

### a. Academic Affairs: Waiver of Expulsion Hearing Agreement

Mrs. Scott moved and Dr. Gomboc-Turyan seconded a motion to approve a Waiver of Expulsion Hearing Agreement for student 18-19-001. The vote to approve the motion was 7 to 0.

### b. Academic Affairs: Psychoeducational Assessment

Mr. Ponnett moved and Mr. Lupp seconded a motion to approve a contract with SOARPsych, LLC to provide a psychoeducational assessment for a District student with costs based upon the fee schedule attached to the agenda. The vote to approve the motion was 7 to 0. **(See Attachment)**

**c. Academic Affairs: Cooperation Agreement**

Mr. Ponnett moved and Mrs. Scott seconded a motion to approve a letter of agreement between Dauphin County Mental Health/Intellectual Disabilities Program, Dauphin County Juvenile Probation and the District for the provision of student assistance services for District students through June 30, 2019. The vote to approve the motion was 7 to 0.

**d. Finance: Appraisals**

Mrs. Scott moved and Dr. Gomboc-Turyan seconded a motion to contract with Noone & Associates to provide appraisals of 55 West Water Street and 100 Industrial Lane at a cost of \$2,500 and \$2,000, respectively. The vote to approve the motion was 7 to 0.

**e. Finance: Audit Preliminary Review**

**Discussion Item:** Mr. Franklin provided a preliminary review of the 2017-18 audit. Mr. Franklin said expenditures totaled \$45,260,953 and are \$289,000 higher than the budget. Mr. Franklin said the District is not allowed to spend higher than the budget amount, but may transfer surplus funds from the General Fund and that can cause actual expenditures to appear higher than the budget. Mr. Franklin said if transfers are deducted from the budget and actual figures, the actual expenditures are approximately \$25,000 under budget. Mr. Franklin said revenue totaled \$46,206,639 and exceeds the budget by \$1.8 million. Mr. Franklin reviewed positive budget variances for the following revenue line items: real estate taxes (\$207,000 over budget due to higher collection percentage), earned income taxes (\$219,000 over budget due to efforts of collector), interest earnings (\$134,000 over budget due to yield rates), tuition from other school districts (\$181,000 over budget due to consortium classes), refunds (\$302,000 over budget primarily due to Dauphin County Technical School surplus for 2016-2017), basic education subsidy (\$135,000 over budget due to late passage of the 2017-2018 state budget), special education subsidy (\$44,000 over budget due to late passage of the 2017-2018 state budget), retirement subsidy (\$149,000 over budget due to change in employee makeup), medical assistance reimbursements (\$106,000 over budget due to special education needs), sale of assets (\$88,000 over budget due to technology sales), and extraordinary gains (\$279,000 over budget due to admission of Harrisburg School District into the Dauphin County Technical School. Mr. Franklin reviewed the composition of the District's fund balance as of July 1, 2017 and the proposed changes for 2017-2018. Mr. Franklin said non-spendable fund balance must decrease by \$21,000 to correspond with a change in prepaid expenses. Mr. Franklin said no change is needed in restricted fund balance as the amount from the sale of Demey is still unused. Mr. Franklin recommended that the 2017-2018 surplus of \$945,686 be committed for future use. Mr. Franklin said assigned fund balance would be recorded at \$47,000 to match the 2018-2019 budget. Finally, Mr. Franklin said unassigned fund balance would decrease by \$26,000. Mr. Franklin said unassigned fund balance would be 7.54% of the 2018-2019 expenditures and this is less than the PDE cap of 8%. The School Board expressed support for Mr. Franklin's recommendations. ***(See Attachment)***

**f. Personnel: Termination**

Mrs. Scott moved and Mr. Ponnett seconded a motion to terminate Gary Elby, Groundskeeper/Trades Utility, effective October 22, 2018. The vote to approve the motion was

7 to 0.

**g. Personnel: Resignation**

Mrs. Scott moved and Dr. Gomboc-Turyan seconded a motion to accept the resignation of Michele Bostdorf, Payroll and Benefits Accountant, effective October 30, 2018. The vote to approve the motion was 7 to 0.

**h. Personnel: Employment**

Mrs. Scott moved and Mr. Ponnett seconded a motion to employ the individuals listed below as recommended by the Administration, subject to submission of all required clearances and disclosures. The vote to approve the motion was 7 to 0.

1. Heather Sharpe as a Behavior Support Paraprofessional at an hourly rate of \$17.00 to fill a vacancy created by the resignation of Amanda Harris effective October 1, 2018.
2. William Foster as the Recreations Programs Supervisor at a pro-rated salary of \$51,150 to fill a newly created position due to the establishment of MARA effective October 23, 2018.
3. Michele Reiber as an Elementary Teacher (MAEA Temporary Professional Employee) at a pro-rated salary of \$51,363 (Masters, Step 2) to fill a vacancy created by the resignation of Ashley Sabitsky and reassignment of staff effective November 5, 2018.

**i. Personnel: Co-Curricular/Extra-Curricular Employment**

Mrs. Scott moved and Mr. Lupp seconded a motion to approve Mark Shipkowski as a Volunteer Swim Coach for the 2018-2019 school year as recommended by the Administration, subject to submission of all required clearances. The vote to approve the motion was 7 to 0.

**j. Personnel: Volunteers**

Mrs. Scott moved and Mr. Lupp seconded a motion to approve the following individuals as District volunteers for the 2018-2019 school year as recommended by the Administration. The vote to approve the motion was 7 to 0.

1. Megann Arthur
2. Erin Diorazio
3. Georgina Hamer
4. James Robbins
5. Katie Robbins
6. Patricia Robbins
7. Gary Rux
8. Kimberly Whitsell

**k. Operations: Contracted Bus/Van Drivers**

Mr. Corradi moved and Mrs. Scott seconded a motion to approve the following individuals as contracted bus/van drivers for the 2018-2019 school year. The vote to approve the motion was 7 to 0.

1. Shyreka Bradley (Boyo)
2. Gary Hinkle (First Student)
3. Jodi Jah (Boyo)

4. Vivian Negron-Velazquez (First Student)

**I. Operations: Facility Use**

Mr. Corradi moved and Mrs. Scott seconded a motion to approve the facility use on the listing attached to the agenda. The vote to approve the motion was 7 to 0. **(See Attachments)**

**m. Operations: Easement**

Mr. Meiser advised that the Pennsylvania Turnpike Commission was requesting an easement of approximately 3,000 square feet on District property as part of the replacement of the Union Street bridge over the PA turnpike. Mr. Meiser noted that there would be a flatter slope and that would be easier for the District to mow. Mr. Corradi asked about the timing of the work. Mr. Meiser said he believes it would be started in 2020. Mrs. Mehaffie asked if the easement would impact the potential plans for a turf field in front of the High School. Mr. Meiser said he did not think there would be an impact. A question was also raised about whether the Turnpike would be willing to pay for the easement. Mrs. Scott moved and Dr. Gomboc-Turyan seconded a motion to table action on the easement until the Administration can determine whether the easement would impact plans for future athletic fields and whether the Turnpike Commission would be willing to pay for the easement. The vote to approve the motion was 7 to 0.

**n. Operations: Fields 3 & 4 Infiltration Testing**

**Information Item:** Mr. Meiser reviewed the results of the stormwater infiltration feasibility report on Fields 3 & 4 from Advantage Engineers. Mr. Meiser said Mr. Horn designed for 8 survey pits and test pits 6, 7 & 8 had low infiltration rates. Mr. Meiser said Mr. Horn was not surprised by the infiltration rates and he did not think it precluded using the site for athletic fields. Mr. Meiser informed the Board that Mr. Horn said the Department of Environmental Protection will no longer allow spraying to address stormwater management, so the plan would now require expansion of the underground storage facilities. Mr. Meiser said Mr. Horn still believes the front of the High School to be the best spot on the campus for the turf field.

Related to the topic, Mrs. Mehaffie asked for an update on the basin remediation. Mr. Meiser said Raudenbush believes the pond is working as designed. Mr. Meiser said the valve has been left open despite the fact the design did not call for that and the water is not draining as quickly as anticipated. Mr. Meiser said Raudenbush has not received approval for the remediation yet. Mr. Corradi asked if the District is precluded from moving forward with a turf field. Dr. Suski said the NPDES permit must be closed out. Dr. Suski said she would invite Mr. Horn to address the School Board in November. Dr. Keating asked if the quote from Mr. Horn would still be valid based upon the infiltration tests. Mr. Meiser said it is his understanding that it would. Dr. Gomboc-Turyan asked if it would be possible for the turf field to be in the Field 14 area. Dr. Suski said that site was never considered as part of the study because of its distance from the High School. Dr. Suski said she would contact Crabtree Rohrbaugh about the feasibility of a new school and turf field in that area.

**15. Representatives**

**a. Capital Area Intermediate Unit**



Mr. Lupp had nothing to report.

**b. Dauphin County Tax Collection Committee**

Mr. Franklin had nothing to report.

**c. Dauphin County Technical School**

Mrs. Mehaffie and Mrs. Scott had nothing to report.

**d. Harrisburg Area Community College**

Dr. Gomboc-Turyan had nothing to report.

**e. Middletown Area Blue Raider Foundation**

Mrs. Mehaffie said the next event is the craft fair being held on November 3.

**f. Olmsted Regional Recreation Board**

Mr. Lupp said he expects that next month the title will be Middletown Area Recreation Alliance. Mr. Lupp welcomed Mr. Foster to the role of Recreation Programs Supervisor.

**g. PSBA Liaison**

Dr. Gomboc-Turyan said she and Mrs. Mehaffie attended the Delegate Assembly on October 19. Dr. Gomboc-Turyan reviewed several PSBA platform topics.

**16. Superintendent's Report**

Dr. Suski thanked Earl Bright IV and the Alumni Association for the great job they did on planning this year's homecoming events. Dr. Suski noted it was a beautiful day for a parade and football game, and the alumni dinner and homecoming dance events were also well-attended.

Dr. Suski reminded those present that the Center for Safe Schools Bullying Prevention program would be held on October 24 at 7:00 p.m.

Dr. Suski said the first marking period would close on Wednesday, October 31 and elementary report cards would be issued at parent/teacher conferences scheduled for November 5 and 6 with secondary report cards mailed on Friday, November 9.

Dr. Suski said elementary students would have an early dismissal on Monday, November 5 for parent/teacher conferences, and there would be no school for elementary or secondary students on Tuesday, November 6 due to staff development and parent/teacher conferences.

Dr. Suski said the Middle School will host its annual Veterans Day program on Friday, November 9 in the morning and invited those present to attend.

Dr. Suski said the High School fall play will be held the weekend of November 17 - 18 and said details could be found on the District website.

**17. Roundtable**

There were no comments.

**18. Adjournment**

Mrs. Scott moved and Dr. Gomboc-Turyan seconded a motion to adjourn the School Board General Business Meeting. The vote to approve the motion was 7 to 0. The meeting adjourned at 8:11 p.m.

ATTEST:

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David A. Franklin, Board Secretary