

MIDDLETOWN AREA SCHOOL DISTRICT
School Board Meeting
December 19, 2011 – 7:00 p.m.
MINUTES

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

Members not in attendance were: Pamela Price and Melvin Fager.

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; Heidi Zula, Human Resources and Communications Administrator; Mackenzie Lombardi and Marissa Coble, Student Council Representatives; Adam Carricato, Student Council Representative and Key Club Representative; Mitchel Anthony and Madison Bayhart, Students of the Month; Stacey Miller, Middle School Teacher and Professional Recognition Recipient; Dave Dietz, Pennsylvania Department of Education Representative; Kim Hoffman and Geri Brown, Wal-Mart/Sam's Club Teacher Award Program Representatives; Deb Schell, Reporter; Terri O'Neil, Brian Keyser, and Jan Zeager, High School Teachers; Susan Blatt and Fallon Aurentz, Middle School Teachers; Ashley Houseal, Lisa DiNunzio, Laurel Meachum, April Bechtel, John Gordon, and Kim Guyer, Elementary School Teachers; Thomas Shaffer, Fink Elementary School Principal; Dawn and Marlin Knull, Michael Guinivan, Barb and Charles Anthony, Alan Williams, and Sandy and Lawrence Robbins, Interested Citizens; Shelley Witmer, Administrative Assistant; and Zach Kepler, 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 reported that the school board met in Executive Session prior to the board meeting for personnel and student matters and that 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 reported that Mr. Fager was absent due to illness and Ms. Price was out of town for a family emergency.

Secretary's Report

Minutes Mr. Richards moved and Mr. Gilman seconded a motion to approve the Minutes of the November 21, 2011 and December 5, 2011 School Board Meetings. The vote to approve the motion was 7 to 0.

Treasurer’s Report

Mr. Einhorn moved and Mr. Gilman seconded a motion to approve the Treasurer’s Report for November 2011. The vote to approve the motion was 7 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 7 to 0. ***(See Attachment)***

Fund 10 -	General Fund	\$303,801.08
Fund 32 -	Capital Reserve Fund	\$20,031.75
Fund 39 -	Capital Projects Fund	\$0
Fund 51 -	Food Service Fund	\$15.90
Fund 59 -	WMSS Radio Station Fund	\$282.44
Fund 81 -	Student Activities Fund	\$6,394.12

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. ***(See Attachment)***

Fund 10 -	General Fund	\$604,315.64
Fund 32 -	Capital Reserve Fund	\$82,355.17
Fund 39 -	Capital Projects Fund	\$0
Fund 51 -	Food Service Fund	\$93,144.84
Fund 59 -	WMSS Radio Station Fund	\$3,937.50
Fund 81 -	Student Activities Fund	\$17,778.09

Introduction of Meeting Guests and Presentations

Student Comments

Dr. Weinstein introduced Mackenzie Lombardi, Marissa Coble, and Adam Carricato. The students reported on the activities of Student Council.

Dr. Weinstein introduced Adam Carricato. The student reported on the activities of Key Club.

Recognitions

Dr. Weinstein introduced Mitchel Anthony and Madison Bayhart as the Students of the Month for December. The students introduced their parents, described their school interests and activities, and presented their plans after graduation. Mitchel Anthony selected Mr. Brian Keyser as the educator who had most influenced his school career. Madison Bayhart 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.

Dr. Weinstein introduced Stacey Miller and announced that she was the first educator to have an individually prepared arts & humanities lesson published on the Pennsylvania Department of Education's Standards Aligned System (SAS) website. Dr. Weinstein stated that David Dietz from the Pennsylvania Department of Education informed the District of Ms. Miller's accomplishment. Mr. Dietz and Ms. Miller described the lesson that was placed on the SAS website. Ms. Miller showed some of the artwork that was related to the lesson.

Ms. Drazenovich introduced Ms. Geri Brown and Ms. Kim Hoffman. Ms. Brown and Ms. Hoffman represented Wal-Mart/Sam's Club teacher reward program. Ms. Brown explained the program and stated that Wal-Mart/Sam's Club is providing eight \$100 gift cards to District teachers through the program in order to offset classroom costs. The teachers that were selected to receive the gift cards are Mrs. Susan Blatt, Mr. Christopher Bradford, Mr. Michael Dupes, Miss April Bechtel, Mrs. Kim Guyer, Mrs. Sharon Boyland, Mr. John Gordon, Miss Lisa DiNunzio, Miss Ashley Houseal, and Mr. Justin Smith.

Mr. Franklin introduced Matt Wildasin of Boyer & Ritter. Mr. Wildasin reviewed the District's 2010-2011 audited financial statements. Mr. Wildasin stated that the District received unqualified opinions on all required reports, meaning that the District's financial statements are free of material misstatement, processes and procedures are in place to ensure accurate reporting, and compliance requirements have been met. Mr. Wildasin noted that the Management's Discussion and Analysis (MD&A) included in the financial statements provides a narrative explanation of the District's operations.

Mr. Franklin presented the proposed draft of the general fund preliminary budget for 2012-2013. Mr. Franklin reviewed several terms used in the presentation in order to enhance understanding of District operations. Mr. Franklin reviewed a graphical breakdown of the proposed expenditures by object category, explaining that salaries and benefits account for more than 60% of the budgeted expenditures. Mr. Franklin explained the types of items that are included in each of the object categories. Mr. Franklin then compared the proposed expenditure budget for 2012-2013 with the existing expenditure budget for 2011-2012. Mr. Franklin noted that the overall budget increased by 3.75% with the largest increase caused by increases in the budget for retirement contributions and health insurance. Mr. Franklin

explained the rate increases for the PSERS retirement system. Mr. Franklin compared the proposed revenue budget for 2012-2013 with the existing revenue budget for 2011-2012, noting that the overall revenue budget increased by 1.94%. Mr. Franklin explained the various sources of revenues, noting that the proposed tax increase is 3.5%. Mr. Franklin noted that the 3.5% tax increase is what is permitted under Act 1 with referendum exceptions. Mr. Franklin noted that the proposed tax increase still leaves a budget deficit. Mr. Franklin compared the tax rates in the Dauphin County school districts and the amount of revenue generated by each mill. Mr. Franklin noted that since the amount of revenue generated per mill differs for each school district it is difficult to truly compare millage rates. Mr. Franklin reviewed a graph showing the impact of the projected future increases in the PSERS employer contribution rate. Finally, Mr. Franklin explained the deficit in the proposed 2012-2013 budget and the various options that could be utilized to eliminate the deficit.

Old Business None

New Business None

Public Comment Dawn and Marlin Knull, 123 State Street, Middletown, addressed the board regarding bus stop locations. The Knulls commented on the number of traffic citations that have occurred in the school district and requested that the location of all bus stops be reviewed. The Knulls stated that they felt that the bus stops should not be located in intersections.

Dr. Weinstein responded to the comments and stated that the District would be conducting a review.

Ms. Layne asked the Press & Journal to print an article reminding residents of traffic laws related to school buses.

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

Communications The Minutes from the December 13, 2011 Personnel Committee Meeting were made available as an information item.

Retirements Mr. John moved and Mr. Richards seconded a motion to approve the retirement of Dr. Richard P. Weinstein, Superintendent, effective June 30, 2012. The vote to approve the motion was 7 to 0.

Resignations Mr. John moved and Mr. Gilman seconded a motion to post-approve

the resignation of Melissa McNeal, Teacher, effective November 21, 2011. The vote to approve the motion was 7 to 0.

Leave of Absence Requests

Mr. John moved and Mr. Richards 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.

1. Sharon Boyland, Elementary Teacher – Intermittent FMLA beginning on September 29, 2011 until September 28, 2012
2. Lisa O’Connell, Special Education Teacher – Intermittent FMLA beginning on November 4, 2011 until November 3, 2012
3. Lisa Bivens, Learning Support Instructional Aide - FMLA beginning November 14, 2011 until November 28, 2011
4. Kathryn Cannell, Special Education Teacher Intermittent FMLA beginning on November 18, 2011 until November 17, 2012

Change of Employment Status

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

1. Kristyne Fergus as a Special Education Long-Term Substitute Teacher at a pro-rated salary of \$41,410 (Bachelors, Step 1) and a pro-rated \$500 special education stipend to fill a vacancy created by the resignation of Rachael Stark beginning at the end of the current assignment until the end of the 2011-2012 school year.
2. Amanda Locke as a Middle School Long-Term Substitute Teacher at a pro-rated salary of \$41,410 (Bachelors, Step 1) to fill a vacancy created by the resignation of Melissa McNeal beginning at the end of the current assignment until the end of the 2011-2012 school year.

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

1. Thomas Shaffer from Fink Elementary School Principal/Middle School Assistant Principal (Act 93 Administrator) to Fink Elementary School Principal (Act 93 Administrator), effective December 20, 2011 with no change in compensation.
2. Christopher Sattelle from Middle School Social Studies Teacher (MAEA Professional Staff) to Middle School Dean of Students (MAEA Professional Staff), effective December 20, 2011 through the end of the 2011-2012 school year, with no change in compensation.

Employment

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

1. Wayne Lohrenz as a Middle School Long-Term Substitute Teacher at \$95 per day and a pro-rated salary of \$41,410 (Bachelors, Step 1) to fill a vacancy created by the change in employment status of Christopher Sattelle effective December 20, 2011 through the end of the 2011-2012 school year.
2. Lora Laverty as a Custodian 1A at an hourly rate of \$11.50 effective January 3, 2012 to reinstate a furloughed position due to cleaning requirements.
3. Joseph Porr as an Elementary Long-Term Substitute Teacher at \$95 per day and a pro-rated salary of \$41,410 (Bachelors, Step 1) to fill a vacancy created by the leave of absence of Julie Clemens effective on or about February 10, 2012 until on or about April 27, 2012.

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 6 – Yes and 1 – Abstention. Ms. Layne abstained from voting. ***(See Attachments)***

***Academic Affairs
Committee Report***

Mr. John reported for the Academic Affairs Committee.

Communications

The Minutes from the December 13, 2011 Academic Affairs Committee Meeting were made available as an information item.

Agreements

Mr. John moved and Mr. Davis seconded a motion to approve an agreement with Keystone Children and Family Services to provide at-risk consultation services to elementary students in the District as part of the Elementary Student Assistance Program (ESAP) for the 2011-2012 school year. The vote to approve the motion was 7 to 0.

Grants

Mr. John moved and Mr. Gilman seconded a motion to approve submission of a pre-application for the Keystones to Opportunity – Striving Readers Grant. The vote to approve the motion was 7 to 0.

Participations

Mr. John moved and Mr. Einhorn seconded a motion to approve participation in a STEM (science, technology, engineering and mathematics) initiative with the Penn State College of Medicine along with Derry Township School District and Lower Dauphin School District. The vote to approve the motion was 7 to 0.

- Student Matters** Mr. John moved and Mr. Richards seconded a motion to approve the waiver of expulsion hearing agreement for student 11-12-002. The vote to approve the motion was 7 to 0.
- Athletic/Activities Committee Report*** Mr. Gilman reported for the Athletic/Activities Committee.
- Communications** The Minutes from the December 8, 2011 Athletic/Activities Committee Meeting were made available as an information item.
- Contracts** Mr. Gilman moved and Mr. Richards seconded a motion to post-approve official's contracts with the individuals on the attached listing for the 2011-2012 school year. The vote to approve the motion was 7 to 0. ***(See Attachment)***
- Equipment Purchases** Mr. Gilman moved and Mr. Richards seconded a motion to post-approve the purchase of five (5) portable bleacher systems from BSN Sports at a total cost of \$11,499.95 using PAEJPC (PA Education Joint Purchasing Council) Contract pricing and Capital Reserve Funds due to the increased seating needs during the 2012-2013 fall athletic season. The vote to approve the motion was 7 to 0.
- Field Trips** Mr. Gilman moved and Mr. Davis seconded a motion to approve the field trip listed below. The vote to approve the motion was 7 to 0.
1. Middletown Area Middle School Band, Jazz Band and 2012 Dauphin County Chorus Members to Dorney Park in Allentown, PA on May 19, 2012 at no cost to the District.
- Buildings & Grounds Committee Report*** Mr. Richards reported for the Buildings & Grounds Committee.
- Communications** The Minutes from the December 8, 2011 Buildings & Grounds Committee Meeting were made available as an information item.
- Construction Projects** Mr. Richards moved and Mr. Gilman seconded a motion to approve the change order listed below. The vote to approve the motion was 7 to 0.
1. CO#2 for the Concession Stand General Construction Contract with East Coast Contracting to credit the District for painting performed in-house at a deduct of \$300.

***Finance/Operations
Committee Report***

Mr. Einhorn reported for the Finance/Operations Committee.

Communications

The minutes from the December 14, 2011 Finance/Operations Committee Meeting were made available as an information item.

Resolutions

Mr. Einhorn moved and Mr. John seconded a motion to adopt the resolution appointing delegates to the Dauphin County Tax Collection Committee for calendar year 2012 in accordance with Act 32. The vote to approve the motion was 7 to 0.

Mr. Einhorn moved and Mr. Richards seconded a motion to adopt a resolution appointing Keystone Collections Group as the local services tax collector for the District effective January 1, 2012 and authorizing approval of a Tax Collection Agreement with the collector. The vote to approve the motion was 7 to 0.

Mr. Einhorn moved and Mr. Gilman seconded a motion to authorize the display and advertisement of the Preliminary Budget Notice and Act 1 Referendum Exception Notice in substantially the form attached to the Resolution. The vote to approve the motion was 7 to 0.

Agreements

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

1. Dauphin County AVTS (DCTS) to provide services authorized by the National School Lunch Program and National School Breakfast Program to MASD students educated at the DCTS facility.

Participations

Mr. Einhorn moved and Mr. Davis seconded a motion to approve participation in the following cooperative purchasing agreements/contracts during the 2012 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. Lancaster-Lebanon Intermediate Unit Joint Purchasing Consortium
4. Lincoln Intermediate Unit
5. National BuyBoard Cooperative Purchasing Program
6. PACC – Pennsylvania Capital City Automotive and Equipment Contract
7. PAEJPC – Pennsylvania Education Joint Purchasing Council

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

Exonerations

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

Approvals

Mr. Einhorn moved and Mr. Richards seconded a motion to approve the audited financial statements for the year ended June 30, 2011, as presented by Boyer & Ritter, CPA's. The vote to approve the motion was 7 to 0.

Mr. Einhorn moved and Mr. Gilman seconded a motion to post-approve the revised bus route on the listing attached to the agenda, effective December 19, 2011. The vote to approve the motion was 7 to 0. ***(See Attachment)***

Mr. Einhorn moved and Mr. Davis seconded a motion to approve the following individuals as contracted school bus drivers for the District for the 2011-2012 school year, pending receipt of all required clearances. The vote to approve the motion was 7 to 0.

1. Anna Rennee Britton (Boyo)
2. Brian Anthony Davis (Boyo)
3. Alfie Lamont Hairston (Boyo)
4. Tracey Lee Rusko (Boyo)
5. Donna K. Weber (First Student)

Representatives

Dauphin County Technical School

The representatives had nothing to report at this time.

Harrisburg Area Community College

Ms. Layne stated that a delegate committee meeting would be held in mid-January 2012.

**Olmsted Regional
Recreation Board**

The representatives had nothing to report at this time.

PSBA Liaison

Mr. John said that proposed school voucher legislation was defeated.

**Superintendent's
Report**

Dr. Weinstein thanked the board for accepting his retirement. Dr. Weinstein said that the last 19 years at Middletown Area School District were the best years of his 37-year work career and that he is ready for the next chapter of his life. Dr. Weinstein said that he was proud to be the instructional leader for the District and a Blue Raider. Dr. Weinstein wished everyone a happy holiday.

Roundtable

Mr. Gilman, Mr. Davis, Mr. Richards, Ms. Evans, Mr. Einhorn, Mr. John congratulated Dr. Weinstein on his retirement, also congratulated the teachers and thanked Mr. Franklin for his hard work on the audit and budget and wished everyone a happy holiday.

Ms. Layne said she echoed everyone's comments. Ms. Layne said that a lot of time is spent in committee meetings with lengthy discussions about the agenda items. Ms. Layne noted that this allows the school board agenda to move quickly. Ms. Layne wished everyone a happy holiday.

Adjournment

Mr. Gilman moved and Mr. Richards seconded a motion to adjourn. The vote to approve the motion was 7 to 0. The meeting adjourned at 8:22 p.m.

ATTEST:

David A. Franklin, Secretary

Dec1911min