McGuffey School District April 18, 2013

Committee of the Whole Board – 6 p.m. Board of School Directors Meeting – 7 p.m. Large Group Instruction Room

AGENDA

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- > Call to Order
- > Roll Call
- > Pledge of Allegiance
- **Recognition**
- > Approval of Minutes
- > Schedule of Bills
- > Treasurer's Report
- > Public Participation agenda items
- > Committee Recommendations
- > Other Business
- > Additional Public Participation agenda and non-agenda items
- > Adjournment

	Call to	Order –	Carl	Group,	Board	President
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> Roll Call

Board Member	Present	Absent
Carl Group		
Scott Harden		
Darrin Iams		
Thomas Lane		
Kenneth Leasure		
Ronald Richey		
Jeff Ross		
Richard Shriver		
Edward Szygenda		

Beverly Arbore	Erica Kolat	Scott Burchill	Solicitor

> Pledge of Allegiance
> Recognition
Student Council Representatives:
Mikayla Lunardini, Senior
Natalie Cerciello, Junior
Manual Calanda (Andrew Andrew
Middle School Students of the Month for April 2013:
 Madison Wright – grade 6 Jared Weiss – grade 8
Jaied Weiss – grade o
♣ School Board President Carl Group was honored at the IU 1 Annual Convention for
serving 15 years as a school director for McGuffey School District. Congratulations and
thank you for your service and dedication to the students and community of McGuffey
School District!
School Director Tom Lane was elected to the Intermediate Unit 1 Board of Directors.
Thank you for your dedication and leadership!
> Approval of Minutes
7 Tippioval of Minates
Background Information: The minutes of the March 21, 2013, school board meeting are
submitted for approval
Administrative Recommendation: Approve the minutes of the March 21, 2013, school board
meeting as submitted.
Actions Motion Second
Action: Motion Second
> Schedule of Bills
Background Information: The Schedule of Bills from 03/21/13 to 04/18/13, check # 55958 to
check # 56141, in the amount of \$900,835.38 is presented for approval
Administrative Decomposed at less Aggress de Caladala af Dilla a and milital
Administrative Recommendation: Approve the Schedule of Bills as submitted.
Action: Motion Second

Administrative Recom	ion: The Treasurer's Report is presented for approvalAttachment amendation: Approve the Treasurer's Report as submitted. Second
> Public Participatio	n – agenda items
> Committee Recom	mendations
> Other Business	
♣ Superintendent	's Report
audits the McGuffey Sc Program Evaluation pro was required, submitted Department of Education board approval. Agricut Corrective Action Plan been completed as of M current audit of the 201	hation: The Bureau of Career and Technical Education periodically hool District Agriculture Education Program through an Approved ocess. Following the 2008-2009 audit, a correction plan and status update 1, and confirmed as approved on June 15, 2010, by the Pennsylvania on (PDE). Each plan for correction of noncompliance requires school lture Education teacher Renee Cambruzzi requests approval of the PDE from 2010 and confirms that all noncompliance corrective actions have larch 2013. Any additional areas of noncompliance resulting from the 1-2012 Approved Program Evaluation will be addressed by Mrs. School administration
	Imendation: Approve the Bureau of Career and Technical Education luation Corrective Plan and Status Update of the 2008-2009 McGuffey Program.
Action: Motion	Second

> Treasurer's Report

Disabilities Education Act (IDEA) – Part B, I recommends that intermediate units adopt spedistricts comply with the policies and procedu on February 21, 2013, the board approved the and procedures of the IDEA – Part B. On Ma	ares. During the board of school directors meeting adoption of the Intermediate Unit 1 (IU1) policies arch 5, 2013, the IU1 received a revision from PDE rements related to parental consent to access public this change into the Notice of Adoption of
Administrative Decommendation. Adopt t	ha Intermediate Unit 1 policies and procedures
-	he Intermediate Unit 1 policies and procedures
(which includes the revision from PDE) to fu	in the requirements of the individuals with
Disabilities Education Act (IDEA) – Part B.	
Action: Motion	Second
Project Lead the Way (PLTW) Agreement recurricula for Science, Technology, Engineering	Principal Mark Bonus requests approval of the quired to implement a comprehensive program and ng, and Mathematics (STEM) education. The
Administrative Recommendation: Approve required to implement a comprehensive programment Engineering, and Mathematics (STEM) educations.	
Action: Motion	Second

4. Background Information: High School Principal Mark Bonus requests approval of the two year agreement with Parchment Inc., which will enable students who are applying to post secondary institutions to request and forward transcripts electronically. The implementation fee of \$500.00 has been waived by the Pennsylvania Department of Education. The annual participation fee is \$500.00. The total district cost for the two year contract is \$1,000.00. Attachment				
Administrative Recommendation: Approve the two year agreement with Parchment Inc., which will enable students who are applying to post secondary institutions to request and forward transcripts electronically.				
Action: Motion Second				
5. Background Information: The agreement between Transformation Learning and McGuffey School District provides <i>for alternative education services</i> for students attending Transformation Learning- Claysville for the 2013-2014 school year				
Action: Motion Second				
6. Background Information: The agreement between Transformation Learning and McGuffey School District provides <i>for special education services</i> for students attending Transformation Learning- Claysville for the 2013-2014 school year				
Administrative Recommendation: Approve Agreement between McGuffey School District and Transformation Learning for the 2013-2014 school year <i>for special education services</i> .				
Action: Motion Second				

7. Background Information: The agreement between Invo Health Care and McGuffey School District provides for an updated contract starting June 15, 2013, for special education related services. This contract covers extended school year services and the 2013-2014 school year. There is no rate increase from last year's contract. Attachment				
Administrative Recommendation: Approve Agreement between McGuffey School District and Invo Health Care.				
Action: Motion Second				
8. Background Information: Under Title 24, Article XIX-C of the public school code, the Pennsylvania Department of Education requires those school districts that utilize private alternative education disruptive youth (AEDY) programs to submit an application for approval. By submitting this application, we are seeking approval to use the Alternative Education for Disruptive Youth Program at Transformation Learning.				
Administrative recommendation: Grant permission to submit the Alternative Education Disruptive Youth Application for 2013-2014 and the 2014-2015 school years to the Pennsylvania Department of Education.				
Action: Motion Second				
9. Background Information: Middle School Assistant Principal Laura Jacob and Physical Education Teacher Morgan Gaetano request permission to apply for and accept the ING Run for Something Better grant. If awarded, the grant requires an anonymous cardiovascular pre- and post-test report of all participating students. The monies from this \$2,500 grant will be used to create a school-based running program for students in grades 6, 7 and 8. Administrative Recommendation: Approve Laura Jacob and Morgan Gaetano to apply for and accept, if awarded, the ING Run for Something Better grant to create a school-based running program.				
Action: Motion Second				

10. Background Information: Claysville Elementary Principal Sheryl Fleck requests approval to hold a book drive on May 29 th and 30 th , 2013, during the evenings of the "Arts Alive" Art & Music Exhibit. Students, parents, staff and community members can donate books that will be sold at minimal prices. The project will encourage reading, and proceeds will go to the American Cancer Society Relay for Life. Any books not sold will be donated to Citizens Library.				
Recommendation: Approve the Relay for Life Bo May 29 th and 30 th , 2013.	ook Drive at Claysville Elementary School on			
Action: Motion	_ Second			
11. Background Information: Hailey McKean, School, requests permission to have a T-Shirt Driv May 2013.				
Recommendation: Approve Hailey McKean to he during the month of May 2013.	old a T-Shirt Drive to benefit children in Haiti			
Action: Motion	Second			
12. Background Information: The Marching Basummer music camp for grades 6, 7 and 8 from Jule per student is \$20.00.	1 11			
Administrative Recommendation: Approve the annual summer music camp for grades 6, 7 and 8 for cost per student is \$20.00.				
Action: Motion	Second			

- **13. Background Information:** The Waiver of Formal Hearing and Agreement between McGuffey School District and Student B and Parents/Guardians for violating the District's Student Code of Conduct have been executed. The terms of the agreement are as follows:
 - 1. Student B agrees to be immediately excluded from attending the McGuffey School District for a six-week period.
 - 2. Parents agree to this period of exclusion and will sign all appropriate paperwork necessary to effectuate such exclusion.
 - 3. The 30 school day period of exclusion shall begin with the first day of suspension of March 22, 2013, and will continue to May 7, 2013.
 - 4. Student B will receive alternative education from the school district beginning April 2, 2103, through May 7, 2013.
 - 5. Student B will return to McGuffey Middle School on May 8, 2013.
 - 6. During the period of exclusion, Student B will also be prohibited from being present on District property unless specifically authorized by the superintendent and will be prohibited from attending any McGuffey School District sponsored events or activities, whether on school district property or otherwise.
 - 7. The parties further agree that Student B will be on "Bad Standing" with the McGuffey School District throughout the end of the 1st term of the 2013-2014 school year.
 - 8. Student B will be required to attend a school-based support group during the first semester of the 2013-2014 school year.
 - 9. Student B must submit to a mental health assessment and comply with its recommendations. Prior to readmission, a written verification that the mental health assessment and recommendations have been completed must be submitted to the middle school administration. The parent or guardian assumes all costs and responsibilities relative to the mental health assessment and recommendations.
 - 10. Any violations of the aforesaid provisions shall result in a hearing before the board of education.
 - 11. A juvenile petition will be filed by the school district.

Aummstrative Recommendation.	Approve me	warver of Formal H	earing and Agreement i	OI
Student B.				
Statem B.				
Action: Motion		Second		
Action: Wotton		_ Second		

14. Background Information: Dr. Lawrence Crossett requests homebound instruction for Student A, grade 10, for medical reasons.				
Administrative Recommendation: Student A, grade 10, for medical reas	Approve Application for Homebound Instruction for sons.			
Action: Motion	Second			
2013 for the purpose of awarding a d Department of Education (PDE) and	esented is the list of candidates from the graduating class of diploma provided the requirements of the Pennsylvania the McGuffey School District have been fully satisfied. Attachment			
	Approve the list of candidates from the graduating class of diploma provided the requirements of PDE and the fully satisfied.			
Action: Motion	Second			
Superintendent's Report (continue For Your Information:	<u>ed)</u>			
Use of Facilities for April 2013: Tot	tal: School: Community:			

Executive Session

Personnel

 Background Information: Sarah Buffington, high school science teacher, has submitted her official, irrevocable letter of retirement effective June 7, 2013. Administrative Recommendation: Accept, with regret, the irrevocable letter of retirement for Sarah Buffington effective June 7, 2013, and authorize the administration to post and, if necessary, advertise for the position. 		
Action: Motion	Second	
2. Background Information: The interview proposition at Claysville Elementary.	cess has been completed for a para-educator	
Administrative Recommendation: Hire as para-educator (current assignment: Claysville Elementary) as per the terms and conditions of the 2011-2016 Collective Bargaining Agreement between McGuffey School District & McGuffey Education Support Professionals PSEA/NEA and <i>pending receipt of all required clearances and medical exams</i> .		
Action: Motion	Second	
3. Background Information: As president of the Southwest PASBO Chapter, Scott Burchill is eligible to attend a leadership institute for PASBO Chapter officers. The conference focuses on leadership skills and concepts within educational organizations. The only cost to the district will be mileage reimbursement.		
Administration Recommendation: Approve Scott Burchill to attend the 2013 Steel Eagle Leadership Institute in Bedford, PA on Tuesday, July 9 and Wednesday, July 10, 2013.		
Action: Motion	Second	

4. Background Information: Approval is needed for Clyde Timmons, driver for First Student, for the remainder of the 2012-2013 school year. All clearances are on file in the Transportation Office.		
Administrative Recommendation: Approve Clyde Timmons, driver for First Student, for the remainder of the 2012-2013 school year.		
Action: Motion Second		
5. Background Information: The winter head coach evaluation for varsity wrestling has been completed for the 2012-2013 season.		
Administrative Recommendation: Rehire Mark Caffrey at the appropriate step as per the MEA contract for the 2013-2014 wrestling season.		
Action: Motion Second		
6. Background Information: The winter head coach evaluation for varsity girls' basketball has been completed for the 2012-2013 season.	ıs	
Administrative Recommendation: Rehire Amanda Burchett at the appropriate step as per the MEA contract for the 2013-2014 girls' basketball season.		
Action: Motion Second		
7. Background Information: The winter head coach evaluation for rifle has been completed for the 2012-2013 season.		
Administrative Recommendation: Rehire Howard Ashbrook at the appropriate step as per the MEA contract for the 2013-2014 rifle season.		
Action: Motion Second		

8. Background Information: The evaluation of the varsity cheerleading sponsor has been completed for the 2012-2013 school year.		
Administrative Recommendation: Rehire Cassie Allison as varsity cheerleading sponsor at the appropriate step as per the MEA contract for the 2013-2014 season.		
Action: Motion Second		
9. Background Information: The interview process for placement on the substitute custodian list has been completed for William Riggle.		
Administrative Recommendation: Approve William Riggle for placement on the substitute custodian list <i>pending receipt of all required clearances</i> .		
custodian hist periantig receipt of an required electronices.		
Action: Motion Second		
Action: Motion Second		
Action: Motion Second Policy Background Information: Policy No. 203 Immunizations and Communicable Diseases was proposed for a first reading at the March 21, 2013, school board meeting, and is presented for		

Business

1. Background Information: Architects HHSDR Engineers submitted Job #3801-Statement #1 in the amount of \$41,580.00. [Schematic Design Complete – Claysville Elementary School – Misc. Building Improvements & Parking Lots] for professional services		
*Note – This expenditure will be reimbursed from a future tax-exempt borrowing or fund balance.		
Administrative Recommendation: Approve payment to HHSDR for Statement #1, in the amount of \$41,580.00.		
Action: Motion Second		
2. Background Information: A balance in the amount of \$880.78 remains for Invoice #61612. Also submitted is Invoice #62065 in the amount of \$1,315.22. Both invoices are for fees and costs associated with the county-wide reassessment litigation. McGuffey School District and Washington School District are sharing the expenses of the litigation		
Action: Motion Second		
3. Background Information: The American Cancer Society (ACS) requests approval of the Facilities Use Agreement between the American Cancer Society (ACS) and McGuffey School District for June 15-16, 2013, as submitted		
Action: Motion Second		

4. Background Information: Andrews & Price has submitted invoices with the billing date of March 31, 2013, in the amount of \$3,741.50		
Administrative Recommendation: Approve payment to Andrews & Price for submitted invoices with the billing date of March 31, 2013, in the amount of \$3,741.50.		
Action: Motion	Second	
2014 school year. The annual fee covers all	ent for technology services is needed for the 2013- l services except installation of new network	
Administrative Recommendation: Approve Memorandum of Understanding, between McGuffey School District and Computer Center Line Technologies (CCL), for a 12 month contract for technology services to begin July 1, 2013, and expire June 30, 2014, at a monthly fee of \$7,250 (\$87,000 per year), as presented.		
Action: Motion	Second	
6. Background Information: Resolution #2012/2013-04 is presented for approval to authorize and direct Superintendent Beverly Arbore to sign all and any contracts, agreements, grants and/or licenses with the Pennsylvania Department of Education using an electronic signature following School Board approval when required by the Pennsylvania Department of Education. Attachment Administrative Recommendation: Adopt Resolution #2012/2013-04, as presented.		
Action: Motion	•	

7. Background Information: Resolution #2012/2013-05 is presented making a Declaration of Official Intent for Capital Expenditures for reimbursement from subsequent tax-exempt borrowings		
Administrative Recommendation: Adopt Resolution #2012/2013-05, as presented.		
Action: Motion Second		
8. Background Information: The Pennsylvania Department of Education has once more provided funding for the Community Action Southwest Pre-K program in Washington and Greene Counties. A one (1) year Lease Agreement is needed effective July 1, 2013, through June 30, 2014, at an annual cost of \$9,000		
9. Background Information: AssetWorks has scheduled a limited, on-site update of capital asset records for the 2012-2013 school year. This update is necessary for the annual financial audit completed by Hosack, Specht, Muetzel & Wood LLP's		
Action: Motion Second		

10. Background Information: The spring 2013 adult education classes will be completed the week of April 29, 2013. There were a total of 79 participants. Payment is due to the class instructors at the conclusion of the adult education program.
Administrative Recommendation: Approve payment to the following spring 2013 adult education instructors in the amount of \$300.00 per instructor at the conclusion of the adult education program:

<u>Instructor</u>	<u>Class</u>	<u>Amount</u>
Beth D'Alessandro	Aerobics	\$300
Shari Brownlee	Digital Photography	\$300
Bonnie Lushen	Knitting	\$300
Bobbi Belleville	Women Only Fitness	\$300
Christy Fennell	Zumba	\$300

Action: Motion	Second
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11. Background Information: Payment is due to Michele Watson, adult education coordinator, at the conclusion of the spring 2013 adult education program.

Administrative Recommendation: Approve payment of \$1325.00 to Michele Watson, adult education coordinator, at the conclusion of the spring 2013 adult education program.

Action: Motion Sec	cond
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Business Report (continued)

For Your Information:

Solicitor's Report: Christina Lane, Esq., Andrews & Price

Board Director & Community Representative Reports

- Scott Harden, Western Area Career & Technology Center Representative:
- Jeffrey Ross, PSBA Liaison:
- Tom Lane, Intermediate Unit 1 Board Member:
- David Franz, Citizens Library Representative:

> Additional Public Participation (agenda and non-agenda items)	
> Adjournment (Time:)	
Action: Motion	Second
DATES TO REMEMBER	
Friday, May 3 * [snow make-up day]	$ Teacher\ In-Service\ Day-No\ School\ /\ Prom$
Thursday, May 9 [second Thursday]	Poord Committee 6 n m
Thursday, May 9 [second Thursday]	
	, pinn
Monday, May 27	Memorial Day – No School