

**COMMITTEE OF THE WHOLE BOARD - 6:00 P.M.**

**Board of School Directors Meeting  
February 21, 2008 - 7:00 p.m.  
McGuffey High School Large Group Instruction Room**

**A G E N D A**

Call to Order  
Roll Call  
Pledge of Allegiance  
Presentation  
Recognition  
Approval of Minutes  
Schedule of Bills (yellow)  
Treasurer's Report (goldenrod)  
Public Participation - agenda items  
Committee Recommendations  
Old Business/New Business  
Additional Public Participation - agenda and non-agenda items  
Adjournment

**Presiding Officer** - Dr. Joyce Knestrick, Board President - **Call to Order** at 7:00 p.m.

**Roll Call**

<b>Board Member</b>	<b>Present</b>	<b>Absent</b>
Mark Adams		
Carl Group		
Scott Harden		
Joyce Knestrick		
Kenneth Leasure		
Ronald Richey		
Richard Shriver		
Edward Szygenda		
Douglas Teagarden		

Joseph Stefka \_\_\_\_\_ Beverly Arbore \_\_\_\_\_ Scott Burchill \_\_\_\_\_ Solicitor \_\_\_\_\_

**Pledge of Allegiance**

**Student Representatives**

**Presentations**

**Recognition**

- ★ Middle School Students of the Month for January 2008: Josh Tusing and Makenna Zullo

**Approval of Minutes**

**Background Information:** The minutes of the January 17, 2008, school board meeting are submitted for approval. .... **Attachment**

**Administrative Recommendation:** Approve the minutes of the January 17, 2008, school board meeting as submitted

**Action:** Motion \_\_\_\_\_ Second \_\_\_\_\_

**Schedule of Bills**

**Background Information:** The Schedule of Bills is presented for approval. **Attachment**

**Administrative Recommendation:** Approve the Schedule of Bills as submitted

**Action:** Motion \_\_\_\_\_ Second \_\_\_\_\_

**Treasurer's Report**

**Background Information:** The Treasurer's Report is presented for approval. **Attachment**

**Administrative Recommendation:** Approve the Treasurer's Report as submitted

**Action:** Motion \_\_\_\_\_ Second \_\_\_\_\_

**Public Participation - agenda items**

**Committee Recommendation(s)**

**1. Background Information:**

**Administrative Recommendation:**

**Action:** Motion \_\_\_\_\_ Second \_\_\_\_\_

**Old Business**

**New Business****Superintendent's Report**

1. **Background Information:** Western Area Career & Technology Center would like to join a "gas unit of properties" and lease gas to Range Resources/Great Lakes. The Joint Operating Committee, at its January 2008 meeting, recommended mailing the "Consent to Unitize" to the nine sending districts for approval. . . . . **Attachment**

**Administrative Recommendation:** Adopt the "Consent to Unitize" for the gas unit of properties and lease gas to Range Resources/Great Lakes at Western Area Career & Technology Center

**Action:** Motion \_\_\_\_\_ Second \_\_\_\_\_

2. **Background Information:** The Department of Auditor General has conducted a performance audit of the McGuffey School District for the years ended June 30, 2006, 2005, 2004, and 2003, and in certain areas extending beyond June 30, 2006. . . . . **Attachment**

**Administrative Recommendation:** Accept the results of the Auditor General's performance audit of the McGuffey School District for the years ended June 30, 2006, 2005, 2004, and 2003, and in certain areas extending beyond June 30, 2006

**Action:** Motion \_\_\_\_\_ Second \_\_\_\_\_

3. **Background Information:** A service contract is needed (for buses) with Central Cab Company Charter & Tour Service for the senior class, along with the advisor and chaperones, to go on the senior class trip March 12-16, 2008, to Walt Disney World in Orlando, Florida. The trip was approved by the Board at the January 17, 2008, school board meeting. . . . . **Attachment**

**Administrative Recommendation:** Approve the Tour Confirmation and Agreement with Central Cab Company Charter & Tour Service for the senior class trip scheduled for March 12-16, 2008, to Orlando, FL

**Action:** Motion \_\_\_\_\_ Second \_\_\_\_\_

4. **Background Information:** Renee Dickson and Denise Yoho, high school junior class advisors, are requesting permission to hold the McGuffey High School After Prom at The Hard Rock Café in Pittsburgh, PA on Saturday, May 3, 2008, from 1:00 a.m. to 4:00 a.m. A deposit of \$2,000.00 and an Event Function Agreement are requested by The Hard Rock Café Pittsburgh. . . . . **Attachment**

**Administrative Recommendation:** Approve McGuffey High School After Prom to be held at The Hard Rock Café in Pittsburgh, PA on Saturday, May 3, 2008

**Action:** Motion \_\_\_\_\_ Second \_\_\_\_\_

5. **Background Information:** An agreement has been submitted regarding a summer educational program for the students placed at the Mel Blount Youth Home who are in need of such services in order to better benefit from their public school education. . . . . **Attachment**

**Administrative Recommendation:** Approve the Agreement for Educational Summer Program between Mel Blount Youth Home and McGuffey School District for a period of six weeks, beginning June 16, 2008, and ending July 31, 2008 (There will be no session during the week of July 4, 2008.)

**Action:** Motion \_\_\_\_\_ Second \_\_\_\_\_

6. **Background Information:** A "Usage Agreement" has been developed for the use of the athletic fields at Carson's Bottom. . . . . **Attachment**

**Administrative Recommendation:** Approve the "Usage Agreement" for Carson's Bottom athletic fields

**Action:** Motion \_\_\_\_\_ Second \_\_\_\_\_

7. **Background Information:** In an effort to promote community involvement, the teachers at Joe Walker Elementary have agreed to participate in McDonald's McTeacher Night on Wednesday, February 27, 2008, from 6:00 p.m. - 8:00 p.m. Teachers will work at the McDonald's on Chestnut Street in Washington, and a portion of the evening sales will go to the Joe Walker Student Activity Account for student programs and services. McDonald's will be sponsoring a Friendship Assembly during the school day and Ronald McDonald will be visiting.

**Administrative Recommendation:** Approve Joe Walker Elementary teachers to participate in McTeacher Night on February 27, 2008, with proceeds going to the Joe Walker Activity Account

**Action:** Motion \_\_\_\_\_ Second \_\_\_\_\_

8. **Background Information:** Due to the shortage of substitute teachers, McGuffey School District has participated in the Emergency Substitute Program coordinated by the Intermediate Unit 1 for the past three years. We anticipate the same shortages for the 2008-09 school year. The cost will remain at \$250.00 for the 2008-09 school year.

**Administrative Recommendation:** Approve participating in the Emergency Substitute Program coordinated by the Intermediate Unit 1 at a cost of \$250.00 for the 2008-09 school year

**Action:** Motion \_\_\_\_\_ Second \_\_\_\_\_

9. **Background Information:** Waiver of Formal Hearing and Agreement between McGuffey School District and Student A and Parents/Guardians for violations of the District's Drug and Alcohol Policy

**Administrative Recommendation:**

1. Student A agrees to be immediately excluded from attending the McGuffey School District for a six (6) week period;
2. Parents agree to this period of exclusion and will sign all appropriate paperwork necessary to effectuate such exclusion;
3. The six (6) week period of exclusion shall begin with the first day of suspension of January 28, 2008, and will continue until March 12, 2008;
4. During the period of exclusion, Student A will also be prohibited from being present on District property unless specifically authorized by the superintendent and will be prohibited from attending any District sponsored events or activities, whether on District property or otherwise;
5. The parties agree that Student A will attend an Alternative Education Program at the IU/Clark beginning February 4, 2008, and throughout the period of exclusion;
6. During the period of exclusion, Student A must submit to a drug and alcohol assessment by a licensed drug and alcohol facility and comply with its recommendations. Prior to readmission, a written verification that the drug and alcohol assessment and recommendations have been completed must be submitted to the high school administration. Parents assume all costs and responsibilities relative to the drug and alcohol assessment and recommendations;
7. The parties agree that Student A will return to school on or about February 4, 2008, provided that all conditions as set forth in paragraph 7 have been met;
8. Upon return to school at McGuffey School District, Student A will be required to attend a school-based support (SST) group during the remainder of the 2007-2009 school year;
9. The parties further agree that Student A will be on "Bad Standing" with the McGuffey School District through the end of the 2007-2008 school year;
10. Any violation of the aforesaid provisions shall result in a hearing before the Board of Education

**Action:** Motion \_\_\_\_\_ Second \_\_\_\_\_

10. **Background Information:** The McGuffey Soccer Boosters are requesting the use of the high school gymnasium to hold a Dodge Ball Tournament fund-raiser (open to McGuffey students and personnel). Each player would be charged \$5 and admittance would be \$1-\$2. The fund-raiser would be similar to the National Honor Society's Annual Volleyball Tournament. The fund-raiser would be held on a week night.

**Administrative Recommendation:** Approve the McGuffey Soccer Boosters to hold a Dodge Ball Tournament fund-raiser in the high school gymnasium

**Action:** Motion \_\_\_\_\_ Second \_\_\_\_\_

**Superintendent's Report:****For Your Information:**

1. Fitness Center Update
2. Facilities Use

**Executive Session****Personnel**

1. **Background Information:** Jamie Nicholls has earned tenure and permanent professional employee status as a result of three years of satisfactory teaching in the McGuffey School District.

**Administrative Recommendation:** Grant tenure and permanent professional employee status to Jamie Nicholls

**Action:** Motion \_\_\_\_\_ Second \_\_\_\_\_

2. **Background Information:** Amanda Wolf has earned tenure and permanent professional employee status as a result of three years of satisfactory teaching in the McGuffey School District.

**Administrative Recommendation:** Grant tenure and permanent professional employee status to Amanda Wolf

**Action:** Motion \_\_\_\_\_ Second \_\_\_\_\_

3. **Background Information:** Scott Urbanek, aide for special education student at Claysville Elementary, has submitted his letter of resignation effective February 15, 2008.

**Administrative Recommendation:** Accept, with regret, the resignation of Scott Urbanek as aide at Claysville Elementary, effective February 15, 2008, and authorize the administration to post and advertise, if necessary, for the position

**Action:** Motion \_\_\_\_\_ Second \_\_\_\_\_

4. **Background Information:** Application to Attend a Conference has been submitted for Megan Van Fossan, supervisor of special education, to attend the *Critical Issues in Special Education*, July 11-21, 2008, in Cambridge, MA. Estimated costs: Registration - \$1,795.00; Lodging - \$2,466.00; Meals - \$210.00; Mileage - \$624.00; Parking - \$246.00 (**Total estimated expenses: \$5,341.00 - paid through Inclusion Grant**)

**Administrative Recommendation:** Approve Megan Van Fossan to attend the *Critical Issues in Special Education* conference, July 11-21, 2008, in Cambridge, MA (**paid through Inclusion Grant**)

**Action:** Motion \_\_\_\_\_ Second \_\_\_\_\_

5. **Background Information:** Dona Malesic, high school/middle school librarian, is requesting permission to attend the Pennsylvania School Librarians Association Conference in Hershey, PA on May 1-3, 2008. The cost to the district will be for one (1) substitute day, \$90.00 for meals, \$156.00 for lodging, \$217.50 for mileage, and \$95.00 for the registration fee. **(Title II Part A funds)**

**Administrative Recommendation:** Approve Dona Malesic to attend the Pennsylvania School Librarians Association Conference in Hershey, PA, May 1-3, 2008 **(Title II Part A funds)**

**Action:** Motion \_\_\_\_\_ Second \_\_\_\_\_

6. **Background Information:** Mike Malesic, athletic director, is requesting permission to attend the Pennsylvania State Athletic Directors Annual Conference on March 26-29, 2008, at the Hershey Lodge and Convention Center in Hershey, PA. Estimated cost: registration - \$265.00; Lodging - \$42.00; Meals - \$50.00; Mileage \$260.00. Total estimated expenses are \$995.00.

**Administrative Recommendation:** Approve Mike Malesic to attend the P.S.A.D.A. Conference, March 26-29, 2008, at the Hershey Lodge and Convention Center in Hershey, PA

**Action:** Motion \_\_\_\_\_ Second \_\_\_\_\_

7. **Background Information:** The varsity boys baseball team is requesting permission to use McGuffey Community Park for the 2008 baseball season. McGuffey School District would pay a fee of \$300.00 to use field #2 for the 2008 baseball season for junior and varsity games and practices. The District would also pay for the cost of a porta-john for the months of March and April.

**Administrative Recommendation:** Approve the varsity baseball team using McGuffey Community Park for the 2008 season for a fee of \$300.00

**Action:** Motion \_\_\_\_\_ Second \_\_\_\_\_

8. **Background Information:** The McGuffey Soccer Boosters are requesting to hold a Youth Soccer Clinic on March 29, 2008, at the high school stadium. The clinic will be open to students in grades three through six. It will be staffed by our varsity soccer coaches and players.

**Administrative Recommendation:** Approve the McGuffey Soccer Boosters clinic on March 29, 2008, at the high school stadium

**Action:** Motion \_\_\_\_\_ Second \_\_\_\_\_

9. **Background Information:** The McGuffey Baseball Boosters is requesting to have a Youth Baseball Clinic on Saturday, March 15, 2008, in the high school and middle school gyms. The clinic will be open to students in grades 2 through 8. It will be conducted by our varsity baseball staff and players.

**Administrative Recommendation:** Approve the McGuffey Baseball Boosters to hold a baseball clinic on March 15, 2008, in the middle school and high school gyms

**Action:** Motion \_\_\_\_\_ Second \_\_\_\_\_

10. **Background Information:** It is recommend to hire the following assistant coaches for the 2008 spring season:

<u>Track</u>	Michael Sworden	Step C-3
	Scott Litwinovich	Step C-3
	Jodi White	Step C-3
	Frankie Garrison	Step C-3

<u>Boys Tennis</u>	TBA	Step C-
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<u>Softball</u>	Nelson Watson	Step C-3
	Charles Kleinhans	Step C-3
	TBA	Step C-

<u>Baseball</u>	Michael McCollum	Step C-2
	Bradley VanKirk	Step C-2

**Administrative Recommendation:** Approve hiring the above listed assistant coaches for the 2008 spring season

**Action:** Motion \_\_\_\_\_ Second \_\_\_\_\_

11. **Background Information:** The interview process for substitute cafeteria worker Michele Dawes has been completed.

**Administrative Recommendation:** Approve Michele Dawes for placement on the substitute cafeteria list. All clearances are current.

**Action:** Motion \_\_\_\_\_ Second \_\_\_\_\_

12. **Background Information:** California University of Pennsylvania is requesting a field placement in elementary education for graduate student Deanna Saut at Claysville Elementary with cooperating teacher Jeannie Jones - kindergarten.

**Administrative Recommendation:** Approve CUP graduate student Deanna Saut for field placement experience at Claysville Elementary with cooperating teacher Jeannie Jones - kindergarten (pending receipt of all required clearances)

**Action:** Motion \_\_\_\_\_ Second \_\_\_\_\_



**Business**

1. **Background Information:** The Western Area Career & Technology Center has submitted its budget for the 2008-2009 school year to participating school districts for approval. The proposed budget totals \$4,498,502.00 with the member district's contribution cost of \$2,803,047.00. McGuffey School District's contribution cost is \$359,886.86. . . . . **Attachment**

**Administrative Recommendation:** Approve the Western Area Career & Technology Center proposed budget for the 2008-2009 school year totaling \$4,498,502.00 with McGuffey School District's contribution cost of \$359,886.86

**Action:** Motion \_\_\_\_\_ Second \_\_\_\_\_

2. **Background Information:** The Intermediate Unit 1 has submitted their 2008-09 General Operating Budget. The proposed budget calls for total expenditures of \$2,167,021. The total revenues required from local school districts will not increase over the current funding level. McGuffey School District's contribution is: \$22,017,35. . . . . **Attachment**

**Administrative Recommendation:** Approve the 2008-09 Intermediate Unit 1 General Operating Budget

**Action:** Motion \_\_\_\_\_ Second \_\_\_\_\_

3. **Background Information:** Hosack, Specht, Muetzel & Wood LLP have submitted their proposal for the audit of the financial statements of McGuffey School District for the years ended June 30, 2008, 2009, and 2010. . **Attachment**

The fees for these services will be:	<u>Year Ended June 30,</u>	<u>Amount</u>
	2008	\$13,550
	2009	\$13,950
	2010	\$14,400

**Administrative Recommendation:** Approve the proposal for the audit of the financial statements of McGuffey School District for the years ended June 30, 2008, 2009, and 2010 as submitted by Hosack, Specht, Muetzel & Wood LLP

**Action:** Motion \_\_\_\_\_ Second \_\_\_\_\_

4. **Background Information:** Gateway Engineers, Inc. completed the geotechnical engineering investigation to evaluate subsurface conditions in the distressed embankment of the lower high school parking lot. . . . . **Attachment**

**Administrative Recommendation:** Approve payment of Invoice No. 139546 in the amount of \$1,464.00 to Gateway Engineers, Inc. for professional services work from December 17, 2007, to January 19, 2008

**Action:** Motion \_\_\_\_\_ Second \_\_\_\_\_

5. **Background Information:** In September 2005, the Bureau of Labor Law Compliance requested that McGuffey School District withhold the sum of \$34,413.88 from Babich Plumbing. The monies were withheld from the Athletic Facility Project to ensure Babich's strict compliance with the Pennsylvania Prevailing Wage Act. The Bureau is now requesting the release of the withheld funds so that it may distribute the funds to the unpaid workers.

**Administrative Recommendation:** Approve payment to the Commonwealth of Pennsylvania for \$34,413.88 from the 2004 Bond Issue as requested by the Bureau of Labor Law Compliance

**Action:** Motion \_\_\_\_\_ Second \_\_\_\_\_

6. **Background Information:** Andrews & Price have submitted invoices with the Billing Date: January 31, 2008 and total Balance Due: \$2,200.50. . . **Attachment**

**Administrative Recommendation:** Approve payment to Andrews & Price for invoices with the Billing Date: January 31, 2008 with the total Balance Due: \$2,200.50

**Action:** Motion \_\_\_\_\_ Second \_\_\_\_\_

7. **Background Information:** Permission is required authorizing the administration to advertise for bids for athletic supplies for the 2008-2009 school year. All bids will be evaluated and presented to the board for approval.

**Administrative Recommendation:** Authorize the administration to advertise for bids for athletic supplies for the 2008-2009 school year

**Action:** Motion \_\_\_\_\_ Second \_\_\_\_\_

### **Business**

#### **For Your Information:**

- |    |                                   |                   |
|----|-----------------------------------|-------------------|
| 1. | Budget Expenditure Report .....   | <b>Attachment</b> |
| 2. | Cafeteria Report for Jan-08 ..... | <b>Attachment</b> |

### **Solicitor's Report**

### **Board Reports**

Western Area Career & Technology Center - Rich Shriver

PSBA Liaison - Dr. Joyce Knestrick

Citizens Library Representative - Ron Richey

### **Additional Public Participation (agenda and non-agenda items)**

**Adjournment (Time \_\_\_\_\_)**

**Action:** Motion \_\_\_\_\_ Second \_\_\_\_\_

## DATES TO REMEMBER

February 15

Act 80 Day - No School

❄ February 18

**Presidents' Day - School will be in session**

February 21

School Board Committee - 6:00 p.m.

School Board Meeting - 7:00 p.m.

## Looking Ahead....

**March 13 (second Thursday)**

School Board Committee - 6:00 p.m.

School Board Meeting - 7:00 p.m.

❄ March 20 - 24

Easter Vacation - No School

March 28

### Teacher In-Service

## ❄️ Snow Make-Up Day