McGUFFEY SCHOOL DISTRICT SCHOOL BOARD MEETING THURSDAY, SEPTEMBER 17, 2009

The regular meeting of the Board of Directors of the McGuffey School District was held on Thursday, September 17, 2009, at the McGuffey High School Large Group Instruction Room, Claysville, PA. President, Joyce Knestrick, called the meeting to order at 7:08p.m.

Roll Call of Board Members was taken. A quorum was established. President Knestrick led the Pledge of Allegiance.

ROLL CALL - Present: ADAMS, GROUP, KNESTRICK, LEASURE, RICHEY, SZYGENDA,

TEAGARDEN

Absent: HARDEN, SHRIVER

Also present were Mrs. Beverly Arbore, Administrative Assistant to the Superintendent; Mr. Scott Burchill, Business Administrator, and Solicitor, Christina Lane

STUDENT REPRESENTATIVES - None

RECOGNITION - None

PRESENTATIONS

• McGuffey Alumni Association – members of the Alumni Association gave an overview of the upcoming events. Handouts were distributed to Board members and a DVD was played.

APPROVAL OF MINUTES

Background Information: The minutes of the August 6 and August 20, 2009, school board meetings are submitted for approval.

MOTION: Szygenda moved, seconded by Leasure, administrative recommendation to approve the minutes of the August 6 and August 20, 2009, school board meetings as submitted.

es of the August o and August 20, 2009, school board meetings as submitted.

VOICE VOTE - 7 YES

2 ABSENT (HARDEN, SHRIVER)

NOTE: Agenda Items Schedule of Bills and Treasurer's Report listed below are a combined motion:

SCHEDULE OF BILLS

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

TREASURER'S REPORT

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

MOTION:

Adams moved, seconded by Group, administrative recommendation to approve the above agenda items Schedule of Bills from August 21, 2009 – September 19, 2009 (checks #00045205 – 00045471), as submitted in the amount of \$826,598.26, and July 2009 Treasurer's Report, as submitted.

VOICE VOTE - 7 YES 2 ABSENT (HARDEN, SHRIVER)

<u>PUBLIC PARTICIPATION</u> - agenda items – None

COMMITTEE RECOMMENDATION(S)

Background Information: Permission to declare the following items as unused and unnecessary:

- Two large grilling barrels that were constructed out of donated material
- A rusted green metal shelf

MOTION: Group moved, seconded by Szygenda, administrative recommendation to declare the above items as unused and unnecessary.

Questions from the Board – None Questions from the Public – None

VOICE VOTE - 7 YES 2 ABSENT (HARDEN, SHRIVER)

Background Information: Permission is being requested to discard the following items and for those items to be taken to the scrap yard with the funds being deposited into the FFA Activity Account.

- Two large grilling barrels that were constructed out of donated material
- A rusted green metal shelf

MOTION: Grou

Group moved, seconded by Szygenda, administrative recommendation to approve to discard the items and for those items to be taken to the scrap yard with the funds being deposited into the FFA Activity Account.

Questions from the Board – None Questions from the Public – None

VOICE VOTE - 7 YES 2 ABSENT (HARDEN, SHRIVER)

OLD BUSINESS

NEW BUSINESS

SUPERINTENDENT'S REPORT

NOTE: Superintendent Agenda Items 1, 2, and 3 listed below are a combined motion:

- **1. Background Information:** Dr. Marianne Wizda requests homebound instruction for Student A, grade 11, for medical reasons.
- **2. Background Information:** Dr. Anthony Canterna requests homebound instruction for Student B, grade 10, for medical reasons
- **3. Background Information:** Dr. Michael Zinsser requests homebound instruction for Student C, grade 12, for medical reasons

MOTION: Adams moved, seconded by Szygenda, administrative recommendation to approve

Application for Homebound Instruction for Student A, grade 11; Student B, grade 10; and

Student C, grade 12, for medical reasons.

VOICE VOTE - 7 YES

2 ABSENT (HARDEN, SHRIVER)

4. Background Information: Claysville Elementary School is requesting permission to submit the 2009 Safe Routes to School Academy Grant Program through The Center for Nutrition and Activity Promotion at Penn State Hershey Children's Hospital. The program offers small grants in the amount \$5,000 each to schools (public or private), grades K-8, to help improve the safety of walking and bicycling to school.

MOTION:

Szygenda moved, seconded by Adams, administrative recommendation to approve Claysville Elementary School to submit the 2009 Safe Routes to School Academy Grant Program and accept funding if awarded.

VOICE VOTE - 7 YES

2 ABSENT (HARDEN, SHRIVER)

NOTE: Superintendent Agenda Items 5 through 12 listed below are a combined motion:

5. Background Information: Request permission to declare the following list of AV items in the high school as unused and unnecessary:

JVC Super VHS 06821174 JVC Super VHS 07418410 JVC Super VHS 109H1467 JVC Super VHS G6TC01666 Casablanca 2338085 Casablanca 2383753 Video Monitor M842020126 Video Monitor 74883280 Panasonic Camera G5HK00699 **KOTKA0072** Panasonic Camera

Declare the above list of AV items located in the high school as unused and unnecessary.

6. Background Information: Janice Ruffolo, high school English teacher, is requesting permission to discard the following AV items in the high school video room that are unused and unnecessary:

JVC Super VHS 06821174 JVC Super VHS 07418410 JVC Super VHS 109H1467 JVC Super VHS G6TC01666 Casablanca 2338085 Casablanca 2383753 Video Monitor M842020126 Video Monitor 74883280 Panasonic Camera G5HK00699 Panasonic Camera KOTKA0072

Discard the above listed AV items located in the high school AV room that are unused and unnecessary.

7. Background Information: Permission is being requested to declare the following English books as unused and unnecessary:

Anderson, Brinnin, and Leggett - Elements of Literature, Sixth Course, Austin: Holt,

Rinehart, and Winston, Inc.1993

ISBN: 0-03-074199-8

Total: 82

Anderson, Brinnin, and Leggett - Elements of Literature, Fifth Course, Austin: Holt,

Rinehart, and Winston, Inc. 1993

ISBN: 0-03-074198-1

Total: 141

Anderson, Brinnin, and Leggett - Elements of Literature, Fourth Course, Austin: Holt,

Rinehart, and Winston, Inc. 1993

ISBN: 0-03-074197-1

Total: 56

Anderson, Brinnin, and Leggett - Elements of Literature, Third Course, Austin: Holt,

Rinehart, and Winston, Inc. 1993

ISBN: 0-03-074196-3

Total: 80

Robinson, Katherine - Scholastic Scope Literature, Chicago: Scholastic, Inc. 1991

ISBN: 0-590-35730-1

Total: 18

Declare the above listed English books as unused and unnecessary.

8. Background Information: Permission is being requested to discard or sell the following English books at McGuffey High School that are unused and unnecessary:

Anderson, Brinnin, and Leggett - <u>Elements of Literature</u>, <u>Sixth Course</u>, Austin: Holt, Rinehart, and Winston, Inc.1993

Kinenart, and Winston, Inc. 19

ISBN: 0-03-074199-8

Total: 82

Anderson, Brinnin, and Leggett - Elements of Literature, Fifth Course, Austin: Holt,

Rinehart, and Winston, Inc. 1993

ISBN: 0-03-074198-1

Total: 141

Anderson, Brinnin, and Leggett - Elements of Literature, Fourth Course, Austin: Holt,

Rinehart, and Winston, Inc. 1993

ISBN: 0-03-074197-1

Total: 56

Anderson, Brinnin, and Leggett - Elements of Literature, Third Course, Austin: Holt,

Rinehart, and Winston, Inc. 1993

ISBN: 0-03-074196-3

Total: 80

Robinson, Katherine - Scholastic Scope Literature, Chicago: Scholastic, Inc. 1991

ISBN: 0-590-35730-1

Total: 18

Discard or sell the above listed English books located in the high school that are unused and unnecessary.

9. Background Information: Permission is being requested to declare the following science books at McGuffey High School as unused and unnecessary:

A Journey Into Life, 3rd Edition

Study Guide Edward J. Zalisko (softback)

Publisher: Harcourt Brace, 1994

ISBN: 0-03-010253-7

Total: 15

A Journey Into Life, 3rd Edition

Arms, Camp, Jenner Zaisko Publisher: Harcourt Brace ISBN: 0-03-097829-7

Total: 8

Essentials of Human Anatomy and Physiology, 2nd Edition

John W. Hole, Jr.

Wm. C. Brown Publishers, Dubuque, Iowa

ISBN: 0-697-00778-2

Total: 1

Anatomy & Physiology Coloring Workbook

Elaine N. Marieb (paperback)

Benjamin Cummings Publisher, 2003

ISBN: 0-8053-5903-6

Total: 25

The Dynamics of Life

Biggs, Kapicka, Lundgren

Glencoe, McGraw-Hill Publisher, 1995

ISBN: 0-02-826647-1

Total: 8

Declare the above listed science books located in the high school as unused and unnecessary.

10. Background Information: Permission is being requested to discard or sell the following science books at McGuffey High School that are unused and unnecessary:

A Journey Into Life, 3rd Edition

Study Guide Edward J. Zalisko (softback)

Publisher: Harcourt Brace, 1994

ISBN: 0-03-010253-7

Total: 15

A Journey Into Life, 3rd Edition

Arms, Camp, Jenner Zaisko Publisher: Harcourt Brace ISBN: 0-03-097829-7

Total: 8

Essentials of Human Anatomy and Physiology, 2nd Edition

John W. Hole, Jr.

Wm. C. Brown Publishers, Dubuque, Iowa

ISBN: 0-697-00778-2

Total: 1

Anatomy & Physiology Coloring Workbook

Elaine N. Marieb (paperback)

Benjamin Cummings Publisher, 2003

ISBN: 0-8053-5903-6

Total: 25

The Dynamics of Life

Biggs, Kapicka, Lundgren

Glencoe, McGraw-Hill Publisher, 1995

ISBN: 0-02-826647-1

Total: 8

Discard or sell the above listed science books that are unused and unnecessary by McGuffey High School.

11. Background Information: Permission is being requested to declare the attached list of math books in the high school as unused and unnecessary.

Declare the attached list of math books in the high school as unused and unnecessary. [see attachment]

12. Background Information: Permission is being requested to discard or sell the attached list of math books at McGuffey High School that are unused and unnecessary.

Discard or sell the math books (as listed) that are unused and unnecessary by McGuffey High School. [see attachment]

MOTION: Group moved, seconded by Szygenda, administrative recommendation to approve

Superintendent Agenda items 5 through 12 as listed above.

VOICE VOTE - 7 YES

2 ABSENT (HARDEN, SHRIVER)

SUPERINTENDENT'S REPORT

For Your Information:

Use of Facilities

EXECUTIVE SESSION

MOTION: Group moved, seconded by Szygenda, to hold an executive session to discuss the following:

- > Personnel
- Potential litigation
- Negotiations

VOICE VOTE - 7 YES

2 ABSENT (HARDEN, SHRIVER)

MOTION: Leasure moved, seconded by Szygenda, to rescind the Board's approval of a service

agreement with the effective date of service to begin October 1, 2009 with Waste

Management Services and approve the amended payment terms for the automatic renewed

term of service agreement with Allied Waste Services. [see attachment]

Ouestions from the Board – None

Ouestions from the Public - None

VOICE VOTE - 6 YES

1 NO (TEAGARDEN)

2 ABSENT (HARDEN, SHRIVER)

NOTE: Personnel Agenda Items 1 through 7 listed below are a combined motion:

PERSONNEL

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

Grant tenure and permanent professional employee status to Justin Crothers.

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

Grant tenure and permanent professional employee status to Jenna Greco Fuerte.

3. Background Information: Michelle Maroni has earned tenure and permanent professional employee status as a result of three years of satisfactory teaching in the McGuffey School District.

Grant tenure and permanent professional employee status to Michelle Maroni.

4. Background Information: Kristen Guyaux has earned tenure and permanent professional employee status as a result of three years of satisfactory teaching in the McGuffey School District.

Grant tenure and permanent professional employee status to Kristen Guyaux.

5. Background Information: Jennifer Miller has earned tenure and permanent professional employee status as a result of three years of satisfactory teaching in the McGuffey School District.

Grant tenure and permanent professional employee status to Jennifer Miller.

6. Background Information: Paige Cizmek has earned tenure and permanent professional employee status as a result of three years of satisfactory teaching in the McGuffey School District.

Grant tenure and permanent professional employee status to Paige Cizmek.

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

Grant tenure and permanent professional employee status to James Mutton.

MOTION: Group moved, seconded by Richey, administrative recommendation to approve Personnel Agenda items 1 through 7 as listed above.

VOICE VOTE - 7 YES 2 ABSENT (HARDEN, SHRIVER)

8. Background Information: Administration is requesting for Jim Webb, director of transportation and child accounting, to attend the PASBO 2009 Transportation Conference on October 15 and 16, 2009, at the Penn Stater Conference Center Hotel in State College, PA for transportation management training.

MOTION:

Group moved, seconded by Leasure, administrative recommendation to approve Jim Webb to attend the PASBO 2009 Transportation Conference, October 15-16, 2009, at the Penn Stater Conference Center Hotel in State College, PA (Estimated cost: \$600).

VOICE VOTE - 7 YES

2 ABSENT (HARDEN, SHRIVER)

9. Background Information: Administrative Assistant to the Superintendent Beverly Arbore is requesting permission to attend the University of Pittsburgh Tri-State Area School Study Council Summit in Hopwood, Pennsylvania, eve of October 19-21, 2009. Estimated costs: Lodging - \$210.00; Mileage - \$80.00; Meals - \$90.00 (**Title II, Part A funds**).

MOTION:

Leasure moved, seconded by Szygenda, administrative recommendation to approve Beverly Arbore to attend the University of Pittsburgh Tri-State Area School Study Council Summit in Hopwood, PA, October 19-21, 2009, at an estimated cost of \$380.00 (**Title II, Part A funds**).

VOICE VOTE - 7 YES

2 ABSENT (HARDEN, SHRIVER)

10. Background Information: Administration Assistant to the Superintendent Beverly Arbore is requesting permission to attend the PA Association for Supervision and Curriculum Development Conference in Hershey, PA from Saturday, November 21 to Tuesday, November 24, 2009. (Estimated costs: Registration - \$343.00; Lodging - \$432.00; Mileage/Tolls: \$285.00; Meals - \$120.00).

MOTION:

Group moved, seconded by Leasure, administrative recommendation to approve Beverly Arbore to attend the PA Association for Supervision and Curriculum Development Conference in Hershey, PA, November 22-24, 2009 (Estimated cost: \$1180.00 - Title II, Part A funds).

VOICE VOTE - 7 YES

2 ABSENT (HARDEN, SHRIVER)

11. Background Information: Request for Rebecca Brooks, Ashley Collett, and Lori Walters to be placed on the substitute teacher list.

MOTION:

Group moved, seconded by Szygenda, administrative recommendation to approve Rebecca Brooks (in the area of English 7-12), Ashley Collett (in the area of Elementary K-6 and Mid-Level Mathematics 7-9), and Lori Walters (in the area of Elementary K-6; Mid-Level English 7-9; Mid-Level Mathematics 7-9; Social Studies; and ESL) for placement on the substitute teacher list.

VOICE VOTE - 7 YES

2 ABSENT (HARDEN, SHRIVER)

12. Background Information: The following candidate has met all of the requirements for emergency certification as a day-to-day substitute through the Intermediate Unit 1 Emergency Certification Substitute Teacher Training Program for the 2009-2010 school year: Gary Fonner.

MOTION: Leasure moved, seconded by Group, administrative recommendation to approve Gary Fonner for emergency certification as day-to-day substitute teacher for the 2009-2010 school year.

VOICE VOTE - 7 YES 2 ABSENT (HARDEN, SHRIVER)

13. Background Information: The interview process has been completed for the following individuals for placement on the substitute custodian list:

Bryan Harris Clearances: current
Liberty Huffman Clearances: current
Robert Endler Clearances: pending
Gary Golick Clearances: pending

MOTION:

Group moved, seconded by Leasure, administrative recommendation to approve Bryan Harris, Liberty Huffman, Robert Endler, and Gary Golick (pending receipt of all required clearances) for placement on the substitute custodian list for 2009-2010.

VOICE VOTE - 7 YES 2 ABSENT (HARDEN, SHRIVER)

14. Background Information: The following name has been submitted as school bus driver for 2009-2010 for Swart School Buses: Valerie McDonald. All appropriate documents are on file in the transportation office.

MOTION: Szygenda moved, seconded by Group, administrative recommendation to approve Valerie McDonald as school bus driver for Swart School Buses for 2009-2010 school year.

VOICE VOTE - 7 YES 2 ABSENT (HARDEN, SHRIVER)

POLICY

1. Background Information: Revised Policy No. 127 Assessment of Educational Program was proposed for a first reading at the August 20, 2009, school board meeting. The revision to the policy was to add grade 12 (optional) to the 4Sight Reading and Mathematics Assessment test.

MOTION: Group moved, seconded by Leasure, administrative recommendation to adopt the revised Policy No. 127 Assessment of Educational Program. [see attachment]

VOICE VOTE - 7 YES 2 ABSENT (HARDEN, SHRIVER)

BUSINESS

1. Background Information: Gateway Engineers, Inc. is completing civil engineering services rendered to provide construction inspection and administration for the slip repairs at the high school stadium per the proposal dated May 22, 2009. Invoice No. 153370 is for professional services - work from July 27 to August 22, 2009.

MOTION:

Group moved, seconded by Richey, administrative recommendation to approve payment of Invoice No. 153370 to Gateway Engineers, Inc. in the amount of \$7,616.25 for civil engineering services rendered to provide construction inspection and administration for the slip repairs at the high school stadium (paid through the 2009-2010 General Fund).

VOICE VOTE - 7 YES 2 ABSENT (HARDEN, SHRIVER)

2. Background Information: Gateway Engineers, Inc. has submitted Application and Certification for Payment No. 3 - Custom Contracting for work conducted August 1, 2009 through September 1, 2009, in the amount of \$28,443 for the stadium slip repair.

MOTION:

Szygenda moved, seconded by Richey, administrative recommendation to approve payment of Application and Certification of Payment No. 3 - Custom Contracting for work conducted August 1, 2009 through September 1, 2009, in the amount of \$28,443 (paid through the General Fund 2009-2010).

VOICE VOTE - 7 YES 2 ABSENT (HARDEN, SHRIVER)

3. Background Information: Transportation contracts for 2009-2010 are submitted for approval.

MOTION: Group moved, seconded by Adams, administrative recommendation to approve the transportation contracts for 2009-2010 as submitted. [see attachment]

VOICE VOTE - 7 YES 2 ABSENT (HARDEN, SHRIVER)

4. Background Information: Andrews & Price have submitted invoices with the Billing Date: August 31, 2009, and Balance Due: \$2,881.00.

MOTION: Group moved, seconded by Leasure, administrative recommendation to approve payment to Andrews & Price in the amount of \$2,881.00 for invoices with the billing date of August 31, 2009.

VOICE VOTE - 7 YES 2 ABSENT (HARDEN, SHRIVER)

5. Background Information: The Facilities Use Application form has been updated to include language required by School Claims Services.

MOTION: Group moved, seconded by Adams, administrative recommendation to approve the updated

Facilities Use Application form as submitted. [see attachment]

VOICE VOTE - 7 YES

2 ABSENT (HARDEN, SHRIVER)

BUSINESS

For Your Information:

1. Budget Expenditure Report

SOLICITOR'S REPORT - None

BOARD REPORTS - None

ADDITIONAL PUBLIC PARTICIPATION (agenda and non-agenda items) - None

MOTION: Teagarden moved, seconded by Szygenda, appoint Carl Group to serve as the official Board

designee for the McGuffey Sports Hall of Fame.

VOICE VOTE - 7 YES

2 ABSENT (HARDEN, SHRIVER)

ADJOURNMENT

MOTION: Group moved, seconded by Leasure, that the regular session meeting of September 17, 2009, be

adjourned at 8:19 p.m. by a unanimous vote. The next Board meeting will be the regular meeting, which will be held at 7:00 p.m. on Thursday, October 15, 2009, at the McGuffey High School Large Group Instruction Room. Board Committee Meeting will begin at 6:00 p.m.

Recorded by Sandra S. Bedillion, Recording School Board Secretary

Scott Burchill, School Board Secretary

Joyce Knestrick, School Board President