

**Tunkhannock Area School District  
Board Minutes – Public Work Session/Board Meeting  
February 25, 2016**

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The Tunkhannock Area School District Board of Directors met on the above date at the Central Administration Building. The following members were present:

<b>Board Member:</b>	<b>Present</b>	<b>Absent</b>
Philip Farr, President	✓	
Bill Weidner, Vice-President	✓	
John Burke, Treasurer	✓	
Holly Arnold	✓	
Lori Bennett		✓
Randy Greenip	✓	
Rob Parry	✓	
Bill Prebola	✓	
Bill Swilley	✓	

There were interested citizens present.

Mr. Farr called the meeting to order at 7:30PM and then led the Pledge of Allegiance.

Mr. Farr announced that the Board had met in Executive Session just prior to this meeting to discuss personnel issues.

**Public Comment on Agenda Items Only**

Mr. Sick commented on the hiring of the new superintendent.

**Student Spotlight**

Mr. Farr announced that this would be postponed until next month's meeting.

**Employee Spotlight**

Mr. Farr turned the floor over to Dr. Prebola. Dr. Prebola announced that this month's employee spotlight is on Carolyn Lawson.

**Approval of Minutes**

**Resolution # 1:** A motion was made by Mr. Parry and seconded by Mr. Weidner to approve the minutes listed below. Voting: Motion carried unanimously - see resolution number one in the minute book.

1. Recommended that a resolution be adopted to approve the Board Minutes of the January 14, 2016 Public Work Session/Board Meeting as presented
2. Recommended that a resolution be adopted to approve the Board Minutes of the January 28, 2016 Public Work Session/Board Meeting as presented.

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**Business & Finance**

**Resolution #2:** A motion was made by Mr. Parry and seconded by Mr. Greenip to approve the Business and Finance items listed below. Voting: Motion carried unanimously - see resolution number two in the minute book.

1. Recommended that a resolution be adopted to approve district Treasurers' Reports as presented.
  - a. District
  - b. Pennsylvania Liquid Assets
  - c. Payroll Account
  - d. Gas Lease Funds Account
  - e. Unemployment Compensation Fund
  - f. Capital Reserve
  - g. Scholarship Accounts
  - h. Cafeteria
  - i. Title I
  - j. Title II
  - k. Activities Accounts
  - l. Community Funded Sports Account
  - m. Pre K Funds
  - n. General Fund Checking Account
2. Recommended that a resolution be adopted to approve payrolls as presented:
  - a. District

January 8, 2016	\$786,040.21
January 22, 2016	\$782,060.81
  - b. Cafeteria

January 8, 2016	\$ 21,500.38
January 22, 2016	\$ 16,282.28
  - c. Title I

January 8, 2016	\$ 14,812.46
January 22, 2016	\$ 14,812.46
3. Recommended that a resolution be adopted to ratify wire transfers as presented.
4. Recommended that a resolution be adopted to ratify district bills as presented in the amount of \$850,000.03.
5. Recommended that a resolution be adopted to approve bills as presented:
  - a. District - \$394,934.20
  - b. Cafeteria - \$121,568.13
6. Recommend that a resolution be adopted to approve district financial reports as presented.

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**Superintendent's Report**

Mrs. Eagen presented the Superintendent's Report in Mr. Galicki's absence.

**Resolution #3:** A motion was made by Mr. Parry and seconded by Mr. Swilley to approve the items from the Superintendent's Report listed below. Voting: Motion carried unanimously - see resolution number three in the minute book.

1. Recommended that a resolution be adopted to approve the resignation of Brittany Wood, Varsity Cheerleading Coach, effective at the end of the 2015-2016 winter sports season.
2. Recommended that a resolution be adopted to approve the appointment of Extra Curricular positions as listed below.

Carol Selwood*	JH Girls Track	\$2,710.00
Brandon Emmett*	JH Boys Track	\$2,710.00
John Belcher	Girls Head Volleyball	\$3,695.00

\*Act 34, Act 114 and Act 151 clearances and TB testing are on file in the Superintendent's Office.

3. Recommended that a resolution be adopted to approve volunteers as presented (see Exhibit A attached). All candidates have on file in the Superintendent's office clearances and TB testing as required by district policy.
4. Recommended that a resolution be adopted to approve Scott Wright as a Long Term Substitute Maintenance Laborer at a rate of \$12.00/hr. Act 34, Act 114 and Act 151 clearances and TB testing are on file in the Superintendent's Office.
5. Recommended that a resolution be adopted to approve the appointment of Long Term Substitute Custodians at a rate of \$11.75/hr as listed below.

Bethany Searfoss\*  
Sheryl Hofmeister\*

\*Act 34, Act 114 and Act 151 clearances and TB testing are on file in the Superintendent's Office. Currently approved as daily custodial substitutes.

6. Recommended that a resolution be adopted to approve field trip/conference attendance as listed:

a. Jason Keown	FBLA State Leadership Conference	4/10-13	Total Cost \$ 5,033.80* 9 Students Attending
b. Jan Cechak	Skills USA Leadership Conference	4/13-15	Total Cost \$ 4,880.80* 8 Students Attending

\*Includes teacher substitute

7. Recommended that resolution be adopted to approve conference attendance as listed:

a. Tara Kasperowski	PMEA Annual Conference	3/30-4/2	Total Cost \$ 609.00*
b. MiSchelle Carpenter	PDE Data Quality Summit	5/22-25	Total Cost \$ 906.73

\*Includes teacher substitute

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**Committee Reports**

Extra-Curricular Committee: Dr. Prebola announced that they have tentatively scheduled a committee meeting for next Wednesday at 7PM. It will be posted on the District website once it is confirmed.

Curriculum Committee: Mrs. Arnold reminded everyone that there is a committee meeting scheduled March 8<sup>th</sup> at 7PM.

Policy Committee: Mrs. Arnold asked if March 15<sup>th</sup> or 17<sup>th</sup> works to have a committee meeting. No committee meeting was scheduled – the committee members agreed to wait until the March 10<sup>th</sup> Board Meeting to schedule a committee meeting.

**Unfinished Business**

None

**New Business**

Student Art Exhibit: Mr. Farr turned to floor over to Ms. Donowski who thanked everyone who voted and she extended a special thank you to the art teachers. Ms. Donowski then announced the winners:

<b><u>School</u></b>	<b><u>1<sup>st</sup> Place</u></b>	<b><u>2<sup>nd</sup> Place</u></b>	<b><u>3<sup>rd</sup> Place</u></b>	<b><u>Teachers</u></b>
Elementary	Taryn Newswanger	Sarah Bulkley	Maia Montross	Ms. Hulslander & Ms. Truesdale
Middle School	Emma Ergott	Alexis Brown	Jacob Ezzo	Ms. Wilson and Ms. Donowski
High School	Abril Lance	Emily Chesner	Meridian Garinger	Ms. Sick, Mr. Montross & Ms. Hahn

Ms. Donowski announced that a very special thanks must go out to Dr. Ann Way and her brother and sister-in-law John & Kay Simons and Sue Hand’s Imagery in Dallas, PA for sponsoring the Judges Choice Awards. Ms. Donowski stated that there is over \$800 in awards: 1<sup>st</sup> Prize - \$100 gift certificate, 2<sup>nd</sup> Place - \$50 gift certificate and 3<sup>rd</sup> Place a \$25 gift certificate.

TASD Visa account statement was provided for information only.

**Resolution #4:** A motion was made by Dr. Prebola and seconded by Mr. Parry to approve the Tunkhannock Area High School 2016-17 Curriculum Guide. Voting: Motion carried unanimously - see resolution number four in the minute book.

Athletic Department Guidelines for Coaches: Mr. Swilley pointed out a typographical error on page 3 of the above guide under the Junior High about midway in the paragraph where it says, “...We encourage all students to participate in athletics as long as it does interfere...”. Dr. Prebola stated that there was a corrections page and that that clearly should state does not interfere.

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**Resolution #5:** A motion was made by Dr. Prebola and seconded by Mr. Parry to approve the Tunkhannock Area School District Athletic Department Guidelines for Coaches (as amended). Voting: Motion carried unanimously - see resolution number five in the minute book.

**Resolution #6:** A motion was made by Mr. Weidner and seconded by Mr. Swilley to approve the 2015 Per Capita Tax Exonerations as submitted by the tax collectors. Voting: Motion carried unanimously - see resolution number six in the minute book.

**Resolution #7:** A motion was made by Mr. Swilley and seconded by Mr. Parry to approve Girls Lacrosse as a Tunkhannock Area School District sponsored sport. Voting: Motion carried (7 – Yes, 1- Abstain) - see resolution number seven in the minute book.

**Resolution #8:** A motion was made by Mr. Weidner and seconded by Mr. Parry to approve the 2014-15 report of independent auditors – Murphy, Dougherty & Company. Voting: Motion carried unanimously - see resolution number eight in the minute book.

**Resolution #9:** A motion was made by Mrs. Arnold and seconded by Mr. Greenip to approve Heather McPherson as Superintendent of the Tunkhannock Area School District at a yearly salary of \$130,000.00, starting July 1, 2016 and extending through June 30, 2021. The employment contract will be developed and approved by the Board after review by the Solicitor of the Tunkhannock Area School District. Voting: Motion carried unanimously - see resolution number nine in the minute book.

**Resolution #10:** A motion was made by Mr. Greenip and seconded by Mr. Weidner to approve Katherine Felker as Acting Principal of the Evans Falls and Mill City Elementary Schools at an annual salary of \$74,000.00 retroactive to January 20, 2016. Voting: Motion carried unanimously - see resolution number ten in the minute book.

<b><u>Public Comment</u></b>
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Mr. Baker commented on the Athletic Department Guidelines and Mr. Moffit's status.

Mr. Jackson commented on his real estate taxes.

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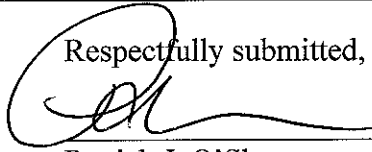
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A motion to adjourn was made at 8:02 pm by Mr. Greenip and seconded by Mr. Weidner.  
Motion carried on all ayes.

**ROLL CALL VOTE**

<b>RESOLUTION #:</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>
Holly Arnold	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Lori Bennett	Absent									
Randy Greenip	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Rob Parry	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Bill Prebola	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Bill Swilley	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
John Burke	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Bill Weidner	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Phil Farr	Yes	Yes	Yes	Yes	Yes	Yes	Abstain	Yes	Yes	Yes

Respectfully submitted,



Patrick J. O'Shea  
Board Secretary

Attachments: Exhibit A and a Conflict of Interest Memo from Mr. Farr

Board Meeting Date: 2/25/2016

Volunteers - Extra Curricular  
2015-16

Volunteer(s)	ACTIVITY	YEAR	CLEARANCES
NAME	Track Volunteer	2015-16	Complete
Rod Azar	JH Football	2015-16	Complete
John Slusark	JH Football	2015-16	Complete
Mark Sickler	HS Band	2015-16	Complete
LeaAnn Phinney	Mill City Parent PTO	2015-16	Complete
Kathy Greenip	MS Chorus	2015-16	Complete
Kasie Warreimann	Mehoopany Parent PTO	2015-16	Complete
James Kuliscavage	JH Track	2015-16	Complete
John Joseph	JH Track	2015-16	Complete
Curt Pickett	HS Robotics	2015-16	Complete
Jeremy Sample			
<b>EXTRA-CURRICULAR</b>			
Carol Selwood	JH Girls Track - \$2710	2015-16	Complete
Brandon Emmett	JH Boys Track - \$2710	2015-16	Complete

EXHIBIT A

# Conflict of Interest Abstention Memorandum

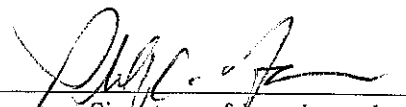
TO: Board Secretary, Tunkhannock School District  
FROM: Philip O. For board member  
DATE: 2/25/2016

Pursuant to Pennsylvania's "Public Official and Employee Ethics Law" I hereby declare that I am required to abstain regarding the following issue/motion:

#6 Approval of Girls Lacrosse

My conflict/reason for abstaining is as follows:

My daughter plays on The Team

  
Signature of board member

NOTE: Section 3(J) requires the following procedure:

"Any public official or public employee, who in the discharge of his official duties, would be required to vote on a matter that would result in a conflict of interest shall abstain from voting and, prior to the vote being taken, publicly announce and disclose the nature of his interest as a public record in a written memorandum filed with the person responsible for recording the minutes for the meeting at which the vote is taken . . . ." (emphasis added)

This memorandum does not have to be utilized when a conflict is defined "by any law, rule, regulation, order or ordinance," for example the School Code (Section 1111) prohibits voting to hire certain relatives.