

**Tunkhannock Area School District
Board Minutes – Public Work Session/Board Meeting
September 27, 2018**

The Board of School Directors of Tunkhannock Area School District met on the above date in the High School Library. The following members were present:

Board Member:	Present	Absent
Philip Farr, President	✓	
Bill Weidner, Vice-President	✓	
John Burke, Treasurer	✓	
Holly Arnold	✓	
Lori Bennett	✓	
Shana Gregory	✓	
Rob Parry		✓
Bill Prebola	✓	
Bill Swilley	✓	

There were interested citizens present.

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

Mr. Farr stated that the Board met in Executive Session immediately prior to this meeting to discuss personnel issues.

Public Comment on Agenda Items Only

None.

Spotlight

Social Emotional Learning (SEL) teachers Pam Lizza and Denna Semyon introduced the following members of the Lion's Club who were in attendance - Past District Governor Cathy Metschulat, Current District Governor Bill Metschulat, Past District Governor Butch Sands, Lion Josie Sands and Tunkhannock Lion President Steve Patton. Thanks to a grant from the Lion's Club, for the next two years, the district will be utilizing the Lion's Quest curriculum in our SEL classes. The Tunkhannock Lion's Club is the sponsor of this program.

Enrollments

Enrollment statistics were provided for information only.

Minutes

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

1. September 13, 2018 Public Work Session/Board Meeting as presented.

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Business and Finance

Resolution # 2 : A motion was made by Mrs. Arnold and seconded by Mr. Weidner to approve the Business and Finance items listed. Voting: Motion carried (7 – Yes, 1 – No) - see resolution number two in the minute book (Item #5a District Bills - Mr. Weidner abstained from voting on Tyler Memorial Hospital bill).

1. 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. Title IV
 - l. Activities Accounts
 - m. Pre K Funds
 - n. General Fund Checking Account
2. Payrolls as presented:
 - a. District

August 10, 2018	\$751,174.42
August 24, 2018	\$749,640.48
 - b. Cafeteria

August 10, 2018	\$1,952.97
August 24, 2018	\$1,952.97
 - c. Chapter I

August 10, 2018	\$16,630.43
August 24, 2018	\$16,630.43
3. Ratify wire/ACH/fund transfers as presented.
4. Ratify district bills as presented in the amount of \$874,933.86.
5. Bills as presented:
 - a. District - \$561,762.29
 - b. Cafeteria - \$7,239.35
6. District financial reports as presented.

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Superintendent's Report

Resolution # 3 : A motion was made by Mr. Swilley and seconded by Mr. Weidner to approve the items from the Superintendent's Report as indicated below. Voting: Motion carried unanimously - see resolution number three in the minute book. (Item #5 Bus/Van Contracts - Mrs. Bennett abstained from voting).

1. Resignation of Dan Thomas, Custodian, effective October 10, 2018.
2. Resignation of Michele Ultsh, Custodian, effective October 23, 2018
3. Appointment of Barb Sick – Golf Assistant Coach - \$1,850.00
4. Approval of addition of the position of Assistant JH Soccer Coach for the 2018-19 school year & Appointment of Chris DeMarco to this position at a salary of \$1,329.00
5. Appointment of K-12 Coordinators
 - a. Barb Sick Art \$600.00
 - b. Kevin Kreinberg Music \$700.00
 - c. Paul Grabowski Phys. Ed. \$500.00
 - d. Jill McClain Title I \$600.00
6. Approval of 2018-19 Volunteers – Clearances & TB testing on file as indicated.
(See Exhibit A attached)

Supplemental Agenda

1. Approval of unpaid leave of absence for Employee #1379
2. Approval of 2018-19 Volunteers – Clearances & TB testing on file as indicated.
(See Exhibit B attached)
3. Appointment of K-12 Coordinator
 - a. Lynn McAndrew Nursing \$400.00
4. Approval of conference attendance as listed:
 - a. Marie Vieczorek PA Institute for Instructional Coaching \$ 166.60
 - b. John Shaffer PA Cooperative Education Conference \$ 687.00
 - c. Steve Traver ACAPA Annual Conference \$1,056.00
 - d. Gregory Ellsworth Integrated Learning Conference \$ 784.00
5. Approval of Bus/Van Contract Amounts
6. Approval of disposal of broken and damaged furniture located in the Evans Falls and Mill City Elementary Schools
7. Approval of Clinical Educational Experience Agreement between T ASD and Misericordia University
8. Approval of lease between T ASD and Triton Hose Company for placement of a digital sign

A request for an unpaid leave for Employee #785 was discussed. The Board would like additional information and suggested that the request be resubmitted.

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Superintendent McPherson's report included the following items:

- A Bus Evacuation Drill was held September 27, 2018. This is the first of two.
- Primary pick up and dismissal has been modified.
- Air quality testing at the Primary Building has been completed and the results show no issues. Clean-up at the Evans Falls and Mill City Buildings are underway. Once clean-up is complete, air quality testing will be done. No one is currently occupying these buildings.
- Last Friday was the kick off of professional learning time with teachers. Thanks to Mrs. Eagen, Ms. Knoebel and learning coaches, it is going well.
- Triton Hose Company has agreed to allow the district to place a digital sign donated by Abe Kukuchka on their property. Planning is in progress to get the sign in place.
- Some concerns have been expressed about the number of times a student in the Intermediate Center has Band. Options continue to be studied and we will continue to get better.
- A meeting with UGI concerning their upcoming construction project is planned for next week. The district has a plan for bus traffic during the construction phase. Buses may need to travel on Route 6, but once construction is complete in the Boro, bus traffic will return to its regular pattern, away from the downtown.
- Cammie Anderson, Drug & Alcohol Counselor in the district recently participated in an Opioid Panel aired on WVIA TV. Because of her participation on the panel, she has been asked to go to Harrisburg to participate in an Opioid Panel Discussion sponsored by PA Emergency Management.
- Words of thanks and appreciate to the Tunkhannock Boro and Township Police for their presence and support on our school campus.

Committee Reports

A Transportation Committee meeting was held on September 25, 2018 to review concerns that were expressed at the last Board meeting in regard to the new transportation policy and the hardships it has created for some families. The district has reached out to surrounding districts to gather information on their policies and how they are handling this issue. This continues to be a conversation. At this time, no changes have been made.

Unfinished Business

Resolution # 4 : A motion was made by Mr. Swilley and seconded by Mrs. Bennett to approve the second reading of Board Policy No. 217 Pupil Graduation Requirements. Voting: Motion carried unanimously - see resolution number four in the minute book.

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New Business

The T ASD Visa Account statements were provided for information only.

Approval of an amended contract for the Superintendent of Schools was tabled.

The first reading of a revision of an attachment on Procurement – Federal Programs to Board Policy No. 626 Federal Fiscal Compliance was presented.

Resolution # 5 : A motion was made by Mrs. Arnold and seconded by Mr. Burke to approve new business item as listed. Voting: Motion carried unanimously - see resolution number five in the minute book.

1. Approval of Conrad Siegel Actuaries for the 2018 ACA Employer Reporting

Resolution # 6 : A motion was made by Mr. Swilley and seconded by Mr. Weidner to approve new business item as listed. Voting: Motion carried unanimously - see resolution number six in the minute book.

1. Approval of a dual enrollment agreement with the University of Scranton

Resolution # 7 : A motion was made by Mr. Swilley and seconded by Mrs. Arnold to approve new business item as listed. Voting: Motion carried unanimously - see resolution number seven in the minute book.

1. Approval of an overnight field trip for the 8th Grade Jazz Band to Niagara Falls and Toronto. Trip dates – May 30, 2019 to June 2, 2019

Public Comment

Dr. Prebola invited all to attend the 1st Annual Tunkhannock Tiger Fund for Excellence Dinner & Auction sponsored by the Tunkhannock Area School District Foundation. It will be held October 27, 2018 from 5:30 pm to 10:00 pm at Stone Hedge Country Club. Funds raised by the Foundation benefit students of the Tunkhannock Area School District.

Mrs. Bennett acknowledged that on Monday, October 1, 2018 Bus Contractor Charlotte Montross will mark her 100th birthday.

A motion to adjourn was made at 7:59 PM by Mr. Swilley and seconded by Dr. Prebola. Motion carried on all ayes.

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ROLL CALL VOTE

Resolution #	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>
Holly Arnold	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Lori Bennett	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Shana Gregory	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Rob Parry	Absent						
Bill Prebola	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Bill Swilley	Yes	Yes	Yes	Yes	Yes	Yes	Yes
John Burke	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Bill Weidner	Yes	No	Yes	Yes	Yes	Yes	Yes
Phil Farr	Yes	Yes	Yes	Yes	Yes	Yes	Yes

Respectfully submitted,

Caroline Lawson

Caroline Lawson
Board Secretary

Attachments: Exhibits A, B, Conflict of Interest Memorandums (Mr. Weidner/Mrs. Bennett)

Volunteers 09-27-2018
2018-19 School Year

Last First Activity or School

Exhibit A

Last	First	Activity or School
Ayers	Takowa	Prim
Bail	Jolene	All
Binner*	Lynne	All
Dickinson	Terra	All
Dunlap	Davina	Prim/HS
Edwards	Kelly	Inter
Georgetti	Sharon	Prim
Gorham	Tina	Prim
Graves	Lisa	Prim
Henfling	Kathryn	Prim
Hirkey	Frederick	HS
Hirkey	Leslie	HS
Ide	Samantha	Prim/HS
Kuffa	April	Inter
Kuffa	Matthew	Inter
Mahle	Nancy	Inter/HS
Merkh*	Hannah	HS
Miller	Crystal	All
Nichols	Deata	All
Pacyna	Brittany	Prim
Powers	April	Inter
Proctor	Jessica	Prim
Proctor	Thomas	Prim
Shea	Leslie	Prim
Sobeck	Betsy	Prim/Inter
Steffy	Dana	All
Swartwood	Amber	Prim
Thomas	Karen	Inter
Volker	Lisa	Inter/HS
Werkheiser	Judy	All
Winschuh	Beth	Prim
Womer	Lyric	Prim
Woods	Kelly	Inter/HS

Exhibit B

Iacovazzi	Erica
Keller	Jennifer
Martin	Bernard
Patton	Jessica
Rogers	Heather
Slater	Heather
Villanueva	Nadia

* Indicates updated clearances are/will be needed or pending additional information

Conflict of Interest Abstention Memorandum

TO: Board Secretary, TUNKHANNOCK AREA School District
FROM: Bill Weidner board member
DATE: 9/27/18

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

TYLER HOSPITAL BILL

VII BUSINESS & FINANCE #5

My conflict/reason for abstaining is as follows:

EMPLOYER

William Weidner
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.

Conflict of Interest Abstention Memorandum

TO: Board Secretary, TENKANNON AREA School District
FROM: Lori Bennett board member
DATE: 9/27/18

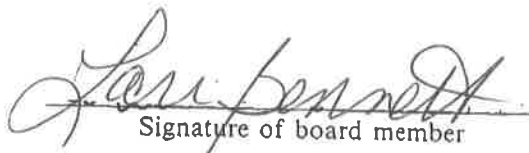
Pursuant to Pennsylvania's "Public Official and Employee Ethics Law" I hereby declare that I am required to abstain regarding the following issue/motion:

Bus/Van Contracts

Supplemental Agenda #5

My conflict/reason for abstaining is as follows:

Family member is a Bus/Van
contractor.


Signature of board member

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

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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.