

**Tunkhannock Area School District
Board Minutes – Public Work Session/Board Meeting
January 25, 2018**

The Tunkhannock Area School District Board of Directors met on the above date at the High School Auditorium. 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. Weidner called the meeting to order at 7:33PM and then led the Pledge of Allegiance.

Mr. Weidner stated that the Board met in Executive Session immediately prior to this meeting to discuss personnel matters and that this meeting is being live-streamed.

Public Comment on Agenda Items Only

None.

Minutes

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

1. January 11, 2018 Public Work Session/Board Meeting as presented.

Business and Finance

Resolution # 2 : A motion was made by Mr. Parry and seconded by Mrs. Arnold to approve the Business and Finance items listed. Voting: Motion carried (7 – Yes, 1 – No) - see resolution number two in the minute book.

1. 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

Tunkhannock Area School District
Board Minutes – Public Work Session/Board Meeting
January 25, 2018

- 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. Approve payrolls as presented:
 - a. District
 - December 8, 2017 \$770,509.97
 - December 21, 2017 \$841,709.63
 - b. Cafeteria
 - December 8, 2017 \$26,283.40
 - December 21,2017 \$35,063.67
 - c. Chapter I
 - December 8, 2017 \$15,937.43
 - December 21, 2017 \$16, 087.43
- 3. Ratify wire/ACH/fund transfers as presented.
- 4. Ratify district bills as presented in the amount of \$792,993.55
- 5. Approve bills as presented:
 - a. District - \$420,655.01
 - b. Cafeteria - \$117,835.94
- 6. District financial reports as presented.

Superintendent's Report

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

- 1. Approve the letter of intent to retire of Patricia Tschantz, Mehoopany Clerical Aide, effective the last day of the 2017-18 school year.
- 2. Approve the appointment of Extra Curricular positions as presented. Clearances and TB testing are on file in the Superintendent's Office as indicated. (see Exhibit A attached)

Resolution # 4 : A motion was made by Dr. Prebola and seconded by Mr. Parry to approve the. Voting: Motion carried unanimously - see resolution number four in the minute book.

- 1. Appointment of Mike Marabell as Head Football Coach for the 2018-19 school year at a salary of \$6,995.00.

Tunkhannock Area School District
Board Minutes – Public Work Session/Board Meeting
January 25, 2018

Ms. McPherson made a brief presentation highlighting the accomplishments of the District over this past year and she reviewed the District's vision.

Committee Reports

Negotiations Committee-Teachers: Dr. Prebola provided a brief update on the status of negotiations. He stated that the District received a strike notice for April. He said there had been dialogue with the teachers over the course of 19 meetings. He added that the District requested fact-finding which is an impasse resolution according to Act 88. Dr. Prebola explained that the strike notice puts a hold on the labor board appointing a fact finder.

Dr. Prebola stated that, as he understands the Act, the last day of school could be June 30th. He said that a lot of things could happen between now and June 30th but felt he would be remiss if he did not tell the public that, by law, this could go until June 30th and parents need to plan accordingly.

Dr. Prebola said the next meeting with the teachers union is scheduled for February 7th. He stated that the Board absolutely does not want a strike.

Unfinished Business

None.

New Business

TASD Visa Account Statement was provided for information.

Resolution # 5 : A motion was made by Mr. Parry and seconded by Mr. Swilley to approve the Bus/Van contract amounts as presented. Voting: Motion carried (7 – Yes, 1 – Abstain) - see resolution number five in the minute book.

Resolution # 6 : A motion was made by Mrs. Arnold and seconded by Dr. Prebola to approve the budget of the Luzerne Intermediate Unit #18 for the fiscal year July 1, 2018 to June 30, 2019. Voting: Motion carried (6 – Yes, 2 – No) - see resolution number six in the minute book.

Resolution # 7 : A motion was made by Mr. Parry and seconded by Mrs. Arnold to approve 2017-2018 Budget Transfers – Staffing Plan and Building Budget changes (see Exhibit B attached). Voting: Motion carried (7 – Yes, 1- No) - see resolution number seven in the minute book.

Mr. Weidner pointed out the 1st Reading of Policy No. 251 Homeless Students.

Resolution # 8 : A motion was made by Mr. Parry and seconded by Mrs. Arnold to approve the changes listed below to the 2017-18 School Calendar. Changes are necessary due to snow days. Voting: Motion carried (7 – Yes, 1- No) - see resolution number eight in the minute book.

- a. School will be in session for students on January 29, February 19, April 2, April 3, June 13, June 14, 2018.

**Tunkhannock Area School District
Board Minutes – Public Work Session/Board Meeting
January 25, 2018**

- b. The Teacher In-Service scheduled for June 13 will now be held on June 15, 2018.
- c. The last day of the second semester will be February 2, 2018.
- d. The Teacher In-Service scheduled for January 29, will now be held on February 5, 2018. (see Exhibit C attached)

Public Comment

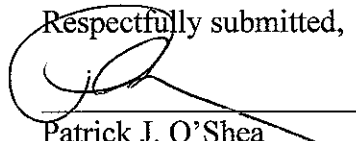
Ms. Bonnice commented on the Middle School Open House and kindergarten class size at Mill City Elementary.

A motion to adjourn was made at 8:06 pm by Mr. Swilley and seconded by Mr. Parry. Motion carried on all ayes.

ROLL CALL VOTE

<u>RESOLUTION #:</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
Holly Arnold	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Lori Bennett	Yes	Yes	Yes	Yes	Abstain	Yes	Yes	No
Shana Gregory	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Rob Parry	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes
Bill Prebola	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Bill Swilley	Yes	Yes	Yes	Yes	Yes	No	No	Yes
John Burke	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Bill Weidner	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes
Phil Farr	Absent							

Respectfully submitted,


 Patrick J. O'Shea
 Board Secretary

Attachments: Exhibits A, B, C & a Conflict of Interest Memorandum from Mrs. Bennett

Date of Board Meeting 25 January 2018 **RECOMMENDATIONS FOR
EXTRA CURRICULAR**

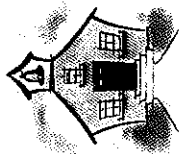
Name	Position	Salary	School Year	Clearances
Gary Custer	Head Boys Baseball	\$3,750	2017-18	Complete
Bob Hegerty	Head Girls Softball	\$3,750	2017-18	Complete
Justin Muthier	Head Boys Tennis	\$3,750	2017-18	Complete
Jeff Howell	Head Boys Volleyball	\$3,750	2017-18	Complete
Randy White	Head Boys Track & Field	\$3,750	2017-18	Complete
Kenny Young*	Head Girls Track & Field	\$3,750	2017-18	Complete
Dan Davidson	Head Boys Lacrosse	\$3,750	2017-18	Complete
Jana Hopfer*	Head Girls Lacrosse	\$3,750	2017-18	Complete

2017-2018 Budget Transfer- Request to the Board

Code	Description/ Explanation	School	Original Budget	New Budget	Budget Amount Re-Allocated
BUILDING TRANSFERS					
10-1340-432-000-20-520-090	Home Economics Department Discontinued- Repairs/ Maintenance Budget move out of account 100%	Middle-SB	\$ 612.00	\$ -	(612.00)
10-1340-610-000-20-520-090	Home Economics Department Discontinued- Supplies Budget move out of account 100%	Middle-SB	\$ 5,768.00	\$ -	(5,768.00)
10-1340-641-000-20-520-090	Home Economics Department Discontinued- Subscriptions Budget move out of account 100%	Middle-SB	\$ 125.00	\$ -	(125.00)
10-1110-641-000-20-520-220	Vocal Department Subscriptions-additional funds needed for Subscriptions	Middle-SB	\$ 500.00	\$ 700.00	200.00
10-1110-610-000-20-520-000	General Supplies Middle School- Remaining Home Economics Budget moved to General Supplies	Middle-SB	\$ 80,550.00	\$ 83,455.00	2,905.00
10-1110-610-000-30-830-130	Move from Science for various following anticipated expenses	High School-GE	\$ 54,900.00	\$ 39,300.00	(21,600.00)
10-1110-650-000-30-830-110	Kuta Software subscription	High School-GE	\$ -	\$ 1,500.00	1,500.00
10-1110-640-000-30-830-130	Lab Manuals	High School-GE	\$ -	\$ 600.00	600.00
10-1110-519-000-30-830-230	Transportation	High School-GE	\$ -	\$ 3,000.00	3,000.00
10-1110-642-000-30-830-050	Keystone Remediation	High School-GE	\$ 5,000.00	\$ 7,500.00	2,500.00
10-1390-610-000-30-830-000	Co-op Laptops/ Career Certs.	High School-GE	\$ 1,500.00	\$ 9,000.00	7,500.00
10-2122-650-000-30-830-000	SAT/ Keystone Remediation	High School-GE	\$ 3,700.00	\$ 6,200.00	2,500.00
10-1350-610-000-30-830-100	Replace Graphic Equipment (Cutter/ LS class projects)	High School-GE	\$ 70,000.00	\$ 72,500.00	2,500.00
10-2380-610-000-30-830-000	New Office Equipment	High School-GE	\$ 7,500.00	\$ 9,000.00	1,500.00
10-1110-610-000-30-830-020	Move from Art for various expenses	High School-GE	\$ 10,440.00	\$ 9,000.00	(1,440.00)
10-2380-581-000-30-830-000	Extra anticipated mileage for CTC program/ Training	High School-GE	\$ 900.00	\$ 2,340.00	1,440.00
10-1290-323-000-00-000-000	Cover Cost of Curriculum - Tiger House	Special Ed- MH	\$ 403,057.00	\$ 402,157.00	(900.00)
10-2126-640-000-30-831-000	Moved to Middle School supplies to cover Stem-Stream-Stream	Special Ed- MH	\$ 3,500.00	\$ 4,400.00	900.00
10-1110-640-000-00-000-0640	Moved from Building textbook to cover supplies for Stem-Stream-Stream	School Wide- MG	\$ 130,000.00	\$ 120,000.00	(10,000.00)
10-1110-610-000-20-520-3900	All funds transferred to Reading Department Workbooks	Middle- SB/KC	\$ -	\$ 10,000.00	10,000.00
10-1110-642-000-20-520-050	Reading Department Workbooks- additional funds needed for 6th, 7th, and 8th grade Vocabulary Workbooks- furs from Home Economics and 1110-642-000-20-520-050	Middle-SB	\$ 2,000.00	\$ -	(2,000.00)
10-1110-642-000-20-520-260	Home Economics and 1110-642-000-20-520-050	Middle-SB	\$ 6,000.00	\$ 11,400.00	5,400.00
10-1110-756-340-20-520	Move funds to cover Technology COOP Students	Adm- JK	\$ 300,000.00	\$ 292,000.00	(8,000.00)
10-1390-151-000-30-830	Funds from Technology budget to cover Tech COOP	Adm- JK	\$ 13,000.00	\$ 21,000.00	8,000.00
EMPLOYEE STAFFING CHANGES					
WAGE					(250,477.56)
RETIREMENT .3257 Entire amount Transfer		Personnel Changes			(153,327.00)
SOCIAL SECURITY .0765 Entire amount Transfer		Personnel Changes			(49,938.60)
MEDICAL INSURANCE		Personnel Changes			(11,729.52)
VISION INSURANCE		Personnel Changes			(33,599.40)
DENTAL INSURANCE		Personnel Changes			(139.80)
LIFE INSURANCE		Personnel Changes			(1,237.68)
DISABILITY INSURANCE		Personnel Changes			(218.40)
		Personnel Changes			(287.16)
TOTAL SAVINGS TO REALLOCATE	Only Half of Retirement and Social Security can be counted.				(219,643.50)
10-2660-610-000-00-000-000-0000	Bus Radios	Reallocate Savings	\$ 27,000.00	\$ 186,100.00	159,100.00
10-1110-322-000-00-000-153-000-0000	IU Services for ESL	Reallocate Savings	\$ 2,500.00	\$ 7,743.50	5,243.50
10-2660-186-000-00-000-000-0000	Healthcare Buy Out Act 93 (1 Employee)	Reallocate Savings	\$ -	\$ 9,900.00	9,900.00
10-2140-131-000-00-000-000-0000	Salary Adjustment Act 93 (1 Employee)	Reallocate Savings	\$ 70,038.00	\$ 75,438.00	5,400.00
10-2360-330-000-00-000-000-0000	Budget for the Grant Writing Position	Reallocate Savings	\$ -	\$ 40,000.00	40,000.00
GRAND TOTAL OF CHANGES TO BUDGETED EXPENDITURES					\$ 0.00

EXHIBIT B

TUNKHANNOCK AREA SCHOOL DISTRICT
2017-18



AUGUST

M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

SEPTEMBER

M	T	W	TH	F
				1
4			7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

T (19) S (17)

OCTOBER

M	T	W	TH	F
2	3	4	5	6
9	10	11		
16	17	18	19	20
23	24	25	26	27
30	31			

T (22) S (20)

NOVEMBER

M	T	W	TH	F
	1	2	3	
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

T (19) S (19)

DECEMBER

M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

T (14) S (14)

JANUARY

M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

T (18) S (17)

FEBRUARY

M	T	W	TH	F
		1	2	
6	7	8	9	
12	13	14	15	16
19	20	21	22	23
26	27	28		

T (20) S (20)

MARCH

M	T	W	TH	F
			1	2
5	6	7		9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

T (21) S (20)

APRIL

M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

T (21) S (21)

MAY

M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

T (22) S (22)

JUNE

M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	
18	19	20	21	22
25	26	27	28	29

T (11) S (10)

September 4	Labor Day - No School
September 7	First Day of School for Students
September 29	Early Dismissal for Students
October 31	Early Dismissal for Students
November 23-27	Thanksgiving Holiday - No School
Dec 22 - Jan 1	Christmas - New Year's Holiday - No School
February 16	Early Dismissal for Students
March 29	Early Dismissal for Students
March 30	Easter Holiday - No School
April 27	Early Dismissal for Students
May 28	Memorial Day - No School
June 14	Last Day of School - Early Dismissal for Students
June 15	Graduation

December 14, January 5, 15, 16, 17 Snow Days

HAVE A GREAT SCHOOL YEAR!

PROGRESS REPORTS ISSUED
October 10, 2017
December 19, 2017
March 5, 2018
May 11, 2018

MARKING PERIOD ENDS
November 10, 2017
February 2, 2018
April 9, 2018
June 12, 2018

REPORT CARDS GO OUT
November 22, 2017
February 16, 2018
April 20, 2018
June 22, 2018

Conflict of Interest Abstention Memorandum

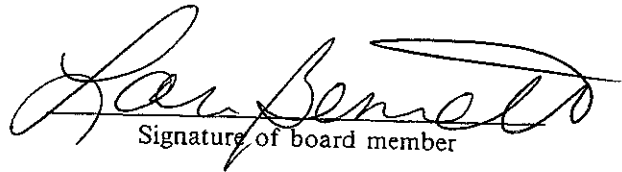
TO: Board Secretary, TUNKHANNOCK AREA School District
FROM: Lori Bennett board member
DATE: _____

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

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:

"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.