

Tunkhannock Area School District
Board Minutes – Public Work Session/Board Meeting
May 11, 2017

The Tunkhannock Area School District Board of Directors met on the above date at the Middle 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 | ✓ | |
| Randy Greenip | ✓ | |
| Rob Parry | ✓ | |
| Bill Prebola | ✓ | |
| Bill Swilley | ✓ | |

There were interested citizens present.

Mr. Farr called the meeting to order at 8:00PM 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 matters.

Public Comment on Agenda Items Only

None.

Enrollments

The latest enrollments figures were provided for information only.

Student Spotlight

A presentation by the Robotics Team (Tigertrons) was made prior to calling the meeting to order this evening.

Enrollments

Enrollments were provided for information.

Minutes

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

1. Board Minutes of the April 27, 2017 Public Work Session/Board Meeting as presented.

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Superintendent's Report

Resolution # 2 : A motion was made by Mr. Parry and seconded by Mrs. Arnold to approve the items from the Superintendent's Report listed below (with additions by Ms. McPherson and included below). Voting: Motion carried unanimously - see resolution number two in the minute book

1. Appointment of Joe Reno, Girls Freshman Basketball Coach for the 2016-17 school year at a salary of \$2,998. Act 34, Act 114 and Act 151 clearances and TB testing are on file in the Superintendent's Office.
2. Adjustments in salary, due to coaches starting after the season had started, for the following extra-curricular positions.
 - a. Nicole Hunt – Boys/Girls Assistant Track Coach- adjust to \$1,146.25
 - b. Kathleen Cowher – Girls Assistant Lacrosse Coach - adjust to \$1,000.36
3. Volunteers for the 2017-18 school year as presented. Candidates have on file in the Superintendent's Office, clearances and TB testing as required by district policy. (see Exhibit A attached)
4. Recommended that a resolution be adopted to approve field trip attendance as listed.
 - a. Karen Kutish State STEM Competition 5/18-19
 Andy Neely
 4 Students Attending
 - b. Jason Keown Skills USA National Leadership 6/19-24
 6 Students Attending Conference
 - c. Jan Cechak FBLA National Leadership 6/27-7/3
 Deb Cechak Conference
 2 Students Attending
5. Brandy Walsh – Van Driver for Brown's Van Service – all clearances on file/TB

Committee Reports

None.

Unfinished Business

Resolution # 3 : A motion was made by Mrs. Arnold and seconded by Mr. Burke to approve the 2017-18 School Calendar (see Exhibit B attached). Voting: Motion carried (8 – Yes, 1 – No) - see resolution number three in the minute book.

New Business

Resolution # 4 : A motion was made by Mr. Parry and seconded by Mrs. Arnold to approve the appointment of John Burke to serve as Board Treasurer for a one (1) year term beginning the first day of July 2017. Voting: Motion carried unanimously - see resolution number four in the minute book.

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Resolution # 5 : A motion was made by Mr. Parry and seconded by Mr. Weidner to approve the Patrick O’Shea as Board Secretary for a (4) years beginning the first day of July 2017. 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. Parry to approve Bus/Van Contract amounts as presented. Voting: Motion carried (8 – Yes, 1 – Abstain) - see resolution number six in the minute book.

Resolution # 7 : A motion was made by Mr. Swilley and seconded by Mrs. Arnold to approve authorizing Heather McPherson, Superintendent of Schools and Mary Gene Eagen, Assistant to the Superintendent to act on behalf of the Tunkhannock Area School District for the 2017-18 School Year, to file Federal Program grant applications as well as other grant applications as they become available. Voting: Motion carried unanimously - see resolution number seven in the minute book.

Resolution # 8 : A motion was made by Mr. Parry and seconded by Mr. Greenip to approve a Proposed Final Budget for the 2017-18 school year with a Zero Millage increase (see Exhibit C attached). Voting: Motion carried (8 – Yes, 1 – No) - see resolution number eight in the minute book.

Resolution # 9 : A motion was made by Mr. Parry and seconded by Mr. Weidner to approve authorizing Mrs. Shaver to apply for the Community Eligibility Program (CEP) for all 4 elementary schools for the 2017-18 school year. Voting: Motion carried unanimously - see resolution number nine in the minute book.

Resolution # 10 : A motion was made by Mr. Weidner and seconded by Mr. Parry to authorize Ms. McPherson to evaluate and use her discretion regarding the potential re-purposing or method of disposal of the old card catalogues or other like items. Voting: Motion carried unanimously - see resolution number ten in the minute book.

| |
|------------------------------|
| <u>Public Comment</u> |
|------------------------------|

Ms. Downs commented on the 2017-18 School Calendar.

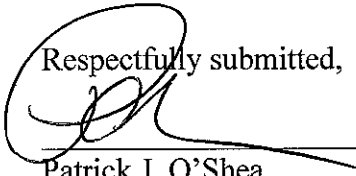
Ms. Stapleton commented on the AR Reading Program

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A motion to adjourn was made at 8:43 pm by Mrs. Arnold 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> | <u>9</u> | <u>10</u> |
|----------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|-----------|
| Holly Arnold | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| Lori Bennett | Yes | Yes | Yes | Yes | Yes | Abstain | Yes | Yes | Yes | Yes |
| 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 | No | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| John Burke | Yes | Yes | Yes | Yes | Yes | Yes | Yes | No | Yes | Yes |
| Bill Weidner | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| Phil Farr | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |

Respectfully submitted,

Patrick J. O'Shea
Board Secretary

Attachments: A, B, C and Conflict of Interest Letters from Mrs. Bennett

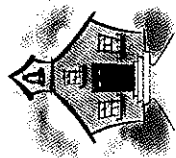
Volunteers - May 11, 2017

| Volunteers Last | First | Activity or School | School Year | Clearances/TB Status |
|-----------------|-------------|-------------------------|-------------|----------------------|
| Deibert | Audra | Roslund | 2016-17 | Complete |
| Fetterman | Lisa | Middle School | 2016-17 | Complete |
| Golden | Kara | Middle School | 2016-17 | Complete |
| Mayeski | LaShelle | Middle School | 2016-17 | Complete |
| Mikus | Walter | Middle School | 2016-17 | Complete |
| Powers | Christopher | Mill City/Middle School | 2016-17 | Complete |
| Powers | Wade | Middle School | 2016-17 | Complete |
| Purdy | Wendy | Middle School | 2016-17 | Complete |
| Scholl | Arielle | Mill City | 2016-17 | Complete |
| Steffy | Dana | Roslund/Middle School | 2016-17 | Complete |
| Stephens | Stephanie | Middle School | 2016-17 | Complete |
| Thomas | Karen | Mill City | 2016-17 | Complete |
| Tonti | Jerome | Mill City | 2016-17 | Complete |
| Trauger | Aaron | Mill City/Middle School | 2016-17 | Complete |
| Walsh | Jennifer | Mill City/Middle School | 2016-17 | Complete |
| Ivey | Alicia | Middle School | 2016-17 | Complete |
| Buckley | Lori | | | |
| Steady | Sarah | | | |
| Traver | Brian | | | |
| Michals | David | | | |

ADDITIONS BY
MS. MC PHERSON
AT MEETING

PENDING TB

EXHIBIT A



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)

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 | |

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 (15) S (15)

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)

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 |
| | 30 | 31 | | |

T (22) S (21)

FEBRUARY

| M | T | W | TH | F |
|----|----|----|----|----|
| | | 1 | 2 | |
| 5 | 6 | 7 | 8 | 9 |
| 12 | 13 | 14 | 15 | 16 |
| 19 | 20 | 21 | 22 | 23 |
| 26 | 27 | 28 | | |

T (19) S (19)

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 (19) S (19)

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 | | 14 | 15 |
| 18 | 19 | 20 | 21 | 22 |
| 25 | 26 | 27 | 28 | 29 |

T (9) S (8)

September 4 Labor Day - No School



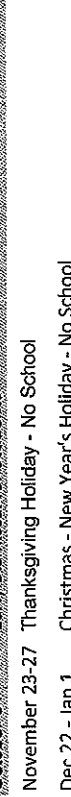
September 7 First Day of School for Students



September 29 Early Dismissal for Students



October 31 Early Dismissal for Students



November 23-27 Thanksgiving Holiday - No School



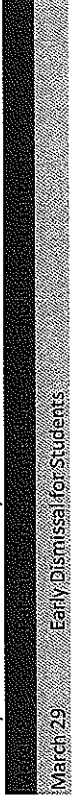
Dec 22 - Jan 1 Christmas - New Year's Holiday - No School



February 16 Early Dismissal for Students



February 19 President's Day - No School



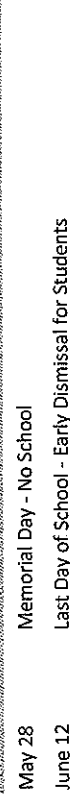
March 29 Early Dismissal for Students



March 30 - April 3 Easter Holiday - No School



April 27 Early Dismissal for Students



May 28 Memorial Day - No School



June 12 Last Day of School - Early Dismissal for Students



June 15 Graduation



Snow Days Will be Made Up As Follows

December 22, 2017

February 19, 2018

April 3, 2018

April 2, 2018

HAVE A GREAT SCHOOL YEAR!

2017-18
Proposed Final Budget
(adopted May 11, 2017)

| DESCRIPTION | A 2016-17 BUDGET | B 2016-17 PROJECTIONS | C 2017-18 BUDGET |
|--|------------------------|-----------------------------|------------------------|
| BEGINNING FUND BALANCE | \$5,050,647 | \$6,270,593 | \$4,826,236 |
| REVENUES | | | |
| LOCAL REVENUES | \$24,110,424 | \$24,301,245 | \$24,061,955 |
| STATE REVENUES | \$21,355,266 | \$21,226,150 | \$22,017,795 |
| FEDERAL REVENUES | \$797,809 | \$799,110 | \$788,110 |
| PROCEEDS FROM LT LOAN | \$0 | \$0 | \$0 |
| TOTAL REVENUES | \$46,263,499 | \$46,326,505 | \$46,867,860 |
| EXPENDITURES | | | |
| 1000 INSTRUCTION | | | |
| 1100 REGULAR PROGRAMS | \$18,995,239 | \$19,330,528 | \$19,701,628 |
| 1200 SPECIAL PROGRAMS | \$7,334,058 | \$7,252,841 | \$7,797,628 |
| 1300 VOCATIONAL EDUCATION | \$2,109,963 | \$2,148,901 | \$2,224,971 |
| 1400 OTHER INST PRGMS (ALT. ED.) | \$251,022 | \$270,535 | \$309,502 |
| 1800 PRE-KINDERGARTEN | \$221,590 | \$221,590 | \$345,100 |
| 2000 SUPPORT SERVICES | | | |
| 2100 SPT SVCS-STUDENTS(GDNCE, & other) | \$1,801,702 | \$1,709,417 | \$1,805,867 |
| 2200 SPT SVCS-INST. STAFF(LIBRARY,TECH) | \$1,129,910 | \$1,187,334 | \$1,278,819 |
| 2310 BOARD SVCS | \$57,850 | \$81,000 | \$67,550 |
| 2330 TAX ASSESSMENT & COLLECTION SVCS | \$145,990 | \$118,419 | \$136,990 |
| 2350 LEGAL & ACCOUNTING SVCS | \$205,000 | \$104,950 | \$136,000 |
| 2360 OFFICE OF SUPERINTENDENT SVCS | \$573,517 | \$533,579 | \$603,261 |
| 2380 OFFICE OF PRINCIPAL SVCS | \$1,368,740 | \$1,387,976 | \$1,458,413 |
| 2400 SPT SVCS-PUPIL HEALTH | \$734,562 | \$747,577 | \$749,742 |
| 2500 SPT SVCS-BUSINESS | \$531,366 | \$513,575 | \$547,334 |
| 2600 OPERATION & MAINT. OF PLANT SVCS | \$5,142,972 | \$4,845,404 | \$4,923,413 |
| 2700 STUDENT TRANSPORTATION SVCS | \$3,207,213 | \$2,946,501 | \$2,950,490 |
| 2800 SUPPORT SVCS-CENTRAL | \$8,000 | \$4,000 | \$1,000 |
| 2900 OTHER SUPPORT SVCS | \$70,000 | \$70,000 | \$70,000 |
| 3000 NON-INST. SERVICES | | | |
| 3100 FOOD SVCS | \$0 | \$0 | \$0 |
| 3200 STUDENT ACTIVITIES | \$996,485 | \$999,440 | \$1,020,083 |
| 3300 COMMUNITY SVCS | \$37,673 | \$40,073 | \$41,422 |
| 4000 FACILITIES ACQ, CONST IMPRMNT SVCS | | | |
| 4400 ARCHITECTURE AND ENGINEERING | | \$0 | \$75,000 |
| 5000 OTHER EXP. & FINANCING USES | | | |
| 5240 DEBT SERVICE FUND TRANSFERS | \$3,047,223 | \$3,047,223 | \$3,605,131 |
| 5251 FOOD SERVICE FUND TRANSFER | \$150,000 | \$200,000 | \$200,000 |
| 5270 UNEMP. FUND TRANSFER | \$10,000 | \$10,000 | \$10,000 |
| 5900 BUDGETARY RESERVES | \$0 | \$0 | \$0 |
| TOTAL EXPENDITURES | \$48,130,075 | \$47,770,861 | \$50,059,344 |
| ENDING FUND BALANCE | | | |
| - DESIGNATED for RETIREMENT INC | \$2,500,000 | \$4,393,777 | \$1,500,000 |
| - UNASSIGNED FUND BALANCE | \$684,071 | \$432,459 | \$1,077,752 |
| MILLAGE | 75.00 | | 75.000 |

**Conflict of Interest
Abstention Memorandum**

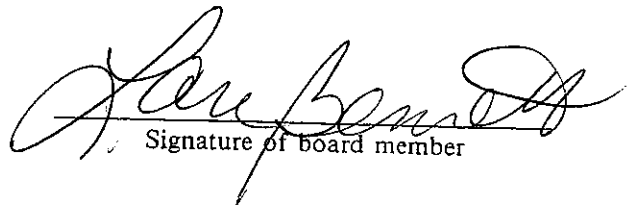
TO: Board Secretary, TUNKHANNOCK AREA School District
FROM: Lori Bennett board member
DATE: 5/11/17

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.