

**Tunkhannock Area School District
Board Minutes – Public Work Session/Board Meeting
August 21, 2014**

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

Board Member:	Present	Absent
Mick Cronin, President	✓	
Sandra Lane, Vice President	✓	
Philip Farr, Treasurer	✓	
Lori Bennett		✓
Randy Greenip	✓	
Rob Parry		✓
Bill Swilley	✓	
Kim Teeters	✓	
Bill Weidner	✓	

There were interested citizens present.

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

Minutes

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

A. July 24, 2014 – Public Work Session/Board Meeting

Business and Finance

Resolution #2: A motion was made by Mr. Swilley and seconded by Mr. Weidner to approve the Business and Finance items listed. Voting: Motion carried unanimously (Mr. Weidner abstained from the Tyler Hospital bills and Mr. Farr abstained from the PS Bank bills.) - see resolution number two in the minute book.

A. Treasurer's Reports

1. District
2. Pennsylvania Liquid Assets
3. Payroll Account
4. Gas Lease Funds Account
5. Unemployment Compensation Fund
6. Capital Reserve
7. Scholarship Accounts
8. Cafeteria
9. Title I
10. Title II
11. Activities Accounts
12. Community Funded Sports Account

Tunkhannock Area School District
Board Minutes – Public Work Session/Board Meeting
August 21, 2014

- 13. Pre K Funds
- 14. General Fund Checking Account
- B. Ratify Payrolls
 - 1. District
 - a. July 10, 2014 - \$657,634.96
 - b. July 25, 2014 - \$650,215.14
 - 2. Cafeteria
 - a. July 10, 2014 - \$1,674.23
 - b. July 25, 2014 - \$1,674.23
 - 3. Title I
 - a. July 10, 2014 - \$16,260.05
 - b. July 25, 2014 - \$16,147.45
- C. Wire Transfers for Ratification
- D. Bills for Ratification
 - 1. District - \$484,714.34
- E. Bills for Approval
 - 1. District - \$529,235.93
 - 2. Cafeteria \$3,027.20

Financial Reports were provided for information.

Superintendent's Report

Mr. Cronin announced at 7:35PM that the Board would be going into Executive Session to discuss personnel items and would be returning. The Board returned at 8:15PM.

Resolution #3: A motion was made by Mr. Swilley and seconded by Mr. Weidner to approve the Original and Supplemental Agenda items from the Superintendent's Report listed below.
Voting: Motion carried (6 – Yes, 1 – No). Mr. Swilley abstained from Heather Adams-Clerical Aide, Mr. Farr abstained from Cindy Farr and Ginger Howell on the Support Staff-Substitute List - see resolution number three in the minute book.

ORIGINAL AGENDA

- A. Personnel
 - 1. Resignations
 - a. Sondra Humenansky – Middle School Teacher
 - b. Kristy Brubaker – High School Vo-Ag Teacher
 - c. Jennifer Seward – District Medical & Administrative Aide
 - 2. Rescind Appointments
 - a. David Scoblick – Assistant Football Coach
 - b. David Ide – Girls Soccer Assistant Coach
 - c. Makaela Haney – Custodian – Failure to complete employment screenings
 - 3. Request for Leave/FMLA
 - a. Krista Truesdale – Elementary Art Teacher
 - b. Susan Williams – Elementary Teacher
 - 4. Appointments

Tunkhannock Area School District
Board Minutes – Public Work Session/Board Meeting
August 21, 2014

- a. Rebecca Bliss – Special Education Teacher – M, Step 2 - \$49,539.00
- b. Krista Dymond – Elementary Teacher – B, Step 1 - \$41,404.00
- c. Extra Curricular (see Exhibit A attached)
- d. Volunteers (see Exhibit B attached)
- e. Teacher Substitute List (see Exhibit C attached)
- f. Support Staff Substitute List (see Exhibit D attached)
- g. Bus Contractors/Drivers
- 5. Transfers
 - a. Diane Parduski from Level 2 Cafeteria Assistant/Cashier to Level 1 Cook/Baker – \$14.75/ hour – 7 hours

SUPPLEMENTAL AGENDA

A. Personnel

1. Appointments

- a. Heather Adams – Clerical Aide – Mehoopany - \$10.75/hr – 4.5 hrs/day – Student Days – Effective 9/2/14
- b. Jill Oliver – District Special Education Teacher - \$49,232.00 – M, Step 1
- c. Louis Corey DeLeo – High School Physical Education Teacher - \$41,404.00 – B, Step 1 – pending Act 34, 114, 151, TB testing
- e. RtII Intervention & Enrichment Support Personnel – Funded by Title I/Title II Federal Funds
 - 1. Jennifer Parduski
 - 2. Jean Starzec
 - 3. Raynelle Traveny
 - 4. Brittany Wood
 - 5. Robert Barkley
 - 6. Alisha Nudo
 - 7. Laura Greenley
- f. Shannon Robinson – Field Hockey Volunteer

2. Mentors

- a. Megan Georgia (Caitlin Gaughan)

3. Approve Contract for Patrick O’Shea as Business Manager/School Board Secretary

Mr. Healey asked if the Board’s intention is to fill the Biology Teacher vacancy created by the resignation of Mr. Hilsey. Mr. Cronin stated that Mr. Healey has the support of the Board to go ahead and interview to replace that Biology position which the Board will approve at the September Board meeting retroactive to the first day of school.

Tunkhannock Area School District
Board Minutes – Public Work Session/Board Meeting
August 21, 2014

Resolution #4: A motion was made by Dr. Lane and seconded by Mrs. Teeters to approve the Supplemental Agenda item from the Superintendent’s Report listed below. Voting: Motion carried (5 – Yes, 2 – No) - see resolution number four in the minute book.

A. Personnel

1. Appointments

- d. Richard Seaberg – School/Community Resource Officer – Act 93 Position - \$41,000.00 – 220 days/year – Effective 8/26/14

<u>Committee Reports</u>

None

<u>Unfinished Business</u>

None

<u>New Business</u>

The TASD Visa Account Statement was provided for information purposes only.

Mr. Healey brought the District’s current “Video Recording Policy-Transportation” (Policy 810.2) to the attention of the Board and said that the current policy allows for only video recording whereas law now allows for video as well as audio recording. He will be presenting an amended policy to the Board in September.

Resolution #5: A motion was made by Mrs. Teeters and seconded by Mr. Swilley to approve the Private Transportation Agreement. Voting: Motion carried unanimously - see resolution number five in the minute book.

Resolution #6: A motion was made by Mr. Swilley and seconded by Mr. Weidner to declare as surplus and approve the disposal of the Old Piano at Mehoopany. Voting: Motion carried unanimously - see resolution number six in the minute book.

Resolution #7: A motion was made by Mrs. Teeters and seconded by Dr. Lane to approve the Citrus Agreement – Assignment of Interest. Voting: Motion carried unanimously - see resolution number seven in the minute book.

Resolution #8: A motion was made by Dr. Lane and seconded by Mr. Swilley to approve the transfer of Bus Contract for Bus #21 from Jeremy & Susan Stephens d/b/a S & J Bus Lines to Brown’s Van Service, Inc. (Joseph & Wendy Brown). Voting: Motion carried unanimously - see resolution number eight in the minute book.

Resolution #9: A motion was made by Mrs. Teeters and seconded by Mr. Swilley to approve the transfer of Bus Contract for Bus #22 from Paul Goodwin to Walters Transport Inc. (Charlene & Roger Walters). Voting: Motion carried unanimously - see resolution number nine in the minute book.

Tunkhannock Area School District
Board Minutes – Public Work Session/Board Meeting
August 21, 2014

Resolution # 10: A motion was made by Mr. Swilley and seconded by Mr. Weidner to approve the Contractual Service Agreement for meals for Luzerne County Head Start, Inc. Voting: Motion carried unanimously - see resolution number ten in the minute book.

Mr. Healey asked and the Board agreed to schedule an Extracurricular meeting on August 25th at 8:30PM in the 1st floor Board room of the Central Administration Building.

Mr. Healey announced that Conrad Seigel Actuaries would be making a presentation to the Board on the results of their analysis of the District's Welfare Benefits programs in the context of the Affordable Care Act. Mr. Healey turned the floor over to Christine Parrish, the Accounting Supervisor in the District's Business Office, and asked her to introduce the presenters from Conrad Seigel. Ms. Parrish introduced Jon Sapochak and Jim Pyne, Consulting Actuaries from Conrad Seigel.

<i>Citizen Comment</i>

Mr. Burke commented on the hiring of personnel and the desire to hire teachers with multiple certificates to enhance flexibility.

Mr. Baker commented on the posting of the Business & Finance meeting on the District website and the Board Secretary's new contract.

Mr. Charney commented on the amount that Teachers currently pay for Health Insurance.

Ms. Psolka commented on the supplemental agenda item A.1.d., the decision to fill positions prior to next week's Budget & Finance Committee meeting, the status of teacher contract negotiations and the timing of public comment.

Ms. Eckert commented on the cost of new hires.

Mr. Kozak commented on the biology teacher hiring.

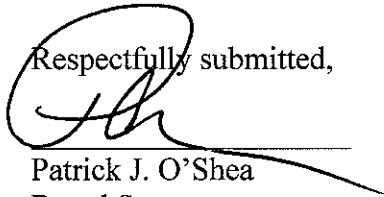
**Tunkhannock Area School District
Board Minutes – Public Work Session/Board Meeting
August 21, 2014**

A motion to adjourn was made at 9:14 PM by Mr. Swilley and seconded by Dr. Lane. Motion carried on all ayes.

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>	<u>8</u>	<u>9</u>	<u>10</u>
Lori Bennett	Absent									
Randy Greenip	Yes	Yes	No	No	Yes	Yes	Yes	Yes	Yes	Yes
Rob Parry	Absent									
Bill Swilley	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Kim Teeters	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	Yes	Yes	Yes	Yes
Sandy Lane	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Mick Cronin	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes

Respectfully submitted,



Patrick J. O'Shea
Board Secretary

Attachments: Exhibits A, B, C, D and Conflict of Interest Abstention memos for Mr. Weidner, Mr. Farr (2) and Mr. Swilley.

EXTRA CURRICULAR									
Name	Position	Salary	School Year	Complete Clearances					
NEW APPOINTMENTS EXTRA CURRICULAR 8/21/2014									
Anthony Chiarucci	Asst. Football Coach	\$3,842	2014-15	Complete					
John Grey	Girls Tennis	\$3,390	2014-15	Complete					
Robert Miroslaw	JH soccer	\$2,396	2014-15	Complete					
MIDDLE SCHOOL EXTRA CURRICULAR 2014-15 SCHOOL YEAR									
Wayne Bishop	MS Instrumental Activities 5th-6th	\$904	2014-15	Dist. Employee					
Kevin Kreinberg	MS Instrumental Activities 7th-8th	\$2,034	2014-15	Dist. Employee					
Kevin Kreinberg	MS Auditorium Sound/Lighting	\$1,559	2014-15	Dist. Employee					
Besty Sprout	MS Chorus 5th-6th	\$788	2014-15	Dist. Employee					
Wayne Bishop	MS Chorus 7th-8th	\$788	2014-15	Dist. Employee					
Lisa Burgess	Director of Activities- MS	\$2,200	2014-15	Dist. Employee					
Alison Wilson	Student Council Head -MS	\$1,250	2014-15	Dist. Employee					
Todd DeSando	Student Council Asst. - MS	\$700	2014-15	Dist. Employee					
Kevin Kreinberg	Yearbook MS	\$1,400	2014-15	Dist. Employee					

TUNKHANNOCK AREA SCHOOL DISTRICT
TEACHER SUBSTITUTE LIST

Art

Bagonis	Jessica
Trexler	Danelle
Wallace	McKinzie
Williams	Jennifer

Elementary

#	Baltrusaitis	Evelyn
	Barkley	Robert
	Cannon	Regina
	Corby	Sharon
	Costello	Summer
#	Gibbons	Susan
	Greenley	Laura
#	Grimaud	Helen
	Guy	Robert
#	Hunter	Ina
	Isenberg	Emily
	Kneal	Brittany
	McDonough	Anne
#	Mowry	Dianna
	Muthler	Justin
	Novajosky	Courtney
	Nudo	Alisha
	Parduski	Jennifer
	Parelli	Robin
	Parkison	Kelley
	Porter	Kim
	Romanchick	Danielle
	Rowan	Raechelle
	Smith	Amber
	Traveny	Raynele
	Williams	Jennifer

English/Communications

Murazzi	Michele
Searfoss	Brittany
Stuckey	Joan
Wilkie	Stephanie

Language Arts 4-8

King	Brenda
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Mid Level English 7-9

Barkley	Robert
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Business

#	McClurg	Rhonda
	Shaw	Janet

Early Childhood

McNamara	Lauren
Novajosky	Courtney

TUNKHANNOCK AREA SCHOOL DISTRICT
TEACHER SUBSTITUTE LIST

Social Studies/Citizenship

Stuckey	Joan
Zeme	Christian

Mid Level Citizenship

Barkley	Robert
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Physical Education

Selwood	Carol
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Vocational Education

# Johnson	Ethan
Shaw	William

Mid Level Science

Selwood	Carol
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General Science

Allen	Daniel
Tone	Justine

Special Education/Mentally/Physically Handicapped

Kneal	Brittany
McDonough	Anne
Nudo	Alisha
Parkison	Kelley

Mid Level Mathematics

Barkley	Robert
Wood	Brittany

Mathematics 7-12

Allen	Daniel
Wood	Brittany
Yeust	Sarah

Physics 7-12

Allen	Daniel
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Reading Specialist

# Guy	Robert
Shaw	Janet

Earth & Space Science 7-12

Shanahan	Paul
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School Nurse

# McCann	Cecelia
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Family & Consumer Science

# Sands	Cheryl
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PSERS Retiree - Can be called in only after exhausting all other substitutes

EXHIBIT C (page 2 of 2)

August 21, 2014

TUNKHANNOCK AREA SCHOOL DISTRICT
EDUCATIONAL SUPPORT PERSONNEL SUBSTITUTE LIST

CAFETERIA

Deats	Robin
Giovinazzo	Mary
Gregory	Beth
Howell	Ginger
Kopa	Sellina
Mowry	Clara
Robidoux	Carol
Severcool	Alice
Smith	Patty
Westfield	Donna

TEACHER AIDES/PARAPROFESSIONALS

Adams	Heather
Farr	Cindy
Faux	Christine
Giovinazzo	Mary
Gregory	Beth
Haney Luczak	Laura
Harvey	Robin
Howell	Ginger
Janosko	Sherry
Kopa	Sellina
Lance	Julia
Mowry	Clara
Roote	Angela
Steiner	Christine
Westfield	Donna

SECRETARIES

Adams	Heather
# Caudell	Deborah
Farr	Cindy
Faux	Christine
Gregory	Beth
Howell	Ginger
Janosko	Sherry
Kopa	Sellina
# Marini	Joann
Roote	Angela
Westfield	Donna

CUSTODIANS

Haney Luczak	Laura
Mikuika	Richard
Neeld	Joseph

NURSES

Franko	Mary Lou
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PSERS Retiree - Can be called in only after exhausting all other substitutes

Conflict of Interest Abstention Memorandum

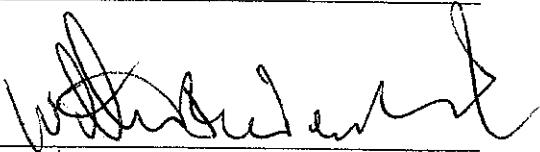
TO: Board Secretary, TUNKHANNOCK AREA School District
FROM: Bill Weidner board member
DATE: 8/21/2014

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 Bills (Resolution #2)

My conflict/reason for abstaining is as follows:

Employer


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, Tunkhannock Area School District
FROM: Phily C. Ferr 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:

PS Bank payment (Resolution #2)

My conflict/reason for abstaining is as follows:

I am an employee of PS Bank



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.

**Conflict of Interest
Abstention Memorandum**


TO: Board Secretary, TUNNANNOCK AREA School District
FROM: Phil Farr board member
DATE: 8/21/2014

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

Support Staff - Substitute List (Resolution # 3)
Cindy Farr - Sister in Law
Binger Howell - Sister

My conflict/reason for abstaining is as follows:

Relatives



Signature of board member

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

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**Conflict of Interest
Abstention Memorandum**

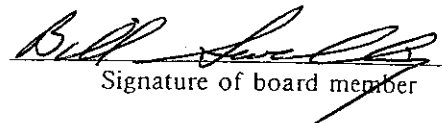
TO: Board Secretary, Twp Khamock School District
FROM: Bill Swilley board member
DATE: 8/21/14

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

Heather Adams (RESOLUTION #3)

My conflict/reason for abstaining is as follows:

Family Member


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.