

Tunkhannock Area School District
Board Minutes –Public Work Session/Board Meeting
December 13, 2018

The Tunkhannock Area School District Board of Directors 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.

Student Spotlight

Dr. Carroll introduced computer science teacher, Jennifer Dominick and her 7th Grade STEM Academy students, Brendan Yatsko, Marina Tague, Austin Kimelewski, Samantha Ball, Kylie Zaleski and Garrett Robinson. Each student displayed a personal website which they Hs created using the coding languages of HTML and CSS.

Community Spotlight

The Board recognized *Peoples Security Bank & Trust* for their generous award of \$5,100.00 to support education. These funds will be used to offset the cost of Dual Enrollment courses taken by High School students through local colleges.

Enrollments

Enrollment statistics were provided for information only.

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Minutes

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

1. November 19, 2018 Public Work Session/Board meeting

Superintendent's Report

Resolution # 2 : A motion was made by Mr. Weidner and seconded by Mr. Parry to approve the Business and Finance items listed. Voting: Motion carried (5 – Yes, 1 – No) - see resolution number two in the minute book. (Item VIII. 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

November 9, 2018	\$827,111.72
November 21, 2018	\$774,657.29
 - b. Cafeteria

November 9, 2018	\$ 29,149.95
November 21, 2018	\$ 23,031.54
 - c. Chapter I

November 9, 2018	\$ 17,002.78
November 21, 2018	\$ 17,002.78
3. Ratify wire/ACH/fund transfers as presented.
4. Ratify district bills as presented in the amount of \$899,865.05

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5. Bills as presented:
 - a. District - \$393,670.64
 - b. Cafeteria - \$127,565.70
6. District Financial reports as presented.

Resolution # 3 : A motion was made by Mr. Parry and seconded by Mrs. Arnold to approve items from the Superintendent’s Report as indicated below. Voting: Motion carried (5 – Yes, 1 – No) - see resolution number three in the minute book.

1. Revision of the resignation date of Alyssa Romanuski, Primary Center Reading Assistant from 11/21/18 to 12/5/18.
2. Appointment of Kristin Vogel Bassett as Primary Center Reading Assistant – 5.5 hrs/day – \$15.05/day. Start date to be determined. Clearances and TB testing are on file as required.
3. Appointment of Karen Depietro as a long term substitute for the remainder of the 2018-19 school year as a kindergarten teacher in the Primary Center, pending receipt of updated clearances & TB testing. Start date to be determined. B, Step 1 – \$46,332.00 prorated.
4. Appointment of Extra Curricular positions as listed. Clearances & TB testing on file as required.

a.	Hannah Merkh	Play Assistant Dramatics	\$1480.00
b.	Hannah Merkh	Musical Assistant Dramatics	\$1,284.00
c.	Jen Geary	Musical Accompanist Dramatics	\$1,284.00
d.	Tara Kasperowski	Musical Vocal Director Dramatics	\$1,733.00
e.	Ryan Holdredge	Drama/Musical Choreographer	\$1,733.00
f.	Matthew Zona	7 th /8 th Grade Head Baseball Coach	\$2,822.00
5. Appointment of Kara Stair as a Custodial Support Staff Substitute. Clearances on file, TB testing pending.
6. Approval of volunteers for the 2018-19 school year as presented. Clearances & TB testing on file as indicated. (See Exhibit A)
7. Approval of Gabrielle Aukema as a van driver for Walters Transport. Clearances & TB testing on file in the Director of Transportation’s Office as required.
8. Approval of conference attendance as follows:

a.	Mary Gene Eagen	ATSI	\$138.43
b.	Mary Gene Eagen	Center for Safe Schools	\$819.84
c.	Mary Gene Eagen	PAFPC ISP	\$1,279.11

Superintendent McPherson updated the Board & Community on the following items:

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- The Administrative team continues to seek ways to improve substitute coverage of classes when teachers are away from their classroom due to illness, personal reasons, professional development, etc.
- Appraisals of the three outlying buildings has been completed.
- The Pennsylvania Department of Education’s *Future Ready PA Index* was scheduled to go live today. This replaces the School Performance Profile previously used by the state.
- Update on the 2018-19 District Budget. Board members commended administration and staff for their efforts in reducing the need to use funds from the district’s fund balance. This amount has been significantly reduced from past years.

Committee Reports

None.

Resolution # 4 : Mr. Farr requested a motion to amend the agenda under New Business Item #4 from “Discussion of open HVAC position” to “Hiring of a HVAC Technician”. A motion was made by Mrs. Arnold and seconded by Mr. Parry to amend the agenda as requested. Voting: Motion carried unanimously – see resolution number four in the minute book.

Unfinished Business

Resolution # 5 : A motion was made by Mrs. Gregory and seconded by Mr. Weidner to approve the second reading of the following Policies/Attachments. Voting: Motion carried unanimously – see resolution number five in the minute book.

1. Revision of Attachment on Procurement – Federal Program to Board Policy No. 626
Federal Fiscal Compliance
2. Board Policy No. 610 – Purchases Subject to Bid/Quotation

The approved scheduled of 2019 School Board meeting was provided for information only.

New Business

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

Resolution # 6 : A motion was made by Mr. Weidner and seconded by Mrs. Arnold to approve Bus/Van Contract amounts as presented. Voting: Motion carried unanimously – see resolution number six in the minute book.

A copy of 2019 School Board Committees was provided. (See Exhibit B)

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Resolution # 7 : A motion was made by Mr. Parry and seconded by Mr. Weidner to approve the appointment, pending receipt of clearances & TB testing, of Mitch Zampetti as a district HVAC Technician. \$15.80/hr – 8 hrs/day – 12-month position. Start date to be determined. 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. Weidner to approve the installation of a digital sign at the entrance to the High School off of West Tioga Street. The sign will be in compliance with the conditions specified by the Tunkhannock Borough Zoning Board issued at the November 21, 2018 Tunkhannock Borough Zoning Hearing. (See Exhibit C) Voting: Motion carried unanimously – see resolution number eight in the minute book.

Resolution # 9 : A motion was made by Mr. Parry and seconded by Mr. Weidner to approve a resolution to commit resources on the financial statements for the fiscal period ending June 30 2018 as per Government Accounting Standards Board Statement #54 (GASB54) in the amount of \$2,500,000.00 for the purpose of future PSERS rate increases and Capital Projects. Voting: Motion carried unanimously – see resolution number nine in the minute book.

Resolution # 10 : A motion was made by Mr. Parry and seconded by Mr. Weidner to approve an Electricity contract with Direct Energy for a term of 48 months. The contract does not include a commitment for a minimum amount of usage commitment. (See Exhibit D) Voting: Motion carried unanimously – see resolution number ten in the minute book.

Resolution #11 : A motion was made by Mr. Parry and seconded by Mrs. Arnold to approve a resolution for the 2019-20 Budget not to exceed the Act 1 index of 2.8% (See Exhibit E) Voting: Motion carried unanimously – see resolution number eleven in the minute book.

Resolution # 12 : A motion was made by Mr. Parry and seconded by Mr. Weidner to approve a budget transfer for the High School. (See Exhibit F) Voting: Motion carried unanimously – see resolution number twelve in the minute book.

Resolution # 13 : A motion was made by Mr. Parry and seconded by Mr. Weidner to approve the sale of the transportation contracts for Buses #6, #10, #24 & #42 from Albert E. Brown to Traver’s Transportation LLC, effective 1/1/19. Voting: Motion carried unanimously – see resolution number thirteen in the minute book.

Public Comment

None.

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A motion to adjourn was made at 8:10 pm by Mr. Parry and seconded by Mrs. Arnold. 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>	<u>11</u>	<u>12</u>	<u>13</u>
Holly Arnold	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Lori Bennett	Absent												
Shana Gregory	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Rob Parry	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Bill Prebola	Absent												
Bill Swilley	Absent												
John Burke	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Bill Weidner	Yes	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Phil Farr	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

Respectfully submitted,



Caroline Lawson
Board Secretary

Attachments: Exhibit A, B, C, D, E, F and Conflict of Interest memorandums (Mr. Weidner)

Exhibit A

Volunteers 12/13/18
2018-19 School Year

Last	First
Aitken	Sawyer
Brown	Sheileen
Daniels	Angela
Holdredge	Heater
Hyde	Mammy
King	Olivia
Kinney	Laura
Kitchnefsky	Michelle
Kline	Diane
Miner	Cindy
Norris	Thomas
Spudis	Heather
Woodruff	Amy Paciej
Yaroslawski	Amanda

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

Tunkhannock Area School Board
Committees for 2019

Building & Grounds	* Bill Weidner John Burke Shana Gregory	Legislative Chairman	Holly Arnold
		I.U Representative	Rob Parry
Cafeteria	* Lori Bennett Philip Farr Bill Weidner	Advisory Senate	Bill Prebola
		Sick Leave Bank	Bill Weidner
Extra-Curricular	* Bill Prebola Lori Bennett Rob Parry	Negotiations Committee	
		Act 93	Lori Bennett Bill Swilley John Burke
Technology	* Bill Swilley Bill Prebola Holly Arnold	Teachers	Bill Prebola Philip Farr Holly Arnold
Transportation & Safety	* Rob Parry Shana Gregory Bill Weidner	Support	Rob Parry Bill Weidner Shana Gregory
Human Resources	* John Burke Rob Parry Philip Farr		
Budget & Finance	* John Burke Bill Swilley Philip Farr		
Curriculum	* Holly Arnold Shana Gregory Bill Swilley		
Policy	* Holly Arnold Bill Prebola Lori Bennett		

Exhibit C

TIMOTHY M. MICHAELS

ATTORNEY AT LAW
114-1 WARREN STREET
TUNKHANNOCK, PA 18657

MEMBER
PA & NY BARS

TEL: (670) 836-8811
FAX: (670) 836-8966
e-mail: timothymichaelsesq@yahoo.com

December 5, 2018

Tunkhannock Area School District
Attn: Heather McPherson
41 Philadelphia Avenue
Tunkhannock, Pennsylvania 18657

**Re: Zoning Hearing Board Application
Application No.: V-2018-11-21**

Dear TASD:

I am the Solicitor for the Tunkhannock Borough Zoning Hearing Board. My letter to you is in reference to the hearing held on November 21, 2018, concerning your application for a variance.

Please allow this letter to confirm that your application for a variance was modified to a request for an exemption under Section 1307 of the Tunkhannock Borough Zoning Ordinance. After a review of your request, the Zoning Hearing Board agreed that the work you intended to perform, the installation of an electronic notification sign of approximately 24 square feet per side, is exempt from the Zoning Ordinance because the same constitutes a non-commercial, government sign.

In addition to displaying non-commercial information, TASD agreed that the sign would abide by all other ordinances and regulations including the Borough's nuisance ordinance in that the sign would not be lit between the hours of midnight and sunrise, and that the light emanating from the sign not cause or create any hazardous conditions to traffic or pedestrians at the intersection where it is planned to be installed. Further, you acknowledged that you will also be required to comply with any permitting and inspection requirements of the Borough's other ordinances.

Should you disagree with this assessment of the outcome of the hearing, you have the right to file an appeal with the Court of Common Pleas of Wyoming County within 30 days of the date that this letter is mailed to you.

Very truly yours,

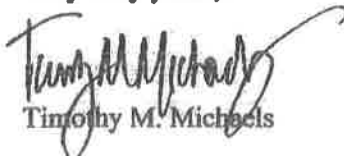

Timothy M. Michaels

Exhibit D

Electricity Generation/Transmission Pricing
(Cents/KwH including PAGRT*)

	Contract Term (months)			
	12	24	36	48
2019 Quote	6.162	5.827	5.675	<u>5.592</u>
2016	6.124	6.052	<u>6.007</u>	
2015	<u>6.210</u>	6.243	6.236	
2013 & 2014	6.056	<u>6.089</u>		
2012	<u>5.786</u>			
2011	<u>5.920</u>			

Estimated Generation/Xmsn Annual

Savings	(\$11,009.34)	\$12,907.50	\$23,764.99	\$29,687.26
<u>Savings for Contract Term</u>	<u>(\$11,009.34)</u>	<u>\$25,815.01</u>	<u>\$71,294.98</u>	<u>\$118,749.04</u>

*PAGRT - Pennsylvania Gross Receipts Tax of 6.27%

**Based on usage of: 7,144,678 KwH/Year

Direct Energy

**TUNKHANNOCK AREA SCHOOL DISTRICT
BOARD OF DIRECTORS**

RESOLUTION

WHEREAS, on June 27, 2006, the Pennsylvania legislature passed Act 1 of Special Session 2006, entitled the "Taxpayer Relief Act" (hereinafter "Act 1");

WHEREAS, Act 1 requires school districts to limit tax increases to the level set by an inflation index unless the tax increase is approved by voters in a referendum or the school district obtains from the Department of Education or a court of common pleas certain referendum exceptions;

WHEREAS, Act 1 does, however, allow a board of school directors to elect to adopt a resolution indicating that it will not raise the rate of any tax for the support of the public schools for the following fiscal year by more than its index, provided this resolution must be adopted no later than 110 days prior to the date of the election immediately preceding the upcoming fiscal year;

WHEREAS, the TUNKHANNOCK AREA SCHOOL DISTRICT index for the 2019-2020 fiscal year is 2.8%

WHEREAS, the TUNKHANNOCK AREA SCHOOL DISTRICT Board of Directors has made the decision that it shall not raise the rate of any tax for the support of the TUNKHANNOCK AREA SCHOOL DISTRICT for the 2019-2020 fiscal year by more than its index.

AND NOW, on this 13th day of December, 2018, it is hereby RESOLVED by the TUNKHANNOCK AREA SCHOOL DISTRICT (hereinafter "District") Board of Directors (hereinafter "Board") the following:

1. The Board certifies that it will not increase any school district tax for the 2019-2020 school year at a rate that exceeds the index as calculated by the Pennsylvania Department of Education.
2. The Board certifies that it will comply with the procedures set forth in Section 687, of the Pennsylvania Public School Code (hereinafter "School Code"), 24 P.S. §6-687, for the adoption of its proposed and final budget.
3. The Board certifies that increasing any tax at a rate less than or equal to the index will be sufficient to balance its final budget of the 2019-2020 fiscal year.
4. The Administration of the District will submit the District's information on a proposed increase in the rate of a tax levied for the support of the District to the Pennsylvania Department of Education on the uniform form

prepared by the Pennsylvania Department of Education no later than five days after the Board's adoption of this Resolution.

5. The Administration of the District will send a copy of this Resolution to the Pennsylvania Department of Education no later than five days after the Board's adoption of this Resolution.
6. The Board understands and agrees that by passing this Resolution it is not eligible to seek referendum exceptions under Section 333(f) of Act 1 and is not eligible to request approval from the voters through a referendum to increase a tax rate by more than the index as established for the 2019-2020 fiscal year.
7. Once this Resolution is passed, the Administration of the District is not required to comply with the preliminary budget requirements set forth in paragraphs (a) and (c) of Section 311 of Act 1. Provided, however:
 - (a) The Board understands and agrees that, upon receipt of the information submitted by the District as set forth in paragraphs 4 and 5 above, the Pennsylvania Department of Education shall compare the District's proposed percentage increase in the rate of the tax with the index.
 - (b) Within ten days of the receipt of this information, the Pennsylvania Department of Education shall inform the District whether its proposed tax rate increase is less than or equal to the index.
 - (c) If the Pennsylvania Department of Education determines that the District's proposed increase in the rate of the District's tax exceeds the index, the District is subject to the preliminary budget requirements as set forth in paragraph (a) and (c) of Section 311 of Act 1.

Attest:

Board Secretary

Board President

(SEAL)

Exhibit F



TUNKHANNOCK AREA SCHOOL DISTRICT

M. Todd Bosscher
Principal
High School

November 19, 2018

LETTERS

Request:

Transfer the following funds:

\$500.00

From: General (Supplies) 1110-610-000-30-830

To: Math (Supplies) 1110-610-000-30-830-110

Purpose:

To cover the cost of 25 hand held calculators needed for the 8th grade

M. Todd Bosscher

Conflict of Interest Abstention Memorandum

TO: Board Secretary, TUNKHANNOCK AREA School District
FROM: Bill Weidner 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:

TYLER HOSPITAL
VIII Superintendent's Report
5a District Bills

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 111) prohibits voting to hire certain relatives.