

**Tunkhannock Area School District
Board Minutes – Public Work Session/Board Meeting
September 14, 2017**

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
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 7:34PM and then led the Pledge of Allegiance.

Mr. Farr turned the floor over to Mr. Jerry Furman, Treasurer of the Mehoopany Charter School Foundation. Mr. Furman made a brief presentation on the status of the Foundation.

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

Public Comment on Agenda Items Only

Mr. Baker commented on the Act 93 adjustments.

Enrollments

Mr. Farr pointed out that the enrollments were included in the Board packet for information.

Minutes

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

1. August 17, 2017 Public Work Session/Board Meeting as presented.

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. Voting: Motion carried unanimously (Mr. Swilley abstained from voting on Heather Adams in item number 9 & 10. Mrs. Arnold abstained from voting on herself in item number 10)- see resolution number two in the minute book.

Tunkhannock Area School District
Board Minutes – Public Work Session/Board Meeting
September 14, 2017

1. Rescind the resignation of John Joseph as Assistant Boys Varsity Soccer Coach.
2. Appointment of K-12 Coordinators as listed:
 - a. Barbara Sick Art \$600.00
 - b. Kevin Kreinberg Music \$700.00
 - c. Paul Grabowski Phys. Ed. \$500.00
 - d. Jill McClain Title I \$600.00
3. Laurie Slusser as a Support Staff Substitute for the Cafeteria. All clearances and TB testing are on file in the Superintendent's Office as required by district policy.
4. Mentors for newly hired teachers as follows:
 - a. Harry Quinnan (Franza)
 - b. Ellyn Harvey (Grosvenor-Wynne)
5. Transfer of Melanie Zeunen from a Food Service Worker Level 3 to Food Service Worker Level 2 at the High School for 5.75 hrs/day - \$13.70/hr – Student Days – Retro to 9/7/17.
6. Transfer of Amy Yuhas from an classroom instructional aide to an elementary paraprofessional for 6.5 hrs/day - \$14.00/hr – Student Days – Retro to 9/7/17.
7. Transfer of Pilar Williams from an classroom instructional aide to an elementary paraprofessional for 6.5 hrs/day - \$14.00/hr – Student Days – Retro to 9/7/17, pending verification of degree.
8. Transfer of Heather Adams from a clerical aide to a classroom instructional aide for 5.5 hrs/day - \$12.50/hr – Student Days – Retro to 9/7/17.
9. Volunteers as presented. All candidates have on file in the Superintendent's Office clearances and TB testing as required by district policy. (see Exhibit A attached)
10. Award tenure to the following teachers:
 - i. Caitlin Gaughan – Effective 8/26/17
 - ii. Krista Dymond – Effective 8/26/17
 - iii. Jill Oliver – Effective 8/26/17
 - iv. Rebecca Tonge – Effective 8/26/17
 - v. Samantha Cyphers – Effective 9/8/17
11. Appointment of Kenneth Walters as a van driver & substitute bus driver. All clearances and TB testing are on file in the Director of Transportation's office.
12. Conference attendance as listed:
 - a. Jill Oliver IMPACT Leadership in Education \$407.84
 - b. Mary Gene Eagen New Superintendent's Academy \$965.80

Ms. McPherson pointed out that item number 2 on the original agenda regarding the resignation of Nicole Ferguson was removed and tabled.

Tunkhannock Area School District
Board Minutes – Public Work Session/Board Meeting
September 14, 2017

Resolution # 3 : A motion was made by Mr. Swilley and seconded by Mr. Parry to approve the item from the Superintendent’s Report listed below with the clarification that all the individuals listed have been spoken with and understand that these are one-year positions.
Voting: Motion carried unanimously - see resolution number three in the minute book.

1. Appointments, pending receipt of all clearances and TB testing, of Food Service Workers, Level 3, as listed. Effective dates to be determined by receipt of all clearances and TB testing.
 - a. Bridget Seidel 3.75 hrs/day \$11.75/hr Student Days High School
 - b. Vicki Tupper 3.0 hrs/day \$11.75/hr Student Days Roslund
 - c. Elizabeth Paxton 3.5 hrs/day \$11.75/hr Student Days Roslund

Resolution # 4 : A motion was made by Mr. Parry and seconded by Mr. Swilley to approve the items from the Supplemental Agenda below. Voting: Motion carried unanimously - see resolution number three in the minute book.

- I. Volunteers as presented. All candidates have on file in the Superintendent’s Office clearances and TB testing except as noted. (see Exhibit B attached)
- II. Recommended that a resolution be adopted to approve Memorandums of Understanding for the positions listed below for the 2017-18 school year:
 - a. Assistant Junior High Soccer Coach
 - b. Girls Tennis Assistant Coach
- III. Appointments of the following extra-curricular positions:

a. John Joseph	Boys Assistant Soccer	\$2,751.00
b. Chris DeMarco*	Assistant Junior High Soccer	\$1,329.00
c. Josef Reese*	Girls Tennis Assistant Coach	\$2,751.00

*pending receipt of clearances and TB testing
- IV. Appointment of the following Middle School Co-Curricular positions:

a. Lisa Sniscak	Student Activities	\$2,333.00
b. Kevin Kreinberg	Yearbook	\$1,484.00
c. Kevin Kreinberg	Instrumental Activities 7/8	\$2,117.00
d. Mackenzie Anderson	Instrumental Activities 5/6	\$ 963.00
e. Betsy Sprout	Chorus 7/8	\$ 865.00
f. Betsy Sprout	Chorus 5/6	\$ 865.00
g. Kevin Kreinberg	Auditorium Sound/Lighting	\$1,731.00
- V. Nursing service contract with the following agencies for the 2017-18 school year:
 - a. Bayada Home Health Care, Inc.
 - b.
 - c. Interim Health Care of NEPA

Tunkhannock Area School District
Board Minutes – Public Work Session/Board Meeting
September 14, 2017

Resolution # 5 : A motion was made by Mr. Parry and seconded by Mrs. Arnold to approve the item listed below from the Supplemental Agenda. Voting: Motion carried unanimously - see resolution number five in the minute book.

1. \$5,400 Salary Adjustment for Act 93 School Psychologist Jennifer Zdaniewicz

Resolution # 6 : A motion was made by Mr. Swilley and seconded by Mr. Greenip to approve the item listed below from the Supplemental Agenda. Voting: Motion carried unanimously - see resolution number six in the minute book.

1. Approval to post for a 1-year Grant Writing Position

Ms. McPherson turned the floor over to Dr. Kelly Carroll who provided the Board with a brief update on the projects she is working on to facilitate the School Consolidation effort.

Ms. McPherson shared a presentation she made to the teachers and staff on opening day concerning her goals and the objectives for the District – her “4 Buckets”.

1. Develop a Learning Culture
2. Develop Powerful Instructional Practices
3. Plan for a Standards-aligned Performance-based Collaborative Curriculum
4. Build Career Pathways for All students

Committee Reports

None

Unfinished Business

Resolution # 7 : A motion was made by Mr. Swilley and seconded by Mr. Weidner to approve the second reading of District Policy 204 Pupil Attendance. Voting: Motion carried unanimously - see resolution number seven in the minute book.

New Business

Resolution # 8 : A motion was made by Mr. Parry and seconded by Mr. Swilley to approve entering into a Concurrent Enrollment Agreement with The Pennsylvania State University on behalf of its Wilkes-Barre campus. Voting: Motion carried unanimously - see resolution number eight in the minute book.

Resolution # 9 : A motion was made by Mr. Parry and seconded by Mrs. Arnold to approve the proposal of Conrad Siegel Actuaries for 2017 ACA Employer Reporting. 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 the acceptance of two GM Training Vehicles from the Harrisburg Area Community College Automotive Program for the THS Auto Technology Program - see resolution number ten in the minute book.

**Tunkhannock Area School District
Board Minutes – Public Work Session/Board Meeting
September 14, 2017**

Resolution # 11 : A motion was made by Mr. Parry and seconded by Mr. Weidner to approve the disposal by selling or donating, approximately 150 (circa 1998) Band Uniforms that are no longer used - see resolution number eleven in the minute book.

Resolution # 12 : A motion was made by Mr. Parry and seconded by Mr. Weidner to approve budget transfers, as presented, for the 2016-17 school year to comply with the PDE chart of accounts instructions to combine equipment and supplies categories - see resolution number twelve in the minute book.

Resolution # 13 : A motion was made by Mr. Parry and seconded by Mr. Weidner to approve an overnight field trip for the THS Band and some Select Chorus members to Nashville, Tennessee - see resolution number thirteen in the minute book.

Resolution # 14 : A motion was made by Mr. Swilley and seconded by Mr. Parry to approve an agreement between Luzerne County Head Start Inc. and Tunkhannock Area School District for the purchase of meals - see resolution number fourteen in the minute book.

Public Comment

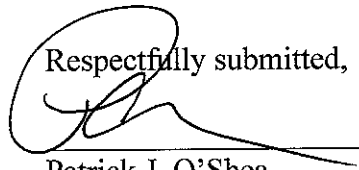
Mr. Sick commented on the Grant Writing position, the Board Solicitor and the Charter School.

A motion to adjourn was made at 8:26 pm by Mr. Parry and seconded by Mr. Swilley. 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>	<u>11</u>	<u>12</u>	<u>13</u>	<u>14</u>
Holly Arnold	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Lori Bennett	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Randy Greenip	Yes	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	Yes
Bill Prebola	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Bill Swilley	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
John Burke	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Bill Weidner	Yes	Yes	Yes	Yes	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	Yes

Respectfully submitted,



Patrick J. O'Shea
Board Secretary

Attachments: Exhibits A, B and Conflict of Interest Memoranda from Mr. Swilley & Mrs. Arnold.

Volunteers 9-14-17
2017-18 School Year

Volunteers Last	First	Activity or School	*Hopper	Jodi	MS/HS	Turner	Jessica	MEH/MS/HS
Arnold	Holly	District	Howell	Joy	MEH/HS	Vangasbeck	Erin	MC
Adams	Heather	MEH/MS	Jenkins	Jessica	MEH/MS	Walsh	Brandy	MEH/MS
Ball	Jolene	MS/HS	Kaletka	Christina	ROS/HS	*Williams	Heather	MS
*Berry	Andrew	MS/HS	Kaletka	Eric	ROS/HS	Williams	Nichol	MS
*Berry	Darcy	EF/MS	Keller	Jennifer	ROS	*Wilson	Nicol	EF/MS
Bonnice	Levi	MC/MS	Klose	Jennifer	MS	Wojnarski	Carole	MS
Bonnice	Melissa	MC/MS	*Kovolenus	Gwendolyn	MS	Woods	Kelly	EF/MS
Boock	Jodi	MEH	Kozloski	Tami	ROS	Yadlosky	Justin	MS/HS
Brown	Marcy	EF/MS	*Kuback	Stephanie	EF/MS	Yadlosky	Laura Brown	MS/HS
*Brown	Sheileen	MS/HS	LaChase	Nicholas	MS			
Brown	Stacy	MS/HS	Landon	Kristin	ROS/HS			
Butler	Jacquelyn	EF/MS	*Lupinski	Sara	MS			
Cooper	Brandi	MEH	*MacMillan	Kimberly	MS			
Corby	Becky	EF	*Mahle	Nancy	EF/MS			
Cordes	Stacy Jo	MC/MS	Martin	Donalynn	MC/MS			
Darrow	April	MS	Mateus	Heather	MEH/MS			
*Davis	Billie Jo	ROS/MS	Miner	Melinda	MEH/MS			
*Dickinson	Terra	ROS/MS	*Montross	Paola	EF/MS			
Elgin	Tiffany	MS/HS	*Murray	Nicole	EF/MS			
Finkler	William	MEH/MS	Newhart	Chelsea	MEH/MS			
Franko	Karri	MS/MS/HS	Powell	Leigh	MEH/MS			
Fritch	Kelly	MS	Price	Arlene	MEH			
Furneaux	Patricia	MS	Radwanski	Kimberly	MS			
*Geary	Paula	EF	*Ramage	Christine	HS			
Golden	Shannon	ROS	Robinson	Denise	ROS			
Graves	Holly	MC	Romanuski	Lynn	EF			
Gregory	Shana	MC/MS	Salter	Estera	ROS/MS			
Gregory	Tracy	MC/MS	Shaver	Betty Ann	MS			
Harvey	Carissa	MEH/MS	Shaver Jr	Tom	MS			
Hedrick	Dawn	MS/ROS	Shaver Sr	Tom	MS			
Hopfer	Gerald	MS/HS	Stauffer	Jeffery	MS			
			Stull	Denise	MC			
			Tupper	Vicki	EF			

* Indicates an updated clearance/s will be required during the 2017-18 school year.

EXHIBIT A

Volunteers 9-14-17
2017-18 School Year

Volunteers

Last	First	Activity or School			
Anderson	Robyn	ROS/MS		Amy	HS
Ciufo	Linda	MEH		Justin	HS
Cook	Jamie	MEH		Julian	HS
Eckert	Paula	MS/HS		Katie	HS
Faux	Sarah	MEH		John	HS
Gregory	Beth	MC/MS		Steven	HS
Gundling	Michelle	MC/MS			
Hirkey	Fred	HS			
Hirkey	Leslie	HS			
Kinney	Laura	MC/MS			
Kuffa	April	ROS			
Kuffa	Matthew	ROS			
LaBar	Chris	ROS			
Mayo-Otto	Lori	MS			
Mikus	Walter	MS			
Moran	Celeste Ann	MC/HS			
Peterson	Rebecca	MEH			
Pettis	Adrienne	MC			
Shedd	Shannon	MC/MS			
Tague	Stephanie	District			
Teel	Kelley	MS			
Thomas	Karen	MC			
Valvano	Valerie	ROS			
VanNess	Christine	MC/MS			
Volker	Lisa	ROS/MS			
*Walsh	Tara	MC/MS			
Zalewski	Linda	MC			
**Anderson	Cody	HS	**Jacob		
**Bhavsar	Nirav	HS	**Kostelansky		
**Buchanan	Dale Ann	HS	**Lasota		
**Cunningham	Patrick	HS	**Maley		
			**Pittenger		
			**Salters		

* Indicates an updated clearance/s will be required during the 2017-18 school year.
** Pending Act 24

EXHIBIT B

**Conflict of Interest
Abstention Memorandum**

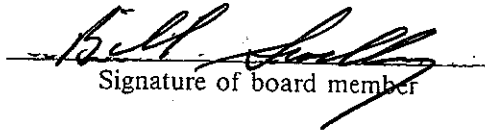
TO: Board Secretary, TUNKHANNOCK AREA School District
FROM: Bill Swilley board member
DATE: 9/14/17

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

10 + 11, Heath Adams is family member

My conflict/reason for abstaining is as follows:

10 + # 11 Heather Adams is family member


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: Holly Arnold board member
DATE: 9-14-17

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

Volunteer Self

My conflict/reason for abstaining is as follows:

Volunteer Self

Holly Arnold
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.