

TUNKHANNOCK AREA SCHOOL DISTRICT
TUNKHANNOCK, PENNSYLVANIA

BOARD OF SCHOOL DIRECTORS
WORK SESSION/BOARD MEETING
ADMINISTRATION
THURSDAY, FEBRUARY 8, 2018

I. Call to Order

II. Pledge of Allegiance

III. Public Comments on Agenda Items Only

IV. Enrollments (pp4-8)

V. Approval of Minutes

1. Recommend that a resolution be adopted to approve the Board minutes of the January 25, 2018 Public Work Session/Board Meeting as presented. (pp9-16)

Motion by _____ Seconded by _____

VI. Superintendent's Report

1. Recommend that a resolution be adopted to approve the retirement of Mary Harvey, Middle School custodian, effective 5/1/18. (p17)

Motion by _____ Seconded by _____

2. Recommend that a resolution be adopted to approve the resignation of Robert Barkley, Paraprofessional, effective 2/28/18. (p18)

Motion by _____ Seconded by _____

3. Recommend that a resolution be adopted to approve a 6 month sabbatical leave of absence for employee #784.

Motion by _____ Seconded by _____

4. Recommend that a resolution be adopted to approve the appointment of Extra Curricular positions as listed. Clearances and TB testing are on file in the Superintendent' Office as indicated. (p19)

Motion by _____ Seconded by _____

5. Recommend that a resolution be adopted to approve volunteers as listed below.
Clearances and TB testing are on file in the Superintendent's Office.

- a. Robert Hug High School
- b. Erica Iacovazzi Mill City

Motion by _____ Seconded by _____

6. Recommend that a resolution be adopted to approve Jill Murley as a Support Staff Substitute. Clearances and TB testing are on file in the Superintendent's Office.

Motion by _____ Seconded by _____

7. Recommend that a resolution be adopted to approve overnight field trips as listed.

- a. Ken Luckey PMEA Band Festival 2/22-24 (p20)
- b. Jason Keown FBLA State Leadership Conference 4/8-11 (p21)

Motion by _____ Seconded by _____

8. Update on School Consolidation Project by Dr. Kelly Carroll

VII. Committee Reports

<u>Ad Hoc (Building Closure) Committee</u>	<u>Philip Farr</u>
<u>Advisory Senate</u>	<u>Bill Prebola</u>
<u>Budget & Finance Committee</u>	<u>John Burke</u>
<u>Building & Grounds Committee</u>	<u>Bill Weidner</u>
<u>Cafeteria Committee</u>	<u>Lori Bennett</u>
<u>Curriculum Committee</u>	<u>Holly Arnold</u>
<u>Extra Curricular Committee</u>	<u>Bill Prebola</u>
<u>Human Resources</u>	<u>John Burke</u>
<u>Intermediate Unit Representative</u>	<u>Lori Bennett</u>
<u>Legislative Chairman</u>	<u>Bill Prebola</u>
<u>Negotiations Committee</u>	_____
<u>Act 93</u>	_____
<u>Teacher's</u>	_____
<u>Support</u>	_____
<u>Policy Committee</u>	<u>Holly Arnold</u>
<u>Sick Leave Bank Committee (Support Staff)</u>	<u>Bill Weidner</u>
<u>Technology Committee</u>	<u>Rob Parry</u>
<u>Transportation & Safety Committee</u>	<u>Rob Parry</u>
<u>PSBA Liaison</u>	<u>Bill Prebola</u>

VIII. Unfinished Business

1. Recommend that a resolution be adopted to approve the second reading of School Board Policy No. 251 Homeless Students. (pp22-24)

Motion by _____ Seconded by _____

XI. New Business

1. Completion by TASD School Board Members of Luzerne Intermediate Unit #18 Election Ballot. (pp25-26)
2. 2018-2019 Fuel Oil Bid (pp27-30)
3. Recommend that a resolution be adopted to approve the disposal of the following items located in the High School. (p31)
 - a. Obsolete/broken band equipment
 - b. Obsolete/broken auditorium lights/sound equipment

Motion by _____ Seconded by _____

IX. Additional Public Comments

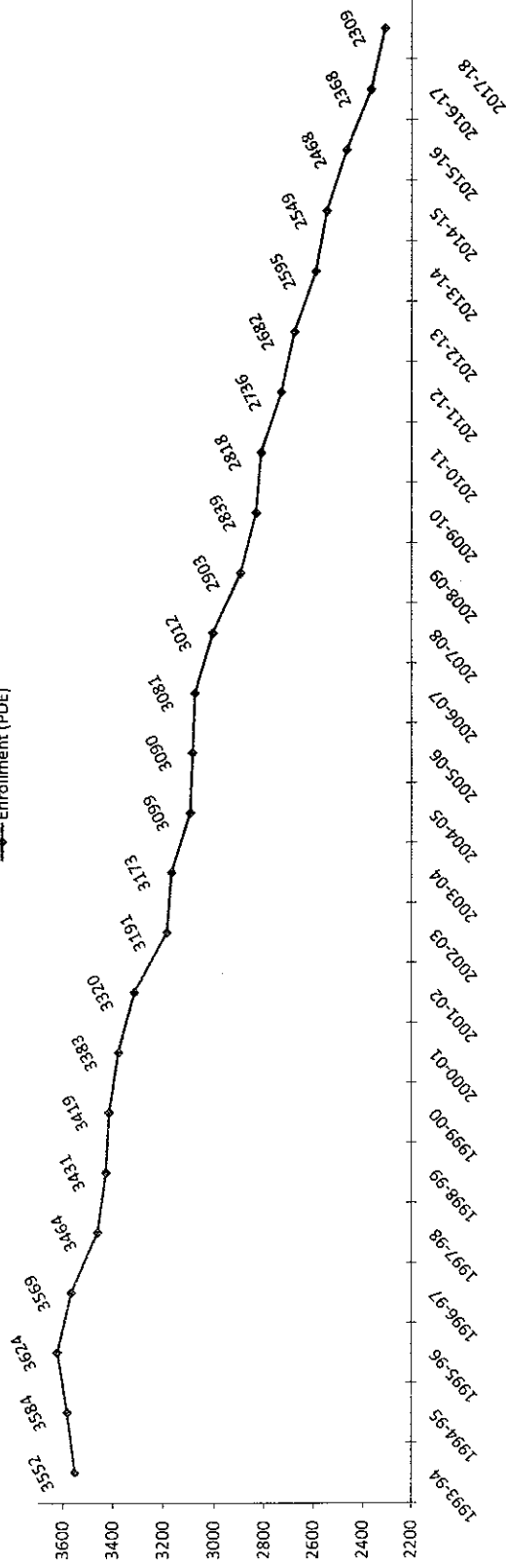
X. Adjournment

Motion by _____ Seconded by _____

Tunkhannock Area School District Enrollment History

(as of 10/1 each year)

◆ Enrollment (PDE)



Tunkhannock Area School District Enrollment Homerooms 2017-2018

Evans Falls

Grade	Teacher	Total Students	Additional	Less
Kindergarten	Ms. Quinn	20		
Kindergarten	Patti Quinnan	19		
Total		39		
Grade 1	Sue Williams	22		
Grade 1	Susan Traver	22	1	
Total		44		
Grade 2	Cheryl Montross	13	1	
Grade 2	Judy Weber	13		
Grade 2	CSC	1		
Total		27		
Grade 3	Marlene Aitken	18		
Grade 3	Karen Gurzynski	19	1	
Total		37		
Grade 4	Anastasia Davis	15	1	
Grade 4	Nolan Robinson	15		
Total		30		
School Total		177		

Mehoopany

Grade	Teacher	Total Students	Additional	Less
Kindergarten	Gretchen Kneal	16		1
Kindergarten	Deborah Shotwell	15		2
Total		31		
Grade 1	Elizabeth Reese	15		
Grade 1	Beth Saylor	15		
Total		30		
Grade 2	Kelly Kulsicavage	18		
Grade 2	Faye Ziegler	18		
Total		36		
Grade 3	Wendy Morris	23		1
Total		23		
Grade 4	Megan Farrell	20		
Grade 4	Jennifer Gallup	18		
Total		38		
School Total		158		

Mill City				
Grade	Teacher	Total Students	Additional	Less
Kindergarten	Alice Gable	26	1	
Total		26		
Grade 1	Stacy Bevan	12		
Grade 1	Rachel Dana	15		
Total		27		
Grade 2	Marion Parry	18		
Grade 2	Tina Verchuk	16		1
Grade 2	Justin Muthler	18		
Total		52		
Grade 3	Michael Pasko	23	1	
Grade 3	Lisa Truesdale	24	1	
Total		47		
Grade 4	Amanda Golden	19		1
Grade 4	Pameia Lizza	20	1	
Total		39		
School Total		191		
Roslund				
Grade	Teacher	Total Students	Additional	Less
Kindergarten	Cheryl Drungell	19		1
Kindergarten	Kinsey Lukasavage	18		1
Kindergarten	Anna Longstreet	19	2	
Total		56		
Grade 1	Kristin Kovalchick	18		
Grade 1	Dana McHugh	18	1	
Grade 1	Kammy Puza	18		
Total		54		
Grade 2	Katina Brown	18		
Grade 2	Ashley Napoli	17		2
Grade 2	Becky Tonge	20	1	
Total		55		
Grade 3	Eliza Wells	27	2	
Grade 3	Suzanne Young	25	1	
Total		52		
Grade 4	Kim Thomas	21		
Grade 4	Anne DeMarco	23		
Grade 4	Dan Walker	21		1
Total		65		
School Total		282		

Tunkhannock Area Enrollment Statistics 2017-2018

	9/5/2017	9/7/17	10/2/17	11/1/17	12/1/17	1/2/18	2/1/2018	3/1/2018	4/2/2018	5/1/2018	6/1/2018
Elementaries											
K	147	149	152	151	154	154	152				
1	153	153	152	152	153	154	155				
2	170	169	166	169	170	171	170				
3	151	151	149	153	154	154	159				
4	175	176	176	173	172	172	172				
Total	796	798	795	798	803	805	808				
Middle School											
5	194	195	195	197	194	195	200				
6	177	177	175	175	176	175	176				
7	213	214	214	212	209	209	210				
8	177	178	178	175	174	175	177				
Total	761	764	762	759	753	754	763				
High School											
9	186	186	182	182	181	180	181				
10	173	173	174	172	169	170	171				
11	199	199	199	195	193	195	195				
12	195	195	197	196	195	194	194				
Total	753	753	752	745	738	739	741				
District Total	2310	2315	2309	2302	2294	2298	2312				

Tunkhannock Area School District Enrollment - Elementary 2016 - 2017

	9/5/2017	9/7/17	10/2/17	11/1/17	12/2/17	1/2/18	2/1/2018	3/1/2018	4/2/2018	5/1/2018	6/1/2018
Evans Falls											
K	39	39	40	39	39	39	39				
1	42	43	43	43	43	43	44				
2	28	28	26	27	26	25	27				
3	36	36	33	35	35	36	37				
4	34	34	30	30	29	29	30				
Total	179	180	172	174	172	172	177				
Mehoopany											
K	32	32	33	32	34	34	31				
1	30	30	29	28	30	30	30				
2	36	36	35	35	36	36	36				
3	23	23	22	22	24	24	23				
4	42	42	42	39	38	38	38				
Total	163	163	161	156	163	163	158				
Mill City											
K	23	23	23	23	25	25	26				
1	29	28	29	28	27	27	27				
2	54	53	52	53	53	53	52				
3	46	46	46	46	46	45	47				
4	37	38	38	39	39	39	39				
Total	189	188	188	189	190	189	191				
Roslund											
K	53	55	56	56	56	56	56				
1	52	52	51	53	53	54	54				
2	52	52	53	54	55	56	55				
3	46	46	48	50	49	49	52				
4	62	62	66	66	66	66	65				
Total	265	267	274	279	279	281	282				
Elem. Total	796	798	795	798	804	805	808				

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

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- 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 (5 – Yes, 1 – Abstain) - see resolution number four in the minute book.

- 1. Appointment of Mike Marabel 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

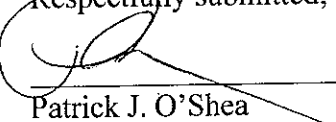
Ms. Bonnice commented on the Middle School Open House and kindergarten class size at Mill City Elementary.

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

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	\$ 33,300.00	\$(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- funs from 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		Personnel Changes			(153,327.00)
RETIREMENT .3257 Entire amount Transfer		Personnel Changes			(49,838.60)
SOCIAL SECURITY .0765 Entire amount Transfer		Personnel Changes			(11,729.52)
MEDICAL INSURANCE		Personnel Changes			(33,599.40)
VISION INSURANCE		Personnel Changes			(139.80)
DENTAL INSURANCE		Personnel Changes			(1,237.68)
LIFE INSURANCE		Personnel Changes			(218.40)
DISABILITY INSURANCE		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

TUNKHANNOCK AREA SCHOOL DISTRICT
2017-18



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)

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	

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)

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)

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)

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)

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)

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)

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)

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)

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)

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

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!

Conflict of Interest Abstention Memorandum

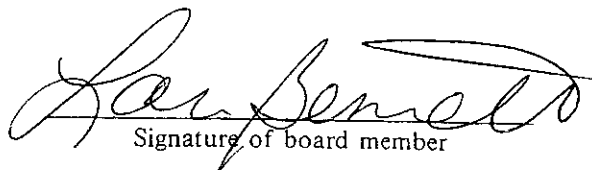
TO: Board Secretary, TUNKHANNOCK AREA School District
FROM: Lori Bennett board member
DATE: _____

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.

* Submitted 1/19/18

Tunkhannock Area School District

Field Trip Form

I. Requisition

School: TAHS

Teacher/Sponsor: Ken Luckey Class/Grade: 10-12

Destination: Wyoming Area HS Date: 2/22 - 2/24/18

Depart From: TAHS Band Lot Time: 12:15pm Return: Drop off

Number of Students: 6 Adults: 1 # of Buses — or Vans 1 (w/driver)

Estimated Round Trip Miles: 45 Approx. Waiting Time: —

Purpose: PMEA Region IV Band Festival

Names of Teacher Chaperones: Ken Luckey

Charge to Account Number: 1100-519-30-23

Substitute Needed: Yes or No No How many: 1/2 Day 2/22, Full 2/23

Nurse Needed Yes of No Nurse Signature [Signature]

Administrative Approval: [Signature] Date: 1-22-18
(signature required) M Eason

II. Transportation

Contractor - Vehicles: _____

Approved by: _____ Date: _____

III. Contractor Payment Information

	Bus - 1	Bus - 2	Bus - 3
Odometer Start:	_____	_____	_____
Odometer End:	_____	_____	_____
Total Miles:	_____	_____	_____
Waiting Time:	_____	_____	_____

Contractor Signature: _____ Date: _____

IV. Payment Authorization

Amount Due: \$ _____ By: _____ Date: _____

1-16-2016 TB
RECEIVED

JAN 24 2018

Book	Policy Manual
Section	200 Pupils
Title	Copy of Homeless Students
Number	251
Status	
Legal	<ol style="list-style-type: none"> 1. 24 P.S. 1306 2. 22 PA Code 11.18 3. 42 U.S.C. 11431 et seq 4. 42 U.S.C. 11434a 5. 42 U.S.C. 11432 6. Pol. 200 7. Pol. 201 8. Pol. 203 9. Pol. 204 10. Pol. 209 11. Pol. 216 22 PA Code 403.1
Adopted	May 20, 2010

Authority

The Board recognizes its obligation to ensure that homeless students have access to the same educational programs and services provided to other district students. The Board shall make reasonable efforts to identify homeless children within the district, encourage their enrollment, and eliminate existing barriers to their attendance and education, in compliance with federal and state law and regulations. [1][2][3]

The Board may waive policies, procedures and administrative regulations that create barriers for enrollment, attendance, transportation and success in school of homeless students, based on the recommendation of the Director of Transportation and/or Central Registration.

Definitions

Homeless students are defined as individuals lacking a fixed, regular and nighttime residence, which include the following conditions: [4]

1. Sharing the housing of other persons due to loss of housing or economic hardship.
2. Living in motels, hotels, trailer parks or camping grounds due to lack of alternative adequate accommodations.

3. Living in emergency, transitional or domestic violence shelters.
4. Abandoned in hospitals.
5. Awaiting foster care placement.
6. Living in public or private places not designed for or ordinarily used as regular sleeping accommodations for human beings.
7. Living in cars, parks, public spaces, abandoned buildings, substandard housing, transportation stations or similar settings.
8. Living as migratory children in conditions described in previous examples.
9. Living as run-away children.
10. Abandoned or forced out of homes by parents/guardians or caretakers.
11. Living as school age unwed mothers in houses for unwed mothers if they have no other living accommodations.

School of origin is defined as the school the student attended when permanently housed or the school in which the student was last enrolled.

Delegation of Responsibility

The Board designates the Director of Transportation and/or Central Registration to serve as the district's liaison for homeless students and families.

The district's liaison shall coordinate with:[5]

1. Local service agencies that provide services to homeless children and youth and families.
2. Other school districts on issues of records transfer and transportation.
3. State and local housing agencies responsible for comprehensive housing affordability strategies.

The district's liaison shall provide public notice of the educational rights of homeless students in schools, family shelters, and soup kitchens.[5]

Guidelines

Students shall not be discriminated against, segregated nor stigmatized based on their status as homeless.[5]

Enrollment/Placement

To the extent feasible, and in accordance with the student's best interest, a homeless student shall continue to be enrolled in his/her school of origin while s/he remains homeless or until the end of the academic year in which s/he obtains permanent housing. Parents/Guardians of a homeless student may request enrollment in the school in the attendance area where the student is actually living or other schools. If a student is unaccompanied by a parent/guardian,

the district liaison will consider the views of the student in determining where s/he will be enrolled.[5]

The selected school shall immediately enroll the student and begin instruction, even if the student is unable to produce records normally required for enrollment pursuant to district policies. However, the district may require a parent/guardian to submit contact information. The district liaison may contact the previous school for oral confirmation of immunizations, and the school shall request records from the previous district, pursuant to Board policy.[5][6][7][8][9][10][11]

If the district is unable to determine the student's grade level due to missing or incomplete records, the district shall administer tests or utilize appropriate means to determine the student's placement.

If a dispute arises over school selection or enrollment, the student shall be immediately enrolled in the school in which enrollment is sought, pending resolution of the dispute. The parents/guardians shall be provided with a written explanation of the district's decision, their right to appeal and the procedures to use for the appeal.

Services

Homeless students shall be provided services comparable to those offered to other district students including, but not limited to, transportation services; school nutrition programs; vocational programs and technical education; preschool programs; programs for students with limited English proficiency; and educational services for which students meet eligibility criteria, such as programs for disadvantaged students, students with disabilities, and gifted and talented students.[1][5]

Transportation

The district shall provide transportation for homeless students to their school of origin or the school they choose to attend within the school district.[1][5]

If the school of origin is outside district boundaries or homeless students live in another district but will attend their school of origin in this district, the school districts shall agree upon a method to apportion the responsibility and costs of the transportation.[5]

Last Modified by Carolyn Lawson on January 19, 2018

TO: Members of the Component School District Board of Directors of the Luzerne Intermediate Unit #18.

At the regular meeting of the Luzerne Intermediate Unit Board of Directors held on January 24, 2018 the Board authorized the following:

That the Board of Directors authorizes the Executive Director to notify the Secretary of the Board of each of the twelve member School Districts, by March 1, 2018, that the following one (1) Director be elected to fulfill the unexpired term of their district previously appointed and elected representative to the Luzerne Intermediate Unit Board.

<u>NAME</u>	<u>DISTRICT</u>	<u>TERM EXPIRES</u>
Joe Caffrey	Wilkes Barre Area	June 30, 2019

BALLOT - DIRECTOR

The undersigned being a member of the _____ School District Board of Directors votes as follows with reference to the above motion concerning the appointment by their respective Boards of the following one (1) School Director to fill the unexpired term:

Wilkes Barre Area School District

Joe Caffrey Yes No Abstain

Please check the appropriate block, sign the ballot and return to the Luzerne Intermediate Unit, ATTN: Mary Jo Fulton, 368 Tioga Avenue, Kingston, PA 18704.

Signed _____ Date _____

Print Name _____

TO: Members of the Component School District Board of Directors of the Luzerne Intermediate Unit #18.

At the regular meeting of the Luzerne Intermediate Unit Board of Directors held on January 24, 2018 the Board authorized the following:

That the Board of Directors authorizes the Executive Director to notify the Secretary of the Board of each of the twelve member School Districts, by March 1, 2018, that the following four (4) Directors whose terms expire on June 30, 2018 on the Luzerne Intermediate Unit Board of Directors will be nominated for another term of three (3) years and the ballot by the member districts shall be via mail:

Randy Swank
Larry Schuler
Peter Lanza
David Usavage

Crestwood School District
Dallas School District
Northwest Area School District
Wyoming Valley West School District

BALLOT – 4 DIRECTORS

The undersigned being a member of the _____ School District Board of Directors votes as follows with reference to the above motion concerning the appointments by their respective Board of the following four (4) School Directors for three (3) year terms beginning July 1, 2018 through June 30, 2021:

Crestwood School District

Randy Swank () Yes () No () Abstain

Dallas School District

Larry Schuler () Yes () No () Abstain

Northwest Area School District

Peter Lanza () Yes () No () Abstain

Wyoming Valley West School District

David Usavage () Yes () No () Abstain

Please check the appropriate blocks, sign and return the ballot to the Luzerne Intermediate Unit, ATTN: Mary Jo Fulton, 368 Tioga Ave., Kingston, PA 18704.

Signed _____ Date _____

Print Name _____



KEYSTONE
PURCHASING
NETWORK

90 Lawton Lane Milton PA 17847 * (570) 523-1155 x2182 * Fax (570) 524-5600

cadams@csiu.org

MEMORANDUM

TO: KPN Members
FROM: Carrie Adams, Cooperative Purchasing Program Assistant
SUBJECT: Requirements For 2018-2019 FUEL BID
DATE: January 31, 2018

Enclosed are the forms to complete for purchasing of #2 Fuel Oil, Ultra Low Sulfur Diesel Fuel, NRLM (ULSD Dyed off-Road Diesel), Unleaded Gasoline 87 & 89 Octane for the 2018-2019 bid year.

If you would like to participate, please complete the appropriate attached forms listing each delivery location with building name, contact name, phone number, estimated yearly consumption in gallons, number and if using for alternate heating & if any special needs are required for delivery. We will be bidding both fixed and adjustable prices. After the bid award, each member will make a selection of fixed or adjustable pricing. Depending on the prices that we receive for Tank Wagon delivery we may not award and instead recommend members use the state contract for Tank Wagon. There is a flat bid participation fee of \$150.00 that will be invoiced after July 1.

If you use natural gas as your primary fuel and wish to use fuel oil as your backup supply you are required to purchase it only under the fluctuating price. Fixed pricing is only available to those members using fuel oil as their primary fuel. This must be declared on the attached form & also on the bid selection form.

Please remember that once you affix quantities to items, you are obligating your agency to the action of the Keystone Purchasing Network regarding procurement of those items. In other words, you are agreeing to purchase the items that you specified.

***PLEASE NOTE:** Due to market conditions, your annual usage will now be a firm number of gallons (no longer an estimated figure).

Quantities Due	February 27, 2018
Bid Opening	April 24, 2018 - 9:30 A.M.
Bid Award	April 25, 2018- 9:30 A.M. at the CSIU Conference Center
Contract Period	July 1, 2018 - June 30, 2019

Your quantity **REQUESTS** must be **RETURNED** to Carrie Adams **no later than Tuesday, February 27, 2018 to be INCLUDED in this Fuel Oil Bid**. Any requests **AFTER Tuesday, February 27, 2018**, can't be included in this bid. If you have any questions, please call me at (570) 523-1155 Ext. 2182.

Enclosures



KEYSTONE
PURCHASING
NETWORK

90 Lawton Lane Milton PA 17847 * (570) 523-1155 x2182 * Fax (570) 524-5600

cadams@csiu.org

BID PARTICIPATION FOR 2018-2019 FUEL BID

ENTITY Tunkhannock Area School District

 X will participate
 X will not participate

KPN Member's signature _____

Print Name Above Patrick O'Shea

Phone number 570-836-8226 Date 2/1/2018

FAX number 570-836-0618

E-Mail Address pj.oshea@tasd.net

Please remember that once you affix quantities to items, you are obligating your agency to the action of the Keystone Purchasing Network regarding procurement of those items. In other words, you are agreeing to purchase the items that you specified.

Please return to Carrie Adams no later than Tuesday, February 27, 2018. You may scan and email to cadams@csiu.org

GRADE NO. 2 FUEL OIL

REQUIREMENTS/DELIVERY INFORMATION - 2018-2019 BID YEAR

ENTITY: Tunkhannock Area Contact: Patrick O'Shea

- Instruction:**
1. List the name and address of each delivery site.
 2. List the phone number and contact person for each location.
 3. List the tank size, number of tanks and fill pipe size at each location.
 4. List the **firm** annual gallonage for each tank.
 5. If using for Alternate Heating Usage instead of Natural Gas
 6. **Special Requirements needed for delivery. (Example - Need Pump)**

*****ALL COLUMNS MUST BE COMPLETED, BLANKS ARE NOT ACCEPTABLE*****

BUILDING NAME & ADDRESS	PHONE NUMBER & CONTACT PERSON	TANK SIZE & # OF TANKS	ALTERNATE USAGE FOR NATURAL GAS	*FIRM ANNUAL GALLONAGE
Administration Building 41 Philadelphia Ave. Tunkhannock, PA 18657	570-836-8245 Gery Franko/ Lisa Vaskas	20,000 gal. 1 Tank	No	30,000
Middle School 200 Franklin Ave. Tunkhannock, PA 18657	570-836-8245 Gery Franko/ Lisa Vaskas	15,000 gal. 1 Tank	No	22,500
Evans Falls Elementary 2055 State Rd. 295 Monroe TWP, PA 18657	570-836-8245 Gery Franko/ Lisa Vaskas	10,000 gal. 1 Tank	No	7,500
Mehoopany Elementary 1687 Scottsville Rd. Mehoopany, PA 18657	570-836-8245 Gery Franko/ Lisa Vaskas	20,000 gal. 1 Tank	No	7,500
Mill City 1113 Buttermilk Rd. Dalton, PA 18414	570-836-8245 Gery Franko/ Lisa Vaskas	15,000 gal. 1 Tank	No	7,500

Annual Gallons of #2 Heating Fuel Delivered

**YTD

Sum of Gals. Delivered	Column Labels	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	Grand Total
Administration		25,253	26,096	22,700	30,336	30,270	22,500	37,500	15,127	209,782
Evans Falls		14,744	13,684	7,570	22,748	15,144	15,000	15,000	7,545	111,435
Mehoopany		15,558	11,516	7,578	15,121	22,500	15,001	15,000	7,243	109,517
Middle School		47,873	39,305	30,280	52,915	42,688	37,500	37,500	28,673	316,734
Mill City		15,067	15,092	7,569	14,684	25,314	7,500	22,500	7,642	115,368
Grand Total		118,495	105,693	75,697	135,804	135,916	97,501	127,500	66,230	862,836
Rolling 5 year Average				106,605	110,764	114,321	110,122	114,484		

** Total Delivery of Heating Fuel as of 2/1/18

Carolyn Lawson

From: M Todd Bosscher <todd.bosscher@tasd.net>
Sent: Friday, February 02, 2018 11:18 AM
To: heather mcpherson; Carolyn Lawson
Subject: TASD - agenda item

Good Morning,

I would ask to include the following agenda item for next week's school board meeting

Request to dispose of obsolete/broken band equipment at the High School

Request to dispose of obsolete/broken auditorium lights/sound equipment at the High School

Reason/Rationale

I am making deliberate effort to clean out the closets in preparation for the incoming 8th graders and I am discovering/exhuming out-of-date/broken/obsolete equipment. Anything that is salvageable will be saved, but much of what I am finding is not worth repairing and no longer has resale value

Todd Bosscher

Principal

TAHS 836-8261

IMPORTANT WARNING: The information in this message (and the documents attached to it, if any) is confidential and may be legally privileged. It is intended solely for the addressee. Access to this message by anyone else is unauthorized. If you are not the intended recipient, any disclosure, copying, distribution or any action taken, or omitted to be taken, in reliance on it is prohibited and may be unlawful. If you have received this message in error, please delete all electronic copies of this message (and the documents attached to it, if