

**Tunkhannock Area School District
Board Minutes – Public Board Meeting
September 24, 2015**

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 7:47PM and then led the Pledge of Allegiance. Mr. Farr then introduced Atty. John Audi, District Solicitor.

Public Comment

Ms. Nichols commented on Kelly Services and the Budget.

Mr. O'Shea reviewed the pro-forma financial estimate for substitute teachers (see Exhibit B attached).

Mr. Shaffer, Mr. Keiser and Mrs. Shaffer commented on Kelly Services

Employee Spotlight

Mr. Farr turned the floor over to Ms. Arnold who announced that this month's employee spotlight is on Colleen Mislevy.

Approval of Minutes

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

A. August 20, 2015 – Public Work Session/Board Meeting

Superintendent's Report

Resolution #2: A motion was made by Mr. Parry and seconded by Mr. Weidner to approve the items from the Superintendent's Report listed below. Voting: Motion carried unanimously - see resolution number two in the minute book.

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A. Personnel

1. Appointments

- a. Volunteers (see Exhibit A attached)
- b. Substitute Custodians
 - 1. Sheryl Hofmeister – pending TB testing
 - 2. Bethany Serafoss – pending TB testing

2. Transfer

- a. Jackie Searfoss from Cafeteria Worker – Roslund to Custodian – District - \$15.50/hr
–12 month - \$15.50/hr – Effective 10/1/15

B. Conferences

		Conference Cost	Sub Cost	Total Cost
1. K-12 SAP Training 11/9, 10, 16	Susan Elias	\$409.72	----	\$409.72

Committee Reports

Mr. Farr asked that the committees look to get together in the near future to set their agenda - especially the Policy Committee and the Technology Committee.

Ms. Arnold announced that the Technology Committee has scheduled a meeting for Monday October 5th at 7:30PM.

Mr. Farr asked that Mr. Weidner get a meeting date and time from other members of the Building & Grounds Committee and then advise the Administration of the particulars.

Unfinished Business

Kelly Services: Atty. Audi confirmed that he had reviewed the contract with Kelly Services and finds it acceptable and sees no legal issues.

Resolution #3: A motion was made by Mr. Swilley and seconded by Mrs. Bennett to adopt a resolution to confirm an agreement for educational staffing services with Kelley Services, Inc.
Voting: Motion carried unanimously - see resolution number three in the minute book.

Policy No. 916 - Volunteers: 1st Reading

New Business

Mr. Galicki announced that he and Mr. Seaberg had a very productive meeting earlier today with Detective Ide to develop a collaborative effort to host our first Police Administrative Luncheon on October 13th at the High School. The purpose of the luncheon is to discuss safety & security and ways to partner with local resources and get their advice.

Public Comment

Ms. Bonnice commented on the Budget and hiring activity.

Ms. Psolka commented on the Budget, Mrs. Eagen's salary adjustment and elementary librarians.

Ms. Nichols commented on staffing levels.

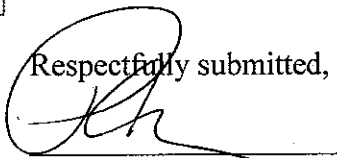
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A motion to adjourn was made at 8:34 pm by Mr. Parry and seconded by Mrs. Bennett. Motion carried on all ayes.

ROLL CALL VOTE

<u>RESOLUTION #:</u>	<u>1</u>	<u>2</u>	<u>3</u>
Holly Arnold	Yes	Yes	Yes
Lori Bennett	Yes	Yes	Yes
Randy Greenip	Yes	Yes	Yes
Rob Parry	Yes	Yes	Yes
Bill Prebola	Yes	Yes	Yes
Bill Swilley	Yes	Yes	Yes
John Burke	Yes	Yes	Yes
Bill Weidner	Yes	Yes	Yes
Phil Farr	Yes	Yes	Yes

Respectfully submitted,



Patrick J. O'Shea
Board Secretary

Attachments: Exhibits A & B

Board Meeting Date: 9-24-2015

Volunteers
2015-16

Volunteer(s)	SPORT	YEAR	CLEARANCES
Trudi Harvey	Roslund Parent Volunteer	2015-16	Complete
Judi Weirheiser	Roslund Parent Volunteer	2015-16	Pending TB
Melissa VanHouten	Mill City/Middle School Vol.	2015-16	Pending TB

EXHIBIT A

EXHIBIT
B

Substitute Teacher Analysis (Pro-forma estimate)

Observation Period: 8/27/15-9/23/15

Cost by Method of Sourcing

	In-House (89.8% Fill Rate)	Kelly Svcs (100% Fill Rate)	Kelly Svcs (96.1% Fill Rate)
Sub Rate	85.00	85.00	85.00
Svc Fee		30.60	30.60
PSERS (net)	10.98		
SS/Medicare	3.25		
Ttl Direct Cost	99.23	115.60	115.60

Daily Subs 12.10 13.47 12.80

Ttl Daily Direct Cost of Subs 1,201.09 1,557.56 1,479.68

Indirect Costs 52.44

Ttl Cost of Subs filled 1,253.53 1,557.56 1,479.68

Avg. Daily Unfilled 1.37 0.00 0.53

Daily "Doubling-Up" Rate (7 periods@\$27.50) 192.50 192.50 192.50

Daily "Pull from Prep" Rate (7 Periods@\$50) 350.00 350.00 350.00

Cost to cover unfilled 371.61 0.00 143.76

(assume 50% filled using each method)

Ttl Cost to cover 100% 1,625.14 1,557.56 1,623.44

Annualized Cost of Filled Subs 225,635 280,360 266,342

Annualized Cost ("sit-in" coverage) 66,890 25,877

Ttl Annualized Cost (Projected) 292,526 280,360 292,220

Potential Savings 12,165 306

Reason for Absence	# of Absences during Observation Period	# of Avg. Daily Subs Req'd	% of Ttl Staff
Sick Days	115.00	6.05	2.88%
Personal Days	38.50	2.03	0.96%
Workman's Comp	0.00	0.00	0.00%
FMLA	0.00	0.00	0.00%
Professional Dev/Conferences	27.00	1.42	0.68%
Field Trips	0.00	0.00	0.00%
Bereavement	9.00	0.47	0.23%
No Pay Days/Leave w/o pay)	0.00	0.00	0.00%
Sick Bank Days	0.00	0.00	0.00%
Military Leave	2.00	0.11	0.05%
Jury Duty	0.00	0.00	0.00%
Subs covering for new hires	64.50	3.39	1.62%
Ttl Sub Days to fill	256.00	13.47	6.42%

Ttl Teaching Days in period 19

Avg Subs needed per day 13.47

unfilled sub days 26

Avg. unfilled subs per day 1.37

Avg Subs filled per day 12.10

Sub Fill Rate per day 89.8%

Ttl FTE 210

Indirect Costs

Secretaries Admin Cost

- Sec. to Super 1.00 26.24 26.24

- High School 0.50 12.75 6.38

- Middle School 0.50 12.75 6.38

- Evans Falls 0.25 12.75 3.19

- Mehoopany 0.25 12.75 3.19

- Mill City 0.25 12.75 3.19

- Roslund 0.25 12.76 3.19

- Payroll 0.05 14.00 0.70

Salary 52.44