

Tunkhannock Area School District
Board Minutes – Public Work Session/Board Meeting
September 22, 2016

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 7:33PM and then led the Pledge of Allegiance.

Mr. Farr announced that an Executive Session was held just prior to this meeting to discuss some legal and personnel issues.

Public Comment on Agenda Items Only

Mrs. Stapleton commented on the clearances policy.

Student Spotlight

Mr. Farr turned the floor over to the student leaders of the Tiger Care Closet who made a brief presentation.

Minutes

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

1. September 8, 2016 Public Work Session/Board Meeting as presented.

Business & Finance

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

1. Recommended that a resolution be adopted to approve district Treasurers' Reports as presented.

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- 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. Activities Accounts
- l. Community Funded Sports Account
- m. Pre K Funds
- n. General Fund Checking Account
2. Recommended that a resolution be adopted to approve payrolls as presented:
 - a. District

August 10, 2016	\$720,358.55
August 25, 2016	\$728,307.37
 - b. Cafeteria

August 10, 2016	\$1,802.97
August 25, 2016	\$1,802.91
 - c. Title I

August 10, 2016	\$10,142.04
August 25, 2016	\$10,141.82
3. Recommended that a resolution be adopted to ratify wire transfers as presented.
4. Recommended that a resolution be adopted to ratify district bills as presented in the amount of \$642,519.
5. Recommended that a resolution be adopted to approve bills as presented:
 - a. District - \$529,252.39
 - b. Cafeteria - \$39,813.17
6. Recommend that a resolution be adopted to approve district financial reports as presented.

<i>Superintendent's Report</i>

Resolution # 3 : A motion was made by Mr. Swilley and seconded by Mr. Parry to approve the items from the Superintendent's Report listed below. Voting: Motion carried unanimously - see resolution number three in the minute book.

1. Recommended that a resolution be adopted to approve Scott Wright as a Maintenance Mechanic effective 10/3/16. Twelve-month position – 8 hours/day - \$13.75/hr. Act 34, 114, 151 and TB testing are current and on file in the Superintendent's Office.

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2. Recommended that a resolution be adopted to approve appointments to Extra-Curricular/Co-Curricular Activities as presented (see Exhibit A attached). All candidates have on file in the Superintendent's Office clearances and TB testing as required by district policy.
3. Recommended that a resolution be adopted to approve volunteers as presented (see Exhibit B attached). Clearances and TB status as listed.

District Master Plan: Ms. McPherson made a presentation on the Tunkhannock Area School District Master Plan.

Mr. Farr announced that item number II in the supplemental agenda is being tabled.

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

1. Recommended that a resolution be adopted to approve Volunteers as presented (see Exhibit C attached). All candidates have on file in the Superintendent's Office clearances and TB testing as required by district policy.

Resolution # 5 : A motion was made by Mr. Swilley and seconded by Mrs. Bennett to approve Becky Jo Sherman as a bus driver (Garrison – Bus) for the 2016-17 school year. Voting: Motion carried (5 – Yes, 3 – No) - see resolution number five in the minute book.

Resolution # 6 : A motion was made by Mr. Parry and seconded by Mr. Swilley to approve the conferences listed below from the supplemental agenda. Voting: Motion carried unanimously (Mrs. Arnold abstained from voting on her conference)- see resolution number six in the minute book.

a. Heather McPherson	PSBA School Leadership Conference	10/14/16	
b. Holly Arnold	PSBA School Leadership Conference	10/15/16	
c. Jenn Washko	Creating Assistive Technology Solutions in Minutes	10/5	186.40
d. Greta Kovalchick	PA Occupational Therapy Association Annual Conference	10/14	\$260.00
e. Jenn Washko	PA Occupational Therapy Association Annual Conference	10/14	\$581.40
f. John Shaffer 2016	Pa Cooperative Ed Association Annual Conference	10/18	\$559.00

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Resolution # 7 : A motion was made by Mr. Swilley and seconded by Mr. Parry to approve Anthony Selvenis as a mentor to Edward Judge, newly hired Special Education teacher. Voting: Motion carried unanimously - see resolution number seven in the minute book.

Resolution # 8 : A motion was made by Mr. Weidner and seconded by Mr. Swilley to approve the furlough remedy payment in the amount of \$23,690.64. Voting: Motion carried unanimously - see resolution number eight in the minute book.

Committee Reports

Ad-Hoc (Building Closure): Mr. Farr announced that the committee met with Administrative Staff and KCBA to go over questions about the District objectives and goals of the Feasibility Study.

Building & Grounds: Mr. O'Shea provided an update on the Maintenance projects from Mr. Franko who was unable to attend tonight's meeting:

- **Middle School Roof** – roof project is complete, inspected and signed-off on. The retainage fee will be held until the warranty is issued and the warranty is good for 20 years.
- **Mehoopany Water Project** – Cresswells has installed the chlorination system.
- **High School Stage Curtains** – installation is complete.

Mr. O'Shea added that Mr. Franko asked that a special acknowledgement be made for the generous donation by Proctor & Gamble for the forklift and Mr. Burke's efforts to secure the donation.

Unfinished Business

None

New Business

Mr. Farr announced that the TASD Visa Account statement was provided for information only.

Resolution # 9 : A motion was made by Mr. Parry and seconded by Mr. Weidner to approve the Bus/Van Contract amounts as presented. 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 Conrad Siegel to complete IRS Forms 1094C and 1095C for district employees. Forms must be completed in order for TASD to be in compliance with the Affordable Care Act. Voting: Motion carried unanimously - see resolution number ten in the minute book.

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Resolution # 11 : A motion was made by Mr. Parry and seconded by Dr. Prebola to approve the Settlement Agreement with E. I. Associates. Voting: Motion carried unanimously - see resolution number eleven in the minute book.

Resolution # 12 : A motion was made by Mr. Swilley and seconded by Mr. Weidner to approve payment from the Capital Project fund for the “Application and Certification for Payment #1” to Tremco/Weatherproofing Technologies Inc. in the amount of \$214,134.71 for the Middle School Cafeteria Metal Roof. Voting: Motion carried unanimously - see resolution number eleven in the minute book.

Resolution # 13 : A motion was made by Mr. Parry and seconded by Dr. Prebola to approve approve the National Purchasing Cooperative Interlocal Participation Agreement with “Buy Board” sponsored by PSBA. Voting: Motion carried unanimously - see resolution number eleven in the minute book.

<i>Public Comment</i>

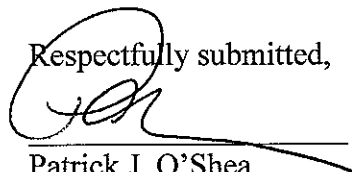
None

A motion to adjourn was made at 8:12 pm by Mr. Parry and seconded by Mr. Swilley. Motion carried on all ayes.

ROLL CALL VOTE

RESOLUTION #:	1	2	3	4	5	6	10	11	12	13
Holly Arnold	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes
Lori Bennett	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Randy Greenip	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes
Rob Parry	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Bill Prebola	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Bill Swilley	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
John Burke	Absent	Absent	Absent	Absent	Absent	Absent	Absent	Absent	Absent	Absent
Bill Weidner	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes
Phil Farr	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

Respectfully submitted,


 Patrick J. O'Shea
 Board Secretary

Attachments: A, B, C and Conflict of Interest Letters from Mr. Weidner and Mrs. Arnold

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EXTRA-CURRICULAR/CO-CURRICULAR ACTIVITIES						
Name	Activity	School Year	Compensation	Clearances/TB Status		
Jeff Howell	Auditorium Tech (HS Sound/Lighting) Head	2016-17	\$1,731.00	Complete		
Ryan Holdrege	Choreographer Drama/Musical	2016-17	\$1,690.00	Complete		
Tara Kasperowski	Dramatics Vocal Director	2016-17	\$1,690.00	Complete		
Tara Kasperowski	Chorus Head	2016-17	\$3,559.00	Complete		
Jennifer Geary	Drama (Musical) Dramatics Head	2016-17	\$2,498.00	Complete		
Jennifer Geary	Drama (Play) Dramatics Head	2016-17	\$2,215.00	Complete		
Tara Kasperowski	Drama (Play) Assistant	2016-17	\$1,442.00	Complete		
Tara Kasperowski	Dramatics Pit Orchestra	2016-17	\$1,252.00	Complete		
Jennifer Geary	Dramatics Accompanist	2016-17	\$1,252.00	Complete		
Ken Luckey	Strings Head	2016-17	\$2,215.00	Complete		
Ken Luckey	Marching Band Head - Fall	2016-17	\$3,662.00	Complete		
Ken Luckey	Marching Band Head - Spring	2016-17	\$963.00	Complete		
Ken Luckey	Marching Band Head - Summer	2016-17	\$1,829.00	Complete		
Ken Luckey	Concert Band Head	2016-17	\$1,442.00	Complete		
Ken Luckey	Jazz Band Head	2016-17	\$675.00	Complete		
Tara Kasperowski	Marching Band Drumline Instructor Asst	2016-17	\$2,529.00	Complete		
Mackenzie Anderson	Marching Band Musical Assistant	2016-17	\$2,529.00	Complete		
Kevin Kreiberg	Marching Band Assistant Director	2016-17	\$2,529.00	Complete		
Jeff Howell	Marching Band Choreographer	2016-17	\$2,529.00	Complete		
Melissa Kandrov	Senior Class Advisor	2016-17	\$1,107.00	Complete		
Angela Newman	Junior Class Advisor	2016-17	\$963.00	Complete		
Colleen Mislevy	Sophomore Class Advisor	2016-17	\$721.00	Complete		
Angie Burke	Freshman Class Advisor	2016-17	\$500.00	Complete		
Staci Wiernusz	Newspaper Head	2016-17	\$1,829.00	Complete		
Staci Wiernusz	Student Council Head	2016-17	\$1,442.00	Complete		
Cindy Klein	Student Council Assistant	2016-17	\$798.00	Complete		
Jason Keown	FBLA 9th - 12th	2016-17	\$979.00	Complete		
Steve Traver	FFA 9th - 12th	2016-17	\$979.00	Complete		
Lori Bishop	FCCLA 9th -12th	2016-17	\$979.00	Complete		
Laura Charles	National Honor Society (NHS) 9th-12th	2016-17	\$819.00	Complete		
Scott Howell	Robotics 9th - 12th	2016-17	\$1,252.00	Complete		
Jason Keown	Skills USA	2016-17	\$979.00	Complete		

EXHIBIT A

September 22, 2016 Board Meeting - Supplemental

Volunteers	Activity or School	School Year	Clearances/TB Status
Name			
Anderson, Robyn	Roslund/Middle School	2016-17	Complete
Baltrusaitis, Crystal	Mehoopany	2016-17	Complete
Bartkus, Jessica	Roslund/High School	2016-17	Complete
Berry, Andrew	Evans Falls/Middle School	2016-17	Complete
Berry, Darcy	Evans Falls/Middle School	2016-17	Complete
Bonnicé, Levi	Mill City	2016-17	Complete
Bonnice, Melissa	Mill City	2016-17	Complete
Boock, Jodi	Mehoopany	2016-17	Complete
Buckley, Lori	Middle School	2016-17	Complete
Burke, John	Roslund/Middle School	2016-17	Complete
Butler, Jacquelyn	Evans Falls	2016-17	Complete
Cahnella, Amy	Mill City	2016-17	Complete
Ciufo, Linda	Mehoopany	2016-17	Complete
Clark, Meghann	Middle School	2016-17	Complete
Cooper, Brandi	Mehoopany	2016-17	Complete
Costello, Summer	Mehoopany	2016-17	Complete
Davis, Billie Jo	Roslund	2016-17	Complete
Dickinson, Terra	Roslund/Middle School	2016-17	Complete
Eckert, Paula	Middle School	2016-17	Complete
El, Tabitha	Roslund/Middle School	2016-17	Complete
Franko, Karri	Mill City	2016-17	Complete
Fry, Kelly	Mehoopany	2016-17	Complete
Hannon, Danielle	Roslund/Middle School	2016-17	Complete
Hannon, Tim	Roslund/Middle School	2016-17	Complete
Harvey, Carissa	Mehoopany	2016-17	Complete
Hopfer, Gerald	Middle School	2016-17	Complete
Jones, Rich	Roslund	2016-17	Complete
Kaleta, Christina	Roslund	2016-17	Complete
Klose, Jennifer	Evans Falls	2016-17	Complete
Kuback, Stephanie	Evans Falls	2016-17	Complete
Kuffa, Matthew	Roslund	2016-17	Complete
Kulsicavage, James	Middle School	2016-17	Complete

EXHIBIT C

Gregory, Tracey
 Florie, Kelly
 Wisnawski, Jason
 ← ADD 3 NAMES

**Conflict of Interest
Abstention Memorandum**

TO: Board Secretary, TUNKHANNOCK AREA School District
FROM: Bill Weidner board member
DATE: 9/22/2016

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

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 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: 9/22/2016

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

Supplemental item v-b
Holly Arnold conference attendance
approval - PSBA

My conflict/reason for abstaining is as follows:

I cannot vote for something
that is to my personal benefit.

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.