

## LINE MOUNTAIN SCHOOL DISTRICT

### MINUTES

#### BOARD OF SCHOOL DIRECTORS MEETING

February 20, 2018

- I. President Laudenslager called the meeting to order at 6:45 PM at the Line Mountain Middle High School Library.
- II. Pledge of Allegiance.
- III. Roll Call:  
**BOARD DIRECTORS**

Michael Bordner		Present
Dennis Erdman, Vice President		Present
Linda Gutkowski		Present
Lauren Hackenburg		Present
Paul Kolody		Present
Troy Laudenslager, President		Present
Lawrence Neidig		Present
Ronald Neidig		Present
Marlin Yeager, Jr.		Present
Patty Troutman, Secretary, Non-Member		Present

  
**ADMINISTRATION**

David M. Campbell	Superintendent	Present
Philip S. Rapant, Jr.	Business Administrator / Treasurer	Present
Jeffrey S. Roadcap	Secondary School Principal	Absent
Jeanne Menko	Elementary School Principal	Present
Jeffrey Lagerman	Middle School Principal	Present
Bradley Skelton	Dean of Students/Athletic Director	Absent
Jamie Shiko	Food Service Director	Present
Amy Dunn	Director of Special Education	Absent
Keith Harro	Network Administrator	Present
Tim Lagerman	Director of Plant Operations	Present
Richard J. Roberts, Jr.	Solicitor	Present

  
**OTHERS**

Steph Bettick of "The News Item", Justin Strawser of "The Daily Item" and no members of the general public were present.
- IV. President Laudenslager recognized the public present. There were no comments from the public at this time.
- V. Motion to Approve the Minutes:  

Regular Meeting, January 9, 2018 as per attached pages.

Marlin Yeager, Jr. made the motion and Lauren Hackenburg seconded the motion to approve the above minutes. The motion passed by Acclamation.

VI. Motion to Approve the Agenda:

Dennis Erdman made the motion and Ronald Neidig seconded the motion to approve the agenda. The motion passed by Acclamation

VII. Administrative Reports:

A. Superintendent

Mr. Campbell welcomed Steph Bettick of "The News Item". The superintendent presented the board members with a printout on the recent Pennlive.com report. He included statistics from School Performance Profile Scores and recent PSSA scores refuting the negative report. Mr. Campbell also spoke briefly regarding school security issues and cyber school tuition.

B. Business Administrator

Mr. Rapant presented the board members with a copy of the 2016-2017 Single Audit Report prepared by Wagner, Dreese, Elsasser & Associates, PC. He reviewed highlights of the report.

C. Principals

Ms. Menko reported the 4<sup>th</sup> Grade class will be traveling to Penn State tomorrow after the previously scheduled trip had to be cancelled due to inclement weather.

Mr. Lagerman reported on the Archery Program at the District. The Line Mountain Archery team is currently ranked # 1 in the state with the National Archery in the Schools Program. Mr. Lagerman also reported Trooper Blair will be present at the School on Friday promoting the Camp Cadet Program.

Mr. Campbell explained Mr. Roadcap and Mr. Skelton are attending a girls basketball playoff game as the reason for their absence tonight. He also commended the other athletic teams for their successful seasons.

D. Property Committee

Mr. Lagerman presented two Transaction Confirmations with Direct Energy Business LLC for fixed energy contracts providing electric service for a fifteen month and a twenty-seven month period. After discussion the Board requested additional information from other service providers before making a commitment to the Direct Energy Business LLC contracts.

Mr. Lagerman also presented a quote from The Janson Industries to replace the outdated stage equipment and bring the space up to current ANSI standards. The quote shall be added to the next agenda.

E. Policy Committee

No report.

- F. Fiscal Committee  
No report.
- G. Personnel Committee  
No report.
- H. Northumberland County Career & Technology Center Report  
No report.
- I. Central Susquehanna Intermediate Unit Report  
No report.
- J. Tax Collection Committee  
No report.

Board Comment:

Solicitor Richard Roberts announced there was an executive session prior to tonight's meeting to discuss personnel matters.

**VIII. ACTION ITEMS**

A. FISCAL

PUBLIC COMMENT – None.

1. **Treasurer's Report**

A. Be it recommended the Board approve the Treasurers Cash reports and all checks from all funds within the Line Mountain School District for the period ending February 14, 2018 as per attached pages.

B. Approval of additional checks as per attached.

2. **2017 Bulk Exonerations for Local Tax Collectors**

The administration recommends approval of the 2017 bulk exonerations for the local tax collectors as per attached page.

3. **Delinquent Tax Exonerations**

The administration recommends approval of exonerations submitted by Statewide Tax Recovery, Inc. as per attached page.

4. **Aget Dust Collection Replacement Parts & Installation Approval**

Be it recommended the Board approve the following quotes to be paid from Capital Reserve as per attached pages:

T.A. Collier Assoc., Manheim, PA	Dust Collection Parts	\$3,489.00
GSM Industrial, Lancaster, PA	Installation of Parts	<u>\$3,640.00</u>
	<b>TOTAL COST</b>	<b>\$7,129.00</b>

5. **PDQ Software Approval**  
Be it recommended the Board approve to renew the PDQ Software Deployment software from Admin Arsenal, Inc. of Salt Lake City, Utah at a cost of \$225.00. The subscription runs from March 1, 2018 through March 1, 2019.
6. **Microsoft Training Approval**  
Be it recommended the Board approve BLaST IU #17, Williamsport, PA to provide Windows 10 Enterprise Training for the Technology Department to be completed by March 31, 2018 at a cost of \$1,584.00.
7. **CISCO Wireless Controller Purchase Approval**  
Be it recommended the Board approve the 2017-2018 purchase of a refurbished CISCO Wireless Controller with 100 licenses for 100 wireless access points from CXTEC of Syracuse, NY at a cost of \$899 which includes lifetime warranty.
8. **Elementary Program Approval**  
The administration recommends approval of a contract with Lee Harper for an author visit program during the school day and the evening for grades K-6 with contract expenses paid by the Line Mountain Elementary PTO as per attached page.
9. **2017 Single Audit Report**  
Be it recommended the Board approve the 2016-2017 Single Audit Report prepared by Wagner, Dreese, Elsasser & Associates, PC.
10. **2018-19 Business Administrator Bond Approval**  
Be it recommended the Board approve the 2018-19 Business Administrator/Treasurer Bond for Philip S. Rapant, Jr. at a cost of \$100.00 with Penn National Insurance as the carrier and Deibler, Straub & Troutman, Inc., Elizabethville, PA as agent.
11. **IDEA Agreement Approval**  
Be it recommended the Board approve the agreements with the CSIU pertaining to IDEA Section 619 Pass Through Funds for \$2,380.00 and IDEA-B Section 611 Pass Through Funds for \$173,561.63 for the 2017-18 school year and authorize the superintendent to execute the agreements as per attached pages.
12. **2018-19 CSIU Budget**  
Be it recommended the Board approve the preliminary 2018-2019 General Operating Budget for the Central Susquehanna Intermediate Unit in the amount of \$861,060.

13. **Wrestling Mats Bid Approval**  
Be it recommended the Board approve advertising to bid for sale of two wrestling mats at the Middle/High School.
14. **Interpretek Agreement Approval**  
Be it recommended the Board approve entering into an agreement (pending solicitor approval) with Interpretek, Bloomsburg, PA for interpreter services as needed for the 2017-2018 school year and authorize the superintendent to execute the attached agreement.

RECOMMENDED ACTION

That the Board of School Directors  
approve the above fiscal action.

Moved by Dennis Erdman and seconded by Lawrence Neidig to approve Item Numbers A1, A2, A3, A4, A5, A6, A7, A8, A9, A10, A11, A12, A13 and A14 and carried by a vote of 9 yes, 0 no and 0 abstentions on roll call vote.

B. PERSONNEL

PUBLIC COMMENT – None.

1. **Professional Personnel Retirement Approval**  
The administration recommends approval of the resignation for the purposes of retirement of Scott Lenker, Social Studies Teacher, Line Mountain High School effective at the end of the 2017-2018 school year.  
  
Mr. Campbell thanked Mr. Lenker for his years of service and dedication to the students.
2. **FMLA Leave Approval**  
The administration recommends approval of Family Medical Leave for employee #0914 commencing on or around March 29, 2018 through until approximately May 24, 2018.
3. **FMLA Leave Approval**  
The administration recommends approval of Family Medical Leave for employee #7986 commencing on January 8, 2018 through until as needed or 12 week

4. **Coaches/Advisors Approval**

A. The administration recommends approval (pending all required paperwork) for the following coaches/advisors for the 2017-2018 school year:

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Sam Strause	JV Baseball Coach	\$1,920.00
Chad Latsha	Volunteer Assistant Baseball Coach	\$ -0-
Terry Latsha	Volunteer Assistant Baseball Coach	\$ -0-
Jamie Walshaw	Assistant Softball Coach	\$1,920.00
Devyn Smith	Volunteer Assistant Softball Coach	\$ -0-
Tina Deiter	JH Field Hockey Coach	\$1,920.00
Jill Yisrael	JH Field Hockey Coach	\$1,920.00
Tiffany Wolfe	JH Volunteer Asst. Field Hockey Coach	\$ -0-
Margaret Fessler	JH Volunteer Asst. Field Hockey Coach	\$ -0-
Savannah Copson	JH Volunteer Asst. Field Hockey Coach	\$ -0-
Katelyn Campbell	JH Volunteer Asst. Field Hockey Coach	\$ -0-
Ted Pietkewicz	Volunteer Football Coach	\$ -0-
Randy Kehler	Volunteer Football Coach	\$ -0-

B. The administration recommends approval (pending all required paperwork) for the following coaches/advisors for the 2018-2019 school year:

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Brandon Carson	Head Football Coach	TBD
Margaret Fessler	Head Field Hockey Coach	TBD
Shannon Snyder	Head Girls Soccer Coach	TBD
Mark Davis	Head Boys Soccer Coach	TBD

**This Item Was Voted On Separately.**

5. **2017-2018 Support Personnel Approval**

The administration recommends approval (pending working papers and or clearances) of the following support personnel for the 2017-2018 school year effective July 1, 2017:

Game Managers/Statistician/Scorekeeper/Clock Operator

Laura Bordner	Maria Troutman	Baylee Hawk	Lisa Wren
Autumn Czaplicki	Rogen Shaffer	Colton Schwartz	Denise Gonsar
Willard Reed	Douglas Fessler	Addy Lundy	

RECOMMENDED ACTION

That the Board of School Directors  
approve the above personnel action.

Moved by Marlin Yeager, Jr. and seconded by Linda Gutkowski to approve Item Number B5 and carried by a vote of 8 yes, 0 no and 1 abstention on roll call Vote with Michael Bordner abstaining.

6. **Classified Work Beyond the School Day Approval**  
The administration recommends approval for up to 20 additional hours for Melissa Gessner, personal care aide at her regular hourly rate of \$10.70 to assist with field trips and extracurricular activities throughout the school year:

RECOMMENDED ACTION

That the Board of School Directors  
approve the above personnel action.

Moved by Ronald Neidig and seconded by Linda Gutkowski to approve Item Numbers B1, B2, B3, B4 and B6 and carried by a vote of 9 yes, 0 no and 0 abstentions on roll call vote.

C. POLICY AND PROGRAM

PUBLIC COMMENT – None.

1. **Faculty Conferences Approval**  
The administration recommends approval of the following faculty conferences for the 2017-2018 school year as per attached page.
2. **Field Trips Approval**  
The administration recommends approval of the following field trips for the 2017-2018 school year as per attached page.
3. **Homebound Instruction Approval**  
The administration recommends approval to provide homebound instruction for a 2<sup>nd</sup> grade student from the Herndon area who attends Line Mountain Elementary School as per the letter from the student's parents and a letter from the student's doctor at the rate of \$25.00 per hour as per the Collective Bargaining Agreement for work beyond the school day.
4. **Homebound Instruction Approval**  
The administration recommends approval to provide homebound instruction for a 1<sup>st</sup> grade student from the Dornsife area who attends Line Mountain Elementary School as per the letter from the student's parents and a letter from the student's doctor at the rate of \$25.00 per hour as per the Collective Bargaining Agreement for work beyond the school day.

5. **First Reading of Policies Approval**  
Be it recommended the Board approve first reading of the following policies:
  - 105.3, Classroom and Program Site Visitations as per attached pages
  - 806, Child Abuse as per attached pages
  - 826, Privacy of Health Information (HIPAA) as per attached pages
  - 829, HIPAA Security-Electronic Communications as per attached pages
  - 907, School Visitors as per attached pages
  - 908, Relations with Parents/Guardians as per attached pages
  - 909, Municipal/Government Relations as per attached page
  - 910, Community Relations as per attached pages
  - 911, News Media Relations as per attached pages
  - 913, Non-School Organizations/Groups/Individuals as per attached pages
  - 913.2, Fundraising as per attached pages
  - 916, School Volunteers as per attached pages
  
6. **Second Reading of Policy Approval**  
Be it recommended the Board approve second reading of the following policy:
  - 808, Food Services as per attached pages
  
7. **Approval to Establish the Stephen Wynn Memorial Scholarship Fund**  
Approval to establish the Stephen Wynn Memorial Scholarship in the amount of \$1,000.00. Recipients will be selected in accordance with the guidelines established for the scholarship as per attached pages.
  
8. **Hall Foundation Grant Approval**  
Be it recommended the Board approve receipt of a grant from the Hall Foundation, Camp Hill, PA for the purpose of awarding \$2,000.00 in scholarship money to a 2017-2018 graduating senior student/s based on meritorious academic achievement, leadership qualities, a well-adjusted, all-around student, and personal service to others through contributions to the school and or community, as well as financial need as per attached page.
  
9. **2018-1019 High School Course Selection Handbook Approval**  
Be it recommended the Board approve the High School Course Selection Handbook for the 2018-2019 school year as per copy included in the board packet.
  
10. **Student Disciplinary Agreement Approval**  
Motion to approve an agreement pertaining to a student disciplinary matter.

RECOMMENDED ACTION

That the Board of School Directors approve  
the above policy and program action.

Moved by Ronald Neidig and seconded by Marlin Yeager, Jr. to approve Item Numbers C1, C2, C3, C4, C5, C6, C7, C8, C9 and C10 and carried by a vote of 9 yes, 0 no and 0 abstentions on roll call vote.



**This Item Was Voted On Separately.**

11. **2018-1019 School Calendar Approval**

Be it recommended the Board approve the 2018-2019 attached school calendar.

RECOMMENDED ACTION

That the Board of School Directors approve the above policy and program action.

Moved by Ronald Neidig and seconded by Lawrence Neidig to approve Item Number C11 and carried by a vote of 8 yes, 1 no and 0 abstentions on roll call vote with Linda Gutkowski casting a negative vote.

IX. Public Comment – None.

Board Comment:

Ms. Hackenburg requested the Board reconsider establishing a Foundation Fund to accept donations on behalf of Line Mountain School District Alumni.

Solicitor Richard Roberts announced there will be executive session immediately following tonight's meeting to discuss personnel matters with no action to follow.

X. Motion to Adjourn:

There being no further business to be brought before the Board, Lawrence Neidig made the motion and Dennis Erdman seconded the motion to adjourn the meeting at 8:35 PM.

Respectfully submitted,

Patty Troutman  
Board Secretary