

LINE MOUNTAIN SCHOOL DISTRICT

MINUTES

BOARD OF SCHOOL DIRECTORS MEETING

May 22, 2018

I. President Laudenslager called the meeting to order at 6:35 PM at the Line Mountain Middle High School Library.

II. Pledge of Allegiance.

III. Roll Call:

BOARD DIRECTORS

Michael Bordner	Absent
Dennis Erdman, Vice President	Present
Linda Gutkowski	Present
Lauren Hackenburg	Absent
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	Present
Jeanne Menko	Elementary School Principal	Present
Jeffrey Lagerman	Middle School Principal	Present
Bradley Skelton	Dean of Students/Athletic Director	Present
Jamie Shiko	Food Service Director	Absent
Amy Dunn	Director of Special Education	Present
Keith Harro	Network Administrator	Absent
Tim Lagerman	Director of Plant Operations	Present
Richard J. Roberts, Jr.	Solicitor	Present

OTHERS

Mark Gilger of "The News Item", Justin Strawser of "The Daily Item", and several 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, April 24, 2018 as per attached pages.

Ronald Neidig made the motion and Linda Gutkowski seconded the motion to approve the above minutes.

VI. Motion to Approve the Agenda:

Marlin Yeager, Jr. made the motion and Lawrence Neidig seconded the motion to approve the agenda. The motion passed by Acclamation.

VII. Administrative Reports:

A. Superintendent

Mr. Campbell announced the 2018 Graduation ceremony is to take place Thursday, May 24. The superintendent is currently working on updating job descriptions. He also explained changes made to the 2018-2019 school calendar.

B. Business Administrator

No report.

C. Principals

Mr. Roadcap reported on the graduation activities throughout the week. He also reported on student achievements and accomplishments and encouraged all to visit the website for up to date information.

Mr. Lagerman reported most of the end of year activities have been completed except for some final exams.

Ms. Menko reported on the success of the Project Team and Book Reward Program with the Elementary students.

D. Property Committee

No report.

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.

VIII. ACTION ITEM

A. FISCAL

PUBLIC COMMENT – None.

1. **Treasurer's Report**

A. Be it recommended the Board approve the Treasurers Cash report and all check from all funds within the Line Mountain School District for the period ending May 16, 2018 as per attached pages.

B. Additional checks for payment as per attached pages.

2. **Delinquent Tax Exonerations**

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

3. **Budget Transfer Approval**

The administration recommends approval of the 2017-2018 budget transfers as per attached page.

4. **CSIU Scope of Work Project Approval**

Be it recommended the Board approve the Central Susquehanna Intermediate Unit to conduct a professional development training on (CDT) Classroom Diagnostic Tools for the middle/high school teachers on August 15, 2018 at a cost of \$1,000.00 as per attached page.

5. **All The Right Type 4 Typing Software License Renewal Approval**

Be it recommended the Board approve to renew the "All The Right Type 4" online typing software license from Ingenuity Works of Vancouver, BC at an annual cost of \$450. Renewal runs May 31, 2018 through May 30, 2019.

6. **PA Power Library Online Software License Renewal Approval**

Be it recommended the Board approve to renew the "PA Power Library" online software license from Health Science Libraries Consortium of Philadelphia, PA at an annual cost of \$525. Renewal runs July 1, 2018 through June 30, 2019 pending approval of 2018-2019 budget.

7. **Adobe Creative Cloud Software Purchase Approval**
Be it recommended the Board approve to purchase a 100-user site license for the “Adobe Creative Cloud” software at a cost of \$2,485 from Connection of Merrimack, NH pending approval of 2018-2019 budget.
8. **Dell Power Edge Maintenance Renewal Approval**
Be it recommended the Board approve to renew Dell Next Business Day maintenance on a Dell PowerEdge R710 Virtual Host Server with Dell, Inc. of Round Rock Texas at a cost of \$539.38 which runs March 2, 2018 until End Of Life March 23, 2019.
9. **Vision Campus Software License Renewal Approval**
Be it recommended the Board approve to renew the “Vision Campus” Software license from Netop of Portland, OR at an annual cost of \$800. License will run 7/27/2018 through 7/26/2019 pending approval of 2018-2019 budget.
10. **Paws In Jobland Software License Renewal Approval**
Be it recommended the Board approve to renew the “Paws In Jobland” software license for the Elementary Guidance Department from Bridges Transitions of Culver City, CA at an annual cost of \$200 pending approval of 2018-2019 budget. Software license good August 1, 2018 through July 31, 2019.
11. **Elementary School Desktop Computer Purchase Approval**
Be it recommended the Board approve to purchase 25 Dell Optiplex 3050 SFF desktop computers from Dell, Inc. of Round Rock, TX for the Line Mountain Elementary computer lab to replace end of life workstations. Total cost is \$11,525 off of Costars Hardware Contract 003-051. (Pending approval of 2018-2019 budget).

DELETE Item #12

- ~~12. **School and District Office Desktop Computer Purchase Approval**
Be it recommended the Board approve to purchase 10 Dell Optiplex 3050 SFF desktop computers from Dell, Inc. of Round Rock, TX for the school and district offices to replace end of life workstations. Total cost is \$4,610 off of Costars Hardware Contract 003-051. (Pending approval of 2018-2019 budget).~~
13. **Middle School Laptop Computer Purchase Approval**
Be it recommended the Board approve to purchase 24 Dell Latitude 5490 laptop computers with imaging from Dell, Inc. of Round Rock, TX for the Line Mountain Middle School to replace end of life workstations. Total cost is \$19,032 off of Costars Hardware Contract 003-051. (Pending approval of 2018-2019 budget).
14. **High School Laptop Computer Purchase Approval**
Be it recommended the Board approve to purchase 31 Dell Latitude 5490 laptop computers with imaging from Dell, Inc. of Round Rock, TX for the Line Mountain High School to replace end of life workstations. Total cost is \$24,583 off of Costars Hardware Contract 003-051. (Pending approval of 2018-2019 budget).

15. **2018-2019 Laptop Recycling Approval**
Be it recommended the Board approve to send a total of 75 student laptops to recycling which have reached 8 years end of life and have no value to the district. Laptops to be disposed of by Upcycle LLC of Fairfield, NJ at no cost to the district and in accordance with all applicable Federal, State, and Local rules and regulations. A detailed list with asset tag numbers will be provided to the District Office.
16. **2018-2019 & 2019-2020 High School Prom Approval**
Be it recommended the Board approve to hold the high school prom at Silver Moon, Lewisburg, PA on May 4, 2019 and April 25, 2020 from 6:00 PM until 10:00 PM. Cost to be determined at a later date with the funds to be taken from the junior class.
- This Item Was Voted On Separately.**
17. **2018-2019 Appointment of Depositories**
Be it recommended that the Board approve the appointment of the following depositories for the 2018-2019 fiscal year:
- | | | |
|---------------------|-------------|-------------------------|
| Gratz National Bank | PLGIT | Swineford National Bank |
| Mid Penn Bank | PLGIT / ARM | Riverview Bank |

RECOMMENDED ACTION

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

Moved by Dennis Erdman and seconded by Ronald Neidig to approve Item Number and A22 and carried by a vote of 6 yes, 0 no and 1 abstention on roll call vote with Marlin Yeager, Jr. abstaining.

18. **2018-2019 Solicitor Appointment**
Be it recommended that the Board approve the appointment of Richard J. Roberts Jr. of Leavens and Roberts, Shamokin, PA as Solicitor for the 2018-2019 fiscal year at an hourly rate of \$125.00.
19. **2018-2019 Appointment of Treasurer**
Be it recommended that the Board approve Philip S. Rapant, Jr. as the Treasurer of the Board for the 2018-2019 fiscal year.
20. **2018-2019 School Vehicle Contractors**
Be it recommended that the Board approve the following school vehicle contractors for the 2018-2019 school year at a rate of \$1.65 per approved daily miles:
- Linda Derck – Shamokin, PA
 - Janet Schwartz – Trevorton, PA
 - Jim Schwartz – Trevorton, PA
 - Jana Schwartz – Trevorton, PA
 - Gail Harris – Dornsife, PA
 - Ken Harris – Dornsife, PA

21. **2018-2019 Northumberland County Career & Tech Center Budget Approval**
Be it recommended that the Board approve the 2018-2019 NCCTC school budget of \$2,225,062 of which Line Mountain's estimated share is \$62,884.

This Item Was Voted On Separately.

22. **2018-2019 General Fund Budget**

A motion to adopt a resolution adopting the 2018-2019 General Fund Budget in a stated amount of \$ 19,771,992.00.

RESOLVED, that the annual budget of the Line Mountain School District (the "District") for the fiscal year beginning July 1, 2018, as was proposed at a meeting of the Board of School Directors of the District ("the Board") held April 10, 2018, (revised and amended as indicated), be and the same is hereby adopted as the annual budget of the Line Mountain School District for the fiscal year beginning July 1, 2018.

BE IT FURTHER RESOLVED, that the appropriation and expenditure of funds as itemized in said budget during the fiscal year beginning the first day of July, 2018, is hereby authorized. Necessary revenue for the same shall be provided by:

- (1) A real estate transfer tax of one percent (1%);
- (2) A five dollar (\$5.00) per capita tax;
- (3) A one percent (1%) tax on earned income;
- (4) A four hundred thirty percent (430%) occupation tax; all of which were adopted pursuant to the Local Tax Enabling Act, 53 PS. Section 6901, et seq., and all of which, also pursuant to said Act, are continuing in nature;
- (5) A Five (\$5.00) Dollar per capita tax which is hereby levied and assessed pursuant to Section 679 of the Public School Code of 1949, as amended; and
- (6) A school tax on real estate which is hereby levied and assessed at the rate of 77.36 mills on each dollar of assessed valuation, i.e., at the rate of \$7.736 on each \$100.00 of assessed valuation, of all property taxable for school purposes.

BE IT FURTHER RESOLVED, that all resolutions and motions inconsistent herewith are hereby rescinded.

RESOLVED this 22nd day of May 2018.

RECOMMENDED ACTION

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

Moved by Lawrence Neidig and seconded by Denis Erdman to approve Item Number and A22 and carried by a vote of 7 yes, 0 no and 0 abstentions on roll call vote.

23. **Tax Bill Printing**

Be it recommended that the Board approve Berkheimer Outsourcing, Bangor, PA to print the Line Mountain School District Real Estate and Per Capita Bills as follows effective July 1, 2018:

Real Estate Bills	\$ 0.3413/each
Per Capita Bills	\$ 0.3413/each
Blank Bills	\$ 0.2194/each
Tax Assessment Books	\$17.8453
Tax Register RE/per page over 250	\$ 0.1425
Tax Register PC/per page over 250	\$ 0.0984

24. **2018-2019 Insurance Coverage Approval**

Be it recommended that the board approve the 2018-2019 insurance policy renewal with Liberty Mutual through Deibler, Straub & Troutman Inc., Elizabethville, PA as agent in the amount of \$73,298 annually which includes Property, General Liability, School Leaders Professional, Crime, Inland Marine, Cyber, Business Auto, and Umbrella coverage.

25. **2018-2019 Worker's Compensation Insurance Coverage Approval**

Be it recommended that the board approve the 2018-2019 Worker's Compensation insurance policy renewal with PICS through Deibler, Straub & Troutman Inc., Elizabethville, PA as agent in the amount of \$40,813 annually.

26. **2018-2019 Sports Accident/Student Accident Insurance Coverage Approval**

Be it recommended that the board approve the 2018-2019 Insurance policy renewal with Axis through Deibler, Straub & Troutman Inc., Elizabethville, PA as agent in the amount of \$11,000 annually which includes the Sports Accident Insurance.

Voluntary Student Accident insurance is offered to parents at a rate of \$30 for school time or \$116 for 24-hour coverage per student to be paid for by the parent if they choose it.

This Item Was Voted On Separately.

27. **2018 Homestead and Farmstead Exclusion Resolution**

Be it recommended the Board approve the 2018 Homestead and Farmstead Exclusion Resolution as per attached page.

RECOMMENDED ACTION

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

Moved by Lawrence Neidig and seconded by Marlin Yeager, Jr. to approve Item Number and A27 and carried by a vote of 7 yes, 0 no and 0 abstentions on roll call vote.

28. **Yearbook Agreement Approval**
Be it recommended that the board approve the yearbook contract to Jostens, Inc., Minneapolis, MN for the 2018/2019 and 2019/2020 school years at a price of \$10,663.00 as per attached pages.
29. **Student Activities Coordinator Bond**
Be it recommended that the Board approve the Student Activities Coordinator Bond effective 7/1/18 at a premium of \$100.00 with Keystone Bonding & Surety Agency, LLC through Deibler, Straub & Troutman, Inc., Elizabethville, PA as agent.
30. **Toshiba Copier Lease Rental Agreement Approval**
Be it recommended that the Board approve a lease rental agreement with Toshiba Business Solutions of Elizabethtown, PA for five Toshiba digital copiers (listed below) for the elementary and middle/high school buildings at the following cost: 63 months @ \$3,191.54 as per Costars contract #001-055 and authorize Administration to execute the agreement pending solicitor approval.
- (1) eStudio 3005AC Color Copier
 - (2) eStudio 6506ACT Color Copiers
 - (1) eStudio 4505AC Color Copier
 - (1) eStudio 7508A B&W Copier
31. **HSA Agreement Approval**
Administration recommends board approval of a memorandum of agreement between Line Mountain Education Association and the Line Mountain School District pertaining to HSA contributions.

RECOMMENDED ACTION

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

Moved by Linda Gutkowski and seconded by Dennis Erdman to approve Item Numbers A1, A2, A3, A4, A5, A6, A7, A8, A9, A10, A11, A13, A14, A15, A16, A18, A19, A20, A21, A23, A24, A25, A26, A28, A29, A30 and A31 and carried by a vote of 7 yes, 0 no and 0 abstentions on roll call vote.

B. PERSONNEL

PUBLIC COMMENT – None.

1. **Coaches/Advisors**

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>
Stephen Kelley	Head Boys Basketball Coach	\$4,200.00
Pjay Hunsberger	Assistant Boys Basketball Coach	\$2,940.00
Brad Williams	Volunteer Boys Basketball Coach	\$ -0-
Justin Kaleta	Volunteer Boys Basketball Coach	\$ -0-
Daniel Bowman	Volunteer Boys Basketball Coach	\$ -0-
Ian Lundy	Head Girls Basketball Coach	\$4,200.00
Lori Hackenberg	Assistant Girls Basketball Coach	\$2,940.00
Elyse Whary	Volunteer Girls Basketball Coach	\$ -0-
Maura Lundy	Volunteer Girls Basketball Coach	\$ -0-
Charles Johnson	Head Wrestling Coach	\$4,200.00
Joshua Phillips	Assistant Wrestling Coach	\$2,520.00
Ken Wert	Volunteer Wrestling Coach	\$ -0-
Brett Schadel	Volunteer Wrestling Coach	\$ -0-
Ronald Johnson	Volunteer Wrestling Coach	\$ -0-
Brian Baumert	Volunteer Wrestling Coach	\$ -0-

2. **Classified Personnel Approval**

A. The administration recommends approval of the resignation for purposes of retirement of Kathy Keidel, District Office Special Education Secretary effective June 29, 2018.

Linda Gutkowski thanked Kathy Keidel for her years of dedicated service.

B. The administration recommends approval of the resignation for purposes of retirement of Fern Gonsar, Elementary Custodian effective June 29, 2018.

Ms. Menko thanked Fern Gonsar for her years of dedicated service.

3. **Uncompensated Leave Approval**

Be it recommended the Board approve the following uncompensated leave days for the 2017-2018 school year:

<u>Employee</u>	<u>Dates</u>	<u>Reason</u>
#3760	4/11, 4/30, 5/7/18	Family Necessity
#8775	4/19/18	Personal
#0893	4/29 to 5/11/18	Family Necessity

4. **Work Beyond the School Day Approval**

Be it recommended the Board approve the following teachers for work beyond the school day at the LMEA contracted price of \$25.00 per hour for the 2018-2019 school year.

<u>Name</u>	<u>Purpose</u>	<u>Hours</u>
Beth Reed	Project Team Committee Meetings	4
Autumn Walshaw	Project Team Committee Meetings	4
Melinda Masser	Project Team Committee Meetings	4
Jill Lundy	Project Team Committee Meetings	4
Kristin Knock	Project Team Committee Meetings	4
Crystale Moyer	Project Team Committee Meetings	4
Ashtin Klingler	Project Team Committee Meetings	4
Sandra Kessler	Project Team Committee Meetings	4
Autumn Spotts	Project Team Committee Meetings	4
Jamie Bolinsky	SAP Planning Time	4
Barbara Manning	SAP Planning Time	4
Jill Lundy	SAP Planning Time	4
Autumn Walshaw	SAP Planning Time	4
Peggy Long	SAP Planning Time	4
Sandra Kessler	SAP Planning Time	4
Joanne Snyder	SAP Planning Time	4
Julie Masser	SAP Planning Time	4
Sandy Kase	SAP Planning Time	4
Carol Kruskie	Records, Screenings, PSSA data, PIMS, etc.	60
Joanne Snyder	Immunizations/Health Records	15
Paula Schick	Mathematics Summer School Teacher	30
Kim Poltonavage	English Summer School Teacher	30
Connie Savidge	Book Orders, Assist Office Staff (\$9.70 per hour)	60
Christine Leader	Summer School Aide (\$15.65 per hour)	30

5. **2017-2018 Classified Work Beyond the School Day Approval**

A. The administration recommends approval of up to 10 additional hours each (at their regular hourly rate) for the following classroom aides to assist with field trips and special student events throughout the school year:

Betty Jean Reiner	\$15.65	Holly Renninger	\$12.30
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B. The administration recommends approval of up to a 1 additional hour each (at their regular hourly rate) to assist with a late dismissal due to a weather emergency:

Lisa Strahan	\$11.05	Debra Novinger	\$15.35
Jody Rebuck	\$10.70	Nicole Hood	\$10.40
Patricia Geise	\$13.00	Marjorie Welker	\$13.80
Connie Savidge	\$16.30	Jennifer Leitzel	\$11.00
Jaymie Lenker	\$11.00	Helen Vandervoort	\$ 9.25
Faith Leiser	\$10.40		

6. **Professional Personnel Approval**
The administration recommends approval (pending all required paperwork) for the employment of Hannah Campbell as a Social Studies teacher at the Line Mountain High School at a salary based on (BA Step 1) \$34,338.00 effective August 14, 2018.

7. **Mentor Teacher Approval**
The administration recommends approval of the following teacher as a mentor teacher at the High School for the 2018-2019 school year at a rate of \$500.00 as per the collective bargaining agreement:

Rodney Knock with Hannah Campbell

RECOMMENDED ACTION

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

Moved by Linda Gutkowski and seconded by Ronald Neidig to approve Item Numbers B1, B2, B3, B4, B5, B6 and B7 and carried by a vote of 7 yes, 0 no and 0 abstentions on roll call vote.

C. POLICY AND PROGRAM

PUBLIC COMMENT – None.

1. **Faculty Conference Approval**
The administration recommends approval of the following faculty conferences for the 2017-2018 school year as per attached page.
2. **Field Trips Approval**
A. The administration recommends approval of the following field trips for the 2017- 2018 school year as per attached page.
- B. Additional Field Trips for approval as per attached page.

RECOMMENDED ACTION

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

Moved by Marlin Yeager, Jr. and seconded by Paul Kolody to approve Item Numbers C1 and C2 and carried by a vote of 7 yes, 0 no and 0 abstentions on roll call vote.

VII. Public Comment – None.

Board Comment:

Richard Roberts announced there was an executive session prior to tonight's meeting to discuss personnel matters and consult with counsel on a potential litigation issue.

X. Motion to Adjourn:

There being no further business to be brought before the Board, Dennis Erdman made the motion and Lawrence Neidig seconded the motion to adjourn the meeting at 7:32 PM.

Respectfully submitted,

Patty Troutman
Board Secretary