

LINE MOUNTAIN SCHOOL DISTRICT

MINUTES

BOARD OF SCHOOL DIRECTORS MEETING

June 26, 2018

I. Vice President Erdman called the meeting to order at 6:36 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	Present
Paul Kolody	Absent
Troy Laudenslager, President	Absent
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	Absent
Jeffrey S. Roadcap	Secondary School Principal	Present
Jeanne Menko	Elementary School Principal	Absent
Jeffrey Lagerman	Middle School Principal	Absent
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	Present
Tim Lagerman	Director of Plant Operations	Present
Richard J. Roberts, Jr.	Solicitor	Present

OTHERS

No members of the media and two members of the general public were present.

IV. Vice President Erdman recognized the public present. There were no comments from the public at this time.

V. Motion to Approve the Minutes:

Regular Meeting, May 22, 2018 as per attached pages.

Ronald Neidig made the motion and Lawrence Neidig seconded the motion to approve the above minutes. The motion passed by acclamation.

VI. Motion to Approve the Agenda:

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

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

VII. Administrative Reports:

A. Superintendent

Mr. Campbell reported that he is very pleased with the current status of the summer custodial staff and the progress to date with their duties. Visitors to the District for the recent soccer tournament were well pleased with the condition of the complex.

Mr. Campbell and Mr. Roadcap are currently exploring the options of entertaining the option of hiring a school resource officer. Contacts and visits to other local school districts are part of the process in researching the possibilities. The Superintendent also briefly discussed the option of securing a safe schools grant to enhance the feasibility of proceeding with a school resource officer.

Mr. Campbell also reported he is reviewing the school bullying policy as required by state law.

B. Business Administrator

No report.

C. Principals

No report.

D. Property Committee

Tim Lagerman presented the Board with three options to mulch the Elementary School's lower playground. The options were a carpet mulch, additional rubber mulch to complement the existing rubber mulch or to return to the traditional hardwood mulch. The Board opted to proceed with the purchase of hardwood playground mulch from Tuscarora Hardwood and an agenda item was added as such.

Mr. Lagerman also presented a spreadsheet on PPL Utilities and updated the Board on the current rates. He also recommended proceeding with the fixed rate for propane used by the District.

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 checks from all funds within the Line Mountain School District for the period ending June 20, 2018 as per attached pages.
- B. Approval of additional checks as per attached.

2. **Delinquent Tax Exonerations**

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

3. **2018-2019 Mobile Ag Ed Science Lab Agreement Approval**

Be it recommended the Board grant permission for Administration to execute agreements with Pennsylvania Friends of Agriculture Foundation, Camp Hill, PA for the Mobile Ag Ed Science Lab program (pending clearances) as per attached pages:

Line Mountain Elementary School	10/22/18 through 10/26/18	\$2,000.00
Line Mountain Middle School	10/29/18 through 11/01/18	\$1,500.00

4. **Library Catalog System Licenses Renewal Approval**

Be it recommended the Board approve to renew the Destiny Library Catalog System Licenses from Follett School Solution, Chicago, IL at an annual cost of \$1,455.00 with license continuing from July 1, 2018 through June 30, 2019.

5. **Shoretel Phone Purchase Approval**

Be it recommended the Board approve to purchase a Shoretel IP telephone for the high school office to replace a defective phone through Sage Technology Solutions, Mt. Joy, PA at a cost of \$321.75.

6. **Lenovo Laptop Batteries Purchase**
Be it recommended the Board approve to purchase 10 Lenovo Laptop batteries for the high school science laptop computers at a total cost of \$899.80 through Connection, Merrimack, NH.
7. **Desktop Computers Purchase Approval**
Be it recommended the Board approve to purchase (2) Dell Optiplex 3050 SFF Desktop computers for the High School Art Department from Dell, Inc. of Round Rock, Texas. Total cost is \$922 off of CoStars Contract 003-051.
8. **Software Renewal Approval**
Be it recommended the Board approve to renew support with Kimono, LLC for our Active Directory, Destiny Library, and Student Information System synchronization software. Annual support runs from August 1, 2018 through July 31, 2019 at a cost of \$1,715.04.
9. **Network Storage Purchase Approval**
Be it recommended the Board approve to purchase a Dell PowerVault MD1200 Disk Storage Array for an additional 6 TB of network storage from CXTEC of Syracuse, NY at a cost of \$4,643. Device includes 3-year next business day support.
10. **New Story Agreement Approval**
The administration recommends approval of the agreement with New Story for the extended school year (ESY) services and the authorization of the Superintendent to execute the agreement as per attached pages.
11. **ACCESS Program Approval**
The administration recommends approval of the Pennsylvania School-Based ACCESS Program (SBAP) Local Education Agency Agreement to participate for the 2018-2019 School year and the authorization the Superintendent to execute the agreement as per attached pages.
12. **Keystone Service Systems Agreement Approval**
The administration recommends approval of the Letter of Agreement between Keystone Service Systems, Inc. – Mental Health Division and the Line Mountain School District and the authorization of the Superintendent to execute the agreement as per attached page.
13. **Safety Net Counseling Agreement Approval**
The administration recommends approval of the Letter of Agreement for the Provision of B.H.R.S. and Partial Hospitalization Services between Safety Net Counseling, Inc. and the Line Mountain School District for the period of July 1, 2018 through June 30, 2019 and the authorization of the Superintendent to execute the agreement as per attached pages.

14. **Beacon Light Agreement Approval**
The administration recommends approval of the Letter of Agreement between Beacon Light and the Line Mountain School District for the period of July 1, 2018 through June 30, 2020 and the authorization of the Superintendent to execute the agreement as per attached page.
15. **IEP Writer License and Maintenance Renewal Approval**
The administration recommends the renewal of the software maintenance and license for the IEP Writer Special Education software with Leader Services, Hazleton, PA beginning July 1, 2018 through June 30, 2019 at a cost of \$5,846.00 as per attached page.
16. **Four Diamonds Mini-Thon Partnership Agreement Approval**
The administration recommends approval to enter into a partnership agreement with Four Diamonds, Hershey, PA to hold a mini-thon at the Line Mountain Elementary School during the 2018-2019 school year with the exact date to be determined as per attached pages.
17. **Smile Pennsylvania Memorandum of Understanding Approval**
The administration recommends approval to enter into an agreement with Smile Pennsylvania, West Conshohocken, PA to provide preventive and appropriate restorative dental services for children without care as per attached pages.
18. **IDEA Agreement Approval**
Be it recommended the Board approve the IDEA-B Agreement and authorize the Superintendent to execute the agreement which includes the following documents as per attached pages:
 - IDEA-B Agreement for the Distribution of funds for the Fiscal Year 2018-19 for the IDEA allocation of \$175,237.40.
 - The Notice of Adoption of Policies, Procedures and Use of Funds by School District
 - Use of IDEA Pass Through Funds Assurance Form
19. **Rosetta Stone Renewal Approval**
The administration recommends the school board approval of the renewal of the Rosetta Stone License in the amount of \$825.00 from the general fund as per attached pages.
20. **GoEnnounce Software Program Proposal Renewal Approval**
Be it recommended the Board approve the renewal of the Line Mountain GoEnnounce software program at a cost of \$5,300 for the 2018-2019 school Year as per attached page.

21. **Propane Gas Approval**
Be it recommended the Board approve the 2018-2019 propane pricing effective July 1, 2018 to June 30, 2019 from Koppy's Propane, Inc., Williamstown, PA at a
- A. Fixed price of \$1.3450 per gallon
 - OR
 - B. Fluctuating price of \$1.395 per gallon as of 5-30-18

The Board opted for the fixed price for the propane.

22. **2018-2019 Private Bus Companies Approval**
Be it recommended that the Board approve the following private bus companies to provide transportation for field trips and athletic events as requested by teachers and coaches, pending clearances and certificates of insurance for the 2018-2019 school year:
- Catawese Coach Company
 - Rohrer Bus Company

23. **2018-2019 Extra-Curricular Transportation Contract Agreement**
Be it recommended that the Board approve the extra-curricular transportation contract with Marvin E. Klinger, Inc., Dornsife PA for the period July 1, 2018 through June 30, 2019 at \$13.05 per driver hour (\$23.50 minimum per run) and \$1.94 per mile (\$23.50 minimum per run) under the same terms and conditions as per the 2017-2018 school year as per attached as per attached page.

24. **2018-2019 Archery Club Special Risk Policy Approval**
Be it recommended that the board approve a special risk insurance policy with Axis Insurance Company through Deibler, Straub & Troutman Inc., Elizabethville, PA as agent in the amount of \$500.00 for the Archery Club.

25. **Purchase of Wood Mulch**
Be it recommended that the board approve the purchase of wood mulch from Tuscarora Hardwood, Elliottsburg, PA for the Line Mountain Elementary School playground at a cost of \$1500.00 for 90 cubic yards.

RECOMMENDED ACTION

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

Moved by Linda Gutkowski and seconded by Ronald Neidig to approve Item Numbers A1, A2, A3, A4, A5, A6, A7, A8, A9, A10, A11, A12, A13, A14, A15, A16, A17, A18, A19, A20, A21, A22, A23, A24 and A25 and carried by a vote of 6 yes, 0 no and 0 abstentions on roll call vote.

B. PERSONNEL

PUBLIC COMMENT – None.

1. **Extended School Year Personnel Approval**

A. The administration recommends approval of the following personnel and hours as ESY Instructors and Social Worker for the ESY program at the Collective Bargaining Agreement rate of \$25.00 per hour for work beyond the school day:

<u>Name</u>	<u>Hours</u>	<u>Name</u>	<u>Hours</u>
Heather Troutman	Up to 60	Erin Musser	Up to 60
Kam Traugh	Up to 60	Trisha Herb	Up to 60
Sandra Kase	Up to 30	Tracy Supsic	Up to 30

B. The administration recommends approval of the following personnel as ESY classroom aides at their regular hourly rates not to exceed 50 hours:

<u>Name</u>	<u>Salary</u>	<u>Name</u>	<u>Salary</u>
Faith Leiser	\$10.40	Jennifer Leitzel	\$11.00
Lisa Strahan	\$11.05	Gertrude Masser	\$15.65
Nina Lenker	\$14.15	Lisa Wren	\$12.80
Betty Jean Reiner	\$15.65	Vicki Jones	\$14.60
Christine Leader	\$15.65		

C. The administration recommends approval for the employment (pending all required paperwork) of Denise Gonsar as an ESY classroom aide for the ESY program at the hourly rate of \$11.30 not to exceed 50 hours.

*****Pending approval of the Extended School Year Program*****
See Policy and Program Item #2

2. **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>
#8775	April 9 & 19, 2018	Family Necessity
#0350	May 17 & 18, 2018	Health

3. **Professional Personnel Approval**

Be it recommended the Board approve the resignation of Erin Musser, Elementary Special Education Teacher effective June 30, 2018.

This Item Was Voted On Separately

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>
Jennifer Heitzman	Summer MS Guidance Hours	190
Amy Zartman	Summer HS Guidance Hours	190
Jared Haas	Summer Tech Ed Maintenance Work	80
Joseph Kahl	Summer Tech Ed Maintenance Work	80
Carol Kruskie	Concussion Management Team	6
Peggy Long	Concussion Management Team	6
Amy Young	Concussion Management Team	6
Julie Masser	Concussion Management Team	6
Autumn Walshaw	Concussion Management Team	6
Crystale Straub-Moyer	Concussion Management Team	6
Barbara Manning	Concussion Management Team	6
Autumn Spotts	Title I Duties	8
Megan Herrold	Title I Duties	8

RECOMMENDED ACTION

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

Moved by Lauren Hackenburg and seconded by Marlin Yeager, Jr. to approve Item Number B4 and carried by a vote of 5 yes, 0 no and 1 abstentions on roll call vote with Linda Gutkowski abstaining.

5. Act 93 Administration Compensation Plan Approval

Be it recommended the Board approve the Act 93 Administrative Compensation Plan effective July 1, 2018 through June 30, 2023 as per copy in board packets.

6. Job Descriptions Approval

Be it recommended the Board approve the following job descriptions as per copies in board packets:

- A. Superintendent, Business Administrator
- B. Building Level – High School Principal, Middle School Principal, Elementary School Principal
- C. District Level – Director of Special Education, Director of Technology, Systems Technician
- D. Buildings and Grounds – Director of Plant Operations & Management, Buildings and Grounds Maintenance Worker, Head Building Custodian, Custodian

7. **Coaches / Advisors**
Be it recommended the Board approve resignation of Mark Davis, Jr as Head Boys Soccer Coach effective June 26, 2018.

Dennis Erdman thanked Mark Davis, Jr. for his service.

8. **2017-2018 Weight Room Personnel Approval**
Be it recommended the Board approve (pending all required paperwork) the following coaches and hours for supervision of the weight room:

<u>Name</u>	<u>Hours</u>
Michael Carson	66
Jill Yisrael	26 1/4
Charles Johnson	25
Brett Schadel	10

9. **Open Head Baseball Position And Advertise**
Be it recommended the Board approve to open the position of Head Baseball Coach and advertise for applicants.

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 Numbers B1, B2, B3, B5, B6, B7, B8 and B9 and carried by a vote of 6 yes, 0 no and 0 abstentions on roll call vote.

- C. POLICY AND PROGRAM
PUBLIC COMMENT – None.

1. **Wiest-Wehry Friendship Memorial Scholarship Recipient Payment Approval**
Be it recommended the Board approve the Wiest-Wehry recipient payments in the amount of \$1,000.00 each listed below:

<u>Tri-Valley</u>	<u>Shamokin</u>
Peyton Polletti	Kendra Haight
Jacob Masser	
<u>Shikellamy</u>	<u>Line Mountain</u>
Abigail Walter	Baylee Hawk
Noah Shipman	Alaina Eyster
Shelby Young	Sadie Walshaw
Aiden Cooper	Kirsten Ulsh
Isaiah Inch	Maura Lundy
	Colten Wehry

2. **Extended School Year (ESY) Program Approval**

The administration recommends approval to conduct the special education Extended School Year (ESY) program from July 10, 2018 through to August 2, 2018 on Tuesdays and Thursday, from 8:00 AM until 2:00 PM at both the Line Mountain Elementary School and the Line Mountain Middle High School. Salary and transportations expenses will be paid through the IDEA grant

RECOMMENDED ACTION

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

Moved by Lawrence Neidig and seconded by Linda Gutkowski to approve Item Numbers C1 and C2 and carried by a vote of 6 yes, 0 no and 0 abstentions on roll call vote.

IX. Public Comment:

Craig Taxis announced that he is interested in the head boys soccer coaching position. Mr. Campbell suggested that he speak to Mr. Skelton as soon as possible.

Board Comment – None.

X. Motion to Adjourn:

There being no further business to be brought before the Board, Lauren Hackenburg made the motion and Marlin Yeager, Jr. seconded the motion to adjourn the meeting at 7:17 PM.

Respectfully submitted

Patty Troutman
Board Secretary