

LINE MOUNTAIN SCHOOL DISTRICT

MINUTES

BOARD OF SCHOOL DIRECTORS MEETING

April 14, 2020

I. President Laudenslager called the meeting to order at 6:39 PM at the Line Mountain Middle High School Library as a Zoom virtual meeting.

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	Present
Troy Laudenslager, President	Present
Ronald Neidig	Present
Marlin Yeager, Jr.	Present
Patty Troutman, Secretary, Non-Member	Present

ADMINISTRATION

David M. Campbell	Superintendent	Present
Kaitlin Rosselli	Business Manager	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	Present
Amy Dunn	Director of Special Education	Absent
Keith Harro	Network Administrator	Present
Douglas Wolfe	Director of Plant Operations	Present
Antonio Michetti	School Solicitor	Present

OTHERS

Justin Strawser of "The Daily Item" and approximately 24 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. Approval of Minutes:

Regular Meeting, February 25, 2020 as per attached pages

Lauren Hackenburg made the motion and Linda Gutkowski seconded the motion to approve the above minutes. The motion passed by acclamation.

VI. Motion to Approve the Agenda:

Ronald Neidig made the motion and Paul Kolody seconded the motion to approve the agenda. The motion passed by acclamation.

VII. Administrative Reports:

A. Superintendent

Mr. Campbell reported the Proposed Budget will be presented at the April 28, 2020 board meeting. The Proposed Budget is expected to show no tax increase for the 2020-2021 school year.

The Superintendent reported on the status of the 2019-2020 school year due to the COVID-19 pandemic. The District was closed on March 16, 2020 for thirteen days through April 1, 2020. The District will seek a waiver for relief from the 180 day requirement. The District will, however, be able to attain the 900 and 990 hours required at the elementary and secondary levels to meet PDE requirements.

During a press release today from PIAA all athletics are to cease until July 1, 2020.

Graduation is expected to be on schedule for May 28, 2020.

Mr. Campbell thanked Mr. Shearer for his work on the yearbook and the Virtual Spirit Week activities.

B. Business Administrator

Ms. Rosselli confirmed the Proposed Budget will be presented at the April 28th meeting.

C. Principals

The three principals commented on the efforts of the professional staff to keep things moving smoothly in these difficult times. Packets are being sent to those students who do not have internet access.

D. Property Committee

Mr. Wolfe reported the Optilumen lights are being installed in the gymnasium. There will be a significant difference in the illumination after the lights have all been connected.

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**
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 April 6, 2020 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 2019-2020 budget transfers as per attached pages.
4. **Software Maintenance Renewal Approval**
Be it recommended the Board approve to renew the Email Signature Manager software maintenance through Symprex, United Kingdom at a cost of \$399.00 to cover support and new versions. Maintenance runs April 21, 2020 through April 20, 2021.
5. **Backup Software Maintenance Renewal Approval**
Be it recommended the Board approve to renew the Veritas Tape Backup software maintenance with CDW, Vernon Hills, IL at an annual cost of \$1,595.00 running from April 14, 2020 through April 13, 2021.
6. **Juniper Data Switch Approval**
Be it recommended the Board approve to purchase a 48-port PoE 10/100/1000mb Juniper Data Switch for the Line Mountain Elementary School to replace an End Of Life switch from CXTEC of Syracuse, NY at a cost of \$1,782.00 per COSTARS Contract #: 003-26.

7. **Bradley Sink Purchase Approval**
Be it recommended the Board approve the purchase of a Bradley sink for the Line Mountain Elementary School at a cost of \$3,697.50 through F. W. Webb Co., Allentown, PA with funds coming from the Capital Reserve as per attached page.
8. **PenTeleData Agreement Approval**
Be it recommended the Board approve to enter into a 3-year agreement with PenTeleData, Palmerton, PA and upgrade from 200MB internet service to 1GB internet service at a pre-erate cost of \$1,499.98 per month. (This is a reduction of the cost from the previous contract). There is also a one-time setup fee of \$360.00. Terms of the agreement are July 1, 2020 through June 30, 2023 and to be paid from the Technology Budget.
9. **Business Manager Bond Approval**
Be it recommended the Board approve the Business Manager Bond for Kaitlin Rosselli at a cost of \$119.00 effective March 16, 2020 to March 16, 2021 with Penn National Insurance as the carrier and Deibler, Straub & Troutman, Inc., Elizabethville, PA as agent.
10. **National School Lunch and Breakfast Program**
Be it recommended the Board approve participation in the USDA Donated Commodity Program and National School Lunch and Breakfast Program for the 2020-2021 school year.
11. **CSIU 2020-21 SIS Proposal Approval**
Be it recommended the Board approve the estimated CSIU 2020-21 SIS annual software enhancement for student services at a total cost of \$17,072.85 based on 2019-20 student count and authorize the Superintendent to execute the contract as per attached page.
12. **CSIU 2020-21 In-House Proposal Approval**
Be it recommended the Board approve the estimated CSIU 2020-21 in-house financial service enhancement fees at a total cost of \$16,284.75 based on 2019-20 student count and authorize the Superintendent to execute the contract as per attached pages.
13. **COMBI Oven Purchase Approval**
Be it recommended the Board approve the purchase of two (10 Model #CTP7-20G) Combination Oven/Steamer, gas for the Line Mountain Middle High School through Singer Equipment Co., Elverson, PA at a total cost of \$37,674.93 through CoStars Contract #036-005 State Contract #4400011923 as per attached pages.

14. **COMBI Oven Purchase Approval**
Be it recommended the Board approve the purchase of two (10 Model #CTP7-20E) Combination Oven/Steamer, electric for the Line Mountain Elementary School through Singer Equipment Co., Elverson, PA at a total cost of \$33,668.05 through CoStars Contract #036-005 State Contract #4400011923 as per attached pages.
15. **Mobile Heated Cabinet Purchase Approval**
Be it recommended the Board approve the purchase of one (Cres Cor Model #10040325) Mobile Heated Cabinet for the Line Mountain Elementary School through Singer Equipment Co., Elverson, PA at a cost of \$3,082.35 through CoStars Contract #036-005 Contract #4400011936 as per attached pages.
16. **Elementary Cooler and Freezer Repair Approval**
Be it recommended the Board approve repairs to the cooler and freezer at the Line Mountain Elementary School through Frank's Electrical Construction, Inc., Leck Kill, PA at a cost of \$7,850.00 with funds to be taken from Capital Reserve as per attached page.
17. **Elementary Emergency Lights Purchase Approval**
Be it recommended the Board approve the purchase and installation of emergency lights and walkway lights at the Line Mountain Elementary School through Frank's Electrical Construction, Inc., Leck Kill, PA at a cost of \$5,650.00 with funds to be taken from Capital Reserve as per attached page.
18. **Middle High School Glycol Repair Approval**
Be it recommended the Board approve Glycol repairs at the Line Mountain Middle High School through Frank's Electrical Construction, Inc., Leck Kill, PA at a cost of \$7,350.00 with funds to be taken from Capital Reserve as per attached page.
19. **High School Basketball Hoop Control System Purchase Approval**
Be it recommended the Board approve the purchase of materials and labor to make a complete basketball hoop control system at the Line Mountain High School through Frank's Electrical Construction, Inc., Leck Kill, PA at a cost of \$5,990.00 with funds to be taken from Capital Reserve as per attached page.
20. **Food Service Management Company**
Be it recommended that the Board approve the 2020-2021 contract with The Nutrition Group, Danville, PA, to provide food service management services as stated below:

Guaranteed savings –	\$20,100.00
Administrative cost –	\$14,944.71
Management fee –	\$10,743.80
21. **2020-2021 Meal Prices & A La Carte Price List**
Be it recommended that the Board approve the 2020-2021 Meal Prices & A La Carte Price List as per attached page.

22. **2020-2021 School Bus Contractor**

Be it recommended that the Board approve Marvin E. Klinger, Inc., Dornsife, PA as the bus contractor for the 2020-2021 school year.

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 and A22, and carried by a vote of 7 yes, 0 no and 0 abstentions on roll call vote.

B. PERSONNEL

PUBLIC COMMENT – None.

1. **Professional Personnel Approval**

Be it recommended the Board approve the resignation for the purpose of retirement of Paula Schick, Mathematics teacher at the Line Mountain High School effective May 31, 2020.

Dennis Erdman thanked Paula Schick for her years of service to the District.

2. **Student Teacher Approval**

The administration recommends approval (pending clearances) for Kirby Leitz from Susquehanna University to student teach with Dana Brown for the Fall 2020 semester as per attached pages.

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

Be it recommended the Board approve the following teacher for work beyond the school day at the LMEA contracted price of \$25.00 per hour for the 2019-2020 school year:

<u>Name</u>	<u>Purpose</u>	<u>Hours</u>
Lori Hackenberg	Middle School Yearbook	up to 25 hours

4. **Substitute Classified Personnel Approval**

The administration recommends approval (pending clearances) of the following substitute classified personnel effective upon completion of all required paperwork:

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Riley Heim	Substitute Custodian	\$9.25
Kara Heim	Substitute Custodian	\$9.25
Quinten Gessner	Substitute Custodian	\$9.25

5. **Uncompensated Leave Approval**

Be it recommended the Board approve the following uncompensated leave days for the 2019-2020 school year:

<u>Employee</u>	<u>Dates</u>	<u>Reason</u>
#0350	3/02/20, 3/30/20 to 4/03/20	Health
#9160	3/03 to 3/05/20	Health

6. **Administrative Personnel Approval**

The administration recommends approval of the employment of Brad Shrum as School Psychologist effective June 1, 2020 as a member of the Act 93 Group at a salary of \$83,200.00.

RECOMMENDED ACTION

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

Moved by Dennis Erdman and seconded by Paul Kolody to approve Item Numbers B1, B2, B3, B4, B5 and B6 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. **2020-2021 High School Course Selection Handbook Approval**

Be it recommended the Board approve the High School Course Selection Handbook for the 2020-2021 school year.

2. **First Reading of Policy Approval**

Be it recommended the Board approve the first reading of the following policies:

- 805, Emergency Preparedness as per attached pages
- 811, Bonding as per attached page
- 812, Property Insurance as per attached page
- 813 Other Insurance as per attached pages
- 822 Automated External Defibrillator (AED)/Cardiopulmonary Resuscitation (CPR) as per attached page
- 217, Graduation Requirements

Troy Laudenslager questioned the necessity of the Graduation Requirement Policy to be COVID-19 specific. Mr. Michetti reported the District is utilizing verbiage directly from PDE which is very specific to COVID-19. Mr. Michetti reported he would research suspending the existing policy for 2020 rather than adopt the new policy.

3. **Second Reading of Policy Approval**

Be it recommended the Board approve second reading of the following policy:

- 220, Student Expression/Distribution and Posting of Materials

RECOMMENDED ACTION

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

Moved by Lauren Hackenburg and seconded by Ronald Neidig to approve
Item Numbers C1, C2 and C3 and carried by a vote of 7 yes, 0 no and 0
abstentions on roll call vote.

IX. Public Comment – None.

Board Comment:

Solicitor Antonio Michetti announced there was an executive session prior to
the board meeting tonight from 5:30 to 6:30 to discuss personnel issues and
legal matters.

Lauren Hackenburg reported the CSIU will hold a Zoom virtual board meeting
tomorrow night.

Mr. Campbell reported the graduating seniors will have the option to pick up their
diplomas or have them mailed to them. The next board meeting is scheduled for
April 28, 2020. Any comments or suggestions would be appreciated.

X. Motion to Adjourn:

There being no further business to be brought before the Board, Dennis Erdman
made the motion and Lauren Hackenburg seconded the motion to adjourn the
meeting at 7:33 PM.

Respectfully submitted,

Patty Troutman
Board Secretary