

LINE MOUNTAIN SCHOOL DISTRICT

MINUTES

BOARD OF SCHOOL DIRECTORS MEETING

April 23, 2019

I. President Laudenslager called the meeting to order at 6:40 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	Absent
Troy Laudenslager, President	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 / Board 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	Present
Amy Dunn	Director of Special Education	Present
Keith Harro	Network Administrator	Present
Douglas Wolfe	Director of Plant Operations	Present
Richard J. Roberts, Jr.	Solicitor	Present

OTHERS

Chris Grego 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. Approval of Minutes:

Regular Meeting, March 26, 2019 as per attached pages.

Ronald Neidig made the motion and Michael Bordner 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 Lauren Hackenburg seconded the motion to approve the agenda. The motion passed by acclamation.

VII. Administrative Reports:

A. Superintendent

Mr. Campbell encouraged all to become involved in the Resolution on Senate Bill 34 and House Bill 526 by contacting their local legislators.

B. Business Administrator

Mr. Rapant provided and reviewed the 2019-2020 Budget Worksheet and 2019-2020 Proposed Final Budget.

C. Principals

No report.

D. Property Committee

Mr. Wolfe provided an estimate from Frank's Electrical Construction, Inc. to supply and install a pump at the football field. He also provided a bid from SiteOne for a Kifco Waterwheel and attachments. The Board briefly discussed the options of proceeding with the pump and waterwheel. Mr. Skelton provided that he would like to gather and provide further information on options prior to proceeding with the pump and waterwheel.

E. Policy Committee

No report.

F. Fiscal Committee

No report.

G. Personnel Committee

No report.

H. Northumberland County Career & Technology Center Report

Mr. Erdman announced the Career and Technology Center enrollment numbers have increased for the 2019-2020 school year. Line Mountain enrollment is projected to increase by more than ten students.

I. Central Susquehanna Intermediate Unit Report

No report.

J. Tax Collection Committee

No report.

VIII. ACTION ITEMS

A. FISCAL

PUBLIC COMMENT – None.

This Item Was Voted On Separately.

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 April 17, 2019 as per attached pages.

B. Additional checks for approval as per attached.

RECOMMENDED ACTION

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

Moved by Ronald Neidig and seconded by Lauren Hackenburg to approve Item Number A1 and carried by a vote of 6 yes, 0 no and 1 abstention on roll call vote with Troy Laudenslager abstaining.

2. **Budget Transfer Approval**

The administration recommends approval of the 2018-2019 budget transfers as per attached page.

3. **High School Outside Door Lock Change Approval**

Be it recommended the Board approve Keister's Security Service, Middleburg, PA to key all outside doors to 1 key and provide 30 keys for use at the Line Mountain Middle High School at an estimated cost of \$7,000.00 with payment from the Capital Reserve Fund to be made within 15 days after completion of work as per attached page.

Upon the request of Ronald Neidig, Mr. Campbell reported the upgrade to the locks are a necessary security measure.

4. **Resolution on Senate Bill 34 and House Bill 526 Approval**

Be it recommended the Board a resolution supporting Senate Bill 34 and House Bill 526 for School districts providing their own Cyber Learning Program as per attached pages.

5. **Head Start Memorandum of Understanding Approval**

The administration recommends approval of the Agreement and Memorandum of Understanding between Line Mountain School District and the Northumberland Area Head Start-Central Susquehanna Intermediate Unit #16 and authorize the Superintendent to execute the agreement as per attached pages.

6. **Special Education Plan Approval**
The administration requests the review and the approval of the Line Mountain School District Special Education Plan Report for July 1, 2019 through June 30, 2022 as per attached pages.
7. **2019-2020 School Picture Program Agreement Approval**
Be it recommended that the Board approve the Agreement with Colleen & Co., of Halifax, PA (pending clearances) to photograph the school and sport photos at no cost to the district (page 66) and authorize the Superintendent to execute the Agreement.
8. **2019-2020 School Bus Contractor**
Be it recommended that the Board approve Marvin E. Klinger, Inc., Dornsife, PA as the bus contractor for the 2019-2020 school year.
9. **PlanCon K Approval**
Be it recommended that the Board approve PlanCon K documents for reimbursement percentage for the School Revenue Bonds, Series 2019 for the refinancing of new monies as per attached pages.
10. **CSIU 2019-20 SIS Proposal Approval**
Be it recommended that the Board approve the estimated CSIU 2019-20 SIS annual software enhancement for student services at a total cost of \$17,055 based on 2018-19 student count and authorize the Superintendent to execute the contract as per attached page.
11. **CSIU 2019-20 In-House Proposal Approval**
Be it recommended that the Board approve the estimated CSIU 2019-20 in-house financial service enhancement fees at a total cost of \$15,276.16 based on 2018-19 student count and authorize the Superintendent to execute the contract as per attached pages.
12. **Food Service Management Company**
Be it recommended that the Board approve The Nutrition Group, Danville, PA as Food Service Management Company, pending a review by our solicitor, for the 2019-20 school year on the terms set forth in the projected operating costs which are included in the minutes:

Guaranteed savings –	\$40,982.94
Administrative cost –	\$14,608.72
Management fee –	\$10,502.25
13. **2019-2020 Food Service & A La Carte Price List**
Be it recommended that the Board approve the 2019-2020 Food Service meal prices & A La Carte Price List as per attached page.

14. **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, 2019:

Per Capita Bills	\$ 0.3505/each
Real Estate Bills	\$ 0.3505/each
Print/Insert	\$ 0.1053/each
Blank Bills	\$ 0.2253/each
Tax Assessment Books	\$18.3271
Tax Register RE/per page over 250	\$ 0.1463
Tax Register PC/per page over 250	\$ 0.0958

RECOMMENDED ACTION

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

Moved by Marlin Yeager, Jr. and seconded by Linda Gutkowski to approve Item Numbers A2, A3, A4, A5, A6, A7, A8, A9, A10, A11, A12, A13 and A14 and carried by a vote of 7 yes, 0 no and 0 abstentions on roll call vote.

This Item Was Voted On Separately.

15. **2019-2020 Proposed Final Budget**

Be it recommended that the Board approve the Proposed Final Budget in the amount of \$20,280,037.00. A copy of the Proposed Final Budget will be available for inspection on April 30, 2019 at the District Office for 30 days.

RECOMMENDED ACTION

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

Moved by Marlin Yeager, Jr. and seconded by Michael Bordner to approve Item Number A15 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 Retirement Approval**

The administration recommends approval of the resignation for the purposes of retirement of Joanne Snyder, School Nurse, Line Mountain Elementary School on or around September 30, 2019 upon completion of use of all sick and personal days.

Dennis Erdman thanked Joanne Snyder for her years of service.

2. **Day to Day Substitute Teacher Approval**

The administration recommends approval (pending all required paperwork) for the following substitute teachers for the 2018-2019 school year:

<u>Name</u>	<u>Certification</u>
Annette Erdman	CSIU Guest Teacher
Misty Ferster	Emergency

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 2018-2019 school year.

<u>Name</u>	<u>Purpose</u>	<u>Hours</u>
Lori Hackenberg	Middle School Yearbook	9.5

4. **Classified Personnel Approval**

A. The administration recommends approval (pending clearances) of the employment of Peter Lazzarevich as a full time custodian at the Line Mountain Elementary School at a rate of \$12.50 per hour effective May 20, 2019 or sooner if released by current employer.

B. The administration recommends approval of the resignation of Jennifer Billig, cafeteria worker at the Line Mountain Middle High School effective at the end of the 2018-2019 school year.

5. **Substitute Classified Personnel Approval**

The administration recommends approval (pending clearances) of the following substitute classified personnel effective April 18, 2018:

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Katelyn Campbell	Substitute Custodian	\$9.25
Cortney Kieffer	Substitute Custodian	\$9.25
Garrett Kieffer	Substitute Custodian	\$9.25
Debra Bordner	Substitute Custodian	\$9.25

6. **Uncompensated Leave Approval**

Be it recommended the Board approve the following uncompensated leave days for the 2018-2019 school year:

<u>Employee</u>	<u>Dates</u>	<u>Reason</u>
#2315	April 2 & 22, 2019	Health
#0350	April 1, 2019	Health
#6198	March 18 & April 8, 2019	Family Necessity & Health
#9223	April 1 and 4, 2019	Family Necessity
#0222	May 16, 2019	Travel

7. **Part-Time Employment Approval**

Be it recommended the Board approve part-time employment for the following persons in the Information Technology Department at a cost of \$9.25 per hour not to exceed 400 hours collectively for the period May 24, 2019 through August 31, 2019:

Justin Kaleta

Kyle Harro

8. **Family Medical Leave Approval**

The administration recommends approval of Family Medical Leave for employee #5438 commencing on April 24, 2019 through approximately May 24, 2019 which will follow FMLA requirements and policy.

9. **Classified Work Beyond School Day Approval**

The administration recommends approval of Nina Lenker for work beyond the school day for up to 10 additional hours for field trips/extra-curricular activities at her hourly rate of \$14.65.

RECOMMENDED ACTION

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

Moved by Michael Bordner and seconded by Linda Gutkowski to approve Item Numbers B1, B2, B3, B4, B5, B6, B7, B8 and B9 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 2018-2019 school year as per attached page.

2. **Field Trips Approval**

A. The administration recommends approval of the following field trips for the 2018- 2019 school year as per attached page.

B. Additional Field Trips for approval as per attached.

Lauren Hackenburg thanked the staff for the supervision of the field trips.

3. **Use of Facility Approval**

The Herndon Fire Company requests the use of the Line Mountain Middle High School parking lots and use of electric outlets for their annual car show on Sunday, August 18, 2019 from 8:00 AM to 4:00 PM.

4. **2018-2019 Additional Bus Driver Approval**
Be it recommended that the Board approve Kathleen Miller as an additional bus driver for 2018-2019. Marvin E. Klinger, Inc., school bus contractor, has submitted to Line Mountain School District documents to qualify the above school bus operator. Documents submitted include a valid school bus driver license, PA CDL driver license, physician's statement, and Act 34, Act 114 and Act 151 clearances.

5. **2019-2020 Calendar of Board Meetings Approval**
Be it recommended that the Board approve the 2019-2020 Calendar of Board Meetings as per attached page.

6. **Second Reading of Policies Approval**
Be it recommended the Board approve first reading of the following policies:
 - 218 Student Discipline
 - 218.1 Weapons
 - 218.2 Terroristic Threats/Acts
 - 249 Bullying/Cyberbullying
 - 251 Homeless Students
 - 815 Technology
 - 815.1 Acceptable Use of Technology by Students
 - 815.2 Internet Web-Site
 - 815.3 Acceptable Use of Technology by District Employees
 - 901 Public Relations Objectives
 - 902 Publications Program
 - 903 Public Participation in Board Meetings
 - 904 Public Attendance at School Activities
 - 905 Citizen Advisory Committees
 - 906 Public Complaints
 - 918 Parent & Family Engagement Policy

RECOMMENDED ACTION

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

Moved by Linda Gutkowski and seconded by Ronald Neidig to approve
Item Numbers C1, C2, C3, C4, C5 and C6 and carried by a vote of 7 yes, 0 no
and 0 abstentions on roll call vote.

IX. Public Comment – None.

Board Comment:

Solicitor Richard Roberts announced there was an executive session prior to the board meeting this evening to discuss personnel matters.

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 8:01 PM.

Respectfully submitted,

Patty Troutman
Board Secretary