LINE MOUNTAIN SCHOOL DISTRICT

MINUTES

BOARD OF SCHOOL DIRECTORS MEETING August 13, 2013

I. President Laudenslager called the meeting to order at 7:00 PM at the Line Mountain High School Cafeteria.

II. Pledge of Allegiance.

III. Roll Call:

BOARD DIRECTORS

David Bartholomew	Present
Dennis Erdman, Vice President	Present
Lauren Hackenburg	Present
Troy Laudenslager, President	Present
Lamont Masser	Present
Lawrence Neidig, Treasurer	Present
Ronald Neidig	Present
Marlin Yeager, Jr.	Present
Daniel Zablosky	Present
Patty Troutman, Secretary, Non-Member	Present

ADMINISTRATION

David M. Campbell	Superintendent	Present
Philip S. Rapant, Jr.	Business Administrator	Present
Jeffrey S. Roadcap	Secondary School Principal	Absent
Jeanne Menko	Elementary School Principal	Absent
Jeffrey Lagerman	Dean of Students/Athletic Director	Present
Sherry Thompson	Food Service Director	Present
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

Rick Dandes of “The Daily Item”, Eric Scicchitano of “The News Item” and no members of the general public were present.

IV. Recognition of Public:

President Laudenslager recognized the public present. There were no comments from the public at this time.

V. Approval of Minutes:

Regular Meeting, July 16, 2013 as per attached pages.

Daniel Zablosky 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:

President Laudenslager announced several minor changes to dates and hours to the agenda items prior to approval of the agenda.

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

VII. Administrative Reports:

A. Superintendent

Superintendent Campbell reviewed the proposed 2013-2014 School Calendar changes relative to the ongoing construction and HVAC projects. Mr. Campbell is suggesting moving the first day of school from August 26, 2013 to August 28, 2013 and using November 11, 2013 and January 20, 2014 as the makeup days. In-service days are adjusted also. The Board briefly discussed the pros and cons of having the first day of school set to 9/3/2013 and opted to use the 8/28/2013 date allowing staff and students two days for orientation prior to the following week of school. Parents of Kindergarten students will be contacted individually for rescheduling of Kindergarten Orientation. An Alert Now message and email will be created informing students and parents of the date change.

Solicitor Richard Roberts announced there was an executive session prior to tonight's meeting to meet with counsel on a litigation matter, a potential litigation matter and personnel matters.

B. Business Administrator

No report.

C. Principals

No report.

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
Dennis Erdman reported there is a meeting tomorrow night and staff negotiations are ongoing.

I. Central Susquehanna Intermediate Unit Report
No report.

J. Tax Collection Committee
No report.

VIII. ACTION ITEM

A. FISCAL

PUBLIC COMMEN- None

1. **Accounts Payable Approval**
Accounts Payable for General Fund, Athletic Fund, Food Service Fund, Payroll, Capital Projects Fund, Capital Reserve Fund and Student Activity Fund for the period ending July 10, 2013 as per attached pages.

2. **Exonerations/Appeals for Local Tax Collectors**
The administration recommends approval of the Exonerations/Appeals of Local Tax Collectors for the 2013 taxes 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. **2013-2014 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 2013-2014 school year:
   - Catawese Coach Company
   - Rohrer Bus Company
   - King Koal

5. **2013-2014 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, 2013 through June 30, 2014 at $12.14 per driver hour ($20.00 minimum per run) and $1.78 per mile ($20.00 minimum per run) under the same terms and conditions as per the 2012-2013 school year as per attached page.

6. **School Bus Transportation Contract Approval**
Be it recommended that the board approve the 2012-2013 finalized transportation contract #001 with Marvin Klinger, Inc., Dornsife, PA at a daily rate of 5,619.24.

7. **2013-2014 School Bus Contract Approval**
Be it recommended that the board approve the execution of Contract No. 001 with Marvin E. Klinger, Inc., Dornsife, PA for the 2013-2014 school year for the transportation of school pupils at an estimated price of $1,224,010.74 as per attached pages.

8. **2013-2014 School Vehicle Contractor**
Be it recommended that the Board approve the following school vehicle contractor for the 2013-2014 school year at a rate of $1.55 per approved daily miles:
   - James Schwartz – Trevorton, PA

9. **403(b)/457(b) Plan Approval**

The Administration recommends the following Board Resolution: Adopting of 403(b)/457(b) Plan Document as per attached pages.

In response to IRS regulations establishing a requirement for written documentation of the 403(b)/457(b) tax sheltered annuity program offered to employees of Line Mountain School District (the "District"), the District wishes to adopt the Plan Document, a copy of which is attached to this Resolution.

RESOLVED, that the Board does hereby adopt the Line Mountain 403(b)/457(b) Plan Document for Public Schools (the "Plan"), which will, at all times, conform with the requirements of Sections 403(b)/457(b) of the Internal Revenue Service Code and applicable resolutions.

FURTHER RESOLVED that it is the intention of the Board that the 403(b)/457(b) program will conform with all federal and state statutory and regulatory requirements applicable to 403(b)/457(b) plans, except that the program set forth above shall not be subject to the requirements of Title I of ERISA because the employer is exempt from such requirements.

FURTHER RESOLVED that the Board authorizes the Business Administrator to act on the Board's behalf with respect to this Plan, and to take any and all actions necessary or desirable to implement, maintain and administer the Plan set forth above in accordance with the Board's intentions, and all applicable state and federal laws.

FURTHER RESOLVED that the Board appoints TSA Consulting Group, Inc. as the District's 403(b)/457(b) Plan Third Party Administrator and Kades-Margolis Corporation as the District's 403(b)/457(b) consulting company to assist the District in complying with the 403(b)/457(b) regulations, at no cost to the District or its employees.

FURTHER RESOLVED that the following Agreements are approved and the Business Administrator is authorized to execute the same:

1. Kades-Margolis Retirement Plan Consulting Services Agreement.
2. TSA Consulting Group, Inc. Retirement Plan Compliance and Administration Services Agreement.
3. Investment Provider Service Agreement.

Lauren Hackenburg requested clarification of the 403(b)/457(b) Resolution. Mr. Rapant explained the change is to reflect a change from Kades-Margolis Corporation to TSA Consulting Group, Inc as the School District's Third Party Administrator handling the tax sheltered annuities of Line Mountain School District employees.

10. **2013-2014 Food Service Price Approval**
Be it recommended that the Board approve the 2013-14 Adult Breakfast price of $1.40.

This Item was voted on separately.

11. **Change Order Approval**
Be it recommended that the Board approve the following change orders as per attached page:

Change Order #	**Project**	**Contractor**	**Amount**
2	Trev. Addition	Bognet	$3,348.01

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

David Bartholomew questioned the change order for the fire dampers. Mr. Campbell announced he would gather information on the change order and report to David Bartholomew.

Moved by Dennis Erdman and seconded by Marlin Yeager, Jr. to approve Item Number A11 and carried by a vote of 7 yes, 2 no and 0 abstentions on roll call vote with David Bartholomew and Lamont Masser casting the negative votes.

12. **Service Call Agreement Provider Approval**
Be it recommended that the board approve the agreement with Blast IU #17, Williamsport, PA to provide technology service at a rate of $88.00 per hour Monday through Friday, 8:00 AM to 4:00PM for the period 7/01/13 to 6/30/14 and authorizes the superintendent to execute the agreement as per attached pages.

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

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

B. PERSONNEL

PUBLIC COMMENT - None

Professional Personnel

1. The administration recommends employment of Brigette Styer as a long term substitute teacher for the 2013-2014 school year to teach first grade at the Line Mountain elementary School at a salary of $32,838.00 (BA Step) 1 effective August 22, 2013.

2. **Work Beyond The School Day Approval**
2A. The administration recommends approval of the following for work beyond the school day at the LMEA contracted rate of $22.00 per hour effective 7/01/13:

Name		Hours
Kim Poltonavage	Library reconfiguration	40
Amy Young	SIS Teacher grade book training	6.5
Megan Herrold	Study Island Transition	22
Amy Zartman	Title I planning	10 (paid by Title I)

2B. The administration recommends approval of the following teachers for 6.5 hours each intended for report card training at the CSIU at the LMEA contracted rate of $22.00 per hour for work beyond the school day with funding through Title II effective 8/01/13:

Name	Name
Jill Lundy	David McCracken
Melinda Masser	Lindsey Scholl

2C. The administration recommends approval of the following teachers for 12 hours each intended for corporation of curriculum common core science and social studies subjects at the LMEA contracted rate of $22.00 per hour for work beyond the school day with funding through Title II through 7/29 & 7/30/13:

Name	Name
Amy Young	Autumn Spotts
David McCracken	Jackie Kelley
Barbara Manning	Lindsey Scholl
Crystale Straub Moyer	Peggy Long
Beth Reed	Margaret Mielke
Jill Lundy	LeeAnn Bobb

2D. The administration recommends approval of Tammy Beninsky for 50 additional summer hours at the rate of $12.08 for transitional duties effective 7/01/13.

This Item was voted on separately.

3. **Coaches/Advisors**

3A. The administration recommends approval of the resignation of Melanie Fowler as Fall Cheerleading Coach for the 2013-2014 school year.

3B.The administration recommends approval of the following coaches/advisors (pending clearances) for the 2013-2014 school year:

Name	Position	Salary
Melissa Yeager	Fall Cheerleading Coach	$1,540.00
Tysha Wilhour	Asst. Fall Cheerleading Coach	$1,120.00
Stephanie Geise	Asst. Girls Varsity Soccer Coach	$1,300.00
Josh Billow	Asst. Boys Varsity Soccer Coach	$1,300.00

RECOMMENDED ACTION
That the Board of School Directors
approve the above personnel action

Moved by David Bartholomew and seconded by Lauren Hackenburg to approve Item Number B3, and carried by a vote of 8 yes, 0 no and 1 abstentions on roll call vote with Marlin Yeager, Jr. abstaining.

4. **2013-2014 Support Personnel Approval**

The administration recommends approval of the following support personnel for the 2013-2014 school year at a rate as per board approved support personnel payment schedule:

Game Managers	Statisticians/Clock keepers
Michael Reed	Darryl Byerly
Jordan Taraschuk	Randy Schaffner
Jon Raker	Bill Maurer
Cindy Fessler	
Randy Weiser	
Lon Balum	
Shelley Herb-Fausey	
Sophia Molesevich	

5. **Uncompensated Leave Approval**

The administration recommends approval of uncompensated leave for David Schleig used for half days on July, 15, 16, 17, and 18, 2013 and full days from July 19, 2013 until further notice due to health reasons.

6. **FMLA Leave Approval**

5A. The administration recommends approval of Family Medical Leave for employee #5023 commencing on a date to be determined and continuing through 12 weeks.

5B. The administration recommends approval of Family Medical Leave for employee # 2154 starting on August 20, 2013 and continuing through 12 weeks.

7. **Maternity Leave Approval**

7A. The administration recommends approval of maternity leave for Jennifer Miller from August 20, 2013 to September 13, 2013. She will use her sick and personal time.

7B. The administration recommends approval of maternity leave for Melanie Fowler from August 20, 2013 to January 1, 2014. She will use her sick and personal time, Family Medical Leave and approximately 60 uncompensated days.

8. **Day to Day Substitute Teacher Approval**
The administration recommends approval of the following day to day substitute teachers for the 2013-2014 school year:

Name	Certification
Kimberly Newman	Health and Physical Education
*Tad Kalcich	Elementary & Special Education
Debra Geise	Elementary & Reading

*Tad Kalcich's name was removed from the agenda item prior to approval of the agenda as he secured a full time position and would not be available as a substitute teacher.

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

Moved by Daniel Zablosky and seconded by Ronald Neidig to approve Item Numbers B1, B2, B4, B5, B6, B7, and B8 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 Conference Approval**
The administration recommends approval of the following faculty conferences for the 2013-2014 school year as per attached page:

2. **Field Trips Approval**
The administration recommends approval of the following field trips for the 2013-2014 school year as per attached page:

3. **Uniform Donation Approval**
The administration recommends approval to donate the district's old baseball uniforms to the Line Mountain Legion team.

Jeffrey Lagerman requested permission to donate aged athletic uniforms which have no value to the School District to community organizations. After a brief discussion the Board agreed to have the items donated.

4. **Justice Works Youth Care Agreement Approval**

The administration recommends approval of an agreement with Justice Works Youth Care from August 1, 2013 to July 31, 2014 for Alternative Education for disruptive youth and authorizes the superintendent to execute the agreement (pending solicitor approval) as per attached pages.

Dennis Erdman questioned if this was a provider that Line Mountain School District has utilized prior. Amy Dunn explained Justice Works was previously known as Youth Services. We currently do not have any students with Justice Works.

5. **First Reading of Policy Approval**

Be it recommended to approve first reading of the following policy:

- 915, Relations with Booster/PTA/PTO Organizations as per attached pages.

6. **New Story Agreement Approval**

The administration recommends rescinding the 2013-2014 New Story agreement approved at the July 16, 2013 meeting based on the price change of the Related Services;

Therefore, the administration recommends approval of the agreement with New Story for the 2013-2014 school year and authorizes the superintendent to execute the agreement as per attached pages.

7. **Grade Realignment and Name Change Approval**

Be it recommended that the board approve the realignment of grades and name changes for the Line Mountain School District:

Sch #	School	12-13 EdNA Grades	12-13 Enroll	13-14 Grades	13-14 Enroll	Comments
6786	Trevorton El Sch	K4H, K5F~6	412	K4H, K5F~4	470	**Grade & name change**: Line Mountain Elementary School
3532	Line Mountain JSHS	7~12	544	9~12	350	**Grade & name change**: Line Mountain High School
NEW	Line Mountain Middle School			5~8	395	**Grade & name change**: Line Mountain Middle School

8. **2013-2014 School Calendar Changes**

The administration recommends the following changes to the 2013-2014 school calendar as per attached:

a. Move Teacher In-Service days to August 22, 26, and 27, 2013.

b. Move First Day of School to August 28, 2013.

c. November 11, 2013 holiday will be applied for first make-up day.

d. January 20, 2014 holiday will be applied for second make-up day.

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

Moved by Dennis Erdman and seconded by Lauren Hackenberg to approve Item Numbers C1, C2, C3, C4, C5, C6, C7 and C8 and carried by a vote of 9 yes, 0 no and 0 abstentions on roll call vote.

IX. Public Comment: None

Board Comment:

Lauren Hackenburg commented on the sign at the Trevorton School which has been changed to reflect the new Line Mountain Elementary School name. The sign above the office entrance still needs to be changed. She also questioned the status of the fence installation and mulch for the playground. Tim Lagerman reported the fence installation should begin tomorrow and be completed by the end of the week. There was board discussion regarding traditional mulch verses rubber mulch. Lauren Hackenburg requested that Tim Lagerman research the practicality of using the rubber mulch.

President Laudenslager announced he has a relative considering purchase of the Dalmatia property. For the record Mr. Laudenslager announced that he did vote in favor of closing the school building and to avoid any conflict of interest he will not participate in discussion of disposition of the Dalmatia Elementary building. Mr. Campbell reported he is not in favor of retaining possession of the building. Solicitor Richard Roberts reported on the possible options for the liquidation of the building as through private sale, public auction or sealed bids. Lauren Hackenburg requested possibly subdividing the property to allow for a portion to be used as a community sports complex. Lawrence Neidig reported his opinion that the building should be razed in the event no parties are interested in purchasing the building. Dennis Erdman requested the Superintendent and Solicitor research the cost and feasibility of appraisals of the Dalmatia and Leck Kill buildings for the next board meeting.

President Laudenslager announced there will be an executive session immediately following tonight's meeting to meet with counsel on personnel matters.

X. Motion to Adjourn:

There being no further business to be brought before the Board, Dennis Erdman made the motion and Lamont Masser seconded the motion to adjourn the meeting at 8:04 PM.

Respectfully submitted,

Patty Troutman
Board Secretary