LINE MOUNTAIN SCHOOL DISTRICT

MINUTES

BOARD OF SCHOOL DIRECTORS MEETING July 16, 2013

I. President Laudenslager called the meeting to order at 7:24 PM at the Line Mountain Jr/Sr 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	Present
Jeanne Menko	Elementary School Principal	Present
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

Eric DeWald, Donna Ross and Connie Tressler representing Central Susquehanna Community Foundation, Joshua Bower of Crabtree Rohrbaugh & Associates-Architects and approximately four 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, June 11, 2013 as per attached pages.

David Bartholomew made the motion and Lamont Masser seconded the motion to approve the above minutes. The motion passed by Acclamation.

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 reported there was an executive session prior to tonight's meeting to meet with counsel regarding personnel agreements and plans and a potential litigation matter.

The superintendent announced Sarah Biegert of Nutrition Inc. has been reassigned to Middletown School District. He introduced Sherry Thompson who will be assigned to Line Mountain School District. Sherry has seventeen years of experience in the food service industry.

Mr. Campbell introduced Eric DeWald and Donna Ross of Central Susquehanna Community Foundation who gave a brief presentation on their foundation. Mr. DeWald is interested in establishing a Line Mountain Foundation which would operate under their 501C license. He encouraged board members to review the information enclosed in packets which he distributed to them.

Joshua Bower updated the Board on the construction projects to date. The projects are going well and he fully expects the classrooms to be ready for the August 26th opening day of school. Mr. Bower also reported the HVAC project is going extremely well to date. Bid tabulations on the sanitary sewer system for the 5-6 grade addition were provided to the board members with J Mar Construction having the low bid. Agenda Items were added to the agenda to proceed with the system installation.

Lauren Hackenberg questioned the status on the Dalmatia and Leck Kill Elementary School buildings. Mr. Campbell offered that his intentions are to reevaluate the contents of the buildings after the new classrooms are established and furnished. Joshua Bower offered some possible future uses of the building as per his experience to be municipal, church or community utilization. An August agenda item will be added for discussion and consideration of plans for the buildings.

Dennis Erdman questioned the status on the storage facility. Joshua Bower explained that once the wells are all dug for the HVAC System work will begin on the storage facility with no compromise to the well drilling operation. The facility should be completed in a few months once construction commences.

B. Business Administrator
No report.

C. Principals
No report.

D. Property Committee
No report.

E. Policy Committee
There was discussion regarding the approval of the first reading of Policy 915 - Relations with Booster/PTA/PTO Organizations. There are several portions of the policy which need clarification and the Board opted to table this agenda item at this point.

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**
Treasurer's Cash Reports and 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.
1a. Additional checks for payment as per attached page.

2. **2013-2014 School Vehicle Contract Approval**
Be it recommended that the board approve the amended Contract for the Transportation of School Pupils for the 2013-2014 school year.

3. **2013-2014 Agreement with the CSIU Pertaining to IDEA for the Fiscal Year**
Be it recommended that the Board approve an agreement as per attached page with the CSIU pertaining to IDEA funds for the fiscal year 2013-2014 at an estimated amount of $178,505 and authorize the superintendent to execute the same for the district.

4. **CSIU Food Service Agreements Approval**
Be it recommended that the Board approve a food service agreement between the Line Mountain School District and CSIU for the Northumberland Area Head Start Program and the Pre-K Counts Program.

5. **Tax Claim Bureau Sale Approval**
Be it recommended that the Board approve the Consents of Sale Property from the Tax Claim Bureau Repository List and authorize Administration to execute the same as per attached pages.

6. **Elementary School Assembly Programs**
Be it recommended that the Board grant permission for Administration to execute contracts for the following elementary assembly programs pending clearances as per attached pages.

Program	Vendor	Amount
S.T.E.M. 9/12/13 9:30AM & 6:00PM, 9/13/13 9:30AM	Mobile Ed Productions, Inc.	$2,585.00
Stronger than a Bully II 11/20/13 9:30AM	Mobile Ed Productions, Inc.	$795.00
The Treasure of the Six Traits 1/31/14 9:30AM	Mobile Ed Productions, Inc.	$795.00

7. **Mobile Ag Ed Science Lab Agreement Approval**
Be it recommended that the Board grant permission for Administration to execute Agreements with Pennsylvania Friends of Agriculture Foundation, of Camp Hill, PA (pending solicitor approval) for the Mobile Ag Ed Science Lab Program pending clearances as per attached pages:

		Amount
Line Mountain Middle School	10/15/13 thru10/18/13	$1,000.00
Line Mountain Elementary School	10/21/13 thru 10/25/13	$1,250.00

8. **Quality Assurance Plus Proposal Approval**
Be it recommended that the Board approve an Agreement with Q.A. +, Inc., t/a Quality Assurance Plus, Mechanicsburg, PA (pending solicitor approval) to perform quality control testing and inspections, and authorize the Superintendent to execute the Agreement on behalf of the District in the following amount as per attached pages.

Line Mountain HVAC Replacement: $67,313.90

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

Change Order #	Project	Contractor	Amount
1	$5^{th}/6^{th}$ Grade Addition	Silvertip	$822.87
2	Trev. Addition	Zartman	$12,690.53
1	Trev. Addition	Bognet	$6,568.83
1	Trev. Addition	Bognet	$11,536.94
1	Trev. Addition	Howard	$1,366.21

10. **Earned Income Tax Information Request Authorization**
Berkheimer Associates, Bangor, PA is requesting to purchase a PA State Income Tax Data at a cost of $200.00 to the district, and in connection therewith, the Business Administrator is seeking permission to execute the Commonwealth of Pennsylvania, Department of Revenue, Section 356 Agreement on behalf of the District as per attached pages.

11. **Grill Curtain Purchase Approval**
Be it recommended that the board approve the purchase and installation of a security grill curtain at the Line Mountain High School from Glick Associates, Inc., Shamokin Dam, PA at a cost of $4,180.00 as per attached pages.

Dennis Erdman questioned the exact location of the curtain. Mr. Campbell explained the purpose and placement of the curtain as to partition the building during elementary activities.

12. **Portable Toilet Rental Agreement Approval**
Be it recommended that the board approve a contract for portable toilet rentals with PA Environmental Solutions, Inc., Dalmatia, PA from July 1, 2013 to June 30, 2014 at a cost of $50.00 per unit per month and authorize the administration to execute the agreement as per attached page.

13. **Technical Support Approval**

13a. Be it recommended that the board approve the renewal of the annual technical support for Ready Naturally, St. Paul, MN at a cost of $399.00 for the period July 23, 2013 through July 23, 2014.

13b. Be it recommended that the board approve the renewal of the annual Scholastic Reading Counts maintenance and support from Scholastic, St. Charles, IL at a cost of $1,868.00 for the period July 1, 2013 through June 30, 2014.

13d. Be it recommended that the board approval to renew support for Numara Track-It Software Suite from BMC Software, Tampa, FL at a cost of $2,814.00 for the period July 24, 2013 through July 24, 2014.

13d. Be it recommended that the board approve to renewal support for VISION Software from NetOp, Beaverton, OR at a cost of $800.00 for the period July 27, 2013 through July 27, 2014.

13e. Be it recommended that the board approve the renewal of the annual SuccessMaker support for the Line Mountain Elementary School from NCS Pearson, Chicago, IL at a cost of $1,235.00 for the period July 1, 2013 through June 30, 2014.

14. **Software Purchase Approval**

Be it recommended that the board approve the purchase of Paws in Jobland software for the Line Mountain Elementary Guidance from Bridges Software, Culver City, CA at a cost of $225.00.

15. **Library Catalog License and Support Approval**

Be it recommended that the board approve the renewal of the annual Follett Library Catalog License and support from Follett Software Co.**,** McHenry, IL at a cost of $2,100.00 for the period July 1, 2013 through June 30, 2014.

16. **Equipment Recycling Approval**

Be it recommended that the board approve to send technology equipment to Keystone Auctioneers, South Williamsport, PA at no cost to the district. Keystone will dispose of the equipment in accordance with the Pennsylvania State Universal Waste and Regulations and issue a certificate with items and quantities received to the Line Mountain School District as per attached page.

17. **Delinquent Tax Exonerations**

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

18. **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.

19. **Receive Bids for the Sanitary Sewer System Project**
Motion to receive bids for the Sanitary Sewer System for the 5-6 Addition Project at the Jr/Sr High School.

20. **Issue Letter of Intent for Sanitary Sewer System Project**
Motion to authorize and permit Crabtree Rohrbaugh & Associates-Architects to issue a Letter of Intent to Award for the Sanitary Sewer System 5-6 Addition Project to the lowest responsible bidder.

21. **Execute Contracts for the Sanitary Sewer System Project**
Motion to authorize and permit the Superintendent to execute contracts for the Sanitary Sewer System 5-6 Addition Project pending all required paperwork being submitted to the District.

22. **Issue Notice of Intent to Proceed**
Motion to authorize and permit Crabtree Rohrbaugh & Associates – Architects to issue a Notice of Intent to Proceed once all required documentation is submitted and the contract is fully executed.

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, A11, A12, A13, A14, A15, A16, A17, A18, A19, A20, A21 and A22 and carried by a vote of 9 yes, 0 no and 0 abstentions on roll call vote.

B. PERSONNEL

PUBLIC COMMENT - None

1. **Tenure Approval**
The administration recommends approval of tenure for the following teachers effective June 28, 2013. They have met the requirements and will receive Professional Employee contracts:

Rodney Knock Sarah Lenig Denya Burris

2. **Coaches/Advisors**

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

Name	Position	Salary
Thad Swinehart	Head Girls Soccer Coach	$1,720.00
Anthony Peipher	Volunteer Assistant Wrestling Coach	$ -0-
Kyle Long	Volunteer Assistant Boys Basketball Coach	$ -0-

David Bartholomew questioned the possibility of hiring an assistant Boys Soccer Coach. The Board agreed there should be an additional coaching position added.

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

3a. The administration recommends approval of the following teachers for 6.5 hours each for SIS teacher gradebook training at the LMEA contracted rate of $22.00 per hour for work beyond the school day:

Name	Name
Mike Hayner	Jackie Kelley
Paula Schick	Peggy Long
Sarah Lenig	

3b. The administration recommends approval of the following for work beyond the school day at the LMEA contracted rate of $22.00 per hour:

Name		Hours
Lon Balum	Jr/Sr High Guidance Counselor	380 total hours
Jennifer Heitzman	Jr/Sr High Guidance Counselor	for Jr/Sr High
Carol Kruskie	Elementary Guidance Counselor	50 hours
Cinda Grimm	Nurse	25 hours
Lori Brown	Study Island Administrator	13 hours
Kim Poltonavage	Summer Library program	26 hours
Beth Reed	E-School Book Training	6 paid by Title II
Jill Lundy	E-School Book Training	6 paid by Title II
David McCracken	E-School Book Training	6 paid by Title II
Melinda Masser	E-School Book Training	6 paid by Title II
Lindsay Scholl	E-School Book Training	6 paid by Title II
Megan Herrold	Transition Work	2 ¼ hours
Jamie Bolinsky	Transition Work	2 ½ hours
Mary Ann Taxis	Title I Planning	22 hours -Title I
Amy Wilson	Title I Planning	22 Hours -Title I
Margaret Haverovich	Title I Planning	22 Hours - Title I

3c. The administration recommends approval of the following teachers for work beyond the school day at 5 hours used for report card development at the LMEA contracted rate of $22.00 per hour for work beyond the school day:

LeeAnn Bobb	Roy Casey	Jackie Kelley
Kristin Knock	Jill Lundy	Barbara Manning
Ashley Martz	Melinda Masser	Margaret Mielke
Jennifer Miller	Autumn Spotts	Amy Young
Glenda Whary (2 hours)		

4. **Part-Time Employment Approval**

Be it recommended that the board approve part-time employment for the following persons in the Information Technology Department at a cost of $7.25 per hour not to exceed $2,175.00 collectively for the period June 1, 2013 through September 13, 2013:

Kyle Mace	Ariel Harro

5. **Uncompensated Leave Approval**

5a. The administration recommends approval of the following uncompensated leave:

Name	Date	Purpose
Diane Kieffer	4/25 &5/22/13	Health
David Schleig	6/28 to 7/12/13	Health

5b. The administration recommends approval of the following uncompensated leave days for Debra Novinger for family necessity and health:
5/9/13 ½ day, 5/10/13 full day, 5/14/13 ½ day, 5/22/13 ½ day, 5/28/13 full day and 5/29/13 ½ day.

6. **Furlough Resolution**

WHEREAS, the Superintendent has recommended to the District's Board of School Directors that the District's staff of classified employees be reduced by the elimination of one (1) full-time custodian position for reasons of economy, effective August 14, 2013.

NOW, THEREFORE, BE IT RESOLVED, that:

1. The recommendation of the Superintendent as aforesaid is accepted.

2. It is hereby directed that the size of the staff of the District's classified employees is decreased by the elimination of one (1) full-time custodian position for reasons of economy, effective August 14, 2013.

3. In accordance with the determination made by the Superintendent pursuant to District Policy 511 Richard D. Hood is hereby designated for furlough.

4. The Superintendent, or his designee, shall take any action necessary or appropriate to carry out this Resolution, including but not limited to, notifying the affected employee in writing of his procedural rights to challenge this decision, as well as the adoption of this Resolution.

ADOPTED this 16th day of July, 2013.

Dennis Erdman asked if this individual has been notified of his furlough and if he is currently employed as a substitute custodian. Solicitor Richard Roberts explained this is just the first step in the furlough process and the individual is currently employed full time.

7. **FMLA Leave Approval**

The administration recommends approval of Family Medical Leave for employee #3369 commencing on August 8, 2013 continuing through 4 to 6 weeks.

8. **Substitute Classified Personnel**

The administration recommends approval of Karl Howerter as a substitute custodian effective upon completion of paperwork at the substitute rate of $7.25 per hour.

9. **Reassignment of Classified Personnel**

Motion authorizing administration to reassign Tammy Beninsky and Connie Savidge to teacher aide positions and Cheryl Schaffner and Bontenia Wilkinson to cook positions. These individuals will remain at their 2012-2013 hourly rates.

10. **Classified Staff Hourly Increase**
Motion to increase classified staff members at a rate of $ .40 per hour for the 2013-2014 school year.

11. **Substitute Custodian Hire**
Motion to hire Thomas Meisel as a substitute custodian at an hourly rate of $8.00 per hour effective 7/1/2013.

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

Moved by Dennis Erdman and seconded by David Bartholomew to approve Item Numbers B1, B2, B3, B4, B5, B6, B7, B8, B9, B10 and B11 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. **Use of Facility**
The CSIU request the use of the Line Mountain Jr/Sr High School facilities to include the gym, cafeteria, and restrooms for the CSIU's Head Start program. The program runs September 1, 2013 through August 31, 2014, normally used in conjunction with the school district calendar.

4. **New Story ESY Program Approval**
The administration recommends the tuition agreement with New Story for Extended School Year services starting June 17, 2013 through August 8, 2013 and approves the superintendent to execute the agreement as per attached page.

5. **Extended School Year Program Approval**
The administration recommends the approval of the agreement to provide Extended School Year services (ESY) for 38 days starting on June 10, 2013 at a cost of $74.60 per day and approves the superintendent to execute the agreement.

6. **New Story Agreement Approval**
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.

Daniel Zablosky asked for clarification on the New Story Program. Amy Dunn explained this is a program for students with severe disabilities and is a renewal program.

7. **ACCESS Claims Program Approval**
The administration recommends approval of the agreement to participate with the School-Based ACCESS Program Administrative Claims and authorizes the superintendent to execute the agreement as per attached page.

This Item was Tabled.

8. **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.

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, and C7 and carried by a vote of 9 yes, 0 no and 0 abstentions on roll call vote.

IX. Public Comment – None

Board Comment - None

X. Motion to Adjourn:

There being no further business to be brought before the Board, Dennis Erdman made the motion and Daniel Zablosky seconded the motion to adjourn the meeting at 9:01 PM.

Respectfully submitted,

Patty Troutman
Board Secretary