

**JUNIATA COUNTY SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
Thursday, November 20, 2014
8:00 PM BOARD MEETING
Fermanagh-Mifflintown Elementary School**

AGENDA

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

II. BOARD MEMBERS

| | |
|----------------------------|------------------------------|
| ___ MR. DENNIS IRVIN | ___ MRS. CHRISTINE D. SHADEL |
| ___ MRS. GLENDA I. LEISTER | ___ MR. JOSEPH R. SHEARER |
| ___ MR. JOHN G. NOSS | ___ MR. DANNY R. SNYDER |
| ___ MR. RAY D. PAGE | ___ MRS. AMY L. WAGNER |
| ___ MR. LARRY J. ROTHROCK | |

III. COMMUNICATIONS

- A. School Board Secretary
- B. School Board Members
- C. School District Administration
- D. Public Comment Period

PRESENTATIONS:

Audit Report - Romulus C. Comly, Boyer & Ritter, CPAs

Spotlight on Our Schools – Lack-Tuscarora Elementary, School -Wide Positive Behavior Support

As the President of the Board of School Directors conducts this meeting, it will not be necessary to announce each Director's name for each roll call vote. If, however, a Director or Directors wish to comment or have his/her comment or vote specifically recorded, the Director(s) shall have the opportunity to so state. The President of the Board of Directors will announce before each roll call vote that if he hears no objections from any members of the committee present, the vote will be considered a unanimous roll call vote and so recorded.

- IV. 1. Recommend approving minutes of school board committee meetings, special and regular school board meetings held, and listing of executive sessions conducted.**

A. Committee-of-the-Whole Meetings

October 16, 2014 Regular Board Meeting

November 12, 2014 Board Workshop Meeting

EXHIBIT MINUTES V

B. Executive Sessions Conducted

November 20, 2014, Executive Session for Personnel Issues

MOVED _____ SECONDED _____

V. SUPERINTENDENT'S REPORT

A. CURRICULUM AND INSTRUCTION

1. Recommend approving the following Juniata County School District Occupational Advisory Committee for Health Occupations members: Lisa Becker, RN, MCAST PN instructor; Linda Groninger, retired assistant director, Juniata County Emergency Management, First Aid/CPR instructor; Michele Waters, MCAST special education teacher; Glenda Leister, medical insurance specialist, Hartman Group, Juniata County School District board member; Teresa Murphy, RN, Department of Public Welfare; Beth Manbeck, RN, MCAST PN instructor; Bonnie Bowsman, RN, ER manager, Geisinger-Lewistown Hospital; Bonnie Cook, RN, unit coordinator, Surgical Services, Geisinger-Lewistown Hospital; Lezlee Mummah, RN, supervisor, Bookline Manor; Chelsea Bilger, medical secretary/clerk, Geisinger-Lewistown Hospital; Caddy Berrier, medical secretary/clerk, Geisinger-Lewistown Hospital; and Nichole Kerlin, RN, Mountain View Medical Center.

MOVED _____ SECONDED _____

B. CUSTODIAL-MAINTENANCE-PROPERTY

1. Recommend approving the following facility use requests, in accordance with the rental fee schedule outlined in Policy 707:

Nevin Burns, Girls' U14 Soccer, TJHS Gym, Practice, Saturdays, Dec. 2014-March 2015; Joseph Schilling, Juniata Jaguars, EJHS Gym, Training, Sundays, Jan. 4-March 1, 2015; Joseph Mott, Central PA Evangelical Pastors Assoc., EJHS Aud., Seminar/Workshop, Oct. 23-25, 2015.

MOVED _____ SECONDED _____

2. Recommend approving first reading of Juniata County School District Policy 817, Use of Video Surveillance Cameras. EXHIBIT CUSTODIAL-MAINTENANCE-PROPERTY B-2

MOVED _____ SECONDED _____

3. Recommend awarding the bid for maintenance of Dietrick Field for one year to BigFoot Crossing Environmentally Friendly Lawn Care, at a cost of \$5,625. EXHIBIT CUSTODIAL-MAINTENANCE-PROPERTY B-3

MOVED _____ SECONDED _____

4. Recommend approving a contract with Ron Farley, Inc. for elevator inspection service at Juniata High School and Tuscarora Junior High School. EXHIBIT CUSTODIAL-MAINTENANCE-PROPERTY B-4

MOVED _____ SECONDED _____

5. Recommend approving the purchase of a convection oven for use at Tuscarora Junior High School, from Johnnie's Restaurant and Hotel Service, Inc., at a cost of \$5,477. EXHIBIT CUSTODIAL-MAINTENANCE-PROPERTY B-5

MOVED _____ SECONDED _____

6. Recommend approving the administration to place a bid on 133 LCD monitors being offered for sale by Penns Valley School District.

MOVED _____ SECONDED _____

7. Recommend approving receipt of the donation and installation of four kickboards on the Fayette Elementary School playground, by the Fayette Elementary Home and School Association, at no cost to the district.

MOVED _____ SECONDED _____

8. Recommend approving receipt of the donation of a 10x14 barn-style shed, to be placed on a 2B stone bed, as well as site preparation, at Monroe Elementary School, from the Monroe Elementary Home and School Association, at no cost to the district.

MOVED _____ SECONDED _____

C. FINANCE

BUSINESS MANAGER'S REPORT

1. Recommend approving financial reports for October 2014. EXHIBIT FINANCE C-1

MOVED _____ SECONDED _____

2. Recommend approving listing of bills for payment. EXHIBIT FINANCE C-2

MOVED _____ SECONDED _____

3. Recommending approving the auditor's report for the year ended June 30, 2014, as prepared and presented by Boyer & Ritter, CPAs, and further approve the corrective action plan for the year ended June 30, 2014. EXHIBIT FINANCE C-3

MOVED _____ SECONDED _____

4. Recommend approving an agreement with Tuscarora Intermediate Unit 11 for support in connection with Medical Access (MA) billing. EXHIBIT FINANCE C-4

MOVED _____ SECONDED _____

5. Recommend approving an agreement with Tuscarora Intermediate Unit 11 for support in connection with 2015-16 E-rate submission for Category 1 services. EXHIBIT FINANCE C-5

MOVED _____ SECONDED _____

TAXES

INFORMATION: A list of taxpayers exonerated from paying per capita taxes is provided for informational purposes. EXHIBIT TAXES

D. CAFETERIA

E. TRANSPORTATION

1. Recommend approving first reading of Juniata County School District Policy 810.3, Transportation – Video/Audio Recording. EXHIBIT TRANSPORTATION E-1

MOVED _____ SECONDED _____

2. Recommend approving a contract with River Rock Academy Services, Inc., for the purchase of transportation services for identified students to the Shiremanstown campus at a daily rate of \$30. EXHIBIT TRANSPORTATION E-2

MOVED _____ SECONDED _____

3. Recommend approving Patricia Brubaker, Wendy Anderson, Heather Gray and Anisa Ingram as contracted school bus drivers for the Juniata County School District.

MOVED _____ SECONDED _____

F. STUDENT-RELATED

1. Recommend approving a contract with Tuscarora Intermediate Unit 11 for the provision of selected special educational services, July 1, 2014 through June 30, 2015, at a total cost of \$138,895. EXHIBIT STUDENT-RELATED F-1

MOVED _____ SECONDED _____

2. Recommend approving Central Susquehanna Intermediate Unit to provide hearing support services to two students at an hourly rate of \$111.

MOVED _____ SECONDED _____

3. Recommend approving student participation in a research survey regarding the development of the Child and Adolescent Social Support Scale (CASSS).

MOVED _____ SECONDED _____

INFORMATION: Researchers Michelle Demaray, Christine Malecki, and Steve Elliott have been developing the Child and Adolescent Social Support Scale (CASSS) for two decades and have received a grant to norm the measure. They need a representative sample from around the country to participate, and they would like to use schools within the Juniata County School District to represent rural demographics. School psychologists use similar scales with students in the district every day. If a scale is normed using students from the local area, the scale will be even more accurate. Student participants (third through 12th grade) will complete three rating scales, all of which should take just over one hour to complete. School psychologist Nancy Cipriani, in conjunction with administrators,

will serve as the point person(s) for coordination of data collection. As a result of this project, the district will be provided with an assessment of specific social and emotional needs within the district and individual schools, essentially having the ability to see in what areas students have the most intense needs (e.g., anxiety, depression, social skills, bullying, etc.). Once these school profiles are obtained, more effective school-wide positive behavior supports can be implemented and more streamlined student needs can be targeted. Data could also be used to write grants for extra supports and interventions and better utilize guidance services and outside supports.

4. Recommend approving the following student field trip requests:

- *TJHS Girls' Basketball Team, Lady Lions Education Day/Game, State College, Fri., Nov. 14, 2014;
- *EJHS Grade 12 Economics Students, Conference, Sunbury, Friday, December 5, 2014;
- *TJHS 7th/8th Grade Chorus Members, Performance, Locust Grove Retirement Village, Mifflin, Tuesday, December 23, 2014;
- TJHS Gifted Students, Math Counts Competition, Middletown, Date To Be Determined, Jan./Feb. 2015;
- *HOSA Members, State Leadership Conference, Lancaster, Wed.-Fri., March 11-13, 2015;
- *Lack-Tuscarora Elementary Students (Grades 1-5), Trout Release, Karl B. Guss Park, Saturday, May 16, 2015.

*Mountain View Elementary School Field Trips**

- Kindergarten, Lake Tobias Wildlife Park, Halifax, Monday, May 11, 2015;
- Grade One, Forum, Harrisburg/Little Buffalo State Park, Newport, Tues., May 12, 2015;
- Grade Two, Lincoln Caverns, Huntingdon, Thursday, May 7, 2014;
- Grade Three, Whitaker Center, Harrisburg, Wednesday, May 6, 2015;
- Grade Four, Science Factory, Lancaster, Wednesday, May 13, 2015;
- Grade Five, National Aquarium, Baltimore, MD, Thurs. or Fri., May 14 or 15, 2015.

**Transportation will be paid by groups making request.*

MOVED _____ SECONDED _____

5. Recommend approving one month of homebound instruction for an East Juniata High School student, effective October 16, 2014.

MOVED _____ SECONDED _____

G. PERSONNEL

1. Recommend approving a three-year extension of the employment contract for athletic director Alyssa M. Wittle, effective December 4, 2014 through December 7, 2017.
EXHIBIT PERSONNEL G-1

MOVED _____ SECONDED _____

2. Recommend approving the establishment of a Level 2 paraprofessional position at Fayette Elementary School, to assist a student who previously received care through a private agency.

MOVED _____ SECONDED _____

3. Recommend approving Valerie M. Schlegel as a Level 1 paraprofessional at Mountain View Elementary School and a Level 2 paraprofessional at Tuscarora Valley Elementary School, effective October 13, 2014. Approval of Ms. Schlegel's transfer from a Level 2 paraprofessional position to a Level 1 paraprofessional position at the Board's October 16, 2014 meeting was incorrect.

MOVED _____ SECONDED _____

4. Recommend approving the employment of Melinda S. Spade as a Level 1 paraprofessional at Mountain View Elementary School, at an hourly rate of \$9.89, effective November 21, 2014. Ms. Spade assumes a position established at the Board's October 16, 2014 meeting.

MOVED _____ SECONDED _____

5. Recommend approving _____ as a Level 1 paraprofessional at Walker Elementary School, at an hourly rate of \$____, effective _____, 2014. _____ is filling a position that resulted from a retirement and reassignment of paraprofessionals.

MOVED _____ SECONDED _____

6. Recommend approving Trisha J. Santos-Villalobo as a translator/interpreter at an hourly rate of \$15.00.

MOVED _____ SECONDED _____

7. Recommend approving Connie J. Heintzelman, John E. Johnston, Megan A. Shawver and Kenneth S. Zendt as substitute teachers; Darlene R. Bubb, Amber B. Eby, Trisha J. Santos-Villalobo and Tina L. Shoop as substitute paraprofessionals; Trisha D. Jones as a substitute secretary; and Daisy M. Yetter as a substitute custodian.

MOVED _____ SECONDED _____

8. Recommend approving Angela Sieber as a mentor teacher for Matthew A. Trotman.

MOVED _____ SECONDED _____

9. Recommend approving the employment of Jillian R. Shawver as a certified school nurse, on Bachelor's Degree, Step 1 of the salary schedule, effective December 15, 2014. Miss Shawver replaces Loretta Q. Fraker, who is retiring.

MOVED _____ SECONDED _____

10. Recommend approving the following conference requests in accordance with Juniata County School District Policy:

Curtis Clark, Central Pennsylvania Career Fair, Milton, November 5, 2014;
Simon Cameron, Stock Market and Finance Game Training, Penn State University, January 21, 2015.

MOVED _____ SECONDED _____

- 11. Recommend approving maternity leave for Employee 478, approximately April 10, 2015 through the conclusion of the 2014-2015 school year.

MOVED _____ SECONDED _____

- 12. Recommend approving the district to assume the \$6,000 cost for school psychologist Carissa Bowersox to obtain her licensure through Penn State University, and further approve the rescission of Dr. Bowersox’s resignation, which was accepted at the Board’s October 16, 2014 meeting. EXHIBIT PERSONNEL G-12

MOVED _____ SECONDED _____

INFORMATION: Dr. Bowersox’s licensure will enable the district to secure additional Medical Access funds, as well as enable the district to secure intern students for psychological services at no cost, which will allow the district to implement programs that it may not have the opportunity to put into place without the licensure.

- 13. Recommend approving an internship agreement with Pennsylvania State University at a cost of \$19,000 for a period of January 12, 2015-May 8, 2015; an internship/employment contract with Abby Crimmins; and a contract with licensed psychologist and certified school psychologist Dr. Shirley Woika, who will supervise Abby Crimmins. EXHIBIT PERSONNEL G-13 FORTHCOMING

MOVED _____ SECONDED _____

- 14. Recommend approving performance measures, consistent with Section 1073.1 of the Public School Code of 1949, as an addendum to the agreement for employment of district superintendent of schools for Keith D. Yarger.

MOVED _____ SECONDED _____

- 15. Recommend approving an annual stipend of \$1,200 for the position of board secretary.

MOVED _____ SECONDED _____

H. ATHLETICS AND ACTIVITIES

- 1. Recommend approving the following extracurricular positions for the 2014-2015 school year:

| <u>Name</u> | <u>Position</u> | <u>School</u> | <u>Stipend</u> |
|--------------|--------------------|---------------|----------------|
| Ray Barrick | Wrestling co-coach | TJHS | \$1,005 |
| Adam Barrick | Wrestling co-coach | TJHS | \$ 825 |

JHS Game Day Personnel: Sharon Storey, Jerry Auker, Beth Ann Alleman, Lynn Mingle, Robert Shoop

EJHS Game Day Personnel: Joel Snyder, Jana Snyder, Wes Diehl, Lori Diehl, Tammy Brackbill, Dennis Sankey, Caitlin Hoover

MOVED _____ SECONDED _____

2. Recommend approving the following volunteer extracurricular position for the 2014-2015 school year:

| <u>Name</u> | <u>Position</u> | <u>School</u> |
|-------------|-------------------------------------|---------------|
| Tom Feltman | Junior high girls' basketball coach | EJHS |

MOVED _____ SECONDED _____

3. Recommend approving revised Juniata County School District Policy 904, Public Attendance at School Events, to include a provision for free admission to athletic events between Juniata High School/Tuscarora Junior High School and East Juniata High School teams. EXHIBIT ATHLETICS AND ACTIVITIES H-3

MOVED _____ SECONDED _____

VI. OTHER BUSINESS

1. Recommend approving the Juniata County School District's District Level Plan, July 1, 2015-June 30, 2018.

MOVED _____ SECONDED _____

VII. ADJOURNMENT