

**JUNIATA COUNTY SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
Thursday, September 20, 2012  
8:00 PM BOARD MEETING  
Fermanagh-Mifflintown Elementary School**

**MINUTES**

**I. CALL TO ORDER/PLEDGE**

A meeting of the Board of Directors of the Juniata County School District was held Thursday, September 20, 2012, at 8:00 p.m. in the Fermanagh-Mifflintown Elementary School multipurpose room, all members having been duly notified. The meeting was called to order at 8:00 p.m. by Mr. Danny R. Snyder, President.

**II. BOARD MEMBERS**

The following board members were present at roll call:

Mr. William B. Book  
Mr. Melvin E. Brubaker, Jr.  
Mr. Randy L. Dressler  
Mrs. Glenda I. Leister  
Mr. John G. Noss

Mr. Ray D. Page  
Mrs. Christine D. Shadel  
Mr. Joseph R. Shearer  
Mr. Danny R. Snyder

**III. COMMUNICATIONS**

**A. School Board Secretary**

The board secretary had nothing to report.

**B. School Board Members**

Mr. Dressler asked to be permitted to add a transportation-related motion to the agenda.

**C. School District Administration**

Mr. Musselman reported on a successful start to the school year and credited the district's administration, faculty and support staff.

Mrs. Nancy Kramer and Mr. Clint Mitchell gave a presentation on the district's Virtual Academy.

**D. Public Comment Period**

There were no comments from the public.

*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. It was moved by Mr. Book and seconded by Mr. Noss to approve minutes of school board committee meetings, special and regular school board meetings held, and listing of executive sessions conducted. Mr. Musselman noted that Diane Crawford had been approved as a bus contractor at the August 9, 2012 meeting, and that the minutes would be corrected to reflect that fact.

**A. Committee-of-the-Whole Meetings**

August 9, 2012 Special Board Meeting Minutes

EXHIBIT MINUTES IV

**B. Executive Sessions Conducted**

September 20, 2012 Executive Session for Personnel and Legal Issues

Roll Call:

Ayes: Book, Brubaker, Dressler, Leister, Noss, Page, Shadel, Shearer, Snyder

Nays: None

Motion carried.

**V. SUPERINTENDENT'S REPORT**

**A. CURRICULUM AND INSTRUCTION**

1. It was moved by Mr. Book and seconded by Mrs. Leister to approve improvement plans for Fermanagh-Mifflintown Elementary School and Juniata High School. EXHIBIT CURRICULUM AND INSTRUCTION A-1  
Motion carried.

2. It was moved by Mr. Book and seconded by Mr. Brubaker to approve the attached Sapphire Suite Software, Implementation and Training Proposal. EXHIBIT CURRICULUM AND INSTRUCTION A-2

Roll Call:

Ayes: Book, Brubaker, Dressler, Leister, Noss, Page, Shadel, Shearer, Snyder

Nays: None

Motion carried.

3. It was moved by Mr. Dressler and seconded by Mrs. Leister to approve the submission of application to the Career and Technical Education Equipment Grants. The purpose of the grant is to allow vocational programs to update equipment using matching funds from the Pennsylvania Department of Education.

Motion carried.

4. It was moved by Mr. Noss and seconded by Mr. Book to approve the donation of "How Did That Get In My Lunchbox? The Story of Food," from the Juniata County Farm Bureau to the district's eight elementary schools, through the FARM-tastic Book Program.

Motion carried.

**B. CUSTODIAL-MAINTENANCE-PROPERTY**

1. It was moved by Mr. Book and seconded by Mrs. Leister to approve the following facility use requests, in accordance with the rental fee schedule outlined in Policy 707:

Margaret Shafferman, Child Evangelism Fellowship, Tuscarora Valley Elem. School

Caf., After School Good News Club, Mondays, Oct. 1, 2012-April 29, 2013;  
Nevin Glick, Juniata Mennonite School, Fayette Elementary Parking Areas, Oct. 5-6, 2012;  
Lynn Mingle, Juniata Baseball Booster Club, TJHS Gym/Caf., Dance, October 26, 2012;  
Lynn Mingle, Juniata Baseball Booster Club, TJHS Gym/Caf./Classrooms, Kids Night Out,  
December 15, 2012;  
Tim Dowling, Juniata Elementary Wrestling, JHS Gym, Matches, January 13, 20, 27, 2013;  
Lynn Mingle, Juniata Baseball Booster Club, TJHS Gym/Caf./Classrooms, Kids Night Out,  
February 9, 2013;  
Lynn Mingle, Juniata Baseball Booster Club, TJHS Caf./Gym, Dance, March 1, 2013;  
Penny Ritzman, TAG!, EJHS Aud./Caf./Classrooms, Theatre Fest 2013, July 26, 2013.

Motion carried.

**C. FINANCE**

**BUSINESS MANAGER'S REPORT**

1. It was moved by Mr. Book and seconded by Mr. Noss to approve the financial reports for August 2012. EXHIBIT FINANCE C-1

Roll Call:

Ayes: Book, Brubaker, Dressler, Leister, Noss, Page, Shadel, Shearer, Snyder

Nays: None

Motion carried.

2. It was moved by Mr. Book and seconded by Mr. Noss to approve the listing of bills for payment. EXHIBIT FINANCE C-2

Roll Call:

Ayes: Book, Brubaker, Dressler, Leister, Noss, Page, Shadel, Shearer, Snyder

Nays: None

Motion carried.

**D. CAFETERIA**

**E. TRANSPORTATION**

1. It was moved by Mr. Dressler and seconded by Mr. Page to amend a motion approved at the August 9, 2012 board meeting, to stipulate that bus contractors be paid twice monthly.

Roll Call:

Ayes: Brubaker, Dressler, Leister, Noss, Page, Shadel, Shearer

Nays: Book, Snyder

Motion carried.

**F. STUDENT-RELATED**

1. It was moved by Mr. Book and seconded by Mr. Brubaker to approve an agreement with the Juniata Valley Tri-County Drug and Alcohol Abuse Commission for the delivery of services regarding the drug and alcohol component of the Student Assistance Program. EXHIBIT STUDENT-RELATED F-1

Motion carried.

2. It was moved by Mrs. Leister and seconded by Mr. Book to approve a contract with Western Pennsylvania School for the Deaf to provide dorm supervisory services for a Juniata County School District student for the 2012-2013 school year, at a cost of \$39,142. EXHIBIT STUDENT-RELATED F-2

Roll Call:

Ayes: Book, Brubaker, Dressler, Leister, Noss, Page, Shadel, Shearer, Snyder

Nays: None

Motion carried.

3. It was moved by Mr. Book and seconded by Mr. Brubaker to approve the following fund-raising activities:

EJHS Track and Field Boosters – Sale of Sheetz coupon books;

EJHS SEAC – Sale of hoagies, pizzas, poinsettias, Holly Jolly Teacher contest;

EJHS Yearbook Staff – Sale of old photographs, ads;

TJHS Home and School Assoc. – Dances, sale of doughnuts;

TJHS – Solicitation for rewards for Caught You Being Good program;

TJHS Eighth Graders – Sale of school supplies, doughnuts;

JHS Junior Class – Sale of doughnuts;

JHS Class of 2013 – Magazine sale;

JHS Class of 2015 – Sale of cookie dough, frozen desserts, T-shirts;

JHS FFA – Sale of plants, strawberries, candles, beef sticks, fruit, cheesecake, sandwiches, recipe book;

JHS Baseball Booster Club – Sale of old jerseys;

Fayette Home and School Assoc. – Book fair, sale of candy, sandwiches, clothing, discount cards;

Lack-Tuscarora Home and School Assoc. – Sale of T-shirts;

Monroe Elementary School – Book fair;

Mountain View Elementary School – Solicitation for rewards for Caught You Being Good program;

Tuscarora Valley Elementary School – Sale of pizza, Total Concepts merchandise;

JHS Baseball Booster Club – BonTon Community Day.

Motion carried.

4. It was moved by Mrs. Leister and seconded by Mrs. Shadel to approve the following student field trip requests:

JHS/EJHS FFA, Leadership Conference, Altoona, Tuesday, October 2, 2012;

JHS Gifted Students, Business Action Day, Susquehanna University, Monday, October 8, 2012;

EJHS AP English Students, Renaissance Faire, Manheim, Wednesday, October 17, 2012;

JHS Gifted Students, Science Action Day, Susquehanna University, Friday, October 19, 2012;

JHS Gifted Students, Arts and Liberal Arts Action Day, Susquehanna University, Monday, October 22, 2012;

\*JHS/EJHS FFA, National Convention, Indianapolis, IN, Tues.-Sat., October 23-27, 2012;

JHS Gifted Students, Writing Action Day, Susquehanna University, Monday, November 5, 2012;

JHS FFA, Farm Show, Harrisburg, Monday, January 7, 2013;

- JHS FFA, Leadership Conference, Harrisburg, Sunday-Tuesday, March 10-12, 2013;
- TJHS Eighth Grade, Math Day, Hersheypark, Hershey, Friday, May 10, 2013;
- JHS Wildlife & Fishery Science Class/FFA, Trout in the Classroom, Karl B. Guss Park, Licking Creek, Thurs., May 16, 2012;
- \*JHS Vo-Ag Classes/FFA, Activities Week, State College, Tues.-Thurs., June 11-13, 2013;
- \*Transportation will be paid by groups making request.*

Roll Call:

Ayes: Book, Brubaker, Dressler, Leister, Noss, Page, Shadel, Shearer, Snyder  
 Nays: None  
 Motion carried.

**INFORMATION:** The Juniata-Tuscarora Band Boosters are sponsoring a trip to attend the U.S. Marine Band's "The President's Own" concert on October 2, 2012 at Bucknell University, Lewisburg.

5. It was moved by Mr. Book and seconded by Mrs. Shadel to approve agreements with school dentists to provide examinations in the schools as indicated for the 2012-2013 school year:

- |                   |   |
|-------------------|---|
| Dr. William Crim  | East Juniata High School<br>Fayette Elementary School<br>Tuscarora Valley Elementary School<br>Tuscarora Junior High School |
| Dr. Wade Guisbert | Monroe Elementary School<br>Thompsontown-Delaware Elementary School<br>Walker Elementary School<br>Juniata Mennonite School |
| Dr. Max Manbeck   | Fermanagh-Mifflintown Elementary School<br>Lack-Tuscarora Elementary School<br>Mountain View Elementary School              |

Roll Call:

Ayes: Book, Brubaker, Dressler, Leister, Noss, Page, Shadel, Shearer, Snyder  
 Nays: None  
 Motion carried.

**G. PERSONNEL**

1. It was moved by Mr. Book and seconded by Mrs. Shadel to approve the employment of Mindy L. Fryer as an East Juniata High School learning support teacher, on Bachelor's Degree, Step 1 of the salary step schedule, effective September 21, 2012. Mrs. Fryer replaces Sara N. Dodson, who has transferred to a Tuscarora Valley Elementary School Title I position.

Roll Call:

Ayes: Book, Brubaker, Dressler, Leister, Noss, Page, Shadel, Shearer, Snyder  
 Nays: None  
 Motion carried.

2. It was moved by Mrs. Leister and seconded by Mrs. Shadel to approve Julie A. Hannon as a mentor for Mindy L. Fryer.  
Roll Call:  
Ayes: Book, Brubaker, Dressler, Leister, Noss, Page, Shadel, Shearer, Snyder  
Nays: None  
Motion carried.
3. It was moved by Mr. Dressler and seconded by Mr. Book to approve the reinstatement of furloughed employee Julie A. Gilson as a Level III paraprofessional, effective August 29, 2012.  
Roll Call:  
Ayes: Book, Brubaker, Dressler, Leister, Noss, Page, Shadel, Shearer, Snyder  
Nays: None  
Motion carried.
4. It was moved by Mr. Book and seconded by Mr. Brubaker to approve Rebekah E. Loy, Michael D. Rankin, Cretia A. Stimely and Erica L. Womer as substitute teachers; Dianne R. Kerstetter as a substitute secretary; Becky L. Arnold as a substitute LPN; and Shannon L. Coudriet, Rebecca S. Ehrenzeller, Tammy J. Martin and Valerie M. Schlegel as substitute paraprofessionals.  
Motion carried.
5. It was moved by Mr. Noss and seconded by Mr. Brubaker to approve the following requests for maternity leave:  
  
Employee 540, six weeks, beginning approximately November 30, 2012;  
Employee 2408, January 1, 2013 through April 29, 2013.  
  
Motion carried.
6. It was moved by Mr. Book and seconded by Mr. Brubaker to approve the following conference requests in accordance with Juniata County School District Policy:  
  
Travis Quici, Academics and Athletics Workshop, University Park, September 20, 2012;  
Caren Mann, Fall Counselor Workshop, Lancaster, October 3, 2012;  
Jessie Reed, Praxis II Test, Harrisburg, October 11, 2012.  
  
Roll Call:  
Ayes: Book, Brubaker, Dressler, Leister, Noss, Page, Shadel, Shearer, Snyder  
Nays: None  
Motion carried.
7. It was moved by Mr. Book and seconded by Mr. Brubaker to approve Emily M. Strait as a substitute teacher, to serve as the district's online French instruction monitor, at an hourly rate of \$25.  
Roll Call:  
Ayes: Book, Brubaker, Dressler, Leister, Noss, Page, Shadel, Shearer, Snyder  
Nays: None  
Motion carried.

8. It was moved by Mr. Noss and seconded by Mrs. Leister to approve the employment of Trisha R. Haubert as a Walker Elementary School LPN/paraprofessional, at an hourly rate of \$13.23, effective September 24, 2012. Mrs. Haubert replaces Becky Arnold, who resigned.

Roll Call:

Ayes: Book, Brubaker, Dressler, Leister, Noss, Page, Shadel, Shearer, Snyder

Nays: None

Motion carried.

9. It was moved by Mr. Noss and seconded by Mr. Brubaker to deny Grievance 2012-02.

Roll Call:

Ayes: Book, Brubaker, Dressler, Leister, Noss, Page, Shadel, Shearer, Snyder

Nays: None

Motion carried.

## **H. ATHLETICS AND ACTIVITIES**

1. It was moved by Mrs. Leister and seconded by Mrs. Shadel to approve the following extracurricular positions for the 2012-2013 school year:

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>School</u></b>
Caren Mann	SAP Team	TJHS
Anne Supplee	SAP Team	TJHS
Jodi Fitzgerald	SAP Team	TJHS
Jim Whitesel	SAP Team	TJHS
Phil Lupolt	SAP Team	TJHS
Lori Boyd	SAP Team	TJHS

Roll Call:

Ayes: Book, Brubaker, Dressler, Leister, Noss, Page, Shadel, Shearer, Snyder

Nays: None

Motion carried.

2. It was moved by Mr. Book and seconded by Mr. Brubaker to approve the following volunteer extracurricular positions for the 2012-2013 school year:

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>School</u></b>
Chris Swanger	Football coach	EJHS
Cory Fronk	Boys' soccer coach	TJHS

Motion carried.

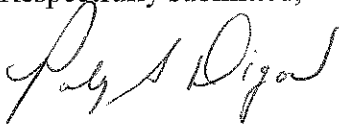
## **VI. OTHER BUSINESS**

1. It was moved by Mr. Book and seconded by Mr. Noss to approve first reading of revised Policy 006, Local Board Procedures, Meetings. The administration will research whether provisions need to be made in the policy regarding scheduling meetings to meet budget approval timelines. EXHIBIT OTHER BUSINESS VI-1  
Motion carried.

## **VII. ADJOURNMENT**

There being no further business, it was moved by Mr. Dressler and seconded by Mrs. Leister to adjourn the meeting.  
Motion carried.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Polly S. Digon".

Polly S. Digon  
Board Secretary