

**JUNIATA COUNTY SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
Thursday, September 20, 2018  
8:00 PM REGULAR BOARD MEETING  
Administrative Building, 146 Weatherby Way, Mifflintown**

**MINUTES**

**I. CALL TO ORDER/PLEDGE**

A meeting of the Juniata County School District Board of Directors was held Thursday, September 20, 2018 at the Administrative Office Building, 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:

Mrs. Heather Z. Kelly  
Mrs. A. Christine McLaughlin  
Mrs. Christine D. Shadel  
Mr. Joseph R. Shearer  
Mr. Danny R. Snyder  
Mrs. Angela Varner  
Mrs. Amy L. Wagner  
Mr. Mark F. Wagner  
Mr. Troy Woodward

Also present were Superintendent Keith Yarger, Business Manager Richard Meily, Director of Special Education Jill Condo, Mr. Edward Apple, Mrs. Nancy Kramer, Mrs. Christie Holderman, Mrs. Wendy Varner, Mr. Benjamin Fausey, Mr. Clint Mitchell, Mrs. Valerie Ricedorf, Mr. Aaron Bennett and Mr. Andy Kinzer.

**III. COMMUNICATIONS**

**A. School Board Secretary**

The board secretary had nothing to report.

**B. School Board Members**

Mrs. Wagner asked the Board to consider revisiting the pay rate for substitute teachers in order to be more competitive with surrounding districts.

Mr. Woodward inquired as to the status of his request for the schedule of values for work outside of the scope of work on the elementary consolidation construction project. Dr. Yarger said that he will check with the project manager.

Mr. Woodward asked if tile work had been completed at East Juniata Elementary and Dr. Yarger responded that the work would not begin until approved by the Board.

Mr. Shearer asked for confirmation that elementary buildings will be ready for occupancy January 3, 2019, with Dr. Yarger responding that he is being told that will happen.

**C. School District Administration**

Dr. Yarger reported that he had met with several administrators to discuss a Safe Schools Grant and to consider contracting with a firm for procurement of a system that would tie together communications between buildings and emergency responders.

Mr. Fausey and Mr. Bennett spoke to the Board about the vaping and juul epidemic that is affecting district schools and displayed items that have been confiscated. The administrators stressed that the issue is not being taken lightly and searches are conducted immediately upon receiving information about paraphernalia in the schools.

Mr. Mitchell announced dates of Title I Family Fun Nights.

Mr. Bennett reported that, in response to Governor Wolfe's directive, Pennsylvania State Police troopers have been visiting buildings and making regular patrols.

**D. Public Comment Period**

There were no requests to make 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 Mrs. Wagner and seconded by Mrs. McLaughlin to approve 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**

August 16, 2018 Regular Board Meeting Minutes

September 12, 2018 Board Workshop Meeting Minutes EXHIBIT MINUTES V

**B. Executive Sessions Conducted**

September 20, 2018 Executive Session for Personnel Issues

Roll Call Vote:

Ayes: Kelly, McLaughlin, Shadel, Shearer, Varner, A. Wagner, M. Wagner,  
Woodward, Snyder

Nays: None

Motion carried.

**V. SUPERINTENDENT'S REPORT**

**A. CURRICULUM AND INSTRUCTION**

It was moved by Mrs. Wagner and seconded by Mrs. Kelly to consider items 1 and 2 as one motion, as follows:

1. Approval of revised Juniata County School District Policy 140, Charter Schools. EXHIBIT CURRICULUM AND INSTRUCTION A-1
2. Approval of the following Occupational Advisory Committee members:

Ag

Alice Gray, Juniata County Commissioner, Southcentral PA Workforce Development Board member Dan Benner, Business Owner, Animal Science, Benner's Butcher Shoppe; Kristina McAllister, Ag Choice Farm Credit, Financial Loan Officers, Ag Business; Jessica Thomas-King, Soil Conservationist, USDA-NRCS, Juniata County; Kyle Supplee, Dairy Farmer, Juniata FFA alumni representative; David Graybill, Dairy Farmer, Juniata County Farm Bureau; Matthew Dysinger, Agronomy Seed Seller, Pioneer Seeds; Michael Brubaker, Business Owner, Beef Farmer, Double B Farm Supply; Kyle Painter, JHS student representative;

CADD

Tyler Fry, CADD Technician, Thomas Metz Engineering; Parrish Shellenberger, Mechanical Designer, Blue Valley Industries; Jeff Hart, Mechanical Engineer, Phillips Ultrasound; Jeremy Smith, OSP/ISP Engineer, CenturyLink; Timothy Zeigler, Civil Engineer, Gannett Fleming; Robert St. Clair, Instructor, Penn State University;

Trades

Chris Foltz, Crider/Mitchell Construction, carpenter/mason; James Geedey, Kinsley Construction; William Harrison, Harrison Plumbing and Heating; David Imes, Miller Pipeline; Danny Sheaffer, John Sheaffer, Inc.; Eric Wirt,

Republic Development Corp.; Trent Brenneman, Stydinger Bros.; Mike Wieger, Heim Electric; Brandon Horan, Triangle Tech.; Alice Gray, Juniata County Commissioner/Workforce Development Board; Steve Whistler, instructor, JHS; Roger Swyers, instructor, TJHS; John Burns, Mifflintown Plumbing and Heating; Kerry Gingrich, Gingrich Concrete; Jacob Kauffman, Plumbing and Heating; Ed Jamison, Quality Stone of Thompsettown;

#### Health Professions

Linda Groninger, EMT/CPR instructor/former deputy director, Juniata County EMS; Bonnie Bowsman, RN/Unit Manager, Lewistown Hospital; Bonnie Cook, RN, same day surgery, Lewistown Hospital; Teresa Murphy, RN/DPW Office of Long Term Living; Beth Manbeck, RN, Mifflin-Juniata Area Agency on Aging; Lisa Becker, RN, Mifflin County Academy of Science and Technology, Practical Nurse Program instructor; Lezlee Mumma, RN, Supervisor, Brookline Manor; Nichole Kerlin, RN, Family Health Practice; Laura Shay, PHRN, Port Royal EMS; Alice Gray, RN MS, Juniata County Commissioner/SCPA Works/Former PA Deputy Secretary Health Planning and Assessment; Kimberly Stuck, RN MS, Geisinger-Lewistown Hospital School of Nursing instructor; Mindy Phillips, RN, MCAST medical science instructor; Shelly Royer, MCAST Future Careers instructor.

Roll Call Vote:

Ayes: Kelly, McLaughlin, Shadel, Shearer, Varner, A. Wagner, M. Wagner, Woodward, Snyder

Nays: None

Motion carried.

#### **B. CUSTODIAL-MAINTENANCE-PROPERTY**

It was moved by Mrs. Wagner and seconded by Mrs. Kelly to approve items 1-3 as one motion, as follows:

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

Maggie Shafferman, Child Evangelism Fellowship, Tuscarora Valley Elementary Facilities, Good News Club, Oct. 1-Dec. 25, 2018;

Brooke Reichenbach, EJ Little Tigers, EJHS Library, Practice, Mon./Wed., September - October 31, 2018;

Big Brothers Big Sisters, TJHS Facilities, After School Mentoring Program, 2018-2019 School Year;

Jeremy Kerstetter, Juniata Mennonite School, Fayette Elementary Parking Lot, Benefit Auction, October 5-6, 2018.

2. Approval of the requirement that reallocations in an amount exceeding

\$19,400.00 in relation to elementary school consolidation require pre-approval by the Board of Directors.

3. Approval of payment of a change order in the amount of \$52,754.63, for installation of ceramic tile in an East Juniata Elementary School corridor. EXHIBIT CUSTODIAL-MAINTENANCE-PROPERTY B-3

Roll Call Vote:

Ayes: Kelly, McLaughlin, Shadel, Shearer, Varner, A. Wagner, M. Wagner, Woodward, Snyder

Nays: None

Motion carried.

**INFORMATION:**

- a) Change order in the amount of \$15,370.73 for additional cameras and wireless access points at Juniata Elementary School. EXHIBIT-CUSTODIAL-MAINTENANCE-PROPERTY B-a
- b) Change order in the amount of \$2,154.58 for the installation of three soffit mounted light/emergency light fixtures, in lieu of wall mounted fixtures, at Juniata Elementary School. EXHIBIT CUSTODIAL-MAINTENANCE-PROPERTY B-b
- c) Change order in the amount of \$10,271.63 for installation of additional clocks and modification of occupancy lights in kindergarten restroom at East Juniata Elementary School. EXHIBIT CUSTODIAL-MAINTENANCE-PROPERTY B-c
- d) Change orders for the addition of bottle filling stations at Juniata and East Juniata elementary schools, at a combined cost of \$10,571.64. EXHIBIT CUSTODIAL-MAINTENANCE-PROPERTY B-d

**C. FINANCE**

**BUSINESS MANAGER'S REPORT**

It was moved by Mrs. Wagner and seconded by Mrs. Shadel to consider items 1-3 as one motion, as follows:

1. Approval of financial reports for August 2018. EXHIBIT FINANCE C-1
2. Approval of listing of bills for payment. EXHIBIT FINANCE C-2
3. Approval of a technology support agreement with Higher Information Group, LLC. EXHIBIT FINANCE C-3

Roll Call Vote:

Ayes: Kelly, McLaughlin, Shadel, Shearer, Varner, A. Wagner, M. Wagner, Woodward, Snyder

Nays: None  
Motion carried.

4. It was moved by Mr. Wagner and seconded by Mr. Shearer to approve entering into an agreement with Executive Grant Writers, as the District has in the past, to secure grants for the district at a fee of 8% for any competitive grant that is gained for the District and no fee for any grant not gained for the District. EXHIBIT FINANCE C-4

Prior to the vote, Mrs. Kelly said that she was not in favor of entering into the contract with Executive Grant Writers, owned by Lisa Yarger, based on concerns with the commission structure, including the absence of caps, and other ethical considerations.

Mr. Woodward stated that he concurred with Mrs. Kelly's statements.

Roll Call Vote:

Ayes: Shadel, M. Wagner

Nays: Kelly, McLaughlin, Shearer, Varner, A. Wagner, Woodward, Snyder

Motion failed.

**D. CAFETERIA**

**E. TRANSPORTATION**

1. It was moved by Mrs. Wagner and seconded by Mrs. McLaughlin to approve contracted drivers, contracted vehicles and assigned routes for the 2018-2019 school year. EXHIBIT TRANSPORTATION E-1

Roll Call Vote:

Ayes: Kelly, McLaughlin, Shadel, Varner, A. Wagner, M. Wagner, Woodward,  
Snyder

Nays: None

Abstentions: Shearer

Motion carried.

**F. STUDENT-RELATED**

It was moved by Mr. Woodward and seconded by Mrs. Wagner to consider items 1 and 2 as one motion, as follows:

1. Approval of revised Juniata County School District Policies 103, Nondiscrimination in School and Classroom Practices; 202, Eligibility of Nonresident Students; 218, Student Discipline and Code of Student Conduct; and 227.1, Drug Testing. EXHIBIT STUDENT-RELATED F-1

2. Approval of the following student field trip requests:

- \*JHS FFA, Tours, Penn State University, Thursday, September 20, 2018;
  - \*EJHS Yearbook Editors, Seminar, Harrisburg, Friday, September 21, 2018;
  - EJHS Students (2), Volunteering, Juniata County Food Pantry, Mifflintown, Mon., September 24, 2018;
  - EJHS Students (3), Shopping, Weis, Mifflintown, Tues., September 25, 2018;
  - EJHS Students (3), Shopping, Schlegel's Grocery and Hardware, Thompsontown, Wed., September 26, 2018;
  - EJHS Students (2), Volunteering, Community Aid Thrift Store and Donation Center, Selinsgrove, Thurs., September 27, 2018;
  - EJHS Students (5), Accessing Leisure Destinations, Susquehanna Valley Mall, Selinsgrove, Fri., September 28, 2018;
  - \*JHS FFA, Leadership Conference, Altoona, Tuesday, October 2, 2018;
  - EJHS Students (2), Renaissance Faire, Manheim, Wed., October 3, 2018;
  - \*JHS FFA, Dairy Tours, Centre County, Friday, October 5, 2018;
  - EJHS Chorus Members (9), Conference, Indiana, PA, Tues., Oct. 9, 2018;
  - East Juniata Elementary School First Grade Students, Hands on Harvest/Little Farmers, Cherry Crest Adventure Farm, Ronks, Tues., October 9, 2018;
  - \*EJHS Seniors, Renaissance Faire, Manheim, Thursday, October 11, 2018;
  - CADD Students, Walking Tour of Mifflin/Mifflintown To Observe Architectural Styles, Friday, October 12, 2018;
  - \*JHS Building Trades Students, Tour, Triangle Tech, Sunbury, Wed., Oct. 24, 2018;
  - \*JHS/EJHS FFA, Convention, Indianapolis, Indiana, Wed.-Sat., Oct. 24-27, 2018;
  - \*JHS FFA, Farm Show/Convention, Harrisburg, Mon., Jan. 7, 2019;
  - \*JHS FFA, Residential Education Program, Crisfield, MD, Wed.-Fri., March 13-15, 2019;
  - \*JCSD Students, Trout Release, Oakland Mills locations, Sat., May 11, 2019;
  - Monroe/East Juniata Elementary Students, walking field trips to Basom Park, as needed throughout the 2018-2019 school year.
- \*Transportation will be paid by groups making request.*

Roll Call Vote:

Ayes: Kelly, McLaughlin, Shadel, Shearer, Varner, A. Wagner, M. Wagner, Woodward, Snyder

Nays: None

Motion carried.

**G. PERSONNEL**

It was moved by Mrs. Kelly and seconded by Mrs. McLaughlin to consider items 1-4 as one motion, as follows:

1. Approval of revised Juniata County School District Policy 104, Nondiscrimination in Employment/Contract Practices. EXHIBIT PERSONNEL G-1

2. Approval of the following resignations:

Fayette Elementary School LPN/paraprofessional Chastity N. Shirey, effective August 11, 2018;

Tuscarora Valley Elementary School secretary Stacey M. Campbell, effective September 12, 2018;

Juniata High School teacher Scott A. Bryson, effective at a date to be determined by the administration.

3. Approval of the following transfers:

Gregory W. Bell, from the position of Walker Elementary School custodian to Fayette Elementary School custodian, to replace Richard McClure, who has retired, effective June 5, 2018;

Beth A. Clark, from the position of Tuscarora Valley Elementary School LPN to the position of Fayette Elementary School LPN, to replace Chastity Shirey, effective August 28, 2018;

Trisha R. Haubert, from the position of Walker Elementary School LPN/secretary to the position of Tuscarora Valley Elementary School secretary/LPN, effective August 28, 2018, to replace Stacey Campbell and Beth Clark;

Cheryl L. Shearer from Fermanagh-Mifflintown Elementary School custodian to Mountain View Elementary School custodian, effective September 17, 2018;

Glen J. Cook from Mountain View Elementary School custodian to Fermanagh-Mifflintown Elementary School custodian, effective September 17, 2018.

4. Approval of the employment of Danielle E. Bowsman as a Fayette Elementary School paraprofessional, at an hourly rate of \$10.70, effective September 12, 2018. Mrs. Bowsman replaces Brenda Jones, who has resigned.

Roll Call Vote:

Ayes: Kelly, McLaughlin, Shadel, Shearer, Varner, A. Wagner, M. Wagner, Woodward, Snyder

Nays: None

Motion carried.

It was moved by Mrs. Wagner and seconded by Mrs. Shadel to consider items 5-10 as one motion, as follows:

5. Approval of the employment of Sharon C. Mingle as Fayette Elementary School secretary, at an hourly rate of \$10.78, effective September 7, 2018. Mrs. Mingle



replaces Katrina Jarvis, who has resigned.

6. Approval of the employment of Keith H. Boreman as a substitute custodian; Chastity N. Shirey as a substitute LPN; and Katrina M. Jarvis as a substitute secretary.
7. Approval of the employment of Mandy L. Ritzman as a long-term substitute learning support teacher at Fermanagh-Mifflintown Elementary School, on Bachelor's Degree, Step 1 of the salary schedule, effective August 28, 2018 and until such time as elementary school consolidation takes place. Mrs. Ritzman replaces Briana Smith, who has transferred to a Juniata High School position.
8. Approval of the following mentors for the 2018-2019 school year:
  - Jennifer Hund for Myriah Alderfer;
  - Amanda Shelley for Suzanne Burchfield;
  - Elizabeth Fedder for Carrie Walters;
  - Leighette Sechrist for Lori Chubb;
  - Thomas Feltman for Tabbetha VanHorn-Price;
  - Joshua Wagner for Sarah Kim.
9. Approval of the continued employment of Margaret A. Hackenberger as a school psychologist at an annual salary of \$60,000, effective August 24, 2018.
10. Approval of the following maternity leave requests:
  - Six weeks for Employee 3082, effective on or about October 24, 2018;
  - Effective on or about November 1, 2018 and for the remainder of the 2018-2019 school year, for Employee 2783;
  - Approximately December 12, 2018 through March 15, 2019, for Employee 2970.

Roll Call Vote:

Ayes: Kelly, McLaughlin, Shadel, Shearer, Varner, A. Wagner, M. Wagner,  
Woodward, Snyder

Nays: None

Motion carried.

11. It was moved by Mrs. Wagner and seconded by Mrs. McLaughlin to approve the following conference requests in accordance with Juniata County School District Policy:

Laura Renninger, Differentiation for Advanced Learners, McVeytown,  
September 26, 2018;

Caren Mann, Milton Hershey School Professional Development Day, Hershey,

October 8, 2018.

Roll Call Vote:

Ayes: Kelly, McLaughlin, Shadel, Shearer, Varner, A. Wagner, M. Wagner,  
Woodward, Snyder

Nays: None

Motion carried.

12. It was moved by Mrs. Kelly and seconded by Mrs. McLaughlin to approve the following administrative appointments, effective January 3, 2019:

Edward E. Apple, Director of Secondary Education, with a \$5,000 increase in salary, prorated until the end of the school year;

Christie L. Holderman, Director of Elementary Education, with a \$5,000 increase in salary, prorated until the end of the school year;

Benjamin D. Fausey, Principal, Juniata High School;

Wendy L. Varner, Principal, East Juniata High School, with an \$8,873.80 increase in salary, prorated until the end of the school year;

Andy S. Kinzer, Assistant Principal, Juniata High School, East Juniata High School, Tuscarora Junior High School;

Valerie M. Ricedorf, Principal, East Juniata Elementary School;

Clint J. Mitchell, Principal, Juniata Elementary School;

Nancy J. Kramer, Principal/Curriculum, as assigned.

Prior to the vote, Mr. Woodward recommended delaying the appointments until after elementary consolidation takes place.

Roll Call Vote:

Ayes: Kelly, McLaughlin, Shadel, Varner, A. Wagner, M. Wagner, Snyder

Nays: Shearer, Woodward

Motion carried.

13. It was moved by Mrs. Kelly and seconded by Mrs. Wagner to approve establishing the position of secondary Dean of Students/Athletic Director, and further approve the employment of Travis W. Quici to fill the position at his current salary.

Roll Call Vote:

Ayes: Kelly, McLaughlin, Shadel, Shearer, Varner, A. Wagner, M. Wagner,  
Snyder

Nays: Woodward

Motion carried.

14. It was moved by Mrs. Varner and seconded by Mrs. Shadel to approve establishing the position of elementary Dean of Students/Technology Coach, and

further approve the employment of David M. Portzline to fill the position at his current salary.

Roll Call Vote:

Ayes: Kelly, McLaughlin, Shadel, Shearer, Varner, A. Wagner, M. Wagner, Snyder

Nays: Woodward

Motion carried.

It was moved by Mrs. McLaughlin and seconded by Mrs. Wagner to consider items 15 and 16 as one motion, as follows:

15. Approval of establishing a Level 1 paraprofessional position at East Juniata High School, effective October 11, 2018.
16. Approval of the employment of Ruth Hernandez and Amy A. Torres as translators/interpreters, at an hourly rate of \$15.00.

Roll Call Vote:

Ayes: Kelly, McLaughlin, Shadel, Shearer, Varner, A. Wagner, M. Wagner, Woodward, Snyder

Nays: None

Motion carried.

## **H. ATHLETICS AND ACTIVITIES**

It was moved by Mrs. Wagner and seconded by Mrs. Shadel to consider items 1-3 as one motion, as follows:

1. Approval of the following extracurricular positions for the 2018-2019 school year:

<u>Name</u>	<u>Position</u>	<u>School</u>	<u>Stipend</u>
Aaron Himes	Band director	TJHS	\$1,875.00
Lauren Maguire	Softball coach	EJHS	\$2,590.00
Wes Diehl	Assistant softball coach	EJHS	\$2,220.00
Justin Martin	Baseball coach	EJHS	\$2,590.00
Travis Quici	Girls' basketball coach	EJHS	\$4,000.00
Denis Leister	Asst. girls' basketball coach	EJHS	\$3,300.00
Adam Barrick	Wrestling coach	TJHS	\$1,650.00

EJHS Game Personnel: Neal Wolfe, Len Maguire

2. Approval of the following volunteer extracurricular positions for the 2018-2019 school year:

<u>Name</u>	<u>Position</u>	<u>School</u>
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Brian Robinson	Girls' basketball coach	EJHS
Matt Ritzman	Girls' basketball coach	EJHS
Cory Fronk	Junior high boys' soccer coach	EJHS
Andy Baker	Girls' basketball coach	JHS/TJHS

3. Approval to authorize the administration to proceed with pursuing establishing archery and competitive shooting as extracurricular activity offerings.

Roll Call Vote:

Ayes: Kelly, McLaughlin, Shadel, Shearer, Varner, A. Wagner, M. Wagner,  
Woodward, Snyder

Nays: None

Motion carried.

## **VI. OTHER BUSINESS**

1. It was moved by Mrs. Wagner and seconded by Mr. Shearer to approve Eric Wolfgang as the Juniata County School District Board of Directors candidate for president-elect of the governing board of the Pennsylvania School Boards Association.

Roll Call Vote:

Ayes: Kelly, McLaughlin, Shadel, Shearer, Varner, A. Wagner, M. Wagner,  
Woodward, Snyder

Nays: None

Motion carried.

2. It was moved by Mr. Shearer and seconded by Mrs. Kelly to approve Art Levinowitz as the Juniata County School District Board of Directors candidate for vice president of the governing board of the Pennsylvania School Boards Association.

Roll Call Vote:

Ayes: Kelly, McLaughlin, Shadel, Shearer, Varner, A. Wagner, M. Wagner,  
Woodward, Snyder

Nays: None

Motion carried.

3. It was moved by Mr. Shearer and seconded by Mrs. Kelly to approve the following individuals as Juniata County School District Board of Directors candidate(s) for trustee positions on the PSBA Insurance Trust Board:

William S. LaCoff;  
Dr. Richard Frerichs;  
Nathan Mains.

Roll Call Vote:

Ayes: Kelly, McLaughlin, Shadel, Shearer, Varner, A. Wagner, M. Wagner,  
Woodward, Snyder

Nays: None

Motion carried.

4. It was moved by Mrs. Kelly and seconded by Mr. Shearer to approve Dan Hill as the Juniata County School District Board of Directors approved candidate for Section 6 advisor for the Pennsylvania School Boards Association.

Roll Call Vote:

Ayes: Kelly, McLaughlin, Shadel, Shearer, Varner, A. Wagner, M. Wagner,  
Woodward, Snyder

Nays: None

Motion carried.

**VII. ADJOURNMENT**

There being no further business, it was moved by Mrs. Wagner and seconded by Mrs. McLaughlin to adjourn the meeting.

Motion carried.

Respectfully submitted,



Polly S. Digon  
Board Secretary

