

IROQUOIS SCHOOL DISTRICT  
BOARD OF DIRECTORS  
School Board Meeting  
Tuesday, August 18, 2020

## MINUTES

### ATTENDANCE

#### Board Members and Officers:

Present: Mrs. Julie Abele, Mrs. Susan Bartlett, Mr. Jeremy Coblentz, Mr. Andrew Jackula, Mrs. Amber Miller, Mrs. Rita Nicolussi, Mr. Richard Ragen, Jr., Mr. Edward Rickrode, Mrs. Jennifer Sheldon, and Atty. Christine McClure (Solicitor)

Absent: (None)

#### Administration:

Present: Mrs. Jennifer Foutz, Mrs. Maria Modzelewski, Mr. Shane Murray, Mrs. Kimberly Smith, Dr. Thad Urban, Mrs. Veronica Will, Mrs. Jeannene Willow, Mr. Douglas Wilson, and Mrs. Kelly Titus

Absent: (None)

Guests: Emily Durovchic, Chris Cowan, Nicole Cowan, Megan Bush, Karl Bush, Karisa Koeth

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### A. CALL TO ORDER:

The regular meeting of the Iroquois School District Board of Directors was called to order by Board President Julie Abele at 6:30 P.M. on Tuesday, August 18, 2020, in the Iroquois Elementary School Cafeteria, 4231 Morse Street, Erie, Pennsylvania.

### B. MOMENT OF REFLECTION AND PLEDGE OF ALLEGIANCE:

Mrs. Abele opened the meeting with a moment of reflection and then led the group in the Pledge of Allegiance.

### C. MINUTES OF PREVIOUS MEETING:

On a MOTION by Mrs. Bartlett, seconded by Mrs. Miller, the minutes of the Special Board meeting held on July 14, 2020, were unanimously approved. (9-0)

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### *E. Executive Session:*

*The Board met in Executive Session beginning at 6:25 p.m. to discuss personnel and legal matters. Executive Session adjourned at 6:43 p.m.*

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### D. AGENDA CHANGES: (None)

### E. PRESENTATIONS AND GUEST/CITIZEN COMMENTS:

ISD COVID-19 Health and Safety Plan re-approval review – Mr. Murray, Karen Barringer, Stacey Dell, Kim Smith, and Thad Urban

**F. BUSINESS OFFICE REPORTS:**

1. BUDGET TRANSFERS: (None)
2. APPROVAL OF BILLS:
  - a. PAID BILLS
  - b. UNPAID BILLS
3. TREASURER'S REPORT FOR THE PERIOD
4. BUSINESS ADMINISTRATOR'S REPORT
5. CAPITAL PROJECT REPORT, BILLS, AND INVESTMENTS
6. STUDENT ACTIVITY FUND REPORT
7. LOCAL TAX REPORTS (EIT and LST)

On a MOTION by Mr. Ragen, seconded by Mrs. Bartlett, the Board unanimously accepted the Business Office Reports. (9-0)

**G. CAFETERIA REPORT:**

On a MOTION by Mrs. Sheldon, seconded by Mrs. Miller, the Cafeteria Report was unanimously approved. (9-0)

**H. STUDENTS/EDUCATIONAL PROGRAM COMMITTEE:**

1. Recommendation to approve professional development opportunities:
  - a. Ricki Davis (IES) to Ukeru Program Training. Train-the-Trainer recertification and initial training certification with Grafton School, Inc.'s Ukeru Program, August 6, 2020, at 4330 Westlake Rd., Erie, PA. The training will rectify 3 staff to train district staff in the implementation of the Ukeru crisis response program, which is a trauma-informed program. Training of other district staff will occur throughout the 2020/2021 school year. Cost: \$376
  - b. Karey Quinn (IES) to Ukeru Program Training. Train-the-Trainer recertification and initial training certification for 3 staff members with Grafton School, Inc.'s Ukeru Program, August 6, 2020, at 4330 Westlake Rd., Erie, PA. The training will rectify 3 staff to train district staff in the implementation of the Ukeru crisis response program, which is a trauma-informed program. Training of other district staff will occur throughout the 2020/2021 school year. Cost: \$362
2. Recommendation to approve Iroquois Jr./Sr. High School's 2020-2021 Student Handbook: (Attachment PR2)

On a MOTION by Mrs. Sheldon, seconded by Mr. Rickrode, Items 1(a-b) and 2 were unanimously approved. (9-0)

On a MOTION by Mrs. Sheldon, seconded by Mrs. Bartlett, the Board unanimously accepted the remainder of this report. (9-0)

I. MANAGEMENT COMMITTEE:

2. Resignation:

Heather Schneider, District Office Accounts Payable/Receivable Specialist, effective August 21, 2020.

3. MOTION to confirm appointment of new employees hired by the Superintendent:

- a. Melissa Mannarelli – Elementary Title I/READ 180 Teacher
- b. Braden Hanlon – Elementary/Secondary Physical Education Teacher
- c. Michael Thielman – Long-Term Floater Substitute Teacher for IHS for 2020-2021
- d. Monica Fitzgerald – District-wide Long-Term Substitute Gifted Program Teacher, for 2020-2021
- e. Karisa Koeth – Long-Term Substitute Teacher, Grade 1, for 2020-2021

4. MOTION to hire individuals in the following positions:

- a. Richard Bonniger – Temporary Athletic Director through the Fall 2020 Sports Season
- b. Kimberly Young – Part-time Custodian, 2nd Shift, IES
- c. Mikel Baxter – Part-time COVID Custodian, 1st Shift, IHS, pending proof of required clearances and pre-employment drug screen results.

5. MOTION to approve New Teacher Induction support team members for 2020-2021:

a. Mentor Teachers assigned to New Faculty Members:

- Shelly Boblantz for Maria Villamarin, IHS Spanish \$1,400
- Christine Hickey for Braden Hanlon, IES/IHS Phys. Ed. \$1,400

b. Instructional Support Partners (ISP) assigned to New Faculty Members:

- Elaine Flagg for Melissa Mannarelli, IES Title I/READ 180 \$700
- Ashley Turner for Monica Fitzgerald, Gifted LT Sub \$700
- Sarah Falbo for Karisa Koeth, Gr. 1 LT Sub \$700

6. Recommendation to authorize the Superintendent and Business Manager to hire an Accounts Payable/Receivable Specialist prior to the September Board meeting to allow for training and continuation of operations.

7. Recommendation to authorize the Superintendent to hire eight (8) bus/cafeteria monitors to monitor routes during COVID-19 school reopening, 4.5 hours per day, \$13.07/hr.

8. Recommendation to approve request for medical leave (FMLA):

Nicole Ross Luthringer – November 17, 2020 – December 22, 2020. Return to work on January 4, 2021.

9. Recommendation to approve the Agreement with UPMC for Athletic Training Services for a term of five years, ending June 30, 2025: Year 1, \$35,000; Year 2, \$35,000; Year 3, \$36,050; Year 4, \$37,850; Year 5, \$39,740: (Attachment M9)
10. Recommendation to approve a Contract to purchase electricity from Dynegy Energy Services East, LLC for the term from December 2020 through December 2024, at a price of \$0.05542 per kWh: (Attachment M10)
11. Recommendation to approve the Adult lunch price of \$3.75 and the Adult breakfast price of \$2.25 for the 2020-2021 SY. (increase of \$0.05 for lunch, breakfast same as 19/20 SY)
12. Recommendation to approve the Ala Carte prices for the school cafeterias for the 2020-2021 SY: (Attachment M12)
13. Recommendation to approve the Physician Services Agreement with St. Vincent Medical Group, Allegheny Health Network, for the 2020-2021 SY: (Attachment M13)
15. Recommendation to approve administrative substitute for 2020-2021 SY:  
  
Amy Hartleb - \$375/day
16. Recommendation to approve enrollment of tuition-free non-resident students for 2020-2021 SY:  
  
Emma Frank, Kindergarten  
Parent/District Employee: Rebecca Frank  
2199 Foxboro Ct., Erie, PA 16510  
District of Residence: Millcreek Twp SD
18. Recommendation to approve the purchase of computers for administration from Apple for \$13,188.00:

2	16-in. MacBook Pro laptop computers	\$2,199.00 ea.	\$ 4,398.00
10	13-in. MacBook Air laptop computers	\$ 879.00 ea.	<u>\$ 8,790.00</u>
			\$13,188.00
19. Motion to approve RESOLUTION in Response to the Pennsylvania Department of Education's guidance on Instructional Days/Hours during the 2020-2021 School Year and the COVID-19 pandemic emergency: (Attachment M19)
20. Recommendation to approve AGREEMENT between Iroquois SD and Grafton Integrated Health Network to provide crisis intervention system training, "Ukeru: The Least Resistance Approach to Crisis Intervention Training" for district staff on August 6, 2020.
21. Recommendation to approve non-instructional sub:  
  
Tyler Bell – custodial substitute, pending proof of required clearances and pre-employment drug screen results.
22. Recommendation to approve voluntary employee position transfers:
  - a. Jennifer Cadden – Physical Education Teacher moving from split Elementary/Secondary assignment to Elementary Physical Education Teacher.

- b. Michael Powell – from 2nd Shift Part-time Custodial position to 1st Shift Part-time COVID Custodian

- 23. Recommendation to approve the purchase of Waggle Math/ELA PA Version 1year textbook series for use in the elementary school, \$5,596.20.

On a MOTION by Mrs. Abele, seconded by Mrs. Bartlett, Items 2, 3(a-e), 4(a-c), 5(a-b), 6, 7, 8, 9, 10, 11, 12, 13, 15, 16, 17, 18, 19, 20, 21, 22(a-b), and 23 were unanimously approved. (9-0)

- 17. Motion to adopt the Interim Title IX RESOLUTION: Roll Call Vote required. (Attachment M17)

On a MOTION by Mrs. Bartlett, seconded by Mrs. Sheldon, Item No. 17 was approved with the following roll call vote results:

Abele – Yes	Jackula – Yes	Ragen – Yes
Bartlett – Yes	Miller – Yes	Rickrode – Yes
Coblentz – Yes	Nicolussi – Yes	Sheldon – Yes

Motion carried unanimously with 9 “yes” votes and 0 “no” votes. (9-0)

On a MOTION by Mrs. Miller, seconded by Mr. Rickrode, the Board unanimously accepted the remainder of this report. (9-0)

J. POLICY COMMITTEE: (None)

K. BUILDINGS AND GROUNDS COMMITTEE: (None)

L. ATHLETICS COMMITTEE

- 1. Resignation:

Nicole Ross Luthringer – Junior High Girls’ Basketball Coach

- 2. Recommendation to approve new athletic employees:

- a. Carl Zimmerman – Head Coach, Golf

- d. Jessica Chrapowicz – Junior High Girls’ Basketball Co-Coach

- e. Braden Hanlon – Junior High Girls’ Basketball Co-Coach

On a MOTION by Mrs. Bartlett, seconded by Mr. Rickrode, Items 1 and 2(a,d-e) were unanimously approved. (9-0)

- 2. Recommendation to approve new athletic employees:

- b. Kelly Cook – Fall Varsity Cheerleading Co-Advisor, shared 50% of position

- c. Jenn Boyer – Fall Varsity Cheerleading Co-Advisor, shared 50% of position

On a MOTION by Mrs. Bartlett, seconded by Mr. Coblenz, Items 2(b-c) were approved 8-0, with 1 abstention (Mrs. Sheldon). (8-0)

On a MOTION by Mr, seconded by Mr, the Board unanimously accepted the remainder of this report. (9-0)

M. SAFETY COMMITTEE: (None)

N. BUDGET AND FINANCE COMMITTEE: (None)

O. LEGAL REPORT: (None)

P. REPRESENTATIVE REPORTS:

1. ERIE COUNTY TECHNICAL SCHOOL REPORTS: April 2020, and May 2020
2. NORTHWEST TRI-COUNTY INTERMEDIATE UNIT #5 REPORT: May 2020
3. LAWRENCE PARK TWP RECREATION PLANNING BOARD REPORT: (None)
4. IROQUOIS SCHOOL DISTRICT FOUNDATION REPORT: (None)

On a MOTION by Mr. Coblenz, seconded by Mr. Ragen, the Board unanimously approved the Representative Reports. (9-0)

Q. ADMINISTRATIVE REPORTS:

1. IROQUOIS ELEMENTARY SCHOOL REPORT
2. IROQUOIS JR./SR. HIGH SCHOOL REPORT

On a MOTION by Mrs. Bartlett, seconded by Mrs. Miller, the Board unanimously accepted the Administrative Reports presented by Mr. Wilson/Mrs. Willow and Mrs. Foutz/Mrs. Will. (9-0)

R. NEW BUSINESS:

1. MOTION to approve revised 2020-2021 Iroquois SD Academic Calendar: Student start date moved to September 8, 2020. Revisions necessary due to COVID-19 pandemic. (Attachment)
2. Resignation:  
Kyleigh Arthurs – 1st Grade Elementary Teacher, effective August 26, 2020
3. MOTION to confirm appointment of new employees hired by the Superintendent:
  - a. Emily Durovchic – Long-Term Substitute Teacher, Elementary 1st Grade for 2020-2021
  - b. Kaitlyn Kelly – Long-Term Substitute Teacher, IES Building Level for 2020-2021
  - c. Heather Goodenow – Non-Instructional Library Aide, IHS, part-time

- d. Lindsey Bloomster – Long-Term Substitute Teacher, Elem./Secondary Science for 2020-2021
  - e. Tiffany Crozier – Long-Term Substitute Teacher, Grades 2 and 6 consecutively. Start Date: August 26, 2020
4. Recommendation to approve New Teacher Induction support team members for 2020-2021. Instructional Support Partners (ISP) assigned to New Faculty Members:
    - Shannon Glennon for Lindsey Bloomster, Science LT Sub \$700
    - Patricia Zukowski for Emily Durovchic, Gr. 1 LT Sub \$700
  5. Recommendation to approve AmeriCorps volunteers to serve in the Iroquois Elementary School Title I Program for the 2020-2021 SY:
    - a. Stephanie Kraft
    - b. Madeline Geesey
    - c. Sonya Kokus
    - d. Nickolas Woll
    - e. Kiely Kearney
  6. Recommendation to approve request for medical leave:
    - a. Kathleen (Kasey) Smith, Elementary Teacher – requesting leave August 31, 2020 through date to be determined in October 2020.
    - b. Jeff McShane, Maintenance Specialist – requesting leave August 31 – December 1, 2020. No sub needed.
    - c. Deanna Shakespeare – Instructional Support Aide – requesting leave September 23 – October 28, 2020. No sub needed.
  7. Recommendation to approve proposed new District policy. Permission to waive the 1st Reading and immediately implement as part of the District's Health and Safety Plan:

Face Mask Policy
  8. Recommendation to approve revisions and additions to District job description:
    - a. JD No. D5 Library Non-Instructional Aide/Cafeteria Monitor – proposed revisions (Attachment)
    - b. JD No. T2 Temporary COVID-19 Non-Instructional Aide: Bus Monitor-Lunchroom Monitor, Proposed new temporary job description due to COVID-19. (Attachment)
  9. Recommendation to approve 2020-2021 IES Staff Manual: (Attachment)
  10. Recommendation to approve 2020 IES Kindergarten Boot Camp to run July 30-August 14, 2020.

11. Recommendation to approve staff for IES 2020 Kindergarten Boot Camp program. Nursing staff was provided daily:
  - a. Jennifer Bayhurst – Teacher, 2020 Kindergarten Boot Camp
  - b. Patty Zukowski – Teacher, 2020 Kindergarten Boot Camp
  - c. Korin Koeth – Teacher, 2020 Kindergarten Boot Camp
  - d. Heather Woodring – Instructional Aide, 2020 Kindergarten Boot Camp
12. Recommendation to approve Letter of Agreement with Pyramid Healthcare, Inc. to provide Student Assistance Program (SAP) services for 2020-2021 SY
13. Recommendation to approve Wm.T. Spaeder to replace the elementary school chiller compressor with a McQuay Air Cooled Water Chiller Compressor for \$47,342.00 (CoStars): Project to be funded with Capital Reserve funds.
14. Recommendation to approve the purchase of HALO vape detectors by to be installed in the high school restrooms. Materials and installation labor cost is \$16,655.00 to be funded with the PYD drug-free community grant.
15. Motion to approve the revised Iroquois School District Health and Safety Plan: (Attachment)
16. Motion to approve Iroquois SD's participation in fall PIAA sponsored sports provided that the school district is open for in-person education. If the District is on remote learning only platform, the District will not participate in PIAA sponsored sports.
17. Motion to approve the voluntary transfer of Jacob Bartlett from IES/IHS STEM/Biology teaching position to 8th Grade Science Teacher.
18. Motion to approve EHM Laboratory/Staffing Service to conduct onsite COVID-19 testing for District employees, students, and volunteers on August 31, 2020. The testing will be offered on a voluntary basis. No cost to the District.
19. Recommendation to approve transfer of Emily Rocco from District Office/Special Education Specialist to Accounts Payable/Receivable Specialist position, effective August 24, 2020.
20. Motion to grant Administration the authorization to hire a replacement for the District Office/Special Education Specialist as soon as possible to ensure continuity of operations for school reopening and annual audit.
21. Recommendation to approve Sub List for 2020-2021 SY:  
Certified Substitute Teachers:
  - a. Richard Bonniger, certified Secondary English
  - b. Scott Flynn, certified Social Studies 7-12
  - c. Diane Phillips, certified Elementary Ed PK-2



Non-Instructional Substitutes:

- e. Jill Howell – Life Skills para sub, Non-Instructional Aide Library Sub
  - f. Darlene Shafer – Clerical sub
  - g. Kalie Wilson – Instructional Support Aide/Paraprofessional Sub
  - h. Tyler Bell – Custodial sub, Clerical sub, Non-Instructional Aide Sub  
(Lunchroom monitor, Library Aide)
22. Motion to move all future Iroquois School District Board of Directors' full board meetings to begin at 5:30 PM.
23. Recommendation to approve purchase of Boom Learning (dba Omega Labs, Inc.) for elementary school for \$1,491.00 utilizing Title I funds.
24. Recommendation to approve purchase of Learning A-Z license for 1-year (2020-2021 SY) for elementary school for \$2,771.25 utilizing Title I funds.

On a MOTION by Mr. Coblenz, seconded by Mrs. Sheldon, Items 1, 2, 3(a-e) 4, 5(a-e), 6(a-c), 7, 8(a-b), 9, 10, 11(a-d), 12, 13, 14, 15, 16, 17, 18, 19, 20, 21(a-h), 22, 23, and 24 were unanimously approved. (9-0)

**S. BOARD PRESIDENT'S REPORT**

Mrs. Abele gave an oral report. No vote for acceptance was required.

**T. ADJOURNMENT:**

On a MOTION by Mr. Ragen, seconded by Mrs. Sheldon, and carried as unanimous (9-0), the meeting adjourned at 9:28 P.M.

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Jeremy R. Coblenz, Board Secretary