

# MIDD-WEST SCHOOL DISTRICT

Work Session

Virtual Meeting via Zoom

Monday, March 8, 2021

## ***A QUALITY EDUCATION FOR ALL, FOR LIFE***

I. **OPENING CEREMONY**

II. **CALL TO ORDER: 7:00 p.m.**

Mr. Victor L. Abate

III. **ROLL CALL:**

Mr. Victor L. Abate

**BOARD OF SCHOOL DIRECTORS**

**PRESENT**    **ABSENT**

**LATE ARRIVAL**

Mr. Victor L. Abate, President  
Mr. Donald D. Pinci, Vice President  
Mr. Shawn A. Sassaman, Treasurer  
Mr. Terry L. Boonie  
Mrs. Julie R. Eriksson  
Mr. Justin T. Haynes  
Mrs. Wyona P. Lauver  
Mr. Christopher T. Nesbit  
Mrs. Sherryl L. Wagner  
Mr. Richard J. Musselman, Superintendent (Non-Voting Member)  
Ms. Allyson L. Folk, Secretary (Non-Member)

**OTHERS**

Mr. Joseph W. Stroup, Director of Curriculum and Instruction  
Mr. Ryan L. Wagner, Business Manager  
Attorney Orris C. Knepp, III, Solicitor

IV. **SCHEDULED SPEAKERS**

Mr. Victor L. Abate

- 1) Dr. Lenaire Ahlum, Doctor of Management of Community College Policy and Administration – Concept and Case for an Independent Public Community College Serving the Central Region of Pennsylvania

V. **ITEMS FOR WORK SESSION**

A. **BUSINESS AND FISCAL**

Mr. Shawn A. Sassaman

1. **MINUTES**

- a. Approval is recommended of the minutes of the February 22, 2021, regular meeting of the Midd-West School District Board of School Directors.
- b. Approval is recommended of the minutes of the March 8, 2021, work session of the Midd-West School District Board of School Directors.

2. **LIST OF BILLS**

Approval is recommended of the list of bills for the period February 23, 2021, through March 22, 2021.

3. **TREASURER’S REPORTS**

Approval is recommended for the Treasurer’s Reports for the General Fund, Capital Reserve Fund, Capital Projects Fund, Food Service Fund and Activity Fund for the period ending February 28, 2021.

4. **BUS DRIVERS**

Approval is recommended for the following individuals as bus drivers for the 2020-2021 school year:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. **BUS STOPS**

Approval is recommended for the following bus stops:

\_\_\_\_\_  
\_\_\_\_\_

6. **AGREEMENT – DIVERSIFIED TREATMENT ALTERNATIVE CENTERS, LLC**

Approval is recommended of the Agreement with Diversified Treatment Alternative Centers, LLC, that appropriate individuals will be referred between the agencies named herein and that ongoing communication will be maintained between the agencies in order to guarantee the most appropriate continuum of care for the consumer for DTAC’s Partial Hospitalization Programs, IBHS, ARRTS Program, CSBBH and Extended Evaluation Services to be effective for two (2) years beginning on March 22, 2021.

B. **POLICY AND PROGRAMS**

Mr. Donald D. Pinci

1. **2021-2022 SCHOOL CALENDAR – SECOND AND FINAL READING**

Approval is recommended of the 2021-2022 school calendar on second and final reading.

2. **NEW POLICY GUIDES**

Approval is recommended of the following new policy guides on second and final reading:

- 304 – Employment of District Staff
- 305 – Employment of Substitutes
- 306 – Employment of Summer School Staff

- 307 – Student Teacher/Interns
- 318 – Attendance and Tardiness

3. **NEW POLICY GUIDES**

Approval is recommended of the following new policy guides on first reading:

- 330 – Overtime
- 332 – Working Periods
- 338.1 – Compensated Professional Leaves
- 341 – Benefits for Part-Time Employees
- 343 – Paid Holidays

4. **REVISED POLICY GUIDES**

Approval is recommended of the following revised policy guides on second and final reading:

- 301 – Creating a Position
- 308 – Board Resolution *{Formerly titled Employment Contract}*
- 309 – Assignment and Transfer
- 311 – Reduction in Staff *{Formerly titled Suspensions and Furloughs}*
- 313 – Evaluation of Employees *{Formerly titled Evaluation of Administrative Employees}*
- 314 – Physical Examination
- 314.1 – HIV Infection
- 317 – Conduct/Disciplinary Procedures
- 319 – Outside Activities
- 320 – Freedom of Speech in Non-School Settings
- 321 – Political Activities
- 322 – Gifts
- 323 – Tobacco and Vaping Products *{Formerly Tobacco/Nicotine Use}*
- 324 – Personnel Files

5. **REVISED POLICY GUIDES**

Approval is recommended of the following revised policy guides on first reading:

- 302 – Employment of Superintendent/Assistant Superintendent
- 312 – Performance Assessment of Superintendent/Assistant Superintendent *{Formerly titled Evaluation of Superintendent}*
- 325 – Dress and Grooming
- 326 – Complaint Process
- 328 – Compensation Plans/Salary Schedules *{Formerly Compensation Plan}*
- 331 – Job Related Expenses
- 333 – Professional Development
- 334 – Sick Leave
- 335 – Family and Medical Leaves
- 336 – Personal Necessity Leave
- 337 – Vacation
- 338 – Sabbatical Leave
- 339 – Uncompensated Leave *{Formerly Uncompensated}*

- 340 – Responsibility for Student Welfare
- 342 – Jury Duty
- 347 – Workers’ Compensation Transitional Return-to-Work Program
- 351 – Drug and Substance Abuse

6. **REPEALED POLICY GUIDES**

Approval is recommended to repeal the following policy guides:

- 334.1 – Sick Leave Bank
- 346 – Workers’ Compensation
- 348 – Unlawful Harassment
- 352 – Bloodborne Pathogens – Exposure Control Program
- 425 – Dress and Grooming
- 426 – Complaint Process
- 428 – Salary Determination
- 429 – Substitute Compensation
- 431 – Job Related Expenses
- 434.1 – Sick Leave Bank
- 435 – Family and Medical Leaves
- 436 – Personal Necessity Leave
- 438 – Sabbatical Leave
- 438.1 – Compensated Professional Leaves
- 439 – Uncompensated Leave
- 440 – Responsibility for Student Welfare
- 442 – Jury/Court Duty
- 446 – Workers’ Compensation
- 448 – Unlawful Harassment
- 451 – Drug and Substance Abuse
- 452 – Bloodborne Pathogens – Exposure Control Program
- 525 – Dress and Grooming
- 526 – Complaint Process
- 528 – Salary Determination
- 529 – Substitute Compensation
- 530 – Overtime
- 531 – Job Related Expenses
- 532 – Working Periods
- 534 – Sick Leave
- 534.1 – Sick Leave Bank
- 535 – Family Medical Leaves
- 536 – Personal Necessity Leave
- 537 – Vacation
- 539 – Uncompensated Leave
- 541 – Benefits for Part-Time Personnel
- 542 – Jury Duty/Legal Leave
- 543 – Paid Holidays
- 546 – Workers’ Compensation
- 548 – Unlawful Harassment
- 551 – Drug and Substance Abuse
- 552 – Bloodborne Pathogens – Exposure Control Program

7. **MEMORANDUM OF UNDERSTANDING – GRAND CANYON UNIVERSITY**

Approval is requested of a Memorandum of Understanding between Middle-West School District and Grand Canyon University College of Nursing and Health Care Professions to allow a current RN to BSN student to fulfill the practicum/practice immersion experience.

C. **PERSONNEL**

Mr. Donald D. Pinci

1. **EMPLOYMENTS – CLASSIFIED**

Approval is requested to employ the following individuals:

- a. Classified Employee – \_\_\_\_\_ – Personal Care Assistant – School-to-Work Transition Program – Middle-West High School – Effective: \_\_\_\_\_, 2021, pending receipt of Act 34, 151, 114, 24 and 31 – Salary: \$13.50 per hour {Replacement/Bzdil-Edmiston}
- b. Classified Employee – \_\_\_\_\_ – Transportation Student Aide/ Personal Care Assistant – Emotional Support Program and Life Skills Support Program – Middle-West High School – Effective: \_\_\_\_\_, 2021, pending receipt of Act 34, 151, 114, 24 and 31 – Salary: \$13.50 per hour {Replacement/Bzdil-Edmiston}
- c. Classified Employee – \_\_\_\_\_ – Instructional Assistant/ Permanent Substitute – Middle-West School District – Effective: \_\_\_\_\_, 2021, pending receipt of Act 34, 151, 114, 24 and 31 – Salary: \$13.50 per hour {Replacement/Bzdil}
- d. Classified Employee – \_\_\_\_\_ – Cafeteria Cashier – Middle-West Middle School – Effective: \_\_\_\_\_, 2021, pending receipt of Act 34, 151, 114, 24 and 31 – Salary: \$11.50 per hour {Replacement/Rosselli}

2. **APPOINTMENTS**

a. **CO-CURRICULAR**

Approval is requested to appoint the following individual for the 2020-2021 school year:

Ashley M. Kuhns      Vocal Director {Musical}      MWHS      \$3,049.00

b. **EXTRA-CURRICULAR**

Approval is requested to appoint the following individuals for the 2020-2021 school year:

\_\_\_\_\_      Assistant Varsity Baseball Coach      MWHS      \$ \_\_\_\_\_  
Andy L. Arnold\*      Assistant Junior Varsity Baseball Coach      MWHS      \$2,691.00

\*Pending receipt of Act 114, 24 and 31

c. **EXTRA-CURRICULAR**

Approval is requested to reappoint the following individuals for the 2021-2022 school year:

Mark P. Ferster	Boys Soccer Coach – Head	MWHS	\$4,056.00
Lori A. Goodling	Girls Soccer Co-Coach – Head	MWHS	\$2,028.00
Christopher S. Sauer	Girls Soccer Co-Coach – Head	MWHS	\$2,028.00
Jodie L. Sheaffer	Field Hockey Coach – Head	MWHS	\$4,056.00
Brian A. Beward	Golf Coach – Head	MWHS	\$3,380.00
Stanley L. Share	Cross Country Coach	MWHS	\$3,380.00
Jennifer L. Mason	Cheerleading Coach {fall season}	MWHS	\$1,111.00

d. **EXTRA-CURRICULAR – VOLUNTEERS**

Approval is recommended of the following individuals as volunteers for the 2020-2021 school year:

Mark P. Ferster	Volunteer Junior High Boys Soccer Coach	MWMS
Shayla E. Heckman	Volunteer Track & Field Coach	MWHS
Justin B. Yoder	Volunteer Baseball Coach	MWHS

3. **ADDITION TO SUBSTITUTE LIST**

a. **CERTIFICATED**

Approval is recommended of the following individual as a certificated substitute at a rate of \$90.00 per day for the 2020-2021 school year:

Area of Certification

\_\_\_\_\_

4. **SUMMER STUDY PROGRAM**

- 1) As per Article VI., Section K., of the Collective Bargaining Agreement, the Administration has received an “Application for Summer Study Program” from Mandi L. Romig to pursue a four-year Master’s Program in Educational Leadership with K-12 Principal Certification at Wilkes University beginning with the summer of 2021 contingent upon satisfactory completion of the 2020-2021 school year.

5. **TRANSFER/CHANGE IN ASSIGNMENT**

Approval is requested to accept the following transfer/change in assignment:

- 1) Danielle I. Lantz as instructional assistant/permanent substitute for the Mid-West School District to personal care assistant for the Life Skills Support Program at Middleburg Elementary School to be effective on March 3, 2021.

6. **RESIGNATION**

Approval is requested to accept the following resignation:

\_\_\_\_\_ Effective: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. **RETIREMENTS**

Approval is requested to accept the following retirements:

Jane I. Zimmerman Effective: April 30, 2021  
Administrative Secretary – Accounts Payable/Purchasing  
Mid-West School District

Deborah K. Mitchell Effective: July 2, 2021  
High School Secretary/Guidance Clerical Assistant  
Mid-West High School

\_\_\_\_\_ Effective: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ Effective: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ Effective: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

D. **OTHER**

Mr. Victor L. Abate

1. **GRADUATE RECOGNITION SIGNS**

Approval is requested to allow Villager Realty, Inc., to place “Congratulations Signs” on District property recognizing each graduating senior. The signs shall be placed along Shuman and Wagenseller Streets, and seniors may take his/her individual sign after the commencement ceremony.

2. **REQUEST FOR OFF-CAMPUS PROM**

Approval is requested to grant permission for the prom to be off campus at the Willow Stone Farm, Mifflinburg, PA, on Saturday, April 24, 2021.

3. **LETTER OF SUPPORT – SUSQUEHANNA VALLEY COMMUNITY COLLEGE**

Approval is recommended to provide a letter of support for the Susquehanna Valley Community Education Project (SVCEP) for the concept and case for an independent public community college serving the central region of Pennsylvania.

4. **DISCUSSION ON PER CAPITA TAX ELIMINATION BY SNYDER COUNTY COMMISSIONERS AND HOW TO PROCEED**

5. **DISCUSSION ON TAX COLLECTOR COMPENSATION**

VI. **CLOSING CEREMONIES**

VII. **PUBLIC COMMENT** Mr. Victor L. Abate

Comment from the public is limited to three (3) minutes per person, and at the discretion of the Board President.

VIII. **SCHEDULED SPEAKERS** Mr. Victor L. Abate

IX. **REPORTS**

1. **SUPERINTENDENT** Mr. Richard J. Musselman

2. **DIRECTOR OF CURRICULUM AND INSTRUCTION** Mr. Joseph W. Stroup

3. **BUSINESS AND FISCAL** Mr. Ryan L. Wagner

4. **STUDENT ATHLETIC ACTIVITIES** Mrs. Bree A. Solomon

5. **FOOD SERVICE OPERATIONS** Mr. John S. Rosselli

6. **MAINTENANCE AND FACILITIES** Mr. Daniel E. Auman

7. **INFORMATION TECHNOLOGY** Mr. Umberto G. Porzi

8. **CENTRAL SUSQUEHANNA INTERMEDIATE UNIT** Mr. Victor L. Abate

9. **SUN AREA TECHNICAL INSTITUTE** Mrs. Julie R. Eriksson

10. **PSBA LIAISON** Mr. Donald D. Pinci

11. **POLICY COMMITTEE** Mrs. Julie R. Eriksson

12. **BUILDINGS AND GROUNDS COMMITTEE** Mr. Terry L. Boonie

13. **TECHNOLOGY COMMITTEE** Mr. Justin T. Haynes

14. **FINANCE/BUDGET COMMITTEE** Mr. Shawn A. Sassaman

15. **PROFESSIONAL STAFF NEGOTIATION COMMITTEE** Mr. Shawn A. Sassaman

16. **SUPPORT STAFF NEGOTIATION COMMITTEE** Mr. Donald D. Pinci

17. **TRANSPORTATION COMMITTEE** Mr. Terry L. Boonie

18. **BOARD AND/OR ADMINISTRATOR COMMENTS** Mr. Victor L. Abate

X. **ADJOURNMENT** Mr. Victor L. Abate

There being no further business, the work session was adjourned at \_\_\_\_\_ p.m.