

# MIDD-WEST SCHOOL DISTRICT

*Regular Meeting*

Middleburg Elementary School

Large Group Conference Room

and

Virtual via Zoom

Monday, April 26, 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. **PUBLIC COMMENT ON AGENDA ITEMS**

Public comment is restricted to three (3) minutes per speaker and on the subject of Agenda Action Items only. Any individual who wishes to address the Board on an agenda item should contact the Board Secretary by 1:00 p.m. the day of the Board meeting at (570) 837-0046, Ext, 1100.

V. **STUDENT REPORTS**

Miss Makenna M. Dietz and Miss Liliana E. Shutt

VI. **SCHEDULED SPEAKERS**

Mr. Victor L. Abate

1) Ms. Lauren Stadel, RBC Capital Markets – Debt Refinancing

VII. **CONSENT AGENDA**

All matters taken under this section are considered to be routine, and action will be taken with one motion. There will be no separate discussion on these items. If discussion is desired, that item will be removed from the Consent Agenda and considered separately.

VIII. **ITEMS FOR ACTION**

A. **BUSINESS AND FISCAL**

Mr. Shawn A. Sassaman

1. **MINUTES**

- a. Approval is recommended of the minutes of the March 22, 2021, regular meeting of the Midd-West School District Board of School Directors.
- b. Approval is recommended of the minutes of the April 12, 2021, regular meeting/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 March 23, 2021, through April 26, 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 March 31, 2021.

4. **AGREEMENT – DILIGENT CORPORATION**

Approval is recommended of the Agreement between Midd-West School District and Diligent Corporation to purchase an annual subscription for BoardDocs LT and a non-recurring subscription for Remote Implementation at a cost of \$3,700.00 to be effective on June 1, 2021, through June 30, 2022. *{The non-recurring subscription is \$1,000.00 for training and set up through the months of May and June, 2021.} {This will be for use as a posting tool for Board agendas and minutes.}*

5. **NEW MATERIALS AND RESOURCES FOR MATHEMATICS**

Approval is requested to purchase the following new materials and resources for mathematics for a period of six (6) years beginning July 1, 2021, through June 30, 2027:

<u>McGraw Hill, LLC</u>		
Glencoe Algebra I	190 Annual Licenses	\$21,329.40
Glencoe Geometry	150 Annual Licenses	\$16,839.00
Glencoe Algebra II	125 Annual Licenses	\$14,032.50
ALEKS	465 Annual Subscriptions	<u>\$ 0.00</u>

(Includes Shipping & Handling) \$74,931.33

*{This purchase includes hard copies of texts, online e-texts/resources and teacher resources. The subscription for the ALEKS programs generates personal learning paths for students with deficits or strengths in particular areas of mathematics. This will be paid using ESSER II funds.}*

SAVVAS {Formerly Pearson}

Pearson Trigonometry, 12 <sup>th</sup> Edition	60 Annual Licenses	\$13,498.20
Pearson Pre-Calculus: Graphical, Numerical, Algebraic, 10 <sup>th</sup> Edition	30 Annual Licenses	\$ 6,749.10
Pearson Personal Financial Literacy, 3 <sup>rd</sup> Edition	120 Annual Licenses	\$15,598.80
Pearson Statistics (E-text only)	40 Annual Licenses	<u>\$ 5,098.80</u>

(Includes Shipping & Handling) \$42,365.45

*{This purchase includes hard copies of texts, online e-texts/resources and teacher resources This purchase includes equal numbers of Pearson MyMathLab which is an online practice resource for those subject areas. This will be paid using ESSER II funds.}*

6. **ADDITIONAL RESOURCES FOR MATHEMATICS**

Approval is requested to purchase 100 Texas Instruments® TI-83 Plus Graphing Calculators from EAI Education at an approximate cost of \$10,200.00 and to purchase one set of downloadable PDE resources for Algebra I at a cost of \$520.00, one set of downloadable PDE resources for 8<sup>th</sup> Grade Math at a cost of \$335.00 and Pre-Calculus resources in the amount of \$210.00 from Teachers Pay Teachers for a total cost of \$11,265.00. *{These will be paid using ESSER II funds.}*

7. **NEW MATERIALS AND RESOURCES FOR SCIENCE**

Approval is requested to purchase the following new materials and resources for science for a period of six (6) years beginning July 1, 2021, through June 30, 2027:

Cengage Learning

World of Chemistry, 4 <sup>th</sup> Edition	125 Annual Licenses	\$16,968.75
Exploring Environmental Science for AP® Updated, 1 <sup>st</sup> Edition	15 Annual Licenses	<u>\$ 2,662.50</u>

(Includes Shipping and/or Process Fee) \$20,416.50

SAVVAS {Formerly Pearson}

Biology in Focus	25 Annual Licenses	\$ 4,199.25
Chemistry: The Central Science	20 Annual Licenses	\$ 3,639.40
Miller Levine Biology	175 Annual Licenses	<u>\$19,244.75</u>

(Includes Shipping & Handling) \$29,114.66

*{This purchase includes hard copies of texts, online e-texts/resources and teacher resources. This will be paid using ESSER II funds.}*

<u>McGraw Hill, LLC</u>		
Glencoe Science Edition (Grade 7)	175 Annual Licenses	\$14,222.25
Glencoe Science Edition (Grade 8)	25 Hard Copies	<u>\$ 2,175.00</u>

*(Includes Shipping & Handling)* \$16,575.32

*{This purchase will be paid using ESSER II funds.}*

8. **AGREEMENT – H. A. BERKHEIMER, INC.**

Approval is recommended of the Agreement between Mid-West School District and H. A. Berkheimer, Inc., for the administration and collection of per capita taxes for the term commencing January 1, 2021, and ending December 31, 2023, at \$.50 per bill (plus postage).

9. **APPOINTMENT RESOLUTION**

Approval is recommended of the Resolution to appoint Berkheimer as Mid-West School District’s exclusive collector of its per capita tax for the initial term commencing January 1, 2021, and ending December 31, 2023, and any subsequent renewal term thereafter, said initial and renewal periods to include all quarterly and annual collections pertinent to the tax years therein.

10. **IMPOSITION OF COST RESOLUTION**

Approval is recommended of the Resolution authorizing and empowering Berkheimer to impose and retain costs of collection on delinquent taxes.

11. **CONFIDENTIALITY RESOLUTION**

Approval is recommended of the Resolution to appoint Ryan L. Wagner as its authorized representative to make requests upon and receive any and all tax information and records from Berkheimer relative to the collection of taxes for Mid-West School District as desired and deemed necessary by Mid-West School District to be used for official purposes only.

12. **TAX HEARING OFFICER RESOLUTION**

Approval is recommended of the Resolution to appoint Berkheimer as Mid-West School District’s Tax Hearing Officer under and pursuant to the Local Taxpayers Bill of Rights for the express purpose of adjudicating appeals thereunder.

13. **TRANSPORTATION MANAGEMENT AGREEMENT – WEIKEL BUSING, LLC**

Approval is requested of the Transportation Management Agreement between the Mid-West School District and Weikel Busing, LLC, beginning on May 1, 2021, for a three-year term through the 2023-2024 school year to provide pupil transportation management at a rate of \$3,920.00 per month for the first 24 months of the contract and \$3,978.80 for the duration of the contract through June 30, 2024.

B. **POLICY AND PROGRAMS**

Mr. Donald D. Pinci

1. **OUTDOOR EDUCATION PROGRAM – CAMP MOUNT LUTHER**

Approval is recommended of the two-day trips to Camp Mount Luther on May 20 and 21, 2021, for Grade 5 at Middleburg Elementary School and West Snyder Elementary School.

2. **SUMMER SCHOOL PROGRAM**

Approval is recommended of the Summer School Program to be held June 7, 2021, through June 30, 2021, at Midd-West High School.

3. **KINDERGARTEN CAMP**

Approval is recommended to implement a Kindergarten Camp for all incoming kindergarten students beginning the 2021-2022 school year to be held August 16, 2021, through August 18, 2021, at Middleburg Elementary School and West Snyder Elementary School at a cost not to exceed \$10,000.00. *{This will be paid with Title I funds.}*

4. **NEW POLICY GUIDES**

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

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

5. **REVISED POLICY GUIDES**

Approval is recommended of the following revised policy guides on second and final 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) Megan K. Matrey as special education teacher {Autistic Support} at West Snyder Elementary School to special education teacher {Life Skills Support} at Middleburg Elementary School to be effective on July 1, 2021.

D. **OTHER**

Mr. Victor L. Abate

1. **2021-2022 PROPOSED PRELIMINARY GENERAL FUND OPERATING BUDGET**

Approval is recommended to adopt the 2021-2022 Proposed Preliminary General Fund Operating Budget which includes expenditures totaling \$39,922,728.00.

2. **CHANGE ORDER AUTHORIZATIONS – STADIUM PROJECT – PHASE 2**

Approval is recommended to grant Richard J. Musselman, Superintendent of Schools, authorization to approve change orders through June 30, 2021, on the Stadium Project – Phase 2 up to \$25,000.00 and to Joseph W. Stroup, Superintendent of Schools, authorization to approve change orders beginning July 1, 2021, on the Stadium Project – Phase 2 up to \$25,000.00 and to subsequently report to the Board all such change order approvals.

3. **DISCUSSION ON INCREASING STUDENT ACTIVITY FEE**

- *The fee was initiated beginning with the 2015-2016 school year at \$50.00 per sport.*

E. **INFORMATION ITEMS**

1. **TRANSFERS/CHANGE IN ASSIGNMENTS**

- Elizabeth J. Gaugler as elementary teacher (Grade 4) at Middleburg Elementary School to elementary teacher (Grade 3) at Middleburg Elementary School to be effective on July 1, 2021.
- Courtney L. Trawitz as elementary teacher (Grade 3) at West Snyder Elementary School to elementary teacher (Grade 2) – Class Size Reduction at West Snyder Elementary School to be effective on July 1, 2021.

IX. **CLOSING CEREMONIES**

X. **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.

- 1) Mrs. Robin A. Kauffman – Review of Tasks Completed During Employment

XI. **SCHEDULED SPEAKERS**

Mr. Victor L. Abate

XII. **REPORTS**



- |       |                                                 |                          |
|-------|-------------------------------------------------|--------------------------|
| 1.    | <b>SUPERINTENDENT</b>                           | Mr. Richard J. Musselman |
| 2.    | <b>DIRECTOR OF CURRICULUM AND INSTRUCTION</b>   | Mr. Joseph W. Stroup     |
| 3.    | <b>BUSINESS AND FISCAL</b>                      | Mr. Ryan L. Wagner       |
| 4.    | <b>STUDENT ATHLETIC ACTIVITIES</b>              | Mrs. Bree A. Solomon     |
| 5.    | <b>FOOD SERVICE OPERATIONS</b>                  | Mr. John S. Rosselli     |
| 6.    | <b>MAINTENANCE AND FACILITIES</b>               | Mr. Daniel E. Auman      |
| 7.    | <b>INFORMATION TECHNOLOGY</b>                   | Mr. Umberto G. Porzi     |
| 8.    | <b>CENTRAL SUSQUEHANNA INTERMEDIATE UNIT</b>    | Mr. Victor L. Abate      |
| 9.    | <b>SUN AREA TECHNICAL INSTITUTE</b>             | Mrs. Julie R. Eriksson   |
| 10.   | <b>PSBA LIAISON</b>                             | Mr. Donald D. Pinci      |
| 11.   | <b>POLICY COMMITTEE</b>                         | Mrs. Julie R. Eriksson   |
| 12.   | <b>BUILDINGS AND GROUNDS COMMITTEE</b>          | Mr. Terry L. Boonie      |
| 13.   | <b>TECHNOLOGY COMMITTEE</b>                     | Mr. Justin T. Haynes     |
| 14.   | <b>FINANCE/BUDGET COMMITTEE</b>                 | Mr. Shawn A. Sassaman    |
| 15.   | <b>PROFESSIONAL STAFF NEGOTIATION COMMITTEE</b> | Mr. Shawn A. Sassaman    |
| 16.   | <b>SUPPORT STAFF NEGOTIATION COMMITTEE</b>      | Mr. Donald D. Pinci      |
| 17.   | <b>TRANSPORTATION COMMITTEE</b>                 | Mr. Terry L. Boonie      |
| 18.   | <b>BOARD AND/OR ADMINISTRATOR COMMENTS</b>      | Mr. Victor L. Abate      |
| XIII. | <b>ADJOURNMENT</b>                              | Mr. Victor L. Abate      |

There being no further business, the regular meeting was adjourned at \_\_\_\_\_ p.m.