

MIDD-WEST SCHOOL DISTRICT

Regular Meeting

Middleburg Elementary School

Large Group Conference Room

and

Virtual via Zoom

Monday, May 24, 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. **RECOGNITION OF RETIREES**

Mr. Victor L. Abate

V. **SCHEDULED SPEAKERS**

Mr. Victor L. Abate

VI. **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.

VII. **STUDENT REPORT**

Miss Liliana E. Shutt

VIII. **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.

IX. **ITEMS FOR ACTION**

A. **BUSINESS AND FISCAL**

Mr. Shawn A. Sassaman

1. **MINUTES**

- a. Approval is recommended of the minutes of the April 26, 2021, regular meeting of the Midd-West School District Board of School Directors.
- b. Approval is recommended of the minutes of the May 6, 2021, special work session of the Midd-West School District Board of School Directors.
- c. Approval is recommended of the minutes of the May 10, 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 April 27, 2021, through May 24, 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 April 30, 2021.

4. **2021-2022 SCHOOL BREAKFAST AND LUNCH PRICES**

Approval is recommended of the following school breakfast and lunch prices for the 2021-2022 school year:

\$1.40	Elementary School/Middle School/High School Breakfast
\$2.35	Elementary Lunch
\$2.45	Middle School Lunch
\$2.55	High School Lunch
\$3.55	Adult Lunch with milk
\$3.45	Adult Lunch without milk

{The price for breakfast for 2020-2021 was \$1.35 for elementary, middle and high school students. The prices for lunch for 2020-2021 were \$2.30 for elementary students; \$2.40 for middle school students; \$2.50 for high school students and \$3.55 for adults.}

5. **BIDS FOR SUPPLIES**

a. **KPN – ATHLETIC SUPPLIES**

Approval is recommended to accept the KPN – Athletic Supplies bid as follows:

BSN Sports	\$ 62.89
Pyramid School Products	\$ 55.80
Sportsmans	<u>\$731.87</u>

Total \$850.56

b. **KPN – CUSTODIAL SUPPLIES**

Approval is recommended to accept the KPN – Custodial Supplies bid as follows:

Hassinger & Company, Inc.	\$12,816.75
Hillyard Lancaster	\$ 4,921.67
LJC Distributors of Fuller Brush	\$ 7,616.83
Pennsylvania Paper and Supply Company	\$14,737.28
Veritiv Operating Company	<u>\$13,186.00</u>

Total \$53,278.53

c. **KPN – COMPUTER SUPPLIES**

Approval is recommended to accept the KPN – Computer Supplies bid as follows:

Kurtz Brothers	\$ 26.65
The Tree House, Inc.	<u>\$102.00</u>

Total \$128.65

d. **KPN – GENERAL SUPPLIES**

Approval is recommended to accept the KPN – General Supplies bid as follows:

Cascade School Supplies	\$1,025.31
Kurtz Brothers	\$2,952.58
National Art & School Supplies	\$2,421.47
Pyramid School Products	\$1,994.23
School Specialty Company	<u>\$ 705.98</u>

Total \$9,099.57

e. **KPN – ART SUPPLIES**

Approval is recommended to accept the KPN – Art Supplies bid as follows:

Blick Art Materials, LLC	\$ 9.45
Cascade School Supplies	\$ 73.29
Kurtz Brothers	\$2,086.08
National Art & School Supplies	\$3,920.23
Pyramid School Products	\$2,013.07
School Specialty Company	<u>\$ 946.78</u>

Total \$9,278.90

f. **KPN – COPY PAPER**

Approval is recommended to accept the KPN – Copy Paper bid as follows:

Contract Paper Group	\$ 4,025.60
Lindenmyer Munroe	\$ 297.75
Veritiv Operating Company	<u>\$ 5,956.80</u>

Total \$10,280.15

g. **KPN – #2 FUEL OIL**

Approval is recommended to accept the KPN – #2 Fuel Oil bid as follows:

Talley Petroleum Enterprises, Inc., Grantville, PA

Per Gallon/Tank Transport/Firm Price	\$1.9629
Differential (+)	<u>\$0.0244</u>
	\$1.9873

h. **KPN – ULTRA-LOW SULFUR DIESEL**

Approval is recommended to accept the KPN – Ultra-Low Sulfur Diesel bid as follows:

Talley Petroleum Enterprises, Inc., Grantville, PA

Per Gallon/Tank Wagon/Firm Price	\$1.9629
Differential (+)	<u>\$0.3132</u>
	\$2.2761

7. **SUMMER SURVIVAL KITS PROPOSAL**

Approval is recommended of the proposal to create Summer Survival Kits for all students at Middleburg Elementary School and West Snyder Elementary School for the 2021 summer due to the impact of the school closures last year at a cost not to exceed \$30,000.00. *{This will be paid using 2020-2021 Title I Parent Involvement funds.}*

8. **QUOTE FOR E-HALLPASS (EHP) SOFTWARE**

Approval is recommended of the quote from Eduspire Solutions, LLC, to purchase e-hallpass (EHP) software for Midd-West High School to modernize and simplify today's antiquated methods of administering student hall passes for a period of one (1) year beginning July 1, 2021, through June 30, 2022, at a cost of \$2,250.00. *{This will be paid using ESSER funds.}*

9. **QUOTE FOR PASS (POSITIVE ALTERNATIVE TO SCHOOL SUSPENSION)**

Approval is recommended of the quote from BK Interactive, LLC, to purchase PASS (Positive Alternative to School Suspension) for Midd-West School District which will enable our schools to proactively identify students with social and emotional barriers to learning, including connection, self-efficacy and motivation for a period of three (3) years beginning July 1, 2021, through June 30, 2024, at a total cost of \$17,200.00 as follows:

2021-2022	\$8,000.00
2022-2023	\$4,600.00
2023-2024	\$4,600.00

{This will be paid using Title I funds for the elementary level and Title IV funds for the secondary level.}

10. **TEXTBOOKS FOR SCIENCE**

Approval is requested to purchase the following textbooks for science at Midd-West High School at a total cost of \$5,085.29:

Cengage Learning

Engineering Fundamentals: An Introduction to Engineering 6th Edition

20 hard copies *(Includes Shipping & Handling Fee)* \$2,612.90

SAVVAS {Formerly Pearson}

Physics 5th Edition

10 hard copies *(Includes Shipping & Handling Fee)* \$2,472.39
{These are replacement copies.}

{These will be paid using ESSER funds.}

11. **LEASING AND MAINTENANCE PROPOSAL – HIGHER INFORMATION GROUP**

Approval is recommended of the leasing and maintenance proposal from Higher Information Group, Harrisburg, PA, for copiers, printers and maintenance services for a period of five (5) years to be effective June 1, 2021, through May 31, 2026, at a monthly cost of \$2,680.11.

12. **SOFTWARE FOR SCHOOL REAL ESTATE TAX BILLING DATA SERVICES**

Approval is recommended to purchase software for school real estate tax billing data services for 2021 from RBA Professional Data Systems Incorporated, State College, PA, at a cost of \$0.28 per tax bill processed at a cost not to exceed \$3,200.00.

13. **AGREEMENT FOR SCHOOL TAX PROCESSING SERVICES FOR TAX YEAR 2021**

Approval is recommended of the Agreement for School Tax Processing Services for Tax Year 2021 between Infocon Corporation and the Mid-West School District to perform tax processing and tax bill printing services at a cost not to exceed \$3,750.00.

14. **PSBA MEMBERSHIP SERVICES**

Approval is requested to purchase the following PSBA Membership Services for the 2021-2022 school year at a cost of \$12,036.87 as follows:

Standard Membership	\$10,786.87
Policy Maintenance	\$ 1,250.00

B. **POLICY AND PROGRAMS**

Mr. Donald D. Pinci

1. **FIELD TRIP**

Approval is recommended of the following field trip:

- a. DECA Club – Mid-West High School – June 16, 2021, through June 18, 2021 – Pocono Manor, PA – 9 Students/1 Adult – Cost to Organization: \$2,700.00 – Cost to District: \$109.76

2. **NEW POLICY GUIDES**

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

- 218.3 – Discipline of Student Convicted/Adjudicated of Sexual Assault
- 252 – Dating Violence
- 317.1 – Educator Misconduct

3. **REVISED POLICY GUIDES**

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

- 103 – Discrimination/Title IX Sexual Harassment Affecting Students
{Formerly Nondiscrimination in School and Classroom Practices}
- 104 – Discrimination/Title IX Sexual Harassment Affecting Staff
{Formerly Nondiscrimination in Employment/ Contract Practices}
- 111 – Lesson Plans
- 122 – Extracurricular Activities

- 123 – Interscholastic Athletics
- 209 – Health Examinations/Screenings *{Formerly Health Examinations}*
- 247 – Hazing
- 249 – Bullying/Cyberbullying *{Formerly Bullying}*
- 705 – Facilities and Workplace Safety *{Formerly Safety}*
- 803 – School Calendar
- 904 – Public Attendance at School Events

C. **PERSONNEL**

Mr. Donald D. Pinci

1. **APPOINTMENTS**

a. **EXTRA-CURRICULAR**

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

Jacob T. Keister	Assistant Boys Soccer Coach	MWHS	\$3,267.00
Lori A. Goodling	Co-Assistant Girls Soccer Coach	MHHS	\$1,633.50
Christopher S. Sauer	Co-Assistant Girls Soccer Coach	MWHS	\$1,633.50
Penny S. Rudy	Assistant Field Hockey Coach	MWHS	\$3,267.00
Edward W. Gunkle, II	Assistant Golf Coach	MWHS	\$2,784.00
Jace E. Kreamer	Assistant Cross Country Coach	MWHS	\$2,561.00
Jennifer L. Mason	Cheerleading Coach {fall season}	MWHS	\$1,111.00
Jennifer Hummel	Junior High Girls Basketball Coach	MWMS	\$2,253.00

b. **EXTRA-CURRICULAR**

Approval is requested to appoint the following individual for the 2021-2022 school year:

Dexter J. Herman	Assistant Football Coach	MWHS	\$3,203.00
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c. **CO-CURRICULAR**

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

Ryan J. VanHorn	Yearbook Advisor	MWHS	\$2,253.00
Nicholas M. Gallinot	Assistant Yearbook Advisor	MWHS	\$1,547.00
Gregory R. Erb	FFA Advisor	MWHS	\$3,216.00
Kaitlin R. Liszka	FFA Advisor	MWHS	\$2,959.00
Stacy A. Hostetter	Marching Band Director	MWHS	\$5,200.00
Alexis M. Bixler	Assistant Marching Band Director	MWHS	\$2,000.00
Melinda A. Callender	Student Council Advisor	MWHS	\$1,126.00
Heidy J. Oldt	Student Council Advisor	MWHS	\$1,126.00
Kathryn E. Gaugler	Dramatics Director (play)	MWHS	\$3,380.00
Adam R. Dietz	Assistant Dramatics Director (play)	MWHS	\$2,727.00
Matthew C. Reinhart	Technical Director (play)	MWHS	\$3,380.00
Kathryn E. Gaugler	Dramatics Director (musical)	MWHS	\$3,380.00
Adam R. Dietz	Assistant Dramatics Director (musical)	MWHS	\$2,727.00
Matthew C. Reinhart	Technical Director (musical)	MWHS	\$3,380.00
Stacy A. Hostetter	Instrumental Director (musical)	MWHS	\$3,380.00
Ashley M. Kuhns	Vocal Director (musical)	MWHS	\$3,380.00
Zane P. Simpson	Eighth Grade Class Advisor	MWHS	\$ 402.00

Sharon I. Tittle	Freshman Class Advisor	MWHS	\$ 597.00
Jennifer Hummel	Assistant Freshman Class Advisor	MWHS	\$ 300.00
Peter J. Voss	Sophomore Class Advisor	MWHS	\$ 597.00
Beth J. Keister	Assistant Sophomore Class Advisor	MWHS	\$ 300.00
Melinda A. Callender	Junior Class Advisor	MWHS	\$1,126.00
Heidy J. Oldt	Assistant Junior Class Advisor	MWHS	\$ 597.00
Mandi L. Romig	Assistant Junior Class Advisor	MWHS	\$ 597.00
Shannon T. Pyle	Senior Class Advisor	MWHS	\$1,036.00
Jennifer L. Mason	Assistant Senior Class Advisor	MWHS	\$ 549.00
Adam D. Steininger, Jr.	Assistant Senior Class Advisor	MWHS	\$ 549.00

d. **EXTENDED SCHOOL YEAR (ESY) PROGRAM**

Approval is requested to approve the following individuals as instructors for the Extended School Year (ESY) Program at the hourly rate of \$23.00 as indicated in the Collective Bargaining Agreement for the period July 6, 2021, through July 29, 2021:

Trisha L. Bailey
Megan K. Matrey
Angela C. Stebila
Daniel G. Wilson
Abbie N. Wolfe

e. **SUMMER SCHOOL PROGRAM**

Approval is requested to approve the following individuals as instructors, according to enrollment, for the Summer School Program to be held June 7, 2021, through June 30, 2021, at Mid-West High School at the hourly rate of \$23.00 as indicated in the Collective Bargaining Agreement:

Melinda A. Callender
Jaclyn L. Cook
Chandler M. Sheaffer
Christopher A. Snyder {technical support}
Kathleen A. Troutman
Peter J. Voss

f. **CYBER SCHOOL TEACHERS**

Approval is recommended of the following individuals as cyber school teachers for the 2021-2022 school year at the hourly rate of \$23.00 as indicated in the Collective Bargaining Agreement:

Amber L. Bardell
Melissa M. Brauer-Stuck
Melinda A. Callender
David A. Fadale
Erica L. Hood
Angela L. Schmoyer
Zane P. Simpson
Peter J. Voss
Abbie N. Wolfe

g. **CYBER SCHOOL MONITORS**

Approval is recommended of the following individuals as cyber school monitors for the 2021-2022 school year at the hourly rate of \$23.00 as indicated in the Collective Bargaining Agreement:

Gretchen E. Powell
Brian W. Rees
Andrea R. Seebold
Kathleen A. Troutman

h. **SUMMER MAINTENANCE ASSISTANTS**

Approval is requested to approve the following individuals as summer maintenance assistants at a rate of \$10.00 per hour for the period of June 7, 2021, through August 12, 2021:

Trey A. Lauver
Matthew S. Weimer

i. **SUMMER CUSTODIAL ASSISTANTS**

Approval is requested to approve the following individuals as summer custodial assistants at a rate of \$10.00 per hour for the period of June 7, 2021, through August 12, 2021:

Lane A. Gardner
Ryland W. Portzline
Arianna S. Schreck

j. **SUMMER PAINTER**

Approval is requested to approve the following individual as a summer painter at a rate of \$12.35 per hour for the period of June 7, 2021, through June 30, 2021, and at a rate of \$12.65 per hour for the period of July 1, 2021, through August 12, 2021:

Sharon I. Tittle

k. **SUMMER TECHNOLOGY ASSISTANTS**

Approval is requested to approve the following individuals as summer technology assistants at a rate of \$10.00 per hour for the period of June 7, 2021, through August 12, 2021:

Andrew S. Abate
Jacob M. Conrad

2. **LEAVE OF ABSENCE**

Approval is recommended of the following medical leave of absence:

- a. Mid-West High School – Effective: On or about July 10, 2021, through approximately August 21, 2021

3. **UNCOMPENSATED LEAVE OF ABSENCE**

Approval is recommended of the following uncompensated leave of absence:

- a. Midd-West High School – Effective: Approximately August 22, 2021, through October 27, 2021, or the last day of the first marking period

4. **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

Beth A. Rearick Library Science K – 12

5. **BOARD TREASURER NOMINATIONS**

The Board President requests a motion for nominations for Board Treasurer. *{Currently Shawn A. Sassaman}*

6. **CLOSING OF NOMINATIONS FOR BOARD TREASURER**

The Board President requests a motion to close nominations for Board Treasurer.

7. **APPOINTMENT OF BOARD TREASURER**

Approval is recommended to appoint _____ as Board Treasurer effective July 1, 2021, through June 30, 2022.

8. **RESIGNATION**

Approval is requested to accept the following resignation:

Danielle L. Bilger Effective: May 13, 2021
Cafeteria Worker
West Snyder Elementary School

9. **TRANSFER/CHANGE IN ASSIGNMENT**

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

- 1) Beth L. Robertson as English teacher (Grade 8) at Midd-West High School to English/language arts teacher (Grade 7) at Midd-West Middle School to be effective on July 1, 2021.

D. **INFORMATION ITEM**

1. **CHANGE IN ASSIGNMENT**

- Megan F. Messimer as special education teacher {Life Skills Support} at Mid-West High School to special education teacher {School-to-Work Transition Program} at Mid-West High School to be effective on July 1, 2021.

E. **OTHER** Mr. Victor L. Abate

X. **CLOSING CEREMONIES**

XI. **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.

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

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

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

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

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

XIV. **ADJOURNMENT**

Mr. Victor L. Abate

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