

MIDD-WEST SCHOOL DISTRICT

Regular Meeting/ Work Session
Middleburg Elementary School
Large Group Conference Room
Monday, June 14, 2021

A QUALITY EDUCATION FOR ALL, FOR LIFE

I. OPENING CEREMONY

- II. CALL TO ORDER: 7:01 p.m.** Mr. Victor L. Abate
III. ROLL CALL: Mr. Victor L. Abate

<u>BOARD OF SCHOOL DIRECTORS</u>	<u>PRESENT</u>	<u>ABSENT</u>	<u>LATE ARRIVAL</u>
Mr. Victor L. Abate, President	X		
Mr. Donald D. Pinci, Vice President	X		
Mr. Shawn A. Sassaman, Treasurer	X		
Mr. Terry L. Boonie	X		
Mrs. Julie R. Eriksson		X	
Mr. Justin T. Haynes	X		
Mrs. Wyona P. Lauver	X		
Mr. Christopher T. Nesbit	X		
Mrs. Sherryl L. Wagner	X		
Mr. Richard J. Musselman, Superintendent (Non-Voting Member)	X		
Ms. Allyson L. Folk, Secretary (Non-Member)	X		

OTHERS

Mr. Joseph W. Stroup, Director of Curriculum and Instruction
Mr. Ryan L. Wagner, Business Manager
Attorney Orris C. Knepp, III, Solicitor
Dr. Dane S. Aucker, Principal, Midd-West Middle School
Mr. Daniel E. Auman, Supervisor of Buildings and Grounds
Mr. Jeremy D. Brown, Assistant Principal, Midd-West High School
Dr. Lee C. Bzdil, Supervisor of Special Education
Dr. Thor R. Edmiston, Principal, Midd-West High School
Mrs. Julie L. Lohr, Principal, Middleburg Elementary School
Mr. Umberto G. Porzi, Senior Network Administrator
Miss Erin C. Sheedy, Principal, West Snyder Elementary School
Mrs. Bree A. Solomon, Athletic Director
Mrs. Cassandra A. Beech
Mrs. Lauren E. Cuatt
Mr. Edward W. Gunkle, II
Mrs. Allison P. Hornberger
Miss Allie L. Keister
Mrs. Jennifer L. Mason
Mrs. Kelsey N. Sands
Ms. Lauren Stadel

Mrs. Tiffany S. Summers
Mrs. Courtney P. Yerger

Mr. Abate stated on May 25 after our regular meeting we did have an Executive Session where we discussed two issues relating to personnel.

IV. SCHEDULED SPEAKERS

Mr. Victor L. Abate

- 1) Mrs. Jennifer L. Mason, Assistant Senior Class Advisor, Midd-West High School; and Miss Allie L. Keister, Class Treasurer – Summary of Senior Class Trip to King of Prussia/Philadelphia, and Pocono Manor, PA

Miss Keister stated so, first off, we want to thank you guys for allowing us to have a senior trip. Even though it wasn't the overnight experience like the other classes got, it was still a really, really fun experience to go for the two days that we could. The first day was Kalahari, and that's a huge waterpark, and they have a huge arcade, and they had mini bowling. They had mini golf. It was just a fun experience to be with my friends there, and we kind of had the freedom to go wherever we wanted. So, it was a really cool experience, and then the second day we went to Top Golf in the morning, and Top Golf, in case you guys don't know, it's a huge golfing range. There are like three different floors. There's three different levels, and you hit the ball, and it's like a huge driving range, and while we were there, they kind of like catered to us. We had a lot of food. We were kind of treated like celebrities there. So, that was just a really fun experience. After that, we went to a Pittsburgh Pirates game, and we had really good seats. So, it was just a fun experience to obviously, just being there with all of our friends, and we had like the freedom there. Like some of us walked around the park, and they could shop. So, that was a really cool experience. We also had a senior sunset the last night before we graduated. It was pretty sad for some of us, but it was like a really, really good experience just to see everybody right before we all kind of left for college, and like we're all just kind of going our own separate ways now, but thank you, guys.

Mrs. Mason stated I just want to thank you for allowing the trips. I know we didn't have as many students as we would have liked. I think with no overnight the students were kind of upset, but I think overall having the separate day trips really allowed us to have a good variety. One day we were in the Poconos. We were out in Pittsburgh. So, it allowed them to obviously be lower on costs when you're not paying for the hotel and then to do so many different things. I mean the kids that went really did enjoy their time. As far as the planning, there was obviously a lot of bumps in the road along the way, and then with Tech having the rain date for their graduation, our sunset kind of got a little bit of a bump in the road there because all of them were at the graduation first when we had the sunset. So, we were originally having pizza and everything, but we ended up having that after rehearsal so that all of the students could be involved in the pizza because we didn't want them to miss out on that, but we did have an ice cream truck at the senior sunset that night for the kids that were there. So, hopefully, next year the planning will be a little better so that all the students here and SUN Tech and online that everyone can be involved in it, but the rain date put a little bit of a bump in it, but for the first year of having to deal with this and no overnight, I think it went really well. I think the kids that did go on the trip had a great time. So, thank you for allowing us to do that.

2) Ms. Lauren Stadel, RBC Capital Markets – Borrowing Resolution

Ms. Stadel stated if you may recall, the last time we met we talked about the debt restructuring, and the plan was to come back this evening with a Resolution for the borrowing itself and then also to receive bank loan RFPs today so that we would have some time during the day today to kind of evaluate all of the responses that we got in and then also make a recommendation and a presentation to you all this evening related to the numbers that we got from the banks. So, I have great news to report.

Miss Stadel distributed the “Bank Loan RFP Results.”

Miss Stadel stated since our last meeting we did send out RFPs for a bank loan to a very extensive list of local, regional and national banks.

First, she talked briefly about the Resolution, a maximum parameters resolution. It's a mechanism that Midd-West has used in the past. The reason we use this mechanism is so that we provide the Board with the most flexibility to change the financing path that makes the most sense and achieves the goals that we're trying to achieve. In this instance, we're looking at debt restructuring to give you some annual budgetary relief as related to your debt service. So, not knowing what was going to happen today with the results that we got in, passing a maximum parameters resolution allows us to say if that's something today that works, we can move forward. If we didn't get any bank loan bids that worked, you could still pass a Resolution. It would be a shelf filing then, and we could revisit it in three months, six months. We didn't know what we were going to have for interest rates between the last time we talked and tonight. So, tonight's Resolution is for numbers that are much greater than the actual borrowing because we have to live within those maximum parameters that we send to the state. We will come in much lower than those numbers, but it's basically a shelf filing that allows us to be the most flexible that we possibly can. The good news is that I think you're going to see something tonight that is very attractive, and hopefully we can move forward and then what we'll do is we'll say, “Hey, DCD, we know we filed for \$41,000,000.00 with you. The actual financing is only \$31,000,000.00. You can wipe that other \$10,000,000.00 off the records of the school district.” That's going to happen behind the scenes. You don't have to worry about that. That's way into the weeds, but the Resolution is for those maximum parameters so that we could move forward with something with the most flexibility possible.

Ms. Stadel reviewed Page 1, Gross Debt Service; Page 2, Net Outstanding Debt Service; Page 3, Summary of Bids Received – Tax-Exempt Bank Loan (Refunds 2016, 2016A, 2019, 2020); Page 4, Summary of Bids Received – Taxable Bank Loan (Refunds 2016B); Page 5, Restructuring Option 1 – Annual Debt is \$3,000,000 and Page 6, Restructuring Option 2 – Annual Debt at \$3,500,000.

Ms. Stadel's recommendation on the tax-exempt side would be the Webster Bank option, and the taxable loan would be People's Security Bank and Trust.

Mrs. Lauver inquired if we were to vote and pass it through, when would we see the changes? This year or the next?

Ms. Stadel responded if you move forward tonight, and the Board gives authorization to accept the low bids from Webster and People's, we have settlement scheduled for July 20, give or take a few days. We would settle by the end of July, and it would then be in effect for fiscal year 21-22.

Mr. Stroup stated I have a question. Can the debt service be restructured in any way, or is it set and locked into the way it's described because the 22-23 and 23-24 with ESSERs funds we would have a little more flexibility than maybe later in that schedule?

Ms. Stadel responded we have some leverage in how we can structure the debt. There are statutes within the Local Government Unit Debt Act which because you're a school district that requires school districts have level or declining annual debt service. So, for instance, we can't have your debt go from \$3 million to \$4 million to \$5 million to \$6 million. The DCD does not want us to do that anymore. So, your debt within a couple years and within a few percentage points per year to year has to be either totally level or declining over time. So, we could, if I understand where you're going, we could give you.

Mr. Stroup inquired so, you could go \$4.5 million and then down from there?

Ms. Stadel responded we could explore things like as well, yes. Now, the one caveat to that is I have to look. I mean we crafted a Resolution for you this evening that has maximum numbers put into it with a bit of an inflation factor just so that we would have some flexibility in the structuring. I'm not sure how much flexibility the Resolution tonight would have to accomplish whatever cash flow needs you wanted to achieve. That would be something I would have to dig into within the next 24 hours or so, but there is some flexibility with that, understanding though, however, that the bank loans are only good once they send them to us about 24 to 48 hours. We do tell them we're going to let you know if your bid was accepted or not because the banks don't want to lock up that kind of money and promise those kind of rates for too long of a term time. So, we do need to get an answer back, and if you decided you need a little more time to think about this, you could always table it and rebid. So, I wouldn't want to get into a position to rebid, but we could massage the numbers probably within a few hundred thousand dollars if you wanted to, but we would need some of that direction this evening.

Mr. Abate inquired could you explain your thought behind that, Mr. Stroup? I'm not quite understanding where you're going with this.

Mr. Stroup responded yes, I can. My thought process in 22, 23 and 24 we would still have cash flow based upon the ESSER funds that are being sent to the District. In 25-26 are my years where the concern really starts to set in because we have to have our revenue stream up to our anticipated expenses. So, because of ESSERs and some funding that's coming from the federal government, we have a little more wiggle room, let's say, for the next couple of years.

Mr. Haynes inquired so you're thinking of frontloading some of the debt?

Mr. Stroup responded yes.

Mr. Haynes inquired so that maybe we actually could potentially go in it with more debt for the first three years?

Mr. Abate inquired wouldn't that equate to more interest expense?

Ms. Stadel responded if you frontload principal more, it would reduce.

Mr. Stroup stated that's what I was thinking.

Mr. Sassaman inquired wouldn't they modify their rates accordingly though?

Ms. Stadel responded probably not. So, we're getting into the weeds here. The average life of these deals would come down if you frontload principal more, and most banks quote based on average life, but again, we are up against the clock, and do we want to go back to everybody and say, "Hey, we changed the amortization a little bit?"

Mr. Stroup stated it's just a question.

Multiple comments were occurring at this time.

Mr. Boonie stated the idea that I think what Joe is thinking is that it's not the fact that we want to pre-pay. It would be nice to shift it so that the load in those later years, 25-26, when ESSERs goes away then our budget gets a lot tighter.

Mr. Nesbit inquired so we could move forward?

Mr. Boonie inquired is it possible to take if we have left over in those first two or three years because of ESSERs, we have an excess? I don't know the limits of how much we can put into like Capital Reserve. I don't know what the state rules are on that. If we end up with an extra \$2,000,000.00 because of ESSERs in the first two years of this, if we can't? Are we allowed to keep that in the bank essentially for the years that we do get hit hard 25-26, or is there a limit of how much we can keep?

Ms. Stadel responded I can speak anecdotally. I worked through a few of these debt service restructuring for a number of districts, and what most of them are doing is, and we're on the \$3,000,000.00 option. They are going to maintain their debt budget basically at \$4,000,000.00 even though they're only going to pay \$3,000,000.00. So, they're going to have a \$1,000,000.00 every year they end up transferring to Capital Reserve. In their instance, they're going to allow that to build up over a number of years so that five years from now, they don't have to borrow to replace a boiler or whatever the project is or even downsize the borrowing. It was supposed to be \$10,000,000.00. Now, they're only going to borrow \$5,000,000.00. So, I don't believe there is a limit to what you can transfer to Capital Reserve, and that is kind of the mechanism that we're seeing a lot of folks use.

Mr. Boonie inquired so, even if we keep the structure as it is?

Mr. Sassaman stated but once it goes to Capital, it can't come back over to operational expense, so, if we're running tight in our operating budget in 2026, if we took that cash and moved it into Capital Reserve, it can't come back. It's got to go to a capital project. We can't pay teacher salaries with it.

Mr. Musselman stated but that's your decision. You can put it in the General Fund, too.

Multiple conversations were occurring at this time.

Mr. Abate inquired so, what do you need from us tonight?

Ms. Stadel responded when we get to the Resolution tonight, just as a reminder, that will need to be a roll call vote. DCD requires that. Additionally, I will need just some direction so that I can let the banks know which option you're going to go

with; the \$3,000,000.00 or the \$3,500,000.00. That is a decision that does need to be made.

Mr. Boonie inquired, Joe, how tight do you see it being in that 24-25 and 25-26, those couple years? I guess we have to discuss if it's on \$3,000,000.00 or \$3,500,000.00, and then I guess my question is if we do the \$3,500,000.00, does that give us enough breathing room for those years that we are projected to be in the red?

Mr. Stroup responded it's going to be tight. So, we're going to have to make some serious decisions. The more relief we can have for the long term, the better off we'll be, and again, it's 24-25 budget and the 25-26 budget. We showed those charts earlier where we need to be almost at \$1 point. I can't even remember what the numbers are. I'm doing this from my head, but I think it's down to like \$1.2 million dollars farther down the road in our revenue than we are projected to be if all things stay the same. So, that million-dollar difference per year would really help us get to there.

Mr. Boonie stated and if we do better, we can always take that extra money, and then after 2025, apply it to the debt. To me that makes sense.

Ms. Stadel stated and I can make a recommendation without seating in your seats. It would certainly be my recommendation to give yourself that additional flexibility because the incremental cost in doing so based on the interest rates is next to nothing and the fact that in essence a majority of this loan or a good chunk of it is pre-payable anytime from day one, and the other one is not for the next four years, but in the next four years you're probably not going to be doing it anyway. To give yourself that flexibility for the unknowns in two, three, four years from now given the fact that it doesn't cost that much additional in interest rates because really to me that directs us more towards the \$3,000,000.00.

Mr. Abate inquired so, do we want to give this young lady our recommendation tonight, and then if we pass the Resolution, she can go ahead and move forward with it? How does that sound?

Mrs. Lauver stated I have one more question. I know there would have to be fees. What is our cost?

Ms. Stadel responded so, the principal and interest is laid out on Page 4. For this transaction, total estimates, and that's the other thing we're working through with your counsel and bond counsel and with the banks' counsel, but we're probably in the neighborhood of about \$260,000.00 to settle, and that is all borrowed within the deal so the numbers that you saw laid out are the net of issuance costs.

Mr. Abate inquired do we want to give Lauren our recommendation? Do we want to go with the \$3,000,000.00?

Consensus of the Board was \$3,000,000.00.

Mr. Abate inquired with the banks that she recommends?

Consensus of the Board was in agreement with Ms. Stadel's recommendations.

- 3) Mrs. Cassandra A. Beech, Mrs. Lauren E. Cuatt, Mrs. Allison P. Hornberger, Mrs. Kelsey N. Sands and Mrs. Courtney P. Yerger – Grade 1 Team at Middleburg Elementary School – Spring Math PowerPoint Presentation

Mrs. Lohr stated these ladies will give you a brief synopsis of what Spring Math is. We applied with the state to be part of a cohort for math. We've been working with them. We've had them come up. They've coached these lovely ladies. They've taught them things that they didn't know before, and then they put it into action. So, they're going to talk about Spring Math which is a vehicle for all of the assessment and intervention that goes along with what they did in the classroom, but they're also going to talk about and show you some of the data that came out of it and how much they love it.

Mrs. Beech stated the Math Cohort with PATTAN is an amazing experience for all of us. That's why we're all here. We're really excited about the cool things that came out of it and the things that we learned as educators. It provided us with an understanding of how to teach math that we had not previously learned in our education. It gave us tools to use in our math instruction and how to implement those tools effectively. A lot of times they give you tons of tools, and you wonder what do I do with these. This is what you do with them. Here is where you put it in, and we all went right to work and put those in place in our classrooms. It was all based on student data which we all really have enjoyed and learned to love this year, and it provided opportunities for professional development and coaching. As far as professional development, the first thing we learned was there are stages of learning and evidence-based practices. Just telling us teaching math is different than teaching other things. It's not like learning to read. It falls into schema-based instruction; learning different schemas. How do you place the different parts of equations so that you can solve them and that way they can do it from kindergarten all the way up through higher level math, and they can use these same practices all the way through? So, it's helping them get into thinking about them effectively whether it's little numbers or big numbers. We learned how to help them solve word problems using a cool method called UPS check. Maintenance days, we learned about how the stages of learning work. Whole response training, coaching opportunities, math MTSS implementation and spring math implementation.

Mrs. Yerger reviewed the following slides: Need for Spring Math, Spring Math, Spring Math Benefits.

Mrs. Hornberger gave an example of her own personal experience as a teacher and parent of a fifth grade student and a first grade student.

Mrs. Beech reviewed the MAP Data slide, the Spring Math Data (Fall to Winter) slide and the Spring Math Data (Winter to Spring) slide. There were multiple slides relating to the Spring Math Data and not all of the remaining slides were gone into detail.

Mr. Abate inquired so, are the students a lot more engaged using this than they were in the past?

Consensus of the team was yes.

Mr. Abate inquired and how's that obtained? How do you go about doing that?

Mrs. Yerger responded we basically teach them what they need to be doing, and then by modeling, lots and lots of modeling, and then we pair them up with a partner, and they kind of teach each other.

Mr. Nesbit inquired are the students doing this on a computer at all other than the assessments?

The response was no.

Mrs. Beech stated we do have an online program, and we do like having that online program, but we found that it only works for some of the kids sometimes, and it's not as engaging as being with other peers and being able to talk to them.

Mr. Nesbit inquired what online program is that?

Mrs. Beech responded Reflex.

V. 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.

There was no public comment.

VI. 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.

VII. ITEMS FOR ACTION

A. BUSINESS AND FISCAL

Mr. Shawn A. Sassaman

Mr. Sassaman stated if there are no objections, we'll take A., Items 1. through 3.

Mr. Nesbit moved and Mr. Boonie seconded approval of A., Business and Fiscal, Items 1. through 3.

1. 2021 EXTENDED SCHOOL YEAR TUITION AGREEMENTS – NEW STORY

Approval is recommended of the 2021 Extended School Year Tuition Agreements between New Story and the Midd-West School District for three (3) students at the \$500.00 extra high rate per day for attendance and three (3) students at the \$370.00 high rate per day for attendance that includes all related services to be effective on July 1, 2021, through July 30, 2021.

2. QUOTE FOR RENEWAL FOR VECTOR SOLUTIONS K-12 EDUCATION SOFTWARE

Approval is recommended of the quote for renewal for Vector Solutions K-12 Education Software for Employee Safety and Compliance Library *{formerly SafeSchools Training}* to be effective on July 1, 2021, through June 30, 2022, at a cost of \$2,563.98. *{This software is used to train all staff members on mandatory training initiatives such as mandated reporting, HIPAA and FERPA.}*

3. DISPOSAL OF LISTED ASSETS

Approval is recommended of the disposal of listed assets in the Midd-West School District to be sold through Municipibid as follows:

Yoder Barns Shed 10' x 20'
Yoder Barns Shed 10' x 20'
Yoder Barns Shed 10' x 20'
Shed 12' x 32'
Garage 28' x 50' with 10' ceiling

{With the Superintendent's approval, these assets were sold prior to this meeting because they would have been destroyed by the contractor for the stadium project. The total sales were \$11,091.00.}

Yes: Abate, Boonie, Haynes, Lauver, Nesbit, Pinci, Sassaman,
Wagner

No: None

Absent: Eriksson

8-0-1-0

MOTION CARRIED

B. PERSONNEL

Mr. Donald D. Pinci

Mr. Pinci stated we'll take Items 1. through 5.

Mr. Nesbit moved and Mr. Sassaman seconded approval of B., Personnel, Items 1. through 5. ending on Page 4.

1. EMPLOYMENT – ADMINISTRATIVE

Approval is requested to employ the following individual:

- a. Administrative Employee – Edward W. Gunkle, II – Dean of Students – Midd-West High School – Effective: July 1, 2021, through November/December, 2021, when principal certification has been completed at which time the position will become Assistant Principal – Salary: \$76,500.00 *{Replacement/Musselman}*

2. APPOINTMENTS

a. EXTENDED SCHOOL YEAR (ESY) PROGRAM

Approval is requested to approve the following individuals as personal care assistants for the Extended School Year (ESY) Program at their

hourly rate for the period of July 7, 2021, through July 29, 2021:

Alysha R. Beaver	\$14.45
Theresa R. Ewing	\$14.90
Dolly M. Horst	\$15.40
Sherry B. Hostetler	\$15.15
April K. Kerstetter	\$15.40
Melissa A. Kullman	\$14.00
Keena L. Mengle	\$15.40
Tammy S. Renninger	\$15.62
Charity A. Rudy	\$14.00
Tammy K. Ulrich	\$15.15
Robyn E. Walls	\$14.45

b. SUMMER CUSTODIAL ASSISTANT

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

Keiley M. Smith

3. REMOVAL OF BUS DRIVER

Approval is requested to remove bus driver 20-21-01 from the approved bus driver list for the Midd-West School District to be effective on May 25, 2021.

4. RESIGNATIONS

Approval is requested to accept the following resignations:

Cassandra A. Beech
Elementary Teacher (Grade 1)
Middleburg Elementary School

Effective: June 30, 2021

5. TRANSFER/CHANGE IN ASSIGNMENT

Approval is requested to accept the following transfer/change in

assignment:

- 1) Holly J. Rorke as special education teacher {Learning Support} at Midd-West Middle School to secondary guidance counselor at Midd-West High School to be effective on June 15, 2021.

Yes: Abate, Boonie, Haynes, Lauver, Nesbit, Pinci, Sassaman, Wagner

No: None

Absent: Eriksson

8-0-1-0

MOTION CARRIED

Mr. Abate announced at 7:53 p.m. that there will be a brief Executive Session to discuss a personnel issue.

The Board reconvened at 8:23 p.m.

Mr. Abate announced we did discuss two personnel issues.

C. **OTHER**

Mr. Victor L. Abate

1. **STUDENT DISCIPLINE**

Mr. Haynes moved and Mr. Nesbit seconded approval of the expulsion of Student 03-2021 for the remainder of the 2020-2021 school year and for the first marking period of the 2021-2022 school year in accordance with the Hearing Waiver Agreement signed by the student and parent(s).

Discussion:

None

Yes: Abate, Boonie, Haynes, Lauver, Nesbit, Pinci, Sassaman, Wagner

No: None

Absent: Eriksson

8-0-1-0

MOTION CARRIED

2. **2021-2022 FINAL GENERAL FUND OPERATING BUDGET**

Mr. Sassaman moved and Mr. Nesbit seconded approval to adopt the 2021-2022 Final General Fund Operating Budget which includes expenditures totaling \$39,922,728.00 and to levy the following taxes for the 2021-2022 Final General Fund Operating Budget at the rates specified and as set forth below:

Real Estate	70.612 mills (formerly 70.612)
Per Capita	\$5.00 per person (formerly \$5.00 per person)
Per Capita Section 511	\$5.00 per person (formerly \$5.00 per person)
Realty Transfer	1% (formerly 1%)
Earned Income	2.3% (formerly 2.3%)

Discussion:

None

Yes: Abate, Boonie, Haynes, Nesbit, Pinci, Sassaman, Wagner
No: Lauver
Absent: Eriksson
7-1-1-0
MOTION CARRIED

3. **RESOLUTION – SERIES OF 2021**

Mr. Boonie moved and Mr. Nesbit seconded approval of the Resolution to authorize incurrence of general obligation indebtedness in the maximum principal amount of \$41,000,000.00 and other action related to issuance on the bonds by Midd-West School District to provide funds for the refunding of the outstanding General Obligation Bonds, Series of 2016; General Obligation Bonds, Series A of 2016; General Obligation Bonds, Series B of 2016; General Obligation Note, Series of 2019 and General Obligation Note, Series of 2020 and for paying the costs and expenses of issuing that debt.

Discussion:

Mr. Sassaman stated I'd just like to voice this. I'm not opposed to this at all. I think it's a good idea. It's just we're kind of relying on assumptions about the actions of future Boards and what they're going to do with that surplus or reserve. I don't know if that will actually happen because I won't be here or may not be here. So, just a caveat. Again, I think it's a good idea.

Yes: Abate, Boonie, Haynes, Lauver, Nesbit, Pinci, Sassaman, Wagner
No: None
Absent: Eriksson
8-0-1-0
MOTION CARRIED

4. **RESOLUTION TO PROHIBIT IMPLEMENTATION OF CRITICAL RACE THEORY AND 1619 PROJECT**

Mr. Sassaman moved and Mr. Nesbit seconded approval to adopt a Resolution to Prohibit Implementation of Critical Race Theory and 1619 Project.

Discussion:

None

Yes: Abate, Boonie, Haynes, Lauver, Nesbit, Sassaman, Wagner
No: Pinci
Absent: Eriksson
7-1-1-0
MOTION CARRIED

5. SALARY RECOMMENDATIONS – ADMINISTRATIVE STAFF

Mr. Nesbit moved and Mr. Boonie seconded approval of the 2021-2022 salaries for the following administrators, which have been determined by and fall within the Act 93 Agreement, to be effective July 1, 2021:

Daniel E. Auman	\$69,000.00
Lee C. Bzdil	\$95,600.00
Julie L. Lohr	\$91,375.00
Umberto G. Porzi	\$50,500.00
John S. Rosselli	\$49,325.00
Erin C. Sheedy	\$91,375.00
Bree A. Solomon	\$51,974.00

Discussion:

Mr. Haynes stated I would just like to thank you all for all the work that you've done over the course of the last year. I know it's not been an easy year, and I just wanted to acknowledge every one of you; teachers, Administration, support staff that your work did not go unnoticed.

Yes: Abate, Boonie, Haynes, Nesbit, Pinci, Sassaman
No: Lauver, Wagner
Absent: Eriksson
6-2-1-0
MOTION CARRIED

6. SALARY RECOMMENDATION – AT-WILL EMPLOYEE

Mr. Pinci moved and Mr. Nesbit seconded approval of the 2021-2022 salary for the following at-will employee to be effective July 1, 2021:

Paul M. Mall, Jr.	\$46,000.00
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Discussion:

None

Yes: Abate, Boonie, Haynes, Lauver, Nesbit, Pinci, Sassaman,
Wagner
No: None
Absent: Eriksson
8-0-1-0
MOTION CARRIED

7. HOURLY RATES – CONFIDENTIAL STAFF

Mr. Nesbit moved and Mrs. Wagner seconded approval of the hourly rates for the following confidential staff for the 2021-2022 school year to be effective July 1, 2021:

Allyson L. Folk	\$24.55
Joan M. Hassinger	\$21.00

Discussion:

None

Yes: Abate, Boonie, Haynes, Lauver, Nesbit, Pinci, Sassaman,
Wagner

No: None

Absent: Eriksson

8-0-1-0

MOTION CARRIED

8. **DISCUSSION ON RELOCATING THE DISTRICT OFFICE TO THE LIBRARY AT MIDD-WEST MIDDLE SCHOOL AND WHAT TO DO WITH THE EXISITING STRUCTURE**

Mr. Stroup stated at the last meeting when we were here altogether we talked about solutions and possibilities, and the team started thinking and put their heads together, and this is what we came up with looking at the middle school library. If you're not familiar with the structure, it has an outside open access. It's handicapped accessible already. It really has a majestic appearance or a grand appearance of a district office or some really nice building being in there, and it has actually a lot of space that's easily transformable because it's all open. If you were to take a classroom somewhere, you're somewhat limited by the low-bearing walls in there, but the library is totally open. So, we had Jay come up and take a look at it. He did it for a favor for Rick. He's going to put something together as far as a drawing as what he sees being feasible, and then we can discuss that. Ultimately, either way you look at it, it's going to be a lot more inexpensive than conversion than building a brand new building somewhere on campus. There is money that would be associated with needing to fix the District Office up. We know of it needing a new roof, a new heating system. There's other things. Just routine maintenance that would need taken care of, and we're talking in the neighborhood immediately of, and I say by immediately, the next year or two, of \$50 to \$75,000.00 in costs being put there, and that all goes back. If that's a building and a property you want to keep, then maybe we should do some of those things anyway, and fix it up to a certain point that it can be kept for the time being, and then you can figure out the use. If that's the decision, then there's no hurry to get people out of there. The middle school is also an idea that works for us because there's a declining enrollment. We'll be down under 200 students there for the first time since I've been here. We're scheduled to have 296 in that building, and in years past, I think the highest number was closer to 360, and as we lose students, there's more classroom space available. We can see the library in that building being moved to what used to be the home ec room. We don't teach home ec anymore there. That is a double classroom really, and it should serve the needs of a library for a 300-student population. In general, we think we have it covered as far as what we can do and just looking where to go and what the Board wants to do with the existing structure that we have. The three choices with the current District Office, obviously, would be to 1) sell it which has some advantages and disadvantages. Selling it you lose control over that property which is kind of known as the District Office and in front of our building, but selling it takes the cost away from you to putting in the

upgrades. It also creates another taxable parcel in the District. I talked to Orris about this. You could put something in the caveat that if they ever chose to sell it, that they had to give the District right of first refusal, and that way if Sheetz was going to come in or something where you didn't want the traffic, you could buy it back before it was sold to a business like that. You could fix it up and make it convenient for a District Office. Honestly, it's a lot of little, small rooms. It's not conducive for meetings. Even if we have interviews there, they're tight, and they're cramped in the Superintendent's Office. The most you can reasonably get is like five people, and when we were interviewing Mr. Gunkle, we had ten in the interview process. So, we often have to move outside the District Office for things of that nature. We still use it. Storage is becoming limited. We have an attic that's full. We have a basement that's full, and that creates part of the issue. So, there's fixing it up, and it's not handicapped accessible, and it's not easily made handicapped accessible because of the stairs. They had trouble getting a new desk for Mr. Edmiston up the steps today and the twists and turns, and I'm glad he chose the smaller of the two desks because the bigger one would have been a big problem. So, that has its liabilities as well. Then the other thing is just keeping it and fixing it up what we can or finding another educational use for it, and, again, there's advantages and disadvantages to all of those things.

Mr. Abate inquired did we get a price from KPN on the fixing that roof? We talked about it at our last meeting.

Mr. Stroup stated we had a figure, Dan. It was roughly \$27,000.00.

Mr. Auman stated the roof was anywhere from \$28 to \$30,000.00.

Mr. Abate inquired that was from KPN? That was from the CSIU?

Mr. Auman responded that was not. One of the companies was through Co-Stars.

Mr. Abate stated well, Mrs. Eriksson and I went over and looked at the building, and for what we need, it would be absolutely perfect. We have the parking. We have the accessibility. It's got its own entrance. The cost, hopefully, will be minimal or come comparable to what it would cost to repair the District Office. I think it would work.

Mr. Boonie stated I guess my only concern is the loss of that library for the students, but if we can create a nice library environment for them.

Mr. Abate inquired have you discussed it with Mr. Folk?

Mr. Stroup responded I did.

Mr. Abate inquired would the new one work for him? With the arrangements for moving the library?

Mr. Stroup responded he understood the concept and why for that, and he thought that they could do the best job that they could in the new

facility. Right now, if you go in, you can see it. There's a lot of empty shelves and things in the current library. They don't use the full space.

Mr. Abate stated half of it's not even used.

Mr. Stroup stated no, it's a magnificent space, honestly. Windows/glass all around. It's beautiful, and I'm willing to show anybody if you come in, I'll show you around the building anytime.

Mr. Nesbit stated you had made the comment about the enrollment being down in the school. If enrollment ticks back up, back to the highest it was before, are we going to be out of space?

Mr. Stroup responded well, we don't see that coming because we have our numbers from our kindergarten through, and our classes are below 150 from the total time at West Snyder and Middleburg combined, and Dr. Edmiston, correct me if I'm wrong here, but I think it's from fifth grade down is all 150 or less. So, it's projecting out. It's going to even get lower as we move forward over the next six years. Could it come back then? But that would be seven years down the road that it could increase. We're getting closer to the end of the debt service, and if there is a large influx, we could start to plan and think that maybe we need to add onto the middle school. Originally, it was designed, if I'm being told correctly, that it could be expanded out that other side, and we don't know where the federal government is going to go. There's talk about mandating Pre-K. We could have to push fifth grade up in some years. So, I think it provides us with a lot of flexibility down the road.

Mr. Boonie inquired the renovation, if there would be renovations done to do this, which I know we don't have that yet, would they be renovations that could be reversed if we would ever need to move back to a library again?

Mr. Musselman responded anything is possible with time and money, obviously. If you want to change, you can remodel that library back to where it was.

Mr. Boonie stated my point is, is it possible to do it with minimal impact to the existing structure? Although I understand some offices need to be secure. You don't want to just have some dividers up.

Mr. Nesbit made a statement, but it was inaudible.

Attorney Knepp stated for PlanCon purposes it would be more beneficial to build another library because you get reimbursement for that. So, rather than spending money to revert it back, you would be able to build and get reimbursement.

Mr. Musselman stated because you get no reimbursement for building a district office, and it's a significant cost. We have seen those costs, and it's just going through the roof for any type of construction project. So, if you were going to do something, might as well try to get some reimbursement back.

Mr. Abate inquired, Mr. Stroup, storage if we're going to abandon so to speak the current District Office to move up there, do we have room there to store our records?

Mr. Stroup responded there would be, and there's multiple options. We've engaged Jay in what we want to do. Jay's been very good to the District. I think he's great at what he does, but he saw that space, and his eyes started to sparkle. So, we'll have to wait to see what he comes up with, and you'll have to give him direction on where you want to go because I think it can be done very, very frugally, or it can be elaborate.

Mr. Nesbit stated so, long term if we were to keep the existing property where the current District Office is, level it and then say five to seven years from now we see enrollments tick up, if we wanted to build a new structure for a District Office where the current one sits, single-floor, etc., etc., meeting all of the guidelines. There's plenty of room to do that over there, correct?

Mr. Stroup responded there would be if you level it, but, again, back to Orris and Rick's point is that you get no reimbursement for that specific building; whereas, if you added on and made other space at the current middle school, you would get reimbursed for all of that student-use space.

Mr. Boonie stated I guess my concern with the existing building is what do we do with all those records if we sell that. Where would we house that, and is there any possibility of getting the majority of those records transferred to an electronic storage format? I mean I know it would cost us a chunk of money. In the long run instead of continuing to pay to keep a building upkeep just for storing records, I can't see the reason. Certainly, it can't be great in the basement for storage.

Mr. Abate stated or in the attic.

Mr. Boonie stated or in the attic for records.

Mr. Abate inquired, Mr. Wagner, what are school districts/municipalities for IRS? Are they seven years or five years?

Mr. Wagner responded it depends on the record. There's a bunch of different categories that you have to keep for a certain amount of time.

Mr. Abate inquired is there a purge list somewhere that they've thrown out things, or do we still have things from 1928?

Mr. Wagner responded oh, no, no. They do through it. Higher Information Group comes in and shreds a lot of stuff.

Mr. Haynes stated there are services in this area. You can do whatever you want to do. You can do document storage. You can do document scanning. So, a project that I went through as part of is taking paper records and converting them to digital and coming up with a life cycle. So, similar to what Higher Information Group. It doesn't sound like they offer it, but you can, to answer your question, digitize all your records

and then still store physical copies in a climate controlled space, basically a gigantic fireproof *inaudible* for as long as you want.

Mr. Abate stated well, the company that I was talking about earlier they don't service this area. So, I don't know of any others. We use Iron Mountain, but they don't service this area.

Mr. Haynes stated there's one in Sunbury. So, every year like where I'm at, now that 20-21 is done, all of our records we keep seven years. So, eight-year old records will go over there. The records from this year will be scanned to digital. So, even if our records went up in flames, we still have a digital record.

Mr. Musselman stated just to throw one little thing because I think this is a great idea quite honestly. Since I've been here, we've talked about that District Office from day one, and it's always been a concern that we needed to do something. So, I think it's a great idea actually moving it over to the middle school, but I just want the Board, too, and maybe someone knows more information that I do, did the water authority get their grants? *Tape ended. . .* There could be children that come along with that as well. So, the student population could change, but I don't know, number one, if that's accurate that they did get the grant. I know they were doing some work. I don't know if they got their full grant. I don't know if the contractor will follow through and still do what he wants to do, and you don't know who is going to buy those homes. I just wanted you to be aware that there's that possibility out there. There could be a significant development coming in, and you could have several additional children. Not that that changes anything. I just want you to have all that information as you're discussing this.

Mr. Boonie stated my opinion is we look into moving the District Office to the library at the middle school and looking at finding some way to find a better place to store or convert to electronic if we can. I think that would be the best solution.

Mr. Nesbit stated I think we should get a vote to get it digitized and not keeping the paper records.

Mr. Haynes stated I'll get the name of the business and forward it to Mr. Stroup.

Mr. Stroup stated that would be great. Isn't there some requirement to hold a certain number of paper records?

Mr. Haynes responded yes, there is, and that's why I choose seven years.

Mr. Abate stated tax returns don't need to be held for more than seven years.

Mr. Haynes stated but some things I will say just that I've discovered through this process is like it's not uncommon for someone to file for disability to have to go back and look for employment records.

Mr. Musselman stated we need to check on that employment piece of it; the personnel records. What do you need to keep and for how long do you need to keep those, and can we digitize those as well so that those are easier to find and actually reproduce? So, if it's allowable, it makes sense to do that. That's physical space you don't have to consume.

Mr. Haynes stated what I will say is that the service that I've worked with here locally is the stuff is indexed. So, if you need to search for a record, you're not going, "Well, that was like 1997, and I think it's in this filing cabinet in this drawer." You know what I mean?

Miscellaneous conversations and laughter were occurring at this time.

Mr. Musselman stated no, actually, Allyson can go find it. Typically, she will go and find where her records are.

Ms. Folk stated my attic is organized.

Mr. Boonie stated so that means you're never retiring, right?

Laughter occurred at this time.

Mr. Haynes inquired what is our District vision for our library? Are we moving more toward like media centers, or?

Mr. Stroup responded yes.

Mr. Haynes stated that's kind of the thing that's happening as everything changes. It's more of a media resource than a traditional, wall-to-wall book situation.

Mr. Stroup stated yeah, it's a balance in the District. Our elementary schools are doing a great job with it and how they balance media and book work and trying to get everything that's involved.

Mr. Haynes stated that's good.

Mr. Abate inquired so, do you know when Mr. Darkey will be?

Mr. Stroup responded he'll have something for us for the 28th for you to review and like an agreement where he would work time and materials from thence forth. He didn't say if he could be here or not, but I could ask him if you would like him to be.

Mr. Abate stated if he can. If not, he can remote in, and you can put him on the projector, but I would recommend if you guys have the opportunity to stop in and look over the facility.

Mr. Boonie stated I'm going to be out of state. If he has something to present, can you share it electronically?

Mr. Abate responded yeah, we'll make sure that you get it.

Mr. Haynes stated I'm looking to be out of town as well.

Mr. Boonie stated and Julie will be as well.

9. **DISCUSSION ON MAKING THE END-OF-THE-YEAR PICNIC AN ANNUAL EVENT AND ADDING A BEGINNING-OF-THE-YEAR BREAKFAST AS AN ANNUAL EVENT**

Mr. Abate stated Mr. Boonie and Mr. Pinci did an outstanding job at cooking for our staff. So, I believe it was well received by the staff. It was a very nice idea that they had, and I personally wouldn't mind seeing it as an annual event to thank our staff. So, the floor is open for discussion. Do you have anything to add, Mr. Stroup? Mr. Musselman?

Mr. Stroup responded the thought of here doing the.

Mr. Abate stated and the breakfast in the beginning of it. Now, the FFA does cook them breakfast, but that's in the winter, right?

Mr. Stroup responded that's usually not until March.

Mr. Abate stated that's just for the high school.

Mr. Stroup stated but breakfast would be before one of our opening in-service days on those two days whatever is more conducive to John's staff. He estimated the price to be around the same. We spent \$1,100.00 for the luncheon, and that's for all employees in the District. Three hundred and some were here, and it was just a nice way to say thank you for a tough year, and I think it would be a nice way to kick off a new year next year as well with a faculty breakfast, and John likes doing these big things with his group. It brings together his ability to work with his team, to work with the head cooks and planning on things just like he did with the retirement dinner. Those opportunities help his department to grow.

Mr. Abate stated and I had an idea that we could pay for this out of our Board budget. I think our budget is \$25,000.00. I think we're somewhere around \$2,600.00 total. Is that what you're thinking? \$3 grand?

Consensus from the Board was in agreement.

Mr. Abate inquired am I correct in that, Mr. Wagner? Around \$25 grand?

Mr. Wagner responded pretty close.

D. **INFORMATION ITEMS**

1. **CHANGE IN ASSIGNMENTS**

- Tamie R. Kratzer as language arts/mathematics teacher at Midd-West Middle School to mathematics teacher at Midd-West Middle School to be effective on July 1, 2021.

- Chloe N. Poltonavage as elementary teacher (Grade 3) at Middleburg Elementary School to elementary teacher (Grade 1) at Middleburg Elementary School to be effective on July 1, 2021.
- Kathy E. Shellenberger as biology/general science teacher at Midd-West High School to secondary gifted support teacher/AP biology teacher at Midd-West High School to be effective on July 1, 2021.

VIII. CLOSING CEREMONIES

IX. 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.

There was no public comment.

X. SCHEDULED SPEAKERS

Mr. Victor L. Abate

There were no scheduled speakers.

XI. ADJOURNMENT

Mr. Victor L. Abate

Mr. Nesbit moved and Mr. Haynes seconded a motion to adjourn the regular meeting at 8:53 p.m.

Yes: Abate, Boonie, Haynes, Lauver, Nesbit, Pinci, Sassaman, Wagner

No: None

Absent: Eriksson

8-0-1-0

MOTION CARRIED

Recording Secretary:

Chairperson:

Date:

Mr. Abate announced there will be a five-minute break.

WORK SESSION

- I. **CALL TO ORDER: 9:02 p.m.** Mr. Victor L. Abate
II. **ROLL CALL:** Mr. Victor L. Abate

<u>BOARD OF SCHOOL DIRECTORS</u>	<u>PRESENT</u>	<u>ABSENT</u>	<u>LATE ARRIVAL</u>
Mr. Victor L. Abate, President	X		
Mr. Donald D. Pinci, Vice President	X		
Mr. Shawn A. Sassaman, Treasurer	X		
Mr. Terry L. Boonie	X		
Mrs. Julie R. Eriksson		X	
Mr. Justin T. Haynes	X		
Mrs. Wyona P. Lauver	X		
Mr. Christopher T. Nesbit	X		
Mrs. Sherryl L. Wagner	X		
Mr. Richard J. Musselman, Superintendent (Non-Voting Member)	X		
Ms. Allyson L. Folk, Secretary (Non-Member)	X		

OTHERS

Mr. Joseph W. Stroup, Director of Curriculum and Instruction
Mr. Ryan L. Wagner, Business Manager
Attorney Orris C. Knepp, III, Solicitor
Dr. Dane S. Aucker, Principal, Midd-West Middle School
Mr. Daniel E. Auman, Supervisor of Buildings and Grounds
Mr. Jeremy D. Brown, Assistant Principal, Midd-West High School
Dr. Lee C. Bzdil, Supervisor of Special Education
Dr. Thor R. Edmiston, Principal, Midd-West High School
Mrs. Julie L. Lohr, Principal, Middleburg Elementary School
Mr. Umberto G. Porzi, Senior Network Administrator
Miss Erin C. Sheedy, Principal, West Snyder Elementary School
Mrs. Bree A. Solomon, Athletic Director
Mr. Edward W. Gunkle, II
Mrs. Tiffany S. Summers

- III. **SCHEDULED SPEAKERS** Mr. Victor L. Abate

There were no scheduled speakers.

IV. **ITEMS FOR WORK SESSION**

- A. **BUSINESS AND FISCAL** Mr. Shawn A. Sassaman
1. **MINUTES**
- a. Approval is recommended of the minutes of the May 24, 2021, regular meeting of the Midd-West School District Board of School Directors.

- b. Approval is recommended of the minutes of the June 14, 2021, regular meeting and work session of the Midd-West School District Board of School Directors.

Discussion:

None

2. LIST OF BILLS

Approval is recommended of the list of bills for the period May 25, 2021, through June 28, 2021.

Discussion:

None

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 May 31, 2021.

Discussion:

None

4. QUOTE FOR INTERNET CONTENT FILTER AND INTERNET FIREWALL

Approval is recommended of the quote for Internet content filter and Internet firewall from Cipafilter for the period July 1, 2021, through June 30, 2022, at a cost of \$7,650.00.

Discussion:

None

5. DUDE SOLUTIONS (SCHOOLEDUDE)

Approval is recommended to purchase the Technology Essentials – Incident software from Dude Solutions for a period of one (1) year beginning July 1, 2021, through June 30, 2022, at a cost of \$1,336.90.

Discussion:

None

6. 2021 HOMESTEAD AND FARMSTEAD EXCLUSION RESOLUTION

Approval is recommended of the 2021 Homestead and Farmstead Exclusion Resolution authorizing homestead and farmstead exclusion real estate tax assessment reductions for the school year beginning July 1, 2021, under provisions of the Homestead Property Exclusion Program Act (part of Act 50 of 1998) and the Tax Payer Relief Act (Act 1

of 2006).

Discussion:

None

7. FINANCIAL INSTITUTIONS

Approval is recommended of the following financial institutions as depositories for the period of July 1, 2021, through June 30, 2022:

First National Bank
Fulton Financial Corporation
Mifflinburg Bank & Trust
Pennian Bank
Pennsylvania Local Government Investment Trust (PLGIT)
Pennsylvania School District Liquid Asset Fund (PSDLAF)

Discussion:

None

8. RENEWAL OF CONTRACTS

a. STUDENT ACCIDENT INSURANCE

Approval is recommended of the 2021-2022 Student Accident Insurance Program proposal submitted by _____ through the _____, _____, ___, at a rate of \$_____ for school-time coverage and a rate of \$_____ for 24-hour coverage.

{The rate for 2020-2021 was \$28.00 for school-time and \$124.00 for 24-hour coverage.}

Discussion:

None

b. DISTRICT INSURANCE POLICIES

Approval is recommended of the following insurance policies proposed by _____, ___, through the _____, _____, ___, effective July 1, 2021, through June 30, 2022:

<i>Primary Package Premium</i>	\$_____
<i>(Includes Property, Excess Property, General Liability, Automobile, Inland Marine, Pollution and School Board Legal Liability)</i>	
<i>Excess Liability</i>	\$_____
<i>Boiler/Machinery</i>	\$_____
<i>Network Security Liability</i>	\$_____
<i>Total</i>	\$_____

{2020-2021: \$117,655.00}

Approval is recommended to renew the following insurance policies through the _____, _____, ___, effective July 1, 2021, through June 30, 2022:

Worker's Compensation \$
{2020-2021: \$79,274.00}

Volunteers Accident Insurance \$ _____
{2020-2021: \$650.00}

Discussion:

None

9. INTERSCHOLASTIC SPORTS ACCIDENT BASIC AND CATASTROPHIC INSURANCE POLICY

Approval is recommended of the Interscholastic Sports Accident Basic and Catastrophic Insurance Policy with _____, through the _____, _____, ___, to be effective _____, through _____, in the amount of \$_____.
{2020-2021: \$8,800.00}

Discussion:

None

10. AUTHORIZATION TO PAY JULY BILLS

Approval is recommended to grant authorization to pay the bills that would normally come due during the month of July, with submission of a list of those bills to be presented for approval in August.

Discussion:

None

11. FINAL BUDGET TRANSFERS

Approval is recommended to grant authorization for the Administration to make final budget transfers, as needed, prior to closing the accounts in the 2020-2021 financial statements and provide a list of these transfers, if any, to the Board for ratification upon completion of the local audit for the 2019-2020 school year.

Discussion:

None

12. FACSIMILE SIGNATURE AUTHORIZATION

Approval is recommended to grant authorization for the following individuals to use the facsimile signature of the Board President and Board Treasurer for the 2021-2022 school year on behalf of the following funds as follows:

Activity Fund

Joan M. Hassinger, Susan E. Lessman and Ryan L. Wagner

Capital Reserve and Capital Projects Funds

Susan E. Lessman and Ryan L. Wagner

Food Service Fund

Susan E. Lessman, John S. Rosselli and Ryan L. Wagner

General Fund

Susan E. Lessman and Ryan L. Wagner

Payroll Fund

Joan M. Hassinger, Susan E. Lessman and Ryan L. Wagner

Discussion:

None

13. FALL ATHLETIC TRANSPORTATION BIDS

Approval is recommended of the fall athletic transportation bids in the amount of \$ _____ as follows:

Hunters Valley, Inc.	\$ _____
Strawser Busing, LLC	\$ _____
Weikel Busing, LLC	\$ _____

Discussion:

None

14. TRANSPORTATION SERVICE FOR FOOTBALL GAMES

Approval is requested to accept the quote from _____ in the amount of \$ _____ per one-way transport to West Snyder Elementary School to provide transportation for junior high and junior varsity home football games for the 2021-2022 fall season.

Discussion:

None

**15. RENEWAL AGREEMENT – FRONTLINE TECHNOLOGIES GROUP, LLC,
DBA FRONTLINE EDUCATION**

Approval is recommended of the renewal Agreement between Frontline Technologies Group, LLC, dba Frontline Education and the Midd-West

School District to provide applicant tracking solution software and absence and substitute management solution software to be effective on _____, through _____, at a cost of \$_____.

Discussion:

None

16. CONTRACT FOR SERVICES – GAGGLE.NET, INC.

Approval is recommended of the Contract for Services between Gaggle.Net, Inc., and the Midd-West School District to provide student e-mail filtering and monitoring services for the period of July 1, 2021, through June 30, 2024, at a total cost of \$18,317.50.

Discussion:

None

17. QUOTE FOR SUBSCRIPTION TO BRAINPOP AND BRAINPOP, JR.

Approval is recommended of the quote to purchase a one-year subscription to BrainPOP and BrainPOP, Jr. for Middleburg Elementary School and West Snyder Elementary School for Grades K through 5 to be effective on September 2, 2021, through September 1, 2022, at a cost of \$5,900.00. *{BrainPOP is an online K-5 program with reading, writing, math, science and social studies content.} {This will be paid with Title I funds.}*

Discussion:

None

18. QUOTE FROM EDMENTUM

Approval is recommended to accept the quote from Edmentum to provide Plato licenses, Calvert licenses, Study Island licenses, Exact Path licenses and Reading Eggs licenses for the 2021-2022, 2022-2023 and 2023-2024 school years at the following costs:

2021-2022	\$74,595.13
2022-2023	\$74,595.13
2023-2024	\$74,595.12

{Due to having significant requests for cyber instruction, additional licenses were needed, and the prior three-year agreement was cancelled.} {This will be paid using ESSERs funds.}

Discussion:

None

19. QUOTE FOR RENEWAL FOR LEXIA CORE5 READING STUDENT SUBSCRIPTION

Approval is recommended of the quote for renewal to purchase four hundred (400) student licenses for Lexia Core5 Reading from Lexia Learning Systems, LLC, for Grades K through 5 at Middleburg Elementary School and West Snyder Elementary School for the period of September 1, 2021, through August 31, 2022, at a cost of \$14,000.00. *(This software will be utilized as a Tier III intervention and by special education teachers.) {\$2,000.00 will be paid with special education funds and \$12,000.00 will be paid with Title I funds.)*

Discussion:

None

20. AGREEMENT – MERAKEY PENNSYLVANIA

Approval is recommended of the Agreement with Merakey Pennsylvania to provide educational services to students with autism and/or emotional disturbance residing within the Midd-West School District to be effective on August 1, 2021, through July 31, 2022.

Discussion:

None

21. OCCUPATIONAL THERAPY AND PHYSICAL THERAPY SERVICES SCHOOL-BASED CONTRACT – KIDSWORK THERAPY CENTER

Approval is recommended of the School-Based Contract between Kidswork Therapy Center and the Midd-West School District to provide occupational therapy and physical therapy services at a fixed fee of \$3,402.00 per month, \$70.00 per hour for therapy services, \$20.00 per hour for travel between buildings within the District, \$50.00 per hour for consultation occupational therapy services for Kindergarten and Grade 1 and \$150.00 per hour for all independent evaluations that are requested for the 2021-2022 school year to be effective July 1, 2021, through June 30, 2022.

Discussion:

None

22. 2021-2022 AND 2022-2023 LETTER OF AGREEMENT – THE MEADOWS PSYCHIATRIC CENTER

Approval is recommended of the Letter of Agreement between The Meadows Psychiatric Center and the Midd-West School District to provide mental health and educational services to Midd-West School District students at a rate of \$67.00 per day for the 2021-2022 and 2022-2023 school years.

Discussion:

None

23. **2021-2022 LETTER OF AGREEMENT AND BUSINESS ASSOCIATE AGREEMENT – SAFETY NET COUNSELING, INC.**

Approval is recommended of the 2021-2022 Letter of Agreement and Business Associate Agreement between Safety Net Counseling, Inc., and the Midd-West School District to cooperatively provide Behavioral Health Rehabilitation Services (B.H.R.S.) to Midd-West School District students with emotional difficulties to be effective _____, through _____. *{This Agreement is a requirement due to state and/or HIPAA regulations.}*

Discussion:

None

24. **2021-2022 PENNSYLVANIA SCHOOL-BASED ACCESS PROGRAM (SBAP) LOCAL EDUCATION AGENCY AGREEMENT TO PARTICIPATE**

Approval is recommended of the 2021-2022 Pennsylvania School-Based ACCESS Program (SBAP) Local Education Agency Agreement to Participate between Midd-West School District and the Pennsylvania Department of Human Services for the period _____, through _____.

Discussion:

None

25. **2021-2022 IDEA-B AGREEMENT FOR THE DISTRIBUTION OF FUNDS**

Approval is requested of the 2021-2022 IDEA-B Agreement through the Central Susquehanna Intermediate Unit (CSIU) regarding the furnishing of certified personnel, facilities, materials and other services (in consultation with the Department of Education) needed to perform selected supplemental services in compliance with terms and conditions of the Department's most current IDEA Application Guidelines to be effective on July 1, 2021, through June 30, 2022.

Discussion:

Mrs. Lauver stated I have a question on that. Looking at the information given to us, I was wondering usually if it's a pass-through fund, that money is, our IDEA money is being paid to the CSIU, and then what they don't use, they give us back. Is that how it works? I don't know. I didn't understand. What does it mean pass through?

Mr. Musselman responded it just goes to the IU first, and then there's an agreement we sign with them, and they actually give us the funds. It's basically allotted. It's already allotted to the Midd-West School District. So, it's not like extra funds that they have left over or anything, but for whatever reason it's set up from the state that it goes through there, and

I don't know, Lee, if you have more information like why they set it up that way. It seems like an extra step.

Dr. Bzdil stated I don't know why it passes through the IU, but, yes, that's what it is, and it's our allotment for identified students.

Mrs. Lauver stated so the allotment is listed on the agreement; \$482,000.00, and I'm thinking, "Okay. So, if our numbers change, and it becomes less, but that price is for those figures on here."

Dr. Bzdil stated it's based on our December 1 child count. So, however many identified students in the District on December 1 of each year, that's the number. It can fluctuate throughout the year.

Mrs. Lauver stated I was going to say students move in and students move out.

Dr. Bzdil stated we don't have to give back or get more.

Mr. Musselman stated it's just that one snapshot that they take. It's December 1. What is your student count on that day, and that's what it is.

Mrs. Lauver inquired and if it changes, they adjust it? Like we're not stuck with?

Mr. Musselman responded no, it's that one day. Whatever it is on that one day, that's what you get for the year. So, if you have more people move in, you have more people move in. If you have people move out, you have people who move out. It's that one snapshot.

Mrs. Lauver inquired you'd have to absorb the cost if you'd move-ins that weren't accounted for?

Mr. Musselman responded true.

Mr. Haynes stated so, with special ed and you do the December 1 submission for special ed, you cover your child count, and there's an Act 16. I believe it's Act 16. Correct me if I'm wrong, Dr. Bzdil, but you specify your spending for the previous academic year for special ed per student. So, based off of that any costs or reimbursement that you may have. So, if your child count you end up having less money based off of this year, and you then in fact had a student with a lot of needs that a lot more money needed to be spent to accommodate that child, when you submitted your count again back at December 1 remember because that's almost a.

Mrs. Lauver inquired is it a year to year, or a year ahead?

Mr. Haynes responded well, you're counting for what you spent for that year. You're counting what you spent, but you're also giving your count, your snapshot at the moment. That's kind of where you catch back up to what you spent. If I'm wrong, please correct me.

Dr. Bzdil stated no, that's accurate, and I would just add also that if. There is something called extraordinary expenditures. So, you can if you're spending like far, far more. Like more than \$100,000.00 or more than \$150,000.00 on one student per year, you can apply for additional money, but we haven't really ever, at least not since I've been here, had a student like that.

Mrs. Lauver inquired but they bill us? The CSIU bills us for students?

Dr. Bzdil responded well, I think you might be talking about two different things. We have some students who are supported or serviced by the CSIU, and so we're contracting with them for those services, but this is a separate thing.

Mr. Haynes stated remember, your IUs in PA were originally started for special ed.

26. **CENTRAL SUSQUEHANNA REGIONAL GUEST TEACHER TRAINING/
EDUCATION MAJOR CONSORTIUM AGREEMENT**

Approval is recommended of the Agreement between the Central Susquehanna Regional Guest Teacher Training/Education Major Consortium and the Midd-West School District to participate in the 2021-2022 Guest Teacher Training/Education Major Consortium due to the ongoing shortage of qualified substitute teachers in many disciplines and subject areas at a flat annual membership fee no greater than \$_____.

Discussion:

None

27. **RENEWAL OF FUNDING LETTER OF AGREEMENT TO SUPPORT
PREVENTION SPECIALIST SERVICES**

Approval is recommended to renew the Funding Letter of Agreement to Support Prevention Specialist Services between CMSU Behavioral Health/ID Programs and the Midd-West School District to mutually fund a Prevention Specialist/SAP Liaison in the Midd-West School District to be effective on _____, through _____. {The District's share of the cost is \$_____ as outlined.}

Discussion:

None

28. **PSBA INSURANCE TRUST AGREEMENT**

Approval is requested of the Agreement between PSBA Insurance Trust and the Midd-West School District to participate in the Better Unemployment Compensation System (BUCS) Comprehensive Program for the coverage period of July 1, 2021, through June 30, 2022, at a cost of \$13,948.36.

Discussion:

None

29. **2021-2022 MEMORANDUM OF UNDERSTANDING – FOSTER GRANDPARENT PROGRAM**

Approval is recommended of the 2021-2022 Memorandum of Understanding between the Foster Grandparent Program of Central Pennsylvania and the Midd-West School District to provide _____ () foster grandparent volunteers for the 2021-2022 school year at a cost to the District of \$_____ (one adult lunch per day per grandparent).

Discussion:

Mr. Sassaman stated I'd just like to once again say that I think that's a fantastic program. I strongly support it, and I would like the Board to continue to support it. So, I think the little bit that we contribute to it is not even close to the returns we get from it.

30. **STUDENT PHYSICAL EXAMINATION SERVICES/FOOTBALL GAME COVERAGE SERVICES/ATHLETIC TRAINING SERVICES AGREEMENT**

Approval is requested of the Services Agreement between the Midd-West School District and Geisinger Clinic for the purpose of student physical examination services at a cost of \$_____ per hour, football game coverage at a cost of \$_____ per game and athletic training services at a cost of \$_____ to be effective _____, through _____.

Discussion:

None

31. **REFUSE REMOVAL SERVICES BID**

Approval is recommended to accept the bid for refuse removal services from Disposal Management Services, Inc., Coal Township, PA, at a cost of \$1,450.00 per month for the 2021-2022, 2022-2023 and 2023-2024 school years.

Discussion:

None

32. **2021-2022 STUDENT ACTIVITY FEE**

Approval is recommended of the student activity fee of \$_____ per sport for the 2021-2022 school year. {The fee for 2020-2021 was \$50.00.}

Discussion:

Mr. Abate stated this was on the agenda as a discussion item for the last couple meetings, and it kept getting tabled. So, I guess some of the

coaches had approached me and said that they feel the \$50.00 per student per sport per year is sometimes putting a financial burden on some of these families if they have two/three kids that play multiple sports. You're talking upwards of \$300.00-\$400.00 a year just for a student to participate in our extra-curriculars, and it could be prohibiting some of our students who can't afford to do that from participating. So, one of the options that was proposed to me was if we made it a \$75.00 a year fee and would include three activities. For example, fall, winter and spring, or some students only participate in fall and then again in the spring with track and field or whatever, and then a reduced rate for the second and/or third student that they would have in school. Yes, it will take a hit to our funds for that, but they feel that it would be more beneficial, and we could possibly get more students who are on the edge to participate if the burden wasn't so high. I don't know what they charge at Mifflinburg. Is there a flat fee for the year, or do you know off the top of your head?

Mr. Haynes responded I don't know.

Mrs. Solomon stated it's a flat fee.

Mr. Boonie inquired are there any districts close to us that don't charge a fee at all?

Mr. Abate responded yes.

Mrs. Solomon stated on that sheet I had given you, there's about half of who I listed do not have a fee at all. Some have a one-time fee. Lewisburg was the closest to us. They have a base fee, and then each additional sport, but I think the max that you would have paid was \$100.00 per athlete, and ours is, of course, \$150.00 if you play three sports. So, it really runs the gamut, and that money goes to different places in different districts, too. Some of it, that \$30.00 I believe it was in Mifflinburg, goes to physicals in the summer, and it also gets as a student athlete you get into every home event for free. You get a card or a sticker on your ID card that says you paid the \$30.00 activity fee, and I get to come to every home event free which we do allow that in the season. So, if you're a basketball player, you get to come into the winter events for free, but we don't do it over the course of the entire year.

Mr. Boonie inquired how much money comes in from the collection of this fee for the entire District all year?

Mrs. Solomon responded yeah, it depends. It usually is around \$17 to \$20,000.00. This past year was a slender year. Our numbers did go down this year due to a number of things, and I think COVID being one of them. So, at our coaches meeting one of the concerns was getting these kids back out and getting them involved. That's something that we spent a lot of time on. Whether it's plays and musicals or athletics, I think that's something we need to concentrate on with these kids getting them back involved in things. So, there is a possibility, and it is always advertised if the activity fee is an issue for you or your family to notify either your coach or myself, but a lot of times people won't do that. They just either won't play, or I have had other parents pay for somebody else's fee. I've paid fees. We've had other administrators pay fees. It's a

pride thing for people I think. So, that's where the concern is; getting more kids involved.

Mrs. Lauver inquired now this says per sport, but it's also plays? They have to pay \$50.00 for a play?

Mrs. Solomon responded no. Originally, this was called an activity fee because it was to include the marching band, plays and musicals, but it has only been athletics. Technically, it's an athletic fee. It's not an activity fee.

Mr. Boonie stated plays and musicals, they raise all their own funds from what I understand other than paying for the people; the director.

Mr. Abate stated and the bowling team doesn't pay this. They're their own. Initially, back in 2012 this came into play because of those budget cuts, and athletics was on the verge of being, I think correct me if I'm wrong, being slashed, and so it was agreed upon that we would do this to help offset the costs, and like everything else there's always consequences, and I know that the District has, and I did talk to Mrs. Murray the other week. She said that that's still in play along the same lines that if a student can't afford to, MWEA has a fund set aside that they will pay that fee for the student, but, again, pride comes into play, and they don't do it. They just don't participate, so.

Mr. Nesbit inquired how many students play multiple sports? Do you have any figures? Hard to say?

Mrs. Solomon responded it is hard to say.

Mr. Abate stated I know it's cost me \$300.00 a year.

Mr. Boonie stated I'm just going to come out and say what I'm thinking. \$16 to \$18 to \$20,000.00 out of our full budget, and I understand why it was implemented at that time.

Mr. Abate stated it just never went away.

Mr. Boonie stated my opinion is I'd like to see it gone. Eliminate it altogether.

Mr. Abate stated I would not have a problem with that.

Mr. Haynes stated I'm actually in support of that. The decline that we're seeing right now. Just try to help families a little bit. We already saw tonight when we voted not to raise taxes. This is something that we can do.

Mr. Abate stated yeah, I would agree. Also, these athletic boosters if they want new uniforms, they have to go out and raise the money to get the new uniforms. We're just nickel and dime the living heck out of them.

Mr. Boonie stated and the last thing I want to see is a student who doesn't go out for the sport because, and I'm not saying sports is everything, but sports really do benefit kids. It's not just a classroom

education. The teamwork, all the things *inaudible*. I understand that yes, we may have a *inaudible* set up, but.

Mr. Abate stated they don't take advantage of it.

Mr. Boonie stated *inaudible* teammates find out, they just won't do it, and I don't want to see that happen.

Mr. Haynes stated I had a situation. I'll rewind the clock back to when I was in high school. This is a little bit of a sob story. I didn't have money, and it was a pride thing for us. We didn't get assistance. We didn't have food stamps. That was what my family did, and how many of our families in this District are doing it?

Mr. Abate responded there are because there's a track and field coach. Didn't mention names, but there's about five or six kids that didn't come out because they didn't have the money to pay the fee.

Mr. Haynes stated any of us sitting in this room \$20 grand a year is a big deal. In a \$33 million-dollar budget, \$20 grand, I won't say it's throw-away money, but it's.

Mr. Nesbit stated it's an investment in students.

Mr. Haynes stated that's exactly right. I do appreciate your work, Mrs. Solomon. That was a lot to get all of that information.

Mrs. Wagner stated I agree with these gentlemen because I was actually approached this past Saturday asking why we do because there are neighboring districts that don't charge for anything. So, I'm going to agree with you gentlemen to say that we need to get rid of it.

Mr. Pinci stated I don't have a problem with it.

Mr. Abate stated okay. We'll change the motion to eliminate.

Mr. Musselman inquired you just want this to be \$0.00 then, right?

Mr. Abate responded yep. Just eliminate it, and then we don't have to vote on it every year.

Mr. Stroup stated you'll have to word it differently otherwise you'll be doing it every year.

Mr. Abate stated back in 2012, nine years ago, it had its purpose, but it's outlived its usefulness.

Mr. Haynes stated just for an FYI, it is considered a revenue.

33. **LOCAL AUDIT REPORT FISCAL YEAR ENDING 2020**

Approval is recommended of the Local Audit Report by Stambaugh Ness, Inc., for fiscal year ending June 30, 2020, as presented.

Discussion:

Mr. Stroup stated the auditors do not think they'll be ready. So, that will probably have to be postponed until the first August meeting.

Mr. Wagner stated we expect to have draft statements probably done by the end of June for the Administration to review, and then we should file a report probably in July.

Mr. Abate inquired when is our July meeting? Was it the third week?

Ms. Folk stated July 12.

Mr. Haynes stated if needed, yeah.

Mr. Abate inquired do we really need to call a meeting in July?

Mr. Wagner stated she'll be at the first meeting in August to present the report. She also plans to lay out the timeline for the 20-21 while she's discussing the audit report.

Mr. Abate inquired when's that contract up? Do we have to? We already did renew it?

Mr. Wagner responded it was a one year.

Mrs. Wagner stated I'm going to make a comment that I think is very concerning. So, what is it that you can tell us here?

Mr. Abate inquired who me?

Mrs. Wagner responded anybody, why we don't have this audit. We should have had it before we actually even voted on this budget. I'm just calling it out.

Mr. Nesbit inquired wasn't a big part of the reason the software issue?

Mr. Wagner stated Skyward wasn't set up right. Nobody was trained how to use it, and she left, and it was in bad shape, very bad shape.

Mr. Nesbit stated we've had a lot of discussions on that, about the issues with the software changeover going back to the IU.

Mrs. Wagner inquired *inaudible*.

Mr. Abate responded I don't think there is. What Krista was talking to me about, the money is all there. It's just some of it didn't convert back. Some of it didn't convert going in, and it was just a mess from day one; pulling from CSIU into Skyward and then when that program failed, stop me if I'm wrong.

Mr. Wagner stated no, keep going.

Mr. Abate stated then moving it back from Skyward to the CSIU software, it didn't all transfer back, and if it did, God, only knows where it went.

Mr. Haynes stated I heard what Mrs. Kauffman said when she came and addressed this.

Mrs. Wagner stated I know. I am putting the little pieces of the puzzle together. I'm just saying to make an informed decision on your budget, your audit is important to have. So, I did vote on this budget.

Mr. Abate inquired how many records did we have to recreate by hand?

Mr. Wagner responded payroll and student activities had to be completely recreated for the whole year because it just didn't transfer from Skyward at all.

Mr. Abate inquired so you had to get bank statements and deposits?

Mr. Wagner responded all transactions re-entered just like you were doing the whole year over again while doing the current year. So, you're doing two years at the same time. Mrs. Gardner said she will elaborate on the mess when she presents the audit report to you.

Mr. Haynes inquired do we still have access to Skyward?

Mr. Wagner responded well, they said we don't, but the last time we checked we did.

Mr. Abate inquired do we owe them anything? Do we owe them anything, but we're not going to pay them?

Mr. Musselman responded we don't owe them anything.

Mr. Wagner stated the *inaudible* says we owe them some money, but I said no, we don't.

Mr. Abate inquired by chance with that contract with Skyward, did it have a data recovery clause in it?

Mr. Wagner responded I'd have to check.

Mrs. Wagner inquire can our Solicitor look at that?

Mr. Abate responded I think he should. We should be able to recover some of our expenses from our auditors.

Mr. Haynes stated I had someone suggest the other day that Skyward looked better than any other products out there. I laughed at him.

Attorney Knepp stated yours is not the only district that's had some issues with Skyward when it comes to audits.

Mr. Abate stated well, let's check the data recovery. Let's get off that dead horse because it's starting to smell.

Mr. Haynes stated just a comment. I mean she is right. You do want to have the audit and know what you have. We are also inclined we have to pass a budget.

Mr. Abate stated we do by law, so. We're kind of stuck between the proverbial you know what I mean.

Mrs. Wagner stated *inaudible*.

Mr. Abate stated I agree. It's a very bad situation. Miss Sheedy, are you guys about wrapping up these policies, or where do we stand?

Miss Sheedy responded we are done for this year. Everything is up to date from PSBA as of the end of the school year, and then our next meeting will be the beginning of September so whatever else is coming from PSBA from now until then.

Mr. Abate stated okay, good, and we purged everything that was no longer applicable and moved all of them to?

Miss Sheedy responded yes, everything is moved over to BoardDocs. At your seats, I gave you a printout of how to search on BoardDocs and then just wanted to give you that printout, and if any of you had any questions, you can e-mail. At the next meeting, there will be a brief demo Mr. Stroup will be doing at the next Board meeting on how to use that.

B. **POLICY AND PROGRAMS**

Mr. Donald D. Pinci

1. **ADDITIONAL TARGETED SUPPORT AND IMPROVEMENT (A-TSI)
PLAN FOR MIDD-WEST HIGH SCHOOL**

Approval is recommended of the Additional Targeted Support and Improvement (A-TSI) Plan for Midd-West High School for submission to the Pennsylvania Department of Education.

Discussion:

None

2. **MEMORANDUM OF UNDERSTANDING – SUMMIT EARLY LEARNING**

Approval is requested of a Memorandum of Understanding with Summit Early Learning to satisfy requirements of Every Student Succeeds Act (ESSA) which requires that a Memorandum of Understanding be developed for the purpose of coordinating mutually beneficial activities of the parties involved to provide effective services for children and families served to be effective July 1, 2021, through June 30, 2022.

Discussion:

None

3. **TRANSPORTATION PLAN – SNYDER COUNTY CHILDREN AND YOUTH
SERVICES**

Approval is requested of a Transportation Plan between Midd-West School District and Snyder County Children and Youth Services to satisfy requirements of Every Student Succeeds Act (ESSA) for the

purpose of establishing transportation procedures for foster care youth enrolled in a LEA (Pre-K – 12) when a best interest determination indicates that the student should remain in the school of origin and alternative means of transportation to and from school have been fully explored and deemed unavailable.

Discussion:

None

4. NEW POLICY GUIDE

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

- 123.2 – Sudden Cardiac Arrest

Discussion:

None

5. NEW POLICY GUIDES

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

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

Discussion:

None

6. REVISED POLICY GUIDES

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

- 137.1 – Extracurricular Participation by Home Education Students
- 203 – Immunizations and Communicable Diseases
{Formerly Communicable Diseases and Immunization}
- 907 – School Visitors

Discussion:

None

7. REVISED POLICY GUIDES

Approval is recommended of the following revised policy guides on second and final 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 *{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

Discussion:

None

8. AFFILIATION AGREEMENT – MILLERSVILLE UNIVERSITY OF PENNSYLVANIA

Approval is recommended of an Affiliation Agreement between Millersville University of Pennsylvania and the Midd-West School District to provide an educational experience to the University's students enrolled in the Bachelor of Science in Nursing Program and/or Master of Science in Nursing Program to be effective on May 24, 2021, through May 23, 2026.

Discussion:

Mrs. Lauver stated I just want to know if there's a cost to the school district for that. The parents pay that, correct?

Mr. Musselman stated it's a student teacher for nursing. They come here, and they'll work with our school nurse. There is no cost.

9. 2021-2022 ELEMENTARY PARENT/STUDENT HANDBOOK

Approval is recommended of the 2021-2022 Parent/Student Handbook for Middleburg Elementary School and West Snyder Elementary School.

Discussion:

None

10. 2021-2022 MIDD-WEST MIDDLE SCHOOL STUDENT HANDBOOK

Approval is recommended of the 2021-2022 Midd-West Middle School Student Handbook.

Discussion:

None

11. 2021-2022 MIDD-WEST HIGH SCHOOL STUDENT HANDBOOK

Approval is recommended of the 2021-2022 Midd-West High School Student Handbook.

Discussion:

None

C. **PERSONNEL**

Mr. Donald D. Pinci

1. **SALARY RECOMMENDATION – BUSINESS MANAGER**

Approval is recommended of a salary adjustment for Ryan L. Wagner, Business Manager, with a salary of \$_____ to be effective on July 1, 2021.

Discussion:

Mr. Abate stated we'll do that in Executive Session prior to the 28th.

Mrs. Lauver stated after the meeting tonight?

Mr. Abate responded yes.

Mr. Haynes stated we do have our Safe Security.

Mr. Abate stated yeah, that's tonight, too.

2. **EMPLOYMENTS – CERTIFICATED**

Approval is requested to employ the following individuals:

- a. Professional/Temporary Professional Employee – _____ – Elementary Teacher (Grade 3) – Middleburg Elementary School – Effective: August 18, 2021, pending receipt of Act 34, 151, 114, 24 and 31 – Salary: \$_____
- b. Professional/Temporary Professional Employee – _____ – Elementary Teacher (Grade 3) – Middleburg Elementary School – Effective: August 18, 2021, pending receipt of Act 34, 151, 114, 24 and 31 – Salary: \$_____ *{Replacement/Lohr}*
- c. Professional/Temporary Professional Employee – _____ – Elementary Art Teacher – Middleburg Elementary School – Effective: August 18, 2021, pending receipt of Act 34, 151, 114, 24 and 31 – Salary: \$_____ *{Replacement/Lohr}*
- d. Professional/Temporary Professional Employee – _____ – Special Education Teacher {Learning Support} – Midd-West Middle School – Effective: August 18, 2021, pending receipt of Act 34, 151, 114, 24 and 31 – Salary: \$_____ *{Replacement/Aucker-Bzdil}*
- e. Professional/Temporary Professional Employee – _____ – Biology/General Science Teacher – Midd-West High School – Effective: August 18, 2021, pending receipt of Act 34, 151, 114, 24 and 31 – Salary: \$_____ *{Replacement/Edmiston}*

Discussion:

Mr. Stroup stated we have five positions we're looking to fill right now; two third grades and an art in this building (Middleburg Elementary School), middle school learning support teacher and then a high school science/biology teacher.

Mr. Haynes inquired do we think those will be filled by the 28th meeting, or do you think that may go under into like that Superintendent?

Mr. Stroup responded we have first-round and some second-round interviews scheduled now. Our goal is to have them for the 28th, but we cannot guarantee it in all cases.

3. EMPLOYMENT – CLASSIFIED

Approval is requested to employ the following individual:

- a. Classified Employee – _____ – Full-time Night-shift
Custodian – Middleburg Elementary School – Effective: _____,
2021 – Salary: \$_____ {Replacement/Auman}

Discussion:

None

4. PROFESSIONAL CONTRACT

Approval is recommended to grant a professional employee contract to the following individual:

Kelcie M. Crabb Special Education Teacher
Middleburg Elementary School

Discussion:

None

5. APPOINTMENTS

a. **EXTRA-CURRICULAR**

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

Jena M. Stauffer Assistant Junior High Girls Basketball Coach MWMS \$1,578.00

Discussion:

None

b. EXTRA-CURRICULAR

Approval is requested to appoint the following individuals for the 2021-

2022 school year:

_____	Assistant Football Coach	MWHS \$ _____
_____	Assistant Football Coach	MWHS \$ _____
_____	Junior High Football Coach	MWMS \$ _____
_____	Assistant Junior High Football Coach	MWMS \$ _____
_____	Assistant Cross Country Coach	MWHS \$ _____

Discussion:

None

c. EXTRA-CURRICULAR – VOLUNTEERS

Approval is recommended of the following individuals as volunteers for the 2021-2022 school year:

Austin O. Bennett	Volunteer Varsity Football Coach	MWHS
Oakley O. Bennett	Volunteer Junior High Football Coach	MWMS
Hunter M. Beward	Volunteer Golf Coach	MWHS
Daniel P. Bishop*	Volunteer Varsity Football Coach	MWHS
Douglas E. Boop*	Volunteer Volleyball Coach	MWHS
Jennifer Hummel	Volunteer Field Hockey Coach	MWHS
Emily M. Klingler	Volunteer Field Hockey Coach	MWHS
Seth A. Pletcher	Volunteer Assistant Junior High Football Coach	MWMS
Jamie A. Portzline	Volunteer Varsity Football Coach	MWHS
John S. Rosselli	Volunteer Varsity Football Coach	MWHS
Gregory A. Stuck	Volunteer Junior High Football Coach	MWMS
Erica L. Wagner	Volunteer Junior High Softball Coach	MWMS
Sarah Walter	Volunteer Assistant Volleyball Coach	MWHS
Christopher S. Wolf	Volunteer Junior High/Varsity Football Coach	MWMS/MWHS

*Pending receipt of Act 31

Discussion:

Mr. Abate stated I have a question under "c." Do we have all the clearances for these, or will we have all these clearances by the 28th? Mrs. Folk, do you know?

Ms. Folk responded I do not know.

Mr. Musselman stated it says here there's an asterisk by two of these that still need Act 31.

Mrs. Solomon stated yeah, two of them need the Mandated Reporter. One expired, and the one we are actually checking on. He was a volunteer last year so we should have his.

Mr. Abate inquired and all the new ones already have?

Mrs. Solomon responded all the new ones have all their clearances.

Mr. Abate stated okay, great. Thank you.

d. **SUBJECT AREA CURRICULUM COORDINATORS**

Approval is requested to reappoint the following individuals for the 2021-2022 school year at a stipend of \$600.00:

Erica L. Hood	Subject Area Coordinator (K-5) Mathematics	MES
Heather F. Portzline	Subject Area Coordinator (K-5) Mathematics	MES
Nichole J. Snyder	Subject Area Coordinator (6-8) Mathematics	MWMS
Lori M. Keister	Subject Area Coordinator (K-5) Literacy	MES
Emily M. Kramer	Subject Area Coordinator (K-5) Literacy	WSES
Brandy M. Shawver	Subject Area Coordinator (6-8) Literacy	MWMS
Mandi L. Romig	Subject Area Coordinator (9-12) Literacy	MWHS
Tracey E. Mitchell	Subject Area Coordinator (K-12) Fine Arts	
Jason A. Gemberling	Subject Area Coordinator (K-12) Health & Physical Education	
Holly J. Rorke	Subject Area Coordinator (K-12) Student Support – Guidance and Special Education	
Christopher A. Snyder	Subject Area Coordinator (7-12) Careers – Agriculture, Family & Consumer Sciences, Technology Education, Business Computer Information Technology	
Monica P. Romig	Subject Area Coordinator (9-12) World Languages	
Chandler M. Sheaffer	Subject Area Coordinator (9-12) Mathematics	
Melinda A. Callender	Subject Area Coordinator (6-12) Science	
Peter J. Voss	Subject Area Coordinator (6-12) Social Studies	

Discussion:

None

6. **TITLE IX COORDINATOR**

Approval is recommended to designate and authorize Joseph W. Stroup as the Title IX Coordinator for the Midd-West School District for the purpose of fulfilling the requirement of the U.S. Department of Education to be effective on July 1, 2021.

Discussion:

None

7. **LEAVE OF ABSENCE**

Approval is recommended of the following medical leave of absence:

- a. Midd-West High School – Effective: On or about August 9, 2021, through approximately October 4, 2021

Discussion:

None

8. **UNCOMPENSATED LEAVE OF ABSENCE**

Approval is recommended of the following uncompensated leave of absence:

- a. Midd-West High School – Effective: Approximately October 5, 2021, through January 18, 2022, or the last day of the second marking period

Discussion:

None

9. RESIGNATION

Approval is requested to accept the following resignation:

Effective: _____

Discussion:

None

10. EMPLOYMENTS

Approval is requested to grant permission to the Administration to employ the necessary personnel to fill any vacant positions for a smooth transition of the beginning of the 2021-2022 school year, with final approval by the Board of Directors at the August 9, 2021, regular meeting or unless a special meeting is scheduled before that time.

Discussion:

None

D. OTHER

Mr. Victor L. Abate

1. HEALTH AND SAFETY PLAN TO RETURN TO SCHOOL

Approval is recommended of the Health and Safety Plan to Return to School for the Midd-West School District for the 2021-2022 school year which will serve as the local guidelines for all school opening activities.

Discussion:

Mr. Abate inquired is this different than what we had last year I take it, Mr. Stroup?

Mr. Stroup responded yes, it's much more open.

Mr. Abate inquired no masks?

Mr. Stroup responded it says we'll follow the laws of the state and the Department of Health's recommendation is what we're submitting.

Mr. Abate stated okay, I understand, the recommendations.

2. EMERGENCY INSTRUCTIONAL TIME TEMPLATE

Approval is recommended of the Emergency Instructional Time Template for Midd-West School District required by the Pennsylvania Department of Education to document the amount of instructional time and the methods for providing students with remote instruction during the 2021-2022 school year should the pandemic require a return to such a format.

Discussion:

None

3. PSBA VOTING DELEGATES

Approval is recommended to appoint _____ and _____ as the PSBA Voting Delegates for the Midd-West School District Board of Directors to participate in the PSBA 2021 Delegate Assembly to be held on Saturday, October 23, 2021, at PSBA Headquarters in Mechanicsburg, PA.

Discussion:

Mr. Abate inquired that's in October, correct?

Mr. Pinci responded yes.

V. CLOSING CEREMONIES

VI. 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.

There was no public comment.

VII. SCHEDULED SPEAKERS

Mr. Victor L. Abate

There were no scheduled speakers.

VIII. REPORTS

1. SUPERINTENDENT

Mr. Richard J. Musselman

Mr. Musselman had no report.

2. DIRECTOR OF CURRICULUM AND INSTRUCTION

Mr. Joseph W. Stroup

Mr. Stroup reported on the following items:

- 1) Thank You to Retirees and Staff Members Transitioning to New Jobs

2) 2021-2022 General Fund Operating Budget/Debt Restructuring

This budget that you just passed marks the seventh year of the last eight years that the District has passed a budget without a tax increase, and that's a real feather in the Board's cap. It's a way that you're looking at all avenues and finding ways to do things more efficiently, more cost effectively. That is rare in this day in age in school districts. So, you should take great stock and great heart in that. In the coming years, we're going to have to make some tough decisions as far as where to go, and we can't always guarantee that it will remain consistent like that, but we'll continue to work through our budgets and find ways and get creative where we need to be, and this debt restructuring is just one way where you saw that we could do that and leverage some economic relief. So, we thank you for following up with that and moving in that direction.

3) Midd-West High School Stadium Project – Phase 2

I sent you an e-mail about this. There's some wiring issues that they're trying to work around. Jay and Todd will have some more information before the 28th on that.

4) Playground at West Snyder Elementary School

We ran into a bit of a bug-a-boo with that because of the earthworks that needs done. It came in a lot higher than we were anticipating. We still have money to cover it. We're just going to have to bid out that process for putting a drain in and moving earth around out there. So, it's going to delay what we were doing.

Mr. Abate inquired what are they digging up out here at the end of the building (Middleburg Elementary School)?

Mr. Stroup inquired at the end of ME?

Mr. Abate responded yeah, when I came in tonight I saw.

Mr. Auman stated we were getting rid of the shrubs and ground cover that's grown up in weeds. We're going to plant grass in there and a bench out there.

Mr. Abate stated actually, Mr. Stroup, I'd like to thank you and the administrators and Mr. Musselman because it's your hard work and putting the budget together that actually made our job a little easier to and the administrators for trimming down their budgets. So, I guess it's a group effort involved in that.

Mr. Nesbit stated a question regarding the site work at West Snyder. Is this in the existing area where we have the playground now?

Mr. Stroup responded I guess there's, and I haven't been involved in this with Rick or Erin, so they might be better ones to answer this, but it tends to pond there so they need to grade, and they need to put some drain tiles in to route that so it will revert the water from that area.

Mr. Nesbit stated I guess my question is when we had the makeover down there at West Snyder in the parking lot they were supposed to do grading and so on and so forth, and since day one we've had issues with that ponding down there where the sidewalk comes out of the back of the building and into that parking lot it's been a constant problem. The way that ground is sloped and the parking lot is sloped, all that water drains right over that direction. Do we have any recourse to go back to the people that did that work initially and say, "You guys dropped the ball here. You did not put in the proper drainage." Do we have any financial recourse to go back on them?

Mr. Musselman responded I don't think we actually do at this point in time, and that was one of the reasons why I wanted to have another engineer. I had Todd come out and take a look at it. Before we do anything back there, we want to deal with the drainage issue because we know we have that issue. It needs to be addressed, and quite honestly, listening to Todd, there's not a lot of options. There's not a lot of drop for us to go with this excess water that's coming in there. I mean Dan and I sat down with him. We went out, and we walked. Erin was there as well, and the problem is there's just not a lot of elevation there. It's almost flat. So, there's really not a lot of place to go unless you want to run almost the entire length of your property out to some place far so you can kind of make some drop in there. That's a real concern, but that's one of the reasons, too, why it's more expensive than what we thought it was going to be, but we have to address that issue. I don't think we have a recourse necessarily at this point to go back to them. It's been how many years now since we've done that.

Mr. Abate stated five.

Mr. Musselman stated and we probably should have done that right away then.

Mr. Nesbit stated it seems like we've been talking about it since that time, too.

Mr. Abate inquired isn't that why we put the in-line drains in up front because we were having that issue?

Mr. Musselman responded in the front of the building we did. They also had some issues in the parking areas up front, and before we went ahead and finalized that, we did put additional drains in to try and run that water off of there, and that was a change order.

Mr. Abate stated yes, the only one I think. So, you'll have something for us at the next meeting then, Mr. Stroup or Mr. Auman? Are we going to act on this?

Mr. Stroup responded I'm going to have to talk to Todd to give us some new specifications, and we can possibly go out for bids for the work. We were expecting that price to come back in the \$25,000.00 range.

Mr. Abate inquired are we going to dig up the parking lot over?

Mr. Stroup responded we won't dig up the parking lot.

Mr. Musselman stated but it came back significantly higher than \$25,000.00. A lot more than I anticipated that it was going to be, and you really probably need to go out to bid now.

Mr. Nesbit inquired is there any drawings or anything as to what their plan is to do for drainage?

Mr. Musselman responded we did. Todd Smith actually did do a site plan so we actually. That was something we started back in 19 or 20, and everything got stopped once COVID hit because we actually had a meeting planned right before we closed schools down for COVID. We had a meeting with Todd, and it kind of waited until this year we picked it up and started going with it again, but he met with us. He has a full-scaled, detailed plans as far as that goes. It's just still even with this it's not necessarily a great option as far as what to do with that water. I don't know. Dan, you were there at the meeting, too. It's concerning as far as where you go with it. There's just not a lot of places to go. This is going to help us build up a bit more which should help with some of that.

Mr. Stroup stated you have a lot of roof area. You have a lot of parking area, and you have a flat slope.

Mr. Nesbit stated I know it gets icy up there, too.

Mr. Stroup stated they talked about putting a pump in to pump the water away. So, not a lot of good solutions.

Mr. Nesbit inquired are there any drawings that you can share with the Board as far as generally speaking what the end game here is as far as where drains are?

Mr. Musselman inquired you would like the site plan that Todd provided? Yeah, absolutely. Yeah, we can do that.

Mr. Nesbit stated I would appreciate that.

Mr. Musselman stated again, we don't have. We're going to have to go out to bid so you don't have prices necessarily, but I think the quote came back at like \$90.

Mr. Nesbit stated it says \$92,000.00. I'd like to see just what their plan is.

Mr. Pinci stated Beaver Springs is a spring.

Laughter occurred at this time.

Mr. Pinci stated if you look at every house in that time, every one of them has a sump pump. That's why we didn't move there.

3. **BUSINESS AND FISCAL**

Mr. Ryan L. Wagner

Mr. Wagner reported on the following item:

1) CSIU FIS System

Last Thursday the District started operating on FIS. There's still a few bugs to work out.

Mrs. Lauver inquired did our PlanCon, when we talk about West Snyder, did that money ever come through yet?

Mr. Wagner responded we had to resubmit the document, and it is in the process. Now we did get notification from PDE that they ran out of money for those projects, but they're trying to get it before the end of the year. So, I would anticipate we'll have that by the end of August, hopefully.

4. STUDENT ATHLETIC ACTIVITIES

Mrs. Bree A. Solomon

Mrs. Solomon reported on the following item:

1) Baseball Team is District IV Quad A Champions

The baseball team competed in the District finals and were victorious. So, that's our first District championship for baseball since 2005. So, it was a great game actually. It was really well played on both sides, and they did play the first round of the state tournament. They came up against a really, really strong Wyoming Area team. That was an exciting game in more ways than one. So, they ended the season at 16-6 and had a really, really, really good year. So, they are the District IV Quad A champions.

Mr. Abate stated it was a good game.

5. FOOD SERVICE OPERATIONS

Mr. John S. Rosselli

Due to Mr. Rosselli's absence, there was no report.

6. MAINTENANCE AND FACILITIES

Mr. Daniel E. Auman

Mr. Auman reported on the following item:

1) Municibid Sale Summary

On Municibid we sold some sheds and a garage and made \$11,000.00.

Mr. Abate inquired do you anything further going on there?

Mr. Auman responded I do have some items to put on there yet.

Mr. Abate inquired can you have the list ready for the Board meeting on the 28th?

Mr. Auman responded I will.

7. INFORMATION TECHNOLOGY

Mr. Umberto G. Porzi

Mr. Porzi reported on the following item:

1) CSIU FIS System

Last week I was working with Ryan and the IU on getting single sign-on set up for the new FIS.

Mr. Boonie inquired any progress yet on the upgrade of bandwidth?

Mr. Porzi responded they actually would like to come in sometime next week to kind of get everything prepped and then make the changeover.

8. **PSBA LIAISON**

Mr. Donald D. Pinci

Mr. Pinci reported on the following item:

1) Two Senate Bills – Charter School Reform and Improvement Tax Credit

I just sent out today an e-mail to you on contacting Senator Gardner on two Senate Bills; one on Charter School Reform and Improvement Tax Credit. The bill contains revisions which increase charter school transparency. It does not provide funding reform. The other bill is Senate Bill 733. It creates the educational opportunity, scholarship program, attempt to establish an education voucher program in the Commonwealth that would cost taxpayers as much as \$600 million. They're asking you. If you click on it, it will give you an automatic letter to send to Mr. Gardner. You may have already gotten it.

9. **CENTRAL SUSQUEHANNA INTERMEDIATE UNIT**

Mr. Victor L. Abate

Mr. Abate reported on the following item:

1) Next Meeting in Wednesday, June 16, 2021

10. **SUN AREA TECHNICAL INSTITUTE**

Mrs. Julie R. Eriksson

Due to Mrs. Eriksson's absence, Mr. Haynes reported on the following item:

1) Next Meeting is Thursday, June 17, 2021

We have an Executive Session.

11. **POLICY COMMITTEE**

Mrs. Julie R. Eriksson

Due to Mrs. Eriksson's absence, there was no report.

12. **BUILDINGS AND GROUNDS COMMITTEE**

Mr. Terry L. Boonie

Mr. Boonie had no report.

13. **TECHNOLOGY COMMITTEE**

Mr. Justin T. Haynes

Mr. Haynes had no report.

Mr. Abate inquired did you guys make a decision on those cases yet?

Mr. Stroup responded yeah, we're doing something with the cases. They're giving it as an option for students to buy this year to reduce their cost of insurance and their deductible.

Mr. Nesbit inquired are they snap-up cases or cases it slides into?

Mr. Stroup responded they have a zipper that you put in, and there's straps on the inside. No snaps.

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

Mr. Sassaman had no report.

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

Mr. Sassaman had no report.

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

Mr. Pinci had no report.

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

Mr. Boonie had no report.

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

Dr. Bzdil reported that last month I reported that the District was going to be receiving \$6,000.00 through the CMSU to create new sensory calming rooms for students, and then I received information recently that we're actually getting \$10,000.00. The second thing is Miss Sheedy and I are planning Safe Crisis Management Recertification training for teachers this summer, and we will have about 25 students attending Extended-School Year (ESY) in July.

Dr. Edmiston reported we are exploring the possibility of evolving our already existing partnership with Lackawanna College through their Level Up Program which would include our Agri-business program and eventually, potentially the criminal justice program through SUN Tech. This program would allow students taking approved classes to receive college credits at a very reduced rate while simultaneously taking on-line courses through the college, all of which would build a foundation towards an Associate degree in those areas and in fact, some of those students could potentially earn an Associate degree by graduation.

Mr. Abate inquired is their cost per credit still relatively?

Dr. Edmiston responded yes, it's \$100.00 per credit.

Mr. Brown had no report.

Dr. Aucker reported you have my Board report.

Mrs. Lohr reported you should have received our Board report this evening.

Miss Sheedy had no report.

Mr. Gunkle stated I appreciate the opportunity. Looking forward to it.

IX. ADJOURNMENT

Mr. Victor L. Abate

There being no further business, Mr. Abate adjourned the work session at 9:49 p.m.

Recording Secretary:

Chairperson:

Date:

Mr. Abate announced we are having an Executive Session.