

WAYNESBORO AREA SCHOOL DISTRICT
Waynesboro, PA 17268

The Waynesboro Area Board of School Directors met on Tuesday, September 9, 2014 in the board room, 210 Clayton Avenue, Waynesboro, PA. The meeting was called to order at 7:00 p.m. by President Lind.

PLEDGE OF ALLEGIANCE

Mr. Lind began the meeting at 7:00 p.m. with the pledge to the flag.

ROLL CALL

Present were: Billie Finn/Firmadge Crutchfield (by phone)/Ed Wilson/Ashley Newcomer/Rita Daywalt (by phone)/Bonnie Bachtell/Sherry Cline/Lee Lemley/Chris Lind.

Also present were: Dr. Sherian Diller, Superintendent; Dr. Wendy Royer, Assistant Superintendent; Thomas Dick, Business Administrator; Richard Galtman, solicitor; Ruth Berger, recording secretary; Jen Fitch, The Herald Mail; and Zach Glenn, The Record Herald.

APPROVAL OF AGENDA

On a Bachtell/Daywalt motion and unanimous voice vote, the Board of School Directors approved the agenda with the following addition:

G.1. Executive Session – for personnel reasons.

APPROVAL OF MINUTES

On a Lemley/Newcomer motion and unanimous voice vote, the Board of School Directors approved the minutes of August 19, 2014. Mr. Wilson abstained due to absence from the August 19th meeting.

PUBLIC COMMENT

None

ADMINISTRATION RECOGNITION

The following administrators were recognized for passing the Framework for Teaching Proficiency Test:

Sherri Sullivan	Rita Sterner-Hine
Steve Pappas	Barb Martin
Kelly Musser	Dianne Eberhardt
Diane McCallum	Kim Calimer
Allison Kopco	Emily Goodine
Aaron Taylor	Wendy Royer

PRESENTATION

Kevin Stouffer of Smith, Elliott, Kerns and Company presented the 2012-2013 Local Audit Report. The report included two findings:

1. Proper recording of transactions and reconciliations of accounts.
2. Federal Program (I.D.E.A.) regarding Suspension and Debarment of vendors

EXECUTIVE SESSION

The Board of School Directors went into Executive Session at 7:23 p.m. to discuss personnel. The

meeting reconvened at 7:55 p.m. Students from the Advanced Civics class in attendance were welcomed and thanked for their attendance.

BUSINESS

Discuss/Act on Personnel Items

On a Daywalt/Newcomer motion and roll call listed, the Board of School Directors approved the following:

Retirement – Professional Staff

Marilyn K. Zak, School Psychologist, retirement with 16 years of service, effective January 31, 2015 (date change).

Retirement – Support Staff

Colby F. Decker, Custodian, Waynesboro Area Middle School, retirement with 32.5 years of service, effective September 9, 2014.

Retirement Payment – Professional Staff

Melissa S. Stanalonis - Retirement payment = \$4,478.62.

Resignations – Support Staff

Celeste C. Crum, Cleaner, Mowrey Elementary School, effective August 19, 2014.

Kimberly J. Wilhide, Backup Cook/Server, Waynesboro Area Senior High School, effective August 20, 2014.

Chris M. Hickok, Cleaner, Summitview Elementary School, effective August 11, 2014.

Brooke E. Monn, Cashier, Fairview Elementary School, effective August 21, 2014.

Suzanne E. Welsh, Backup Server, Waynesboro Area Senior High School, effective August 25, 2014.

Lois E. Gingrich, Server, Waynesboro Area Senior High School, effective August 25, 2014.

Georgia A. Moats, Server, Waynesboro Area Senior High School, effective August 26, 2014.

Teri L. Sheffler, Cleaner, Waynesboro Area Middle School, effective September 5, 2014.

David T. Fritz, Delivery Driver, Food Services, effective September 5, 2014.

Mary O. Walker-Bumbaugh, Secretary/Bookkeeper, Food Services, effective September 8, 2014.

Stacy J. Brown, Cleaner, Waynesboro Area Senior High School, effective September 12, 2014.

Resignations – Extra-Curricular Staff

Melissa M. Mitchell, Student Council Advisor, Fairview Elementary School, effective August 20, 2014.

Ruth A. Coe, Student Council Advisor, Summitview Elementary School, effective August 27, 2014.

Requests for Leave

Douglas S. Lowery, Military Deployment effective September 8, 2014 through June 5, 2015. Return to Work Date – Beginning of the 2015/2016 school year.

Brittany M. Hess, Grade 3, Hooverville Elementary School – Child Bearing/Family Medical Leave, effective November 27, 2014 through February 1, 2015. Return to Work Date – February 2, 2015.

Rebecca L. Robinson, Grade 1, Summitview Elementary School – Child Bearing/Family Medical Leave, effective November 12, 2014 through March 17, 2015. Return to Work Date – March 18, 2015.

Connie A. Bishop, Grade 2, Fairview Elementary School – Medical Leave, effective August 25, 2014. Return to Work Date – To be determined.

Amy R. Delaney, Grade 1, Fairview Elementary School – Child Bearing & Rearing/Family Medical Leave, effective October 24, 2014 through March 31, 2015. Return to Work Date – April 1, 2015.

Willa J. Kopecek, Special Education Teacher Assistant, Mowrey Elementary School – Family Medical Leave. Dates of Leave – Intermittent.

Appointments – Support Staff

Maria Marion, Library Assistant, Waynesboro Area Senior High School, effective September 5, 2014. Salary/Hours/Days = \$9.43/184 days/4.5 hours. Reason: Replacing Linda Beaver who resigned.

Mark A. Snowberger, Teacher Assistant, Waynesboro Area Senior High School, effective August 25, 2014. Salary/Days/Hours = \$9.43/184 days/5 hours on Mondays, 4 hours on Tuesdays through Fridays.

Kayla Kayhoe, Personal Care Assistant, Hooverville Elementary School (3.0 hours) and Teacher Assistant, Waynesboro Area Senior High School, (2.5 hours), effective September 10, 2014. Salary/Days/Hours = \$9.23-\$9.43/184 days/5.5 hours.

Peni E. Plum, Cashier, Fairview Elementary School, effective August 25, 2014. Salary/Days/Hours = \$8.47/184 days/3.75 hours. Reason: Replacing Brooke Monn who resigned.

Teri L. Sheffler, Backup Server, Waynesboro Area Senior High School, effective September 9, 2014. Salary/Days/Hours = \$8.11/184 days/4.25 hours. Reason: Replacing Suzanne Welsh who resigned.

Patricia A. Crews, Dishwasher, Fairview Elementary School, effective September 10, 2014. Salary/Days/Hours = \$8.33/184 days/4 hours. Reason: Replacing Lois Gingrich who resigned.

Bethany Bechtel, Server, Waynesboro Area Senior High School, effective September 10, 2014. Salary/Days/Hours = \$8.11/184 days/4 hours. Reason: Replacing Georgia Moats who resigned.

Stacy J. Brown, Dishwasher/Cook, Hooverville Elementary School, effective September 10, 2014. Salary/Days/Hours = \$8.33/184 days/4 hours. Reason: Replacing Tracey Stoops who transferred.

Tyler C. Stake, Long-term Substitute Delivery Driver/Food Services, effective September 10, 2014. Salary/Hours = \$9.23/4 hours.

Transfers – Support Staff

Debra S. Ramsey, Special Education/LS Teacher Assistant, Waynesboro Area Senior High School, Salary/Days/Hours = \$10.06/184 days/from **6.0 to 6.5** hours, effective August 25, 2014.

Rebecca H. Hess from Alternative Education/Personnel Secretary to Alternative Education/Food Services Secretary, effective September 5, 2014. Salary/Hours/Days = \$15.47/249 days/8 hours.

Tracey M. Stoops from Server, Hooverville Elementary School to Cook/Server, Hooverville Elementary School, effective September 8, 2014. Salary/Days/Hours = \$10.49/184 days/5 hours. Reason: Replacing Rebecca Jordan who resigned.

Appointments – Coaching Staff

Kegan Crider, 7th Grade Boys Basketball Coach, Waynesboro Area Middle School, effective for the 2014/2015 school year. Salary = Step 1, \$2,288.00.

David M. Miller, Head Wrestling Coach, Waynesboro Area Middle School, effective 2014/2015 school year. Salary = Step 3, \$3,245.00.

Appointments – Extra-Curricular Staff

Kristina M. Fignar, Student Council Advisor, Hooverville Elementary School, effective 2014/2015 school year. Salary = \$1,193.00. Reason: Replacing Julie Shacreaw.

Anne E. Borsa, Yearbook Advisor, Waynesboro Area Middle School, effective 2014/2015 school year. Salary = \$1,321.00. Reason: Replacing Patricia Kireta.

Appointments – Game Personnel

Logan A. Hough
Brian J. Zak
Stephanie A. Stahl
Vivian Lewis

Appointments – School Security

Charles E. Beale
A. Jyi Smith

Appointments – Professional Staff Substitutes

Natalie A. Campbell – Substitute Teacher
Laura W. Bedell – Substitute Teacher
Brooke A. Berkheimer – Substitute Teacher
Tasha A. Ruth – Substitute Teacher
Kegan Crider – Substitute Teacher
Elaine Shughart – Substitute Guidance Counselor

Appointment – Support Staff Substitute

Charles E. Beale – Crossing Guard

Personnel – Staffing Reassignments

<u>Name</u>	<u>2013-2014 Assignment</u>	<u>2014-2015 Assignment</u>
Matthew Bosso	Physical Education – Sr. High	Physical Education – Middle School/Sr. High
Tracy Bonebrake Miller	Physical Education – Hooverville / Sr. High/Fairview	Physical Education – Sr. High/Hooverville/Middle School/Fairview

Appointment – Professional Staff

Colleen A. Glenn, Special Education/Learning Support (Extended Day Substitute), Summitview Elementary, effective October 29, 2014 through June 5, 2015. Reason: Substitute for Kimberly Pedersen who will be on an approved Child Bearing/Rearing, Family Medical Leave.

YEA: Finn/Crutchfield/Wilson/Newcomer/Daywalt/Bachtell/Lemley/Lind

NAY: Cline

Discuss/Act on Bus Driver Acceptance

The personnel listed below in the recommendation are qualified and certified by the Commonwealth of Pennsylvania as school bus drivers or van drivers/aides. These persons are employed by school bus contractors and/or WASD personnel and transporting Waynesboro Area School District students. The personnel listed below have submitted the necessary documents which have been verified by the personnel department.

Van Drivers/Aides:

McCleaf Bus Lines – Dennis O'Toole
Brooke Monn

WASD – Mark Snowberger

On a Bachtell/Lemley motion and roll call listed, the Board of School Directors accepted the persons listed as school bus drivers, van drivers/aides employed by McCleaf Bus Lines and WASD. These persons will be transporting Waynesboro Area School District Students.

YEA: Finn/Crutchfield/Wilson/Newcomer/Daywalt/Bachtell/Lemley/Lind

NAY: Cline

Discuss/Act on 2012-2013 Smith, Elliott, Kearns and Company, LLC Audit Report

The administration has received the final 2012-13 audit report prepared by Smith, Elliott, Kearns & Company, LLC. Recommendations are provided in the report, as well as, the management response to the report.

On a Bachtell/Lemley motion and roll call listed, the Board of School Directors accepted the 2012-13 audit as prepared and presented by Smith, Elliott, Kearns & Company, LLC..

YEA: Finn/Crutchfield/Wilson/Newcomer/Daywalt/Bachtell/Lemley/Lind

ABSTAINED: Cline

Discuss/Act on State Audit Report

The administration has received the final State Auditor General Performance Audit for school years 2008-09, 2009-10, 2010-11 and 2011-12. Recommendations are provided in the report, as well as, the management response to the report.

On a Lemley/Daywalt motion and roll call listed, the Board of School Directors accepted the State Auditor General Performance Audit as presented.

YEA: Finn/Crutchfield/Wilson/Newcomer/Daywalt/Bachtell/Lemley/Lind

NAY: Cline

Discuss/Act on Purchase Order Requisitions

On a Bachtell/Daywalt motion and roll call listed, the Board of School Directors approved purchase order requisitions in the amount of \$434,800.25, plus the purchase of rubber mulch for Fairview and Summitview Elementary Schools in the amount of \$53,534.54.

YEA: Finn/Crutchfield/Wilson/Newcomer/Daywalt/Bachtell/Cline/Lemley/Lind

Discuss/Act on 1st Reading of Policy 718 – Service Animals in School

On a Bachtell/Wilson motion and roll call listed, the Board of School Directors approved the first reading of Policy 718 – Service Animals in School.

YEA: Finn/Crutchfield/Wilson/Newcomer/Daywalt/Bachtell/Cline/Lemley/Lind

Discuss/Act on 2nd Reading of Policies

The following policies were presented for second reading approval:

Policy 204 – Attendance, no changes were made since the first reading on July 22, 2014.

Policy 707 – Use of School Facilities, the first reading of was August 5, 2014. This policy has been revised by the district solicitor.

On a Wilson/Newcomer motion and roll call listed, the Board of School Directors approved the second reading of Policy 204 – Attendance, and Policy 707 – Use of School Facilities, changing the heading of category B2 to Coach Clinics/Camps.

YEA: Finn/Crutchfield/Wilson/Newcomer/Daywalt/Bachtell/Lemley/Lind

NAY: Cline

Discuss/Act on SAP Letter of Agreement

The Administration has received a Letter of Agreement for the 2014-2015 Student Assistance Program. The agreement is between Healthy Communities Partnership, Franklin-Fulton County MH/ID/EI and Franklin-Fulton County Drug and Alcohol, and the Waynesboro Area School District. This letter outlines the services the Provider Agency will deliver to the School District, and its students, and what the School District and County agree to provide.

A Lemley/Daywalt motion and roll call listed, the Board of School Directors approved the 2014-2015 Student Assistance Program Letter of Agreement as presented.

YEA: Finn/Crutchfield/Wilson/Newcomer/Daywalt/Bachtell/Lemley/Lind

NAY: Cline

INFORMATION ITEMS

- A comparison for attendance at the first home football games from last year and this year showed an increase of approximately \$3,000 in revenue.
- A compilation of textbooks purchased and processed for the 2014-15 school year was given to the board.
- Mr. Dick met with Josh Bower, Crabtree, Rohrbaugh Architects and has received information on the turf field project and the Middle School Feasibility Study. Need to set up a Facilities Committee meeting to discuss.
- Board members received an invitation in their board folders to attend the Capital Campaign Kick-off Meeting on September 22, 2014.

BOARD MEMBER COMMENTS

- Requested an enrollment comparison from the 10th day of school this year and last year.
- Information on a personal finance program through H & R Block which awards \$20,000 scholarships was passed on to the administration.
- Requested a service desk report of technology tickets.
- Technology Committee will be on September 23, 2014 at 6:00 p.m.

ADJOURNMENT

On a motion by Lee Lemley and unanimous voice vote, the meeting adjourned at 8:47 p.m. with the Board of School Directors going into Executive Session for personnel reasons.

SIGNED

Chris Lind, President

Ashley Newcomer, Secretary