

IROQUOIS SCHOOL DISTRICT
BOARD OF DIRECTORS
School Board Meeting
Tuesday, November 20, 2018

MINUTES

ATTENDANCE

Board Members and Officers:

Present: Mrs. Julie Abele, Mrs. Susan Bartlett, Mr. Jeremy Coblenz, Ms. Kristin Custer (late arrival at 6:38 p.m.), Mr. Wade King, Mrs. Kelley Majczyk, Mrs. Rita Nicolussi, Mr. Richard Ragen (late arrival at 6:35 p.m.), Jr., Mr. Edward Rickrode (late arrival at 6:34 p.m.), Atty. Christine McClure (Solicitor)

Absent: (None)

Administration:

Present: Mr. Brian Bronson, Mrs. Amy Hartleb, Mr. Shane Murray, Mrs. Kimberly Smith, Dr. Thad Urban, and Mr. Douglas Wilson

Absent: Mrs. Jennifer Foutz, Mrs. Jeannene Willow, and Mrs. Kelly Titus

Guests: Julia Gabrys

I. CALL TO ORDER:

The regular meeting of the Iroquois School District Board of Directors was called to order by Board President Julie Abele at 6:32 P.M. on Tuesday, November 20, 2018 in the Iroquois Elementary School LGI room, 4231 Morse Street, Erie, Pennsylvania.

II. MOMENT OF REFLECTION AND PLEDGE:

Mrs. Abele opened the meeting with a moment of reflection and then led the group in the Pledge of Allegiance.

III. MINUTES OF PREVIOUS MEETING:

On a motion by Mr. Coblenz, seconded by Mr. King, the minutes of the regular Board meeting held on October 15, 2018, were unanimously approved. (6-0)

Mr. Rickrode arrived at this time (6:34 p.m.).

Mr. Ragen arrived at this time (6:35 p.m.).

IV. AGENDA CHANGES:

Management Items No. 10 and 11 were moved to New Business. All of New Business was addressed at this point in the meeting.

Mrs. Custer arrived at this time (6:38 p.m.).

Management Items:

10. Recommendation to approve the district's membership with the National Intergovernmental Purchasing Alliance (National IPA) joint purchasing program.
11. Recommendation to approve a resolution and Interlocal Agreement to join The Interlocal Purchasing System (TIPS) joint purchasing program. (Attachments)

On a motion by Mrs. Majczyk, seconded by Mr. King, Management Items 10 and 11 were unanimously approved. (9-0)

NEW BUSINESS Items:

A. Recommendation to approve to hire in the following positions:

1. Julia Gabrys – Drug Free Communities (DFC) Grant Coordinator, effective 11/20/18.
2. Kyleigh Arthurs – Instructional Support Tutor for IHS 9th grade student, per IEP, for indefinite period of time.

B. Recommendation to approve professional development opportunities:

1. Leslie Bandur (IHS) to PVAAS: Integrate to Improve Student Achievement: It's No Accident, November 28, 2018, IU5. Cost: \$78 and mileage.
2. Sandy Nuhfer (IHS) to PVAAS: Integrate to Improve Student Achievement: It's No Accident, November 28, 2018, IU5. Cost: \$78 and mileage.
3. Doug Wilson (IHS) to PVAAS: Integrate to Improve Student Achievement: It's No Accident, November 28, 2018, IU5. Cost: \$78 and mileage.
4. Kimberley Womack (IES) to Federal Programs Monitoring Overview and Best Practices, November 28, 2018, IU5. Cost: Mileage.

C. Recommendation to approve educational field trip/transportation:

Adjustment to transportation request previously approved at September Board meeting to add 1 additional student. Revised to include 5th student. 5 IHS District 2 Chorus students to St. Mary's High School, St. Mary's, PA, February 6-8, 2019. Requested by Mrs. Kelly. Cost: \$1,235.

D. Recommendation to approve Edinboro University student teacher placements, Spring 2019 Semester:

1. Jonathan Howitt assigned to Lyndsay Foriska, Science, March 12 – May 2, 2019
2. Jacob (Jessica) Rash assigned to Anne Kelly, Music, March 12 – May 2, 2019
3. Kristina Polacci assigned to Lori Cammarata, Social Studies, March 12 – May 2, 2019

E. Recommendation to approve the following school volunteers:

1. April Clark –Room Parent/Field Trips, Level I
2. Donald Thompson –Baseball, Level I
3. Keith Bartlett –Wrestling, Level I

F. Recommendation to approve the district's membership with the National Intergovernmental Purchasing Alliance (National IPA) joint purchasing program.

G. Recommendation to approve the RESOLUTION for the Iroquois School District to join The Interlocal Purchasing System (TIPS) joint purchasing program. (Attachments)

- H. Motion to select Schneider Electric as our Energy Savings Company Partner (ESCP) via the TIPS Joint Purchasing Program.
- J. Motion to approve the fee for a service AGREEMENT with Stairways Behavioral Health for an Employee Assistance Program from December 1, 2018 – November 30, 2019, renewing annually thereafter.

- K. Recommendation to approve request to use District facilities:

The Iroquois Soccer Club is requesting to use the High School gym, balcony, elevator, lobby, restrooms and cafeteria for an Indoor Soccer Tournament, Friday, February 22 – Saturday, 23, 2019. Requested by Max Davis. Category 3. Applicable fees: Custodial fees, \$40/hr., and security fees.

On a motion by Mrs. Majczyk, seconded by Mr. Rickrode, New Business Items A(1-2), B(1-4), C, D(1-3), E(1-3), F, G, H, J, and K were unanimously approved. (9-0)

- I. Motion to approve the Investment Grade Audit with Schneider Electric for the following scope of work:
 - 1. Comprehensive LED lighting (both buildings), high school pool cover, high school auditorium sound system and stage lights.
 - 2. Kitchen & Cafeteria, Air conditioning (both buildings).

On a motion by Mrs. Majczyk, seconded by Mr. King, New Business Items I(1-2) were unanimously approved. (9-0)

- I. Motion to approve the Investment Grade Audit with Schneider Electric for the following scope of work:
 - 3. Retro- commissioning (controls), High School Air Conditioning.

Tabled

On a motion by Mrs. Majczyk, seconded by Mr. Coblenz, New Business Item I(3) was tabled. (9-0)

V. PRESENTATIONS AND GUEST/CITIZEN COMMENTS:

(None)

VI. BUSINESS OFFICE REPORTS:

A. BUDGET TRANSFERS: (None)

B. APPROVAL OF BILLS:

1. PAID BILLS:

On a motion by Mr. Rickrode, seconded by Mrs. Custer, the bills that were already paid were unanimously approved. (9-0)

2. UNPAID BILLS:

On a motion by Mrs. Majczyk, seconded by Mr. Rickrode, payment of the unpaid bills was unanimously approved. (9-0)

C. TREASURER'S REPORT FOR THE PERIOD:

On a motion by Mrs. Bartlett, seconded by Mr. Ragen, the Treasurer's Report was unanimously approved. (9-0)

D. BUSINESS ADMINISTRATOR'S REPORT:

On a motion by Mrs. Bartlett, seconded by Mr. Ragen, the Board unanimously approved the report presented by Mrs. Smith. (9-0)

E. CAPITAL PROJECT REPORT:

On a motion by Mrs. Bartlett, seconded by Mr. Ragen, the Board unanimously approved the project report presented by Mrs. Smith. (9-0)

F. CAPITAL PROJECT BILLS:

On a motion by Mrs. Bartlett, seconded by Mr. Ragen, the Board unanimously accepted the project bills presented by Mrs. Smith. (9-0)

G. CAPITAL PROJECT INVESTMENTS:

On a motion by Mrs. Bartlett, seconded by Mr. Ragen, the Board unanimously accepted the investments report presented by Mrs. Smith. (9-0)

H. STUDENT ACTIVITY FUND REPORT:

On a motion by Mrs. Bartlett, seconded by Mr. Ragen, the Board unanimously accepted the report presented by Mrs. Smith. (9-0)

I. LOCAL TAX REPORTS (EIT and LST):

On a motion by Mr. Rickrode, seconded by Mrs. Majczyk, the Board unanimously accepted the reports. (9-0)

VII. **CAFETERIA REPORT:**

On a motion by Mr. Coblenz, seconded by Mrs. Bartlett, the Cafeteria Report was unanimously approved. (9-0)

VIII. **COMMITTEE & REPRESENTATIVE REPORTS:**

A. **STUDENTS/EDUCATIONAL PROGRAM COMMITTEE:**

1. Recommendation to approve establishment of a new Student Activity:

Name of Organization: Positive Youth Development (PYD) Club
Requested by Miss Rebecca Dinsmore, DFC Coordinator

2. Recommendation to approve Student Activity Rosters for 2018/19:

- a. Positive Youth Development (PYD) Club Advisor: Miss Rebecca Dinsmore/DFC Coordinator
President – Virginia Slupski Secretary – Haydenne Miller
Vice President – Jayden Gaydosh Treasurer – Joe Wargo
Co-President – Julia Lombard

 - b. Class of 2020 Advisor – Mr. Jamie Jones
President – Zachary Jackula Secretary – Paige Hepp
Vice President – Collin Armstrong Treasurer – Joseph Wargo
Class Relations – Matthew Alecci
3. Recommendation to approve Professional Development opportunities:
- a. Jennifer Foutz (IES) to Federal Programs Monitoring Overview and Best Practices, November 28, 2018, IU5. No Cost.
 - b. Brian Bronson (IES) to Federal Programs Monitoring Overview and Best Practices, November 28, 2018, IU5. No Cost.
 - c. Angela Weber (IHS) to Transition Meetings for 2018/19, IU5, 10/17/18, 12/12/18, 2/6/19, 4/3/19. Cost: \$334.
 - d. Jeff Patrick (IHS) to CS Discoveries, October 29, 2018, IU5. Cost: Sub - \$78.
 - e. Kimberly Smith (DAO) to the Pennsylvania Association of School Business Officials annual conference in Hershey, PA, March 5-8, 2019. Estimated costs, \$1100.
 - f. Tammy Benovic (IHS) to PSSA and Keystone DOK Item Writing and Hand Scoring, February 13, 2019, IU5. Cost: Sub and mileage.
 - g. Andrea Hart (IHS) to PSSA and Keystone DOK Item Writing and Hand Scoring, February 13, 2019, IU5. Cost: Sub and mileage.
 - h. Jeannene Willow (IHS) to PSSA and Keystone Item Writing and Hand Scoring, February 13, 2019, IU5. Cost: Mileage.
 - i. Andrea Hart (IHS) to PVAAS: Integrate to Improve Student Achievement: It's No Accident, November 28, 2018, IU5. Cost: Sub and mileage.
4. Recommendation to approve Educational Field Trips/Transportation:
- a. 15-20 IHS Middle school gifted students to TREC, January 10 and 24, 2019. Requested by Mrs. Skelton. Cost: \$141.
 - b. 22 IHS Vocal Ensemble students to Twinbrook, November 9, 2018, for performance. Requested by Mrs. Kelly. Cost: \$54.
 - c. 15-20 Middle School students to TREC, February 7 and 14, 2019. Requested by Mrs. Skelton. Cost: \$141.
 - d. 5 IHS students to "What's So Cool About Manufacturing?", McInnes Rolled Rings Co., November 1, 2018. Requested by Mr. Patrick. Cost: None
 - e. 5 IHS students to "What's So Cool About Manufacturing?", McInnes Rolled Rings Co., November 15, 2018. Requested by Mr. Patrick. Cost: None

- f. 4 IHS students to “What’s So Cool About Manufacturing?”, McInness Rolled Rings, November 15, 2018. Requested by Mr. Patrick. Cost: None

On a motion by Mrs. Majczyk, seconded by Mr. Coblentz, Items 1, 2(a-b), 3(a-i), and 4(a-f) were unanimously approved. (9-0)

On a motion by Mrs. Majczyk, seconded by Mr. Coblentz, the Board unanimously accepted the remainder of this report. (9-0)

B. MANAGEMENT COMMITTEE:

1. Intent to Retire:

Michelle Bielanin, High School Foreign Languages teacher – effective June 7, 2019

2. Recommendation to hire individuals for the following positions:

- a. Ashley Smith – Elementary Lunchroom Monitor, effective September 11, 2018

- b. Tanya Butler – Elementary Lunchroom Monitor, effective immediately, pending receipt of all clearances.

- c. Carl Zimmerman – Homebound Tutor for 2018/19, as needed.

- d. Sarah Learn – Instructional Support Partner for Karlee Coppersmith, long-term substitute teacher – anticipated period for this assignment – November 12 – December 21, 2018.

3. Recommendation to approve long-term substitute teacher:

Karlee Coppersmith – learning support K-12, anticipated need from November 12 – December 21, 2018.

4. Recommendation to approve request for unpaid day off:

Connor MacKelvey – March 11, 2019

5. Recommendation to approve enrollment of Tuition-Waiver Non-Resident student for remainder of 2018-2019 school year:

Ethan Alexander Belfiore, Grade 8
Guardian (District Employee) – Rebecca Stanopiewicz, Instructional Support Aide, IHS
5603 Zemville Drive, Erie, PA 16509
District of Residence: Millcreek Twp. SD

6. Recommendation to approve the MEMORANDUM OF UNDERSTANDING between Iroquois SD and United Way of Erie County Iroquois Community School for years 2018-2019, 2019-2020, and 2020-2021 for coordinated effort to identify and provide resources to Iroquois students: (Attachment M6)

7. Recommendation to approve AGREEMENT between Iroquois SD and the Caring Foundation (Highmark Caring Place) for School-Based Peer Support Group for Grieving Children and Adolescents for 2-year period beginning November 21, 2018: (Attachment M7)

8. Recommendation to approve Use of District facilities:
- a. U.S. Marshals Service requested use of high school athletic stadium for one (1) hour on Friday, October 26, 2018, to conduct fitness test. Contact person: Stephen Barnes. Category 2. Applicable fees: None.
 - b. Erie Warhawks Youth Wrestling requesting use of IES auxiliary gym for wrestling practices, Mondays and Tuesdays, 5:30 PM – 7:00 PM, between November 12, 2018 through March 26, 2019. Contact person: Mark Harrington. Will work alongside IHS wrestling program. Category 3. Applicable Fees: Waived.
 - c. Presque Isle Lifeguard Association requesting use of IHS pool for lifeguarding classes, December 15, 16, 23, 26, 27, 28, and 30, 2018, Noon for 2-9 hours/requested days. Contact person: Bob North. Category 3. Applicable fees: Waived since a \$50 discount is being applied to any Iroquois students participating in classes.

9. Recommendation to approve items as salvage:

Approximately 100 non-championship trophies from the trophy cases at Iroquois High School.

12. Recommendation to approve the maintenance agreement with Harris School Solutions for the financial accounting software for the 2018-2019 school year, total cost \$10,541.93. (Attachment M12)
13. Recommendation to offer a UPMC health insurance policy option in addition to the current Highmark health insurance policy, effective January 1, 2019. There will be a MOU with the IEA to document this change to a Dual Option, and to allow the district to change carriers if necessary.
14. Recommendation to approve Emergency Substitute Teachers via the IU#5 Consortium:

Erin Foster

On a motion by Mr. Coblenz, seconded by Mrs. Bartlett, Items 1, 2(a-d), 3, 4, 5, 6, 7, 8(a-c), 9, 12, 13, and 14 were unanimously approved. (9-0)

C. POLICY COMMITTEE:

On a motion by Mr. King, seconded by Mrs. Abele, the Board unanimously accepted this report. (9-0)

D. BUILDINGS AND GROUNDS COMMITTEE:

1. Recommendation to approve the service agreement/preventive maintenance plan for the Iroquois Elementary boiler system proposed by McCarl's Service for the cost of \$1,682.

On a motion by Mr. Ragen, seconded by Mrs. Custer, Item 1 was unanimously approved. (9-0)

On a motion by Mr. Ragen, seconded by Mrs. Majczyk, the Board unanimously accepted the remainder of this report. (9-0)

E. ATHLETICS COMMITTEE:

1. Recommendation to hire in the following athletic positions:
 - a. Robert Shorts – Head Softball Coach – pending receipt of all required application documentation and clearances. (Resume)
 - b. Michael Hughes – Assistant Coach, Wrestling – pending receipt of all required clearances. (Resume)

On a motion by Mrs. Majczyk, seconded by Mrs. Custer, Items 1(a-b) were unanimously approved. (9-0)

F. ERIE COUNTY TECHNICAL SCHOOL REPORT:

On a motion by Mr. Rickrode, seconded by Mr. Coblenz, the Board unanimously accepted the report presented by Mr. Rickrode. (9-0)

G. NORTHWEST TRI-COUNTY INTERMEDIATE UNIT #5 REPORT:

On a motion by Mrs. Nicolussi, seconded by Mrs. Majczyk, the Board unanimously accepted the report presented by Mrs. Nicolussi. (9-0)

H. LEGAL REPORT: (None)

I. LAWRENCE PARK TWP RECREATION PLANNING BOARD REPORT: (None)

J. IROQUOIS SCHOOL DISTRICT FOUNDATION REPORT: (None)

IX. ADMINISTRATIVE REPORTS FOR THE PERIOD:

A. ELEMENTARY SCHOOL – IROQUOIS ELEMENTARY SCHOOL:

On a motion by Mr. Coblenz, seconded by Mrs. Custer, the Board unanimously accepted the report presented by Mr. Bronson. (9-0)

B. SECONDARY SCHOOL – IROQUOIS JR./SR. HIGH SCHOOL:

On a motion by Mr. Coblenz, seconded by Mr. Rickrode, the Board unanimously accepted the report presented by Mr. Wilson. (9-0)

X. NEW BUSINESS:

All New Business was voted on at the beginning of the meeting under Agenda Changes.

XI. ADJOURNMENT:

On a motion by Mr. Coblenz, seconded by Mr. Ragen, and carried as unanimous (9-0), the meeting adjourned at 8:24 P.M.

Kelley M. Majczyk, Board Secretary