

# MIDD-WEST SCHOOL DISTRICT

Work Session

West Snyder Elementary School

Cafeteria

Monday, January 9, 2017

## ***A QUALITY EDUCATION FOR ALL, FOR LIFE***

I. **OPENING CEREMONY**

II. **CALL TO ORDER: 7:00 p.m.**

Mr. Victor L. Abate

III. **ROLL CALL:**

Mr. Victor L. Abate

**BOARD OF SCHOOL DIRECTORS**

**PRESENT**    **ABSENT**

**LATE ARRIVAL**

Mr. Victor L. Abate, President  
Mrs. Sherryl L. Wagner, Vice President  
Mr. Shawn A. Sassaman, Treasurer  
Mr. Ronald L. Hoffman  
Mr. Tony G. McKnight  
Mr. Christopher T. Nesbit  
Mr. Thomas J. Rubillo  
Mr. Jeremy M. Tittle  
Mr. Ronald E. Wilson  
Mr. Richard J. Musselman, Superintendent (Non-Voting Member)  
Ms. Allyson L. Folk, Secretary (Non-Member)

**OTHERS**

Mr. Joseph W. Stroup, Director of Curriculum and Instruction  
Mr. Michael A. Miller, Business Manager  
Attorney Orris C. Knepp, III, Solicitor

IV. **SCHEDULED SPEAKERS**

Mr. Victor L. Abate

V. **ITEMS FOR WORK SESSION**

A. **BUSINESS AND FISCAL**

Mr. Shawn A. Sassaman

1. **MINUTES**

- a. Approval is recommended of the minutes of the December 5, 2016, reorganization meeting of the Mid-West School District Board of Directors.
- b. Approval is recommended of the minutes of the December 5, 2016, regular meeting of the Mid-West School District Board of Directors.

2. **LIST OF BILLS**

Approval is recommended of the list of bills for the period November 21, 2016, through January 23, 2017.

3. **TREASURER'S REPORTS**

- a. 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 November 30, 2016.
- b. Approval is recommended for the Treasurer's Report for the General Fund, Capital Reserve Fund, Capital Projects Fund, Food Service Fund and Activity Fund for the period ending December 31, 2016.

4. **BUS DRIVER**

Approval is recommended for the following individual as a bus driver for the 2016-2017 school year:

Hunters Valley, Inc.

Betty A. Scholl effective December 6, 2016

5. **BUS STOP**

Approval is recommended for the following bus stop:

369 Queen Street, Northumberland (van)

6. **BUDGET TRANSFERS**

Approval is recommended of the list of budget transfers for the 2016-2017 school year for ongoing budgetary needs.

7. **TRANSFER TO CAPITAL RESERVE FUND – WEST SNYDER ELEMENTARY SCHOOL RENOVATION PROJECT AND OTHER PROJECTS**

Approval is recommended to transfer \$2,000,000.00 currently in the General Fund and assigned to "Capital Projects" to the Capital Reserve Fund to complete the West Snyder Elementary School Renovation Project and other projects as approved by the Board of School Directors.

8. **SERVICE AGREEMENT – ONE CALL NOW**

Approval is recommended of the Service Agreement between One Call Now and the Mid-West School District to provide message notification service for the period of January 13, 2017, through January 12, 2019, in the amount of \$6,058.80. *{Our one-year agreement was \$3,881.25.}*

9. **LOCAL AUDIT REPORT FISCAL YEAR ENDING 2016**

Approval is recommended of the Local Audit Report by Stambaugh Ness, PC, for fiscal year ending June 30, 2016, as presented.

10. **BUS ROUTING SOFTWARE CONTRACT AND LICENSE AGREEMENT**

Approval is requested of the Contract and License Agreement between Transfinder and the Mid-West School District for bus routing software beginning on January 30, 2017, through July 30, 2022, at a total cost of \$25,370.00. *{Bus Boss (Orbit Software, Inc.) currently costs \$5,640.00 annually.}*

11. **ASBESTOS REMOVAL – WEST SNYDER ELEMENTARY SCHOOL RENOVATION PROJECT**

Approval is recommended for asbestos removal for the West Snyder Elementary School Renovation Project from R. L. Abatement, Inc., in the amount of \$2,100.00 for the following:

Remove and dispose of asbestos plaster from behind crown moldings in the office areas (approximately 200 lf) \$2,100.00

12. **BIDS FOR WEST SNYDER ELEMENTARY SCHOOL RENOVATION PROJECT – PLANCON PHASE 2**

Approval is requested for the Notice of Intent to Award the Renovations of the West Snyder Elementary School to the following lowest responsible bidders that have met all bid specifications.

12.a. **GENERAL TRADES BASE BID AND ALTERNATES FOR WEST SNYDER ELEMENTARY SCHOOL RENOVATION PROJECT – PLANCON PHASE 2**

Approval is recommended to accept the General Trades base bid and alternates 1B (Bleacher replacement) and 1E (Electrostatically paint existing lockers) received on December 22, 2016, in the amount of \$1,368,000.00 and award the contract to East Coast Contracting, Inc.

12.b. **SITWORK BASE BID FOR WEST SNYDER ELEMENTARY SCHOOL RENOVATION PROJECT – PLANCON PHASE 2**

Approval is recommended to accept the Sitework base bid received on December 22, 2016, in the amount of \$339,097.00 and award the contract to Dave Gutelius Excavating.

12.c. **MASONRY BASE BID FOR WEST SNYDER ELEMENTARY SCHOOL RENOVATION PROJECT – PLANCON PHASE 2**

Approval is recommended to accept the Masonry base bid received on December 22, 2016, in the amount of \$403,500.00 and award the contract to Keener, Inc.

12.d. **GLAZING AND ALUMINUM BASE BID FOR WEST SNYDER  
ELEMENTARY SCHOOL RENOVATION PROJECT – PLANCON PHASE  
2**

Approval is recommended to accept the Glazing and Aluminum bid received on December 22, 2016, in the amount of \$195,040.00 and award the contract to Weaver's Glass and Building.

12.e. **TERRAZZO FLOORING BASE BID FOR WEST SNYDER ELEMENTARY  
SCHOOL RENOVATION PROJECT – PLANCON PHASE 2**

Approval is recommended to accept the Terrazzo Flooring base bid received on December 22, 2016, in the amount of \$219,525.00 and award the contract to Roman Mosaic.

12.f. **CEILING AND DRYWALL BASE BID FOR WEST SNYDER  
ELEMENTARY SCHOOL RENOVATION PROJECT – PLANCON PHASE  
2**

Approval is recommended to accept the Ceiling and Drywall base bid received on December 22, 2016, in the amount of \$119,907.00 and award the contract to Easy Does It Drywall.

12.g. **CASEWORK BASE BID FOR WEST SNYDER ELEMENTARY SCHOOL  
RENOVATION PROJECT – PLANCON PHASE 2**

Approval is recommended to accept the Casework base bid received on December 22, 2016, in the amount of \$235,700.00 and award the contract to Reed Associates.

12.h. **KITCHEN EQUIPMENT BASE BID FOR WEST SNYDER ELEMENTARY  
SCHOOL RENOVATION PROJECT – PLANCON PHASE 2**

Approval is recommended to accept the Kitchen Equipment base bid received on December 22, 2016, in the amount of \$232,000.00 and award the contract to Todd Devin.

12.i. **ROOFING AND SHEET METAL BASE BID FOR WEST SNYDER  
ELEMENTARY SCHOOL RENOVATION PROJECT – PLANCON PHASE  
2**

Approval is recommended to accept the Roofing and Sheet Metal base bid received on December 22, 2016, in the amount of \$1,122,100.00 and award the contract to J. M. Young & Sons.

12.j. **PLANCON PART F – ATTACHMENT C – POST-BID OPENING  
CERTIFICATION FOR WEST SNYDER ELEMENTARY SCHOOL  
RENOVATION PROJECT – PLANCON PHASE 2**

Approval is recommended that authorization be given to the Administration and Architect to submit PlanCon Part F, Attachment C, Post-Bid Opening Certification, to the Pennsylvania Department of Education for approval for the West Snyder Elementary School Renovation Project – PlanCon Phase 2 as follows:

The Board certifies that the information provided above accurately describes the actions taken by the school district/CTC prior to contract execution on the above-referenced PlanCon project. Failure to fully disclose any information pertinent to the following may result in the denial of reimbursement for this project: award to the lowest responsible bidder for any prime contract; issuance of permits and approvals by local, state and other governmental agencies; computation of reimbursable capacity, architectural area and scheduled area; and compliance with Act 34 of 1973, the 20-year rule and the 20% Rule for Alteration Costs used in determining the eligibility of building renovations for reimbursement.

12.k. **CONTRACT EXECUTION – WEST SNYDER ELEMENTARY SCHOOL RENOVATION PROJECT – PLANCON PHASE 2**

Approval is requested to authorize the Board President and/or the Superintendent to execute contracts with the apparent low bidders approved by the Midd-West School Board of Directors earlier tonight for the West Snyder Elementary School Renovation Project – PlanCon Phase 2 pending PDE approval of PlanCon Part F, Attachment C, Post-Bid Opening Certification.

B. **POLICY AND PROGRAMS**

Mrs. Sherryl L. Wagner

1. **FIELD TRIPS**

Approval is recommended of the following field trips:

- a. Select Band Student – Midd-West High School – Williamsport, PA – January 25, 2017, through January 27, 2017 – 1 Student/1 Adult – Cost to Organization: \$0.00 – Cost to District – \$596.58
- b. Select Instrumental Students – Midd-West High School – Danville, PA – February 8, 2017, through February 10, 2017 – 7 Students/1 Adult – Cost to Organization: \$0.00 – Cost to District: \$1,258.94
- c. Select Instrumental Students – Midd-West High School – Selinsgrove, PA – February 17, 2017, through February 19, 2017 – 5 Students/1 Adult – Cost to Organization: \$0.00 – Cost to District: \$257.56
- d. Ski Club – Midd-West High School – Rutland/Killington/Stratton, VT – March 3, 2017, through March 5, 2017 – 40 Students/4 Adults – Cost to Organization: \$329.00 per student – Cost to District: \$0.00

2. **NEW COURSE DESCRIPTION – MIDD-WEST HIGH SCHOOL**

Approval is requested of the new course description to be implemented in the 2017-2018 school year for the following course:

Engineering Fundamentals (Hybrid Course)    1 credit    Grades 11 & 12

C. **PERSONNEL**

Mrs. Sherryl L. Wagner

1. **EMPLOYMENT – CERTIFICATED**

Approval is requested to employ the following individual:

- a. Extended-rate Substitute – Jeannette L. Brelsford – Health and Physical Education Teacher – Mid-West High School – Effective: On or about February 15, 2017, through the remainder of the 2016-2017 school year only pending receipt of Act 34, 151, 114, 24 and 31 – Salary: \$80.00 per day for the first thirty (30) consecutive days and \$235.84 per day for the remainder of the assignment  
*{Replacement/Hutchinson}*

2. **EMPLOYMENTS – CLASSIFIED**

Approval is requested to employ the following individuals:

- a. Classified Employee – Dorothy M. Furgison – Part-time Cafeteria Worker – Mid-West High School – Effective: January 10, 2017, pending receipt of Act 34, 151, 114, 24 and 31 – Salary: \$8.25 per hour  
*{Replacement/Rosselli}*
- b. Classified Employee – Connie M. Norman – Part-time Cafeteria Worker – Mid-West High School – Effective: January 10, 2017, pending receipt of Act 34, 151, 114, 24 and 31 – Salary: \$8.25 per hour  
*{Replacement/Rosselli}*

3. **APPOINTMENTS**

a. **EXTRA-CURRICULAR**

Approval is requested to appoint the following individuals for the 2016-2017 school year:

_____	Assistant Junior High Boys Basketball Coach	MWMS	\$_____
_____	Assistant Varsity Baseball Coach	MWHS	\$_____
_____	Assistant Junior Varsity Baseball Coach	MWHS	\$_____

b. **EXTRA-CURRICULAR**

Approval is requested to reappoint the following individuals for the 2016-2017 school year:

Stanley L. Share	Assistant Track and Field Coach	MWHS	\$2,959.00
Alisha A. Kurtz	Assistant Softball Coach	MWHS	\$2,840.00
Jason E. Walter	Assistant Junior Varsity Softball Coach	MWHS	\$2,604.00
Jodie L. Sheaffer	Junior High Field Hockey Coach	MWMS	\$1,959.00
Christopher S. Sauer	Junior High Boys Soccer Coach	MWMS	\$2,041.00
Lance C. Burris	Junior High Girls Soccer Coach	MWMS	\$1,877.00

4. **ADDITION TO SUBSTITUTE LIST**

a. **CLASSIFIED/FOOD SERVICE**

Approval is recommended of the following individual as a food service substitute at a rate of \$7.25 per hour for the 2016-2017 school year:

Austin L. Shaner

5. **LEAVES OF ABSENCE**

Approval is recommended of the following medical leaves of absence:

- a. West Snyder Elementary School – Effective: November 28, 2016, through approximately December 21, 2016
- b. West Snyder Elementary School – Effective: January 18, 2017, through January 20, 2017

6. **CHANGES IN ASSIGNMENT**

Approval is requested to accept the following changes in assignment:

- 1) Deborah S. Bobb as cafeteria worker at Middleburg Elementary School from five and one-half (5½) hours per day to three (3) hours per day to be effective on January 10, 2017.
- 2) April M. Hummel as part-time cafeteria worker at Middleburg Elementary School from three (3) hours per day to five and one-half (5½) hours per day to be effective on January 10, 2017.

7. **RESIGNATION**

Approval is requested to accept the following resignation:

Stanley G. Sheaffer	Effective: December 22, 2016
Assistant Varsity Baseball Coach	
Middle-West High School	

D. **OTHER**

1. **PLANCON PART Ks, PROJECT REFINANCING**

Approval is requested of the PlanCon Part Ks, Project Refinancing, for the following bond issues as the Pennsylvania Department of Education has acknowledged receipt and approved:

a) **PLANCON PART K: PROJECT REFINANCING**

Lease Number:	163453
Amount Financed:	\$9,150,000.00
Reimbursable Percent:	19.97% (Temporary)

Refinancing Type: Issuance of General Obligations Bonds,  
Series of 2016 To Refund a Portion of Series  
A of 2015 (Lease Number 153453)

b) **PLANCON PART K: PROJECT REFINANCING**

Lease Number: 164453  
Amount Financed: \$9,575,000.00  
Reimbursable Percent: 19.97% (Temporary)  
Refinancing Type: Issuance of General Obligation Bonds,  
Series A of 2016 To Refund a Portion of  
Series B of 2015 (Lease Number 154453)

c) **PLANCON PART K: PROJECT REFINANCING**

Lease Number: 154453  
Amount Financed: \$9,995,000.00  
Reimbursable Percent: 19.97% (Temporary)  
Refinancing Type: Issuance of General Obligation Note, Series  
B of 2015 To Refund a Portion of Series of  
2010 (Lease Number 103453)

d) **PLANCON PART K: PROJECT REFINANCING**

Lease Number: 153453  
Amount Financed: \$9,995,000.00  
Reimbursable Percent: 19.97% (Temporary)  
Refinancing Type: Issuance of General Obligation Note, Series  
A of 2015 To Refund a Portion of Series of  
2010 (Lease Number 103453) And Refund a  
Portion of Series A of 2010 (Lease Number  
104453)

e) **PLANCON PART K: PROJECT REFINANCING**

Lease Number: 142840  
Amount Financed: \$5,565,000.00  
Reimbursable Percent: 14.65% (Permanent)  
Refinancing Type: Issuance of General Obligation Bonds,  
Series of 2014 To Refund a Portion of Series  
of 2009 (Lease Number 092840)

VI. **CLOSING CEREMONIES**

VII. **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.

VIII. **SCHEDULED SPEAKERS**

Mr. Victor L. Abate

IX. **REPORTS**

1. **SUPERINTENDENT**

Mr. Richard J. Musselman



- |     |   |                        |
|-----|---|------------------------|
| 2.  | <b>DIRECTOR OF CURRICULUM AND INSTRUCTION</b>   | Mr. Joseph W. Stroup   |
| 3.  | <b>BUSINESS AND FISCAL</b>                      | Mr. Michael A. Miller  |
| 4.  | <b>STUDENT ATHLETIC ACTIVITIES</b>              | Mrs. Bree A. Solomon   |
| 5.  | <b>FOOD SERVICE OPERATIONS</b>                  | Mr. John S. Rosselli   |
| 6.  | <b>MAINTENANCE AND FACILITIES</b>               | Mr. Gary L. Thomas     |
| 7.  | <b>CENTRAL SUSQUEHANNA INTERMEDIATE UNIT</b>    | Mr. Victor L. Abate    |
| 8.  | <b>SUN AREA TECHNICAL INSTITUTE</b>             | Mr. Ronald L. Hoffman  |
| 9.  | <b>PSBA LIAISON</b>                             | Mr. Ronald E. Wilson   |
| 10. | <b>POLICY COMMITTEE</b>                         | Mr. Thomas J. Rubillo  |
| 11. | <b>BUILDINGS AND GROUNDS COMMITTEE</b>          | Mr. Ronald E. Wilson   |
| 12. | <b>FINANCE/BUDGET COMMITTEE</b>                 | Mrs. Sherryl L. Wagner |
| 13. | <b>SUPPORT STAFF NEGOTIATION COMMITTEE</b>      | Mr. Jeremy M. Tittle   |
| 14. | <b>PROFESSIONAL STAFF NEGOTIATION COMMITTEE</b> | Mrs. Sherryl L. Wagner |
| 15. | <b>TRANSPORTATION COMMITTEE</b>                 | Mr. Ronald L. Hoffman  |
| 16. | <b>BOARD AND/OR ADMINISTRATOR COMMENTS</b>      | Mr. Victor L. Abate    |
| X.  | <b>ADJOURNMENT</b>                              | Mr. Victor L. Abate    |

There being no further business, the work session was adjourned at \_\_\_\_\_ p.m.