

MIDD-WEST SCHOOL DISTRICT

Regular Meeting

West Snyder Elementary School

Music Room

Monday, February 27, 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. **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.

V. **SCHEDULED SPEAKERS**

Mr. Victor L. Abate

1) Ms. Krista M. Gardner, CPA, Stambaugh Ness, PC – Local Audit Report Fiscal Year Ending 2016 and PlanCon Part Js, Project Accounting Based on Final Costs, for Midd-West High School Renovation Project and Middleburg Elementary School Renovation Project

2) Mr. Nathaniel Zechman, Mr. Rob Swan, Mr. Randy Kline, Mrs. Jamie Kline, Mr. George Miskinis – Introduction of Faces for Mustang Football

VI. **STUDENT REPORT**

Miss Gabrielle A. Edmiston and Miss Libby R. Sankey

VII. **ITEMS FOR ACTION**

A. **BUSINESS AND FISCAL**

Mr. Shawn A. Sassaman

1. **MINUTES**

- a. Approval is recommended of the minutes of the January 23, 2017, regular meeting of the Mid-West School District Board of Directors.

May I have a motion to approve the minutes as presented.

Motion:
 Second:
 Discussion:
 Vote:
 Result:

- b. Approval is recommended of the minutes of the February 13, 2017, special meeting of the Mid-West School District Board of Directors.

May I have a motion to approve the minutes as presented.

Motion:
 Second:
 Discussion:
 Vote:
 Result:

- c. Approval is recommended of the minutes of the February 13, 2017, work session of the Mid-West School District Board of Directors.

May I have a motion to approve the minutes as presented.

Motion:
 Second:
 Discussion:
 Vote:
 Result:

2. **LIST OF BILLS**

Approval is recommended of the list of bills for the period January 24, 2017, through February 27, 2017.

May I have a motion to approve payment of the list of bills chargeable against the funds and accounts indicated as presented and as included in the supporting documents.

Motion:
 Second:
 Discussion:
 Vote:
 Result:

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 January 31, 2017.

May I have a motion to approve the Treasurer's Reports for the funds listed for the period ending January 31, 2017, as presented.

Motion:
Second:
Discussion:
Vote:
Result:

4. **BUS STOP**

Approval is recommended for the following bus stop:

315 Smoky Knoll Lane, McClure (van)

May I have a motion to approve the bus stop as presented.

Motion:
Second:
Discussion:
Vote:
Result:

5. **SPRING ATHLETIC TRANSPORTATION BIDS**

Approval is recommended of the spring athletic transportation bids in the amount of \$10,390.00 as follows:

Hunters Valley, Inc.	\$3,111.00
Narehood Transportation, LLC	\$7,279.00

May I have a motion to approve the spring athletic transportation bids as presented.

Motion:
Second:
Discussion:
Vote:
Result:

6. **2017-2018 SUN AREA TECHNICAL INSTITUTE GENERAL OPERATING BUDGET**

Approval is requested of the 2017-2018 SUN Area Technical Institute General Operating Budget in the amount of \$6,608,363.00. *{The 2016-2017 budget was \$6,289,263.00.}*

May I have a motion to approve the 2017-2018 SUN Area Technical Institute General Operating Budget as presented.

Motion:
Second:
Discussion:
Vote:
Result:

7. **2017-2018 CENTRAL SUSQUEHANNA INTERMEDIATE UNIT PRELIMINARY GENERAL OPERATING BUDGET**

Approval is requested of the 2017-2018 Central Susquehanna Intermediate Unit Preliminary General Operating Budget in the amount of \$1,119,823.00. *{The 2016-2017 budget was \$1,073,846.00.}*

May I have a motion to approve the 2016-2017 Central Susquehanna Intermediate Unit Preliminary General Operating Budget as presented.

Motion:
Second:
Discussion:
Vote:
Result:

8. **CALIBRATION AGREEMENT**

Approval is requested of the Calibration Agreement between Keystone Scale, Inc., and the Mid-West School District to calibrate fourteen (14) scales throughout the District to be effective for one (1) year at a flat rate of \$600.00.

May I have a motion to approve the Calibration Agreement between Keystone Scale, Inc., and the Mid-West School District as presented.

Motion:
Second:
Discussion:
Vote:
Result:

9. **SAFESCHOOLS ONLINE STAFF TRAINING SYSTEM SUBSCRIPTION**

Approval is recommended to purchase the SafeSchools Online Staff Training System for the Mid-West School District for on-line courses to use with staff and assist in tracking employees' completion of state required trainings for a three-year subscription beginning on July 1, 2017, at a cost of \$6,180.00.

May I have a motion to approve to purchase the SafeSchools Online Staff Training System Subscription for the Mid-West School District as presented.

Motion:
Second:

Discussion:
Vote:
Result:

10. **CONSULTING SERVICES AGREEMENT – GASB 45/GASB 75**

Approval is requested of the Consulting Services Agreement between Milliman, Inc., and the Mid-West School District to perform actuarial and consulting services related to retirement plan(s) for GASB 45/GASB 75 for audit years ending June 30, 2017, and June 30, 2018, at a cost not to exceed \$8,750.00.

May I have a motion to approve the Consulting Services Agreement between Milliman, Inc., and the Mid-West School District as presented.

Motion:
Second:
Discussion:
Vote:
Result:

11. **PLANCON PART J, PROJECT ACCOUNTING BASED ON FINAL COSTS – MIDD-WEST HIGH SCHOOL RENOVATION PROJECT**

Approval is requested to grant authorization for the Administration to submit PlanCon Part J, Project Accounting Based on Final Costs, to the Pennsylvania Department of Education for approval for the Mid-West High School Renovation Project.

May I have a motion to approve to grant authorization for the Administration to submit PlanCon Part J, Project Accounting Based on Final Costs, to the Pennsylvania Department of Education for approval for the Mid-West High School Renovation Project as presented.

Motion:
Second:
Discussion:
Vote:
Result:

12. **PLANCON PART J, PROJECT ACCOUNTING BASED ON FINAL COSTS – MIDDLEBURG ELEMENTARY SCHOOL RENOVATION PROJECT**

Approval is requested to grant authorization for the Administration to submit PlanCon Part J, Project Accounting Based on Final Costs, to the Pennsylvania Department of Education for approval for the Middleburg Elementary School Renovation Project as presented.

May I have a motion to approve to grant authorization for the Administration to submit PlanCon Part J, Project Accounting Based on Final Costs, to the Pennsylvania Department of Education for approval for the Middleburg Elementary School Renovation Project as presented.

Motion:
Second:
Discussion:
Vote:
Result:

13. **PSBA BUSINESS TRAVEL ACCIDENT INSURANCE PROGRAM**

Approval is requested of the PSBA Business Travel Accident Insurance Program for all administrators and the Solicitor to be effective December 1, 2016, through November 30, 2017, at a cost of \$238.00.

May I have a motion to approve the PSBA Business Travel Accident Insurance Program for all administrators and the Solicitor as presented.

Motion:
Second:
Discussion:
Vote:
Result:

B. **POLICY AND PROGRAMS**

Mrs. Sherryl L. Wagner

1. **FIELD TRIP**

Approval is recommended of the following field trip:

- a. Select Instrumental Students – Midd-West High School – Bloomsburg, PA – March 23, 2017, through March 25, 2017 – 4 Students/1 Adult – Cost to Organization: \$0.00 – Cost to District – \$743.60

May I have a motion to approve the field trip as presented.

Motion:
Second:
Discussion:
Vote:
Result:

2. **2017-2018 SCHOOL CALENDAR – FIRST READING**

Approval is recommended of the 2017-2018 school calendar on first reading.

May I have a motion approve the 2017-2018 school calendar on first reading as presented.

Motion:
Second:
Discussion:
Vote:
Result:

3. **PETS (PRE-EMPLOYMENT TRANSITION SERVICES) PARTICIPATION**

Approval is requested to grant authorization for Mid-West High School students in the Life Skills Support Programs and School-to-Work Programs to participate in PETS (Pre-Employment Transition Services) funded through the Office of Vocational Rehabilitation provided by the United Cerebral Palsy for the remainder of the 2016-2017 school year.

May I have a motion to approve granting authorization for Mid-West High School students in the Life Skills Support Programs and School-to-Work Programs to participate in PETS as presented.

Motion:
Second:
Discussion:
Vote:
Result:

4. **MULTI-HAZARD EMERGENCY OPERATIONS PLAN**

Approval is requested of the Multi-Hazard Emergency Operations Plan to provide information on how to respond to emergency incidents by outlining the responsibilities and duties of the school district and its employees.

May I have a motion to approve the Multi-Hazard Emergency Operations Plan as presented.

Motion:
Second:
Discussion:
Vote:
Result:

5. **MEMORANDUM OF UNDERSTANDING – FOSTER CARE TRANSPORTATION PROCEDURES**

Approval is requested of a Memorandum of Understanding with the Snyder County Children and Youth Services to satisfy requirements of Every Student Succeeds Act (ESSA) which requires that a Memorandum of Understanding be developed 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 or origin and alternative means of transportation to and from school have been fully explored and deemed unavailable.

May I have a motion to approve a Memorandum of Understanding with the Snyder County Children and Youth Services to satisfy requirements of Every Student Succeeds Act (ESSA) as presented.

Motion:
Second:
Discussion:

Vote:
Result:

6. **TRANSPORTATION PLAN – FOSTER CARE TRANSPORTATION PROCEDURES**

Approval is requested of a Transportation Plan between the Snyder County Children and Youth Services and the Mid-West School District to satisfy requirements of Every Student Succeeds Act (ESSA) which addresses transportation for foster care youth in a cost-effective way by establishing formal, written protocols and procedures to ensure that foster care youth can remain in their school or origin whenever possible.

May I have a motion to approve a Transportation Plan between the Snyder County Children and Youth Services and the Mid-West School District to satisfy requirements of Every Student Succeeds Act (ESSA) as presented.

Motion:
Second:
Discussion:
Vote:
Result:

C. **PERSONNEL**

Mrs. Sherryl L. Wagner

1. **APPOINTMENTS**

a. **EXTRA-CURRICULAR – VOLUNTEERS**

Approval is recommended of the following individuals as volunteers for the 2016-2017 school year:

Greta E. Biddle	Track and Field Coach	MWHS
Tabatha L. Spriggle	Junior High Field Hockey Coach	MWMS
Ryan J. Swineford*	Varsity Baseball Coach	MWHS
Cameron K. Weaver	Track and Field Coach	MWHS

**Pending receipt of Act 151, 114, 24 and 31*

May I have a motion to approve the individuals as presented.

Motion:
Second:
Discussion:
Vote:
Result:

2. **ADDITION TO SUBSTITUTE LIST**

a. **CERTIFICATED**

Approval is recommended of the following individual as a certificated substitute at a rate of \$80.00 per day for the 2016-2017 school year:

Ami S. Renninger-Boop All Instructional Areas PK-12

May I have a motion to approve the individual as presented.

Motion:
Second:
Discussion:
Vote:
Result:

3. **LEAVES OF ABSENCE**

Approval is recommended of the following medical leaves of absence:

- a. Mid-West High School – Effective: February 28, 2017, through approximately April 11, 2017
- b. West Snyder Elementary School – Effective: March 1, 2017, through approximately March 5, 2017
- c. Middleburg Elementary School – Effective: On or about April 10, 2017, through approximately May 22, 2017

May I have a motion to approve the medical leaves of absence as presented.

Motion:
Second:
Discussion:
Vote:
Result:

D. **OTHER**

1. **CSIU BOARD OF DIRECTORS REPRESENTATIVE**

Approval is recommended to appoint Victor L. Abate as the District representative to the Central Susquehanna Intermediate Unit Board of Directors for a three-year term beginning July 1, 2017, through June 30, 2020.

May I have a motion to appoint Victor L. Abate as the District representative to the Central Susquehanna Intermediate Unit Board of Directors as presented.

Motion:
Second:
Discussion:
Vote:
Result:

2. **BUSINESS OFFICE SUMMER INTERN**

Approval is requested to grant permission to the Business Manager to research requirements, interview and recommend a business office

summer intern for hire at a later Board meeting.

May I have a motion to grant permission to the Business Manager to research requirements, interview and recommend a business office summer intern as presented.

Motion:
Second:
Discussion:
Vote:
Result:

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.

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

XI. **REPORTS**

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

XII. **ADJOURNMENT**

Mr. Victor L. Abate

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