

MIDD-WEST SCHOOL DISTRICT

Work Session

Middleburg Elementary School

Large Group Conference Room

Monday, October 10, 2016

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

1) _____, Class President; _____, Class Vice President;
_____, Class Treasurer and Mr. Christopher Snyder, Senior Class
Advisor – Senior Class Trip

2) Mrs. Ann M. Murray, School Nurse – Drug Testing

V. **OATH OF OFFICE – STUDENT REPRESENTATIVE**

Miss Clorise L. Minium – Student Representative, Midd-West High School

VI. **ITEMS FOR WORK SESSION**

A. **BUSINESS AND FISCAL**

Mr. Shawn A. Sassaman

1. **MINUTES**

- a. Approval is recommended of the minutes of the September 26, 2016, regular meeting of the Mid-West School District Board of School Directors.
- b. Approval is recommended of the minutes of the October 10, 2016, work session of the Mid-West School District Board of School Directors.

2. **LIST OF BILLS**

Approval is recommended of the list of bills for the period September 27, 2016, through October 24, 2016.

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 September 30, 2016.

4. **BUS DRIVERS**

Approval is recommended for the following individuals as bus drivers for the 2016-2017 school year:

Narehood Transportation, LLC

Danielle D. Phillips effective October 4, 2016
 Andrea E. Wagner effective September 26, 2016

Strawser Busing, LLC

Kathy E. Hockenberry effective October 3, 2016
 Karen L. Spangler effective October 3, 2016
 Michael P. Strawser effective October 3, 2016
 Terry E. Strawser effective October 3, 2016
 Dennis A. Yoder effective October 3, 2016

5. **WINTER ATHLETIC TRANSPORTATION BIDS**

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

Hunters Valley, Inc.	\$ _____
Narehood Transportation, LLC	\$ _____
Spade Busing, LLC	\$ _____

6. **SNOW REMOVAL SERVICES QUOTES**

Approval is recommended to accept the quotes from the following vendors for snow removal services for the 2016-2017 school year:

7. **BUDGET TRANSFERS**

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

8. **NEW 2017 10-PASSENGER STUDENT VANL**

Approval is requested to accept the purchase of a 2017 Ford Transit 10-passenger student van under COSTARS from Lake Ford Lincoln, Inc., Lewistown, PA, in the amount of \$27,988.00. *{This van will replace a 2000 Ford van with 143,000 miles at Midd-West High School.}*

9. **QUOTE FOR WATER LEAK AT MIDD-WEST HIGH SCHOOL**

Approval is recommended of the quote to do excavating to fix a water leak at Midd-West High School from Stahl Brothers Garage, Middleburg, PA, at a cost of \$700.00.

10. **HYBRID LEARNING INITIATIVE – CSIU**

Approval is recommended of the Agreement between the Central Susquehanna Intermediate Unit (CSIU) and the Midd-West School District for the purpose of establishing fees and services associated with an initiative program known as “Hybrid Learning Initiative” designed to improve student learning through deliberate planning, implementation and evaluation of technology-enhanced classroom practices for the period September 1, 2016, through June 30, 2017.

11. **ENGAGEMENT AGREEMENT – THE RESCHINI GROUP**

Approval is recommended of an Engagement Agreement with The Reschini Group to assist Midd-West School District in the completion of reporting requirements mandated by the Patient Protection and Affordable Care Act as codified in Sections 6055 and 6056 of the Internal Revenue Code at a cost of \$6.00 per form. *{Estimated cost to be \$2,142.00}*

12. **LETTER OF AGREEMENT – TITLE I SERVICES AT JUNIATA MENNONITE SCHOOL**

Approval is recommended of a Letter of Agreement between Midd-West School District, Juniata Mennonite School and Mindi Courtney to provide math instructional services to Midd-West students who are enrolled and qualify for Title I services at Juniata Mennonite School to commence on October 1, 2016, and terminate on June 2, 2017, at a cost of \$11,455.00. *{This is funded through Title I non-public funds.}*

13. **INTER-DISTRICT AGREEMENT FOR NON-PUBLIC TITLE I SERVICES – MIFFLIN COUNTY CHRISTIAN ACADEMY**

Approval is recommended of an Inter-district Agreement with Mifflin County School District to provide Title I services to eligible Mifflin County Christian Academy non-public students that reside in the Midd-West School District’s attendance area for the 2016-2017 school year at a cost estimated at \$1,698.00. *{This is funded through Title I non-public funds.}*

14. **QUOTE FOR LEXIA READING CORE5 STUDENT SUBSCRIPTION AND TRAINING**

Approval is recommended of the quote to purchase 50 student subscriptions for Lexia Reading Core5 from Lexia Learning Systems, LLC, for Grades K-2 at Middleburg Elementary School and West Snyder Elementary School at a cost of \$2,000.00 and two (2) teacher training webinars at a cost of \$1,000.00 for a total cost of \$3,000.00. *{This will be paid with Title I funds.}*

15. **QUOTE FOR READ NATURALLY LIVE**

Approval is recommended of the quote to purchase 150 student subscriptions for Read Naturally Live from Read Naturally for Grades 3-5 at Middleburg Elementary School and West Snyder Elementary School at a cost of \$2,307.00. *{This will be paid with Title I funds.}*

16. **QUOTE FOR SWITCHES AND SUPPORTING COMPONENTS**

Approval is recommended of the quote to purchase switches and supporting components from IntegraONE for Mid-West Middle School at a cost of \$49,312.74.

17. **CHANGE ORDER HC-2 – WEST SNYDER ELEMENTARY SCHOOL RENOVATION PROJECT**

Approval is recommended for the Change Order HC-2 for the West Snyder Elementary School Renovation Project from Lugaila Mechanical, Inc., in the amount of \$91,348.00 for the following:

Add steel lintel in Library	\$ 920.00
Remove existing chimney and reroof	\$24,690.00
Replace water lines in girls locker room	\$ 5,528.36
Add grab bars in new toilet rooms	\$ 350.69
Miscellaneous additional masonry infill (gang toilet in Kindergarten wing)	\$ 816.11
Add sink in maintenance shop	\$ 4,382.54
Replace sanitary line and faucets in Kitchen	\$ 5,933.13
Install new walls in Library, Art Room and Pre-K classrooms, miscellaneous door opening and wall toothing	\$35,166.00
Stage extension material	\$13,561.56

18. **CHANGE ORDER EC-3 – WEST SNYDER ELEMENTARY SCHOOL RENOVATION PROJECT**

Approval is recommended for the Change Order EC-3 for the West Snyder Elementary School Renovation Project from G.R. Sponaugle & Sons, Inc., in the amount of \$101,169.00 for the following:

Install corridor bulkheads, modify Auditorium ceiling (modify grid and replace tiles), Install Auditorium subfloor	\$79,769.02
Gym lighting replacement to LED	\$21,400.00

19. **PROPOSAL FOR PHASE 2 PROJECT OVERSIGHT – WEST SNYDER ELEMENTARY SCHOOL RENOVATION PROJECT**

Approval is recommended to accept the Proposal for Phase 2 Project Oversight hourly not-to-exceed in the amount of \$180,000.00 for the West Snyder Elementary School Renovation Project.

20. **PLANCON PART F, CONSTRUCTION DOCUMENTS, FOR THE WEST SNYDER ELEMENTARY SCHOOL RENOVATION PROJECT – PHASE 2**

Approval is recommended that authorization be given to the Administration and Architect to submit PlanCon Part F, Construction Documents, to the Pennsylvania Department of Education for approval for the West Snyder Elementary School Renovation Project.

21. **BOARD RESOLUTION FOR PLANCON PART F, CONSTRUCTION DOCUMENTS, FOR THE WEST SNYDER ELEMENTARY SCHOOL RENOVATION PROJECT – PHASE 2**

Approval is recommended of the Board Resolution for PlanCon Part F, Construction Documents, for the West Snyder Elementary School Renovation Project as follows:

1. The Board will not enter into construction contracts until it has received written approval for PlanCon Part F, Construction Documents, from the Department of Education.
2. The Board of School Directors has obtained, or will obtain, all necessary approvals from local, regional, and state agencies relating to health, safety, design, planning highway access, and freedom from flooding and subsidence, prior to entering into construction contracts.
3. The Board acknowledges that failure to obtain the requisite approvals prior to entering into construction contracts may be sufficient cause for the Department of Education to revoke its approval for this project. If approval is revoked, the project will not be reimbursed by the Commonwealth.

B. **POLICY AND PROGRAMS**

Mrs. Sherryl L. Wagner

1. **FIELD TRIPS**

Approval is recommended of the following field trips:

- a. Student Council (Grades 9-12) – Midd-West High School – Cheswick, PA – November 10, 2016, through November 12, 2016 – 8 Students/2 Adults – Cost to Organization: \$1,640.00 – Cost to District: \$560.48
- b. Senior Class – Midd-West High School – Boston, MA – April 27, 2017, through April 30, 2017 – 70 Students/7 Adults – Cost to Organization: \$43,750.00 (\$625.00 per student) – Cost to District: \$344.48

- c. Instrumental/Choral Students (Grades 9-12) – Mid-West High School – New York City, NY – May 11, 2017, through May 14, 2017 – 65 Students/7 Adults – Cost to Organization: \$43,875.00 – Cost to District: \$172.24

2. **NEW POLICY GUIDE 626 – FEDERAL FISCAL COMPLIANCE**

Approval is recommended of new Policy Guide 626, Federal Fiscal Compliance, on second and final reading.

C. **PERSONNEL**

Mrs. Sherryl L. Wagner

1. **ADMINISTRATIVE COMPENSATION AND BENEFIT PROGRAM**

Approval is recommended of the Administrative Compensation and Benefit Program for the period July 1, 2016, through June 30, 2019.

2. **SALARY RECOMMENDATION – SUPERINTENDENT OF SCHOOLS**

Approval is recommended of a salary adjustment for Richard J. Musselman, Superintendent of Schools, with a salary of \$128,176.00 to be effective on July 1, 2016.

3. **SALARY RECOMMENDATIONS – ADMINISTRATIVE STAFF**

Approval is recommended of the 2016-2017 salaries for the following administrators, which have been determined by and fall within the Act 93 Agreement, to be effective July 1, 2016:

Dane S. Aucker	\$ _____
Jeremy D. Brown	\$ _____
Lee C. Bzdil	\$ _____
James C. Edmiston, III	\$ _____
Thor R. Edmiston	\$ _____
Cynthia L. Hutchinson	\$ _____
John S. Rosselli	\$ _____
Erin C. Sheedy	\$ _____
Bree A. Solomon	\$ _____
Joseph W. Stroup	\$ _____
Gary L. Thomas	\$ _____

4. **EMPLOYMENT – CERTIFICATED**

Approval is requested to employ the following individual:

- a. Long-term Substitute – Lyndee A. Sheaffer – Elementary Teacher (Grade 1) – Middleburg Elementary School – Effective: August 29, 2016, through March 24, 2017 – Salary: \$43,866.00 pro rated
{Replacement/ Aucker}

5. **EMPLOYMENTS – CLASSIFIED**

Approval is requested to employ the following individuals:

- a. Classified Employee – Tameka M. Carter – Part-time Cafeteria Worker – Mid-West High School – Effective: October 11, 2016, pending receipt of Act 34, 151, 114, 24 and 31 – Salary: \$8.25 per hour
{Replacement/Rosselli}
- b. Classified Employee – _____ – Part-time Cafeteria Worker – Mid-West High School – Effective: October __, 2016, pending receipt of Act _____ – Salary: \$8.25 per hour
{Replacement/Rosselli}
- c. Classified Employee – _____ – Technology Technician – Mid-West School District – Effective: October __, 2016, pending receipt of Act _____ – Salary: \$15.00 per hour
{Replacement/Edmiston}
- d. Classified Employee – _____ – Personal Care Assistant – Emotional Support Program – West Snyder Elementary School – Effective: _____, 2016, pending receipt of Act _____ – Salary: \$12.00 per hour
{Replacement/Bzdil}

6. **APPOINTMENTS**

a. **EXTRA-CURRICULAR**

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

_____	Junior High Wrestling Coach	MWMS \$ _____
_____	Assistant Jr. High Boys Basketball Coach	MWMS \$ _____

b. **EXTRA-CURRICULAR – VOLUNTEERS**

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

Breanna M. Mitchell	Junior High Girls Basketball Coach	MWMS
Breanna M. Mitchell	Girls Basketball Coach	MWHS
Samuel L. Shirey*	Wrestling Coach	MWHS
Gary S. Wray**	Bowling Coach	MWHS
Jenna L. Yarger	Bowling Coach	MWHS
Nathaniel L. Zechman***	Wrestling Coach	MWHS
Charles W. Zerby****	Junior High Softball Coach	MWMS

**Pending receipt of Act 34, 151, 114, 24 and 31*

***Pending receipt of Act 34, 151 and 114*

****Pending receipt of Act 31*

*****Pending receipt of Act 34, 151, 114 and 24*

c. **AFTER-SCHOOL TUTORS**

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

Loren E. Collins
Tamie R. Kratzer

Nancy M. Marrara
Mindy L. Raker
Andrea R. Seebold
Jena M. Stauffer
Holly J. Welsh

7. **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:

Jessica N. M. Roush All Instructional Areas PK-12

8. **LEAVES OF ABSENCE**

Approval is recommended of the following medical leaves of absence:

- a. Middleburg Elementary School – Effective: September 30, 2016, through approximately October 23, 2016
- b. Midd-West High School – Effective: On or about February 15, 2017, through approximately April 12, 2017

9. **UNCOMPENSATED LEAVE OF ABSENCE**

- a. Middleburg Elementary School – Effective: October 4, 2016, (half day) through March 26, 2017

10. **RESIGNATIONS**

Approval is requested to accept the following resignations:

Chandler M. Sheaffer Effective: September 22, 2016
Baseball Coach – Head
Midd-West High School

Amanda J. Miller Effective: September 23, 2016
Personal Care Assistant – Emotional Support Program
West Snyder Elementary School

Benjamin L. Shirk Effective: September 24, 2016
Assistant Junior Varsity Baseball Coach
Midd-West High School

D. **OTHER**

VII. **CLOSING CEREMONIES**

VIII. **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.

- | | | |
|-----|---|--------------------------|
| IX. | SCHEDULED SPEAKERS | Mr. Victor L. Abate |
| X. | 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. Ronald E. Wilson |
| 11. | BUILDINGS AND GROUNDS COMMITTEE | Mr. Ronald E. Wilson |
| 12. | FINANCE/BUDGET COMMITTEE | Mr. Jeremy M. Tittle |
| 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 |
| XI. | ADJOURNMENT | Mr. Victor L. Abate |

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