

**WAYNESBORO AREA SCHOOL DISTRICT**  
**Waynesboro, PA 17268**

The Waynesboro Area Board of School Directors met on Tuesday, February 23, 2016, in the cafeteria at Fairview Elementary School. The meeting was called to order at 7:01 p.m. by President Kulla.

**PLEDGE OF ALLEGIANCE**

The meeting began with the pledge to the flag led by Mrs. Herald.

**ATTENDANCE**

Present were: Karen Herald/Roger Willingham (by phone at 7:23 p.m.)/Billie Finn/Lee Lemley/Bonnie Bachtell/Chris Lind/Cindy Sullivan/Stephen O'Brien/Stephen Kulla.

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

**APPROVAL OF AGENDA**

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

- WAMS Storm Water & Maintenance Operation Agreement
- Appointment of Assistant Secretary to the Board
- Change of Date for March 22, 2016 board meeting

ABSENT: Willingham

**APPROVAL OF MINUTES**

On a Bachtell/Lind motion and unanimous voice vote, the Board of School Directors approved the minutes of February 11, 2016.

ABSENT: Willingham

**MUSICAL PERFORMANCE**

WASHS Chamber Choir was invited to perform for the board. Mr. Griffith thanked the board for the invitation and noted that the kick-off concert for Music In Our Schools month will be held at 7:00 p.m. Thursday, February 25, 2016.

**PUBLIC COMMENT**

Mr. Kulla thanked Mrs. Eberhardt for hosting the board meeting at Fairview and for the building tour prior to the meeting.

Tom McCloud, Waynesboro offered to provide the district with framed posters of the national motto, "In God We Trust" for each classroom and the administrative offices.

**INTRODUCTION OF STUDENT REPRESENTATIVES**

Student representative, Jacob McCleaf, Grade 12, introduced himself to the board and thanked them for

the opportunity to serve. Each of the three representatives gave reports on upcoming events and athletic competition results.

### **AUDIT PRESENTATION – PUBLIC FINANCIAL MANAGEMENT**

Jamie Doyle presented information on the results of the Bond Sale General Obligation Bonds, Series B of 2016. She noted the Moody's credit rating for the district was downgraded from an A1 to A2 rating based on the material deterioration of the tax base and continued structural imbalance leading to decreases in reserves and liquidity. As a result of refunding of the 2011 bonds, the district will have net interest savings of \$332,340.

Thomas Lynch then discussed the bond resolution presented for board approval.

### **BUSINESS**

#### **Discuss/Act on 2016 Bond Resolution**

A resolution of the Waynesboro Area School District increasing the bonded indebtedness of the School District by an issue of General Obligation Bonds in the total amount of \$7,130,000, for the purposes of providing for (1) current refunding of the School District's outstanding General Obligation Bonds, Series of 2011, and (2) the payment of the issuance costs of the bond issue; fixing the form, series, numbers, denominations, date, interest rates and maturities thereof; pledging and levying a tax for payment of debt service charges; authorizing execution, sale and delivery thereof; pledging the repayment of said bonds; establishing a 2016 clearing fund, 2011 bonds escrow fund, and 2016 bonds sinking fund; authorizing the filing for approval of said debt with the Pennsylvania Department of Community and Economic Development; and authorizing the payment of the required filing fee and issuance costs therefor.

On a Lind/Bachtell motion and roll call listed, the Board of School Directors approved the 2016 Bond Resolution as presented.

YEA: Willingham/Finn/Lemley/Bachtell/Lind/Sullivan/Herald/O'Brien/Kulla

#### **Discuss/Act on Comprehensive Plan**

In October 2015, the district sought community, staff, student and parent participation by personal invitation and announcements at board meetings. The Committee of the Whole (64 members) met to develop the mission statement, vision statements, and shared values and to review the list of district priorities identified through the district needs assessments. Community input from these meetings was used to develop the final mission statement, vision statements, shared values and the final goals of the Comprehensive Plan.

On a Lemley/Sullivan motion and unanimous voice vote, the Board of School Directors approved the Comprehensive Plan dated July 1, 2016 through June 30, 2019.

### **Discuss/Act on Personnel**

On a Lemley/Lind motion and unanimous voice vote, the Board of School Directors approved the following:

#### **Retirements – Professional Staff**

Cynthia Y. Forbes, Grade 3, Fairview Elementary School – Retirement with 23 years of service, effective June 2, 2016. Retirement payment = \$5,310.96.

Babette M. Wenerd, Music, Waynesboro Area Middle School – Retirement with 34 years of service, effective June 2, 2016. Retirement payment = \$6,236.11.

Barbara E. Blubaugh, Grade 6, Hooverville Elementary School – Retirement with 31.5 years of services, effective June 2, 2016. Retirement payment = \$5,205.61.

#### **Resignation – Extra-Curricular Staff**

Stephanie Heward, All School Production Producer, effective February 1, 2016.

#### **Transfers – Support Staff**

Amber L. Nowak from Cleaner, Summitview Elementary School – Salary/Hours/Days = \$10.00/4.0 hours/249 days, to Server, Summitview Elementary School – Salary/Hours/Days = \$9.25/3.0 hours/181 days, effective January 25, 2016. Reason: Replacing Susanne Nelson who transferred.

Katherine N. Frain from Cook/Server, Summitview Elementary School – Salary/Hours/Days = \$11.25/4.0 hours/181 days, to Cook/Server, Hooverville Elementary School – Salary/Hours/Days = \$11.25/4.0 hours/181 days, effective February 9, 2016. Reason: Replacing Cheryl Jae who is transferring.

Cheryl C. Jae from Dishwasher/Server, Hooverville Elementary School – Salary/Hours/Days = \$9.25/4.0 hours/181 days, to Dishwasher/Server, Summitview Elementary School – Salary/Hours/Days = \$9.25/4.0 hours/181 days, effective March 14, 2016. Reason: Replacing Katherine Frane who transferred.

#### **Requests for Leave**

Sandra J. Shuck, Special Education, Waynesboro Area Senior High School – Medical Leave Extension, effective January 20, 2016 through February 19, 2016. Return to Work Date – February 22, 2016.

Douglas S. Lowery, Health & Physical Education, Waynesboro Area Middle School, Military Leave, effective March 7, 2016 through March 25, 2016. Return to Work Date – March 28, 2016.

Hanna M. Zisa, Special Education Teacher Assistant, Mowrey Elementary – Medical/Unpaid Leave, effective May 2, 2016 through May 31, 2016. Return to Work Date – At the beginning of the 2016-2017 school year.

Cheryl C. Jae, Server, Hooverville Elementary – Medical Leave Extension, effective January 19, 2016 through March 11, 2016. Return to Work Day – March 14, 2016.

#### **Resignation – Coaching Staff**

Robyn B. Stoops, Junior Varsity Head Softball Coach, effective February 22, 2016.

#### **Appointments – Coaching Staff**

Justin E. Moose, Junior Varsity Head Softball Coach – Salary = Step 2 - \$3,128.00, effective for the 2015-2016 school year. Reason: Replacing Robyn Stoops who resigned.

Sara A. Moose, Junior Varsity Assistant Softball Coach – Salary = Step 2 - \$2,347.00, effective for the 2015-2016 school year. Reason: Replacing Justin Moose who transferred.

Appointment – Substitute Support Staff

Jessica R. Heid, Substitute Teacher Assistant, Crossing Guard, and Cafeteria

Discuss/Act on School Bus Driver Acceptance

The personnel listed below 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 have submitted the necessary documents which have been verified by the personnel department.

Van Drivers:

Heck-Meyers – Chasity Ramsburg  
WASD – Elaine Green

Bus Drivers:

Heck-Meyers – Brandy Mowrey

On a Lind/Lemley motion and unanimous voice vote, the Board of School Directors accepted the persons listed as Van/Bus Drivers employed by Heck-Meyers, LLC. And WASD. These persons will be transporting Waynesboro Area School District Students.

Discuss/Act on Overnight Trip Requests

On December 14, 2015, the Waynesboro chapter of FBLA competed at the Region 26 FBLA conference. There are 52 different subjects that students may compete in. Our students picked a subject and studied for this competition. Students who rank 1-3 in their event advance to the state level competition. The students competed with 13 other schools from Central Pennsylvania. They will now compete against the 1<sup>st</sup>-3<sup>rd</sup> place winners from the other 27 regions. If a student ranks 1-3 at the state level, they will then compete nationally.

**When:** April 11 – 13, 2016

**Where:** Hershey Lodge, Hershey, Pennsylvania

**Chaperones:** Caitlyn Doerner and Caroline Tassone

**Participants:** 12 students

On a Lind/Herald motion and unanimous voice vote, the Board of School Directors approved the FBLA overnight trip request to compete at the state level in Hershey, Pennsylvania as presented.

Discuss/Act on 1<sup>st</sup> Reading of Policy 334.1 – Sick Leave Bank

On an O'Brien/Lind motion and roll call listed, the Board of School Directors approved the 1<sup>st</sup> reading of Policy 334.1.

YEA: Willingham/Finn/Lemley/Bachtell/Lind/Sullivan/O'Brien/Kulla

NAY: Herald

Concern was expressed regarding the use of 10 unpaid days prior to drawing from the Sick Bank, and the 90 days maximum use of Sick Leave Bank in the course of employment in the district.

**Discuss/Act on Agreement between LIU 12 and WASD**

The Administration has received a Letter of Agreement from Lincoln Intermediate Unit #12 for the Adult Education 2015-2016 program year. In the agreement, the Lincoln Intermediate Unit #12 agrees to act as the fiscal agent for the Waynesboro Area School District's Federal Adult Education Workforce Investment Act 231 funds.

On a Lind/Lemley motion and unanimous voice vote, the Board of School Directors approved the Letter of Agreement with the Lincoln Intermediate Unit #12 as presented.

**Discuss/Act on WAMS Storm Water & Maintenance Operation Agreement**

A Storm Water Operations & Maintenance Agreement for the Waynesboro Area Middle School project was provided for review. This is a requirement as part of the WAMS expansion project. Additionally, this project will require escrow of \$7,150 to the Borough for ten years as the Financial Surety for maintenance of the project.

The Borough denied the District's request to waive the \$7,150 Financial Surety.

On a Finn/Bachtell motion and unanimous voice vote, the Board of School Directors approved the Storm Water Operations & Maintenance Agreement for the Waynesboro Area Middle School project as presented.

**Discuss/Act on Appointment of School Board Assistant Secretary**

On a Lemley/Sullivan motion and unanimous voice vote, Chris Lind was appointed to the position of School Board Assistant Secretary.

**Discuss/Act on Board Meeting Date Change**

On a Sullivan/Lind motion and unanimous voice vote, the Board of School Directors changed the date of the second meeting in March (March 22, 2016) to March 29, 2016, 7:00 p.m. at Hooverville Elementary.

**BOARD INITIATIVES**

**Discuss/Act on Addition Assignment to Budget Committee**

On a Lind/Bachtell motion and unanimous voice vote, the Board of School Directors approved adding Billie Finn as a member of the budget committee.

**Discuss Increase for District Substitute Teachers**

A suggestion was made to increase the substitute teacher pay rate to \$100 per day. Currently, the district pays \$90 per day. The administration was directed to calculate the cost to the district, as well as, determine where the money would come from.

**Discuss Code of Conduct**

Board members discussed consideration of adopting PSBA's Principles for Governance and Leadership. Some members felt this is not necessary as the district has in place, Policy 011 – Board Governance Standards/Code of Conduct.

**FINANCIAL BUSINESS**

On a Lind/O'Brien motion and voice vote, the Board of School Directors approved the following:

- Budget Income & Expense Accounts Summary for all funds and Budgetary Transfers
- General Fund paid bills in the amount of \$986,116.94
- Cafeteria Fund paid bills in the amount of \$91,379.98
- Purchase Order Requisitions in the amount of \$40,950.04.

Mrs. Finn dissented because she had too many unanswered questions.

**INFORMATION ITEMS**

- Dr. Diller shared information with the board regarding the prescription Naloxone (Narcan) that is used to reverse the effects of a drug overdose. She would like to pursue getting a prescription for Naloxone for each of the buildings. There were no objections from the board.

**PUBLIC COMMENT**

None.

**BOARD MEMBER COMMENTS**

- Mr. Lemley noted, he will be out of town for the next couple of weeks.

**ADJOURNMENT**

On a Lind/O'Brien motion and unanimous voice vote, the meeting adjourned at 9:04 p.m. with the Board of Directors going into executive session.

SIGNED

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Stephen Kulla, President

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Bonnie Bachtell, Secretary