

MIDD-WEST SCHOOL DISTRICT

Regular Meeting

Middleburg Elementary School

Large Group Conference Room

Monday, November 18, 2019

A QUALITY EDUCATION FOR ALL, FOR LIFE

I. OPENING CEREMONY

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

Mr. Victor L. Abate

Mr. Abate stated this evening we have Garrett Snyder with us. Garrett, you're a first grade student in Mrs. Beech's class. Is that correct?

Master Snyder responded by nodding his head yes.

Mr. Abate inquired your favorite part of school is what?

Master Snyder whispered recess.

Mr. Abate inquired what?

Master Snyder responded recess.

Laughter occurred at this time.

Mr. Abate stated okay. You like to race cars. What kind of cars do you race?

Master Snyder whispered dirt bikes.

Mr. Abate stated dirt bikes, and when you grow up, Officer Mall, this is Garrett. He wants to be a cop. You do love elementary school, and you love your teacher, Mrs. Beech. *Mr. Abate continued speaking, but it was inaudible.*

Master Snyder stated don't look at me.

Laughter occurred at this time.

Master Snyder ran to the audience chairs.

Mr. Abate stated oh, no, no, no. Wait, wait. You got to do the Pledge. I won't look at you, Garrett. Come on back. Come on back here. Nobody look at Garrett. Over there's the flag, Garrett. Whenever you're ready, you go ahead and you start, and we'll follow right behind you. Go ahead.

A round of applause occurred at this time.

III. **ROLL CALL:**

Mr. Victor L. Abate

<u>BOARD OF SCHOOL DIRECTORS</u>	<u>PRESENT</u>	<u>ABSENT</u>	<u>LATE ARRIVAL</u>
Mr. Victor L. Abate, President	X		
Mr. Donald D. Pinci, Vice President	X		
Mr. Shawn A. Sassaman, Treasurer	X		
Mrs. Stephanie M. Bowersox	X		
Mrs. Wyona P. Lauver	X		
Mr. Tony G. McKnight	X		
Mr. Christopher T. Nesbit	X		
Mr. Thomas J. Rubillo	X		
Mr. Ronald E. Wilson	X		
Mr. Richard J. Musselman, Superintendent (Non-Voting Member)	X		
Ms. Allyson L. Folk, Secretary (Non-Member)	X		

OTHERS

Mr. Joseph W. Stroup, Director of Curriculum and Instruction
 Mrs. Amy B. Simmons, Business Manager
 Attorney Orris C. Knepp, III, Solicitor
 Mr. Dane S. Aucker, Principal, Midd-West Middle School
 Mr. Jeremy D. Brown, Assistant Principal, Midd-West High School
 Mr. Thor R. Edmiston, Principal, Midd-West High School
 Mrs. Julie L. Lohr, Principal, Middleburg Elementary School
 Mr. John S. Rosselli, Director of Food Services
 Miss Erin C. Sheedy, Principal, West Snyder Elementary School
 Mrs. Bree A. Solomon, Athletic Director
 Mrs. Cassandra A. Beech
 Mr. Terry L. Boonie
 Mr. Justin T. Haynes
 Mrs. Julie R. Eriksson
 Master Garrett Snyder
 Approximately five concerned citizens

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.

There were no public comments.

V. **STUDENT REPORT**

Miss Makenna M. Dietz

Miss Dietz reported on the following items:

1) Grade 12 Fundraiser

Twelfth grade is finishing selling R & K subs.

2) Grade 11 Fundraiser

Eleventh grade will be selling Deppen's Pies in February.

3) Grade 10 Fundraiser

Over Easter, tenth grade will be selling chocolate and flowers out of the Kidz First Magazine.

4) Boys Soccer Team

For fall sports, boys soccer finished their season 19-4. They got second in Districts and then made it to the second round of states where they lost to New Hope-Solebury.

5) Football Team

The football team finished their season 4-7, and they lost to Selinsgrove in the District Quarter-Finals.

6) Winter Sports Season

Winter sports begin tonight.

7) FFA Chapter

FFA's fruit sale just ended, and they are now setting up the "Giving Tree" and preparing for the Log Cabin Christmas event in Middleburg.

8) Student Council

Student Council is currently preparing for its annual Talent Show and the Holiday Spirit Week.

9) DECA Club

DECA recently attended their 76ers trip, and they are preparing for Districts at Susquehanna University in December.

10) Fall Play

The fall play just finished up which was the "Three Fairy Godmothers," and it was a success and had a good attendance.

Keystone Exams

Keystone testing will begin right after we get back from Thanksgiving break.

11) National Honor Society Induction

National Honor Society inducted 22 new members on November 3.

Mr. Abate stated we also have this evening our new elected Board members, Mr. Boonie, Mr. Haynes and Mrs. Eriksson. Glad you could make it this evening. Thank you for coming.

VI. **SCHEDULED SPEAKERS**

Mr. Victor L. Abate

There were no scheduled speakers.

Mr. Abate stated we are going to move Item 8. under Business and Fiscal, on Page 3 to D. That will require a roll call vote. So, we will move that to "Other."

VII. **CONSENT AGENDA**

All matters taken under this section are considered to be routine, and action will be taken with one motion. There will be no separate discussion on these items. If discussion is desired, that item will be removed from the Consent Agenda and considered separately.

VIII. **ITEMS FOR ACTION**

A. **BUSINESS AND FISCAL**

Mr. Shawn A. Sassaman

Mr. Sassaman stated if there's no objections, we'll do 1. through 10., excluding 8. Any objections to that? Any comments on any you want to pull out?

1. **MINUTES**

Approval is recommended of the minutes of the October 28, 2019, regular meeting of the Midd-West School District Board of Directors.

2. **LIST OF BILLS**

Approval is recommended of the list of bills for the period October 23, 2019, through November 13, 2019.

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 October 31, 2019.

4. **BUS DRIVER**

Approval is recommended for the following individual as a bus driver for the 2019-2020 school year:

Hunters Valley, Inc.

Rebekah A. Reese effective October 28, 2019

5. **BUS STOP**

Approval is recommended for the following bus stop:

Intersection Church Road & Route 35, Richfield

6. **WINTER ATHLETIC TRANSPORTATION BIDS**

Approval is recommended of the winter athletic transportation bids in the

amount of \$7,770.24 as follows:

Hunters Valley, Inc.	\$1,420.00
Strawser Busing, LLC	\$3,721.00
Weikel Busing, LLC	\$2,629.24

7. **BUDGET TRANSFER**

Approval is recommended of the following budget transfer for the 2019-2020 school year:

<u>Amount</u>	<u>Reason</u>	<u>Building</u>
\$2,500.00	New Cross Country Uniforms	Midd-West High School

9. **INFRASTRUCTURE SOLUTION PROPOSAL FOR PRINT SERVER UPGRADE AT MIDD-WEST HIGH SCHOOL**

Approval is recommended of the Infrastructure Solution Proposal from Higher Information Group to upgrade the main print server at Midd-West High School at a cost of \$6,448.21. *{The current server is old, and the software running on it is going to lose support by January.}*

10. **EDUCATIONAL SERVICES AGREEMENT AND HIPAA BUSINESS ASSOCIATE AGREEMENT – PYRAMID HEALTHCARE, INC., t/d/b/a SOARING HEIGHTS SCHOOL**

Approval is recommended of the Educational Services Agreement and HIPAA Business Associate Agreement between Pyramid Healthcare, Inc., t/d/b/a Soaring Heights School and Midd-West School District to offer admission to those LEA students whose Individualized Education Program (IEP) team has approved placement with Soaring Heights School in accordance with the procedural requirements of the Individuals with Disabilities Education Act (IDEA) and all other applicable federal and state laws and regulations at the applicable tuition rates set forth in the Agreement to be effective on August 26, 2019, through July 31, 2020.

Discussion:

Mr. Pinci stated I have a question on the Treasurer's Report. Is there anything? Mrs. Simmons, is there anything in here that you'd like to stress or point out on the Treasurer's Report?

Mrs. Simmons responded right now the Treasurer's Reports, the main General Fund account is still a work in progress because we need to get the balances into Skyward for the prior year so that we can move forward and make sure that it's right. Other than that, no, there isn't anything out of normal.

Mr. Pinci inquired yeah, I was wondering if there's anything on this (General Fund & Trust and All Other Fund/Dashboard Summary) that you feel is important?

Mrs. Simmons inquired on the Treasurer's Reports or the Summary?

Mr. Pinci responded there's a lot of colors to that.

Mrs. Simmons inquired which one?

Mr. Musselman responded he's talking about this one (General Fund & Trust and All Other Fund/Dashboard Summary).

Mrs. Simmons stated oh, okay. This is actually unaudited figures as of June 30, 2019. The first page goes over the revenues that shows the red and blue charts on the right-hand side show revenue by source compared to last year to the 19 fiscal year. So, that would have been 17-18 and 18-19. The second page goes over the expenditures with the Top 10 Expenditures on the top left. Again, the purple and blue compare against the prior year. The third page shows the prior year and then on the right-hand side shows Current Year-to-Date and how it compares to the budget. There is one thing I'd like to mention on the third page. The deficit showing, you have to back out the \$5.5 million that we transferred to Cap Reserve because it shows as an expense in the General Fund until the audit is over. So, there was actually a surplus around \$740,000.00 for the year. The back of that page, again, shows prior year and current year of expenses, and then the final page shows your General Fund balances throughout the year compared to last year. The red dotted line is last year's General Fund balance, and the blue line is this year's. You will see it drop off dramatically in June. That's because of the \$5.5 million transfer.

Mr. Pinci stated thank you.

Mr. Abate inquired is there a motion to approve Items 1. through 10., excluding Item 8.?

Mr. Rubillo moved and Mr. Pinci seconded approval of Items 1., through 10., excluding Item 8.

Yes: Abate, Bowersox, Lauver, McKnight, Nesbit, Pinci, Rubillo, Sassaman, Wilson

No: None

Absent: None

9-0-0-0

MOTION CARRIED

B. **POLICY AND PROGRAMS**

Mr. Donald D. Pinci

Mr. Pinci stated under Policy and Programs, I'd like to take 1. and 2. if there are no objections. Any questions?

1. **FIELD TRIP**

Approval is recommended of the following field trip:

- a. DECA Club – Midd-West High School – December 6, 2019, through December 8, 2019 – Hershey, PA – 1 Student/1 Adult – Cost to Organization: \$0.00 – Cost to District: \$47.56

2. **AFFILIATION AGREEMENT WITH PENN VIEW BIBLE INSTITUTE**

Approval is requested of an Affiliation Agreement with Penn View Bible Institute to allow students to observe and record observations of teaching methods, classroom decorations, classroom management, etc., within the schools in the District to be effective November 5, 2019, through June 30, 2024.

Mr. Abate inquired is there a motion to accept Items 1. and 2. under B., Policy and Programs?

Mr. Nesbit moved and Mr. Rubillo seconded approval to accept Items 1. and 2. under B., Policy and Programs.

Yes: Abate, Bowersox, Lauver, McKnight, Nesbit, Pinci, Rubillo, Sassaman, Wilson

No: None

Absent: None

9-0-0-0

MOTION CARRIED

Mr. Abate stated, Mr. Pinci, I would like to pull out Resignations under 9. on Page 6 separately.

Mr. Pinci stated okay, and then under Personnel, we'll go 1. through 8.; Employments – Classified, Substitute Administrative Secretary, Appointments – Extra-Curricular.

Mr. Abate stated I'm sorry, Mr. Pinci. I also would like Number 2. pulled out as well.

Mr. Pinci stated and Number 2. on that one, and 3., Appointments – Extra-Curricular – Volunteers; 4., Additions to Substitute Lists – Food Service and Instructional Assistant; 5., Athletic Event Personnel, two sections of that; one for fall and for winter athletics; and 7. is Leaves of Absence and 8., Uncompensated Leave of Absence.

C. **PERSONNEL**

Mr. Donald D. Pinci

1. **EMPLOYMENTS – CLASSIFIED**

Approval is requested to employ the following individuals:

- a. Classified Employee – Amanda K. Graybill – Instructional Assistant/ Permanent Substitute – Midd-West School District – Effective: November 19, 2019 – Salary: \$13.20 per hour {Replacement/Bzdil}
- b. Classified Employee – Brenda A. Ziegler – Personal Care Assistant – Work Foundations – Effective: November 19, 2019, pending receipt of Act 34, 151, 114 and 31 – Salary: \$13.20 per hour {Replacement/Bzdil}
- c. Classified Employee – James R. Bachman – Full-time Night-shift Custodian – Midd-West Middle School – Effective: November 20,

2019, pending receipt of Act 34, 151, 114, 24 and 31 – Salary:
\$12.05 per hour {Replacement/ Aucker}

3. **APPOINTMENTS**

a. **EXTRA-CURRICULAR – VOLUNTEERS**

Approval is recommended of the following individuals as volunteers for the 2019-2020 school year:

Tanner J. Ebright	Volunteer Assistant Wrestling Coach	MWHS
Erik M. Markley	Volunteer Assistant Girls Basketball Coach	MWHS
Christopher S. Sauer	Volunteer Girls Basketball Coach	MWHS
Samuel L. Shirey*	Volunteer Wrestling Coach	MWHS
Tabatha L. Spriggle	Volunteer Girls Basketball Coach	MWHS
Michael J. Wolfley	Volunteer Wrestling Coach	MWHS

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

b. **HOMEBOUND/IN-HOME INSTRUCTION INSTRUCTOR**

Approval is recommended of the following individual as a homebound/in-home instruction instructor for the 2019-2020 school year at the hourly rate of \$23.00 as indicated in the Collective Bargaining Agreement:

Ruth Ann Solomon

4. **ADDITIONS TO SUBSTITUTE LISTS**

a. **CLASSIFIED/CLERICAL**

Approval is recommended of the following individual as a clerical substitute at a rate of \$13.20 per hour for the 2019-2020 school year:

Charity A. Rudy

b. **CLASSIFIED/CUSTODIAL**

Approval is recommended of the following individual as a custodial substitute at a rate of \$12.05 per hour for the 2019-2020 school year:
Sheryl L. Walters*

**Pending receipt of Act 24, 31 and School Personnel Health Record*

c. **CLASSIFIED/FOOD SERVICE**

Approval is recommended of the following individual as a food service substitute at a rate of \$11.45 per hour for the 2019-2020 school year:

Charity A. Rudy

d. **CLASSIFIED/INSTRUCTIONAL ASSISTANT**

Approval is recommended of the following individual as an instructional assistant substitute at a rate of \$13.20 per hour for the 2019-2020 school year:

Charity A. Rudy

5. **ATHLETIC EVENT PERSONNEL**

Approval is recommended of the following individuals as fall athletic event personnel for the 2019-2020 school year:

<u>Clock Operator</u> (\$25.00/game)	Thomas C. Feltman
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<u>Ticket Taker/Ticket Seller</u> (\$20.00/game)	Michael A. Frye
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6. **ATHLETIC EVENT PERSONNEL**

Approval is recommended of the following individuals as winter athletic event personnel for the 2019-2020 school year:

<u>Clock Operator</u> (\$25.00/game)	Mark P. Ferster	
	Barry E. Goss	{substitute}
	Jennifer Hummel	
	Brooke J. Keister	{substitute}
	Emilee A. Shaffer	{substitute}
	Lisa M. Wagner	

<u>Ticket Taker/Ticket Seller</u> (\$20.00/game)	Jennifer Hummel	
	Brooke J. Keister	{substitute}
	Kay E. Smith	
	Ruth Ann Solomon	{substitute}
	Lisa M. Wagner	{substitute}
	Jane I. Zimmerman	

<u>Scorekeeper</u> (\$25.00/game)	Amy J. Adams	
	Tabatha L. Spriggle	
	Misty D. Wagner	

<u>Game Manager</u>	Matthew M. Dietz	{substitute}
	Allyson L. Folk	
	Michael A. Frye	
	Jennifer Hummel	{substitute}
	Lisa M. Wagner	{substitute}

(\$35.00/game junior high basketball)
(\$45.00/game basketball/wrestling)

7. **LEAVES OF ABSENCE**

Approval is recommended of the following medical leaves of absence:

- a. Midd-West High School – Effective: November 8, 2019, through November 13, 2019
- b. Middleburg Elementary School – Effective: December 16, 2019, through approximately February 29, 2020

8. **UNCOMPENSATED LEAVE OF ABSENCE**

Approval is recommended of the following uncompensated leave of absence:

- a. West Snyder Elementary School – Effective: January 6, 2020, through January 10, 2020

Mr. Abate inquired is there a motion to accept under Personnel, Items 1. through and including Items 8. on Page 6 with Item 2. and 9. being separated?

Mr. Sassaman moved and Mr. Nesbit seconded approval to accept under Personnel, Items 1., through and including Items 8. on Page 6 with Item 2. and 9. being separated.

Yes: Abate, Bowersox, Lauver, McKnight, Nesbit, Pinci, Rubillo, Sassaman, Wilson

No: None

Absent: None

9-0-0-0

MOTION CARRIED

2. **SUBSTITUTE ADMINISTRATIVE SECRETARY – PAYROLL/TAX COLLECTION**

Mr. Nesbit moved and Mr. Rubillo seconded approval of Robin A. Kauffman as a substitute administrative secretary – payroll/tax collection on an as-needed basis at an hourly rate of \$35.00 to be effective on November 19, 2019, through March 19, 2020.

Discussion:

Mr. Abate inquired, Mr. Musselman, how many hours do you think we're going to be needing? Is this mainly for payroll?

Mr. Musselman responded mainly, it's for payroll. What we're looking at is doing a pay period which is two weeks. She would probably. Robin won't need a whole lot of time to do that. She has a lot of experience, but she is going to need some time to learn the software. So, I would be looking at possibly anywhere from one to three days in a two-week time period. So, it's not like she's going to be there a whole lot. So, there may be a few other things, but we look at a maximum of three days within two weeks.

Mr. Abate inquired do you think \$35.00 is a bit on the high side or?

Mr. Musselman responded well, she certainly has a lot of expertise in the area, but she is going to have to learn the software, and it would be a

higher pay, but you're not paying the health care. You're not paying for retirement because she is already on retirement. No dental or vision. So, you're not paying the benefits as far as that goes, and that was the hourly rate she had requested.

Mr. Abate inquired is there any further discussion?

Mrs. Lauver inquired does she have to watch how many hours she gets in or anything since she's retired? I mean does that?

Mr. Musselman responded well, we're kind of in an emergency situation. So, we could certainly.

Mrs. Lauver inquired on her basis, though?

Mr. Musselman responded yeah, but I could actually contact PSERS, and we're pretty much in an emergency situation. As you know, our payroll clerk is going to be going out on maternity leave sometime in the very near future. Our back-up plan was to have Mrs. Simmons help out with payroll, but she is going to be leaving us as well. So, this is kind of to carry us through that time period so we can continue to keep all those records going, but it shouldn't have a negative impact because she's not going to be putting in that much time. Typically, you can put in 90 days a year without having any impact on your retirement, and she certainly won't be reaching that within six weeks, so, yeah.

Mr. Abate inquired do we have any further discussion?

Yes: Abate, Bowersox, Lauver, McKnight, Nesbit, Pinci, Rubillo, Sassaman, Wilson

No: None

Absent: None

9-0-0-0

MOTION CARRIED

9. **RESIGNATIONS**

Mr. Rubillo moved and Mr. Nesbit seconded approval to accept the following resignations:

Karissa N. Graybill Title I Reading Specialist West Snyder Elementary School	Effective: No later than 60 days from November 8, 2019
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Sheryl L. Walters Full-time Night-shift Custodian Midd-West Middle School	Effective: November 8, 2019
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Inna Tice Instructional Assistant/Permanent Substitute Midd-West School District	Effective: November 11, 2019
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Amy B. Simmons Business Manager Midd-West School District	Effective: November 20, 2019
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Discussion:

Mr. Rubillo inquired is this all, every one of these resignations?

Mr. Abate responded no, I'm I'm I'm concerned with Mrs. Simmons' resignation. I don't think the November 20 is going to be an effective time for our District. I don't think that's going to work for us. Mr. Knepp, is there any provisions that we should be aware of? I mean how long can we hold Mrs. Simmons if we so desire?

Mr. Knepp responded well, you can hold professional employees 60 days, but somebody in the Business Office, quite frankly, I would have to look at what the contract language says and if there's other cases out there under the circumstances. I know traditionally 60 days is generally between District to District.

Mr. Musselman stated my concern is right now we have an audit that is going on, and our audit is not finished. We also, at the end of November, we have to have an AFR submitted. That is my big concern right now. If your AFR is not submitted by November 30, the school district can be fined \$300.00 a day by the state to not have that finished. So, my recommendation would be at least November 30. I know Mrs. Simmons and I have talked about this as far as that goes, but my recommendation would be no earlier, no sooner than November 30. That's, you know, obviously, in my opinion. You guys have a contract. Mrs. Simmons has a contract. So, it's an agreement between the two as far as how you want to do that, but I would ask that at least no earlier than November 30 just because I need those things finished. As a District, we need them done.

Mr. Abate stated I was looking at. I was doing some. I was looking at December 20 right before the holiday break. You all know what I meant. So, I'm thinking that would give us time to get that, and we're having a budget meeting this evening?

Mrs. Simmons stated yes.

Mr. Abate stated after the meeting, and that's in full swing. I don't think.

Mr. Pinci inquired when's the audit going to be over?

Mr. Musselman responded well, I talked with them Friday, and Mrs. Simmons probably talked with them as well. They're still a few things that they have to pull and look at. I don't know where they're at with that, but maybe you have a better update. They're getting close I know.

Mrs. Simmons stated they just pulled some personnel and payroll files that they needed. I just sent them the report that we got from the consultant over at GASB75. So, that was one of the open items.

Mr. Musselman stated okay.

Mrs. Simmons stated so, I have to check in with Krista tomorrow to see where everything stands.

Mr. Musselman stated okay.

Mrs. Simmons stated we should be pretty much done with our end of the work.

Mr. Abate stated November 20 is Wednesday, folks.

Mr. Musselman stated the AFR can be completed before the audit is finished.

Mrs. Simmons stated yes.

Mr. Musselman stated and typically it is, and then if there's anything that needs to be changed, there can be a revision that is done to it. I just wanted to make sure everybody understands that, and I believe you started on that as well. The AFR?

Mrs. Simmons responded yes.

Mr. Abate inquired, Mr. Solicitor, would it be proper to set a date of December 20 as the final date with the stipulation, and up to our Superintendent's satisfaction, release could be sooner? I know.

Mr. Knepp responded the problem is that. I mean.

Mr. Abate stated the contract.

Mr. Knepp stated there's a contract in place, and there could be prickly issues associated with that as far as enforcement of the term of the contract, termination provisions, etc.

Mr. Abate inquired what if both parties agreed?

Mr. Knepp responded if both parties agree, it's easy peazy.

Mr. Abate inquired your thoughts, Mr. Musselman? I'll start with you first.

Mr. Musselman stated she's sitting right there.

Mr. Abate inquired your thoughts on this?

Mrs. Simmons responded if I'm here until December 20, I might as well not resign. The position won't be there.

Mr. Abate inquired do you feel you can have your necessary documents into the state prior to that date?

Mrs. Simmons inquired prior to December 20?

Mr. Abate responded yes.

Mrs. Simmons stated yes, it should only take a day, maybe two if that.

Mr. Abate inquired and what about the audit?

Mrs. Simmons responded the audit, I have to check with Krista to see what else they're waiting on.

Mr. Abate inquired how would November 30 work for you?

Mrs. Simmons responded I can go back to the other District to see what they say.

Mr. Abate inquired have you (Mr. Musselman) had any conversations?

Mr. Musselman responded I have not, no.

Mrs. Simmons stated because I also have to do their AFR.

Mr. Abate inquired I mean do you understand our position, Mrs. Simmons?

Mrs. Simmons responded yes, I do, and I offered when I put my resignation in and talked to Rick, I offered to come in on weekends and over the Thanksgiving break to make sure it was finished.

Mr. Pinci inquired can be add that, too? That stipulation that these?

Mr. Abate inquired do you want to amend the motion?

Mr. Pinci responded yes, amend the motion that these two forms, that these two items be completed.

Mr. Musselman stated well, the audit. I mean as far as all of our stuff, but the auditors may not have their portion done. I just need everybody to understand. The auditors might have everything, but they may not be finished with the audit by the end of November, and that's quite alright. That's okay, but pulling the information, the most, the majority of it comes from Mrs. Simmons.

Mr. Pinci inquired the other form that you're talking?

Mr. Musselman responded the AFR.

Mr. Pinci stated AFR.

Mr. Musselman stated right, yeah.

Mr. Pinci inquired so, can we just say in completion of the AFR? We'll go that direction as opposed to putting a date to it?

Mrs. Lauver stated I think it's clear if you have a date.

Mr. Abate stated I would agree with Mrs. Lauver.

Mr. Knepp stated I mean I know I noticed up above with the professional employee you have no later than 60 days from said date. You know you could put no later than November 30, 2019, and then if she can get that work done before November 30, 2019, then she can be released earlier than that.

Mr. Abate stated November. What did you say? 30th?

Mr. Pinci stated 30th.

Mr. Knepp stated 30th, which is only 12 days. So, I mean that's.

Mr. Musselman stated yeah.

Mr. Abate inquired would that be?

Mr. Pinci stated workable?

Mr. Abate inquired okay? Something that you would be able to?

Mrs. Simmons responded it's just, uh, I can run it by the Superintendent at Fairfield. They're expecting me starting the end of the week, but I can call him later. I don't have a definite answer. It could cost me the job that's why I offered to come up on weekends and over break.

Mr. Abate stated well, break's not until next week which is beyond November 20.

Mrs. Simmons stated right.

Mr. Nesbit inquired could she do that not being an employee of the District?

Mrs. Lauver stated we'd have to do what we did for Allyson or for Robin probably.

Mr. Abate stated we'd have to pay her as a.

Mr. Musselman stated tell you what, if you'd like. I mean if you want to say no later than or whatever, if you want to say that, November 30 that's as long as, you know, we get everything done that I can sign off, or we can sign off on the AFR if that's finished. To me that's extremely important, and I can also talk with our auditors to make sure that they have everything they need from your office because it would be too hard to pull it after you're gone. So, I will check with the auditors and also we will make sure that the AFR is submitted. That buys us some time. I will let you know that I've also contacted PASBO and asked for information on an interim business manager. They have a program. So, I gave them all our information and hopefully, they're going to get back to us on having an interim business manager to come in. It won't necessarily be a full-time person that comes in, but it could be somebody that is retired, that has business manager experience and be able to come in and help us get through the process until we find somebody to replace Mrs. Simmons, but if it's okay to do that, I'll work with Amy. I'm not here to hope that anyone loses their job. That's not what we want.

Mr. Abate stated no.

Mr. Musselman stated I know this is for her it's like 20-30 minutes from her home. So, I certainly can appreciate that. That's a big plus. So, I

don't mind working with her. Mrs. Simmons, if you're okay with that, then if the Board approves that, you and I will work together to make sure the AFR is finished and that the auditors have everything that they need. Is that good?

Mr. Abate inquired you're talking about November 30?

Mr. Musselman responded yeah, no later than, but understand that I can release her by the 20th or whatever if everything is finished, I will have every intention to let her go on the 20th.

Mr. Abate stated that's fine. I understand that.

Mr. Musselman stated I want you to know that. Okay.

Mr. Abate stated I'm not here to have Mrs. Simmons lose her opportunity either, but I do have to protect the school district as well.

Mr. Musselman stated I get it. I'm with you, too. I brought it up as far as my concern with the AFR.

Mr. Abate inquired so, Mr. Pinci, you're going to make a motion to amend Mrs. Simmons' effective date on or before or no later than November 30, 2019?

Mr. Pinci responded I make that motion.

Mr. Abate stated okay. Is there a second to that motion he just made?

Mr. Rubillo responded so move.

Yes: Abate, Bowersox, Lauver, McKnight, Nesbit, Pinci, Rubillo,
Sassaman, Wilson

No: None

Absent: None

9-0-0-0

MOTION CARRIED

Mr. Abate stated now we will vote on the resignations of Karissa Graybill, Sheryl L. Walters, Inna Tice and Amy B. Simmons with the motion that was amended to be no later than November 30, 2019.

Yes: Abate, Bowersox, Lauver, McKnight, Nesbit, Pinci, Rubillo,
Sassaman, Wilson

No: None

Absent: None

9-0-0-0

MOTION CARRIED

D. **OTHER**

Mr. Victor L. Abate

8. **ACT 1 INDEX LIMIT RESOLUTION**

Mr. Pinci moved and Mr. Nesbit seconded approval of the Resolution of the Board of School Directors of the Midd-West School District electing to not increase its tax rate above the Act 1 Index of 3.5% for the 2020-2021 fiscal year.

Discussion:

None

Yes: Abate, Bowersox, Lauver, McKnight, Nesbit, Pinci, Rubillo,
Sassaman, Wilson

No: None

Absent: None

9-0-0-0

MOTION CARRIED

IX. **CLOSING CEREMONIES**

X. **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.

There were no public comments.

XI. **SCHEDULED SPEAKERS**

Mr. Victor L. Abate

There were no scheduled speakers.

XII. **REPORTS**

1. **SUPERINTENDENT**

Mr. Richard J. Musselman

Mr. Musselman reported on the following items:

1) Solar Energy Power Service Update

I did want to let the Board know that we have been in touch with our company that's coming in and putting in our solar panels and working with them. Mr. Pinci was in today. We had a discussion that, if you recall, we were looking at utilizing the land that's on the far side of where our farm is located. It's across the stream, and there's a logistical issue, and it's called a stream in that they basically would almost have to build a bridge for one time to get tractor trailers and large equipment back over across this stream to actually put in a solar array back there. The other problem is is that it's north facing. It's a slope. It's north facing so they'd have to use up a little bit more room and space and out a little bit more. Not that it can't be done, but the more money we spend putting this in, the less money that we save on electricity over the lifetime of the solar array. So, one of the things they looked at is the possibility of moving the location up closer to where the high school, the middle school and the elementary schools are and just on the right-hand side of Long Lane as you're going out, there is a strip of land.

Now, some of that probably will be used as a storm water management location/pond that would be put in there, but the other part of it is not targeted to be used by them, and then also the other piece of it would wrap around on Long Lane and go up towards the middle school. Now, what that does is there is some area there that we were looking at to be sort of a practice area/a throwing area for javelin and discus and things if we move forward for our kids to practice and to also throw for track. So, it does take some of that area, but looking at that, we still have a lot of area during that time those fields that we could probably move it up closer to the middle school. Use that area there. I do have, once they do some drawings, I'll get that over to Jay and Todd for them to look at, but it would allow us to now rather than be back there, put a. They're estimating it could cost close to \$100,000.00 just to put in a bridge or something big enough for tractor trailers to go over for a one-time basically. It's one time to get the stuff back there. You don't really need it that much later on. Small vehicles can go back, but to get these bigger vehicles back there, you probably have to do that and build a platform for them to turn around and everything else. It would probably be easier and more cost effective for us to put in those locations. The other piece is is that we know if we move forward with the stadium we do have a maintenance building that is sitting right where we would be looking at putting in a new stadium, and one of the things we had talked about is the possibility, I mean, if they do this, that's going to have to go away, putting in another building some place. We had also talked about putting that back at the farm; however, that means that all of our maintenance stuff and all of our equipment and everything else is certainly much further away from the buildings. What we talked about is the possibility of actually at the end of that solar array putting our building right there. It would be a poll building with a concrete floor but electricity, we could run three-phase. That's your hook-up. It reduces the cost of your solar array so your profits go up. It addresses the building that we need to move, and it's also closer to where the equipment is where we're going to need it. So, I think that it kind of addresses three areas that we had concerns with before moving forward with that. So, I wanted the Board to know we had some pretty long lengthy conversation on that with them. They're going to be giving me a detailed drawing. I don't have it tonight, but I will send it out to you to look at. I'm also going to send it over to Jay and to Todd for those guys to look at as well. I just wanted to give you a heads up that we have those discussions going on with them.

Mr. Abate inquired were they planning on coming here anytime soon? In January?

Mr. Musselman inquired well, who?

Mr. Abate responded Jay.

Mr. Musselman stated yeah, January. One of the meetings in January, Jay and Todd plan on coming. I've talked to him tonight, and he said that they will be here at one of those meetings. We just didn't nail down which one. So, you have two in January. They'd like to come and give you an update. They've had some, and that's actually on my list here, too. They have had some back and forth with the Borough and the Township as far as that goes. So, they're still working through some of those different areas as far as making sure everything lines up. There was a concern. There's a

moratorium on the water here in the borough. So, that moratorium does not end until 2021. So, that's a concern; however, there's some other options that we have, and so they're working through that process with them. Jay feels pretty confident they can get some of this worked out. It just has to go through the motions to make sure that we get it taken care of. So, they're moving forward with those things and will be here in January.

2) Troxelville School Land – Adams Township

In January, it's a wonderful month, January. Mr. Knepp I asked him if we're going to actually bring up. There's some property we own apparently in Troxelville that the District is actually on the deed for this property, and I know that the community has been using it. The ballfields they've been using. They've been using the, I guess it was an old school house at one time, and so back in the, I guess in the 50's, sometime in the 50-57, the District actually created a lease and for \$1.00 a year, the Community Association can utilize the building, and then in the 90's there was a motion for the Solicitor to move forward as far as trying to turn over the properties either to, I believe is the Association of the building and then again in 2011, there was another motion to possibly take care of this equipment. I think we just need to take care of it. I mean it's been sitting out there. We don't do anything with it. The community uses it. So, Orris will have detailed information for you. I'm just generalizing stuff, but he'll have more detailed information, and then you guys can decide what you want to do with that property. It does need a new roof, and they're raising funds to put a new roof on it. I guess it's an old schoolhouse. I've never been there, so.

Mr. Abate inquired do they owe us any back rent?

Mr. Musselman responded probably, but it's \$1.00 a year. Maybe \$30.00. I don't know.

Mr. Abate stated I think we can waive that, too.

2. **DIRECTOR OF CURRICULUM AND INSTRUCTION** Mr. Joseph W. Stroup

Mr. Stroup reported on the following items:

1) Pennsylvania Commission on Crime and Delinquency SafeSchools Grant

First, I have the Pennsylvania Commission on Crime and Delinquency SafeSchools Grant. We applied for two grants for this program. One of them is guaranteed. The other is a competitive grant. I'll try to explain a little bit about it. Pennsylvania PDE has several initiatives that they're pushing through school districts, and you had to find and check the category where you would target these funds for assistance. We looked into something that we called Trauma Informed Classrooms. We did a training with our whole staff back in October on that, and basically, the idea or concept is to provide the ability to deal with mental health care in the school setting before students with such problems escalate into crisis. It talks about ways to teach kids to self-regulate, ways that adults can use brain health curriculum to teach students about how their brain works and their body works and how all could be regulated together and function together to have the best learning experience possible. So, we did that training. The first part of the

grant we would do additional training with specifically on the brain health curriculum. We'd buy some materials for this so our elementary teachers can teach some of these concepts, and then regulation strategies and a little bit of some furniture and some other objects that go with the program. Fidgets are a big thing. As you can see as I'm talking, I'm fidgeting with my pen. They actually encourage that with students and the use of fidgets so that they can function and be more successful in the classroom, and that's just one strategy per say. Then for the competitive part of the grant, you could put in as much as \$450,000.00. We put in for \$257,000.00, and the first big part of that was in Trauma Informed Classroom Care Implementation Specialist and/(slash), they'd do both roles; the mental health counselor for two years. This is a big deal and would take a large part of the grant, but it would help us in a couple different fronts. First of all, it would help to ensure that a lot of these strategies that we're trying to implement with the teachers go over successfully. Then, also it would meet the needs of some of our kids who are in crisis and need that support in the building all the time available for them, and we're seeing more and more of this at all levels. I hear from the principals on a regular basis. We did take a step this year when we put in the intervention specialist, but that's only a small piece. Her real role is getting outside resources to come in. This person would help deal with the kids whose parents don't take advantage of those outside resources, don't keep appointments, don't make appointments. It would be somebody in the building that could be seeing and working with kids that kind of have been slipping through the cracks. So, that's the biggest part of it. There would be additional training in there if we'd get it; funding to pay staff to come in over the summer, as well as more resources for adaptive equipment and furniture and things, and that's how. If we get the grant, we'll use those funds to try to institute that. After our initial training, we did do a survey with the faculty, and it was very, very positive. I was, in fact, surprised at how positive it was, and it seems that a large number of faculty members are willing to participate and buy into this process. So, we'll know in March whether we receive both grants. The guaranteed part, obviously, we are going to receive, and it will start coming in sometime after March, but then we'll know more about the competitive part of the grant as well.

2) 2018-2019 School Performance Profile (SPP) Building Level Scores

The second thing I have are SPP building scores. SPP stands for School Performance Profile. They still assign each building in the state of Pennsylvania a score, and for a period of four years, it was everyone's task; the teachers, the building administrators, to raise or increase your score and get the best score possible. This went away with the PA Performance Index, but they're still producing this number to use on evaluation forms. They came out last Friday, and I thought I'd share them with you because as I said, our principals, our teachers, have all worked really, really hard to bring them up, and then as the state does often, they kind of change their target as our scores were really good this year. They've never been better. Each school building improved from the previous year, and you can see across the average we've done quite well, and that chart depicts that. So, the average has improved as has every building, and those are your comparisons for the last four years. So, the teachers, the principals, everyone deserves a good deal of credit for putting these things in the right direction. They're heavily based on your PSSA and Keystone scores. About 90% of it ties into

formulas, and then there's a few other things like attendance, graduation rates that go into the formula, but they're really, really testing based. So, congratulations and thanks to you guys for your hard work.

3. **BUSINESS AND FISCAL** Mrs. Amy B. Simmons

Mrs. Simmons stated I already kind of went over mine. If you have any questions on the hand-out that I gave you, that was going to be my report.

4. **STUDENT ATHLETIC ACTIVITIES** Mrs. Bree A. Solomon

Mrs. Solomon reported on the following items:

1) 2019 Fall Season Summary

As you heard earlier, our fall season was very successful. We had every team qualify for Districts again this year. A few highlights – We did have one female runner, Lydia Bowersox, miss the state tournament by two runners. So, she's right on the edge there. So, we're looking for her to make that next year, and our boys soccer team did make it to the Final 8 losing to the eventual State Runner-Up, New Hope – Solebury.

2) 2019 Winter Season Begins

The winter season did start this evening. So, those kids, actually, some of them are practicing right now.

3) District Games and State Game Hosted at Midd-West Stadium

I just wanted to give you an update. We did get chosen to host a couple of District games, and we did also host a P.I.A.A. state game here at our new field this year. So, it was recognized. Actually, one of the gentlemen that is the CEO at P.I.A.A. was here for scrimmage day and saw our field while it was being constructed and requested that we get a game. So, kind of neat.

5. **FOOD SERVICE OPERATIONS** Mr. John S. Rosselli

Mr. Rosselli stated I don't have anything specific. Just kind of update since the last time I saw you. School year is going well. Participation numbers are holding steady to where they've been historically. Our breakfast numbers are actually a little bit up which is encouraging. We've been dealing with some uncertainty with one of our providers. We lost a produce provider and picked up a new one, but we're not really happy with them. So, we're still kind of looking for that. Nothing major, but something that I've been dealing with. Other than that, I don't have anything major going on in my world. Coming into kind of the catering season for us. So, have some more banquets here and there.

6. **CENTRAL SUSQUEHANNA INTERMEDIATE UNIT** Mr. Victor L. Abate

Mr. Abate reported on the following item:

1) Next Meeting

My meeting is this coming Wednesday night.

7. **SUN AREA TECHNICAL INSTITUTE** Mr. Tony G. McKnight

Mr. McKnight reported on the following item:

- 1) Special Meeting on October 29, 2019

We got a thing in the Board packet about the resignation of the Assistant Director. Other than that, we're good.

8. **PSBA LIAISON** Mr. Donald D. Pinci

Mr. Pinci had no report.

9. **POLICY COMMITTEE** Mr. Thomas J. Rubillo

Mr. Rubillo reported on the following item:

- 1) Revised Policy Guide 810.2, Drug and Alcohol Testing – Covered Drivers

We do have the revised drug and alcohol awareness policy that I'm going to hand over to Orris to review first. So, there. It's officially handed over.

Laughter occurred at this time.

Mr. Rubillo stated and that's pretty much it for my report for Policy Committee, and it's just been a pleasure working with everybody on the Policy Committee I must say.

Mr. Abate stated you did a good job, Mr. Rubillo.

Mr. Rubillo stated they all made this work well.

10. **BUILDINGS AND GROUNDS COMMITTEE** Mr. Thomas J. Rubillo

Mr. Rubillo reported on the following item:

- 1) November 7, 2019, Meeting Minutes

Moving onto Buildings and Grounds, you see the report that I gave/handed out. Everything that we had discussed, and I think a lot of this stuff on here, some of it had to do with what Rick was just speaking about, and I think a lot of this Dan should be. Should probably have Dan pressing for it for you guys to all go over what's on here.

Mr. Abate stated, Mr. Rubillo, thank you very much for everything you've done for us. It's very much appreciated.

Mr. Rubillo stated and everyone's quite welcome. It's my pleasure.

11. **FINANCE/BUDGET COMMITTEE** Mr. Shawn A. Sassaman

Mr. Sassaman stated the Budget Committee plans to meet a little bit later here.

12. **PROFESSIONAL STAFF NEGOTIATION COMMITTEE** Mr. Shawn A. Sassaman
Mr. Sassaman had no report.

13. **SUPPORT STAFF NEGOTIATION COMMITTEE** Mr. Donald D. Pinci
Mr. Pinci had no report.

14. **TRANSPORTATION COMMITTEE** Mr. Tony G. McKnight
Mr. McKnight had no report.

15. **BOARD AND/OR ADMINISTRATOR COMMENTS** Mr. Victor L. Abate
Mr. Edmiston had no report.

Mr. Brown stated I laid the Board report for the high school for October at your seats.

Mr. Aucker reported so I just wanted to let you know that this week Annie Jr. will be live at the middle school at 7 o'clock Thursday and Friday. I saw a little bit of the. Annie Jr. is the play.

Mr. Abate stated oh, okay.

Mr. Aucker stated yeah, Annie Jr. Yeah, the musical. Got it now? Yeah. Come on out at 7 o'clock. The kids are working hard on it, and I saw it today, a little bit of it today, and it's great, so.

Mr. Mall stated I think everything's going very well. We're into several weeks. I think my relationship with the state and local officials is going very well, and I think the students are definitely taking very positive towards me being around.

Miss Sheedy stated you have a copy of our elementary report at your seats.

Mrs. Lohr stated nothing else to report other than what you already have.

Mrs. Lauver stated I have one quick question. I wanted to ask. Mr. Musselman hadn't given us an update on the gym floor. I may have missed the meeting. Was that completed to satisfaction? It didn't happen the way we wanted it to.

Mr. Musselman responded correct. It did not happen the way we wanted it to. When the company came in, one of the things they said that they were going to be able to do is they would be able to sand that down to minimize it's called ponding which is where finish had been removed before, and then they would put new finish on. When we talked to them when they came to install, they said, "Oh, no, they wouldn't be able to do it." So, they did have the graphics available because they were going to do the graphics. I talked with the owner or whoever the president of the company, and I told him we would not pay that amount of money for the gym floor to be done because they weren't able to fulfill what we talked about. So, what we did do is we knew what we had already paid at the high school, and we figured in our graphics, and so we did compromise a little bit on the price. So, it was scuffed/sanded a little bit. They did put a coat of finish down. At some point we're going to have to have it totally stripped off

down to the wood, graphics and stuff redone on it. I mean it's shiny, but it's not probably where it should be yet, so. But, it was kind of a compromise. We can get by a year or two before we really probably need to have somebody come in and totally strip that thing down.

Mrs. Lauver stated because it's not completely level or smoothed off like it should be. It will wear. It won't wear as well either.

Mr. Musselman stated well, it's not going to wear as well, but it just also looks. It really looks bad as far as that goes. It's wavy, and it's because of the thick finish, and then some of it's worn down, and their goal. They said that they could come in and maybe take out a lot of that. Not all of it. They knew there would be some there, but they weren't able to do what they basically said they were going to do. We were not pleased necessarily with the company. They made a lot of promises and didn't fulfill them. Right, Dane?

Mr. Aucker responded yes, sir.

Mr. Abate stated we do have refreshments after the meeting this evening. You're all welcome to stay and enjoy. Mr. Meredith, you and your wife as well.

XIII. **ADJOURNMENT**

Mr. Victor L. Abate

Mr. Rubillo moved and Mr. Pinci seconded a motion to adjourn the regular meeting at 7:49 p.m.

Yes: Abate, Bowersox, Lauver, McKnight, Nesbit, Pinci, Rubillo, Sassaman, Wilson
No: None
Absent: None
9-0-0-0
MOTION CARRIED

Recording Secretary:

Chairperson:

Date:
