

# MIDD-WEST SCHOOL DISTRICT

Regular Meeting

Virtual Meeting via Zoom

Monday, August 24, 2020

## ***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  
Mr. Donald D. Pinci, Vice President  
Mr. Shawn A. Sassaman, Treasurer  
Mr. Terry L. Boonie  
Mrs. Julie R. Eriksson  
Mr. Justin T. Haynes  
Mrs. Wyona P. Lauver  
Mr. Christopher T. Nesbit  
Mrs. Sherryl L. Wagner  
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. Ryan L. Wagner, 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) Mr. Jay P. Darkey, JPD Architects, LLC, and Mr. Todd Smith, ELA Sport – Midd-West High School Stadium Project Update – Phase II

VI. **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.*

VII. **ITEMS FOR ACTION**

A. **BUSINESS AND FISCAL**

Mr. Shawn A. Sassaman

1. **MINUTES**

- a. Approval is recommended of the minutes of the June 8, 2020, regular meeting and work session of the Midd-West School District Board of School Directors.
- b. Approval is recommended of the minutes of the June 22, 2020, regular meeting of the Midd-West School District Board of School Directors.

2. **LIST OF BILLS**

Approval is recommended of the list of bills for the period June 23, 2020, through August 24, 2020.

3. **TREASURER'S REPORTS**

- a. Approval is recommended for the Treasurer's Reports for the General Fund, Capital Reserve Fund, Capital Projects Fund, Food Service Fund and Activity Fund for the period ending June 30, 2020.
- b. Approval is recommended of the Treasurer's Reports for the General Fund, Capital Reserve Fund, Capital Projects Fund, Food Service Fund and Activity Fund for the period ending July 31, 2020.

4. **BUS DRIVER**

Approval is recommended for the following individual as a bus driver for the 2020-2021 school year:

Hunters Valley, Inc.

Sarah L. Moyer effective August 11, 2020

5. **BUS STOPS**

Approval is recommended for the following bus stops:

Orval Drive & Autumn View Lane, Beavertown  
1597 Spruce Hollow Road, Middleburg  
455 Snacker Road, Mt. Pleasant Mills  
1229 Fremont Road, Mt. Pleasant Mills  
2000 Heister Valley Road, Mt. Pleasant Mills

6. **FALL ATHLETIC TRANSPORTATION BIDS**

Approval is recommended of the fall athletic transportation bids from Weikel Busing, LLC, in the amount of 1,895.00.

7. **TRANSPORTATION SERVICE FOR FOOTBALL PRACTICES**

Approval is requested to accept the quote from Weikel Busing, LLC, in the amount of \$65.00 per round-trip transport to provide transportation for football practices to West Snyder Elementary School for the 2020-2021 school year.

8. **SPONSOR-TO-SPONSOR AGREEMENT TO SELL OR PURCHASE MEALS**

Approval is recommended of the Sponsor-to-Sponsor Agreement to Sell or Purchase Meals between Summit Early Learning, Inc., and the Mid-West School District for Middleburg Elementary School, West Snyder Elementary School and Mid-West High School for the Pre-K counts and Head Start classes to be effective on July 1, 2020, through June 30, 2021.

9. **LETTER OF AGREEMENT AND BUSINESS ASSOCIATE AGREEMENT – SAFETY NET COUNSELING, INC.**

Approval is recommended of the 2020-2021 Letter of Agreement and Business Associate Agreement between Safety Net Counseling, Inc., and the Mid-West School District to cooperatively provide Intensive Behavioral Health Services (I.B.H.S.) to Mid-West School District students with emotional difficulties to be effective July 1, 2020, through June 30, 2021. *{This Agreement is a requirement due to state and/or HIPAA regulations.}*

10. **AMENDMENTS TO 2020-2021 TUITION AGREEMENTS – NEW STORY**

Approval is recommended of the Amendments to the 2020-2021 Tuition Agreements between New Story and the Mid-West School District for six (6) students at \$270.00 per day to address potential challenges to in-school instruction caused by the COVID-19 pandemic to be effective on August 24, 2020.

11. **QUOTE FOR E-HALLPASS (EHP) SOFTWARE**

Approval is recommended of the quote from Eduspire Solutions, LLC, to purchase e-hallpass (EHP) software for Mid-West High School to modernize and simplify today's antiquated methods of administering student hall passes for a period of one (1) year beginning July 1, 2020, through June 30, 2021, at a cost of \$1,400.00.

B. **POLICY AND PROGRAMS**

Mr. Donald D. Pinci

1. **REVISED POLICY GUIDE 006.1 – BOARD MEMBER PARTICIPATION AT PUBLIC BOARD MEETINGS VIA ELECTRONIC COMMUNICATIONS**

Approval is recommended of revised Policy Guide 006.1, Board Member Participation at Public Board Meetings Via Electronic Communications, on second and final reading.

2. **REVISED POLICY GUIDE 227.1 – DRUG AND ALCOHOL AWARENESS FOR EXTRA-CURRICULAR ACTIVITIES AND STUDENT DRIVERS**

Approval is recommended of revised Policy Guide 227.1, Drug and Alcohol Awareness for Extra-Curricular Activities and Student Drivers, on first reading.

3. **REVISED POLICY GUIDE 233 – SUSPENSION AND EXPULSION**

Approval is recommended of revised Policy Guide 233, Suspension and Expulsion, on second and final reading.

4. **REVISED POLICY GUIDE 335 – FAMILY AND MEDICAL LEAVES**

Approval is recommended of revised Policy Guide 335, Family and Medical Leaves, on second and final reading.

5. **REVISED POLICY GUIDE 626 – FEDERAL FISCAL COMPLIANCE**

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

6. **REVISED POLICY GUIDE 805 – EMERGENCY PREPAREDNESS**

Approval is recommended of revised Policy Guide 805, Emergency Preparedness, on second and final reading.

7. **NEW POLICY GUIDE 805.2 – SCHOOL SECURITY PERSONNEL**

Approval is recommended of new Policy Guide 805.2, School Security Personnel, on second and final reading.

8. **REVISED POLICY GUIDE 808 – FOOD SERVICES**

Approval is recommended of revised Policy Guide 808, Food Services, on second and final reading.

9. **NEW POLICY GUIDE 810.1 – SCHOOL BUS DRIVERS AND COMMERCIAL MOTOR VEHICLE DRIVERS**

Approval is recommended of new Policy Guide 810.1, School Bus Drivers and Commercial Motor Vehicle Drivers, on second and final reading.

10. **REVISED POLICY GUIDE 810.2 – TRANSPORTATION OF RESIDENT NONPUBLIC STUDENTS**

Approval is recommended of revised Policy Guide 810.2, Transportation of Resident Nonpublic Students, on second and final reading.

11. **REVISED POLICY GUIDE 812 – PROPERTY INSURANCE**

Approval is recommended of revised Policy Guide 812, Property Insurance, on second and final reading.

12. **REVISED POLICY GUIDE 814 – COPYRIGHT MATERIAL**

Approval is recommended of revised Policy Guide 814, Copyright Material, on second and final reading.

13. **2020-2021 STUDENT ACTIVITIES AND CLUBS**

Approval is recommended of the student activities and clubs for Midd-West Middle School and Midd-West High School to begin at a time to be determined at a later date.

14. **CHINESE AUCTION AT MIDD-WEST HIGH SCHOOL**

Approval is requested to authorize the Midd-West High School Band Department to have a Chinese Auction at Midd-West High School on March 5, 2021. *{Snow date is March 12, 2021}*

C. **PERSONNEL**

Mr. Donald D. Pinci

1. **EMPLOYMENT – CERTIFICATED**

Approval is requested to employ the following individual:

- a. Extended-rate Substitute – Andrew J. Sassaman – Elementary Teacher {Grade 5} – Middleburg Elementary School – Effective: August 19, 2020, through the first marking period (October 27, 2020) of the 2020-2021 school year – Salary: \$90.00 per day for the first thirty (30) consecutive days and \$254.11 per day for the remainder of the assignment *{Replacement/Lohr}*

2. **EMPLOYMENTS – CLASSIFIED**

Approval is requested to employ the following individuals:

- a. Classified Employee – Ali N. Beh – Cafeteria Cashier/Cafeteria Worker – Midd-West High School – Effective: August 19, 2020 – Salary: \$11.75 per hour *{Replacement/Rosselli}*
- b. Classified Employee – Connie K. Boonie – Part-time Cafeteria Worker – West Snyder Elementary School – Effective: August 19, 2020, pending receipt of Act 151, 114, 24 and 31 – Salary: \$11.75 per hour *{Replacement/Rosselli}*
- c. Classified Employee – Robin L. Sheesley – Cafeteria Worker – West Snyder Elementary School – Effective: August 19, 2020, pending receipt of Act 34, 151, 114, 24 and 31 – Salary: \$11.75 per hour *{Replacement/Rosselli}*
- d. Long-term Substitute – Donna M. Keiser – Cafeteria Worker – West Snyder Elementary School – Effective: August 19, 2020, through the 2020-2021 school year only pending receipt of Act 34, 151, 114, 24 and 31 – Salary: \$11.75 per hour *{Replacement/Rosselli}*

- e. Classified Employee – Sandra L. Mitchell – Personal Care Assistant – Transition/Work Study/Learning Support Program – Mid-West High School – Effective: August 20, 2020 – Salary: \$13.50 per hour  
*{Replacement/Bzdil}*
- f. Classified Employee – Brianna J. Beiler – Personal Care Assistant – Life Skills Support Program – Mid-West High School – Effective: August 24, 2020, pending receipt of Act 34, 151, 114, 24 and 31 – Salary: \$13.50 per hour  
*{Replacement/Bzdil}*
- g. Classified Employee – \_\_\_\_\_ – Administrative Secretary – Payroll/Tax Collection – Mid-West School District – Effective: \_\_\_\_\_, 2020, pending receipt of Act 34, 151, 114, 24 and 31 – Salary: \$\_\_\_\_\_ per hour  
*{Replacement/Wagner}*

Approval is recommended to grant authorization for \_\_\_\_\_ to use the facsimile signature of the Board President and Board Treasurer for the period \_\_\_\_\_, 2020, through the 2020-2021 school year on behalf of the Activity Fund, Capital Reserve and Capital Projects Funds, Food Service Fund, General Fund and Payroll Fund.

3. **APPOINTMENTS**

a. **EXTRA-CURRICULAR – VOLUNTEERS**

Approval is recommended of the following individuals as volunteers for the 2020-2021 school year:

Douglas E. Boop*	Volunteer Assistant Volleyball Coach	MWHS
Mark P. Ferster	Volunteer Girls Soccer Coach	MWHS
Timothy P. Grove	Volunteer Junior High Football Coach	MWMS
Tyler E. Martin**	Volunteer Boys Soccer Coach	MWHS
Tiffany J. Morgan***	Volunteer Junior High Softball Coach	MWMS
Chloe M. Poltonavage***	Volunteer Field Hockey Coach	MWHS
Shannon T. Pyle	Volunteer Cheerleading Coach	MWHS
Breeann J. Sheaffer****	Volunteer Field Hockey Coach	MWHS
Courtney L. Trawitz	Volunteer Junior High Softball Coach	MWMS

\*Pending receipt of Act 151

\*\*Pending receipt of Act 24 and 31

\*\*\*Pending receipt of Act 31

\*\*\*\*Pending receipt of Act 34, 151 and 31

b. **CO-CURRICULAR**

Approval is requested to appoint the following individual for the 2020-2021 school year:

Kaitlin R. Liszka	FFA Advisor	MWHS	\$2,649.00
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c. **CYBER SCHOOL TEACHERS**

Approval is recommended of the following individuals as cyber school teachers for the 2020-2021 school year at the hourly rate of \$23.00 as indicated in the Collective Bargaining Agreement:

Melissa M. Brauer-Stuck  
Loren E. Collins  
Erica L. Hood  
Angela L. Schmoyer  
Zane P. Simpson  
Abbie N. Wolfe

d. **HOMEBOUND/IN-HOME INSTRUCTION INSTRUCTORS**

Approval is recommended of the following individuals as homebound/in-home instruction instructors for the 2020-2021 school year at the hourly rate of \$23.00 as indicated in the Collective Bargaining Agreement:

Denya L. Burris  
Lisa J. Decker  
Matthew M. Dietz  
Jenna E. Hackenberger  
Erica L. Hood  
Tamie R. Kratzer  
Heather F. Portzline  
Ruth Ann Solomon  
Jena M. Stauffer  
Brenda A. Stewart  
Julie A. Stugart  
Daniel G. Wilson

e. **AFTER-SCHOOL TUTORS**

Approval is recommended of the following individuals as after-school tutors for the 2020-2021 school year at the hourly rate of \$23.00 as indicated in the Collective Bargaining Agreement:

Denya L. Burris  
Melinda A. Callender  
Loren E. Collins  
Lisa J. Decker  
Erica L. Hood  
Tamie R. Kratzer {substitute}  
Heather F. Portzline  
Holly J. Rorke  
Andrea R. Seebold  
Chandler M. Sheaffer  
Kathy E. Shellenberger  
Jena M. Stauffer

4. **ADDITIONS TO SUBSTITUTE LISTS**

a. **CERTIFICATED**

Approval is recommended of the following individual as a certificated substitute at a rate of \$130.00 per day for the 2020-2021 school year:

Area of Certification

Amy E. Isaacs\*                      School Nurse K-12

*\*Pending receipt of Act 151*

b. **CLASSIFIED/PERSONAL CARE ASSISTANT**

Approval is recommended of the following individual as a personal care assistant substitute at a rate of \$13.50 per hour for the 2020-2021 school year:

Lori L. Smith

5. **FITNESS CENTER SUPERVISORS**

Approval is recommended of the following individuals as fitness center supervisors for the 2020-2021 fiscal year at the hourly rate of \$16.00 for a maximum of 460 hours:

Brooke J. Keister  
Denya L. Burris (*alternate when needed*)

6. **LEAVE OF ABSENCE**

Approval is recommended of the following medical leave of absence:

- a. Middleburg Elementary School – Effective: October 5, 2020, through approximately November 16, 2020

7. **UNCOMPENSATED LEAVE OF ABSENCE**

Approval is recommended of the following uncompensated leave of absence:

- a. West Snyder Elementary School – Family Medical Leave – Effective: September 2, 2020, through November 24, 2020

8. **SCHOOL DENTIST**

Approval is recommended entering into a contract with Dr. Joshua P. McMillen to do school dental examinations at \$6.00 per student plus up to an additional \$2.00 per student for supplies to be effective on September 1, 2020, through August 31, 2021. *{Includes one examination for K, 1, 3 & 7.} (It was a \$6.00 per student plus up to an additional and \$2.00 per student for supplies for 2019-2020.)*



9. **RESIGNATIONS**

Approval is requested to accept the following resignations:

Anita M. Kropf Effective: August 17, 2020  
Personal Care Assistant – Transition/Work Study/Learning  
Support Program  
Mid-West High School

Deborah M. Naugle Effective: August 15, 2020  
Personal Care Assistant – Life Skills Support Program  
Mid-West High School

Tracie A. Seitz Effective: August 3, 2020  
Cafeteria Cashier/Cafeteria Worker  
Mid-West High School

10. **TRANSFERS/CHANGE IN ASSIGNMENT**

Approval is requested to accept the following transfers/change in assignment:

- 1) Melissa A. Kullman as personal care assistant for the Life Skills Support Program at Middleburg Elementary School to personal care assistant for the Autistic Support Program at Mid-West Middle School to be effective on August 24, 2020.
- 2) Frederic A. Lawrence as elementary teacher {Kindergarten} at Middleburg Elementary School to elementary teacher {Kindergarten} at West Snyder Elementary School to be effective on August 19, 2020.

D. **OTHER**

Mr. Victor L. Abate

1. **SETTLEMENT – WDF REALTY, LLC**

Approval is recommended of the settlement of WDF Realty, LLC v. Snyder County Board of Assessment, S.C. Case No. 590-2019 with the agreed upon value of the real estate in question being \$5,100,000.00.

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

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|------|---|------------------------|
| 3.   | <b>BUSINESS AND FISCAL</b>                      | Mr. Ryan L. Wagner     |
| 4.   | <b>STUDENT ATHLETIC ACTIVITIES</b>              | Mrs. Bree A. Solomon   |
| 5.   | <b>FOOD SERVICE OPERATIONS</b>                  | Mr. John S. Rosselli   |
| 6.   | <b>CENTRAL SUSQUEHANNA INTERMEDIATE UNIT</b>    | Mr. Victor L. Abate    |
| 7.   | <b>SUN AREA TECHNICAL INSTITUTE</b>             | Mrs. Julie R. Eriksson |
| 8.   | <b>PSBA LIAISON</b>                             | Mr. Donald D. Pinci    |
| 9.   | <b>POLICY COMMITTEE</b>                         | Mrs. Julie R. Eriksson |
| 10.  | <b>BUILDINGS AND GROUNDS COMMITTEE</b>          | Mr. Terry L. Boonie    |
| 11.  | <b>TECHNOLOGY COMMITTEE</b>                     | Mr. Justin T. Haynes   |
| 12.  | <b>FINANCE/BUDGET COMMITTEE</b>                 | Mr. Shawn A. Sassaman  |
| 13.  | <b>PROFESSIONAL STAFF NEGOTIATION COMMITTEE</b> | Mr. Shawn A. Sassaman  |
| 14.  | <b>SUPPORT STAFF NEGOTIATION COMMITTEE</b>      | Mr. Donald D. Pinci    |
| 15.  | <b>TRANSPORTATION COMMITTEE</b>                 | Mr. Terry L. Boonie    |
| 16.  | <b>BOARD AND/OR ADMINISTRATOR COMMENTS</b>      | Mr. Victor L. Abate    |
| XII. | <b>ADJOURNMENT</b>                              | Mr. Victor L. Abate    |

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