

April 27, 2017

BLUE MOUNTAIN SCHOOL DISTRICT  
ORWIGSBURG, PENNSYLVANIA  
MINUTES OF THE REGULAR BOARD MEETING

The Blue Mountain School District Board of School Directors held its Regular Board Meeting beginning at 7:15 p.m. on Thursday, April 27, 2017, at Blue Mountain Elementary East, Orwigsburg, Pennsylvania.

President Usuka opened the meeting with the Call to Order and the Pledge of Allegiance.

Present for the Board were Herman Fligge, Dean Gherghel, Timothy Grube, Mark Hoover, David Lafko, Mary Jo Moss, Scott Reichert, Anne Usuka, and Michelle Vesay.

Present for the Administration were Superintendent David Helsel, Business Administrator Angel Green, Director of Elementary and Secondary Education Gwendolyn Witmer-Belding, Director of Pupil Services Frank Musitano, Director of Building and Grounds Jeffrey Faust, High School Principal Kevin Berger, Middle School Principal James McGonigle, Middle School Assistant Principal Timothy Gombar, Elementary Principals Kristin Frederick and Mark Cesari, Elementary Assistant Principals Thomas Bonner and Katherine Hubiak, Attorney Eric Prock, and Recording Secretary Cheryl Lagola.

Others in attendance were Kevin Gee, Marisa Gee, John A. Carestia, Doug Foley, Dustin Werdt, Kyle Foster, Chris Evans, Michael Eichert, James Mannon, Christine Johnson, Stephen Johnson, Christian Wilson, Andrew Johnson, Mark Boran, Tom Boran, Paige Sipes, Doug Tavor, Karen Tavor, David Williams, Sandy Englert, Madison Thompson, Jonathan Hikes, Karl Usuka, M. Regensberger, Cheryl Hoysock, A. Lechleitner, Jeromy Guistwite, Lauren Marra, and others who did not sign the guest register or whose handwriting was illegible.

#### **PRESENTATIONS**

##### **Student Council Representative**

Taylor Kerstetter updated the Board on activities being held at the High School.

##### **HS Activities Recognition**

The following students were recognized who participated in various high school music competitions:

Karl Usuka (PMEA District 10 Chorus), Madison Tavor (PMEA Region V Band and PMEA District 10 Band), Paige Sipes and Madison Thompson (PMEA District 10 Band), and Zehn Schropp (PMEA Northeast Region Orchestra and PMEA District 10 Orchestra).

Students and coaches of Wrestling, Swimming, and Boys' Basketball were also recognized for their successful season.

#### **SUPERINTENDENT'S REPORT**

Dr. Helsel congratulated all those students in attendance for making Blue Mountain proud. He also mentioned the successful Middle School musical and those students who are busy participating in their service projects.

#### **RECESS**

The Board took a 10 minute recess to recognize those students in attendance.

#### **REVIEW OF AGENDA**

Board members reviewed in detail those items listed on the agenda.

## **INVITATION TO PUBLIC TO SPEAK ON AGENDA ITEMS**

President Usuka extended an invitation to anyone who wished to speak on any agenda items. There were no comments.

## **APPROVAL OF CONSENT AGENDA**

On a motion made by Mr. Lafko, seconded by Mrs. Moss, the Consent Agenda was approved. Motion carried unanimously.

## **APPROVAL OF MINUTES**

It was recommended that the Board approve the minutes of the March 23, 2017 Committee of the Whole Meeting, the March 23, 2017 Regular Board Meeting, and the April 20, 2017 Committee of the Whole Meeting Meetings (Attachment #1). Mr. Lafko moved and Mr. Fligge seconded the motion to approve the minutes. The motion carried unanimously.

## **FINANCE**

### **Financial Reports**

It was recommended that the Board approve the financial reports as listed (Attachment #2):

- Monthly Bank Account Summary – March 2017
- Revenue Report – Total Receipts – March 2017
- Expenditure Report – March 2017
- General Fund Check Register – April 2017
- General Fund List of Payments – March 2017
- Cafeteria Report – March 2017
- Cafeteria Fund Check Register – April 2017
- Cafeteria Fund List of Payments – March 2017
- High School Activity Fund Report – March 2017
- Middle School Activity Fund Report – March 2017
- Special Revenue Fund Report – March 2017
- Athletic Fund Report – March 2017
- Athletic Fund List of Payments – March 2017
- BMEE Additions and Renovations Project – March 2017
- Budget Transfers
- Tax Refunds

Mrs. Vesay moved, seconded by Mr. Reichert, to approve all FINANCE items as recommended. Motion carried unanimously.

## **PHYSICAL FACILITIES**

### **Facility Requests**

It was recommended that the Board approve the attached list of facility requests dated April 27, 2017 (Attachment #3).

Mr. Gherghel moved, seconded by Mr. Lafko, to approve all PHYSICAL FACILITIES items as recommended. Motion carried unanimously.

## **PERSONNEL**

### **Substitute Employee**

It was recommended that the Board approve the following new **substitute** employee for the 2016-2017 school year in accordance with School Board Policy No. 405:

Tracy Giffin      Aide, Cafeteria, Custodian (retroactive to April 17, 2017)

**Independent Contracts**

It was recommended that the Board approve an Independent Contract with Dr. Robin Altman to provide a psychiatric evaluation for a student. The contract will extend from April 28, 2017 through August 31, 2017 at a rate of \$1,500.00 per evaluation at a total contract cost not to exceed \$1,500.00.

**Source4Teachers Agreement**

It was recommended that the Board approve the Addendum to Extend the Agreement with S4Teachers LLC d/b/a Source4Teachers to provide substitute teaching services through June 30, 2018.

**BMEA Collective Bargaining Agreement**

The following items are in accordance with the BMSD/BMEA Collective Bargaining Agreement and district policies and procedures:

**Transfers**

It was recommended that the Board approve the following transfers effective the 2017-2018 school year:

Lindsay Walchak - BMMS Special Education to BMHS Special Education Math

Melissa Brice - BMMS English to BMHS English

**Employment Requests**

It was recommended that the Board approve the following employment requests:

Kevin Gee as a temporary professional guidance counselor assigned to BMHS at a salary of \$43,450 (Masters, Step 1) beginning the 2017-2018 school year pending the completion of all pre-employment requirements. Mr. Gee replaces Tammy Freiler who is retiring.

Extended school year special education teachers, nurses and speech and language clinicians to provide extended school year services during the summer of 2017 at the rate of \$30.00 per hour (Attachment #4).

Blue Mountain special education teachers, speech clinicians, nurses and substitutes as substitute teachers, nurses, speech clinicians for extended school year during the summer of 2017 at a rate of \$30.00 per hour.

**BMESPA Collective Bargaining Agreement**

The following items are in accordance with the BMSD/BMESPA Collective Bargaining Agreement and district policies and procedures:

**Resignation**

It was recommended that the Board accept the resignation of Courtney Lengle, BMEE Aide, effective June 2, 2017.

**Employment Requests**

It was recommended that the Board approve the following employment requests:

Kara Coolbaugh as a probationary part-time cafeteria employee (4.5 hours) assigned to BMEC at the hourly rate of \$9.25, retroactive to March 20, 2017.

Blue Mountain personal care and/or classroom aides and substitutes as substitute aides for extended school year during the summer of 2017 at the starting hourly rate for aides.

Dr. Grube moved, seconded by Mrs. Moss, to approve all PERSONNEL items as recommended. Motion carried unanimously.

## **CURRICULUM AND INSTRUCTIONAL PROGRAMS**

### **Non-Public Funds**

It was recommended that the Board approve a revision to a previously approved non-public portion of Title I funds to \$6,874 with an administration fee of \$756. This revision is due to a decrease in BMSD Title I funds in the finalized allocation for 2016-2017.

### **Summer Credit Recovery Teachers**

It was recommended that the Board approve Matthew Harrison, Traci Heffner, and Jonathan Shirvinski to teach in the 2017 Summer Credit Recovery program for up to 4 hours per day for 20 days at a rate of \$30.00 per hour per the BMSD/BMEA Collective Bargaining Agreement.

### **Settlement Agreements**

It was recommended that the Board approve the following Settlement Agreements

Settlement Agreement Regarding Waiver of Expulsion Hearing and Stipulation related to Student #1912270 dated April 3, 2017.

Settlement Agreement Regarding Waiver of Expulsion Hearing and Stipulation related to Student #1900850 dated April 3, 2017.

Settlement Agreement Regarding Waiver of Expulsion Hearing and Stipulation related to Student #1715600 dated April 20, 2017.

### **Out of State Conference**

It was recommended that the Board approve Terence Laughlin to attend Cyber Security Training in San Antonio, Texas on May 1-2, 2017. This training is funded through the National Security Agency and the National Science Foundation with the only cost to the district is for a substitute.

Mr. Reichert moved, seconded by Dr. Grube, to approve all CURRICULUM AND INSTRUCTIONAL PROGRAMS items as recommended. Motion carried unanimously.

### **Information Items**

Information items included the Superintendent approving a request for homebound instruction for a 2<sup>nd</sup> grade student at BMEW and an 11<sup>th</sup> grade student at BMHS and the announcement that Baccalaureate will be held on Sunday, May 21, 2017 at 7:00 p.m. in the BMHS auditorium and Commencement will be held on Friday, June 2, 2017 at 6:00 p.m. in the BMHS stadium (weather permitting).

## **FOOD SERVICES, HEALTH AND SAFETY**

### **Information Item**

An information item included the Minutes of the March 28, 2017 meeting of the Safety Committee Meeting (Attachment #5).

## **EXTRACURRICULAR PROGRAMS**

### **Resignation**

It was recommended that the Board accept the resignation of Randy Ott as Boys' Assistant Soccer Coach.

**Employment Requests**

It was recommended that the Board approve the following employment requests in accordance with the BMSD/BMEA Collective Bargaining Agreement:

Danielle Snyder as BMHS Band Percussion Instructor at the stipend of \$630 (Class C, Step 1) beginning the 2017-2018 school year. Ms. Snyder replaces Justene Frushon who resigned

Adjust the stipend for Brittany Luckenbill, Assistant Cheerleading Coach, to \$1,261 (Class AA, Step 1). Brittany previously shared the stipend with another coach who resigned and will now receive the full stipend.

Clayton Leibold as Assistant Soccer Coach at the stipend of \$2,101 (Class CC, Step 1). Mr. Leibold replaces Randy Ott who resigned.

Adjust the stipend for Jeff Polinsky, Assistant Football Coach, to \$2,627 (Class EE, Step 1). Mr. Polinsky previously shared the stipend with another coach and will now receive the full stipend due to the retirement of Mr. Sanders.

John Boris as Assistant Football Coach at the stipend of \$1,314 (Class EE, ½ of Step 1) pending completion of paperwork. John was previously a volunteer and will now share the position with another coach.

Ross Myers as Head Wrestling Coach at the stipend of \$4,307 (Class DD, Step 1). Ross was previously an Assistant Coach.

**Student Activity Accounting Manual**

It was recommended that the Board approve a revised Student Activity Manual (Attachment #6).

Mrs. Moss moved, seconded by Mrs. Vesay, to approve all EXTRACURRICULAR PROGRAMS items as recommended. Motion carried unanimously.

**POLICY/LEGISLATIVE****Policies Second Reading and Adoption**

It was recommended that the Board approve the second reading and adoption of the following policies of the Blue Mountain School District Board Policy Manual (Attachment #7):

- Policy 216 Pupils – Student Records
- Delete Policy 216.1 – Student Records – Guidelines
- Policy 226 Pupils – Searches
- Policy 232 Pupils – Student Involvement in Decision-Making
- Policy 247 Pupils – Hazing
- Policy 333 Employees – Professional Development
- Policy 810.3 Transportation – Video/Audio Recording
- Policy 827 Operations – Conflict of Interest

Mr. Lafko moved, seconded by Mr. Fligge, to approve all POLICY/LEGISLATIVE items as recommended. Motion carried unanimously.

**COMMUNITY RELATIONS/EDUCATIONAL SUPPORT/TECHNOLOGY**

None

**OLD BUSINESS (Reserved for prior agenda items)**

None

**NEW BUSINESS (Reserved for items for placement on next meeting agenda)**

None

**RECREATION COMMISSION****Recreation Commission Report**

It was recommended that the Board accept the Recreation Commission March 22, 2017 report which includes minutes of the February 22, 2017 meeting (Attachment #8).

Mrs. Vesay moved, seconded by Mr. Reichert, to approve all RECREATION COMMISSION items as recommended. Motion carried unanimously.

**OTHER REPORTS****A. Schuylkill Intermediate Unit 29****Information Items**

Information items included the Schuylkill Intermediate Unit 29 agenda for the Chief School Administrators' meeting of March 27, 2017 including the minutes from the February 27, 2017 meeting (Attachment #9) and the Schuylkill Intermediate Unit 29 agenda for the Board of Directors' meeting of April 3, 2017 including the minutes from the March 6, 2017 meeting and the Schuylkill Technology Center agenda for the Board of Directors' meeting of April 3, 2017 including the minutes of the March 6, 2017 meeting (Attachment #10).

**B. PSBA Legislative Council (Dean Gherghel)**

None

**OTHER ITEMS FOR CONSIDERATION****Invitation to Public to Speak**

President Usuka invited the public to speak on any items. There were no comments.

**DATES FOR FUTURE MEETINGS**

Dates of future meetings were noted as listed.

**EXECUTIVE SESSION**

Mrs. Usuka announced that the Board would be meeting in Executive Session in the Blue Mountain Middle School Library Conference Room for student discipline matters and it was expected that the Board would return for board action.

Following the Executive Session, the Board reconvened to take board action. Dr. Grube and Mr. Lafko were no longer in attendance.

**STUDENT EXPULSION**

It was recommended that the Board expel Student #2105050 from the Blue Mountain School District.

On a motion made by Mrs. Usuka, seconded by Mrs. Vesay, the expulsion of Student #2105050 was approved. Motion carried unanimously (7-0).

**EXECUTIVE SESSION**

The Board entered in Executive Session to discuss legal and personnel matters.

**ADJOURNMENT**

The Board adjourned the Executive Session and Regular Board Meeting at 10:50 p.m.

Respectfully Submitted,



Michelle Vesay  
Secretary



Cheryl Lagola  
Recording Secretary





May 10, 2017

BLUE MOUNTAIN SCHOOL DISTRICT  
ORWIGSBURG, PENNSYLVANIA

MINUTES OF THE FINANCE COMMITTEE MEETING

The Blue Mountain School District Finance Committee meeting convened at 4:00 p.m. on Wednesday, May 10, 2017 in the Blue Mountain District Office Conference Room, Orwigsburg, PA.

Present for the Board were Mark Hoover and Mary Jo Moss.

Present for the Administration were Superintendent David Helsel, Business Administrator Angel Green, Assistant Business Administrator Trish Tamburelli and Accountant Marie Ryan.

Mrs. Green discussed how she arrived at the 2017-2018 proposed budget meeting with all building principals and departments and reviewing historical data over the past three years.

Mrs. Green presented the proposed budget discussing additional savings not in the budget and items budgeted which could potentially be paid from the Capital Reserve.

The Finance Committee meeting adjourned at 5:00 p.m.



May 11, 2017

BLUE MOUNTAIN SCHOOL DISTRICT  
ORWIGSBURG, PENNSYLVANIA

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

The Blue Mountain School District Committee of the Whole Meeting convened at 7:25 p.m. on Thursday, May 11, 2017, in the Blue Mountain District Office Conference Room, Orwigsburg, PA.

Present for the Board were Herman Fligge, Dean Gherghel (arrived 7:53 p.m.), Timothy Grube, Mark Hoover, David Lafko, Mary Jo Moss, and Anne Usuka. Scott Reichert and Michelle Vesay were absent.

Present for the Administration were Superintendent David Helsel, Business Administrator Angel Green, Director of Elementary and Secondary Education Gwendolyn Witmer-Belding, Director of Pupil Services Frank Musitano, Director of Building and Grounds Jeffrey Faust, Director of Technology Austin Miller-Siple, Middle School Assistant Principal Timothy Gombar, Elementary Principals Kristin Frederick and Mark Cesari, and Attorney Eric Prock (arrived 8:09 p.m.).

Others in attendance were Cathy Seibert, Jill Bergman, Vicky Stahr, Chris Brommer, Jay L. Newswanger, Tim Gombar, Krista Kantner, and Jodi Baldwin.

FINANCE

Mrs. Green presented the 2017-2018 Proposed Budget with revenues in the amount of \$41,112,208 and expenditures in the amount of \$41,639,906. Administration recommends no tax increase.

Mrs. Green presented proposals received from M&T, Mid-Penn and Riverview banks.

Mrs. Green gave permission to PFM Financial Advisors to research what savings there will be if Bond Series of 2012 is refinanced and present options in July. There is no cost to the district for them to do this research.

FOOD SERVICES, HEALTH AND SAFETY

Vicky Stahr from the Nutrition Group provided their budget to the Board for the 2017-2018 school year. There was a recommendation from the Nutrition Group to not increase lunch prices or ala carte items. Mr. Lafko questioned Nutrition, Inc. on food quality assurances and the availability of packed lunches for field trips.

POLICY/LEGISLATIVE

Mr. Lafko reviewed the following policies which are on the May agenda for first reading:

- Policy 202 Pupils – Eligibility of Nonresident Students
- Policy 203 Pupils – Immunizations and Communicable Diseases
- Policy 209.3 Pupils – Diabetes Management
- Policy 221 Pupils – Dress and Grooming
- Policy 237 Pupils – Electronic Devices
- Policy 246 Pupils – School Wellness
- Policy 808 Operations – Food Services

There was a discussion on the need for adaptation for elementary dress code due to durability, availability and wider range of clothing. Dr. Helsel discussed changing the policy to use Administrative Guidelines" rather than specific guidelines written in the policy. These guidelines would be approved by the Board.

There will be further meetings with high and middle school administration and policy board members to discuss the middle and high school Administrative Guidelines as called for in new policies.

#### CURRICULUM AND INSTRUCTIONAL PROGRAMS

Mrs. Belding reviewed an independent study course entitled Biochemistry in Equine Science. Mrs. Belding confirmed that the rigor of the course would be monitored through review of assessments.

Mrs. Belding reviewed a new American History book that will be used in Honors/AP US History. Mrs. Moss questioned if a newer edition of the textbook was available and Mr. Lafko questioned the cost of the textbook.

Dr. Musitano presented a quarterly special education evaluation report.

#### PERSONNEL

Mr. Faust recommended the employment of a custodian at BMEE to replace a custodian who is retiring. This hiring will be placed on the May board agenda for approval.

Dr. Helsel recommended the creation of a temporary position of Elementary Technology Coach. This person would visit classrooms, teach classes once per cycle or every other cycles and work with teachers to integrate technology skills and follow-up with teachers in off weeks.

#### COMMUNITY RELATIONS/EDUCATIONAL SUPPORT/TECHNOLOGY

Mr. Siple stated that there will be a PowerSchool Training on May 15th. Those attending will be helpful to train teachers on the upcoming in-service days.

#### SCHUYLKILL INTERMEDIATE UNIT 29

Board members received the Schuylkill Intermediate Unit 29 Administrative & Program Budget to review which is on the May agenda for consideration.

#### EXECUTIVE SESSION AND ADJOURNMENT

The Board entered into Executive Session at 8:57 p.m. to discuss student, contractual, and legal matters. The Board adjourned the Executive Session and Committee of the Whole Meeting at 9:45 p.m.