



BLUE MOUNTAIN SCHOOL DISTRICT

Board of School Directors
Public Meeting Agenda
Thursday, June 22, 2017
7:15 PM

Blue Mountain Middle School
Orwigsburg, PA

Mrs. Anne Usuka
Board President

Dr. David Helsel
Superintendent

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. SUPERINTENDENT'S REPORT
5. REVIEW OF AGENDA
6. INVITATION TO PUBLIC TO SPEAK ON AGENDA ITEMS
7. APPROVAL OF CONSENT AGENDA
8. APPROVAL OF MINUTES

It is recommended that the Board approve the minutes of the meetings as listed (Attachment #1):

May 18, 2017 Regular Board Meeting
June 6, 2017 Special Board Meeting
June 15, 2017 Committee of the Whole Meeting

9. FINANCE (Mark Hoover – Chairperson, Mary Jo Moss, Timothy Grube)

A motion is requested to approve all recommended items as listed under Finance:

Financial Reports

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

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

Final Budget

It is recommended that the Board approve the school district’s Final Budget for the 2017-2018 fiscal year with revenues in the amount of **\$41,112,208** and expenditures in the amount of **\$41,639,906** in accordance with School Board Policy Nos. 602, 603 and 604. The deficit will be funded through the use of committed fund balances (Attachment #3).

Local and Real Estate Tax Rates

It is recommended that the Board approve the current local tax rates and establish real estate tax rates in accordance with School Board Policy No. 605 as follows in support of the final budget for the 2017-2018 fiscal year:

	<u>2016/2017</u>	<u>2017/2018</u>
Real Estate	37.254 mills	37.254 mills
Occupational Assessment	\$230.00	\$230.00
Real Estate Transfer*	1.0%	1.0%
Earned Income Tax*	1.0%	1.0%
Local Services Tax	\$5.00	\$5.00
Business Privilege Tax	\$10.00	\$10.00
Per Capita 511 Tax	\$0.00	\$0.00
Per Capita 679 Tax	\$0.00	\$0.00

* 0.5% for school district; 0.5% for municipalities

Appointment of Tax Collector

It is recommended that the Board approve the appointment of Tiffany Miller as Cressona Tax Collector.

Homestead and Farmstead Exclusion Resolution

It is recommended that the Board adopt the 2017 Homestead and Farmstead Exclusion Resolution in accordance with final budget adoption (Attachment #4).

Approval of July 2017 Bills

It is recommended that the Board approve paying the customary bills and payroll for the month of July 2017 which will be ratified at the August 2017 school board meeting.

Budget Transfers

It is recommended that the Board authorize the Business Office to make the necessary budget transfers to close the 2016-2017 fiscal year in conjunction with the completion of the 2016-2017 annual audit. (A detailed list of transfers made at year end will be presented to the Board for approval at a later date.)

Insurance Advisor

It is recommended that the Board approve the appointment of Seltzer Insurance Agency of Orwigsburg as insurance advisor for the 2017-2018 school year.

Insurance Provider

It is recommended that the Board approve Wright Insurance as the District’s liability, property, automobile and umbrella insurance provider for the 2017-2018 school year at an annual cost of \$132,790.

Renewal of Life Insurance

It is recommended that the Board approve the renewal of life insurance through Pennsylvania School Boards Association Insurance Trust for the 2017-2018 fiscal year with no change in coverage and no increase in rates from the 2016-2017 fiscal year.

Vision Insurance

It is recommended that the Board approve the change in providers for vision insurance to VBA for the 2017-2018 fiscal year at the following rates:

	<u>2017-2018 (Monthly)</u>
Single	\$3.02
2-Party, Family	\$7.10

Renewal of Dental Insurance

It is recommended that the Board approve the renewal of dental insurance through United Concordia for the 2017-2018 fiscal year at the following rates with an increase in rates from the 2016-2017 fiscal year.

	<u>2017-2018 (Monthly)</u>
Administrative Services Only	\$2.20
Single	\$27.58
2-Party, Family	\$60.38

Lease of Vehicle

It is recommended that the Board approve the lease agreement with Fisher Leasing, Inc. for the lease of a vehicle for Driver’s Education at \$17.00 per day for the months of June, July and August 2017.

Bond Refinancing Resolution

It is recommended that the Board approve the form of Resolution prepared by bond counsel to accept the commitment from Riverview Bank for a \$9,814,000 tax exempt loan, 7 year variable rate with 3% cap, to refinance the District’s outstanding 2012 bonds, and authorizing the appropriate officers of the Board to execute all necessary documents to complete that transaction.

10. PHYSICAL FACILITIES (Timothy Grube – Chairperson, David Lafko, Dean Gherghel)

A motion is requested to approve all recommended items as listed under Physical Facilities:

Facility Requests

It is recommended that the Board approve the attached list of facility requests dated June 22, 2017 (Attachment #5).

Disposal of Items

It is recommended that the Board authorize Administration to liquidate, both by sale and donation, numerous surplus or obsolete items beginning July 1, 2017 through June 30, 2018.

Purchase of Heating Oil

It is recommended that the Board approve the purchase of heating oil for the 2017-2018 school year from Premium Traders Corporation at the Firm Price of \$1.7271 per gallon for Transport and \$1.9367 per gallon for Tank Wagon as bid by the Schuylkill County School District Heating Oil Consortium.

Water Treatment Services

It is recommended that the Board approve a proposal from R.L. Clark Enterprises, Inc. to continue providing district-wide heating and geothermal water treatment services beginning July 1, 2017 through June 30, 2018 for their proposed total amount of \$8,232.00.

Little Free Libraries

It is recommended that the Board approve Little Free Libraries to be installed at BMSD elementary buildings.

Coffee House/Student Store

It is recommended that the Board approve proceeding with construction of a coffee house/student store at BMHS.

Award of Bid

It is recommended that the Board approve awarding a bid to Waste Management of Lancaster for trash disposal and recycling services for three years beginning July 1, 2017 through June 30, 2020 at an annual cost of \$21,783.

Agreement with North Manheim Township

It is recommended that the Board approve an Agreement with North Manheim Township with respect to the stadium project at BMHS.

11. PERSONNEL (Michelle Vesay – Chairperson, Herman Fligge, Scott Reichert)

A motion is requested to approve all recommended items as listed under Personnel:

Substitute Employee

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

Sharon Koch Custodian (retroactive to May 24, 2017)

Resignation

It is recommended that the Board accept the resignation of Kenneth Rossi, Supervisor of Special Education/High School Assistant Principal, effective June 30, 2017.

Creation of Positions and Approval of Job Descriptions

It is recommended that the Board approve the creation of the following positions and job descriptions:

Coordinator of Special Education (Attachment #6).

High School Assistant Principal (Attachment #7).

Administrative Assistant to the Superintendent/Recording Secretary for the Board of Education (Attachment #8).

Transfers

It is recommended that the Board approve the following transfers:

Cheryl Lagola to the position of Administrative Assistant to the Superintendent/Recording Secretary for the Board of Education.

Christopher Stofko from Lead School Psychologist to Coordinator of Special Education at a salary based on 93% of his new position job value in the Act 93 Agreement to be approved in the future.

Elimination of Positions

It is recommended that the Board approve the elimination of the following positions:

Supervisor of Special Education/High School Assistant Principal.

Secretary to Superintendent/Recording Secretary for the Board of Education.

Lead School Psychologist position.

Non-Union Confidential Staff Salary Matrix

It is recommended that the Board approve the salary matrix for the non-union confidential staff (Attachment #9.)

Head Custodians and Cafeteria Managers

It is recommended that the Board approve the hourly rates for the head custodians and cafeteria managers (Attachment #10).

Independent Contracts

It is recommended that the Board approve the following Independent Contracts:

Progressive Pediatric Therapy, LLC to provide Extended School Speech Therapy services for students who receive special education services beginning June 27, 2017 through July 27, 2017 for approximately 60 hours at an hourly rate of \$62.00. The total cost shall not exceed \$3,720.00. This additional contract is necessary due to the resignation of Emily Hobbs who was previously approved as a Speech Therapist to provide Extended School Year Services.

BAYADA Home Health Care, Inc. to provide nursing services for a student who receives special education. The contract will extend from July 1, 2017 through June 30, 2018 at an hourly rate of \$45.90 for approximately 10 hours per month.

Progressive Pediatric Therapy, LLC to provide Occupational Therapy services by a registered occupational therapist for students who receive special education and Section 504 services beginning July 1, 2017 through June 30, 2018 for approximately 492 hours at an hourly rate of \$62.00. The total estimated contract cost shall not exceed \$30,504.00.

Appointment of Attorneys

It is recommended that the Board appoint the following attorneys:

Eric Prock as School Board Solicitor at a rate of \$150 per hour for non-litigation work, \$175 per hour for litigation-related work, and a \$3,000 retainer beginning July 1, 2017 through June 30, 2018.

The law firm of Sweet, Stevens, Katz and Williams as Special Counsel for special education matters at the standard hourly rate of \$150 for routine or general matters for attorneys, \$195 per hour for non-routine matters for attorneys, and \$125 per hour for legal assistants, for the period of July 1, 2017 through June 30, 2018.

Appointment of School Dentists

It is recommended that the Board approve Dr. Harjeet S. Mangat and Dr. Jaskirat Basra as dentists to perform dental examinations for kindergarten and 3rd grade at BMEW and BMEE, 7th grade at BMMS, and kindergarten, 3rd and 7th grade at St. Ambrose at a rate of \$4.00 per exam for the 2017-2018 school year.

Appointment of School Physician

It is recommended that the Board approve Dr. Donald C. Moyer as physician to perform kindergarten physical examinations at BMEE, BMEW and St. Ambrose, grade 6 examinations at BMMS and St. Ambrose, and grade 11 examinations at BMHS for three years contingent on final agreement with Geisinger Clinic.

Permission to Hire

It is recommended that the Board authorize Administration to hire employees during the summer to be formally ratified at the August board meeting.

BMEA Collective Bargaining Agreement

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

Attainment of Tenure

It is recommended that the Board acknowledge the attainment of tenure for the following professionals who have been employed and rated satisfactorily for a three-year probationary period:

Lisa Gherghel
Lauren Marra
Kayla Spencer

Allison Koszyk
Leonard Reed
Danielle Zimmerman

Resignations

It is recommended that the Board accept the following resignations:

Michelle Hanley-Kimmerle, BMEE Art teacher, effective the end of the 2016-2017 school year.

Jennifer Gorski, BMEW Special Education teacher, effective July 2, 2017.

Leave of Absence

It is recommended that the Board approve a request received from Kaitlin Shaw, BMMS teacher, to take a maternity leave beginning August 22, 2017, using applicable trade, sick and personal days, returning to work on October 2, 2017.

Creation of Position and Approval of Job Description

It is recommended that the Board approve the creation of the position of Elementary Instructional Technology Integration Coach and the job description for this position (Attachment #11).

Transfer

It is recommended that the Board approve the following transfers for the 2017-2018 school year:

Terri Willard from BMEW Grade 2 to Elementary Instructional Technology Integration Coach.

Pamela Sonon from BMEC Grade 5 to BMEW Grade 2.

Sarah Hudock from BMEW/BMEE to BMEW/BMEC.

Ashley Zelinsky from BMMS/BMEC to BMMS/BMEE.

Amy Savage from BMEC/BMEW to BMEW.

Donna Knox from BMMS Life Skills Support to BMMS Autistic Support.

Employment Requests

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

A change in assignment for Terri Faust from Emotional Support Extended School Year Teacher at BMEE to Emotional Support Extended School Year Teacher at BMHS beginning June 20, 2017 through July 27, 2017 for 4 hours per day at a rate of \$30.00 per hour.

Katybeth Morrison as a temporary professional English teacher assigned to BMMS at a salary of \$42,448 (Bachelors, Step 2) beginning the 2017-2018 school year. Katybeth replaces Melissa Brice who was transferred to the High School.

Jarrold Kramer as a temporary professional Business Education teacher assigned to BMHS at a salary of \$41,500 (Bachelors, Step 1) beginning the 2017-2018 school year.

BMESPA Collective Bargaining Agreement

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

Regular Employment Status

It is recommended that the Board acknowledge regular employment status for the following employees who completed their 60-day probationary period:

Denise Berger – May 26, 2017

Amy Dewald – May 29, 2017

Debra Ridge – June 1, 2017

Collective Bargaining Agreement

It is recommended that the Board approve a three-year Collective Bargaining Agreement between the Blue Mountain School District and the Blue Mountain Educational Support Personnel Association effective July 1, 2017 through June 30, 2020.

Retirement

It is recommended that the Board acknowledge the letter of intent to retire received from Ellen Degler, BMMS custodian, effective July 28, 2017.

Transfers

It is recommended that the Board approve the following transfers:

A temporary transfer for Catherine Wolesschok from BMEC aide to BMEC Secretary retroactive to May 18, 2017 through approximately April 2018 at the hourly rate of \$14.00.

~~Tasha Byerly from BMEE aide to BMMS aide.~~

~~Mary Zimmerman from BMEE aide to BMMS aide.~~

Employment Requests

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

A change in assignment for Catherine Washko from Emotional Support Extended School Year Aide at BMEE to Autistic Support Extended School Year Aide at BMEE retroactive to June 13, 2017 through July 27, 2017 for 4 hours per day at the rate of \$10.00 per hour.

A change in assignment for Denise Berger from Autistic Support Extended School Year Aide at BMEE to Autistic Support Extended School Year Aide at BMHS beginning June 27, 2017 through July 27, 2017 for 4 hours per day at the rate of \$10.00 per hour.

An increase of hours for Debra Ridge, BMMS personal care aide, from 3.0 hours to 4.5 hours beginning the 2017-2018 school year.

Creation of Positions

It is recommended that the Board approve the creation of the following positions:

One full-time 7 hour personal care aide position at BMEE.

One full-time 7 hour personal care aide position at BMMS.

Elimination of Position

It is recommended that the Board approve the elimination of the following position:

One 4.5 hour personal care aide position at BMMS.

12. CURRICULUM AND INSTRUCTIONAL PROGRAMS (Herman Fligge – Chairperson, Scott Reichert, Michelle Vesay)

A motion is requested to approve all recommended items as listed under Curriculum and Instructional Programs:

Submission of 2017-2018 Federal Programs eGrant Application

It is recommended that the Board authorize Administration to submit the 2017-2018 Federal Programs eGrant application for Title I, Title II, and Title IV funds.

Dyslexia and Early Literacy Intervention Pilot Program Grant Agreement

It was recommended that the Board approve entering into the fourth in a series of agreements with the Pennsylvania Department of Education and Intermediate Unit 1 in the awarded amount of \$20,000 for the administration of the Dyslexia and Early Literacy Intervention Pilot Program.

Student Parent Handbooks

It is recommended that the Board approve the 2017-2018 Student-Parent Handbooks for BMHS, BMMS, and Elementary schools which includes the administrative regulations for the student dress code.

Act 80 Days Submission

It is recommended that the Board approve the submission of the following Act 80 days for the 2017-2018 school year to the Pennsylvania Department of Education:

November 10, 2017 – Act 80 early dismissal for the purpose of Parent/Teacher Conferences

November 13, 2017 – Act 80 full-day schedule for the purpose of assessment analysis and professional development

March 19, 2018 – Act 80 full-day schedule for the purpose of assessment analysis and professional development

13. FOOD SERVICES, HEALTH AND SAFETY (Scott Reichert – Chairperson, Dean Gherghel, Mark Hoover)

A motion is requested to approve all recommended items as listed under Food Services, Health and Safety:

Memorandums of Understanding

It is recommended that the Board approve Memorandums of Understanding by and between the Pennsylvania State Police (Reedsville Barracks) and the Blue Mountain School District and Memorandums of Understanding by and between the Orwigsburg Police Department and the Blue Mountain School District.

Information Item

Minutes of the May 30, 2017 meeting of the Safety Committee (Attachment #12.)

14. EXTRACURRICULAR PROGRAMS (Dean Gherghel – Chairperson, Timothy Grube, Mary Jo Moss)

A motion is requested to approve all recommended items as listed under Extracurricular Programs:

Diversity Club Advisor

It is recommended that the Board approve the addition of a Diversity Club Advisor position (Class A) to Appendix B-1 of the BMEA Collective Bargaining Agreement.

Schuylkill Haven Student Athlete

It is recommended that the Board approve a Schuylkill Haven student to travel with the Blue Mountain High School golf team to any and all events where he will compete as an independent athlete and will pay any additional expenses incurred.

Resignations

It is recommended that the Board accept the following resignations:

Gordon Ensinger as BMHS Band Front Instructor.

Sean Krim as Assistant Football Coach.

Gerald Kresge as Girls' Head Softball Coach.

Michael Shoupe as BMHS Student Council Advisor.

Employment Requests

It is recommended that the Board approve the following employment requests in accordance with the BMSD/BMEA Collective Bargaining Agreement for the 2017-2018 school year:

Linsey Clauser as BMHS Band Show Drill Designer at the stipend of \$1,681 (Class F, Step 1). Linsey replaces Adam Street who resigned.

Joshua Bishop as BMHS Band Percussion Instructor at the stipend of \$630 (Class C, Step 1). Joshua replaces Shawn Wolfe who resigned.

Brian Simpson as BMHS Band Front Instructor at the stipend of \$630 (Class C, Step 1). Brian replaces Gordon Ensinger who resigned.

Kevin Gee as Girls' Assistant Soccer Coach at the stipend of \$2,101 (Class CC, Step 1). Kevin replaces Trevor Brown who was hired as Boys Head Soccer Coach.

Paul Noon as Assistant Football Coach at the stipend of \$2,863 (Class EE, Step 2) pending completion of paperwork. Paul replaces John Sanders who retired from coaching.

Adjust the stipend of Jon Shirvinski as Assistant Wrestling Coach to \$2,634 (Class DD, Step 2).

Robert Marra as Assistant Swim Coach at the stipend of \$1,576 (Class BB, Step1) pending completion of paperwork. Robert replaces Kelly Wolfe who resigned.

Lisa Cook as BMHS Student Council Co-Advisor at the stipend of \$631 (Class E, ½ of Step 1).

Shana Mickley as BMHS Student Council Co-Advisor at the stipend of \$631 (Class E, ½ of Step 1).

Lisa Cook as Diversity Club Advisor at the stipend of \$306 (Class A, Step 1).

Volunteer

It is recommended that the Board approve Erik Johanson as a volunteer Football Coach.

15. POLICY/LEGISLATIVE (David Lafko – Chairperson, Mark Hoover, Herman Fligge)

A motion is requested to approve all recommended items as listed under Policy/Legislative:

Policies – First Reading

It is recommended that the Board approve the first reading of the following policies of the Blue Mountain School District Board Policy Manual (Attachment #13):

- Policy 305 Employees – Employment of Substitutes
- Policy 336 Employees – Personal Necessity Leave

Policies – Second Reading and Adoption

It is recommended that the Board approve the second reading and adoption of the following policies of the Blue Mountain School District Board Policy Manual (Attachment #14):

- 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

16. COMMUNITY RELATIONS/EDUCATIONAL SUPPORT/TECHNOLOGY (Mary Jo Moss – Chairperson, Michelle Vesay, David Lafko)

A motion is requested to approve all recommended items as listed under Community Relations/Educational Support/Technology:

HP/SHI Lease Agreement

It is recommended that the Board approve a four-year lease agreement with HP/SHI for a total of 400 computers at an annual cost of \$49,094.47.

Copier Lease

It is recommended that the Board approve a five-year lease agreement with Fraser A.I.S. for copier services in the amount of \$5,590.00 monthly.

17. OLD BUSINESS (Reserved for prior agenda items)

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

19. RECREATION COMMISSION (Dean Gherghel, Scott Reichert)

A motion is requested to approve all recommended items as listed under Recreation Commission:

Recreation Commission Report

It is recommended that the Board accept the Recreation Commission May 24, 2017 report which includes minutes of the April 26, 2017 meeting (Attachment #15).

20. OTHER REPORTS

A. Schuylkill Intermediate Unit 29 (Anne Usuka, Mary Jo Moss)

Adoption of IU 29 Policies and Procedures

It is recommended that the Board approve the adoption of the Schuylkill Intermediate Unit 29 policies and procedures under the federal requirements of 34 CFR PART 300.

Information Items

Schuylkill Intermediate Unit 29 agenda for the Chief School Administrators’ meeting of May 22, 2017 including the minutes from the April 24, 2017 meeting (Attachment #16).

Schuylkill Intermediate Unit 29 agenda for the Board of Directors’ meeting of June 5, 2017 including the minutes from the May 1, 2017 meeting and the Schuylkill Technology Center agenda for the Board of Directors’ meeting of June 5, 2017 including the minutes of the May 1, 2017 meeting (Attachment #17).

B. PSBA Legislative Council (Dean Gherghel)

21. OTHER ITEMS FOR CONSIDERATION

Invitation to Public to Speak

22. DATES FOR FUTURE MEETINGS

- | | |
|---------------------------|---|
| Thursday, August 17, 2017 | Committee of the Whole Meeting – 7:15 p.m.
Blue Mountain District Office Conference Room |
| Thursday, August 24, 2017 | Board of School Directors’ Regular Meeting – 7:15 p.m.
Blue Mountain Middle School |

23. EXECUTIVE SESSION

24. ADDITIONAL AGENDA ITEMS AFTER EXECUTIVE SESSION

Under Personnel

Creation of Position

It is recommended that the Board approve the creation of a school psychologist position.

Act 93 Agreement

It is recommended that the Board approve the Act 93 Administrative Personnel Evaluation and Compensation Plan for 2017-2018.

Salary Increase for Director of Pupil Services

It is recommended that the Board approve the 2% salary increase for the Director of Pupil Services for 2017-2018.

Salary Increase for Director of Elementary and Secondary Education

It is recommended that the Board approve the 3% salary increase for the Director of Elementary and Secondary Education for 2017-2018.

25. ADJOURNMENT