

Mount Union Area School District

Monday, May 18, 2009

Agenda

NOTE: The meeting will be held in the Library of the Junior/Senior High School at 5:00 p.m. There will be an Executive Session held at 4:30 p.m. prior to the start of the regular session.

I. CALL TO ORDER – President Ralph Park

1. Opening Prayer
2. Pledge of Allegiance

II. Roll Call Of Directors

1. Roll Call of Directors

III. Roll Call Voting/Minutes

1. Approval of the Roll Call Voting and Recording Motion as follows:

Approval is granted that as the Acting President of the Board conducts this meeting, it is not necessary to announce each roll call vote. If, however, a director or director(s), wish to comment or have his/her comment or vote specifically recorded, the director(s) shall have the opportunity to so state.

2. Approval of the minutes of the regular meeting of April 27, 2009 – green pages

IV. Treasurer's Report

1. Approval of the Treasurer's Report -- yellow pages

V. Bills

1. Approval of the bills for May 2009
 - a. General Fund – pink pages
 - b. Cafeteria Fund – blue pages
 - c. Scholarship Fund – goldenrod pages
 - d. Capital Reserve Fund – none for this month
 - e. Construction Fund – lavender pages

VI. District Reports

1. Approval of the District Office Petty Cash and Student/District Data Reports.
Enclosures

VII. PRESENTATIONS

1. Mrs. Tonya DeVecchis-Kerr – State Performance Plan (SPP) Targets for the 2007-2008 school year and the Special Education Data Report for the 2008-2009 school year.

VIII. PUBLIC COMMENTS

IX. REPORTS

1. Tuscarora Intermediate Unit #11:
 - a) No items for the Tuscarora Intermediate Unit #11 for the month of May 2009.
2. Huntingdon County Career & Technology Center:
 - a) Approval of the minutes of the Huntingdon County Career & Technology Center meeting of March 10, 2009 and April 14, 2009. (See white attachments)
 - b) Recommendation to approve the Huntingdon County Career & Technology Center's budget for the 2009-2010 school year. (See yellow attachment)

X. GENERAL

1. Recommendation to enter into the minutes of the meeting the generally approved PlanCon Part E: Design Development for the High School Renovation Project from the Pennsylvania Department of Education.
2. Approval of the District's Morrison Trust Fund Budget for the 2009-2010 school year. (See green attachment)
3. Approval of the Elementary Handbook for the 2009-2010 school year. (See attachments)
4. Recommendation to renew the District's membership in the Pennsylvania School Boards Association in the amount of \$3,895.64 for the 2009-2010 school year.

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5. Recommendation to accept the proposal from Pennsylvania School Boards Association for policy manual review service of the District's policy manual at the cost of \$4,500. (See white attachment)
6. Recommendations to schedule the following workshops and special sessions in regards to the High School Renovation Project:
 - a) The bid opening for the High School Renovation Project has been rescheduled to Thursday, May 21, 2009, at 11:00 a.m. in the District Office.
 - b) Cancel the previously scheduled special session for Wednesday, May 27, and reschedule as a workshop session on Wednesday, May 27, 2009, at 6:00 p.m. to be held in the library of the Junior/Senior High School to review the bids received for the High School Renovation Project and to determine the scope of the High School Project;
 - c) Schedule a special session on Tuesday, June 2, 2009, at 7:00 p.m. to be held in the Library of the Junior/Senior High School to formally approve the scope of the High School Project and to act on the Bond Sale and Intent to Award bids for the High School Renovation Project.
 - d) Schedule a special session on Monday, June 15, 2009, at 6:00 p.m. in the Library of the Junior/Senior High School to formally award the bids for the High School Project.
7. Approval for the District to develop and seek bids for fuel oil for the 2009-2010 school year.
8. Recommendation to purchase through the Pennsylvania Department of Revenue the taxpayers information listing for the tax year 2006 at the cost of \$200 for the CD or \$400 for the computer printout with the understanding the information will be made available to the District's Earned Income Tax Collectors.
9. Approval of the State adjustment factor of 4.945 of the formula base for transportation for the 2009-2010 school year.
10. Recommendation to approve the Amendment to the Agreement between the District and Home Nursing Agency and Visiting Nurse Association effective July 1, 2009. (See blue attachment)
11. Approval of the PA Treatment & Healing (formerly the Bethesda Day Treatment Center) Agreement for the 2009-2010 school year with the understanding the tuition rates will be forwarded to the District no later than August 3, 2009. (See green attachment)

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12. Recommendation for approval for the District to enter into a contract agreement with Dr. Richard Villa of Bayridge Consortium, Inc. to provide in-service to our staff on Differentiated Instruction and follow-up based on staff needs during the 2009-2010 school year on August 26, 2009, October 12, 2009 and January 18, 2010 with the understanding the cost of \$9,000. (\$3,000/each day) along with costs for air travel, ground transportation, lodging, meals and incidentals will be covered by the District through the IDEA Stimulus Funding. (See yellow attachment)
13. Approval for Mr. Jeffrey Puhala to submit a grant application for the ING Unsung Heroes Awards Program 2009 to be used if the grant is received for the purchase of Studio 49 mallet instruments for the elementary music program.
14. Approval of the Highmark PPO Blue Medical and Dental Insurance rates for the 2009-2010 school year (Medical rates reflect a 10% increase over last year's rates.):
- PPO Plan
Family -- \$1,057.28 Husband & Wife -- \$963.85
Parent & Child -- \$804.31 Parent & Children -- \$872.74
Individual -- \$360.79
- Dental (Rates will be supplied at the meeting.)
Individual -- \$ _____ Option 2 -- \$ _____
Family -- \$ _____ Option 2 -- \$ _____
15. Approval of the group life insurance coverage rates with Fort Dearborn through the Huntingdon County Schools Insurance Trust for the 2009-2010 school year in the amount of \$ _____/month and \$ _____/month. (Rates will be supplied at the meeting.)
16. Approval of the following tax collectors and bonds for 2009:
- | | |
|--------------------------|---------------------------------------|
| <u>Huntingdon County</u> | <u>Bonds</u> |
| Carole Brumbaugh | Huntingdon County Commissioners |
| Wilma Morgan | have set a blanket bond for the tax |
| Karen Goodman | collectors in the amount of 33 1/3% |
| Gladys Cohenour | or 1/3 of the tax duplicates for each |
| | collector. |
| <u>Mifflin County</u> | <u>Bonds</u> |
| Cynthia Hobbs | Mifflin County Commissioners |
| Loretta Kerr | have set a blanket bond for the tax |
| Mary Ellen Reed | collectors in the amount of 33 1/3% |
| | or 1/3 of the tax duplicates for each |
| | collector. |

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17. Approval of the following depositories and treasurer for the 2009-2010 school year:

Depositories

Clearfield Bank & Trust Co.

Capital Reserve Checking & Savings Account

General Fund Checking Account

Cafeteria Fund Checking Account

Payroll Fund Checking Account

Community State Bank of Orbisonia/Mount Union Office

John S. Morrison Scholarship Checking Account

First National Bank (Formerly Omega Bank)

Athletic Fund Checking Account

Activity Fund Checking Account

Pennsylvania School District Liquid Asset Fund (PSDLAF)

General Fund Money Market Account

John S. Morrison Scholarship Money Market Account

Pennsylvania Local Government Investment Trust (PLGIT)

General Fund Money Market Account

Construction Fund Money Market Account

Treasurer

Clearfield Bank & Trust Co.

Certificate of Deposits Investments

First National Bank (Formerly Omega Bank)

Clearfield Bank & Trust Co.

Community State Bank of Orbisonia/Mount Union Office

Pennsylvania School District Liquid Asset Fund (PSDLAF)

Pennsylvania Local Government Investment Trust (PLGIT)

18. Budget Items: (Please bring along to the meeting the budget binder from the May 4, 2009 workshop.)

- a) Tentative adoption of the proposed final budget for the 2009-2010 school year. The total anticipated expenditures in the tentative budget are \$19,404,418 with anticipated revenues of \$17,408,930. This represents a recommended real estate tax increase of 3.09 equalized mills or 65.89 mills for the Huntingdon County portion of the District and 21.69 mills for the Mifflin County portion of the District.

The budget will be on display in the District Office for 30 days prior to final adoption at the Thursday, June 25, 2009, meeting.

XI. PERSONNEL

1. For Information – Mrs. Deb Price has satisfactorily completed her probationary period as a part-time cafeteria aide.
2. For Information – The Extended School Year Program for elementary and secondary students of the District will be handled through the Tuscarora Intermediate Unit #11 and will be held at the Shirley Township and Mount Union-Kistler Elementary buildings due to the High School Project. Dates, times and a list of participants will be provided by the IU when it is finalized.
3. Approval of the following individuals that are requesting lump-sum payment of their 2008-2009 salaries to be paid June 19, 2009:

Courtney Aurand
Neil Barben
Michele Davis
Matthew Fiscus
Kelly Hicks

Timothy Hicks
Barbara Maurer
Sara Mowery
Kathe Posey
Robin Rose

Susan Rutter
Patricia Smith
John Taliff
Yvette Weller
Robert Wydock

4. Approval to add the following names to the Substitute Custodial Listing effective for the 2008-2009 school year pending receipt of background clearances and necessary paperwork: (Applications will be available for review at the meeting.)

William G. Kerr, Jr., 301 Dale Road, Mount Union, PA 17066
Steven Kershaw, P. O. Box 38, Newton Hamilton, PA 17075

5. Approval to add the following names to the Substitute Teacher Listing effective for the 2008-2009 school year pending receipt of certificate, background clearances and necessary paperwork: (Applications will be available for review at the meeting.)

Stacy Horne, 18300 Croghan Pike, Shirleysburg, PA 17260, May 2009
graduate of Juniata College, Elementary K-6 Education

Stephanie L. Kaiser, 12 Hillside Drive, Reedsville, PA 17084, graduate of
Bloomsburg University, Elementary Education

Alicia McCallister, 183 Irvin Ridge Road, McVeytown, PA 17051, May 2009
graduate of Shippensburg University, Elementary Education/Reading

Elece Mitchell, 190 Elm Street, Wood, PA 16694, May 2009 graduate of
Shippensburg University, Elementary Education K-6

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6. Recommendation to approve the job description for the Supervisor of Maintenance position effective for the 2009-2010 school year. (See goldenrod attachment)
7. Recommendation to name Ms. Cortnee Clapper as Yearbook Advisor effective for the 2009-2010 school year with the understanding the supplemental salary of \$1,550 will be divided between Ms. Clapper and Mrs. Iva Hinton (\$775/each).
8. Recommendation to name Miss Deanna Lee Wagner as Secretary to the Board for a four-year term beginning July 1, 2009 through June 30, 2013.
9. Recommendation to name Mrs. Tina Werner, 142 Main Street, Mapleton Depot, PA 17052 as part-time custodian for 3 hours per day currently assigned to the Mapleton-Union Elementary effective May 20, 2009 to be paid at the rate of \$8.20/hour with applicable benefits following the successful completion of a 75-day probationary period and with the understanding the days worked/salary will be pro-rated for the 2008-2009 school year.
10. a) Recommendation to name/transfer Mrs. Karen Harshbarger to the part-time cafeteria position for 6 hours per day at the Shirley Township Elementary effective May 26, 2009 to be paid at the rate of \$8.20/hour with applicable benefits following the successful completion of a 20-day probationary period and with the understanding the days worked/salary will be pro-rated for the 2008-2009 school year.

b) As a result of naming/transfer of Mrs. Karen Harshbarger to the 6 hour part-time position, a 4 hour part-time cafeteria aide position at the Shirley Township Elementary will be vacated. Permission to post for applications the 4-hour, part-time cafeteria aide position at the Shirley Township Elementary. (Note: As per agreement with the bargaining unit, the District may sub this position until the end of the current school year.)
11. Approval of the following individuals to serve as Volunteer Assistant Football Coaches effective for the 2009-2010 season: (Note: These individuals worked as Volunteer Assistant Football Coaches during the 2008-2009 season.)

Varsity

Chuck Hand

George Goodling

Trey McClain

Jr. High

Kerry Kerr

Dave Lear

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12. Request from Mr. David Hummel to hold the District's Summer School Program from June 15 to 26, 2009 for the Elementary grade levels with the understanding the program costs will be paid through the District's EAP grant. (NOTE: A listing of the instructors will be presented to the Board when student enrollment has been finalized.)
13. Request from Mr. Curt Whitesel to hold the District's Summer School Program for Mathematics and English from June 15 to 26, 2009 for 3 hours per day to be held at the Mount Union-Kistler Elementary Building pending High School Renovation Project with the understanding the students attending will be charged \$50/class and the teachers will be paid \$20/hour for a total of 40 hours. (NOTE: A listing of the instructors will be presented to the Board when student enrollment has been finalized.)
14. Accept with regret the retirement notification from Mr. Ronald Smith as an elementary teacher effective with the end of the 2008-2009 school year. Mr. Smith has 40 years of service in the District as an elementary teacher as well as having served as an athletic coach.
15. Accept with regret the retirement notification from Mrs. Mary-Jean Walker as a Secondary Home Economics/Family & Consumer Sciences teacher effective with the end of the 2008-2009 school year. Mrs. Walker has 23 years of service in the District.
16. Accept with regret the retirement notification from Mrs. Caroline Miller as a full-time special education para-educator with her last day in the District being June 1, 2009. Mrs. Miller has approximately 31 years of service in the District as part-time and full-time cafeteria aide and as a special education para-educator.

XII. USE OF FACILITIES AND FUND-RAISING ACTIVITIES

1. For Information: The date for the BJ Prough Memorial Concert approved at last month's meeting has been verified and will be held on Friday, March 26, 2010.
2. For Information – The date of the field trip to the Belleville Sale for Mrs. Sonja Boozel and Mrs. Tamara Heeter's classes has been rescheduled to May 27, 2009 instead of June 3, 2009 as approved at the April 27th meeting.
3. For Information – The Elementary Summer Band will be held in the Library of the Mount Union-Kistler Elementary building on Mondays, Tuesdays and Wednesdays beginning July 6th and ending July 29, 2009.

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4. Request on behalf of the Mount Union Ministerium for use of the high school auditorium on the evening of Monday, June 8, 2009, to hold Baccalaureate services for the Class of 2009.

5. Requests from Mr. Michael Mittermeier for use of the gymnasium at the Mount Union-Kistler Elementary:
 - a) for open courts for Junior High/Varsity/Elementary Girls' basketball from 6:00 p.m. to 8:00 p.m. on the following dates and with the understanding that the students must stay in the gymnasium and use locker room restrooms:

May 18, 21 and 28, 2009	June 15, 18, 22, 23, 24 and 30, 2009
July 7, 9, 28 and 30, 2009	August 3, 4, 5 and 6, 2009
 - b) for individual camp for Elementary/Junior High/Varsity/Junior Varsity Girls' basketball from 3:00 p.m. to 9:00 p.m. on July 13, 14, 15 and 16, 2009 with the understanding that the Girls' Basketball Booster Club will take care of clean-up, lights, etc.

6. Request from Mrs. Tammy Jones on behalf of the Mount Union Little Trojans:
 - a) for use of the high school back parking lot and field to the right of the baseball field to hold practices starting August 1, 2009 through November 1, 2009 with the understanding a port-a-potty will be placed on site at the cost of the Little Trojans and with the understanding that the District's needs may change based on the High School Renovation Project needs.
 - b) for use of the high school football field during Mount Union Little Trojans' season to play a night game with the understanding a definite date will be supplied to the District by the June 25th meeting and the Mount Union Little Trojans' will cover costs involved with the use of the football field and with the understanding that the District's needs may change based on the High School Renovation Project needs.

XIII. FIELD TRIPS AND CONFERENCES

1. For Information: Mrs. Autumn Fiscus and Mrs. Tonya DeVecchis-Kerr participated in the PASBO's webinar on IDEA Funding on May 6, 2009 with costs to the District for registration (\$125.00).

2. For Information: Mr. Marc Aurand participated in the Pennsylvania Rural Water Association's Pro Operator Training on May 14, 2009 in Bedford, Pennsylvania

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- with costs to the District being for registration (\$100.00), substitute (\$80.00) and mileage (\$66.00).
3. Request from Mr. Rick Kane and two chaperones to accompany members of the Jazz Band to each of the District's elementary buildings on June 1, 2009 with costs to the District being for substitute (\$85.00) and transportation.
 4. Request from Ms. Chris Stevens and Ms. Nancy Corson to accompany members of the Roots & Shoots Club to the Holocaust Museum and the National Zoo in Washington, D.C. on Saturday, May 23, 2009, with costs for the trip being covered by the Roots & Shoots Club.
 5. Request from Ms. Cortnee Clapper, Mrs. Iva Hinton and four members of the Desktop Publishing Class to visit the Herff Jones Plant in Gettysburg, PA on May 29, 2009 to pick-up yearbooks and tour the facilities with costs to the District being for use of the school van for the trip and substitute for Ms. Clapper (\$85.00).
 6. Request from Mr. James Estep to participate in the Pennsylvania Inspired Leadership Program Facilitator Summer Institute to be held at the Penn Stater Conference Center in State College on July 8 and 9, 2009 with costs to the District being for mileage.
 7. Request from Mrs. Joan Coraor, Mr. Frank Miller, Mrs. Deborah Goodman, Mrs. Dawn Holesa and Mr. David Hummel for the District's 6th grade students and teachers to attend a 6th grade Orientation at the High School on dates to be determined between the buildings and staff with costs to the District being for bus transportation.
 8. Request from Mr. Frank Miller and the three PTO/CTO's to approve a transition activity (picnic and games) for the District's 6th graders on June 9, 2009 at the Shirley Township Elementary's pavilion with costs to the District being for transportation and other costs being covered by the PTO/CTOs.

XIV. SUPERINTENDENT/PRINCIPALS' REPORTS

1. Secondary Principals' Reports – See blue attachment
2. Elementary Principals' Reports – See yellow attachment
3. District-wide Administrators' Reports – See white attachment
4. Technology Director's Report – None for this month.

XV. INFORMATION ITEMS

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1. June Meetings:

- a) Regular Meeting – Thursday, June 25, 2009, at 7:30 p.m. in the library of the Junior/Senior High School with an Executive Session being held at 6:30 p.m. prior to the start of the regular session.
- b) Special Session – Monday, June 15, 2009, at 6:00 p.m. in the library of the Junior/Senior High School for the formal awarding of the High School Project bids. If needed, a workshop will be held following the adjournment of the special session.

XVI. ADJOURNMENT