

Mount Union Area School District

Thursday, June 25, 2009

Agenda

NOTE: The meeting will be held in the District Office, 28 West Market Street, at 7:30 p.m. There will be an Executive Session held at 6:30 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

III. Roll Call Voting/Minutes

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

Approval is granted that as the 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 May 18, 2009 and the special meeting of June 2, 2009 – green pages

IV. TREASURER’S REPORT

1. Approval of the Treasurer’s Report -- yellow page

V. BILLS/AUTHORIZATIONS

1. Approval of the bills – Listing for June 2009:
 - a. General Fund -- pink pages
 - b. Cafeteria Fund – blue pages
 - c. Scholarship Fund – goldenrod pages
 - d. Capital Reserve Fund – None for June 2009
 - e. Construction Fund – lavender pages
2. Motion to grant authorization to pay any 2008-2009 school-year bills not included in our month-ended bills and to make the necessary budgetary transfers to balance items. A list of the bills paid and/or budgetary transfers made will be brought to the Board for entering into the minutes.
3. Motion to grant blanket authorization for local auditors and the Director of Business Affairs to make the necessary budgetary transfers in order to avoid budgetary line item and categorical over-expenditures resulting from local audit reclassification.

VI. DISTRICT REPORTS

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

VII. PRESENTATIONS

VIII. PUBLIC COMMENTS

IX. REPORTS

1. Tuscarora Intermediate Unit #11:
 - a) Minutes of the Tuscarora Intermediate Unit #11 meeting of April 9, 2009 and May 14, 2009. No action is needed on these minutes. (See pink attachment)
 - b) Recommendation to continue with the ClearTrack web based software program through the Tuscarora Intermediate Unit #11 for providing the state with special education data at the cost of \$1,662.25 for the 2009-2010 school year.
2. Huntingdon County Career & Technology Center:
 - a) Approval of the minutes of the Huntingdon County Career & Technology Center meetings of May 12, 2009. (See white attachments)

X. GENERAL

1. For Information – The District has received notification that the Alternative Education for Disruptive Youth one-year Grant Agreement has been approved in the amount of \$31,428.00 effective for the 2008-2009 school year.
2. Approval to enter into the minutes of the meeting, Pennsylvania Department of Education's approval of PlanCon Part F: Construction Documents for the High School Renovation Project.
3. Recommendation to authorize Mr. James A. Estep, Superintendent, to approve change orders up to \$25,000. per change order for the High School Renovation Project and to authorize Mrs. Autumn Fiscus, Director of Business Affairs, in the absence of Mr. James Estep to approve change orders up to \$25,000. per change order for the High School Renovation Project with the understanding any change orders approved will be presented to the board for entering into the minutes at the next regularly scheduled board meeting and the Board may review this change order authorization/process throughout the Project.

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4. Execution of the Addendum to the Bond Purchase Agreement was completed on June 17, 2009 and necessary paperwork for the contracts and Satisfactory Payment and Performance Bonds have been received and reviewed. Formal recognition of the awarding of the High School Renovation Project Bids is as follows:
 - a) Subject to the execution of the Addendum to the Bond Purchase Agreement and receipt of Satisfactory Payment and Performance Bonds, the Mount Union Area Board of Education hereby awards the contract for General Construction on the Mount Union Junior/Senior High School Project to Leonard S. Fiore, Inc., 5506 Sixth Avenue Rear, Altoona, PA 16602 as modified by Alternate Bids #G-3, G-4, G-6, G 7, G-8, G-9, G-10, G-11, G-13, G-14, G-17, G-18, G-19, G-20, G-21 and G-24 in the amount of \$10,613,300.
 - b) Subject to the execution of the Addendum to the Bond Purchase Agreement and receipt of Satisfactory Payment and Performance Bonds, the Mount Union Area Board of Education hereby awards the contract for HVAC Construction on the Mount Union Junior/Senior High School Project to Silvertip Construction, Inc., 600 St. Mary Street, Lewisburg, PA 17837 as modified by Alternate Bids #H-2, H-3, H-5, H-6 and H-10 in the amount of \$3,531,000.
 - c) Subject to the execution of the Addendum to the Bond Purchase Agreement and receipt of Satisfactory Payment and Performance Bonds, the Mount Union Area Board of Education hereby awards the contract for Plumbing Construction on the Mount Union Junior/Senior High School Project to D. C. Goodman, Inc., 326 Penn Street, Huntingdon, PA 16652 as modified by Alternate Bids #P-2, P-3 and P-5 in the amount of \$1,320,832.
 - d) Subject to the execution of the Addendum to the Bond Purchase Agreement and receipt of Satisfactory Payment and Performance Bonds, the Mount Union Area Board of Education hereby awards the contract for Electrical Construction on the Mount Union Junior/Senior High School Project to Leer Electric, Inc., 3 Barlo Circle, Dillsburg, PA 17019 as modified by Alternate Bids #E-2, E-3, E-5 and E-7 in the amount of \$3,364,350.
 - e) Subject to the execution of the Addendum to the Bond Purchase Agreement and receipt of Satisfactory Payment and Performance Bonds, the Mount Union Area Board of Education hereby awards the contract for Food Service Construction on the Mount Union Junior/Senior High School Project to Todd Devon, Inc. in the base bid amount of \$487,000.

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- f) Subject to the execution of the Addendum to the Bond Purchase Agreement and receipt of Satisfactory Payment and Performance Bonds, the Mount Union Area Board of Education hereby rejects all bids for Geothermal Well Field Construction on the Mount Union Junior/Senior High School Project.
 - g) Subject to the execution of the Addendum to the Bond Purchase Agreement and receipt of Satisfactory Payment and Performance Bonds, the Mount Union Area Board of Education hereby awards the contract for Asbestos Abatement Construction on the Mount Union Junior/Senior High School Project to Power Component Systems, Inc. in the base bid amount of \$198,872.
5. Recognition of and approval for the donation of the subscription to Christian Science Monitor for the High School Library from Mrs. Helen Doyle Calabro, Class of 1930 and a member of the Mount Union Area Schools Alumni Association, currently residing in Jensen Beach, Florida.
 6. Approval to enter into the minutes of this meeting the High School's Business Advisory Committee meetings minutes for the 2008-2009 school year. (See blue attachments)
 7. Recommendation to accept the proposal from Jack M. Shuck Agency, Inc. for the School Insurance Package including Worker's Compensation for the 2009-2010 school year in the total amount of \$88,452.00.
 8. Recommendation to award the Fuel Oil Bid for the 2009-2010 school year to Shipley Energy at \$2.29/gallon retro-active to June 12, 2009. (See yellow attachment)
 9. Approval of the Guidelines for Per Capita Tax Exoneration for the 2009 tax year. (See green attachment)
 10. Approval of the Junior High School handbook for the 2009-2010 school year. (See goldenrod attachment)
 11. Recommendation to approve the Advanced Academics EdConomic Stimulus Program Agreement retro-active to May 20, 2009. (See pink attachment)
 12. Recommendation to renew the District's membership in the Mount Union Area Chamber of Commerce through May 31, 2010 in the amount of \$40.00.

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13. Recommendation to approve the Occupational Therapy contracts and the Horsepower contracts for the 2009-2010 school year with Huntingdon County PRIDE, Inc. with the understanding PRIDE will supply the District with Certificate of Insurance for the Horsepower contracts. (See green attachment)
14. Recommendation to renew the District's membership in Pennsylvania Association of Rural and Small Schools for the 2009-2010 school year in the amount of \$940.00. This reflects no increase in cost from the 2008-2009 school year rate.
15. Approval to award Option # _____ to _____ for the Student and Athletic Insurances for the 2009-2010 school year:

Option #1

Brown & Walters Insurance Agency, Inc.

Athletic Coverage -- \$12,785 annually -- \$5,000,000 limit – Lifetime Benefit

Student Coverage – School Time -- \$27/annually

24-Hour -- \$103/annually

Option #2

Jack M. Shuck Agency, Inc.

Athletic Coverage -- \$11,900 annually -- \$5,000,000 limit – 10-Year Benefit

Student Coverage – School Time -- \$28/annually

24-Hour -- \$124/annually

Option #3

Jack M. Shuck Agency, Inc.

Athletic Coverage -- \$11,750 annually -- \$1,000,000 limit – Lifetime Benefit

Student Coverage – School Time -- \$28/annually

24-Hour -- \$124/annually

16. Request from Ms. Hope Harman, 11644 Beacon Lodge Road, Mount Union, PA 17066 to complete her summer internship program through South Hills School of Business and Technology for at least a 10-week period for 336 hours during this summer in the District's offices at no cost to the District. (See blue attachment)
17. Request from Mr. William Varner to utilize three or four workers through the WIA Summer Program through Career Link beginning Monday, June 22, 2009, and continue through approximately the third week of August 2009 for 30 hours per week per participant at no cost to the District. Note: The Support Staff Bargaining Unit has agreed to the use of these workers for the summer months.
18. First Reading of Policy #200 – Enrollment of Students. This is a new policy to the District's Policy Manual. (See white attachment)

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19. Adoption of Resolution on Pennsylvania School Employees' Retirement System.
(See green attachment)

20. Budget Items:

a) Final adoption of the 2009-2010 school district budget in the amount of \$19,194,043. total expenditures and total revenues of \$17,408,930. **Note: Excluding new debt service, this reflects an expenditure increase of .9%.**

b) Recommendation to levy the taxes for 2009 as follows:

Real Estate (Reflects Huntingdon County 6.24 and Mifflin County 1.25 equalized millage increase.)

Huntingdon County portion of the District – 65.89 mills

Mifflin County portion of the District – 21.69 mills

Per Capita Act 679 -- \$5.00 per person for the following taxing regions:

Shirleysburg Borough

Kistler Borough

Union Township

Newton Hamilton Borough

Shirley Township

Wayne Township

Mapleton Depot Borough

Mount Union Borough

Act 511 Taxes as follows:

a) 1% real estate transfer

b) ½ of 1% Earned Income Tax

c) Per Capita:

Shirleysburg Borough -- \$5.00/per person

Shirley Township -- \$5.00/per person

Mapleton Depot Borough -- \$5.00/per person

Mount Union Borough -- \$5.00/per person

Kistler Borough -- \$5.00/per person

Newton Hamilton Borough -- \$5.00/per person

Wayne Township -- \$5.00/per person

Union Township -- \$5.00/per person

c) Approval of the Homestead and Farmstead Exclusion Resolution for the 2009-2010 school year. (See white attachment)

XI. PERSONNEL

1. Recommendation to approve Professional Contracts for the following individuals who have successfully completed three-years of full-time teaching in the District:

Elementary

Miss Courtney Aurand, Elementary Teacher
Mrs. Karla Cornelius, District Speech Therapist
Mrs. Erica Dell, Elementary Teacher
Mr. Joseph Loner, Elementary Teacher
Mrs. Sally Steward, Elementary Librarian

2. Request from Mrs. Melody Komir, High School Librarian, for up to ten additional days for the 2008-2009 school year with the understanding the additional days will be paid at instructional rate of \$20/hour and that a listing of days/hours will be turned into the District Office for payment.
3. Accept the resignation of Ms. Tina Welch as part-time cafeteria aide effective as of May 22, 2009. NOTE: This position was posted for applications effective June 3, 2009.
4. Accept the resignation of Mrs. Karen Harshbarger as part-time crossing guard effective May 26, 2009. NOTE: This position was posted for applications effective May 20, 2009.
5. Accept with regret the retirement of Mr. Craig Myers as Elementary/ESL teacher effective June 10, 2009. Mr. Myers has 29 years of service in the District.
6. Approval to add the following name to the District's Substitute Custodian Listing effective for the 2008-2009 school year pending receipt of the necessary paperwork: (Application will be available at the meeting for review.)

Thomas Hicks, 14072 Wrangletown Road, Mount Union, PA 17066

7. Approval to add the following names to the District's Substitute Aide Listing effective for the 2008-2009 school year pending receipt of the necessary paperwork: (Applications will be available at the meeting for review.)

Tonya Stoner, 2263 Ferguson Valley Road, McVeytown, PA 17051
Karen Diffin, 15899 Buckeye Drive, Shirleysburg, PA 17260

8. Recommendation to name Mr. William Varner as Supervisor of Maintenance effective July 1, 2009 at the salary of \$50,133.49 (\$43,000. plus \$7,133.49 for the night watchman responsibilities).

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9. a) Recommendation to name _____ to the 4-hour, part-time cafeteria aide position at the Shirley Township Elementary effective for the 2009-2010 school year at the rate of \$_____/hour with applicable benefits following the successful completion of a _____ day probationary period. This was the position vacated with the transfer/naming of Mrs. Karen Harshbarger to the _____ hour position.
- b) Recommendation to name _____ to the 4-hour, part-time cafeteria aide position at the Shirley Township Elementary effective for the 2009-2010 school year at the rate of \$_____/hour with applicable benefits following the successful completion of a _____-day probationary period. This is the position vacated by the resignation of Mrs. Tina Welch.
10. Recommendation to name Mrs. Elana Zinn, 50 South Penn Street, Mount Union, PA 17066 to the 1 ½ hour, part-time crossing guard position at the High School effective for the 2009-2010 school year at the rate of \$8.75/hour with applicable benefits following the successful completion of a 75-day probationary period. This is the position vacated with the resignation of Mrs. Karen Harshbarger as crossing guard.
11. The following individuals are providing Summer School Tutoring to be paid through the District's EAP Grant at the rate of \$20/hour:
- | | |
|-------------------|---|
| <u>Elementary</u> | <u>Secondary</u> |
| Vickie McMullen | Susan Bender |
| Alesha Yocum | Candace Gilliland |
| Sandy Snair | |
| Yvette Weller | |
| Barbara Maurer | <u>Secondary – Not Covered by Grant</u> |
| Sally Steward | Tracy Cornelius |
| Patricia Smith | Cheryl Smith |
| Mary Anna Sieber | |
| Tobie Miller | |
| Margaret Mills | |
| Kelly Hicks | |
| Danielle Hancock | |
12. Recommendation to increase by \$1,000. the stipend paid to Mr. William Shives as Athletic Director from \$6,000. to \$7,000. effective for the 2009-2010 school year.
13. Request from Mrs. Renee Goodling to use four consecutive personal days and one day without pay on January 4 through 8, 2010 for the purpose of travel.

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14. Elementary Staffing Recommendations for the 2009-2010 school year:

- a) Transfer Mrs. Vicki (Miller) Valentine from Mapleton-Union Elementary Learning Support to Mapleton-Union Elementary Grade 1.
- b) Transfer Ms. Courtney Aurand from Mount Union-Kistler Elementary Grade 2 to Mount Union-Kistler Grade 4.
- c) Transfer Ms. Charleen Hartman from Mount Union-Kistler Elementary Grade 5 to Mount Union-Kistler Elementary Grade 6.
- d) Transfer Ms. Stephanie Smith from Shirley Township Elementary Grade 4 to Shirley Township Elementary Grade 3.
- e) Post for applications Grade 5 elementary teacher (currently at the Mount Union-Kistler Elementary).

15. Requests from Mr. Rick Kane – High School Band:

- a) Permission to conduct Summer Band Camp from August 10 through August 28, 2009 from 9:00 a.m. to 4:00 p.m. (one hour lunch) for a total of 80 hours for Director Rick Kane to be paid at the instructional rate of \$20/hour with the understanding Mr. Kane will be offering “free clinic” days on a volunteer basis as part of the summer rehearsals and band camp.
- b) Approval for Mr. Matt Hoover, 1108 Mifflin Street, Huntingdon, PA 16652 to continue as Assistant Band Director effective for the 2009-2010 school year to be paid at the supplemental salary of \$500.00.
- c) Approval for Mr. Rick Kane to receive compensation in the amount of \$900.00 for the designing and writing of the fall marching band production.
- d) Approval for contracted services for Drill Writer/Instructor with Mr. Barry Mellott, 620 Mulberry Street, Hollidaysburg, PA 16648 in the amount of \$1,100.00 for the creating of formations and instructing the band for the marching band shows.
- e) Approval for Mr. Mark Morningstar and Mr. Andrew Huhn to continue as Percussion Instructors to assist with individual instruction of all percussion students during band camp and throughout the entire season effective for the 2009-2010 school year to be paid at the supplemental salary of \$250/each.

- f) Approval for the following individuals to continue to serve as Instructor and/or Director for the In-Door Band Program effective for the 2009-2010 school year:
1. Mr. Rick Kane as Percussion Director -- \$500.
 2. Mrs. Sally Steward as Majorette Director -- \$500.
 3. Mrs. Suzanne Brown as Dance Team Director -- \$500.
 4. Ms. Samantha Claar as Color Guard Director -- \$500.
 5. Mr. Matthew Hoover and Mr. Andrew Huhn as Percussion Instructor -- \$500. to be shared equally (\$250/each)

XII. USE OF FACILITIES AND FUND-RAISING ACTIVITIES

1. For Information – The Pre-Kindergarten classroom will be moved from the Mount Union-Kistler Elementary to the Mapleton-Union Elementary effective for the 2009-2010 school year.
2. Retro-active approval of the request from Mrs. Mary Hancock and Mrs. Suzanne Brown on behalf of the Mount Union Skate Park Committee for use of the former Mount Union Elementary playground area for the purpose of a skate board demonstration as part of the Mount Union Community Action Partnership Street Fair held on June 13, 2009.
3. Request from Mr. Rick Kane on behalf of the Tournament of Bands to host a band show in the District on Saturday, September 26, 2009, from 9:00 a.m. to 10:00 p.m. with the understanding the high school facilities and athletic field are requested, both food booths will be staffed by volunteers and there is a registration fee of \$250.00 for our band to participate in the event.
4. Request from Mr. Joseph Komir for use of the Mount Union-Kistler gymnasium for the Elementary Boys' Basketball program on Tuesdays and Thursdays from 6:00 p.m. to 7:30 p.m. and on Saturdays from 10:00 a.m. to noon and from 1:00 p.m. to 3:00 p.m. from November 24, 2009 through February 27, 2010.

XIII. FIELD TRIPS AND CONFERENCES

1. For Information – The request from Mrs. Erica Mowrer to accompany members of the Captain Jack FFA members to the State FFA Convention in State College June 9 to 11, 2009 was amended with approval from Superintendent James Estep to include two district employees as chaperones due to the number of FFA members participating in the event and to include approval for Mr. Jeff Vogus to drive the school van after school on June 10th to pick up senior members who needed to return for commencement activities.

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2. Request from Mr. Rick Kane and adult chaperones to accompany members of the High School Marching Band to New York City Parade from November 10 through 12, 2009 to participate in the Veteran's Day with costs to the District being for use of the school van, substitutes and donation towards transportation.
3. Requests from Mrs. Erica Mowrer to:
 - a) accompany one parent chaperone and Captain Jack FFA members (approximately 1 to 6 members) to compete in various competitions in Springfield, Massachusetts September 18 – 20, 2009 with costs to the District being for use of the school van for the trip and substitute. Note: This event request is only in the case that we have students qualify at State competition in June 2009.
 - b) accompany nine members of the Captain Jack FFA to the All American Dairy Management and Dairy Judging to be held in Harrisburg on September 22, 2009 with costs to the District being for use of the school van for the trip and substitute.
 - c) accompany nine members of the Captain Jack FFA to the Stockman's Contest in Harrisburg on October 2, 2009 with cost to the District being for use of the school van for the trip and substitute.
 - d) accompany one parent chaperone and members of the Captain Jack FFA (approximately 10 to 12 members) to the National FFA Convention to be held in Indianapolis, Indiana October 20 to 24, 2009 with costs to the District being for \$500. contribution towards the bus transportation costs.
4. Request from Ms. Cortnee Clapper to attend the Gettysburg Yearbook Experience from July 12, 2009 through July 16, 2009 with costs to the District being for registration (\$480.00) and mileage (\$130.90).
5. Request from Mrs. Marjorie Biddle to participate in the Evidenced-Based Practices for Inclusive Classrooms and Differential Instruction (EPIC) Course 1 to start June 22, 2009 with costs to the District's Inclusive Mini-Grant for registration (\$395.00).
6. Request from Mrs. Tonya DeVecchis-Kerr to attend the 2009 Special Education Leadership Summer Academy: Achieving Balance to be held at the Bedford Springs Conference Center July 27 through July 30, 2009 with costs to the District's PD-IDEA Stimulus funds for registration (\$125.00), mileage (\$71.37), lodging \$100/day (\$300) and the balance for meals/lodging (\$250.00) for a total of \$746.37.

7. Request from Mr. Curt Whitesel to attend the National Institute for School Leadership Training (NISL) to be held at the Bedford Springs Conference Center July 28 and 29, 2009 with costs to the District being for mileage (\$134.20).
8. Request from Mr. Frank Miller to attend the PAFPC's Summer Executive Committee Meeting to be held in State College July 22 to 24, 2009 at no cost to the District. This is part of Mr. Miller's role as Regional Representative.

XIV. SUPERINTENDENT'S/PRINCIPALS' REPORTS

1. Secondary Principals' Reports – None for June 2009
2. Elementary Principals' Reports – None for June 2009
3. District-wide Administrators' Reports – None for June 2009
4. Superintendent's Report:
 - a) Mr. Estep has completed the National Institute for School Leadership's Students With Disabilities (SWD) Institute.
 - b) Virtual Academy Position

XV. INFORMATION ITEMS

1. Thank you letter received from Mount Union Community Action Partnership for the District's assistance and participation in the 8th Annual Mount Union Street Fair.
2. July Meetings:
 - a) Regular meeting will be held on Monday, July 27, 2009, at 7:30 p.m. in the Library of the Junior/Senior High School. An Executive Session will be held at 6:30 p.m. prior to the start of the regular meeting session.
 - b) Workshop session, if needed, will be held on Monday, July 13, 2009, at 6:30 p.m. in the Library of the Junior/Senior High School.
3. In order to have staffing and other items in place for the start of the 2009-2010 school year, the August meeting may be changed to an earlier date. If necessary, action on this change will take place at our July 27th meeting.
4. The District has received notification from the Pennsylvania Department of Education that the District will receive additional Reading First funds in the amount of \$30,854. for the 2008-2009 school year.

XVI. ADJOURNMENT