



Board Meeting of the Palmyra Area School District June 14, 2018

Agenda for: Regular School Board Meeting

1. MEETING CALLED TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Mr. Connell

Mr. Downey

Ms. Fisher

Mr. Fogle

Mr. Geib

Mrs. Hudson

Mr. Kreiser

Mr. Krikorian

Mr. Putt

4. MOTIONS TO APPROVE ROUTINE BUSINESS:

a. Board Minutes

Motion to approve the minutes of the Board Meeting of May 10, 2018.

b. Transactions

Motion to approve transactions for the month ending May 31, 2018.

c. Bills

Motion to approve bills for payment in the amount of \$570,905.08.

d. Payroll

Motion to approve payroll for June 2018:

Payroll for June 7, 2018: \$845,828.26

Payroll for June 21, 2018: \$983,000.00

Payroll for June 2018: \$1,828,828.26

e. Cafeteria Report

Motion to approve the cafeteria report for the month ending April 30, 2018.

5. PALMYRA PRIDE MOMENT

Recognition of the following staff who have served the district for many years and are now ending their years in education and service to the district:

- Debra Dickinson - Special Education Aide
- Kate Gardner - Cafeteria
- Alma George - Cafeteria
- Valerie Johnson - Middle School Instructional Aide
- Virginia Lennox - District Office Receptionist
- Rosemary Sargent - Elementary Reading Specialist
- Linda Snyder - Middle School Secretary
- Judith Wagner - Special Education Aide
- Maureen Waltz - Cafeteria

Recognition of the Campbelltown American Legion for their continued support of the Palmyra Area School District by generously donating an American Flag to the High School.

6. PRESIDENT'S REPORT

7. VISITOR COMMENTS

- Ashley Zipp, 306 Palm City Park, Annville, PA 17003; 717-376-6246
- Ryan Zimmerman, 1250 Shopes Church Road, Hummelstown, PA 17036; 717-592-8277

Topic: Request for Bus Stop at Aa to Zz Childcare

8. COMMITTEE REPORTS

9. CURRICULUM

a. Minutes - Curriculum Committee

b. Conferences

Motion to approve the following conferences:

- a. William McGregor to attend the Pennsylvania Council of Teachers of Mathematics Annual Conference in Harrisburg, PA on August 6-7, 2018 at a district cost of \$176.60.
- b. Kim Grissinger, Amy Mateer, and Nick Swartz to attend the National Tests of Engineering, Aptitude, Mathematics, and Science (TEAMS) competition in Atlanta, GA from June 22-25, 2018 at a district cost of \$600 per teacher.

c. Field Trips

Motion to approve the following field trips:

- a. High School Club Future Business Leaders of America (FBLA) field trip to Baltimore, MD from June 27 - July 1, 2018 for the FBLA National Competition at no cost to the district.
- b. High School Club Envirothon field trip to Camp Swatara in Bethel, PA, Susquehanna University in Selinsgrove, PA, and Camp Mount Luther in Mifflinburg, PA from May 21-23, 2018 for the Environmental Science Competition at no cost to the district.

10. STAFFING AND ADMINISTRATION

a. Minutes - Staffing & Administration Committee

b. Board Policies - Second Reading and Final Adoption

Motion to approve the second reading and final adoption of the following board policies:

- Policy 827 - Conflict of Interest
- Policy 828 - Fraud (new policy)
- Policy 917 - Parental/Family Involvement (new policy)
- Policy 918 - Title I Parent and Family Engagement (new policy)

c. Board Policies - First Reading

Motion to approve the first reading of the following board policies:

- Policy 006 - Meetings
- Policy 828 - Naloxone (new policy)

d. Board Secretary

Motion to approve Darcy Brenner-Smith as Board Secretary for a 4-year term beginning July 1, 2018 through June 30, 2022.

e. Assistant Board Secretary

Motion to approve Beverly Hudson as Assistant Board Secretary for a 4-year term beginning July 1, 2018 through June 30, 2022.

f. HACC Lebanon Campus Advisory Board Appointment

Announcement of Gregory Krikorian as Board Representative to the HACC Lebanon Campus Advisory Board.

g. Tax Collection Committee Board Representative

Motion to approve Christine Fisher as Board Representative to the Tax Collection Committee.

h. PSBA Voting Delegates

Motion to approve Christine Fisher and Beverly Hudson as PSBA Voting Delegates for the 2018 PSBA Delegate Assembly Meeting.

i. Professional Staff Items

Motion to approve the following professional staff items:

- a. Sharon Colpo as Elementary Reading Specialist for the 2018-19 school year at a Master's +15, Step 7 salary of \$58,076, pending completion of all state and district requirements.
- b. Transfer of Carolyn Richards from Special Education Consultant to the Act 93 position of Special Education Supervisor (220 days) beginning with the 2018-19 school year at a salary of \$70,000.
- c. Transfer of Jeffrey Remington from Middle School Science teacher to Middle School STEM teacher (grades 6-8) beginning with the 2018-19 school year.
- d. Transfer of Carolyn Ward from Elementary Computer teacher to Middle School Science teacher (grade 6) beginning with the 2018-19 school year.

- e. Leave of absence for Kelly Hastings, Elementary Art teacher, beginning on or about September 17, 2018 until approximately March 12, 2019.
- f. *Amanda Maulfair as Special Education Consultant for the 2018-19 school year at a Master's +15, Step 8 salary of \$59,202, pending completion of all state and district requirements.
- g. *Lisa Self-Smith as part-time High School Social Studies teacher for the 2018-19 school year at a prorated Master's, Step 10 salary of \$29,654, pending completion of all state and district requirements.
- h. *Jennifer Ebersole as Autistic Support teacher for the 2018-19 school year at a Bachelor's +15, Step 2 salary of \$46,524, pending completion of all state and district requirements.
- i. *Resignation of Kelly Strada as third grade teacher at Lingle Avenue Elementary, effective at the end of the 2017-18 school year.
- j. *Resignation of Danielle Fitting as Elementary Emotional Support teacher at Northside Elementary, effective at the end of the 2017-18 school year.

j. Support Staff Items

Motion to approve the following support staff items:

- a. Leave of absence for Michele Black, Lingle Avenue Classroom Aide/Monitor, from April 11, 2018 through May 29, 2018.
- b. Promotion of Catherine Williams, High School Guidance Secretary, to Clerical II effective July 1, 2018 at an hourly rate of \$17.37.
- c. Promotion of Emily Scipioni, High School Attendance Secretary, to Clerical II effective July 1, 2018 at an hourly rate of \$16.61.
- d. Promotion of Daniel Epler to Maintenance II effective July 1, 2018 at an hourly rate of \$19.14.
- e. *Termination of Bernard Pedreira as Evening Custodian, effective May 8, 2018.
- f. *Retirement of Debra Dickinson, Special Education Aide, effective at the end of the 2017-18 school year.

k. Pay Adjustments

Motion to approve pay adjustments to the mid-point of the wage range effective July 1, 2018 for the following support staff employees with five years of employment and successful completion of competency testing for the applicable position:

- a. David Stong, Custodian
- b. LaDawn Buck, Instructional Aide
- c. Jennifer Geist, Classroom Aide/Monitor Aide
- d. Pamela Holl, Special Education Aide
- e. Kathleen Kelly, Classroom Aide/Monitor Aide
- f. Tracie Snyder, Administrative Assistant for Payroll & Accounting
- g. Jennifer Hauck, Middle School Secretary
- h. Catherine Williams, High School Guidance Secretary

I. Coach Resignation

Motion to approve the resignation of Jill Brandt as Girls HS Basketball Assistant Coach, effective May 4, 2018.

m. Weight Room Supervisor

Motion to approve Chris Pope as the Summer Weight Room Supervisor for 2018 at a salary of \$1,715.

n. Foreign Exchange Student

*Motion to approve Yuan Jia Ying as a High School foreign exchange student from China for the 2018-19 school year.

*Staffing and administration items added after the May 31, 2018 Staffing & Administration Committee meeting.

11. FINANCE

a. Minutes - Finance Committee

b. Construction Funds

Motion to approve the May 2018 lists of bills for the Construction Funds.

c. Lancaster-Lebanon Public Schools Joint Purchasing Bids

Motion to approve the following 2018-2019 Lancaster-Lebanon Public Schools Joint Purchasing bids:

- a. Instructional Art Supplies in the amount of \$19,988.38
- b. Technology Education Supplies in the amount of \$13,718.60

d. Special Education Contracts

Motion to approve the following 2018-19 Special Education contracts:

- a. Yellow Breeches tuition contract in the amount of \$133,052 for four placements, including transportation
- b. Therabilities in the amount of \$141,358
- c. Merakey (formerly NHS School) in the amount of \$28,800
- d. IU13 Lebanon Consortium Contract in the amount of \$211,538
- e. IU13 Lancaster Consortium Contract in the amount of \$361,295
- f. CAIU Hearing Support Services (New Story student) in the amount of \$18,285
- g. *PETS Provider Agreement (Pre-employment Transition Services) with the Pennsylvania Office of Vocational Rehabilitation.

e. Insurance Policy Renewals

Motion to approve the following 2018-19 insurance policy renewals:

- a. Workers Compensation with PSBA at a premium of \$87,287
- b. Renewal package for Property/Liability, Automobile, Umbrella, Privacy/Network/Cyber Liability and Errors & Omissions Insurance with the PSBA Insurance Program with premiums in the amount of \$147,042.
- c. Insurance renewal with United States Fire Insurance Company in the amount of \$22.50

for school hours coverage and \$90.00 for 24-hour coverage for Student Accident Insurance.

f. Apple Leases

Motion to authorize the appropriate officers of the Board and District to execute all appropriate documents to take all appropriate action for the Master Lease Purchase Agreement with Apple, Inc. for equipment schedules comprised of \$780,000 for a 4-year term at 1.90% and \$94,080 for a 3-year term at 1.90%.

g. 2018-19 General Fund Budget

Motion to approve the 2018-19 Palmyra Area School District General Fund Budget in the amount of \$52,071,152 with a Real Estate Tax of 14.985 mills. (Roll call vote)

h. Homestead and Farmstead Exclusions

Motion to approve the Resolution Implementing Homestead and Farmstead Exclusions for the 2018-19 Fiscal Year of the Palmyra Area School District as required under the Taxpayer Relief Act.

*Finance item added after the May 31, 2018 Finance Committee meeting.

12. BUILDINGS AND GROUNDS

a. Minutes - Buildings & Grounds Committee

b. Change Order Number 2

Motion to approve Change Order Number 2 from eci Construction, Inc. in the amount of \$41,233.00.

c. Stormwater Injection Wells - Phase 2 Proposal

*Motion to approve phase two from the ARM Group, Inc. proposal to conduct siting for stormwater injection wells at Palmyra Middle School at an estimated cost of \$17,000.

d. Stormwater Injection Wells - Phase 3 Proposal

*Motion to approve phase three from the ARM Group, Inc. proposal for well drilling and testing of the proposed locations for new injection wells at Palmyra Middle School at an estimated cost of \$25,000 to \$80,000.

*Buildings & Grounds items added after the May 31, 2018 Building & Grounds Committee meeting.

13. REPORTS

a. Superintendent's Report

b. Student Representative's Report

c. Lebanon County Career and Technology Center Report

d. Recreation Commission Report

e. Intermediate Unit 13 Report

<https://youtu.be/JNImP5ZzcKo>

f. Palmyra Area Education Foundation Report

g. Library Report

h. Lebanon County Tax Collection Committee Report

i. Lebanon County Legislative Region Report

j. HACC Lebanon Campus Advisory Committee Report

k. Other Reports

14. COMMUNICATIONS

15. ADJOURNMENT