Board Meeting of the Palmyra Area School District
April 13, 2017
Minutes For: Regular School Board Meeting

Roll Call
Board Members Present: Mr. Bova, Mr. Connell, Mr. Downey, Mr. Duquette, Mr. Fogle, Mr. Geib, Mr. Koennecke, Mr. Ludwig
Board Members Absent: Mrs. Wargo
Administrators Present: Darcy Brenner-Smith, Lisa Brown, Bernie Kepler, Kathy Setlock, Wally Popejoy, Kara Schoessler

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1. MEETING CALLED TO ORDER

Minutes
Mr. Connell called the April 13, 2017 meeting to order at 6:06 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Mr. Bova
Mr. Connell
Mr. Downey
Mr. Duquette
Mr. Fogle
Mr. Geib
Mr. Koennecke
Mr. Ludwig
Mrs. Wargo
Minutes: 8 present, 1 absent – Wargo

4. MOTIONS TO APPROVE ROUTINE BUSINESS:

a. Board Minutes

Motion to approve the minutes of the Board meeting of March 9, 2017.

Minutes
Following a motion by Mr. Downey and a second by Mr. Ludwig, the Board unanimously approved the minutes from the March 9, 2017 Board meeting.

b. Transactions

Motion to approve transactions for the month ending March 31, 2017.

Minutes
Following a motion by Mr. Downey and a second by Mr. Koennecke, the transactions for the month ending March 31, 2017 were approved unanimously.

c. Bills

Motion to approve bills for payment in the amount of $535,439.80.

Minutes
Following a motion by Mr. Downey and a second by Mr. Fogle, the bills for payment in the amount of $535,439.80 were approved unanimously.

d. Payroll

Motion to approve payroll for April 2017:

Payroll for April 13, 2017:	$ 771,500.13
Payroll for April 27, 2017:	$ 745,000.00
Payroll for April 2017:	$1,516,500.13

Minutes
Following a motion by Mr. Downey and a second by Mr. Duquette, the April 2017 payroll in the amount of $1,516,500.13 was approved unanimously.

e. Cafeteria Report

Motion to approve the cafeteria report for the month ending February 28, 2017.

Minutes
Following a motion by Mr. Downey and a second by Mr. Ludwig, the motion to approve the February 2017 Cafeteria Report was approved unanimously.

5. PALMYRA PRIDE MOMENT

Recognition of the Palmyra High School Boys Basketball team for qualifying for the 2017 PIAA Class 5A State Tournament.

Minutes
The Board and administration recognized the Palmyra High School Boys Basketball team for qualifying for the 2017 PIAA Class 5A State Tournament and for advancing to the second round.

6. SCHRADER GROUP ARCHITECTURE SCHEMATIC PRESENTATION / REYNOLDS GESA UPDATE

Minutes
The Board was provided with a schematic design presentation as well as an update on GESA 2 and new construction costs.

7. PRESIDENT'S REPORT

Minutes
No report.

8. VISITOR COMMENTS

Minutes
No visitor comments.

9. COMMITTEE REPORTS

10. CURRICULUM

a. Minutes - Curriculum Committee

Minutes
The Board reviewed the minutes from the March 30, 2017 Curriculum Committee meeting.

b. Conferences

Motion to approve the following conferences:

a. Sandy Kepler to attend the Pennsylvania Positive Behavior Support Network Implementers Forum on May 16-17, 2017 in Hershey, PA at a district cost of $75 plus the cost of a substitute teacher for 2 days.

b. Jennifer Pascale to attend the Pennsylvania Positive Behavior Support Network Implementers Forum on May 16-17, 2017 in Hershey, PA at a district cost of $75.

c. *Heidi Kajder, Cathy Schrecengost, and Brenda Wasilewski to attend the Pennsylvania Positive Behavior Support Network Implementers Forum on May 16-17, 2017 in Hershey, PA at a district cost of $75 per teacher plus the cost of a substitute teacher for 2 days for each teacher.

Minutes
Following a motion by Mr. Bova and a second by Mr. Duquette, the Board unanimously approved the conferences as listed.

c. Field Trips

Motion to approve a high school field trip (approximately 40 students) to Washington, DC to visit the Newseum on April 27, 2017 at no cost to the district with the exception of a substitute teacher for 1 day.

Minutes
Following a motion by Mr. Bova and a second by Mr. Ludwig, the Board unanimously approved the field trip as listed.

*Curriculum item added after the March 30, 2017 Curriculum Committee meeting.

11. STAFFING AND ADMINISTRATION

a. Minutes - Staffing & Administration Committee

Minutes
The Board reviewed the minutes from the March 30, 2017, and the April 6, 2017 Staffing and Administration Committee meetings.

b. Board Policies - First Reading

Motion to approve the first reading of the following Special Education Board Policies:

- 113 - Special Education
- 113.1 - Discipline of Students with Disabilities

- 113.2 - Behavior Support
- 113.3 - Screening and Evaluations for Students with Disabilities - NEW
- 113.4 - Confidentiality of Special Education Student Information - NEW

Minutes
Following a motion by Mr. Geib and a second by Mr. Fogle, the Board unanimously approved the first reading of Board Policies 113, 113.1, 113.2, 113.3, and 113.4.

c. 2017-18 Board Calendar

Motion to approve the Board meeting dates for the 2017-18 school year.

Minutes
Following a motion by Mr. Geib and a second by Mr. Duquette, the Board unanimously approved the Board meeting dates for the 2017-18 school year.

d. Professional Staff Items

Motion to approve the following professional staff items:

a. Leave of absence for Janelle Simmon, Elementary Librarian, beginning with the 2017-18 school year until approximately November 20, 2017.

b. Sabbatical leave for Rebecca Pope, High School English Language Arts teacher, for the 2017-18 school year.

c. Motion to approve the transfer of Courtney Fackler from High School Nurse to Lingle Avenue Elementary School Nurse beginning with the 2017-18 school year.

Minutes
Following a motion by Mr. Geib and a second by Mr. Fogle, the Board unanimously approved the professional staff items as listed.

e. Support Staff Items

Motion to approve the following support staff items:

a. Michael Reiber as cafeteria substitute at an hourly rate of $9.59, effective March 30, 2017, pending completion of all state and district requirements.

b. Carolyn Hall as substitute classroom/monitor aide, effective April 14, 2017, pending completion of all state and district requirements.

c. Leave of absence for Helen Menser from July 3, 2017 through September 4, 2017.

d. Transfer of Deb Hoffer from Middle School dishwasher to Pine Street kitchen helper/server, effective March 6, 2017.

e. Transfer of Corey Koennecke from Middle School dishwasher to Middle School kitchen helper/cashier at an hourly rate of $10.27, effective March 14, 2017.

f. Susan Kishel as part-time (2 days) Lingle classroom/monitor aide at an hourly rate of $9.77, effective April 14, 2017, pending completion of all state and district requirements.

g. Lori O'Rourke as part-time (3 days) Lingle classroom/monitor aide at an hourly rate of $9.77, effective April 14, 2017, pending completion of all state and district requirements.

h. Retirement of Daniel Whitenight, Custodian, effective June 7, 2017.

i. Amy Roth as Forge Road Instructional Aide at an hourly rate of $12.20, effective April 17, 2017, pending completion of all state and district requirements.

j. Stephanie Ward as substitute Classroom/Monitor Aide, effective April 17, 2017, pending

completion of all state and district requirements.

k. *Megan Peifer as cafeteria substitute at an hourly rate of $9.59, effective April 13, 2017, pending completion of all state and district requirements.

Minutes

Following a motion by Mr. Geib and a second by Mr. Fogle, the Board unanimously approved the support staff items as listed (with Mr. Koennecke abstaining).

f. Substitute Teachers

Motion to approve the following substitutes for the 2016-17 school year, pending completion of all state and district requirements:

Emergency

Beth Heckman - Elementary & Secondary

*Amanda Kukura - Elementary & Secondary

Locally Issued Day-to-Day

Olivia Bomgardner

*Jennifer Cruise

*Melissa Schmidt

Minutes

Following a motion by Mr. Geib and a second by Mr. Fogle, the Board unanimously approved the substitute teachers as listed.

g. Correction in Coach Salaries

Motion to approve the following coaches at the salaries listed:

High School Boys Soccer (2017-18 School Year)

Jerry Hoffsmith - $5,600

High School Boys Volleyball (2016-17 School Year)

Clark Sheaffer - $4,800

Minutes

Following a motion by Mr. Geib and a second by Mr. Duquette, the Board unanimously approved the correction to coach salaries as listed.

h. Coach Resignation

Motion to approve the resignation of Kim Dembrowski as Middle School Field Hockey Coach, effective March 7, 2017.

Minutes

Following a motion by Mr. Geib and a second by Mr. Duquette, the Board unanimously approved the resignation of Kim Dembrowski as listed.

i. Tuition Students

Motion to approve a second grade and sixth grade student to attend Palmyra Area School District as tuition students for the 2017-18 school year.

Minutes
Following a motion by Mr. Geib and a second by Mr. Downey, the Board unanimously approved a second grade and sixth grade student to attend the Palmyra Area School District as tuition students for the 2017-18 school year.

j. Patricia Bachman Memorial Scholarship Fund

Motion to approve transfer of funds received in the Palmyra Area School District Trust & Agency fund on behalf of Pat's CUBS to the Patricia Bachman Memorial Scholarship Fund.

Minutes
Following a motion by Mr. Geib and a second by Mr. Duquette, the Board unanimously approved the transfer of funds received in the Palmyra Area School District Trust and Agency fund on behalf of Pat's CUBS to the Patricia Bachman Memorial Scholarship Fund.

k. Coach Volunteer

*Motion to approve Rodney Raugh as a Junior Varsity Softball coach for the 2016-17 school year, pending completion of all state and district requirements.

Minutes
Following a motion by Mr. Geib and a second by Mr. Duquette, the Board unanimously approved the volunteer coach as listed.

*Staffing & Administration items added after the Staffing & Administration Committee meetings on March 30, 2017 and April 6, 2017.

12. FINANCE

a. Minutes - Finance Committee

Minutes
The Board reviewed the minutes from the April 6, 2017 Finance Committee meeting.

b. Construction Funds

Motion to approve the March 2017 lists of bills for the Construction Funds.

Minutes
Following a motion by Mr. Downey and a second by Mr. Ludwig, the Board unanimously approved the March 2017 lists of bills for the Construction Funds.

c. Proposed IU13 Budget

Motion to approve the proposed 2017-18 IU13 General Operating Budget.

Minutes
Following a motion by Mr. Downey and a second by Mr. Fogle, the Board unanimously approved the proposed 2017-18 IU13 General Operating Budget.

13. BUILDINGS AND GROUNDS

a. Minutes - Buildings & Grounds Committee

Minutes
The Board reviewed the April 6, 2017 minutes of the Buildings and Grounds Committee meeting.

b. Builder's Risk Insurance

Motion to approve revised Builder's Risk Insurance for the Middle School project in the amount of $9,478 from Cincinnati Insurance to include amendment to GESA for roof replacement.

Minutes
Following a motion by Mr. Koennecke and a second by Mr. Downey, the Board unanimously approved the revised Builder's Risk Insurance for the Middle School project in the amount of $9,478.00 from Cincinnati Insurance to include amendment to GESA for roof replacement.

14. REPORTS

a. Superintendent's Report

Minutes
Mrs. Brown provided her April 2017 Superintendent's Report.

b. Student Representative's Report

Minutes
Tessa Flanagan provided the April 2017 Student Representative's report.

c. Lebanon County Career and Technology Center Report

Minutes
Mr. Bova provided a report on the recent Lebanon County Career and Technology Center meeting.

d. Recreation Commission Report

Minutes
The March 2017 meeting of the Recreation Commission was postponed due to weather.

e. Intermediate Unit 13 Report

Minutes
Mr. Duquette provided a report on the April 2017 IU13 Board of Directors meeting.

f. Palmyra Area Education Foundation Report

Minutes
Mr. Koennecke provided a report on the Palmyra Area Education Foundation.

g. Library Report

Minutes
Mr. Geib provided the Board with an update pertaining to the Palmyra Public Library.

h. Lebanon County Tax Collection Committee Report

Minutes
No report.

i. Lebanon County Legislative Region Report

Minutes
Mr. Fogle provided a legislative update to the Board.

j. HACC Lebanon Campus Advisory Committee Report

Minutes
No report.

k. Other Reports

Minutes
Mr. Ludwig reported on the Palmyra Borough Council meeting last night.

15. COMMUNICATIONS

Minutes
No communications.

16. ADJOURNMENT

Minutes
Following a motion by Mr. Downey and a second by Mr. Geib, the Board unanimously adjourned the meeting at 8:08 p.m.

Darcy Brenner-Smith

Darcy Brenner-Smith, Board Secretary