

# PERSONNEL COMMITTEE

JUNE 8, 2009

## ADMINISTRATION BUILDING

### MINUTES

#### OPENING BUSINESS

Call to Order -- The meeting was called to order at 7:35 P.M.

Roll Call -- Members present: Mrs. Lingg (Chair), Mrs. Hersh, Mr. Zeigler

Also Present -- Mr. Bortner, Dr. O'Connor, Mr. Smith, Mr. West, Dr. Doll, Dr. Dillon, Mr. Yingst, Mr. Klenk, Mr. Grimes, Mr. Czap, Mrs. Frock, Mrs. Dubbs, Mr. Lehman, Bonnie Bowers, Erin Logan, Sara Little, HEA; Teresa Erdman, HEA; Stephanie O'Brien, Linda Yowaiski, HPESPA

#### 2.0 PERSONNEL

**Minutes** – The Personnel Committee was requested to approve the minutes of the June 8, 2009, meeting (**enclosure**).

#### **COMMITTEE ACTION:**

Mrs. Lingg made motion to approve the minutes as presented. Seconded by Mr. Zeigler and approved by the Committee.

**PUBLIC COMMENTS:** None

a) **Employment-** The Committee was requested to recommend Board approval of the following employment items contingent upon receipt of necessary employment documents:

#### **Classified Employee(s):**

Holly Murphy, regular adult patrol at Clearview Elementary, effective with the beginning of the 2009-2010 school year (enclosure).

#### **Supplemental Employee(s):**

**Patricia Clouser**, annual renewal for tax enumerator under a separate supplemental contract effective July 1, 2009, through June 30, 2010, whereby neither she nor the district shall make contributions to PSERS on her behalf. Nor shall any of this service time be counted towards any creditable service for retirement purposes. Contract rate shall be \$8.00 per hour not to exceed a gross total amount of \$1,750.00

## PERSONNEL COMMITTEE MEETING

June 8, 2009

-2 -

**Andrew Knight**, annual renewal for district web page manager under a separate supplemental contract, effective July 1, 2009, through June 30, 2010. Contract rate will be \$5,000.

### COMMITTEE ACTION:

Mrs. Lingg made a motion to approve the employment items as presented. Seconded by Mrs. Hersh and approved by the committee.

b) **Attendance Officers** – The Committee was requested to recommend Board approval of the following district personnel as additional attendance officers:

**Thomas Krout      Andrew Samuelsen**

### COMMITTEE ACTION:

Mr. Zeigler made a motion to approve the attendance officers as presented. Seconded by Mrs. Lingg and approved by the Committee.

c) **Supplemental/Substitute Rate Schedule for 2009-2010** – The Committee was requested to recommend Board approve of the 2009-2010 Supplemental/Substitute Rate Schedule (**enclosure**).

### COMMITTEE ACTION:

Mr. Lingg made a motion to approve the supplemental/substitute rate schedule as presented. Seconded by Mrs. Hersh and approved by the Committee.

d) **Coaching Increases for the 2009-2010 School Year** – The Committee was requested to recommend Board approve for no change to ranges for the 2009-2010 school year with a 3% increase for those coaches below midpoint and a 1 ½% increase for coaches at or above midpoint (**enclosure**).

### COMMITTEE ACTION:

Mrs. Lingg made a motion to approve the Coach increases for the 2009-2010 School Year as presented. Seconded by Mrs. Hersh and approved by the Committee.

e) **Coaching Staff for the 2009-2010 School Year** – The Committee was requested to recommend Board approved of the enclosed list of coaching staff for the 2009-2010 school year (**enclosure**).

### COMMITTEE ACTION:

Mr. Lingg made a motion to approve the Coaching Staff for the 2009-2010 School Year as presented. Seconded by Mr. Zeigler.

### DISCUSSION:

Mr. Smith made a suggestion that the coaching staff be discussed in executive session following the committee meetings and a decision could be made and brought back at the end of the meeting.

**PERSONNEL COMMITTEE MEETING**

**June 8, 2009**

-3 -

f) **Co-Curricular Increases for the 2009-2010** – The Committee was requested to recommend Board approval for no change to ranges for the 2009-2010 school year with a 3% increase for those co-curriculars below midpoint and a 1 ½ % increase for co-curriculars at or above midpoint (enclosure).

**COMMITTEE ACTION:**

Mrs. Lingg made a motion to approve the co-curriculars increases for the 2009-2010 school year as presented. Seconded by Mr. Zeigler and approved by the Committee.

g) **Co-Curricular Staff for the 2009-2010 School Year** – The Committee was requested to recommend Board approve of the enclosed list of co-curricular staff for the 2009-2010 school year (enclosure).

**COMMITTEE ACTION:**

Mrs. Lingg made a motion to approve the co-curricular staff for the 2009-2010 school year as presented. Seconded by Mrs. Hersh and approved by the Committee.

h) **Approve to Advertise** – The Committee was requested to recommend Board approve to advertise for the following supplemental coaching and cocurricular positions (enclosures).

**COMMITTEE ACTION:**

Mrs. Lingg made a motion to approve to advertise as presented. Seconded by Mr. Zeigler and approved by the Committee.

i) **Other Business** – None

**ADJOURNMENT:**

The meeting was adjourned at 7:32 P.M.

**THE NEXT PERSONNEL COMMITTEE MEETING IS SCHEDULED FOR JULY 13, 2009, AT 6:00 P.M. IN THE BOARDROOM OF THE ADMINISTRATION BUILDING.**

# BUDGET AND FINANCE COMMITTEE

June 8, 2009

## ADMINISTRATION BUILDING

### MINUTES

#### OPENING BUSINESS

Call to Order -- The meeting was called to order at 7:32 P.M.

Roll Call -- Members present: Dr. O'Connor, Mr. Smith, Mrs. Lingg, Mr. Bortner

Also Present -- Mrs. Hersh, Mr. West, Mr. Zeigler, Dr. Doll, Dr. Dillon, Mr. Yingst, Mr. Klenk, Mr. Grimes, Mr. Czap, Mrs. Frock, Mrs. Dubbs, Mr. Lehman, Bonnie Bowers, Erin Logan, Sara Little, HEA; Teresa Erdman, HEA; Stephanie O'Brien, Linda Yowaiski, HPESPA

#### 4.0 BUDGET AND FINANCE

**Minutes** – The Budget and Finance Committee was requested to approve the minutes of the May 11, 2009, meeting (**enclosure**).

#### COMMITTEE ACTION:

Dr. O'Connor made a motion to approve the minutes as presented. Seconded by Mrs. Lingg and approved by the Committee.

**PUBLIC COMMENTS:** None

**a) Insurance** – The Board was requested to approve the Sports insurance and optional student accident program underwritten by ACE American Insurance Company, administered by American Management Advisors, Langhorne, Pennsylvania, and serviced by Christian-Baker Company, Camp Hill, Pennsylvania and the optional student accident insurance.

- All Sports (grades 7-12):
  - Plan AA, \$1,000,000 medical maximum
  - Total premium \$6,500 (no change from previous year with identical coverage)
  
- Optional Student Accident (offered for parents to purchase)
  - Plan A Primary Benefits
  - \$1,000,000 medical maximum
  - Includes all Interscholastic Sports except Senior High Football
  - Total premium \$88.00 24 hour coverage
  - \$22.00 school time coverage

**BUDGET AND FINANCE COMMITTEE MEETING**

**June 8, 2009**

**5**

\$ 8.50 dental (to be purchased with above plans)  
(no change from previous year with identical coverage)

**COMMITTEE ACTION:**

Dr. O'Connor made a motion to approve the insurance as presented. Seconded by Mr. Smith and approved by the Committee.

b) Other Business – None

**ADJOURNMENT:**

The meeting was adjourned at 7:43 P.M.

**THE NEXT BUDGET AND FINANCE COMMITTEE MEETING IS SCHEDULED FOR JULY 13, 2009, AT 6:00 P.M. IN THE BOARDROOM OF THE ADMINISTRATION BUILDING.**

# BUILDING AND GROUNDS COMMITTEE

JUNE 8, 2009

## ADMINISTRATION BUILDING

### AGENDA

#### OPENING BUSINESS

Call to Order – The meeting was called at order at 6:42 P.M.

Roll Call - Members: Mr. Smith (Chair), Mr. Zeigler, Mr. Bortner, Mr. West

Also Present -- Dr. O'Connor, Mrs. Hersh, Mrs. Lingg, Dr. Doll, Dr. Dillon, Mr. Yingst, Mr. Klenk, Mr. Grimes, Mr. Czap, Mrs. Frock, Mrs. Dubbs, Mr. Lehman, Bonnie Bowers, Erin Logan, Sara Little, HEA; Teresa Erdman, HEA; Stephanie O'Brien, Linda Yowaiski, HPESPA

#### 5.0 BUILDING AND GROUNDS

**Minutes** – The Building and Grounds Committee was requested to approve the minutes of the May 11, 2009, meeting (**enclosure**).

#### **COMMITTEE ACTION:**

Mr. Bortner made a motion to approve the minutes as presented. Seconded by Mr. West and approved by the committee.

**PUBLIC COMMENTS:** None

#### a) **Other Business**

Jim Baumgardner, architect, and Gerald Funk from Group Hanover presented information regarding the proposed new entrance to Washington Elementary including new curbing and sidewalks. The Borough is requesting that the district start on the project by July to tie in with the repaving of Wilson Avenue. The project would need to be advertised for three weeks. Mrs. Hersh wondered where the parking would be for parents for activities. Mrs. Lingg stated that the playground could be opened up. There would also be an extra lane on Wilson Avenue that could be used for parking. Dr. O'Connor wondered if there would be any negative for students walking between Washington and the High School. It was felt that the students should be crossing at the intersection. Mr. Baumgardner stated that the Borough is going to resurface Wilson and fix the storm water. They want to do the curbing and sidewalk on both sides of Wilson Avenue. They would like to postpone doing the sidewalk close to Washington. There would be significantly more expense on the opposite side of the street. Mr. Funk was asked to calculate quantities in the amount of curbing and sidewalks by the end of the week. He was trying to get an idea of curb cuts on the elementary side of the street. Another consideration would be possibly

## **BUILDING AND GROUNDS COMMITTEE MEETING**

**June 8, 2009**

-7 -

closing off due to the fact that some cars are backing up at Wilson Avenue whether the loop should be closed off at the High School. Handicap ramps need to be added.

Mr. Smith stated that the approval would be needed to go out for bids for curbing and submit to PDE as non-reimbursement. One of the issues is our network cables go through the pipes. Mr. Fry stated that the cables send the network to the rest of the district. A separate duct would have to be made.

### **BOARD ACTION:**

Mr. Smith made a motion that the District solicit bids for the sidewalk and curbing on Wilson Avenue around Washington Elementary and the High School. Complete specifications and bidding requirements may be obtained from the architect, Jim Baumgardner. Seconded by Mr. Bortner and approved by the Committee.

### **DISCUSSION:**

**Mr. Baumgardner presented a draft for the Washington Elementary remodeling. Mr. Baumgardner will meet on Thursday with Dr. Krout, Washington Elementary Principal, to discuss educational programs, number of classrooms needs, guidance. Portables will have to be moved prior to new construction. There was some discussion regarding the location of the library. Mr. Baumgardner stated he will be coming up with similar plans for Hanover Street. He didn't like the plans made by CS Davidson and will be coming up with new ones. He will be changing the entrance for Hanover Street to the internal part away from the street.**

### **ADJOURNMENT:**

The meeting was adjourned at 7:35 P.M.

**THE NEXT BUILDING AND GROUNDS COMMITTEE MEETING IS SCHEDULED FOR JULY 13, 2009, AT 6:00 P.M. IN THE BOARDROOM OF THE ADMINISTRATION BUILDING.**

# CURRICULUM AND TECHNOLOGY COMMITTEE

JUNE 8, 2009

## ADMINISTRATION BUILDING

### MINUTES

#### OPENING BUSINESS

Call to Order -- The meeting was called to order at 6:13 P.M.

Roll Call -- Members present: Mr. West (Chair), Dr. O'Connor, Mrs. Hersh, Mrs. Lingg

Also Present -- Mr. Bortner, Mr. Smith, Mr. Zeigler, Dr. Doll, Dr. Dillon, Mr. Yingst, Mr. Klenk, Mr. Grimes, Mr. Czap, Mrs. Frock, Mrs. Dubbs, Mr. Lehman, Bonnie Bowers, Erin Logan, Sara Little, HEA; Teresa Erdman, HEA; Stephanie O'Brien, Linda Yowaiski, HPESPA

#### 3.0 CURRICULUM AND TECHNOLOGY

**Minutes** – The Curriculum and Technology Committee was requested to approve the minutes of the May 11, 2009, meeting (**enclosure**).

#### COMMITTEE ACTION:

Mr. West made a motion to approve the minutes as presented. Seconded by Dr. O'Connor and approved by the Committee.

**PUBLIC COMMENTS:** None

- a) **Tentative Textbook Adoption** – The Committee was requested to recommend Board approval for the tentative adoption of the following textbooks.

**Course:** K-5 Mathematics  
**Text Title:** Everyday Mathematics Third Edition  
**Authors:** Max Bell, James McBride, Andy Isaacs, Amy Dillard, et al.  
**Publisher:** Wright Group/McGraw Hill  
**Copyright:** 2007

**Course:** 6-8 Mathematics  
**Text Titles:** College Preparatory Mathematics (CPM):  
Core Connections I, II, Algebra Connections  
**Authors:** Kysh, Dietiker, Sallee, Hoey, et al.  
**Publisher:** CPM Educational Program  
**Copyright:** 2009/2010

## CURRICULUM AND TECHNOLOGY COMMITTEE MEETING

June 8, 2009

9

**Course:** Grade 6 Social Studies  
**Text Title:** Holt- People, Places, and Change: Western World  
**Authors:** Helgren  
**Publisher:** Holt Rinehart Winston  
**Copyright:** 2005

### DISCUSSION:

Dr. O'Connor wondered if the textbooks being approved for K-5 Mathematics was in regard to adopting Everyday Math. Dr. Doll stated that it was a pilot and the amount spent would depend on how much money is able to be used like school improvement. Dr. O'Connor stated that he liked the idea of a pilot program since this type of math is radically different from other math programs. He wondered how only one class being piloted would affect classes the following year. Dr. Doll stated that they are currently trying this in kindergarten this year. They took a sample kit and the students in kindergarten are a step beyond the rest of the classes. Mrs. Klenk stated that she is currently using Everyday Math and Harcourt in her kindergarten class and they have intertwined. Her students skill levels are way ahead of the other kindergarten classes. Dr. O'Connor wondered if there was going to be a problem going back to Harcourt. Mrs. Klenk didn't think that would be a problem but her students who used Everyday Math are going to be ahead of the rest of the students. Dr. Doll stated that the District is thinking about piloting the program in the 5<sup>th</sup> grade since the students would be changing to CPM at the 6<sup>th</sup> grade level. Dr. O'Connor stated that Everyday Math is a constructive approach and open ended. Dr. Doll stated that the program is parent based. Mr. West stated that the program is collaborating which is a trend in education. There has been a lot of discussion between all levels of teachers and he looks forward to see how it changes the math program. Dr. O'Connor wondered about the 6<sup>th</sup> grade Social Studies books. Dr. Doll stated that they are the only ones needing textbooks.

### COMMITTEE ACTION:

Mr. West made a motion to tentatively approve the textbooks as presented. Seconded by Mrs. Hersh and approved by the Committee.

- b) **Firefly Open Sourcing** – The Committee is requested to recommend Board approval for the adoption of an Open Source License (Apache License 2.0) for the Firefly Student Information System (**enclosure**)

### DISCUSSION:

Mr. Fry stated that the District owns Firefly. With this anyone can do anything with the code except sell Firefly. This would also free patent litigation in the future. He stated that this license has been used a lot and is pretty strong. Mrs. Lingg noted that it was five years old and wondered if it needed updated. Mr. Frey stated that the first version was used for many years prior to this one not changed. When it is updated, they try to get everything right. Mrs. Lingg noted

## **CURRICULUM AND TECHNOLOGY COMMITTEE MEETING**

**June 8, 2009**

**10**

that it is very general. Mr. Yingst states it indicates you can do about anything and indicate with restrictions to protect the name. Dr. O'Connor felt that if the Board accepts we would be getting programmers for free. He wondered about any problems like would it obligate Mr. Fry to extra work. Mr. Fry stated that it would not. Mr. Smith wondered if users would be calling with questions at any time. Mr. West stated that is the beauty of the process. We assume no responsibility and we may learn from other users and not obligate the District to use it. Mr. Bortner thought it was an acceptable contract. Many programmers will be doing the work. Mr. West stated that someone can develop other modules that we will then be able to use. Mr. Fry stated that point of sales may be one of them. Mr. Fry stated that everything will be posted with a forum to see what advancements are made. He stated that most of his day is spent trying to solve problems. Dr. O'Connor wondered if there was any reason to delay this due to coming of a new superintendent. Mr. Fry stated he couldn't see why due to the fact that it would not be tying the District to anything.

### **COMMITTEE ACTION:**

Mr. West made a motion to approve the Firefly Open Sourcing as presented. Seconded by Mrs. Lingg and approved by the Committee.

### **c) Information from May 14, 2009, Curriculum Meeting**

Dr. Doll gave an overview of what was discussed at the meeting. Some of the items discussed were One-to-One Initiatives, Readiness, Math textbooks including Everyday Math, LFS Training, Curriculum Writing, ESL, Social Studies as an elective, looking at Curriculum for students not planning to attend college. The next meeting will be in July.

### **d) Other Business – None**

### **ADJOURNMENT:**

The meeting was adjourned at 6:42 P.M.

**THE NEXT CURRICULUM AND TECHNOLOGY COMMITTEE MEETING IS SCHEDULED FOR JULY 13, 2009, AT 6:00 P.M. IN THE BOARDROOM OF THE ADMINISTRATION BUILDING.**