

## BOARD OF DIRECTORS MEETING AGENDA

Monday, June 24, 2013

6:00 P.M.

- A. Opening Business
  - Call to Order
  - Pledge of Allegiance
  - Roll Call
    - Board Members: Mrs. Daubert, Mr. Edwards, Mr. Engle, Mrs. Funk, Mr. Kelly, Mrs. Lingg, Dr. O'Connor, Mr. Roland, Mr. Watson
    - Also Present:
- B. Recognition of Visitors
- C. Public Comments
  - Marie Smith
- D. Approval of Minutes from Past Meetings - The Board is requested to approve the minutes of May 28, 2013, and June 10, 2013.
  - Minutes 5-28-13 ([enclosure](#))
  - Minutes 6-10-13 ([enclosure](#))

### BOARD ACTION:

- E. Committee Reports

York School of Technology – Kelly, Representative

Recreation – Lingg, Representative

PN Advisory – Funk, Representative

Meet & Discuss Professional, Classified & Administrative – Engle, Chair;  
Daubert, Funk

Joint Wage Tax – Edwards, Representative; O'Connor (Alternate)

Lincoln Intermediate Unit Insurance Trust – Wentz, Representative

Legislative Liaison with Pennsylvania School Board Association – O'Connor

Key Communicator's Network – All (October 23, 2013, January 22, 2014; April 16, 2014)

Policy Committee – Watson, Chair; Engle, Funk, Lingg

Stadium Promotion Committee - Funk

Educational Programs Committee - Daubert, Chair; O'Connor, Watson

- F. Spotlight Report
- o Summer Break

- G. Superintendent's Report - Dr. Alan Moyer
- o Leadership Workshop
  - o Thank you and Farewell

- H. Standing motions regarding Personnel

1. Approval of Job Description - The Board is requested to approve the revised job descriptions:

Teacher Assistants ([enclosure](#))

Library Assistants ([enclosure](#))

BOARD ACTION:

2. Approval of Advertise - The Board is requested to approve to advertise for the following positions, which will allow all district libraries to be open at all times.

Library Assistants - part-time 5.5 hours (2)

Teaching Assistants - part-time 5.5 hours (3)

BOARD ACTION:

3. Non-Bargaining Unit Classified Position Rate Increase - The Board is requested to approve increases for the 2013-2014 school year for the following Non-Bargaining Unit Classified Positions ([enclosure](#)).

Secretary to the Director of Human Resource and Business Manager  
Payroll Clerk

Confidential Secretary/Accounting Clerk to Business Manager

Secretary to the Superintendent and Assistant Superintendent

Adult Patrols

BOARD ACTION:

4. Act 93 Plan - The Board is requested to approve the Act 93 Plan effective July 1, 2013 through June 30, 2015 ([enclosure](#)).

BOARD ACTION:

5. Coaching and Co-Curricular Increases for the 2013-2014 school year. The Board is requested to approve no increase to the ranges for the 2013-2014 school year with a 2% increase for those below the midpoint and 1% for those above. ([enclosure](#))

BOARD ACTION:

6. Supplemental/Substitute Rate Schedule for 2013-2014- The Board is requested to approve the 2013-2014 Supplemental/Substitute Rate Schedule ([enclosure](#)).

BOARD ACTION:

7. New Business:

- a) Resignations - The Board is requested approval for the following resignations:

Classified Employees:

Anne Jesse, lunchroom supervisor at the Middle School, effective with the end of the 2012-2013 school year. Ms. Jesse would like to remain on the day-to-day substitute list for teacher and personal assistant and lunchroom/playground supervisor.

Tina Poole, lunchroom/playground supervisor at Washington Elementary, effective June 19, 2013.

LPN Employee:

Teresa Lucker, part-time LPN instructor, effective June 18, 2013. Ms. Lucker was previously hired but has now declined position.

BOARD ACTION:

- b) Employment - The Board is requested approval for the following employment items contingent upon receipt of all required employment paperwork:

Classified Employee:

Tina Poole, adult patrol at Washington Elementary, effective with the beginning of the 2013-2014 school year ([enclosure](#)).

Substitute Employee:

Abby Wiseman, day-to-day substitute teacher, effective immediately (completed).

BOARD ACTION:

- c) Permission to Advertise - The Board is requested approval to advertise for the following positions:

Head Custodian  
Lunchroom/Playground Supervisor (2)

BOARD ACTION:

- d) Tenure - The Board is requested to award the following tenure:

Lisa Smith  
Jennifer Greening  
Alexis Hoke  
Jessica Rega

BOARD ACTION:

- e) High School Summer School - The Board is requested to approve the High School Summer School for Credit Recovery:

Program Dates- June 18- July 26, 2013  
Staff: Jason Potts, Jennifer Gomulka, Vicki Kozdron, Bryan Beichler at \$125/student.

BOARD ACTION:

I. Standing Motions regarding Policy

1. Policies - The Board is requested final approval for the following policies:

- [812](#) Property Insurance
- [814](#) Copyright Material
- [818](#) Contracted Services
- [916](#) School Volunteers
- [236](#) Student Assistance Program

BOARD ACTION:

2. Regulation from the Policy Committee (informational only):
  - [004.1-R1](#) Student Representatives
3. Regulations to delete from the Policy Committee (informational only):
  - [113-R](#) Students with Special Emotional Needs
  - [113.1-R1](#) Allocation of Classroom Space to Low Incidence Special Education Students
4. Policies - The Board is requested final approval for the following policies from the Budget & Finance Committee:
  - [612](#) Purchases Not Budgeted
  - [617](#) Petty Cash Funds
    - [617-R1](#) Petty Cash Funds
    - [618-R1](#) Student Activity Funds

BOARD ACTION:

5. INFORMATIONAL ONLY - Policies from the Building and Grounds Committee:
  - [701](#) Long Range Planning
  - [702](#) Gifts, Grants, Donations
  - [703](#) Sanitary Management
  - [704](#) Maintenance
  - [704.1](#) School Equipment Disposal
  - [705](#) Safety
  - [705.1](#) Environmental Regulations
  - [708](#) Use of District Property
  - [709](#) Building Security

J. Standing Motions regarding Building and Grounds

1. New Business:

- a) NRG Contract - The Board is requested to approve the renewal of the NRG Contract at a cost of \$9,955.00.

BOARD ACTION:

- b) INFORMATION ONLY - Middle School from pod control to room control at a cost of \$7,880.

K. Standing Motions regarding Finance

1. Check Registers - The Board is requested to approve the following check registers: General Fund including athletic, middle school and high school

activity accounts totaling \$2,162,320.64, Capital Reserve totaling \$1,140.45, and Cafeteria totaling \$26,550.89. Grand total \$2,190,011.98.  
([cafeteria](#)) ([capital reserve](#)) ([general fund](#))

BOARD ACTION:

2. Monthly Reports - May - The Board is requested to approve the following monthly reports (enclosures).

[Investment Report](#)  
[Board Summary](#)  
[Tax Collector](#)  
[Student Activities Report MS](#)  
[Student Activities Report HS](#)

BOARD ACTION:

3. Tax Millage Rate The Budget and Finance Committee is recommending to the Board to approve a tax millage increase for the 2013-2014 General Fund Budget of .38 mills (2%) from 19.45 mills to 19.83 mills. In addition the Board is requested to approve the per capita tax (Act 679) for \$5.00, the per capita tax (Act 511) for \$5.00 and the occupational tax at \$10.00. In addition, the earned income tax at .5% and real estate transfer tax at .5%.

BOARD ACTION:

4. General Fund Budget Approval - The Budget and Finance Committee is recommending to the Board to approve a 2013-2014 General Fund Budget with expenses totalling \$28,758,077.

BOARD ACTION:

5. Homestead/Farmstead Approval - The Board is requested to approve the receipt and disbursement of \$575,634.21 from the state as part of the Act 1 tax reduction. The result is a reduction on the assessment of approved homestead properties of approximately \$9,010, this equates to approximately \$178.66 in tax reduction for approved homesteads.

BOARD ACTION:

6. Installment Payment of Taxes - The Board is requested to approve the installment payment dates of taxes as first installment due September 16, 2013, second installment due October 16, 2013, and third installment due November 15, 2013. To qualify for the installment payments the first installment payment must be paid by the due date. A 10% penalty will be added to installment payments paid after the installment due date. All properties will be eligible for installment payment of taxes.

BOARD ACTION:

7. Committed Funds - The Board is requested to approve the commitment of funds of \$100,000 for future retirement costs.

BOARD ACTION:

8. INFORMATIONAL ITEM - District Insurances 2013-2014

- O. Adjournment

The next board meeting will be Monday, July 22, at 6 PM in the boardroom.