

JEFFREY A. FULLER, Ed.D.
Superintendent

NORIENE PLATE
Business Manager

Freedom Area School District



Administrative Offices

1701 EIGHTH AVENUE
FREEDOM, PENNSYLVANIA 15042

LORRAINE J. ROCCO
School Board Secretary

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Board of Directors Meeting
“Students Are the Center of the Decision Making Process”
June 13, 2013

COMMUNICATIONS:

- A. Open School Communications: Positive and Constructive Comments Between School Board Members, Administrators and Community:
1. Overview of Freedom Area High School 2013 Graduates by Tim Dadich, High School Principal
 2. Three Freedom Area High School Students Were Honored on Thursday, May 30, by the Beaver County Chamber of Commerce, for Designing the Chamber’s Drug-Free, Alcohol-Free Workforce Logo:
 - Niki Vargo (11th Grade) – First Place Winner
 - Hannah Mavrigh (11th Grade) – Second Place Winner
 - Ryan Kaufman (10th Grade) – Third Place Winner
 3. Receipt of Letter from Lenny Leiper, PIAA Official, Stating that He and His Family are Forever Grateful for the Compassion Shown to His Brother During a Girls’ Varsity Softball Game from Athletic Director John Rosa and Girls’ Varsity Softball Coaches Mike and Deb Braddock
- B. Other:
1. **July/August 2013 Board Meetings to be Held on July 25 and August 1**
- C. Use of School Facilities Schedule (According to Policy) (Enclosure)

PUBLIC/COMMUNITY RELATIONS:

(Formal Request – 10 Minutes / Informal Request – 5 Minutes)
Open

ENCLOSURES:

- A. Use of School Facilities Schedule (According to Policy) (**Communications, Item C.**)
- B. Resolution of 2013 Homestead/Farmstead Exemption (**Finance, Item G.**)
- C. Resolution Allocating Fund Balance Between Committed, Assigned and Unassigned Funds as Required by GASB 54 (**Finance, Item H.**)
- D. Kelly Educational Staffing Solution Program Booklet and Cost Comparison (**Education, Item T.**)
- E. In/Out Migration Report as of June 6, 2013 – 1,481 (-1 from April 2013)
- F. Free/Reduced Lunch Report as of June 11, 2013 – District at 42.75%
- G. **Cyber/Charter School Enrollment as of June 4, 2013 - Current Projected Annual Cost for 2012-2013 School Year \$653,588.64; 43 Cyber/Charter Students, 23 Brick and Mortar Students – Total No. of Students – 66**
- H. BVIU School Board Notes for May 22, 2013 Meeting

SUPERINTENDENT'S REPORT:

- A. Annual Review
- B. Approve Appointment of Misty Slavic to the Position of Director of Curriculum and Instruction at an Initial Annual Salary of \$80,000 (**Pending Release from Current Position and Receipt of Updated Fingerprint Clearance**)
- C. Approve Minutes of May 2 and May 9, 2013
- D. Approve Release Time, According to Policy, for Superintendent to Attend:
 - 1. PASA's New Superintendents' Academy Reunion Program, July 17-18, Harrisburg, Cost \$99 Registration Fee, Lodging, Meals, Mileage, Tolls
 - 2. PSBA Superintendent Evaluation Workshop, Wednesday, August 14, 5:30 P.M. – 8:00 P.M., BVIU, Cost \$400 Registration Fee, Mileage, Plus Expenses Incurred by PSBA (Four Districts Participating)

LEGISLATION:

Open

FINANCE:

- A. Approve Bills in the Amount of \$579,725.58 (Second Check Run for May 2013)
- B. Approve Bills in the Amount of \$271,675.52 (First Check Run for June 2013)
- C. Approve Capital Improvement Check Run for June 2013 - \$160.53
- D. Approve May 2013 Treasurer's Report
- E. Approve May 2013 Cafeteria Report

FINANCE (CONT'D):

- F. Approve 2013-2014 District Budget in the Amount of \$19,959,473 and PDE-2028 According to Section 687 of the School Code – Resolution Includes the Following: **(Signatures Required)**
 - 1. 47 Mills of Each Dollar of Assessed Property
 - 2. One-Half of 1% Earned Income Tax
 - 3. One-Half of 1% Real Estate Transfer Tax
 - 4. \$5.00 of Local Services Tax
- G. Approve Resolution of 2013 Homestead/Farmstead Exemption in the Amount of \$500,280.50; \$500,254.31 to be Received from the Commonwealth, Plus \$26.19 Carryover from 2012, and Distributed to 3,288 Homesteads/Farmsteads as Certified as of May 1, 2013, by the Beaver County Assessor **(Signatures Required) (Enclosure)**
- H. Approve Resolution Allocating Fund Balance Between Committed, Assigned and Unassigned Funds as Required by GASB 54 **(Administrative Report) (Signatures Required) (Enclosure)**
- I. Approve Printing of Real Estate Tax Bills with Beaver County Court House Printing Services:
 - Payment Periods:**
 - Discount July 1, 2013 – August 31, 2013
 - Face September 1, 2013 – October 31, 2013
 - Penalty November 1, 2013 – December 31, 2013
 - Installment Plan Dates:**
 - August 31, 2013
 - September 30, 2013
 - October 31, 2013
- J. Approve 2013-2014 Insurance Rates through PSBA (First National Insurance Agency, Inc. – Broker) **(Signatures Required) (See Handout for Additional Options):**

	<u>EXPIRED</u>	<u>RENEWAL</u>	<u>% CHANGE</u>
Commercial Package w/Auto	\$ 30,732	\$ 34,552	12%
TRIA	\$ 703	\$ 801	14%
Deductible to \$5000	\$ 6,293	\$ 8,013	27%
Equipment Breakdown	\$ 5,583	\$ 5,696	2%
School Leaders ELL	\$ 10,459	\$ 12,029	15%
Umbrella (\$5 Million)	\$ 7,580	\$ 8,256	9%
Worker's Comp (est.)	<u>\$ 80,855</u>	<u>\$119,303</u>	<u>48%</u>
TOTAL	\$142,205	\$188,650	33%

FINANCE (CONT'D):

- K. Approve '98 Bond Payment in the Amount of \$715,246.25
- L. Approve Payment of Bills Deemed Necessary During July 2013 (If No Board Meeting)
- M. Approve June Budget Transfers (**Handout**)
- N. Approve 2013-2014 Budget Transfers Needed/Required For/By Year-End Audit
- O. Approve Rate of \$72 Per Day for an Instructional/Student Aide and Aide Substitute (**Administrative Report**)
- P. **Confirm:** Approve Release Time, According to Policy, for Noriene Plate, Business Manager, to Attend eGrants Training and Regional Updates, June 13, BVIU, Cost Mileage
- Q. Approve 2013-2014 Agreement With OMNI Group for 403(b) Third Party Services, Cost \$1,896 (Decrease of \$1,804 from Previous Year) (**Administrative Report**)
- R. Approve Agreement With CCC Psychological Services for ACCESS Billing for the Period of June 5 thru July 31, 2013 – Cost \$25 Per Hour (Not to Exceed \$15,000) (**Administrative Report**) (**Signature Required**)

Note in Minutes:

- S. Board Final Copy of Publisher's Agreement With Thought Process Enterprises for Website Advertising, With Adjustments Based on Solicitor Review, Effective August 1, 2013, thru December 31, 2014, and May Be Renewed on an Annual Basis Starting January 1, 2015 (Approved on March 14, 2013, Pending Solicitor Review) (**Attachment**)
- T. Receipt of Letter from Pennsylvania Emergency Management Agency Stating the District has Maintained Accurate Records of Federal Pass-Through Funds for the Schedule of Expenditures of Federal Awards Program for the Year Ended June 30, 2011
- U. Receipt of Letter from Borough of Conway Notifying District Resident Has Made Application to the Borough of Conway Zoning Hearing Board for the Purpose of Building a Residential Dwelling on Property With a Zoning Classification of Industrial – Property Located Off 19th Street; Public Hearing Was Held on Tuesday, June 4, 6:00 P.M., VFD #2 Banquet Hall, 900 South Gross Street, Conway
- V. Beaver County School Health Insurance Consortium Report for April 2013

EDUCATION:

- A. Approve Released Time According to Act 48:

PROFESSIONAL DEVELOPMENT:

1. **Math, Science Partnership:**

- a. Amy Shultz, Elementary Math Coach:
i. Developing Number Sense, June 26-28, AIU-Homestead, Cost \$100 Registration Fee Plus Mileage
ii. Developing Fluency of Facts, July 23-25, AIU-Homestead, Cost \$100 Registration Fee Plus Mileage

2. **Other:**

- a. Darlene Corris, Middle School Principal, Principals Leadership Academy of Western PA for 2013-2014, BVIU, Cost \$600 Registration Fee Plus Mileage
b. School Law Symposium and Special Education Workshop, June 18, Pitt University Club, Cost \$135 Registration Fee Plus Mileage:
i. Darlene Corris, Middle School Principal
ii. Frank Hernandez, High School Assistant Principal
c. Craig Atkison, High School Biology Teacher:
i. Ecotoxicology Workshop, July 14-19, Pymatuning, Cost Mileage
ii. Trout in the Classroom Workshop, August 9, Bellefonte, Cost Mileage
d. Brandi Burger, High School Biology Teacher, Secondary Science: Integrating Literacy in Science, July 29 thru August 2, AIU-Homestead, Cost \$100 Registration Fee Plus Mileage

STUDENTS AND STAFF TRAVEL:

1. **Other:**

- a. France Trip to Paris, April 16 thru April 21, Cost Substitute:
i. Kaylee Haggerty, High School Art Teacher
ii. Ruthanne Gudzan, High School Spanish Teacher
iii. Jessika Fontaine, High School Learning Support Teacher

- B. Accept Retirement of Pam Tesla, Elementary Literacy Coach, Effective End of 2012-2013 School Year

- C. Accept the Following Resignations:

1. Wendy Vannoy as Title I Coordinator Effective June 30, 2013
2. Shelly Traupman as Big Knob Elementary Kindergarten Aide Effective End of 2012-2013 School Year
3. Sarah Rusnak as Elementary Art Teacher Effective End of 2012-2013 School Year

EDUCATION (CONT'D):

- D. Approve the Following Transfers for 2013-2014 School Year:
 - 1. Transfer of Heidi Orrico from Big Knob Elementary Full-Time Kindergarten Teacher to Conway Elementary Full-Time Kindergarten Teacher
 - 2. Transfer of Gena Tokar from Conway Elementary Full-Time Title I Reading Specialist to Big Knob Elementary Full-Time Kindergarten Teacher
 - 3. Transfer of Wendy Vannoy from Middle School Full-Time Math Coach to Middle School Full-Time 6th Grade Teacher
 - 4. Transfer of Tina Strati from Middle School Full-Time 7th Grade Language Arts Teacher to Middle School Full-Time 5th Grade Reading Teacher
- E. Approve Suzanne Schlack as Long-Term Substitute Teacher for Colleen Manion, Middle School 5th Grade Teacher, Retroactive to April 18, 2013
- F. Approve Agreement of Settlement and Release for Colleen Manion, Middle School 5th Grade Teacher, for Purposes of Retirement (**Signature Required**)
- G. Approve Sherry Perry as Full-Time Elementary Lead Teacher/K-8 Science Coach for 2013-2014 School Year, Salary Plus \$2,000 Stipend
- H. Approve Ryan Smith as Full-Time Middle School Lead Teacher/Math Coach for 2013-2014 School Year, Salary Plus \$2,000 Stipend
- I. Approve Maternity Leave for Hillary Frankenstein, Middle School Music Teacher, Effective Approximately August 26 thru September 27, 2013
- J. Approve Maternity Leave for Linda Girty, Big Knob Elementary Title I Reading Specialist, Beginning August 22 thru September 9, 2013; Followed by FMLA, According to Policy, Beginning September 10 thru Approximately September 27, 2013
- K. Approve Maternity Leave for Rebecca Russell, High School English Teacher, Beginning August 22 thru October 3, 2013; Followed by FMLA, According to Policy, Beginning October 4 thru January 7, 2014; Followed by Unpaid Childrearing Leave thru Approximately August 20, 2014
- L. Approve \$1,000 Stipend for MSP Summer 2012 Science "B" Professional Development Classes (Total of 10 Classes) for Craig Atkison, High School Science Teacher (Paid thru Math and Science Partnership)
- M. Approve Submission of STEAM Grant by High School – Amount \$20,000
- N. Approve Pennsylvania Department of Education – Bureau of Special Education School-Based Administrative Claiming Program (ACP) LEA Agreement to Participate for 2012-2013 School Year at a Cost of \$500 Per Quarter (**Administrative Report**) (**Signature Required**)

EDUCATION (CONT'D):

- O. Approve the Following Extended School Year Programs (Tuition and Transportation):
 - 1. St. Stephens:
 - a. Glade Run Adventures – Tuition Fee at \$1,250 Per Student (3 Students)
 - b. Glade Run Academics – Tuition Fee at \$3,500 Per Student (1 Student)
 - 2. Lifesteps – Tuition Fee at \$870 Per Student (2 Students)
 - 3. Western Pennsylvania Psych Care – No Tuition Fee to District (1 Student)
 - 4. McGuire Homes – No Tuition Fee to District (1 Student)
 - 5. New Horizon – No Tuition Fee to District (7 Students)
 - 6. Watson Institute/YMCA – Tuition Fee at \$6,875 Per Student (2 Students)
 - 7. Education Center at Watson Institute – No Tuition/Transportation, District Reimbursed by BVIU (1 Student)
 - 8. Children's Institute – No Tuition/Transportation, District Reimbursed by BVIU (1 Student)
- P. Approve 2013-2014 School Year Contract for Special Education Programs and Services With the BVIU at \$39,987 Per Student (Increase of \$1,335 from Previous Year) (Currently 7 Students Enrolled)
- Q. Approve Annual Special Education Classroom Rental Agreement for 2013-2014 School Year With the BVIU at a Cost of \$5,576 (Increase of \$162 from Previous Year)
- R. Approve 2013-2014 Educational Services Agreement With:
 - 1. Adelphoi Education - \$80.10 Per Student, Per Day, for Special Education (Increase of \$1.95 from Previous Year) and \$72.75 Per Student, Per Day, for Regular Education (Increase of \$1.75 from Previous Year) (No District Students At This Time)
 - 2. Holy Family Learning - \$124.50 Per Scheduled School Day (Increase of \$5.50 from Previous Year) (1 District Student)
 - 3. Mars Home for Youth - \$85 Per Student, Per Day, for Special Education (Decrease of \$10 from Previous Year) and \$80 Per Student, Per Day, for Regular Education (Decrease of \$10 from Previous Year) (No District Students At This Time)
 - 4. C.L.A.S.S. Academy/Signore Center - \$9,985 1st Seat, \$9,685 2nd Seat, \$9,285 3rd Seat and \$5,000 4th Seat (4 District Students)
- S. Approve 2013-2014 Agreement With The Prevention Network for Costs for Contracted Prevention Services, 8 Days of Service Per Week x 9 Months for a Total of \$72,000 (No Increase from Previous Year), Plus Additional Programs at No Cost to District

EDUCATION (CONT'D):

- T. Approve Agreement With Kelly Services, Inc. for Educational Staffing for 2013-2014 School Year, Pending Solicitor Review (**Enclosure-Kelly Educational Staffing Solution Program Booklet and Cost Comparison**)

OPERATIONS:

- A. Approve Release Time, According to Policy, for Dawn Fronius, Food Service Director, to Attend School Nutrition Association of PA 2013 Annual Conference, August 5-8, Seven Springs Resort, No Cost to District
- B. Approve Release Time, According to Policy, for Matt Scala, Director of Technology, to Attend 2013-2014 Technology Coordinators' Meetings, BVIU, Cost Mileage
- C. Approve Release Time, According to Policy, for the Following to Attend Seminar for Beaver County School Officials on Procurement and Energy Savings, Thursday, June 27, 12:30 P.M. – 3:00 P.M., Grand Valley Inn, Fallston, Cost Mileage:
 - 1. Noriene Plate, Business Manager
 - 2. Gary Mortimer, Director of Buildings & Grounds
- D. Approve a One Time Non-Precedent Setting Payment of Unused 15.25 Vacation Days for 2012-2013 at \$185/Day for a Total of \$2,821.25 for Gary Mortimer, Director of Buildings & Grounds
- E. Approve FMLA (Intermittently), According to Policy, for Wanda Murray, Accounts Payable Coordinator, Effective April 5, 2013
- F. Approve Submission and Distribution of the Following Safe Schools Mini-Grants at \$4,900 Each:
 - 1. District-Wide Number of Building Doors and Classroom Windows (Approved)
 - 2. Additional DVR and Security Cameras for Middle School (to be Resubmitted After July 15, 2013)
 - 3. Access Control and Rekeying of High School (to be Resubmitted After July 15, 2013)
- G. Approve Award of Bid to Colteryahn Dairy for Non-Dairy Products for the 2013-2014 School Year (**Administrative Report**)
- H. Approve Facility Services Rental Agreement for Dust Mops With Iron City Uniform Rental for Years 2013 thru 2018, Cost \$1,698.90 for Years 1-3; \$1,800.83 for Year 4 and \$1,908.88 for Year 5 (Current Cost - \$2,297.97) (**Signature Required**)
- I. Approve the Purchase of a Buildings & Grounds Utility Vehicle at a Cost Not to Exceed \$15,000

OPERATIONS (CONT'D):

- J. Approve Contract With CT Consensus Technologies (IT Services, Helpdesk, and Server Maintenance) for the Period of July 1, 2013, thru June 30, 2014, in the Amount of \$28,947 (Budgeted), Pending Solicitor Review (**Administrative Report**)
- K. Director of Buildings & Grounds Monthly Report

FACILITIES MASTER PLAN:

- A. Discussion

EXTRA-CURRICULAR:

- A. **Confirm:** Approve Release Time for Student and Staff Travel, According to Policy, for State Track & Field Championships, May 23 thru May 25, Shippensburg University, Cost Substitute (May 23 Only), Lodging (\$1,800), Meals (\$650), Transportation (\$564):
 - 1. Ed Shephard, Varsity Head Track Coach
 - 2. Ryan Smith, Varsity Assistant Track Coach
 - 3. Rick Boyd, Varsity Assistant Track Coach
 - 4. John Roebuck, Varsity Assistant Track Coach
- B. Accept the Following Resignations:
 - 1. Patty Donaldson as Middle School Head Track & Field Coach
 - 2. Jolene Mesing as Girls' Varsity Assistant Basketball Coach
 - 3. Tim Morgan as Boys' Varsity Head Basketball Coach
 - 4. Carrie Knopp as Girls' Varsity Assistant Soccer Coach
 - 5. Jonathan Hickman as Varsity Assistant Football Coach
 - 6. Mike Braddock as Girls' Varsity Head Softball Coach
- C. Approve the Following Coaches (Salary According to Contract):
 - 1. John Barlamas as Girls' Varsity Assistant Basketball Coach (**Clearances on File**)
 - 2. Rick Sharpless as Boys' Varsity Assistant Soccer Coach (**Clearances on File**)
 - 3. Josh Carback as Varsity Assistant Football Coach/Film Assistant (**Pending Receipt of Fingerprint Clearance**)
 - 4. Corey Gilarno as Middle School Boys' Assistant Soccer Coach (**Pending Receipt of Act 34 Clearance**)

EXTRA-CURRICULAR (CONT'D):

- D. Approve the Following Volunteer Coaches:
 - 1. Jolene Mesing as Volunteer Girls' Varsity Assistant Basketball Coach **(Clearances on File)**
 - 2. Bill VanDeCar as Volunteer Boys' Varsity Boys' Assistant Soccer Coach **(Clearances on File)**
 - 3. Carrie Knopp as Volunteer Girls' Varsity Assistant Soccer Coach **(Clearances on File)**
 - 4. Chad Parks as Volunteer Boys' Varsity Assistant Soccer Coach **(Pending Receipt of Clearances)**
 - 5. Kevin Lewis as Volunteer Boys' Varsity Assistant Soccer Coach **(Pending Receipt of Clearances)**
 - 6. Casey Morgan as Volunteer Boys' Varsity Assistant Soccer Coach **(Pending Receipt of Clearances)**
- E. Accept Resignation from Aaron Fitzpatrick as High School Drama Club Stage Manager
- F. Approve Amy Moldovan as Flag Unit Sponsor for 2013-2014 School Year (Salary According to Contract) **(Clearances on File)**
- G. Approve Three One-Year Contracts for the Following Coaches:
 - 1. Dan O'Leary as Varsity Head Baseball Coach, Salary \$3,500 **(Clearances on File)**
 - 2. Bill Layton as Varsity Head Swim Coach, Salary \$3,000 **(Clearances on File)**
- H. Accept Resignation from Bonnie Adams as Varsity Football/Basketball Cheerleading Sponsor
- I. Athletic Director Monthly Report

POLICY:

- A. Approve the Following Revised Board Policies:
 - 1. Policy No. 004 – Membership
 - 2. Policy No. 113.1 – Discipline of Students With Disabilities
 - 3. Policy No. 113.3 – Screening and Evaluations for Students With Disabilities
 - 4. Policy No. 122 – Extracurricular Activities
 - 5. Policy No. 218.2 – Weapons
 - 6. Policy Nos. 317, 417 and 517 – Conduct/Disciplinary Procedures
 - 7. Policy No. 610 – Purchases Subject to Bid/Quotation
 - 8. Policy No. 718 – Service Animals in Schools

POLICY (CONT'D):

- B. Approve Adoption of Policy No. 123.2 – Sudden Cardiac Arrest
- C. Approve Revised Board Policy No. 611 – Purchases Budgeted, and Adoption of Print Media Policy, Pending Solicitor Final Review

MEET AND DISCUSS:

Open