

JEFFREY A. FULLER, Ed.D.
Superintendent

NORIE PLATE
Business Manager



LORRAINE J. ROCCO
School Board Secretary

724 / 775-7644
724 / 775-5464
FAX: 724 / 775-7434

1702 SCHOOL STREET
FREEDOM, PENNSYLVANIA 15042

**Board of School Directors
Committee Meeting Agenda
November 3, 2016**

Finance Committee

- 2017-2018 Budget Calendar
- Budget Resolution Regarding 2017-2018 Fiscal Year Taxes

Technology Committee

- Technology Update

Policy Committee

- Policy No. 006 – Meetings
- Policy No. 007 – Policy Manual Access
- Policy No. 113.2 – Behavior Support Information
- Policy No. 113.4 – Confidentiality of Special Education Student Information
- Policy No. 200 – Enrollment of Students
- Policy No. 336 – Personal Necessity Leave
- Policy No. 436 – Personal Necessity Leave
- Policy No. 536 – Personal Necessity Leave
- Policy No. 801 – Public Records
- Policy No. 810.2 – Transportation – Video/Audio Recording
- Policy No. 827 – Conflict of Interest

Personnel

- An Executive Session will be held to discuss personnel matters

JEFFREY A. FULLER, Ed.D.
Superintendent

NORIENE PLATE
Business Manager

Freedom Area School District



Administrative Offices

1702 SCHOOL STREET
FREEDOM, PENNSYLVANIA 15042

LORRAINE J. ROCCO
School Board Secretary

724 / 775-7644
724 / 775-5464
FAX: 724 / 775-7434

Board of School Directors Meeting
“Students Are the Center of the Decision Making Process”
November 3, 2016

COMMUNICATIONS:

- A. Open School Communications: Positive and Constructive Comments between School Board Members, Administrators and Community:
 - 1. Receipt of Letter from Pennsylvania Department of Community & Economic Development Regarding Notice of Non-Compliance to Beaver County Commissioners (**Administrative Report**)
 - 2. Freedom Area H.O.P.E. and Student of the Month Awards for _____ 2016 (**Administrative Report**):
 - 3. Introduction and Overview of the High School Life Skills Program, Presented by Jessika Fontaine, Life Skills Teacher, and Students
- B. Invitation:
 - 1. Beaver County Band and Chorus Concert to be held on Tuesday, November 22 in the Freedom Area High School Auditorium at 7:00 P.M.
 - 2. **BVIU 2016 Reorganization Meeting, Tuesday, December 13, 5:45 P.M., Beaver County Career & Technology Center, RSVP to Carol Boyle at cboyle@freedom.k12.pa.us by Wednesday, November 23 (Guests of Board Members are Welcome to Attend, \$23 Per Guest) (Enclosure) (Handout 11-3-16)**
- C. Other:
 - 1. **December 2016 Reorganization and Board Meetings to be Held on Thursday, December 8**
- D. Use of School Facilities Schedule (According to Policy) (**Enclosure**)

PUBLIC/COMMUNITY RELATIONS:

Per Board Policy 903: Public Participation in Board Meetings, members of the public must preface their comments with their name, address, and group affiliation (if appropriate). All comments should be addressed to the Presiding Officer, be relevant to business that is before the Board and observe required timelines (Prior Formal Request – 10 Minutes, Informal Request – 5 Minutes). Comments should not be personally directed, abusive, or obscene.

MINUTES:

- A. Approve Minutes of October 4 and October 11, 2016

ACTION AGENDA (11-3-16)

• **FINANCE:**

- A. Confirm Purchase of Four Million Dollar - Three Month CD at .35% with WesBanco (**Signatures Required**)

• **EDUCATION:**

- A. Approve Released Time According to Act 48:

STUDENTS AND STAFF TRAVEL:

1. **Other:**

- a. **Confirm:** Beaver County Energy and Advanced Manufacturing Partnership, November 2, CCBC, Cost Substitute (Badamo Only):
i. Ryan Smith, Middle School Principal
ii. Dave Badamo, Middle School /High School Technology Teacher
- b. Robert James, Middle School Band Director/Music Teacher, Beaver County Band, November 7, 21 and 22, Freedom, Cost Substitute (November 22 Only) and Registration Fees
- c. Keith Kovalic, High School Band Director/Music Teacher, Beaver County Band and Chorus Holiday Showcase, November 22, Freedom, Cost Substitute and Registration Fees
- B. Approve Homebound Instruction, According to Policy, for Middle School Student
- C. Accept Resignation for Purposes of Retirement from George Miklas, High School Special Education Teacher, Effective at the End of the First Semester of the 2016-17 School Year

ENCLOSURES:

- A. Information Memo on BVIU 2016 Reorganization Meeting
(Handout 11-3-16)
- B. Use of School Facilities Schedule (According to Policy) **(Communications, Item D.)**
- C. Free-Reduced Lunch Report as of November 1, 2016 – **District at 46.42%**
- D. BVIU School Board Notes for October 26, 2016 Meeting
- E. List of New 2016-2017 Bus Driver's, Attendants and Substitute Drivers
(Operations, Item C.)
- F. 2016-2017 District Taxes
- G. October 2016 Budget Transfers **(Finance, Item E.)**

Information:

- H. **Cyber/Charter School Enrollment as of November 2, 2016 – Current Projected Annual Cost for 2016-2017 School Year \$748,568.05; 26 Cyber/Charter Students, 40 Brick and Mortar Students – Total No. of Students – 66**

SUPERINTENDENT'S REPORT:

- A. Approve Released Time, According to Policy, for Superintendent to attend the "Fraud Prevention: Are You Prepared?" Workshop, November 14, Pittsburgh Marriot North, Cost Mileage

LEGISLATION:

Open

FINANCE:

- A. Approve Bills in the Amount of \$_____ (Second Check Run for October 2016)
- B. Approve Bills in the Amount of \$_____ (First Check Run for November 2016)
- C. Approve October 2016 Cafeteria Report
- D. Approve September 2016 Treasurer's Report
- E. Approve October 2016 Budget Transfers **(Enclosure)**
- F. Approve Resolution to Participate in the 2017-2018 Allegheny Intermediate Unit's Joint Purchasing Program **(Signature Required)**
- G. Approve 2017-2018 Budget Calendar **(Handout – To Be Reviewed During Committee Meeting, 11-3-16)**
- H. Approve Budget Resolution Regarding 2017-2018 Fiscal Year Taxes **(To Be Reviewed During Committee Meeting, 11-3-16)**

FINANCE, CONT'D:

- I. Approve Purchase of Errors and Omissions Insurance Coverage for Lorraine Rocco, School Board Secretary/Notary, at a Cost of \$83.25 for a Four Year Policy Term with a Policy Limit of \$25,000

EDUCATION:

- A. Approve Released Time According to Act 48:

PROFESSIONAL DEVELOPMENT:

1. **Other:**
 - a. Rita Kaplin, High School Guidance Counselor, Region 13 FBLA Regional Conference, December 14, The Fez – Hopewell, Cost Mileage
 - b. Emily Mather, Instructional Coach, 2017 National K-6 Literacy Conference, January 30-31, Columbus, OH, Cost Registration Fee, Meals and Mileage
 - c. Farm To Table Local Food Conference, March 24, Pittsburgh, Cost Substitute and Mileage:
 - i. Dana Gaertner, Elementary Physical Education Teacher
 - ii. Tami Smithmyer, Middle School Physical Education Teacher

STUDENTS AND STAFF TRAVEL:

1. **Gifted:**
 - a. Sara Miller, K-8 Gifted Coordinator:
 - i. Fourth Grade Propaganda Competition, November 22, Dutch Ridge Elementary - Beaver, Cost Substitute and Transportation
 - ii. Lego Mindstorm Competition, December 8, BVIU, Cost Substitute and Transportation
2. **Special Education:**
 - a. Jessika Fontaine, High School Life Skills Teacher, Work Experience, November 30, Shop 'n Save – Rochester, Will Use School Van
 - b. Lisa Liptak, High School Special Education Teacher, Tour of CTC Programs for Sophomores, January 19 (Snow Date, January 26), BCCTC, Cost Substitute and Transportation
3. **Other:**
 - a. Heather Giammaria, High School English Teacher, City Theatre's Young Playwright Competition, December 5, Pittsburgh, Cost Substitute
 - b. Beth Majors, High School Business/Technology Teacher, Mock DECA Competition, November 30, Shakespeare's Restaurant - Ellwood City, Cost Substitute, Will Use School Van

EDUCATION, CONT'D:

- B. Approve FMLA (Intermittently), According to Policy, for Susan Suleski, Middle School Guidance Counselor, effective approximately October 5, 2016, thru June 5, 2017
- C. Approve Brian Wargo, High School Science Teacher, as Mentor for Linnea Homa, High School Biology Teacher, for the 2016-2017 School Year, Salary According to Contract
- D. Approve Emily Mather, Instructional Coach, as an Administrative Intern Working with Mrs. Misty Slavic, Mr. Rich Edder and Mr. Ryan Smith as Mentors During the Spring 2017 Semester (During Planning and/or Outside of School Hours Only)
- E. Approve Affiliation Agreement with Western Kentucky University for Clinical Externships effective November 1, 2016 through December 31, 2020
- F. Approve Clinical Externship of Jennifer Moulton through Western Kentucky University, to be placed with Renae Bogdan, Elementary Speech/Language **(Clearances on File)**
- G. Approve Request for Uncompensated Leave for Personal Reasons from Lisa Moore, Sixth Grade Teacher, per Policy No. 439, on April 6 and 7, 2017

OPERATIONS:

- A. Director of Buildings and Grounds Monthly Report
- B. Approve Submission of PDE Grants by Randy Walker, Food Service Director, for the Purchase of a Combi Oven for Each of the Three School Building Kitchens, Cost of \$16,426.51 per Oven Would Be Covered 100% by the Grants
- C. Approve List of New 2016-2017 Bus Driver's, Attendants and Substitute Drivers **(Enclosure)**
- D. Approve Released Time, According to Policy for Noriene Plate, Business Manager, and Marie Dohanich, IT Director, to attend the ProSoft Event for Software Updates, November 17, Mars, PA, Cost Mileage
- E. Accept Resignation of Jeana Powell as Elementary Lunch Aide, Effective November 10, 2016
- F. Accept Resignation of Patricia Spencer, Part-Time Elementary Custodian, effective October 15, 2016, Will Sub as Custodian and in Food Service as Needed
- G. Approve the Following Part-Time Food Service Employees:
 - 1. Jeana Powell, Middle School Cashier/Food Preparation **(Clearances on File)**
 - 2. Beth Roncevich, Middle School Line Server One **(Pending Drug Screening)**
- H. Approve Aaron Hansen as Part-Time Custodian **(Pending Drug Screening)**

OPERATIONS, CONT'D:

- I. Approve Purchase and Installation of High School Parking Lot Guiderail, Cost \$14,852.20, Purchased Through Capital Projects Fund, Quotes Received
- J. Approve Request from Olivia Donohue, Freedom High School Senior, to Hold a Blood Drive for Her Senior Project, Open to the Public during School Hours on Thursday, December 15

FACILITIES MASTER PLAN:

- A.

EXTRA-CURRICULAR:

- A. Athletic Director's Monthly Report
- B. Approve Released Time, According to Policy, for John Rosa, Athletic Director, to Attend Pennsylvania State Athletic Directors Association 2017 Conference, March 22-24, Hershey Lodge and Convention Center, Cost Substitute, Registration Fee, 2016-17 PSADA Membership Dues, Lodging, Meals, Mileage and Tolls

POLICY:

- A. Approve the Following Revised Board Policies (**Pending Solicitor Review**):
 1. Policy No. 006 – Meetings
 2. Policy No. 007 – Policy Manual Access
 3. Policy No. 113.2 – Behavior Support
 4. Policy No. 113.4 – Confidentiality of Special Education Student Information
 5. Policy No. 200 – Enrollment of Students
 6. Policy No. 336 – Personal Necessity Leave
 7. Policy No. 436 – Personal Necessity Leave
 8. Policy No. 536 – Personal Necessity Leave
 9. Policy No. 801 – Public Records
 10. Policy No. 810.2 – Transportation – Video/Audio Recording
 11. Policy No. 827 – Conflict of Interest

MEET AND DISCUSS:

- Open