

**MUNCY SCHOOL DISTRICT  
BOARD OF EDUCATION  
REGULAR MONTHLY PUBLIC MEETING**

February 18, 2019  
7:00 P.M.

The Muncy School District Board of Directors held their regular monthly public meeting in the Muncy Junior/Senior High School Library, 200 West Penn Street, Muncy, Pennsylvania 17756.

Member of the board present: President Scott McLean, Vice President Lisa Sleboda, Mary Bennardi, Rhondel Moyle, Robert Titman and Kim Walker. Sarah Woodward arrived at 7:04. Absent: Connie Coyner and Ty Fry

Members of the administration present: Superintendent Craig Skaluba, Assistant to the Superintendent for Curriculum and Instruction Kimberly Hamilton, Business Administrator David Edkin, High School Principal Timothy Welliver, Elementary Principal Billie Jo Grohol, Special Education Coordinator April Farrell and Solicitor Dave Smith.

President McLean called the meeting to order at 7 p.m. The Pledge of Allegiance to the Flag was recited. There were fifteen visitors.

### **REVIEW AND APPROVAL OF MINUTES**

Mr. Titman moved to approve the minutes of the January 14, 2019 Committee of the Whole Meeting and the January 21, 2019 Regular Public Meeting and Act 34 Hearing of the Muncy School District Board of Directors. Dr. Bennardi seconded the motion and it passed unanimously.

### **INFORMATION AND VISITORS' PRESENTATIONS**

The public was invited to address the Board at this time in accordance with Muncy School District's established public input procedures. The Chair entertain any requests for listed agenda item changes and submission of abstention memorandums to the Board Secretary.

### **OLD BUSINESS**

Dr. Bennardi moved to approve the second and final reading of the following policies:

1. Policy 701 – Facilities Planning (Revision)
2. Policy 702 – Gifts, Grants, Donations (Revision)
3. Policy 702.1 – Scholarships and Trust Funds (Revision; Renumbered from 702a)
4. Policy 703 – Sanitary Management (Revision; Renamed)
5. Policy 704 – Maintenance (Revision)
6. Policy 705 – Safety (Revision)
7. Policy 706 – Property Records (Revision)
8. Policy 707 – Use of School Facilities (Revision)
9. Policy 708 – Lending of Equipment and Books (Revision)
10. Policy 709 – Building Security (Revision)
11. Policy 710 – Use of Facilities by Staff (Revision)
12. Policy 716 – Integrated Pest Management (Revision)

## **OLD BUSINESS (continued)**

13. Policy 717 – Cellular Telephones (New)
14. Policy 718 – Service Animals in Schools (New)
15. Policy 918 – Title I Parent and Family Engagement (Revision)
  - a. Title I Parent and Family Engagement Policy for Muncy Jr. / Sr. High School
  - b. Title I Parent and Family Engagement Policy for Ward L. Myers Elementary School

Mr. Walker seconded the motion and it passed unanimously. (Copied in Minutes)

Ms. Sleboda moved to approve the following second reading and final adoption of the 2019-2020 school calendar. Mrs. Moyle seconded the motion and it passed unanimously. (Copied in Minutes)

## **NEW BUSINESS**

### **Financial Reports**

Mr. Walker moved to approve the following January 2019 Financial Reports:

1. Treasurer's Report
2. Capital Projects Fund
3. General Fund
4. Food Service Report
5. Student Activities

Mrs. Moyle seconded the motion and it passed unanimously. (Copied in Minutes)

### **Proposals and Agreements**

Dr. Bennardi moved to approve the following agreement:

<u>Vendor</u>	<u>Goods/Services/Fees</u>
ESS Northeast, LLC	Addendum for daily rate adjustment
(f/k/a S4Teachers, LLC d/b/a Source4Teachers	for specialized science certification

Mr. Walker seconded the motion and it passed unanimously. (Copied in Minutes)

### **Permit for Post Construction**

Ms. Sleboda moved to approve the following NPDES Permit for Post Construction Stormwater Management (PCSM) Plans, Declaration of Restrictions and Covenants, Operations & Maintenance Agreement, and New Owner PCSM and O&M Agreements. Dr. Bennardi seconded the motion and it passed unanimously. (Copied in Minutes)

### **2019-2020 Muncy School District Budget**

Dr. Bennardi moved to approve the 2019-2020 Muncy School District Preliminary General Fund Budget Resolution. Mr. Walker seconded the motion and it passed unanimously. (Copied in Minutes)

### **IU Budget**

Mrs. Moyle moved to approve the 2019-2020 BLAST IU 17 General Operations Budget. Dr. Bennardi seconded the motion and it passed unanimously. (Copied in Minutes)

### **Homebound Instruction**

Mr. Walker moved to approve homebound instruction for High School student #19062 in accordance with the provisions of Board Policy #117. Ms. Sleboda seconded the motion and it passed unanimously. (Copied in Minutes)

### **Contribution**

Mr. Titman recommended to approve the contribution of \$2,800 to the Muncy Jr./Sr. High School Band to travel to Disney World in Florida. Mr. Walker moved to approve the recommendation and Mrs. Moyle seconded the motion and it passed unanimously.

### **Donation**

Mr. Titman moved to approve the donation of a clarinet to the Music Department. Ms. Sleboda seconded the motion and it passed unanimously. (Copied in Minutes)

### **New Courses**

Mrs. Woodward moved to approve the following new courses for the 2019-20 school year:

1. Course Name: Summer Science Program: Aquatic Field Studies (approved as a curriculum pilot in April 2018)  
Grade: 9-12  
Credits: .5
2. Course Name: Summer Science Program: Terrestrial Field Studies  
Grades: 9-12  
Credit: .5

Mr. Walker seconded the motion and it passed unanimously.

### **Out of State Conference**

Ms. Sleboda moved to approve the following out-of-state conference:

Name: Mark Peterman  
Conference: Advanced Placement at the Beach – Physics C: Mechanics and Magnetism in Lewes, DE from July 23-26, 2019, cost not to exceed \$2700

Dr. Bennardi seconded the motion and it passed unanimously. (Copied in Minutes)

### **Policies and Procedures**

Mr. Walker moved to approve the first reading of the following policies:

1. Policy 601 – Fiscal Objectives (Revision)
2. Policy 602 – Budget Planning (Revision)

**Policies and Procedures (continued)**

3. Policy 603 – Budget Preparation (Revision)
4. Policy 604 – Budget Adoption (Revision)
5. Policy 605 – Tax Levy (Revision)
6. Policy 606 – Tax Collection (Revision)
7. Policy 607 – Tuition Income (Revision)
8. Policy 608 – Bank Accounts (Revision)
9. Policy 609 – Investment of District Funds (Revision)
10. Policy 610 – Purchases Subject to Bid/Quotation (Revision)
11. Policy 611 – Purchases Budgeted (Revision)
12. Policy 612 – Purchases Not Budgeted (Revision)
13. Policy 613 – Cooperative Purchasing (Revision)
14. Policy 614 – Payroll Authorization (Revision)
15. Policy 615 – Payroll Deductions (Revision)
16. Policy 616 – Payment of Bills (Revision)
17. Policy 617 – Petty Cash (Revision)
18. Policy 618 – Student Activity Funds (Revision)
19. Policy 619 – District Audit (Revision)
20. Policy 620 – Fund Balance (New)
21. Policy 621 – Local Taxpayer Bill of Rights (Revision)
22. Policy 622 – GASB Statement 34 (Revision)
23. Policy 624 – Taxable Fringe Benefits (New)
24. Policy 625 – Procurement Cards (Revision)
25. Policy 626 – Federal Fiscal Compliance (Revision)
26. Policy 626 – Procurement Procedure Attachment Vol I 2018 (Revision)
27. Policy 626.1- Travel Reimbursement – Federal Programs (Revision)

Dr. Bennardi seconded the motion and it passed unanimously. (Copied in Minutes)

**Personnel**

**Classified:** Dr. Bennardi moved to approve the following: Retirement of Christine Bartlett, Cafeteria Worker effective January 18, 2019. Reassignment of Kristina Davis from Cafeteria Substitute to Cafeteria Worker, 5.5 hours per day at \$9.75 per hour effective February 19, 2019. Assignment of Karin Keagle as Cafeteria Substitute, \$9.75 per hour effective February 19, 2019. Resignation of Cheyenne Lynch, Paraprofessional effective February 19, 2019. Mrs. Moyle seconded the motion and it passed unanimously. **Extra-Curricular:** Dr. Bennardi moved to approve the resignation of Adam Fischer as Voluntary SADD Co-Advisor effective February 4, 2019. Mr. Walker seconded the motion and it passed unanimously. (Copied in Minutes)

**Committee Reports**

Dr. Skaluba gave a buildings & grounds report.

Muncy School District  
Board of School Directors  
Regular Monthly Public Meeting  
February 18, 2019  
Page 5

**Administration Reports**

Business Administrator David Edkin, student Alexi Baranoski, Assistant to the Superintendent for Curriculum and Instruction Kimberly Hamilton, High School Principal Tim Welliver, Elementary Principal Billie Jo Grohol, Special Education Coordinator April Farrell, and Superintendent Craig Skaluba presented reports to the board.

**Delegate Reports**

Mrs. Moyle gave a report to the board regarding the Lycoming Career & Technology Center. Mr. McLean gave a report on the PA School Boards Association.

**ANNOUNCEMENT OF EXECUTIVE SESSION**

President McLean announced that an executive session for personnel would be held after the meeting.

There being no further business, Mrs. Woodward moved to adjourn the meeting at 7:27 p.m. Dr. Bennardi seconded the motion and it passed unanimously.

Respectfully submitted,



David Edkin, Board Secretary