

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

**MUNCY JUNIOR/SENIOR HIGH SCHOOL  
AUDITORIUM – FIRST FLOOR  
June 25, 2018  
7:00 PM**

**AGENDA**

**I. CALL TO ORDER** Mr. McLean

**II. ROLL CALL** Dr. Skaluba

	<u>Present</u>	<u>Absent</u>	<u>Late</u>
Connie Coyner	_____	_____	_____
Ty Fry	_____	_____	_____
Scott McLean	_____	_____	_____
Rhondel Moyle	_____	_____	_____
Justin Reis	_____	_____	_____
Lisa Sleboda	_____	_____	_____
Robert Titman	_____	_____	_____
Kim Walker	_____	_____	_____
Sarah Woodward	_____	_____	_____
 TOTAL	 _____	 _____	 _____

**III. FLAG SALUTE** Mr. McLean

**IV. REVIEW AND APPROVAL OF MINUTES** Mr. McLean

May I have a motion to approve the minutes of the May 21, 2018 Regular Public meeting of the Muncy School District Board of Directors?

Motion:

Second:

Discussion:

Vote: Yes \_\_\_\_\_ No \_\_\_\_\_

**V. ANNOUNCEMENT OF EXECUTIVE SESSION BEFORE MEETING** Mr. McLean

**VI. REVIEW OF PUBLIC INPUT PROCEDURES** Dr. Skaluba

**VII. RECOGNITION OF CITIZENS**

Mr. McLean

**VIII. INFORMATION AND VISITORS' PRESENTATIONS**

Mr. McLean

- A. Attorney Ryan Gardner requests permission to address the Board.
- B. Parent Denny Harer requests permission to address the Board.
- C. Parent Jennifer Harer requests permission to address the Board.
- D. The Chair will entertain any requests for listed agenda item changes.
- E. Please submit abstention memorandums to the Board Secretary at this time.

Dr. Skaluba  
Dr. Skaluba  
Dr. Skaluba  
Mr. McLean  
Mr. McLean

**IX. OLD BUSINESS**

- A. Budget Adoption

Mr. Edkin

Administration recommends adoption of the final 2018-2019 Muncy School District General Fund Budget and the related budget and tax resolutions. (See PDE 2028)

May I have a motion to approve this recommendation?

Mr. McLean

Motion:  
Second:  
Discussion:

Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Connie Coyner	_____	_____	_____	_____
Ty Fry	_____	_____	_____	_____
Scott McLean	_____	_____	_____	_____
Rhondel Moyle	_____	_____	_____	_____
Justin Reis	_____	_____	_____	_____
Lisa Sleboda	_____	_____	_____	_____
Robert Titman	_____	_____	_____	_____
Kim Walker	_____	_____	_____	_____
Sarah Woodward	_____	_____	_____	_____
TOTAL	_____	_____	_____	_____

**X. NEW BUSINESS**

- A. Financial Reports

Mr. Edkin

Administration recommends approval of the May 2018 Financial Reports: (See Financial Reports Section)

- 1. Treasurer's Report
- 2. Capital Project
- 3. General Fund

- 4. Food Service Report
- 5. Student Activities Fund

May I have a motion to approve these reports?

Mr. McLean

Motion:  
Second:  
Discussion:

Vote: Yes \_\_\_\_\_ No \_\_\_\_\_

B. Resolution

Mr. Edkin

Administration recommends approval of the 2018 Homestead and Farmstead Exclusion Resolution. **(See Special Reports Section.)**

May I have a motion to approve this recommendation?

Mr. McLean

Motion:  
Second:  
Discussion:

Vote: Yes \_\_\_\_\_ No \_\_\_\_\_

C. Proposals and Agreements

Mr. Edkin

Administration recommends approval of the following contracts/agreements:  
**(See Special Reports Section)**

**Vendor**

Painter Properties, Inc.  
Infocon Corp  
Cleveland Bros. Equipment, Inc.  
UPMC Susquehanna  
New Story  
PA Dept of Human Services  
NWEA  
Cori Gresh, Shelby Nero, Tara Phlegar,  
and Heidi Roupp

**Goods/Services/Fees/Grant**

Parking Lot License/\$0  
2018 Tax Processing Svcs.(Printing/Postage/Mailing)/+/- \$1,400 +postage  
3-Yr. Renewal Emergency Generator P.M/\$2,391  
3-Yr. Renewal Athletic Training Services/ \$0  
2018 Extended School Year Services/\$ 355.00 per day  
2018-2019 Participation Agreement School-Based ACCESS Program  
2018-2019 Measures of Academic Progress / \$10,777.50  
2018-19 Interpreter for ASL/PSE Contracts \$40/hour

May I have a motion to approve these agreements?

Mr. McLean

Motion:  
Second:  
Discussion:

Vote: Yes \_\_\_\_\_ No \_\_\_\_\_

D. Insurance

Mr. Edkin

Administration recommends approval of insurance coverage renewals for July 1, 2018 **(See Special Reports Section)**

May I have a motion to approve this recommendation?

Mr. McLean

Motion:

Second:

Discussion:

Vote: Yes \_\_\_\_\_ No \_\_\_\_\_

E. Homebound Instruction

Dr. Skaluba

Administration recommends approval of homebound instruction for one high school student in accordance with the provisions of Board Policy #117. **(See Special Reports Section)**

May I have a motion to approve this recommendation?

Mr. McLean

Motion:

Second:

Discussion:

Vote: Yes \_\_\_\_\_ No \_\_\_\_\_

F. 2018 - 2019 Fee Structures

Dr. Skaluba

Administration recommends the following fee structures for the 2018-2019 school year:

- 1. Behind the Wheel Driver’s Education Participation Fee - \$0.00
- 2. Athletic Participation Fee – \$0.00
- 3. Muncy home athletic event fees for students currently enrolled in Muncy School District
  - i. \$0.00 with current student identification card
  - ii. \$2.00 without current student identification card

May I have a motion to approve this recommendation?

Mr. McLean

Motion:

Second:

Discussion:

Vote: Yes \_\_\_\_\_ No \_\_\_\_\_

Administration recommends the first reading of the following new, revised, merged or deleted district policies:

1. Policy #103 – Nondiscrimination in School and Classroom Practices (Revised)
2. Policy #103.1 – Nondiscrimination – Qualified Students with Disabilities (Revised)
3. Policy #104 – Nondiscrimination in Employment Practices (Revised)
4. Policy #105 – Curriculum (Revised)
5. Policy #138 – Language Instruction Educational Program for English Learners (Revised)
6. Policy #150 – Comparability of Services (New)
7. Policy #248 – Unlawful Harassment (Deleted due to integration into Policy #103 )
8. Policy #348 – Unlawful Harassment (Deleted due to integration into Policy #104)
9. Policy #301 – Creating a Position (Revised; Merged with Policy #401 and Policy #501)
10. Policy #302 – Employment of Superintendent / Assistant Superintendent (Revised)
11. Policy #303 – Employment of Administrators (Deleted; Merged into Policy #404)
12. Policy #304 – Employment of District Staff (New; Merged with Policy # 303;404;504)
13. Policy #305 – Employment of Substitutes (New; Merged with Policy # 405; 505; 529)
14. Policy #306 – Employment of Summer School Staff (New; Merged with Policy #406)
15. Policy #307 – Student Teachers / Interns (New; Merged with Policy #407)
16. Policy #308 – Employment Contract / Board Resolution (Revised; Merged with Policy #408)
17. Policy #309 – Assignment and Transfer (Revised; Merged with Policy # 409; 509)
18. Policy #311 – Reduction of Staff (Revised; Merged with Policy #411; 511)
19. Policy #312 – Performance Assessment of Superintendent / Assistant Superintendent (Revised)
20. Policy #313 – Evaluation of Employees (Revised; Merged with Policy # 412; 413; 512)
21. Policy #314 – Physical Examination (Revised; Merged with Policy # 414; 514)
22. Policy #314.1 – HIV Infection (Revised; Merged with Policy #414.1; #514.1)
23. Policy #315 – Disqualification by Reason of Health (Deleted)
24. Policy #316 – Non-tenured Employees (Deleted)
25. Policy #317 – Conduct Disciplinary Procedures (Revised; Merged with Policy # 417; 517)
26. Policy #317.1 – Educator Misconduct (New)
27. Policy #318 – Penalties for Tardies (New)
28. Policy #319 – Outside Activities (New)
29. Policy #320 – Freedom of Speech in Non-School Settings (New)
30. Policy #321 – Political Activities (New)
31. Policy #322 – Gifts / Personal Gain (Revised)
32. Policy #323 – Tobacco (Revised; Merged with Policy # 423; 523)
33. Policy #324 – Personnel Files (Revised; Merged with Policy # 424; 524)
34. Policy #325 – Dress and Grooming (Revised; Merged with Policy # 425; 525)
35. Policy #326 – Complaint Process (Revised; Merged with Policy # 426; 526)
36. Policy #327 – Management Team (Deleted)
37. Policy #328 – Compensation Plans / Salary Schedules (New; Merged with Policy #428)
38. Policy #330 – Overtime (New; Merged with Policy # 530)
39. Policy #331 – Job Related Expenses (Revised: Merged with Policy # 431; 531)
40. Policy #332 – Working Periods (New Merged with Policy # 432; 532)
41. Policy #333 – Professional Development (Revised: Merged with Policy # 433; 533)
42. Policy #334 – Sick Leave (Revised; Merged with Policy # 434; 534)
43. Policy #335 – Family and Medical Leaves (Revised; Merged with Policy # 435; 535)
44. Policy #336 – Personal Necessity Leave (Revised; Merged with Policy # 436; 536)
45. Policy #337 – Vacation (Revised; Merged with Policy # 537)
46. Policy #338 – Sabbatical Leave (Revised; Merged with Policy # 438)

47. Policy #338.1 – Compensated Professional Leave (Revised; Merged with Policy # 338.1)
48. Policy #339 – Uncompensated Leave (Revised; Merged with Policy # 439; 539)
49. Policy #340 – Responsibility for Student Welfare (New; Merged with Policy # 440)
50. Policy #341 – Benefits for Part-Time Employees (New; Merged with Policy #541)
51. Policy #342 – Jury Duty (New; Merged with Policy # 442; 542)
52. Policy #343 – Paid Holidays (New; Merged with Policy # 543)
53. Policy #347 – Workers’ Compensation Transitional Return to Work Program (New)
54. Policy #349 – Retirement (Deleted)
55. Policy #351 – Drug and Substance Abuse (Revised; Merged with Policy # 441; 541)
56. Policy #401 – Creating a Position (Deleted; Merged with Policy #301)
57. Policy #404 – Employment of Professional Employees (Deleted; Merged with Policy #304)
58. Policy #405 – Employment of Substitute Professional Employees (Deleted; Merged with #305)
59. Policy #406 – Employment of Summer School Staff (Deleted; Merged into Policy #306)
60. Policy #407 – Student Teachers (Deleted; Merged into Policy #407)
61. Policy #408 – Employment Contract (Deleted; Merged into Policy #308)
62. Policy #409 – Assignment and Transfer (Deleted; Merged into Policy #309)
63. Policy #410 – Abolishing a Position (Deleted; To be Merged into Policy #310)
64. Policy #411 – Suspensions and Furloughs (Revised; Merged into Policy # 311)
65. Policy #412 – Evaluation of Professional Employees (Deleted; Merged into Policy #313)
66. Policy #413 – Evaluation of Temporary Professional Employees (Deleted; Merged into #313)
67. Policy #414 – Physical Examination (Deleted; Merged into Policy # 314)
68. Policy #414.1 – HIV Infection (Deleted; Merged into Policy #314.1)
69. Policy #415 – Disqualification by Reason of Health (Deleted)
70. Policy #416 – Non-tenured Staff Members (Deleted)
71. Policy #417 – Disciplinary Procedures (Deleted; Merged into Policy # 317)
72. Policy #423 – Tobacco Use (Deleted; Merged with Policy #323)
73. Policy #424 – Personnel Files (Deleted; Merged into Policy # 324)
74. Policy #425 – Dress and Grooming (Deleted; Merged into Policy # 325)
75. Policy #426 – Complaint Process (Deleted; Merged into Policy # 326)
76. Policy #428 – Salary Determination (Deleted; Merged into Policy #328)
77. Policy #431 – Job Related Expenses (Deleted; Merged into Policy # 331)
78. Policy #432 – Working Periods (Deleted; Merged into Policy # 332)
79. Policy #433 – Professional Development (Deleted; Merged into Policy # 333)
80. Policy #433.1 – Grant Incentive (Deleted)
81. Policy #434 – Sick Leave (Deleted; Merged into Policy # 334)
82. Policy #435 – Anticipated Disability (Deleted; Merged into Policy # 335)
83. Policy #436 – Personal Necessity Leave (Deleted; Merged into Policy #336)
84. Policy #438 – Sabbatical Leave (Deleted; Merged into Policy # 338)
85. Policy #438.1 – Compensated Professional Leaves (Deleted; Merged into Policy # 338.1)
86. Policy #439 – Uncompensated Leave (Deleted; Merged into Policy # 339)
87. Policy #440 – Responsibility of Staff for Student Welfare (Deleted; Merged into Policy # 340)
88. Policy #442 – Jury Duty (Deleted; Merged with Policy # 342)
89. Policy #448 – Unlawful Harassment (Deleted due to integration with Policy # 104)
90. Policy #449 – Retirement (Deleted)
91. Policy #451 – Drug and Substance Abuse (Deleted; Merged with Policy # 351)
92. Policy #501 – Creating a Position (Deleted; Merged with Policy #301)
93. Policy #504 – Employment of Classified Employees (Deleted; Merged with Policy #304)
94. Policy #505 – Employment of Substitute and Short-Term Employees (Deleted; Merged w 305)
95. Policy #509 – Assignment and Transfer (Deleted; Merged into Policy #309)

- 96. Policy #511 – Suspensions or Layoffs (Deleted; Merged into Policy # 311)
- 97. Policy #512 – Evaluation of Classified Employees (Deleted; Merged into Policy #313)
- 98. Policy #514 – Physical Examination (Deleted; Merged into Policy #314)
- 99. Policy #514.1 – HIV Infection (Deleted; Merged into Policy # 314.1)
- 100. Policy #515 – Disqualification by Reason of Health (Deleted)
- 101. Policy #517 – Disciplinary Procedures (Deleted; Merged into Policy # 317)
- 102. Policy #523 – Tobacco Use (Deleted; Merged into Policy #323)
- 103. Policy #524 – Personnel Files (Deleted; Merged into Policy #324)
- 104. Policy #525 – Dress and Grooming (Deleted; Merged into Policy # 325)
- 105. Policy #526 – Complaint Process (Deleted; Merged into Policy #326)
- 106. Policy #529 – Salary Determination (Deleted; Merged with Policy # 305)
- 107. Policy #530 – Overtime (Deleted; Merged into Policy # 330)
- 108. Policy #531 – Job Related Expenses (Revised; Merged with Policy # 331)
- 109. Policy #532 – Working Periods (Revised; Merged with Policy # 332)
- 110. Policy #533 – Professional Growth Guidelines (Revised; Merged with Policy # 333)
- 111. Policy #534 – Sick Leave (Revised; Merged into Policy 334)
- 112. Policy #535 – Anticipated Disability (Revised; Merged into Policy # 335)
- 113. Policy #536 – Personal Necessity Leave (Deleted; Merged into Policy # 336 )
- 114. Policy #537 – Vacation (Deleted; Merged into Policy # 337)
- 115. Policy #539 – Uncompensated Leave (Deleted; Merged into Policy #339)
- 116. Policy #541 – Benefits for Regularly Employed Part-Time Personnel (Deleted; Merged 341)
- 117. Policy #542 – Jury Duty (Deleted; Merged into Policy # 342)
- 118. Policy #543 – Paid Holidays (Deleted; Merged into Policy #343)
- 119. Policy #548 – Unlawful Harassment (Deleted due to integration with Policy # 104)
- 120. Policy #549 – Retirement (Deleted)
- 121. Policy #551 – Drug and Substance Abuse (Deleted; Merged into Policy # 351)

May I have a motion to approve this recommendation?

Mr. McLean

Motion:

Second:

Discussion:

Vote: Yes \_\_\_\_\_ No \_\_\_\_\_

**H. Personnel (See Special Reports Section.)**

SCHOOL BOARD

1. PSBA Voting Delegate

\_\_\_\_\_ recommends appointing \_\_\_\_\_ as the PSBA  
(Board Member) (Board Member)

Board Member voting delegate for the 2018 PASA/PSBA School Leadership Conference.

May I have a motion to approve this recommendation?

Mr. McLean

Motion:

Second:

Discussion:

Vote: Yes \_\_\_\_\_ No \_\_\_\_\_

2. 2018-2019 Board Meeting Schedule

\_\_\_\_\_ recommends approval to the 2018-2019 Board Meeting Schedule.

May I have a motion to approve this recommendation?

Mr. McLean

Motion:

Second:

Discussion:

Vote: Yes \_\_\_\_\_ No \_\_\_\_\_

ADMINISTRATION

1. Administration recommends approval of the following appointment:

Name: Billie Jo Long-Grohol

Position: Ward L. Myers Elementary School Principal\*

Effective: July 2, 2018

Salary: \$80,000.00

\*Position is part of the Act 93 Certified Administrators Compensation Plan

2. \_\_\_\_\_ recommends

(Board Member)

the approval of payment in lieu of vacation in accordance with the provisions of Board Policy #337. **(See Special Reports Section.)**

May I have a motion to approve this recommendation?

Mr. McLean

Motion:

Second:

Discussion:

Vote: Yes \_\_\_\_\_ No \_\_\_\_\_



PROFESSIONAL

Dr. Skaluba

1. Administration recommends approval of the following request for movement on the negotiated salary scale:
  - a. Katherine Sick – Master’s Degree
2. Administration recommends approval of payment to professional staff at the current homebound rate of \$29 per hour using 2017-18 professional development funds to develop a process for sharing hybrid learning activities.

May I have a motion to approve these recommendations?

Mr. McLean

Motion:

Second:

Discussion:

Vote: Yes \_\_\_\_\_ No \_\_\_\_\_

CLASSIFIED

Dr. Skaluba

1. Administration recommends approval of unpaid leave for the following:  
Employee # 270      2 days, May 14 and 15, 2018
2. Administration recommends approval of the following appointments:  
**(See Special Reports Section)**
  - a. Name: Michelle Koslap  
Position: Jr./Sr. High School Cashier  
Effective: July 1, 2018  
Salary: 17.5 hours per week at \$9.75 per hour
  - b. Name: Teresa Hall  
Position: Elementary Cafeteria Worker  
Effective: July 1, 2018  
Salary: 15 hours per week at \$9.75 per hour
3. Administration recommends approval of the following revised job description: Delete - Payroll Clerk; Replaced with - Human Resource Specialist.

May I have a motion to approve these recommendations?

Mr. McLean

Motion:

Second:

Discussion:

Vote: Yes \_\_\_\_\_ No \_\_\_\_\_

1. Administration recommends approval of the following appointments:

<u>POSITION</u>	<u>NAME</u>	<u>EFFECTIVE</u>	<u>CLASSIFICATION</u>
<b><u>Football</u></b>			
Volunteer	Brad Watkins	2018-2019	---
Volunteer	Stacy Fry	2018-2019	---
Volunteer	Zach Martin	2018-2019	---
Volunteer	Jay Drumheller	2018-2019	---
<b><u>Girls Basketball</u></b>			
Head Varsity Coach	TBA	2018-2019	I
<b><u>Boys Basketball</u></b>			
Head Varsity Coach	TBA	2018-2019	I
<b><u>Winter Cheerleading</u></b>			
Head Varsity Coach	TBA	2018-2019	VI
<b><u>Band Camp</u></b>			
Choreographer	Amanda Hogan	2017-2018	\$280.00

May I have a motion to approve these recommendations?

Mr. McLean

Motion:

Second:

Discussion:

Vote: Yes \_\_\_\_\_ No \_\_\_\_\_

2. Administration recommends approval of the following appointments:

<u>POSITION</u>	<u>NAME</u>	<u>EFFECTIVE</u>	<u>CLASSIFICATION</u>
<b><u>Wrestling</u></b>			
Head Varsity Coach	TBA	2018-2019	I

May I have a motion to approve this recommendation?

Mr. McLean

Motion:

Second:

Discussion:

Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Connie Coyner	_____	_____	_____	_____
Ty Fry	_____	_____	_____	_____
Scott McLean	_____	_____	_____	_____
Rhondel Moyle	_____	_____	_____	_____
Justin Reis	_____	_____	_____	_____
Lisa Sleboda	_____	_____	_____	_____

Vote:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Robert Titman	_____	_____	_____	_____
Kim Walker	_____	_____	_____	_____
Sarah Woodward	_____	_____	_____	_____
<b>TOTAL</b>	_____	_____	_____	_____

I. Committee Reports Dr. Skaluba

J. Administrative Reports Dr. Hamilton

1. Assistant to the Superintendent for Curriculum and Instruction Mr. Edkin
2. Business Administrator Dr. Skaluba
3. Superintendent

K. Delegate Reports Ms. Woodward

1. BLaST IU #17 Ms. Moyle
2. Lycoming Career & Technology Center Mr. McLean
3. PA School Boards Association

**XI. EXECUTIVE SESSION FOR PERSONNEL** Mr. McLean

A. After adjournment.

**XII. ADJOURNMENT** Mr. McLean

May I have a motion to adjourn this meeting?

Motion:

Second:

Discussion:

Vote: Yes \_\_\_\_\_ No \_\_\_\_\_

Time: \_\_\_\_\_ PM