

Muncy School District
Board of Education
Regular Monthly Public Meeting
June 25, 2018

The Muncy School District Board of Directors held their regular monthly public meeting at 7:00 p.m. in the Muncy Junior/Senior High School Auditorium – First Floor, 200 West Penn Street, Muncy, PA 17756.

Members of the board present: President Scott McLean, Connie Coyner, Ty Fry, Rhondel Moyle, Justin Reis, Robert Titman, Kim Walker and Sarah Woodward. Vice President Lisa Sleboda arrived at 7:25 p.m.

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, Athletic Director Curt Chilson, and Solicitor Austin White.

Present McLean called the meeting to order at 7 p.m. The Pledge of Allegiance to the Flag was recited. There were ±80 visitors.

REVIEW AND APPROVAL OF MINUTES

Mr. Fry moved to approve the minutes of the May 21, 2018 Regular Public Meeting of the Muncy School District Board of Directors. Mrs. Coyner seconded the motion and it passed unanimously.

ANNOUNCEMENT OF EXECUTIVE SESSION

Mr. McLean announced that an executive session for personnel was held just prior to tonight's meeting.

REVIEW OF PUBLIC INPUT PROCEDURES

Dr. Skaluba read aloud the Muncy School District's Public Input Procedures.

INFORMATION AND VISITORS' PRESENTATIONS

Attorney Ryan Gardner, representing Denny Harer, addressed the Board pertaining to the wrestling coach position.

RECOGNITION OF CITIZENS

Kristy Blair and Clifford Good addressed the Board pertaining to the wrestling coach position.

OLD BUSINESS

Budget Adoption

Mr. Fry moved to approve the adoption of the final 2018-2019 Muncy School District General Fund Budget and the related budget and tax resolutions. Mr. Walker seconded the motion and it passed unanimously by roll call vote. (Copied in Minutes)

NEW BUSINESS

Financial Reports

Mr. Reis moved to approve the May 2018 Financial Reports:

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

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

Resolution

Mr. Walker moved to approve the 2018 Homestead and Farmstead Exclusion Resolution. Mr. Titman seconded the motion and it passed unanimously. (Copied in Minutes)

Proposals and Agreements

Mr. Fry moved to approve the following contracts/agreement:

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

Ms. Sleboda seconded the motion and it passed unanimously. (Copied in Minutes)

Insurance

Mrs. Coyner moved to approve insurance coverage renewals for July 1, 2018. Mrs. Woodward seconded the motion and it passed unanimously. (Copied in Minutes)

Homebound Instruction

Mrs. Woodward moved to approve homebound instruction for one high school student in accordance with the provisions of Board Policy #117. Mrs. Moyle seconded the motion and it passed unanimously. (Copied in Minutes)

2018-2019 Fee Structures

Mr. Walker moved to approve the following fee structures for the 2018-2019 school year:

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

Mrs. Woodward seconded the motion and it passed unanimously.

Policies and Procedures

Mr. Fry moved to approve 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)

Policies and Procedures (continued)

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)

Policies and Procedures (continued)

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)

Policies and Procedures (continued)

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)

Ms. Sleboda seconded the motion and it passed unanimously. (Copied in Minutes)

Personnel

School Board:

PSBA Voting Delegate: Mr. Walker recommends appointing Scott McLean as the PSBA Board Member voting delegate for the 2018 PASA/PSBA School Leadership Conference. Mrs. Woodward moved to approve, Mrs. Coyner seconded the motion, and it passed unanimously.

Mr. Titman recommends approval of the 2018-2019 Board Meeting Schedule. Ms. Sleboda moved to approve, Mr. Fry seconded the motion, and it passed unanimously. (Copied in Minutes)

Personnel (continued)

Administration:

Mrs. Woodward moved to approve the appointment of Mrs. Billie Jo Long-Grohol as Ward L. Myers Elementary School Principal, effective July 2, 2018 at a salary of \$80,000 per year and the recommendation by Mrs. Coyner to approve payment in lieu of vacation in accordance with the provisions of Board Policy #337. Mr. Walker seconded the motion, and it passed unanimously. (Copied in Minutes)

Professional:

Mr. Walker moved to approve the movement of Katherine Sick to Master's Degree as per the negotiated salary scale and the 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. Mr. Reis seconded the motion, and it passed unanimously. (Copied in Minutes)

Classified:

Mrs. Coyner moved to approve unpaid leave for employee #270 (2 days, May 14 and 15, 2018); Revision of job description: delete - Payroll Clerk and replace with Human Resource Specialist, and the following appointments:

Name: Michelle Koslap
Position: Jr./Sr. High School Cashier
Effective: July 1, 2018
Salary: 17.5 hours per week at \$9.75 per hour

Name: Teresa Hall
Position: Elementary Cafeteria Worker
Effective: July 1, 2018
Salary: 15 hours per week at \$9.75 per hour

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

Athletic/Extra-Curricular:

Mr. Walker moved to approve the following appointments:

<u>POSITION</u>	<u>NAME</u>	<u>EFFECTIVE</u>	CLASSIFICATION
Football			
Volunteer	Brad Watkins	2018-2019	---
Volunteer	Stacy Fry	2018-2019	---
Volunteer	Zach Martin	2018-2019	---
Volunteer	Jay Drumheller	2018-2019	---

Personnel (continued)

Girls Basketball

<i>Head Varsity Coach</i>	<i>Ed Rogers</i>	<i>2018-2019</i>	<i>I</i>
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Boys Basketball

<i>Head Varsity Coach</i>	<i>Jason Gresh</i>	<i>2018-2019</i>	<i>I</i>
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Winter Cheerleading

<i>Head Varsity Coach</i>	<i>Katie McGuire</i>	<i>2018-2019</i>	<i>VI</i>
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Band Camp

<i>Choreographer</i>	<i>Amanda Hogan</i>	<i>2017-2018</i>	<i>\$280.00</i>
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Ms. Sleboda seconded the motion, and it passed with a vote of 8 yes votes and 1 abstention. Mr. McLean abstained. (Copied in Minutes)

Athletic/Extra-Curricular:

Mr. Walker moved to approve Royce Eyer as Head Varsity Wrestling Coach for the 2018-19 season. Mr. Fry seconded the motion, and it passed with a roll call vote of 7 yes votes and 2 no votes. Mrs. Moyle and Mr. Reis voted no.

Committee Reports

Dr. Skaluba presented committee reports to the Board.

Administrative Reports

Reports were presented to the Board by Assistant to Superintendent for Curriculum and Instruction Dr. Hamilton, Business Administrator Mr. Edkin and Superintendent Dr. Skaluba.

Solicitor White announced information on the filling of athletic positions and the Board's investigation into the head wrestling coach recommendation for 2018-19.

Delegate Reports

Reports were presented to the Board by Mrs. Woodward on BLAST IU#17 and Mrs. Moyle on the Lycoming Career & Technology Center.

Muncy School District
Board of School Directors
Regular Monthly Public Meeting
June 25, 2018
Page 9

Announcement of Executive Session

President McLean announced that an executive session for personnel issues will take place after adjournment.

There being no further business, Mr. Fry moved to adjourn the meeting at 7:56 p.m. Mr. Reis seconded the motion and it passed unanimously.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "David Edkin".

David Edkin, Board Secretary