

CONNEAUT SCHOOL DISTRICT

219 West School Drive
Linesville, Pennsylvania 16424

Regular Board Meeting *Draft* Agenda

January 10, 2018
Alice Schafer Annex Gym
7:00 P.M.

I. Call to Order (Time _____)

II. Flag Ceremony

III. Roll Call

Mr. Burnham _____	Mr. Ellis _____	Mr. Hornstein _____
Mrs. Klink _____	Mrs. Krachkowski _____	Mrs. Luckock _____
Mr. McQuiston _____	Mrs. Miller _____	Mrs. Sperry _____

- IV. a. District Vision and Mission Statement
b. Presentation
- School Director Recognition Month
- c. Visitor Recognition on Agenda Items*

*Per Policy 903 – Public Participation in Board Meetings

All visitors who are recognized during the Visitor Recognition are allotted a maximum of five (5) minutes to address matters of their concern, unless otherwise determined by the Board President. Visitor recognition is to be limited to thirty (30) minutes unless otherwise decided by the Board.

V. Approval of Agenda

Motion _____	Second _____	Action _____
Mr. Burnham _____	Mr. Ellis _____	Mr. Hornstein _____
Mrs. Klink _____	Mrs. Krachkowski _____	Mrs. Luckock _____
Mr. McQuiston _____	Mrs. Miller _____	Mrs. Sperry _____

IX. Approval of Minutes

December 6, 2017 Reorganization Meeting Minutes
December 6, 2017 Work Session Meeting Minutes
December 13, 2017 Regular Board Meeting Minutes

Motion _____	Second _____	Action _____
Mr. Burnham _____	Mr. Ellis _____	Mr. Hornstein _____
Mrs. Klink _____	Mrs. Krachkowski _____	Mrs. Luckock _____
Mr. McQuiston _____	Mrs. Miller _____	Mrs. Sperry _____

X. FINANCIAL

A. FINANCIALS

1. Approve Budget Transfers

Motion _____	Second _____	Action _____
Mr. Burnham _____	Mr. Ellis _____	Mr. Hornstein _____
Mrs. Klink _____	Mrs. Krachkowski _____	Mrs. Luckock _____
Mr. McQuiston _____	Mrs. Miller _____	Mrs. Sperry _____

2. Approve Treasurer's Report(s)

Request the Board to approve the following Treasurer's Report(s)

July, 2017

General Fund 10 Treasures Report
Construction Fund 31 Treasures Report
Cafeteria Fund 50 Treasures Report
Henrietta Fund 70 Treasures Report
Custodial Fund 72 Treasures Report

August, 2017

General Fund 10 Treasures Report
Construction Fund 31 Treasures Report
Cafeteria Fund 50 Treasures Report
Henrietta Fund 70 Treasures Report
Custodial Fund 72 Treasures Report

September, 2017

General Fund 10 Treasures Report
Construction Fund 31 Treasures Report
Cafeteria Fund 50 Treasures Report
Henrietta Fund 70 Treasures Report
Custodial Fund 72 Treasures Report

October, 2017

General Fund 10 Treasures Report
Construction Fund 31 Treasures Report
Cafeteria Fund 50 Treasures Report
Henrietta Fund 70 Treasures Report
Custodial Fund 72 Treasures Report

Motion _____	Second _____	Action _____
Mr. Burnham _____	Mr. Ellis _____	Mr. Hornstein _____
Mrs. Klink _____	Mrs. Krachkowski _____	Mrs. Luckock _____

Mr. McQuiston _____ Mrs. Miller _____ Mrs. Sperry _____

B. BILLS

Approve December, 2017 Total bills in the amount of \$1,479,263.88

1. Approve Betsy Sperry travel \$50.67

Motion _____	Second _____	Action _____
Mr. Burnham _____	Mr. Ellis _____	Mr. Hornstein _____
Mrs. Klink _____	Mrs. Krachkowski _____	Mrs. Luckock _____
Mr. McQuiston _____	Mrs. Miller _____	Mrs. Sperry _____

2. Bills to approve \$1,479,213.21 (deducted Betsy Sperry travel check)

Motion _____	Second _____	Action _____
Mr. Burnham _____	Mr. Ellis _____	Mr. Hornstein _____
Mrs. Klink _____	Mrs. Krachkowski _____	Mrs. Luckock _____
Mr. McQuiston _____	Mrs. Miller _____	Mrs. Sperry _____

2. Approve Food Service bills in the amount \$78,058.78

Motion _____	Second _____	Action _____
Mr. Burnham _____	Mr. Ellis _____	Mr. Hornstein _____
Mrs. Klink _____	Mrs. Krachkowski _____	Mrs. Luckock _____
Mr. McQuiston _____	Mrs. Miller _____	Mrs. Sperry _____

C. INVESTMENTS – December, 2017

D. INFORMATION (Financial Reports and Bank Statements to be spread upon the Minutes)

- 1) General Fund Report —
Revenues/Expenditures –July, 2017 through November, 2017;
December, 2017 Preliminary
- 2) Activity Fund Reports –
Conneaut Area Senior High School – November, 2017
CVMS- October, 2017 and November, 2017
CLMS – November, 2017
- 3) Food Service Operating Statement –November, 2017

E. OTHER

1. Approve 2016/2017 School Year Audit

Request the Board to approve the 2016/2017 school year audit as presented at the December 6, 2017 Work Session meeting.

Motion _____	Second _____	Action _____
Mr. Burnham _____	Mr. Ellis _____	Mr. Hornstein _____
Mrs. Klink _____	Mrs. Krachkowski _____	Mrs. Luckock _____
Mr. McQuiston _____	Mrs. Miller _____	Mrs. Sperry _____

2. Approve Act 1 Resolution

RESOLVED, that the Board of School Directors of the Conneaut School District, makes the following unconditional certifications:

1. The school district's various tax levies and other revenue sources will be sufficient to balance the school district final budget for the next fiscal year based on maintaining current tax rates or increasing tax rates by an amount less than or equal to the Act 1 index applicable to the school district as calculated by the Pennsylvania Department of Education. This conclusion is based on the school district preliminary budget and other information available to the School Board.
2. The applicable index for the next fiscal year is 3.3 %, and the School Board will not for the next fiscal year increase the rate of its real estate tax, or any other tax for the support of public education, by an amount that exceeds the applicable index.
3. The School Board has to date and in the future will comply with the rules set forth in School Code § 687 for adoption of the school district proposed and final budgets for the next fiscal year.
4. The School Board understands that the school district will not be eligible to use Act 1 referendum exceptions for the next fiscal year.

Motion _____	Second _____	Action _____
Mr. Burnham _____	Mr. Ellis _____	Mr. Hornstein _____
Mrs. Klink _____	Mrs. Krachkowski _____	Mrs. Luckock _____
Mr. McQuiston _____	Mrs. Miller _____	Mrs. Sperry _____

3. Approve Donation

Request the Board to accept the donation in the amount of \$5,000 from the Walter Brooks Martin, as requested in his Will with concerns for youth that were from needy families to be used to help those needing scholarships or other areas of need.

Motion _____	Second _____	Action _____
Mr. Burnham _____	Mr. Ellis _____	Mr. Hornstein _____
Mrs. Klink _____	Mrs. Krachkowski _____	Mrs. Luckock _____
Mr. McQuiston _____	Mrs. Miller _____	Mrs. Sperry _____

XII. BOARD CONCERNS

- A. Correspondence -
- B. Student Representative -
 Conneaut Area Senior High School- Seth McBride and Alexandra Greleski
 Conneaut Lake Middle School- Anna Klink and Logan McClimans
- C. Crawford County Career & Technical Center Representative – Don Ellis, Jr.
 CCCTC Board President
- D. Northwest Tri-County Intermediate Unit #5 Representative – Jody Sperry
- E. Conneaut Education Association – James Lucas, President
- F. Conneaut Educational Support Personnel Association – Paul Van Dusen, President
- G. Committee Reports –
 Policy Committee – Mrs. Brenda Kantz and Mr. Adam Jardina

H. OTHER

1. Approve 2nd Reading and Adoption

Request the Board to approve the 2nd Reading and Adoption of the following policies-

- Policy 224 – Care of School Property
- Policy 239.1 – Student Assistance Program Loss/Grief Plan
- Policy 251 – Homeless Students
- Policy 300 – Use of Cell Phones by Employees
- Policy 302 – Employment of Superintendent

Motion _____	Second _____	Action _____
Mr. Burnham _____	Mr. Ellis _____	Mr. Hornstein _____
Mrs. Klink _____	Mrs. Krachkowski _____	Mrs. Luckock _____
Mr. McQuiston _____	Mrs. Miller _____	Mrs. Sperry _____

2. Approve PSBA Reaffirming Standards for Effective School Governance and PSBA Code of Conduct.

Request the Conneaut School Board of Directors to approve the Reaffirming PSBA Standards for Effective School Governance and the PSBA Code of Conduct for Members of Pennsylvania School Boards.

Motion _____	Second _____	Action _____
Mr. Burnham _____	Mr. Ellis _____	Mr. Hornstein _____
Mrs. Klink _____	Mrs. Krachkowski _____	Mrs. Luckock _____
Mr. McQuiston _____	Mrs. Miller _____	Mrs. Sperry _____

3. Approve Appointment of a Deputy Tax Collector(s)

Request the Board to approve the appointment of the following Deputy Tax Collectors-

- a. Jeffrey Tillia as the West Fallowfield Township Deputy Tax Collector.
- b. Barbara Britton as the Summerhill Township Deputy Tax Collector.
- c. Patti Franz as the Conneaut Lake Boro Deputy Tax Collector.
- d. Arvilla Allen as the Greenwood Township Deputy Tax Collector.
- e. Noreen Mullen as the Pine Township Deputy Tax Collector.

Motion _____	Second _____	Action _____
Mr. Burnham _____	Mr. Ellis _____	Mr. Hornstein _____
Mrs. Klink _____	Mrs. Krachkowski _____	Mrs. Luckock _____
Mr. McQuiston _____	Mrs. Miller _____	Mrs. Sperry _____

4. Approve to Pay

- a. Request the Board to pay for Pride Center at Conneaut Lake Elementary three tutors for two hours per week or a total of six hours at \$156.00/week. Program will run up to 12 weeks for a total of \$1,872.00 and up to \$300.00 for snacks. Staff to be included: Kristen Bazylak, Jodi Phelps, Barb Vaughn, Aletha Samuels, Robin Copeland, Donna Klie, Angela Krachkowski, Abby Epps, and John McMillen to facilitate Pride Center After School Tutoring Program for students in grades 3 and 4 starting Tuesday, January 16, 2018 through Thursday, April 3, 2018. Teachers to be paid \$26/hour each. **Title 1 Cost:** total \$2,172.00.

Motion _____	Second _____	Action _____
Mr. Burnham _____	Mr. Ellis _____	Mr. Hornstein _____
Mrs. Klink _____	Mrs. Krachkowski _____	Mrs. Luckock _____
Mr. McQuiston _____	Mrs. Miller _____	Mrs. Sperry _____

5. Approve Board Director Resignation

Request the Board to accept the resignation from Jody Sperry from the Conneaut School District Board of Directors, effective Wednesday, January 10, 2018.

Motion _____	Second _____	Action _____
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Mr. Burnham _____	Mr. Ellis _____	Mr. Hornstein _____
Mrs. Klink _____	Mrs. Krachkowski _____	Mrs. Luckock _____
Mr. McQuiston _____	Mrs. Miller _____	Mrs. Sperry _____

XIII. OLD BUSINESS

XIV. NEW BUSINESS

A. PERSONNEL

1. Approve Intent to Retire Requests

- a. **Sheila Mahoney** intent to retire on the day after the last teacher day of the 2017-2018 school year.
- b. **Paul Morosky** intent to retire on the day after the last teacher day of the 2017-2018 school year.
- c. **Aletha Samuels** to be considered for retirement on August 31, 2018. Would like the opportunity to consider retirement between now and the end of the school year.

Motion _____	Second _____	Action _____
Mr. Burnham _____	Mr. Ellis _____	Mr. Hornstein _____
Mrs. Klink _____	Mrs. Krachkowski _____	Mrs. Luckock _____
Mr. McQuiston _____	Mrs. Miller _____	Mrs. Sperry _____

2. Approve Professional Growth Requests

- a. Lois Byham, Deborah Hatheway and Brenda Kantz to attend the 2018 PA Title 1 Improving School Performance Conference in Pittsburgh, PA on Sunday, January 28, 2018 through Wednesday, January 31, 2018. **Title I Cost:** substitutes \$420.00 each teacher, registration \$400.00 each, mileage \$100.44 Lois going with Deborah driving, Brenda mileage \$90.95 and tolls/parking for Brenda \$70.00, tolls/parking \$100.00 for Deborah, hotel \$282.72 plus taxes (Lois and Deborah sharing a room) Brenda room \$445.00, meals \$240.00 each.
- b. Ashley Dolan and Kevin Welsh to attend the Speech Language Pathologists Maximize Your Effectiveness, Efficiency and Reach in Corapolis, Pa on Thursday, February 1, 2018. **District Cost:** registration \$249.00 each, carpooling with one submitting mileage reimbursement of \$50.82.
- c. Melissa Flinchbaugh and Lisa Lichota to attend the Career Benchmark Indicators at the IU#5 on Friday, January 19, 2018. **District Cost:** mileage (Lisa) \$26.75.
- d. Frank Kimmel to attend the developing Your Emotional Intelligence in Erie, PA on Wednesday, February 14, 2018. **District Cost:** registration \$149.00 and mileage \$44.69
- e. Diane Reynolds to attend the 2018 PDE Data Summit in Hershey, PA on Sunday, March 25, 2018 through Wednesday, March 28, 2018. **District Cost:** substitute \$300.00, registration \$300.00 (early bird fee), tolls/parking \$40.00, will car pool if others attend, otherwise submit mileage at \$304.95, hotel \$402.00 plus taxes, meals \$240.00.
- f. Sue Moss, Kris Barnes, Greg Peters and Sheila Mahoney to attend the PA Positive

Behavior Support Network Implements Focus in Hershey, PA on Monday, May 21, 2018 and Tuesday, May 22, 2018. **Systems of Care Grant Reimbursed:** substitutes \$1,120.00, registration \$300.00, mileage \$163.71, hotel \$600.00, meals \$600.00.

Motion _____	Second _____	Action _____
Mr. Burnham _____	Mr. Ellis _____	Mr. Hornstein _____
Mrs. Klink _____	Mrs. Krachkowski _____	Mrs. Luckock _____
Mr. McQuiston _____	Mrs. Miller _____	Mrs. Sperry _____

3. Approve Professional Growth Change

Request the Board to approve the change in driver for the previously approved trip to Practical Intervention Strategies to Accelerate Reading Achievement in Pittsburgh, Pa on Monday, December 4, 2017. Driver should be Amy Mathias for \$127.76 in miles and tolls/parking \$9.50.

Motion _____	Second _____	Action _____
Mr. Burnham _____	Mr. Ellis _____	Mr. Hornstein _____
Mrs. Klink _____	Mrs. Krachkowski _____	Mrs. Luckock _____
Mr. McQuiston _____	Mrs. Miller _____	Mrs. Sperry _____

5. Approve Fund Raising Requests

Conneaut Area Senior High School

- a. Friends of Music to sell assorted candles through Our Own Candle Company at various prices starting Monday, February 26, 2018 through Wednesday, March 28, 2018. Proceeds to help pay for Disney trip and the Music Department expenses.
- b. Friends of music to sell sub sandwich meal coupons at \$6/each starting Monday, January 15, 2018 through Wednesday, February 28, 2018. Proceeds to help pay for Disney trip and Music Department expenses.

Motion _____	Second _____	Action _____
Mr. Burnham _____	Mr. Ellis _____	Mr. Hornstein _____
Mrs. Klink _____	Mrs. Krachkowski _____	Mrs. Luckock _____
Mr. McQuiston _____	Mrs. Miller _____	Mrs. Sperry _____

6. Approve Student Activity/Field Trip Request

Conneaut Lake Elementary School

- a. Serena Klink, Sheryl Blood, Renee Grout, and another instructional aide to take up to 11 students to the Movies at Meadville and McDonalds on Tuesday, January 16, 2018 (snow date Tuesday, January 23, 2018). District Cost: registration \$70, busing \$126.20 and meals \$27.00.

Conneaut Area Senior High School

- b. Melissa Flinchbaugh to take the 9th graders and some 10th graders to the annual CCCTC Work sessions on each day of Tuesday, January 23, 2018, Wednesday, January 24, 2018 and Thursday, January 25, 2018. District Cost: busing costs pending.

- c. Marcy Hoenes, Paul Van Dusen, Kathy Semian and a school nurse to take eleven students to watch a movie, tour the theatre, and lunch at Kentucky Fried Chicken on Thursday, January 18, 2018. District Cost: registration \$120.00, busing pending and meals \$58.30.
- d. Marcy Hoenes, Paul VanDusen, Kathy Semian, a school nurse and Mrs. Hill to take eleven students to the Kids Jam to watch the Bayhawks Basketball and lunch in Erie, PA on Wednesday, February 7, 2018. District Cost: registration \$77.00, and busing pending.

Conneaut Valley Middle School

- e. Sue Moss, Brian McCall and Sarah Pelc to take up to 50 middle school WEB students to CLMS for a boys’ basketball game as super fans on Monday, February 5, 2018. District Cost and student fundraising contributions: \$72.00

District Middle Schools

- f. Bernadette Verno and Jeff Hans to take twelve 5th through 7th grade students to Knex Competition at the IU#5 in Edinboro, Pa on Tuesday, March 6, 2018. District Cost: ½ day sub \$140.00, registration \$90.00 and busing \$270.00.

Elementary Schools

- g. Bernadette Verno to take four 4th graders to the Knex Competition at the IU#5 in Edinboro, PA on Monday, March 5, 2018. **District Cost:** ½ day sub \$70.00, registration \$30.00 and busing pending.

Motion _____	Second _____	Action _____
Mr. Burnham _____	Mr. Ellis _____	Mr. Hornstein _____
Mrs. Klink _____	Mrs. Krachkowski _____	Mrs. Luckock _____
Mr. McQuiston _____	Mrs. Miller _____	Mrs. Sperry _____

7. Approve Volunteers for 2017/2018 SY

Conneaut Area Senior High School

Alan Sandrock** Boys’ Volleyball Volunteer

**Pending Clearances

Motion _____	Second _____	Action _____
Mr. Burnham _____	Mr. Ellis _____	Mr. Hornstein _____
Mrs. Klink _____	Mrs. Krachkowski _____	Mrs. Luckock _____
Mr. McQuiston _____	Mrs. Miller _____	Mrs. Sperry _____

8. Approve Resource Person(s)

- a. Request the Board to approve John Kosar, Brian Lipps, and Kris Tursky as Resource Person(s)** for Wrestling from Friday, December 22, 2017 through Thursday, January 4, 2018.

** Per Policy 123- “Interscholastic Athletes: Resource personnel in extracurricular activities are permitted to work under the supervision of the head coach for a period not to exceed two (2) weeks. Resource personnel do not need an Act 34 clearance but must

be reported to the board on the appropriate form.”

Motion _____	Second _____	Action _____
Mr. Burnham _____	Mr. Ellis _____	Mr. Hornstein _____
Mrs. Klink _____	Mrs. Krachkowski _____	Mrs. Luckock _____
Mr. McQuiston _____	Mrs. Miller _____	Mrs. Sperry _____

9. Approve Leave Requests

- a. Heather Fuller, instructional aide, 2 Days, General Unpaid Leave, Thursday, November 30, 2017 and Friday, December 1, 2017.
- b. Renee Grout, instructional aide, 1 Day, General Unpaid Leave, Friday, December 8, 2017.
- c. Martin Mahoney, instructional aide, 3 Days, General Unpaid Leave, Thursday, January 11, 2018; Friday, January 12, 2018 and Tuesday, January 16, 2018.

Motion _____	Second _____	Action _____
Mr. Burnham _____	Mr. Ellis _____	Mr. Hornstein _____
Mrs. Klink _____	Mrs. Krachkowski _____	Mrs. Luckock _____
Mr. McQuiston _____	Mrs. Miller _____	Mrs. Sperry _____

10. Approve Athletic Intramural

Conneaut Lake Middle School

Nate Alsdorf for Boys’ 5th and 6th grade basketball, 20 hours @ \$19/hour total= \$380.00
 Todd Turner for Boys’ 5th and 6th grade basketball, 20 hours @ \$19/hour total= \$380.00
 Betsy Sperry for Girls’ 5th and 6th grade basketball, 20 hours @ \$19/hour total= \$380.00

Motion _____	Second _____	Action _____
Mr. Burnham _____	Mr. Ellis _____	Mr. Hornstein _____
Mrs. Klink _____	Mrs. Krachkowski _____	Mrs. Luckock _____
Mr. McQuiston _____	Mrs. Miller _____	Mrs. Sperry _____

XV. CURRICULUM

1. Approve Correction to Course

Request the Board to approve the correction as follows;

Approve to write a “Practical Math” course at CASH for the 18/19 SY for up to 15 hours at the rate of \$26/hour. (incorrectly placed at a rate of \$1,500.00, as approve incorrectly at the December 13, 2017 regular board meeting.

Motion _____	Second _____	Action _____
Mr. Burnham _____	Mr. Ellis _____	Mr. Hornstein _____

Mrs. Klink _____	Mrs. Krachkowski _____	Mrs. Luckock _____
Mr. McQuiston _____	Mrs. Miller _____	Mrs. Sperry _____

XVI. BUILDINGS AND GROUNDS

1. Approve Facility Use Fee Waiver Request

Conneaut Lake Middle School

- a. Dale Costa, Jr, requestor to use the gymnasium whenever available for sports pickup games starting after January 10, 2018 through the end of the school year. *Requesting fees to be waived.*
- b. David Herr, requestor for Conneaut Captains Baseball to use the auditorium for baseball starting January, 2018 through end of April, 2018. *Requesting fees to be waived.*

Motion _____	Second _____	Action _____
Mr. Burnham _____	Mr. Ellis _____	Mr. Hornstein _____
Mrs. Klink _____	Mrs. Krachkowski _____	Mrs. Luckock _____
Mr. McQuiston _____	Mrs. Miller _____	Mrs. Sperry _____

2. Approve the Asset Disposal of Equipment

Request the Board to approve the request to dispose of equipment of a Toshiba copier, *as per backup on Canvas.*

Motion _____	Second _____	Action _____
Mr. Burnham _____	Mr. Ellis _____	Mr. Hornstein _____
Mrs. Klink _____	Mrs. Krachkowski _____	Mrs. Luckock _____
Mr. McQuiston _____	Mrs. Miller _____	Mrs. Sperry _____

3. Approve Real Estate Listing Agreement

Request the Board to approve the ERA – Richmond Real Estate Service listing agreement, for twelve (12) months from the signature date, Wednesday, January 10, 2018 through January 9, 2019.

Motion _____	Second _____	Action _____
Mr. Burnham _____	Mr. Ellis _____	Mr. Hornstein _____
Mrs. Klink _____	Mrs. Krachkowski _____	Mrs. Luckock _____
Mr. McQuiston _____	Mrs. Miller _____	Mrs. Sperry _____

XVII. TRANSPORTATION

1. Approve Changes/Additions to Bus Stops for Anderson Bus Company.

Motion _____	Second _____	Action _____
Mr. Burnham _____	Mr. Ellis _____	Mr. Hornstein _____
Mrs. Klink _____	Mrs. Krachkowski _____	Mrs. Luckock _____
Mr. McQuiston _____	Mrs. Miller _____	Mrs. Sperry _____

XVIII. VISITOR RECOGNITION*

*Per Policy 903 – Public Participation in Board Meetings

All visitors who are recognized during the Visitor Recognition are allotted a maximum of five (5) minutes to address matters of their concern, unless otherwise determined by the Board President. Visitor recognition is to be limited to thirty (30) minutes unless otherwise decided by the Board.

XX. BOARD INPUT

Additional Work Session, January 16, 2018

The next Work Session is February 7, 2018

The next Regular Board Meeting is February 14, 2018

XXI. ADJOURNMENT (Time _____)

Motion _____	Second _____	Action _____
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Executive Session immediately following the meeting to review and discuss agency business which, if conducted in public, might lead to disclosure of information protected by law, specifically matters involving personnel concerns.

XXII. INFORMATION (Items approved by the Superintendent and submitted as information to the Board of Education)

1. Facility Use Requests – as information.

Conneaut Valley Elementary

- a. John Evans, requestor for Conneaut Valley Little League to use the gymnasium Monday, March 19, 2018 through Tuesday, May 1, 2018 for baseball practices.
- b. Yvonne Medrick, requestor for Conneaut Valley Girls Softball Association to use the gymnasium Monday, March 19, 2018 through Tuesday, May 1, 2018 for softball practices.