

SHIKELLAMY SCHOOL DISTRICT
Sunbury, Pennsylvania
www.shikbraves.org

Regular Board Meeting
Thursday, July 12, 2012
Island Park Administration Center - 7:00 pm

A regular meeting of the Shikellamy School District Board of Directors was held on Thursday, July 12, 2012 at 7:00 pm at the Island Park Administration Center.

Members Present were: Mrs. Garman, Dr. Hartman, Mr. Kerstetter, Mrs. Markunas, Mr. Marshall, Mrs. Wiest (arrived at 7:14 pm), Mrs. Van Der Pool

Members Absent: Mr. Garman, Mr. Michaels

Student Board Members Present: Miss Pehowic

Others Present: Mr. Ned Sodrnick, Acting District Superintendent
Attorney Jeffrey Apfelbaum, Solicitor
Mr. David M. Sinopoli, Business Manager
Mr. Michael Hubicki, Shikellamy High School Principal
Mrs. Mary Murphy-Kahn, Shikellamy High School Assistant Principal
Mrs. Susan Giberson, Beck Elementary Principal
Mr. Brett Misavage, Chief Shikellamy Principal
Ms. Dixie Barth, Priestley Elementary Principal
Mr. Douglas Benick, Director of Buildings and Grounds
Mrs. Bethanne Zeigler, Board Recording Secretary

MINUTES

A motion by Mr. Kerstetter, seconded by Mrs. Garman carried to approve the following minutes:

Minutes of Regular Board Meeting held on June 21, 2012
Minutes of Work Sessions held on June 5 & 14, 2012
Minutes of Special Meeting held on June 14, 2012
Executive sessions were held on June 5 and 14, 2012 for personnel matters.

Vote: Mrs. Garman, yea; Dr. Hartman, yea; Mr. Kerstetter, yea; Mrs. Markunas, yea; Mr. Marshall, yea; Mrs. Van Der Pool, yea

ADOPTION OF AGENDA

A motion by Dr. Hartman, seconded by Mr. Kerstetter carried to adopt the agenda including additions and deletions.

Vote: Mrs. Garman, yea; Dr. Hartman, yea; Mr. Kerstetter, yea; Mrs. Markunas, yea; Mr. Marshall, yea; Mrs. Van Der Pool, yea

FINANCIAL REPORTS

A motion by Dr. Hartman, seconded by Mr. Garman carried to approve the payment of bills and budget transfers.

Vote: Mrs. Garman, yea; Dr. Hartman, yea; Mr. Kerstetter, yea; Mrs. Markunas, nay; Mr. Marshall, yea; Mrs. Van Der Pool, yea

COMMUNICATOINS

Last year, the School Board gave verbal approval for the Priestley Elementary PTA to raise funds for playground equipment to be purchased for the school. Since that verbal approval, plans have changed, and Mrs. Tehani Grenell, Priestley Elementary Representative, asked the Board to approve a revision in the original request, which calls for a decrease in size and cost of the equipment. The PTA has raised approximately 95% of the funds needed and will continue to fundraise for the remaining 5%. They request that the district dispose of the old equipment at time of replacement. Several members agreed that if it meets the standards of the Superintendent, Director of Buildings and Grounds, and building principal, they were in agreement to let the PTA proceed. However, Mr. Sinopoli was directed to contact the insurance carrier to ensure that the specifications met the requirement for insurance purposes. If everything checks out, the Board can take formal action to accept the donation. Any contract to be signed would be done with the company and the PTA, as this would fall under a donation from the PTA.

PUBLIC COMMENT

There was no public comment.

STUDENT BOARD MEMBERS

There was no student report.

SOLICITOR'S REPORT

There was no report

NEW BUSINESS

Activities Committee

A motion by Mr. Marshall, seconded by Mr. Kerstetter carried to appoint the following individuals to work with the Marching Band for the 2012/13 school term:

Shane Bender	Marching Instructor	\$350
Adam Burdett	Drill Designer	\$1,200
Scott Carey	Music Arranger	\$1,200
Brendan Dempsey	Percussion Instructor	\$350
Nate Hawk	Percussion Arranger	\$350
Amanda Lebo	Assistant Color Guard Instructor	\$350
Brian Marsh	Color Guard Designer	\$650
Ashley Miller	Volunteer Woodwind Instructor	\$0
Ryan Miller	Brass Instructor	\$350
Nick Persing	Marching Instructor	\$350

Vote: Mrs. Garman, yea; Dr. Hartman, yea; Mr. Kerstetter, yea; Mrs. Markunas, yea; Mr. Marshall, yea; Mrs., Wiest, yea; Mrs. Van Der Pool, yea

A motion by Mr. Marshall, second by Mr. Kerstetter carried to appoint the following coaches for the 2012/13 school term:

Bob Felmy	Head Baseball	\$1,950
Heidi Kerchoff	Head Softball	\$1,950
Jim Bell	Boys Track and Field	\$3,200
Mindy Hoffman	Boys Tennis	\$2,750
Jonathan Evans	Girls Track & Field	\$2,350
Megan Monroig	Volunteer Girls Soccer	\$0

Vote: Mrs. Garman, yea; Dr. Hartman, yea; Mr. Kerstetter, yea; Mrs. Markunas, yea; Mr. Marshall, yea; Mrs., Wiest, yea; Mrs. Van Der Pool, yea

A motion by Mr. Marshall, seconded by Mr. Kerstetter carried to appoint the following individuals to serve as co-curricular advisors for the 2012/13 school term:

Name	Activity	Total Amount
Louis Cupiccia	SMS Art Club	\$430
Deborah McLaughlin & Lindy Fasold	SMS Junior Honor Society	\$125 \$125
Phyllis Haskins	SMS Student Council	\$625
Scott Carey	Jazz Band	\$700
Peter Solomon	HS Yearbook Advisor	\$2,290
Amy Rhinard	Assistant Marching Band	\$1,000
Amy Rhinard	HS Chorus	\$1,250
Angela Sivillo	FBLA Advisor	\$350
Tim Foor		\$350
Toni Ferster	French Club	\$700
Ellen Boyer	Director of Forensics	\$2,000
Craig Specht	Assistant Forensics Coach	\$150
Eric Zeigler	Debate & Congress Coach	\$830
Tim Bower	Debate Coach	\$1800
Ellen Boyer	Interpretation Coach	\$2,400
Ellen Boyer	Competition Play	\$1,080
Ellen Boyer	Fall Play Director	\$950
Beth Zeigler	SADD Club Advisor	\$805
Christina Landau	Art Club Advisor	\$395
Colleen Epler-Ruths	Ski Club Advisor	\$490
Phyllis Haskins	SMS Assistant Ski Club Advisor	\$150
Ellen Boyer	Drama Club Advisor	\$495

Deborah Bernhisel	National Honor Society	\$250
Laurie Decker	Twelfth Grade Advisors	\$300
Colleen Epler Ruths		\$300
Melodee Brosious & Kelly Kurtz	Eleventh Grade Advisors	\$575 \$512.50
Joseph Walsh	Tenth Grade Advisor	\$360
William Zeigler	Outdoor Education	\$950
Eric Zeigler	Republican Club – Volunteers	\$0
Eric Zeigler	Chess Club - Volunteers	\$0
Dixie Gavason	SMS History Club - Volunteer	\$0
Yvonne Monahan, & Colleen Epler Ruths	Science Traveling Club – Volunteers	\$0
Jodi Schmidt	Future Scientist – Volunteers	\$0
Martha Krieger	ACLU Club – Volunteer	\$0

Vote: Mrs. Garman, yea; Dr. Hartman, yea; Mr. Kerstetter, yea; Mrs. Markunas, yea; Mr. Marshall, yea; Mrs., Wiest, yea; Mrs. Van Der Pool, yea

Personnel Committee

A motion by Mrs. Van Der Pool, seconded by Dr. Hartman carried to revise the Director of Buildings and Grounds job description effective July 13, 2012.

Mrs. Markunas asked to speak to that motion and read the following statement: *I received the revisions for this job description approximately one week ago. It is my understanding that the original job description for this position was written by Mr. Saxton, retired Director of Buildings and Grounds. Revisions were made by Mr. Saxton, reviewed by Mr. Sodrick and Mr. Sinopoli, and it was placed on the agenda for approval for this evening. As a board member, I was not given the opportunity to review the original job description proposed by Mr. Saxton. It is my opinion, after reviewing the revised job description proposed for approval, I believe changes still need to be made to the duties listed in this document. Additionally, PSBA provides current sample job descriptions for the Director of Buildings and Grounds positions. Mr. Sodrick and/or Mr. Sinopoli, have the PSBA's recommendations for the job description of Director of Buildings and Grounds been considered and reviewed to include in the current revised job description proposal? If not, why didn't that occur before the vote tonight?*

Mr. Sodrick responded that he felt that the document in question is more specific than what is provided by PSBA and Mr. Sinopoli concurred with that statement.

Mrs. Markunas statement continued: *For the reason stated, I will be voting no to the approval of the revisions of the Director of Buildings and Grounds job description.*

Vote: Mrs. Garman, yea; Dr. Hartman, yea; Mr. Kerstetter, yea; Mrs. Markunas, nay; Mr. Marshall, yea; Mrs., Wiest, yea; Mrs. Van Der Pool, yea

A motion by Mrs. Van Der Pool, seconded by Mrs. Wiest carried to accept the resignation of Patricia Fegley as a cafeteria aide effective June 26, 2012.

Vote: Mrs. Garman, yea; Dr. Hartman, yea; Mr. Kerstetter, yea; Mrs. Markunas, yea; Mr. Marshall, yea; Mrs., Wiest, yea; Mrs. Van Der Pool, yea

A motion by Mrs. Van Der Pool, seconded by Mrs. Wiest carried to bring back Brian Taylor, a furloughed employee, as a professional employee for the 2012/13 school term at a salary of \$53,000 at the Master's schedule on the 7th step of the professional pay scale. His initial assignment will be a science teacher at the Shikellamy Middle School.

Vote: Mrs. Garman, yea; Dr. Hartman, yea; Mr. Kerstetter, yea; Mrs. Markunas, yea; Mr. Marshall, yea; Mrs., Wiest, yea; Mrs. Van Der Pool, yea

A motion by Mrs. Van Der Pool, seconded by Mrs. Wiest carried to bring back Adrienne Morrison, a furloughed employee, as a professional employee for the 2012/13 school term at a salary of \$26,250 at the Bachelors schedule on the 8th step of the professional pay scale. Her initial assignment will be a half time Spanish teacher at the Shikellamy High School.

Vote: Mrs. Garman, yea; Dr. Hartman, yea; Mr. Kerstetter, yea; Mrs. Markunas, yea; Mr. Marshall, yea; Mrs., Wiest, yea; Mrs. Van Der Pool, yea

A motion by Mrs. Van Der Pool, seconded by Mrs. Wiest carried appoint Koebi Emerich as a temporary professional employee for the 2012/13 school term at a salary of \$43,000 at the Masters schedule on the 1st step of the professional pay scale. Her initial assignment will be Special Education Teacher at Priestley Elementary School.

Vote: Mrs. Garman, yea; Dr. Hartman, yea; Mr. Kerstetter, yea; Mrs. Markunas, yea; Mr. Marshall, yea; Mrs., Wiest, yea; Mrs. Van Der Pool, yea

A motion by Mrs. Van Der Pool, seconded by Mrs. Wiest carried to appoint Matthew Barnhart as Custodial Services Manager at a pro-rated salary of \$40,000, effective July 30, 2012.

Vote: Mrs. Garman, yea; Dr. Hartman, yea; Mr. Kerstetter, yea; Mrs. Markunas, yea; Mr. Marshall, yea; Mrs., Wiest, yea; Mrs. Van Der Pool, yea

A motion by Mrs. Van Der Pool, seconded by Mrs. Wiest carried to appoint Eric Attinger as the 21st Century Community Mobilizer at a pro-rated salary of \$41,500, effective August 23, 2012.

Vote: Mrs. Garman, yea; Dr. Hartman, yea; Mr. Kerstetter, yea; Mrs. Markunas, yea; Mr. Marshall, yea; Mrs., Wiest, yea; Mrs. Van Der Pool, yea

A motion by Mrs. Van Der Pool, seconded by Mrs. Wiest carried to adjust the salary of Deeann Bobinis to \$56,400, effective for the 2012/13 school term for successful completion of her Masters +45 requirements.

Vote: Mrs. Garman, yea; Dr. Hartman, yea; Mr. Kerstetter, yea; Mrs. Markunas, yea; Mr. Marshall, yea; Mrs., Wiest, yea; Mrs. Van Der Pool, yea

A motion by Mrs. Van Der Pool, seconded by Mrs. Wiest carried to adjust the salary of Jolene Dressler to \$60,000, effective for the 2012/13 school term for successful completion of her Masters requirements.

Vote: Mrs. Garman, yea; Dr. Hartman, yea; Mr. Kerstetter, yea; Mrs. Markunas, yea; Mr. Marshall, yea; Mrs., Wiest, yea; Mrs. Van Der Pool, yea

A motion by Mrs. Van Der Pool, seconded by Mrs. Wiest carried to adjust the salary of Elizabeth Vasquez to \$57,400, effective for the 2012/13 school term for successful completion of her National Board Certification requirements.

Vote: Mrs. Garman, yea; Dr. Hartman, yea; Mr. Kerstetter, yea; Mrs. Markunas, yea; Mr. Marshall, yea; Mrs., Wiest, yea; Mrs. Van Der Pool, yea

A motion by Mrs. Van Der Pool, seconded by Mrs. Wiest carried to approve the following substitutes:

April Masser - custodian	Hilda Bauman - custodian	John Tobias - custodian
Keith Mull - custodian		

Vote: Mrs. Garman, yea; Dr. Hartman, yea; Mr. Kerstetter, yea; Mrs. Markunas, yea; Mr. Marshall, yea; Mrs., Wiest, yea; Mrs. Van Der Pool, yea

A motion by Mrs. Van Der Pool, seconded by Mrs. Wiest carried to appoint the following teachers for the Summer Math Program to be held at Oaklyn Elementary School from July 30-August 3, 2012 at a rate of \$20.50 per hour:

*Diane Fasold	*Danielle Williams	Angela Persing
Tammy Lahr	Bria Felmy	Amy Herbster
Alicia Fisher		

* Will receive an additional \$50.00 for coordinating the program.

Vote: Mrs. Garman, yea; Dr. Hartman, yea; Mr. Kerstetter, yea; Mrs. Markunas, yea; Mr. Marshall, yea; Mrs., Wiest, yea; Mrs. Van Der Pool, yea

Property Committee

A motion by Mr. Kerstetter, seconded by Mrs. Wiest carried to award a contract to Pave-It, Inc. of Sunbury, PA, to make repairs to the Priestley Elementary School parking lot and seal and reline all lots and driveway at the school, in the amount of \$8,343.70, with payment to come from the Capital Reserve Fund.

Vote: Mrs. Garman, nay; Dr. Hartman, yea; Mr. Kerstetter, yea; Mrs. Markunas, nay; Mr. Marshall, yea; Mrs., Wiest, yea; Mrs. Van Der Pool, yea

A motion by Mr. Kerstetter, seconded by Mrs. Wiest carried to approve Northumberland County, acting as trustee for the school district, by and through the Tax Claims Bureau to sell one parcel or property located in Point Township (#039-00-030-049) for a minimum bid of \$500.00 or higher, through public auction or private bid.

Vote: Mrs. Garman, yea; Dr. Hartman, yea; Mr. Kerstetter, yea; Mrs. Markunas, nay; Mr. Marshall, yea; Mrs., Wiest, yea; Mrs. Van Der Pool, yea

A motion by Mr. Kerstetter, seconded by Mrs. Wiest carried to approve a change order credit from Reynolds Energy Services, Inc., for services not required during the District-Wide Energy Service, in the amount of \$48,542.62.

Vote: Mrs. Garman, yea; Dr. Hartman, yea; Mr. Kerstetter, yea; Mrs. Markunas, nay; Mr. Marshall, yea; Mrs., Wiest, yea; Mrs. Van Der Pool, yea

A motion by Mr. Kerstetter, seconded by Mrs. Garman carried to authorize the Business Manager to file a Self-Certification Application, PDE Form 3074(a), Non-Reimbursable Construction Project, with the Pennsylvania Department of Education, develop plans and specifications and to solicit bids to seal

the brick, caulk, and re-seal windows and doors in the middle school section of the Shikellamy Middle/High School, at an estimated cost of \$120,000 with payment to come from the Capital Reserve.

Vote: Mrs. Garman, yea; Dr. Hartman, yea; Mr. Kerstetter, yea; Mrs. Markunas, nay; Mr. Marshall, yea; Mrs., Wiest, yea; Mrs. Van Der Pool, yea

A motion by Mr. Kerstetter, seconded by Mrs. Garman carried to authorize the Business Manager to file a Self-Certification Application, PDE Form 3074(a), Non-Reimbursable Construction Project, with the Pennsylvania Department of Education, develop plans and specifications and to solicit bids to perform partial parking lot repair and restriping at Shikellamy Middle/High School at an estimated cost of \$18,000 with payment to come from the Capital Reserve.

Vote: Mrs. Garman, yea; Dr. Hartman, yea; Mr. Kerstetter, yea; Mrs. Markunas, nay; Mr. Marshall, yea; Mrs., Wiest, yea; Mrs. Van Der Pool, yea

A motion by Mr. Kerstetter, seconded by Mrs. Wiest carried to approve a contract for district-wide CCTV maintenance with Morefiled Communications' of Camp Hill, PA, at an annual cost of \$12,350 (savings of approximately \$5,000 per year). Funds are budgeted in the Maintenance Budget.

Vote: Mrs. Garman, yea; Dr. Hartman, yea; Mr. Kerstetter, yea; Mrs. Markunas, nay; Mr. Marshall, yea; Mrs., Wiest, yea; Mrs. Van Der Pool, yea

Mrs. Markunas read a statement which covered each motion under the Property/Cafeteria section of the agenda. *As a board member, I have not been provided with the proper information regarding these items. Specifically, the final bids for the work contract and the CCTV maintenance contract were not provided to me in advance for review. Additionally, questions are left unanswered pertaining to all of the items listed for approval or authorization this evening in Section G (Property/Cafeteria). As a result, I will be voting no to items 1 through 6 in this section. I will continue to vote no at future regular board meetings until I am provided with the proper information in a timely manner prior to all voting meetings.*

Mrs. Garman stated that she tends to agree with Mrs. Markunas' thought, as she stated she was unaware of the motions and haven't seen proof that these items are needed. Mrs. Wiest explained that two of the motions are requests to bid projects. Dr. Hartman interjected that there was discussion during the budget review; specifically during the Buildings and Grounds budget discussion. It was identified as part of the budget during public discussion and was included in the budget that was passed by the Board of Education. Mrs. Van Der Pool supported Dr. Hartman's statement and agreed that these items were discussed during budget discussions. Mr. Sinopoli added that it was discussed during budget meetings and that the proposed paving contract to seal and reline all lots and driveway at the Priestley Elementary School is less than \$10,000. As a result, quotes were received and reviewed by the Director of Buildings and Grounds. Since the money is coming from Capital Reserve, the administration is requesting Board approval. The two motions regarding self-certification are simply requests for bids and the amounts are based on estimates received. Mrs. Markunas inquired if an architect had been contacted, which was not the case. She inquired if there will be energy savings, which was negative. She inquired if the projects would be considered energy efficient projects and Mr. Sinopoli responded, "Definitely not". Dr. Hartman inquired about the paving projects. The high school needs sealed and pot holes filled. The Priestley Elementary School lot was done about 12-13 years ago.

Mrs. Markunas directed questions to Mr. Sinopoli about the motion to award the contract to Pave It, Inc. Mr. Sinopoli explained the quote limit has been increased from \$10,000 to \$18,000 as of July 1st, which was subsequent to the school district's budget adoption. Quotes were received prior to the

increase and this is the low quote received by Mr. Saxton. Mrs. Markunas stated that she'd like to have more information. Mrs. Weist inquired if this was the lowest bid, which was affirmative. Mrs. Markunas stated that she feels these things need to be discussed before they are brought to vote and Mr. Kerstetter responded that they were discussed. Mrs. Markunas added that the Board didn't discuss bids or quote and feels the Board needs to be more informed. Mrs. Van Der Pool requested Mr. Sinopoli explain the process. Normally the Board would review the items at the work session prior to the voting meeting and added that these items were included in the Maintenance Budget, which was reviewed and approved by the Board of Education.

Dr. Hartman tried to clarify Mrs. Markunas' request. He asked that if the district had received two quotes, would she have wanted a document identifying the quotes and the amounts, and she responded, "Absolutely". Dr. Hartman continued the way it is done is within the law, and Mr. Sinopoli shared that the administration tried to get three vendor quotes. If the administration started to provide the information, Dr. Hartman asked Mrs. Markunas if she would be prepared to vote yes, which she responded affirmatively. Dr. Hartman continued that what he found interesting was that if this was being paid from the General Operating Budget, this would not even be a topic of discussion, but only is due to the fact that is being paid through the Capital Reserve. Mrs. Garman questioned the validity of the self certification requests and believes that it should be reevaluated. Mr. Benick explained that there is an issue with moisture coming through and around the windows. Zartman Construction, Inc gave an opinion regarding resealing and mortar, which is in the old section of the high school. Dr. Hartman expressed concern with the amount of money being drawn out of the capital reserve. The other alternative would be to draw funds from the general operating budget. Based on Mr. Saxton's budget presentation, and the discussion this evening, the self-certification projects have merit, and at the very least Dr. Hartman shared that he believes the Board should consider authorizing it.

Mrs. Wiest stated that there should be follow up on requests and the administration should ensure that additional information is provided to the Board in the future.

INFORMATION

At the last public meeting, Mr. Hubicki informed the Board of Education of a request from the Football Booster Club regarding donations and requests. Mrs. Julie Witmer, Booster President, explained a request for approval from the Board of Education:

1. Would like to take ownership of any helmet returned after the re-conditioning process and deemed unfit for players to be given to local business who make donations to Booster Club.
2. Sunbury Motors to display a vehicle from their inventory at all home games since they are a major donor and display a sign of recognition at a predetermined location within the football stadium
3. Approximately 22 reserved seating tickets for the 2012 season to be gifted to substantial donors
4. Display a 2010 District IV Championship sign in the stadium

With regards to the helmets, there are ten helmets that cannot be used. The booster club would like to place decals on them and allow the sponsors to display them in their business. It appears that Board policy authorizes the Superintendent to sign off on how to dispose of obsolete equipment and things of little to no value.

A nice gesture would be reserved seat tickets and the club is willing to pay for them. Larger sponsors would receive four tickets.

The championship sign would be placed in the stadium. There was discussion and the activities committee will meet with the booster group to decide on a location. Additional wins would be able to be added to this sign.

In regards to signs for sponsors, Mr. Apfelbaum was directed to look at school code and Board policy. Mr. Apfelbaum stated that the donations are wonderful and stated that when you let one group advertise, it becomes an open opportunity for others.

Mrs. Garman inquired if businesses can still donate and if so, will the sign be revised to reflect the donation.

It was agreed to hold discussion on the booster request at the August 2, 2012 work session.

ADJOURNMENT

The meeting was adjourned at 8:05 p.m. and an executive session was called for personnel matters.

Respectfully Submitted,

Terry Marshall
Board Secretary