

**CRAWFORD CENTRAL BOARD OF SCHOOL DIRECTORS**

**REGULAR BOARD MEETING  
INSTRUCTIONAL SUPPORT CENTER**

**MONDAY, APRIL 25, 2016  
5:30 P.M.**

**I. REGULAR MEETING OF APRIL 25, 2016, CALLED TO ORDER**

Meeting called to order by Mrs. Feleppa at 5:30 P.M.

**II. ROLL CALL**

Members in attendance: Ms. Melissa Burnett, Mr. Jeffrey Deardorff, Mrs. Jan Feleppa, Mrs. Katrina Proctor, Mr. Jeffrey Rose, Mr. Donald Sacco, Mr. Frank Schreck, Mr. Delwood Smith and Mr. Glenn Tuttle (joined meeting at 5:35 P.M.)

Members absent: None

Others in attendance: Mr. Mike Crowley (News Media), Mr. David Dickson, Mrs. Jennifer Galdon, Mrs. Rebecca Gentile, Mr. Carl Moore, Dr. Ann Noonan, Mr. Guy O'Neil, Mrs. Lisa Pittner, Mr. Ryan Smith, Mr. Thomas Washington and Mrs. Alisa Willey

**III. PLEDGE OF ALLEGIANCE**

**IV. NOTICE OF EXECUTIVE SESSION**

April 4, 2016 – 5:30 P.M. – 7:30 P.M. - Personnel  
April 13, 2016 – 5:30 P.M. – 7:00 P.M. – Personnel  
April 18, 2016 – 7:30 P.M. – 8:00 P.M. – Personnel/Student Discipline

**V. PUBLIC COMMENTS REGARDING THE AGENDA OF APRIL 25, 2016**

None

**VI. 2015-2016 STUDENT REPRESENTATIVES TO THE BOARD OF SCHOOL DIRECTORS**

1. Meadville Area Senior High School – Trevor Johnson – discussed sports, testing and school play.
2. Cochranon Jr.-Sr. High School – Ashley Conaway and Jared Rose – discussed the job fair, PMEA award for Mr. Carl Miller, Jared Rose and Nate Huey participating in the National Rural Electric Cooperative Association Youth Day, yearbook award, sports, robot competition awards, student council fundraiser and the 9<sup>th</sup> safest school in Pennsylvania award.
3. Meadville Area Middle School – Ryan Young – discussed testing, sports, the Big Zipper workshop, artists and authors event, career day, Night of the Superstars and the Meadville Area Federal Credit Union student branch activities.

**VII. APPROVAL OF MINUTES**

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves the following Minutes:

Motion: Ms. Burnett  
Second: Mr. Rose



**EXTRACURRICULAR – Katrina M. Proctor, Chairperson**

APPROVAL FOR THE MEADVILLE AREA SENIOR HIGH SCHOOL FORENSICS TEAM TO TRAVEL TO SACRAMENTO, CALIFORNIA

Motion: Mrs. Proctor  
Second: Mr. Tuttle

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves for the Meadville Area Senior High School Forensics Team to travel to Sacramento, California to compete in Nationals on May 27-30, 2016, at a cost to the District of \$3,500 (Attachment – pp. \_\_\_\_\_)

Vote: 9 Ayes 0 Nays  
Motion Carried

APPROVAL FOR THE MEADVILLE AREA SENIOR HIGH SCHOOL YEARBOOK STAFF PARTICIPATING IN A YEARBOOK WORKSHOP

Motion: Mrs. Proctor  
Second: Ms. Burnett

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves for the Meadville Area Senior High School Yearbook Staff to participate in a Yearbook Workshop in Slippery Rock, Pennsylvania on June 21-23, 2016, at a cost of \$1,950 from the yearbook activity account or participating students (Attachment – pp. \_\_\_\_\_)

Vote: 9 Ayes 0 Nays  
Motion Carried

**TECHNOLOGY – Melissa Burnett, Chairperson**

APPROVAL OF THE MICROSOFT PARTICIPATION AGREEMENT FOR ENROLLMENT FOR EDUCATION SOLUTIONS

Motion: Mrs. Burnett  
Second: Mr. Sacco

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves the Microsoft Participation Agreement for Enrollment for Education Solutions (Attachment – pp. \_\_\_\_\_)

Vote: 8 Ayes 1 Nay (Mr. Schreck)  
Motion Carried

APPROVAL OF THE FIBER COMMERCIAL SERVICE AGREEMENT WITH ARMSTRONG UTILITIES, INC.

Motion: Ms. Burnett  
Second: Mr. Deardorff

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves the Fiber Commercial Service Agreement with Armstrong Utilities, Inc., effective July 1, 2016 (Attachment – pp. \_\_\_\_\_)

Vote: 9 Ayes 0 Nays  
Motion Carried

**SPECIAL SERVICES – Donald F. Sacco, Chairperson**

APPROVAL OF THE SPECIAL EDUCATION PLAN REPORT

Motion: Mr. Sacco  
Second: Mr. Tuttle

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves the Special Education Plan Report and the submission to the Pennsylvania Department of Education (Attachment – pp. \_\_\_\_\_)

Vote 9 Ayes 0 Nays  
Motion Carried

**BUILDINGS AND GROUNDS – Frank J. Schreck, Chairperson**

APPROVAL OF SCHEDULE K #408 – 2016-2017 CUSTODIAL SUPPLY BIDS

Motion: Mr. Schreck  
Second: Ms. Burnett

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves Schedule K #408 – 2016-2017 Custodial Supply Bids (Attachment – pp. \_\_\_\_\_)

Vote: 9 Ayes 0 Nays  
Motion Carried

**TRANSPORTATION/FOOD SERVICE – Delwood J. Smith, Chairperson**

APPROVAL OF THE PURCHASE OF A 2016 FORD TRANSIT CARGO VAN T-250

Motion: Mr. Smith  
Second: Mr. Sacco

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves the purchase of a 2016 Ford Transit Cargo Van T-250 at an amount not to exceed \$25,125.00 (Attachment – pp. \_\_\_\_\_)

Vote: 9 Ayes 0 Nays  
Motion Carried

APPROVAL OF THE 2016-2017 BUDGET FOR NUTRITION, INC.

Motion: Mr. Smith  
Second: Mr. Schreck

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves the 2016-2017 budget for Nutrition, Inc. (Attachment – pp. \_\_\_\_\_)

Vote: 9 Ayes 0 Nays  
Motion Carried

**FINANCE – Jeffrey S. Rose, Chairperson**

APPROVAL OF THE FINANCIAL ACTIVITIES

Motion: Mr. Rose  
Second: Mrs. Proctor

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves the following Financial Activities:

1. March's Treasurer's Report (Attachment – pp. \_\_\_\_\_)
2. Financial Statements (Attachment – pp. \_\_\_\_\_)
3. Payment of Bills (Attachment – pp. \_\_\_\_\_)

Vote: 9 Ayes 0 Nays  
Motion Carried

APPROVAL OF THE CRAWFORD COUNTY CAREER AND TECHNICAL CENTER 2016-2017 BUDGET

Motion: Mr. Rose  
Second: Mr. Tuttle

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves the Crawford County Career and Technical Center 2016-2017 Budget (Attachment – pp. \_\_\_\_\_)

Vote: 9 Ayes 0 Nays  
Motion Carried

APPROVAL OF THE REVISIONS TO THE 2015-2016 FINAL ALLOCATIONS FOR TITLE I AND TITTLE II

Motion: Mr. Rose  
Second: Mr. Sacco

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves the revisions to the 2015-2016 Final Allocations for Title I and Title II (Attachment – pp. \_\_\_\_\_)

Vote: 9 Ayes 0 Nays  
Motion Carried

APPROVAL OF THE ISSUANCE OF INDIVIDUAL PROCUREMENT CARDS

Motion: Mr. Rose  
Second: Ms. Burnett

**WHEREAS**, Crawford Central School District has authority to authorize the purchase of goods and services by use of Procurement Cards; and

**WHEREAS**, PFM Financial Services LLC ("PFM") has agreed to administer, on behalf of participating local governments and schools in the State of Pennsylvania, a Procurement Card system. The Procurement Cards will be issued to individual authorized employees of the District, by Bank of Montreal, a Canadian chartered bank with a branch at 115 South LaSalle Street, Chicago, IL 60603, with established limits and purpose; and

**WHEREAS**, it is the desire of Crawford Central School District to enable each authorized individual employee to procure authorized supplies and other products for District purposes in order to facilitate creative pedagogical and governmental processes and efficient District operations; and

**WHEREAS**, it is the desire of Crawford Central School District to reduce the economic burden on the resources of the District by increasing efficiency and reducing the administrative costs of Crawford Central School District and to respond to the exigencies of the day-to-day operations in accordance with the procurement process as established by Pennsylvania Statutes; and

**WHEREAS**, Crawford Central School District recognizes that the Procurement Card is neither a substitute for public bidding nor the District's existing procurement program, and that the Procurement Card Program is not being implemented for the purpose of bid splitting and/or the avoidance of the statutorily mandated public bidding process; and

**WHEREAS**, Crawford Central School District recognizes the economic and financial savings and benefits to be gained by establishing an electronic Procurement Card system and sponsors and endorses the Corporate MasterCard Procurement Card Program;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of School Directors of Crawford Central School District hereby authorizes the Business Manager to enter into an Agreement with Bank of Montreal to secure Procurement Cards for each authorized employee of the Crawford Central School District under such terms and conditions as approved under Crawford Central School District Policy 625 Procurement Cards.

Vote: 9 Ayes 0 Nays  
Motion Carried

APPROVAL TO ACCEPT FUNDING FROM OTHER SOURCES/GRANTS

Motion: Mr. Rose  
Second: Mr. Sacco

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves the acceptance of the funding from other sources/grants (Attachment – pp. \_\_\_\_\_)

Vote: 9 Ayes 0 Nays  
Motion Carried

APPROVAL TO ACCEPT THE \$15,000 INCREASE IN FUNDING FOR THE 2015-2016 DYSLEXIA GRANT

Motion: Mr. Rose  
Second: Mr. Tuttle

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves the acceptance of the \$15,000 increase in funding for the 2015-2016 Dyslexia Grant (Attachment – pp. \_\_\_\_\_)

Vote: 9 Ayes 0 Nays  
Motion Carried

APPROVAL OF SCHEDULE L – BUDGETARY TRANSFERS

Motion: Mr. Rose  
Second: Mr. Smith

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves Schedule L – Budgetary Transfers (Attachment – pp. \_\_\_\_\_)

Vote: 9 Ayes 0 Nays  
Motion Carried

**PERSONNEL/POLICY - Jan A. Feleppa, Chairperson**

APPROVAL OF THE FIRST AND SECOND READING OF JOB DESCRIPTION 25.5 – K-12 LITERACY INSTRUCTIONAL COACH

Motion: Mr. Tuttle  
Second: Mr. Rose

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves the First and Second Reading of Job Description 25.5 – K-12 Literacy Instructional Coach (Attachment – pp. \_\_\_\_\_)

Vote: 9 Ayes 0 Nays  
Motion Carried

APPROVAL TO ADVERTISE THE JULY BOARD MEETING

Motion: Mr. Smith  
Second: Mr. Tuttle

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves the Board Secretary to advertise the July Board Meeting for July 18, 2016, at 5:30 P.M. at the Instructional Support Center and to cancel the Committee Meeting previously scheduled for July 18, 2016

Vote: 9 Ayes 0 Nays  
Motion Carried

APPROVAL OF STIPULATION INVOLVING STUDENT “A”

Motion: Mr. Schreck  
Second: Mr. Sacco

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves the Stipulation involving Student “A”

Vote: 9 Ayes 0 Nays  
Motion Carried

APPROVAL OF THE PERSONNEL SCHEDULES

Motion: Mr. Tuttle  
Second: Mrs. Proctor

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves the following Personnel Schedules (Attachment – pp. \_\_\_\_\_)

1. Approval of Schedule A – Resignations – Page 1 of the Schedule Section
2. Approval of Schedule C – Support Staff Appointments – Setting of Salaries – Page 2 of the Schedule Section.
3. Approval of Schedule D – Extra Duty Appointments – Setting of Salaries – Pages 3 through 7 of the Schedule Section
4. Approval of Schedule E – Attendance at Professional Meetings – Pages 8 through 10 of the Schedule Section
5. Approval of Schedule G – Substitute Support Staff List – Page 11 of the Schedule Section
6. Approval of Schedule H – Leaves of Absence – Page 12 of the Schedule Section
7. Approval of Schedule I – Field Trip Authorization – Pages 13 through 16 of the Schedule Section
8. Approval of Schedule M – Transportation Sub-Contracted Services – Page 17 of the Schedule Section

Vote:                    9 Ayes        0 Nays  
Motion Carried

**IX. ADMINISTRATION/PRESENTATION**

Mr. Thomas Washington, Superintendent of Schools, thanked everyone for their continued work and support of the District.

**X. OTHER PUBLIC/BOARD COMMENTS**

Mr. Frank Schreck discussed the Crawford Central Community Foundation Spelling Bee Fundraiser, Robobots and Technology Fair, Cochranon Jr.-Sr. High School Job Fair and the Meadville Area Federal Credit Union.

Mrs. Jan Feleppa discussed the Crawford Central Community Foundation Spelling Bee Fundraiser and thanked Mr. Lynch, Meadville Area Middle School staff and parents for all their efforts in the Night of the Superstars event.

**XI. ADJOURNMENT**

Motion:                Mr. Tuttle  
Second:                Mr. Smith

**RESOLVED**, that there being no further business, this meeting is adjourned at 5:52 P.M.

Vote:                    9 Ayes        0 Nays  
Motion Carried

Respectfully submitted,

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Lisa L. Pittner  
Board Secretary