

CRAWFORD CENTRAL BOARD OF SCHOOL DIRECTORS

**REGULAR BOARD MEETING
INSTRUCTIONAL SUPPORT CENTER**

**MONDAY, JANUARY 28, 2019
5:30 P.M.**

I. REGULAR MEETING OF JANUARY 28, 2019, CALLED TO ORDER

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

II. ROLL CALL

Members in attendance: Ms. Melissa Burnett, Mrs. Jan Feleppa, Ms. Paula Lynch, Mr. Ross Prather, Mr. Jeffrey Rose, Mr. Frank Schreck, Mr. Delwood Smith and Mr. Glenn Tuttle

Members absent: Mrs. Katrina Proctor

Others in attendance: Mrs. Tammi Costello, Mr. Mike Crowley (News Media), Mr. David Dickson, Mrs. Jennifer Galdon, Mr. Bryan Hahn, Dr. Ann Noonan, Mr. Guy O'Neil, Mrs. Lisa Pittner, Mr. John Rogers, Mr. Timothy M. Sennett, Mr. Thomas Washington and Mrs. Alisa Willey

III. PLEDGE OF ALLEGIANCE

IV. NOTICE OF EXECUTIVE SESSION

- January 22, 2019 – Personnel/Student Discipline – 7:00 p.m. – 7:24 p.m.

V. PUBLIC COMMENTS REGARDING THE AGENDA OF JANUARY 28, 2019

None

VI. 2018-2019 STUDENT REPRESENTATIVES TO THE BOARD OF SCHOOL DIRECTORS

1. Cochranon Jr.-Sr. High School – Nikki Peters – discussed sports, Marching Band, Safe2Say Something training and Student Council Chinese Auction.
2. Meadville Area Senior High School – Brad Terry – discussed sports, fieldtrips and school events.
3. Meadville Area Middle School – Payton Costello, Camryn Guffey and Alex Rogers – discussed sports, school events, the Geography Bee and the Beloved Community Affair event.

VII. APPROVAL OF MINUTES

Motion: Ms. Burnett
Second: Mr. Tuttle

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

1. Regular Board Meeting of November 19, 2018 (Attachment – pp. _____)
2. Reorganization Meeting of December 3, 2018 (Attachment – pp. _____)
3. Committee of the Whole Meeting of January 22, 2019 (Attachment – pp. _____)

Vote: 8 Ayes 0 Nays
Motion Carried

VIII. COMMITTEE REPORTS

CURRICULUM – Melissa Burnett, Chairperson

FIRST READING OF THE FOLLOWING CURRICULUM

- AP Psychology, Cochranon Jr.-Sr. High School, Grade 12
 - Writer’s Workshop I, Cochranon Jr.-Sr. High School, Grades 9-12
 - Writer’s Workshop II, Cochranon Jr.-Sr. High School, Grades 9-12
 - Writer’s Workshop III, Cochranon Jr.-Sr. High School, Grades 9-12
 - Conceptual Chemistry, Meadville Area Senior High School, Grades 10-12
- (Attachment – pp. _____)

APPROVAL OF THE SECOND AND FINAL READING OF GENIUS BAR CURRICULUM, MEADVILLE AREA SENIOR HIGH SCHOOL, GRADES 9-12

Motion: Ms. Burnett
Second: Mr. Rose

RESOLVED, that the Board of School Directors of Crawford Central School District hereby approves the Second and Final Reading of the Genius Bar Curriculum, Meadville Area Senior High School, Grades 9-12 K-6 Math (No revisions have been made since First Reading)

Vote: 8 Ayes 0 Nays
Motion Carried

EXTRACURRICULAR – Paula J. Lynch, Chairperson

APPROVAL FOR THE MEADVILLE AREA SENIOR HIGH SCHOOL SENIOR ENGLISH CLASS TO TRAVEL TO NEW YORK CITY

Motion: Ms. Lynch
Second: Mr. Tuttle

RESOLVED, that the Board of School Directors of Crawford Central School District hereby approves the Meadville Area Senior High School Senior English Class to travel to New York City on April 6-7, 2019, at no cost to the District (Attachment – pp. _____)

Vote: 8 Ayes 0 Nays
Motion Carried

BUILDINGS AND GROUNDS – Frank J. Schreck, Chairperson

APPROVAL OF SCHEDULE K #421 – COCHRANTON JR.-SR. HIGH SCHOOL ROOF BIDS

Motion: Mr. Schreck
Second: Mr. Tuttle

RESOLVED, that the Board of School Directors of Crawford Central School District hereby approves Schedule K #421 – Cochranon Jr.-Sr. High School roof bids (Attachment – pp. _____)

Vote: 8 Ayes 0 Nays
Motion Carried

APPROVAL OF THE GYMNASIUM FLOOR REPLACEMENT AT THE MEADVILLE AREA SENIOR HIGH SCHOOL

Motion: Mr. Schreck
Second: Mr. Tuttle

RESOLVED, that the Board of School Directors of Crawford Central School District hereby approves the Bid Proposal as presented by Tom Brown Performance Floors, Inc. for the gymnasium floor replacement at the Meadville Area Senior High School

MOTION TO AMEND THE MOTION

Motion: Mr. Prather
Second: Mr. Tuttle

I move to amend the motion as follows:

RESOLVED, that the Board of School Directors of Crawford Central School District hereby approves the Bid Proposal as presented by Tom Brown Performance Floors, Inc. for the gymnasium floor resurfacing at the Meadville Area Senior High School

Vote: 8 Ayes 0 Nays
Motion Carried

APPROVAL OF THE GYMNASIUM FLOOR RESURFACING AT THE MEADVILLE AREA SENIOR HIGH SCHOOL

Motion: Mr. Schreck
Second: Mr. Tuttle

RESOLVED, that the Board of School Directors of Crawford Central School District hereby approves the Bid Proposal as presented by Tom Brown Performance Floors, Inc. for the gymnasium floor resurfacing at the Meadville Area Senior High School (Attachment – pp. _____)

Vote: 8 Ayes 0 Nays
Motion Carried

APPROVAL OF THE PURCHASE OF A 2019 FORD TRANSIT PASSENGER WAGON

Motion: Mr. Schreck
Second: Ms. Burnett

RESOLVED, that the Board of School Directors of Crawford Central School District hereby approves the purchase of a 2019 Ford Transit Passenger Wagon in the amount of \$27,700 from Hondru Ford (Attachment – pp. _____)

Vote: 8 Ayes 0 Nays
Motion Carried

FINANCE – Jeffrey S. Rose, Chairperson

APPROVAL OF THE FINANCIAL ACTIVITIES

Motion: Mr. Rose
Second: Mr. Smith

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

1. Treasurer's Report for November and December 2018 (Attachment – pp. _____)
2. Financial Statements November and December 2018 (Attachment – pp. _____)
3. Payment of Bills December 2018 and January 2019 (Attachment – pp. _____)

Vote: 8 Ayes 0 Nays
Motion Carried

Motion: Mr. Rose
Second: Mr. Tuttle

- Payment of Bills for Girardat LP

Vote: 7 Ayes 0 Nays 1 Abstention (Mr. Smith)
Motion Carried

APPROVAL NOT TO INCREASE SCHOOL DISTRICT TAXES FOR THE 2019-2020 SCHOOL YEAR AT A RATE THAT EXCEEDS THE INDEX

Motion: Mr. Rose
Second: Mr. Tuttle

WHEREAS, on June 27, 2006, the Pennsylvania legislature passed Act 1 of Special Session 2006, entitled the "Taxpayer Relief Act" (hereinafter "Act 1");

WHEREAS, Act 1 requires school districts to limit tax increases to the level set by an inflation index unless the tax increase is approved by voters in a referendum or the school district obtains from the Department of Education or a court of common pleas certain referendum exceptions;

WHEREAS, Act 1 does, however, allow a board of school directors to elect to adopt a resolution indicating that it will not raise the rate of any tax for the support of the public schools for the following fiscal year by more than its index, provided this resolution must be adopted no later than 110 days prior to the date of the election immediately preceding the upcoming fiscal year;

WHEREAS, the Crawford Central School District index for the 2019-2020 fiscal year is 3.3%;

WHEREAS, the Board of School Directors of Crawford Central School District has made the decision that it shall not raise the rate of any tax for the support of public education for the 2019-2020 fiscal year by more than its index.

AND NOW BE IT RESOLVED by the Board of School Directors (hereinafter "Board") of Crawford Central School District (hereinafter "District") the following:

1. The Board certifies that it will not increase any school district tax for the 2019-2020 school year at a rate that exceeds the index as calculated by the Pennsylvania Department of Education.
2. The Board certifies that it will comply with the procedures set forth in Section 687, of the Pennsylvania Public School Code (hereinafter "School Code"), 24 P.S. §6-687, for the adoption of its proposed and final budget.
3. The Board certifies that increasing any tax at a rate less than or equal to the index will be sufficient to balance its final budget of the 2019-2020 fiscal year.
4. The Administration of the District will submit the District's information on a proposed increase in the rate of a tax levied for the support of the District to the Pennsylvania Department of Education on the uniform form prepared by the Pennsylvania Department of Education no later than five days after the Board's adoption of this Resolution.
5. The Administration of the District will send a copy of this Resolution to the Pennsylvania Department of Education no later than five days after the Board's adoption of this Resolution.
6. The Board understands and agrees that by passing this Resolution it is not eligible to seek referendum exceptions under Section 333(f) of Act 1 and is not eligible to request approval from the voters through a referendum to increase a tax rate by more than the index as established for the 2019-2020 fiscal year.
7. Once this Resolution is passed, the Administration of the District is not required to comply with the preliminary budget requirements set forth in paragraphs (a) and (c) of Section 311 of Act 1. Provided, however:
 - (a) The Board understands and agrees that, upon receipt of the information submitted by the District as set forth in paragraphs 4 and 5 above, the Pennsylvania Department of Education shall compare the District's proposed percentage increase in the rate of the tax with the index.
 - (b) Within ten days of the receipt of this information, the Pennsylvania Department of Education shall inform the District whether its proposed tax rate increase is less than or equal to the index.
 - (c) If the Pennsylvania Department of Education determines that the District's proposed increase in the rate of the District's tax exceeds the index, the District is subject to the preliminary budget requirements as set forth in paragraph (a) and (c) of Section 311 of Act 1.

Vote: 8 Ayes 0 Nays
Motion Carried

APPROVAL TO ACCEPT THE INDEPENDENT AUDIT REPORT FOR YEAR ENDING JUNE 30, 2018

Motion: Mr. Rose
Second: Ms. Burnett

RESOLVED, that the Board of School Directors of Crawford Central School District hereby accepts the Independent Audit Report for Year ending June 30, 2018 (Attachment – pp. _____)

Vote: 8 Ayes 0 Nays
Motion Carried

APPROVAL OF SCHEDULE L – BUDGETARY TRANSFERS

Motion: Mr. Rose
Second: Mr. Tuttle

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

Vote: 8 Ayes 0 Nays
Motion Carried

PERSONNEL/POLICY - Jan A. Feleppa, Chairperson

APPROVAL OF THE SECOND AND FINAL READING OF POLICIES

Motion: Mr. Prather
Second: Mr. Tuttle

RESOLVED, that the Board of School Directors of Crawford Central School District hereby approves the Second and Final Reading of the following policies:

- 810.3 – School Vehicle Drivers (New policy)
- 006 – Meetings (Revision)
- 105 – Curriculum (Revision)
- 108 – Adoption of Textbooks (Revision)
- 138 – Language Instruction Educational Program for English Learners (Revision)
- 239 – Foreign Exchange Students (Revision)
- 246 – School Wellness (Revision)
- 311 – Reduction of Staff (Revision)
- 609 – Investment of District Funds (Revision)
- 806 – Child Abuse (Revision)
- 808 – Food Services (Revision)
- 810 – Transportation (Revision)
- 818 – Contracted Services Personnel (Revision)
- 906 – Public Complaints Procedures (Revision)
- 918 – Title I Parent and Family Engagement (Revision)

(No revisions have been made since First Reading)

Vote: 6 Ayes 2 Nays (Mr. Schreck and Mr. Tuttle)
Motion Carried

FIRST READING OF THE FOLLOWING POLICIES:

- 007 – Local Board Procedures (Revision)
- 210.1 – Possession/Administration of Asthma Inhalers/Epinephrine Auto-Injectors (Revision)
(Attachment – pp. _____)

APPROVAL OF THE APPOINTMENT OF TIMOTHY M. SENNETT AS SOLICITOR

Motion: Mr. Rose
Second: Ms. Burnett

RESOLVED, that the Board of School Directors of Crawford Central School District hereby appoints Timothy M. Sennett as Solicitor to replace Carl N. Moore due to his retirement from Knox McLaughlin Gornall & Sennett on December 31, 2018, at a rate of \$105.00 per hour, for the remainder of the 2018-2019 school year

Vote: 8 Ayes 0 Nays
Motion Carried

APPROVAL TO RESCHEDULE THE REORGANIZATION MEETING TO DECEMBER 3, 2019

Motion: Mr. Tuttle
Second: Mr. Rose

RESOLVED, that the Board of School Directors of Crawford Central School District hereby approves the rescheduling of the Reorganization Meeting from December 2, 2019 to December 3, 2019

Vote: 8 Ayes 0 Nays
Motion Carried

APPROVAL OF STIPULATIONS INVOLVING STUDENTS “C”, “D”, “E” AND “F”

Motion: Mr. Tuttle
Second: Ms. Lynch

RESOLVED, that the Board of School Directors of Crawford Central School District hereby approves the Stipulations involving students “C”, “D”, “E” and “F” respectively

Vote: 8 Ayes 0 Nays
Motion Carried

APPROVAL OF THE FIRST AND SECOND READING OF JOB DESCRIPTIONS

Motion: Mr. Smith
Second: Mr. Tuttle

RESOLVED, that the Board of School Directors of Crawford Central School District hereby approves the First and Second Reading of the following Job Descriptions:

- 3.02 Assistant Business Manager
 - 3.1 Confidential Secretary – Business Office
- (Attachment – pp. _____)

Vote: 8 Ayes 0 Nays
Motion Carried

APPROVAL OF THE REVISIONS TO THE ACT 93 COMPENSATION PLAN

Motion: Mr. Tuttle
Second: Mr. Prather

RESOLVED, that the Board of School Directors of Crawford Central School District hereby approves the revisions to the Act 93 Compensation Plan (Attachment – pp. _____)

Vote: 8 Ayes 0 Nays
Motion Carried

APPROVAL OF PHYLLIS LORD AS ASSISTANT BUSINESS MANAGER

Motion: Mr. Rose
Second: Ms. Lynch

RESOLVED, that the Board of School Directors of Crawford Central School District hereby approves Phyllis Lord as Assistant Business Manager at the Instructional Support Center with all benefits associated with the Act 93 Agreement, at Step 1 with a salary of \$61,702 (pro-rated), with an effective date of January 29, 2019

Vote: 8 Ayes 0 Nays
Motion Carried

APPROVAL OF THE REAPPOINTMENT OF GUY O'NEIL AND PHYLLIS LORD TO THE CRAWFORD COUNTY TAX COLLECTION COMMITTEE

Motion: Mr. Smith
Second: Mr. Rose

RESOLVED, that pursuant to Act 32 of 2008, the Board of School Directors of Crawford Central School District hereby reappoints Guy W. O'Neil, Business Manager as the Tax Collection Committee Primary Voting Delegate for the Crawford Central School District; and

FURTHER RESOLVED, that the Board of School Directors of Crawford Central School District hereby reappoints Phyllis Lord, Assistant Business Manager, as the Tax Collection Committee Alternate Voting Delegate for the Crawford Central School District; and

FURTHER RESOLVED, if the Primary Voting Delegate cannot attend a Tax Collection Committee meeting, then the Alternate Voting Delegate shall attend the Tax Collection Committee meeting. The reappointment of Mr. O'Neil and Mrs. Lord as Delegates are effective immediately and shall continue until their successors are appointed. Delegates shall be appointed or reappointed by the Board each year. All Delegates shall serve at the pleasure of the Board.

Vote: 8 Ayes 0 Nays
Motion Carried

APPROVAL OF THE PERSONNEL SCHEDULES

Motion: Mr. Tuttle
Second: Ms. Burnett

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 B – Professional Appointments – Setting of Salaries – Page 2 of the Schedule Section
3. Approval of Schedule C – Support Staff Appointments – Setting of Salaries – Page 3 of the Schedule Section
4. Approval of Schedule D – Extra Duty Appointments – Setting of Salaries – Page 4 of the Schedule Section
5. Approval of Schedule E – Attendance at Professional Meetings – Pages 5 through 6 of the Schedule Section
6. Approval of Schedule G – Substitute Support Staff List – Page 7 of the Schedule Section
7. Approval of Schedule H – Leaves of Absence – Pages 8 through 9 of the Schedule Section
8. Approval of Schedule I – Field Trip Authorization – Page 10 of the Schedule Section
9. Approval of Schedule M – Transportation Sub-Contracted Services – Page 11 of the Schedule Section

Vote: 8 Ayes 0 Nays
Motion Carried

IX. ADMINISTRATION

Mr. Thomas K. Washington, Superintendent of Schools, recognized the Board for School Director Recognition Month.

X. OTHER PUBLIC/BOARD COMMENTS

Mr. Ross Prather commented on Carl N. Moore's retirement and the appointment of Timothy M. Sennett as the District's Solicitor.

Mr. Frank Schreck commented on giving to the Caring Closet, Crawford Central Community Foundation and Mr. Sennett's appointment as Solicitor.

XI. ADJOURNMENT

Motion: Mr. Tuttle
Second: Ms. Burnett

RESOLVED, that there being no further business, this meeting is adjourned at 5:55 P.M.

Vote: 8 Ayes 0 Nays
Motion Carried

Respectfully submitted,

Lisa L. Pittner
Board Secretary