

November 16, 2006

A regularly scheduled meeting of the Board of School Directors of South Eastern School District was held Thursday, November 16, 2006 in the Community Room at the South Eastern School District Administration Building. After a 25 minute Executive Session for personnel and student discipline, the meeting was called to order at 7:33 p.m. by President Richard L. Wilson.

Roll Call Attendance: Richard L. Wilson, President
Sue T. Glenn, Vice-President
John J. Bach
Richard A. Hushon
Todd H. Lowe
Rebecca D. Reynolds
Bruce C. Thomson
Karl E. Wickman
Ann M. Wilson

Others in Attendance: Tracy S. Shank, Superintendent
Paula K. Denton, Board Secretary/Business Manager
Eric E. Lam, Kennard-Dale High Principal
Betty Faw
Troy Faw

APPROVAL OF MINUTES

On a motion by Mrs. Glenn seconded by Mr. Wickman, the minutes of November 2, 2006 were approved by voice vote, all in favor.

APPROVAL OF AGENDA

On a motion by Mr. Bach seconded by Mr. Lowe, the Agenda was approved by voice vote, all in favor.

COMMENTS FROM THE BOARD

It was reported that there was a nice addition of comments on the Report Card.

COMMENTS FROM THE STUDENT REPRESENTATIVES

Erin Key reported that the Fall Play will be held Friday and Saturday, November 17th and 18th, 2006 at Kennard-Dale High School.

PRESENTATION

Ms. Beverly Whiteford, Ms. Jennifer Myers, Kennard-Dale Science Department, and Mr. Dan Wise, SEMS-EAST Science Department, presented information about the Science programs at Kennard-Dale High School.

Ms. Carole Shearer, German Teacher at Kennard-Dale, presented information about the Twinning Exchange Program.

PUBLIC COMMENT ON AGENDA RELATED ITEMS

None

CONSENT AGENDA

On a motion by Mrs. Glenn seconded by Mr. Lowe, the Consent Agenda was approved by voice vote, all in favor.

SCHOOL RELATED PROGRAMS

Field Trips

The following requests were submitted and approved:

<u>Group</u>	<u>Event/Funded</u>	<u>Place</u>	<u>Date/Time</u>
K-D High	Enrichment/	Izaak Walton	Apr. 24, 2007
Envirothon	District Funds	League Grounds	7:30 a.m.-2:30 p.m.
Teams		Dallastown, PA	
K-D High	Enrichment	Baltimore Museum	May 3, 2007
Art Club	Student Activities	of Art	8:30 a.m.-2:20 p.m.
		Baltimore, MD	
K-D High	Enrichment	Lebanon Valley	Nov. 17, 18, 2006
Honors	District Funds	College	12:00 noon-10:00 p.m.
String		Annville, PA	
Orchestra			
K-D High	Enrichment	Beta Gamma	Dec. 4, 2006
Men's	District Funds	Banquet	6:15-8:15 p.m.
Quartet		Red Lion, PA	
K-D High	Enrichment	Trinity UCC	Dec. 10, 2006
Vocal	District Funds	Church & Pullo	1:45-7:45 p.m.
Ensemble		Center	
		York, PA	

Use of School Facilities

The following applications were processed and approved:

<u>Organization</u>	<u>Purpose</u>	<u>Facilities/Date/Time</u>
Club Ophelia	Bullying Prevention Club for Girls	SEMS-East Art Room Jan. 23, 30, Feb. 6, 13, 20, 27, Mar. 6, 13, 20 & 27, 2007 3:00-5:00 p.m.
SAA Wrestling	Wrestling Tournament	K-D High Gym Feb. 3, 2007: 6:00-9:00 p.m. Feb. 4, 2007: 6:30 a.m.-5:00 p.m.

South Eastern Lacrosse (FARC)	Practices & Games	Small Soccer Field behind Fawn Area Elementary Wednesdays & Fridays: Mar. 1-June 15, 2007 5:00 p.m. to Dusk Saturdays: 9:00 a.m.-1:00 p.m.
Student Council	Meetings	SEMS-East – Cafeteria Nov. 28 & Dec. 12, 2006 2:30-4:00 p.m.
Student Council	School Dance	SEMS-East – Cafeteria Dec. 1, 2006 2:30- 9:00 p.m.
Whole Gospel Tabernacle	Church Service	Fawn Area Elem. All Purpose Rm. Sundays: Jan. 7-Dec. 30, 2007 10:30 a.m.-12:30 p.m.
Stewartstown Elementary PTA	4 th Grade Family Fun Night	Stewartstown Elem. Gym & Café. Mar. 2, 2007 6:00-9:30 p.m.
Stewartstown Elementary PTA	Kindergarten Family Fun Night	Stewartstown Elem. Gym & Café. Feb. 9, 2007 6:00-9:30 p.m.
HARP	Basketball Practice	Stewartstown Elementary Gym Nov. 21, 2006 7:00-8:30 p.m.
RAMS Lacrosse	Practice & Games	Stewartstown Elem. Small Field Feb. 1-June 30, 2007 Evenings & Weekends: 6:00 p.m. to Dark

Enrollment

October enrollments for 2005 and 2006 are listed and compared below:

Monthly ***YTD

<u>%ADA*</u>	<u>%ADA</u>	<u>School</u>	<u>2005</u>	<u>2006</u>	<u>**LIU</u>	<u>Total</u>
95.9	96.4	Delta-Peach Bottom Elementary	358	338	0	338
96.1	96.9	Fawn Area Elementary	276	288	10	298
97.1	97.1	Stewartstown Elementary	558	535	11	546
96.1	96.5	South Eastern Middle School - West	541	549	7	556
94	95	South Eastern Middle School - East	568	552	6	558
93.2	94.2	Kennard-Dale High School	948	1,024	15	1,039
95.40	96.02	TOTALS	3,249	3,286	49	3,335

*ADA – Average Daily Attendance

**LIU Mainstreamed

***NCLB – 90% Required

Enrollment By Class Size

October enrollment by class size for Grades K–6 (ATTACHMENT IX.D)

Enrollment

Monthly enrollments are listed below for Home Schoolers, Alternative Education, Homebound and Charter Schools:

Schools	Home Schoolers		Alternative Education		Homebound		Charter	
	2006	Sept	Oct	Sept	Oct	Sept	Oct	Sept
Delta-Peach Bottom Elementary		6	0	0	0	0	2	2
Fawn Area Elementary		7	0	0	0	0	0	0
Stewartstown Elementary		10	0	0	0	0	9	11
South Eastern Middle School - West		23	0	0	0	0	9	9
South Eastern Middle School - East		20	0	0	0	1	14	15
Kennard-Dale High School		35	13	13	0	2	10	10
TOTALS		101	13	13	0	3	44	47

It is reported that the current student enrollment for the York County School of Technology is as follows:

Grade 9	29
Grade 10	23
Grade 11	14
Grade 12	16
TOTALS	82

Fundraisers

It was reported that Mr. John McIntosh, Principal of Fawn Area Elementary, has given permission to the Fawn Area Elementary PTO to sell pretzel sandwiches from October 26, 2006 until November 16, 2006 to raise money for the Fawn Area Yearbook.

It was reported that Mr. Eric Lam, Principal of Kennard-Dale High School, has given permission to the FBLA Club to sell cases of Welch’s fruit snacks from November 16, 2006 until December 7, 2006 to raise money for student activities.

It was reported that Mr. Stephen Hagenbuch, Principal of Delta-Peach Bottom Elementary, has given permission to the Delta-Peach Bottom Elementary School Activity Fund to introduce COSMEO, an online educational, tutorial, video, gaming website provided by the Discovery Education, starting immediately and will be ongoing to raise money for the Activity Fund.

BUSINESS OPERATIONS

Financial Reports (ATTACHMENT X.A)

Treasurer’s Report (revised September and October)

Receipts Ledger

Board Summary Report

Bills List (ATTACHMENT X.B)

General Fund
Capital Reserve
Enterprise Fund (Cafeteria)
Capital Project
Athletic Account

Commonwealth Funds

The school district has been notified that the following funds were transferred from State to district depositories:

<u>Project</u>	<u>Account</u>	<u>Amount</u>
Basic Instructional Subsidy	7110	\$ 951,988.00
Reimbursement of Charter Schools	7140	\$ 7,410.00
Vocational Education Subsidy	7220	\$ 3,869.00
Transportation Subsidy	7310	\$ 202,946.00
Social Security Reimbursements	7510	\$ 53,250.00
Title I Low Income	8514-411	\$ 7,700.73
Title II Improving Teacher Quality	8515-421	\$ 5,877.53
Title V Innovative Programs	8518-491	\$ 214.80
TOTAL		\$1,233,256.06

Special Purpose Funds Reports (ATTACHMENT X.D)

Student Activities (1)
Cafeteria

Major Purchases

Purchase orders exceeding \$2,500 have been issued to the following:

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	<u>Grant/Fund</u>
Singh Operational Services, Inc.	Maintenance Services for Wastewater Treatment Plant	\$3,896.00	General
Kunkle Lawn Kare	Mowing, Seeding, Leaf Clean Up	\$6,575.00	General
Hash Bus Company	Travel Away Games; Soccer, Field Hockey, Volleyball, Band	\$3,413.33	General
Tomlinson Bomberger	Chemical Treatment for Athletic Fields	\$4,959.00	General

END OF CONSENT AGENDA

ACTION AGENDA

PRESENTATION

None

COMMITTEE REPORTS TO THE BOARD

Lincoln Intermediate Unit

Mr. Bach reported that LIU information on the flu pandemic was very good. The Special Education Life Skills Program reported that 2 out of 6 students were offered jobs.

Sports Boosters

Ms. Wilson reported that the Octoberfest and Basket Bingo were a huge success. She reported that the Booster Club will sell Lottery Books for 2007.

Community Extra Curricular

The meeting was not well attended. Need to revisit how to communicate and get the word out about the committee. Dr. Shank said she will keep a data base to invite more people.

Buildings and Grounds

At last night's meeting with Crabtree, Rohrbaugh & Associates they discussed what could be done to evaluate buildings, assess needs and survey the staff. It would include a feasibility study. Ms. Wilson was highly impressed with their presentation. John Ander discussed the last month and how things are going.

Transportation

Mr. Bach reported that they met in Executive Session on November 8, 2006. Future meetings will be in Executive Session because they deal with negotiations. Will look at data to maximize reimbursement and control costs. Will look at agreement to determine if language needs to be changed.

Tax Commission

Mr. Thomson reported that 4 residents attended the Public Hearing held on November 9, 2006 and spoke against PIT. General discussion was held. There will be one more meeting after which they will present a report to the Board.

Safety Committee

Ms. Reynolds reported that Ms. Lamond led the meeting held on Tuesday. Buildings would have different approaches to dealing with emergencies. We have a lot of good programs in place. Walkthroughs will be done. They will develop a Comprehensive Safety Plan.

BUSINESS OPERATIONS

LERTA Programs

On a motion by Mr. Bach seconded by Mr. Hushon, approval was given to extend the LERTA programs for an additional 3 years through January 4, 2010 with 9 yes roll call votes. Those members voting were Mrs. Glenn, Mrs. Reynolds, Mrs. Wilson, Mr. Bach, Mr. Hushon, Mr. Lowe, Mr. Thomson, Mr. Wickman and Mr. Wilson. (ATTACHMENT XIII.A)

Senior Citizens and Disabled Persons Tax Relief Resolution

On a motion by Mr. Hushon seconded by Mr. Lowe, approval was given for the Senior Citizens and Disabled Persons Tax Relief Resolution and application as amended with 9 yes roll call votes. Those members voting were Mrs. Glenn, Mrs. Reynolds, Mrs. Wilson, Mr. Bach, Mr. Hushon, Mr. Lowe, Mr. Thomson, Mr. Wickman and Mr. Wilson. (ATTACHMENT XIII.B)

On a motion by Mr. Lowe seconded by Mr. Hushon, the following three Agenda Items were approved by voice vote, all in favor:

Bus Drivers for 2006-2007

It was recommended that the following names be added to the list of approved bus drivers for the 2006-2007 school year:

Red Lion Bus Company

- James Anderson, Substitute
- George Comer, Substitute
- Harry Fisher, Substitute
- Lorraine Tung, Substitute
- Gary Conway, Substitute

Wachovia Account

Authorization is needed to close Account #31-0101 at Wachovia for the Middle School East and West renovations and to deposit the balance of \$35,511.77 into the Capital Reserve Account.

SEMS-West Boiler Room Fire Walls

Approval is needed for the service agreement with G. R. Sponaugle Service Company to seal boiler room fire walls at SEMS-West. Cost not to exceed \$22,300.00 (ATTACHMENT XIII.E) CP

On a motion by Mrs. Wilson seconded by Mr. Thomson, the following three Agenda Items were approved by voice vote, all in favor:

SEMS-West Music Room HVAC System

Approval is needed for the service agreement with G. R. Sponaugle Service Company, to repair HVAC system at SEMS-West – Music Room. Cost not to exceed \$61,533.00 (ATTACHMENT XIII.F) CP

High School Fire Alarm Renovation

Bids for the High School Fire Alarm Renovation System were solicited. The sealed bids were opened on November 14, 2006 at the Administration Building at 2:00 p.m. Engles & Fahs, Inc. of 1011 Poplar Avenue, York, Pennsylvania is the apparent low bidder in the amount of \$23,896.00. Approval was requested. (ATTACHMENT XIII.G) CP

Administration Building Project Change Order

It is recommended that the change orders from McClure Company for the Administration Building project be approved. Cost not to exceed \$11,184.35 AP

Increase size of HWcoil	\$ 791.74
Skylight Roof Caps	\$3,809.98
Duct Change to entrance lobby	\$2,784.71
Move sanitary pipe main	\$2,398.17

Extra Diffuser for Ramp Area \$1,399.75

Long Range Feasibility Study

On a motion by Mr. Hushon seconded by Mr. Lowe, Crabtree, Rohrbaugh & Associates, Mechanicsburg, Pennsylvania were approved to be contracted to develop a long range feasibility study of the district’s educational, facility and extracurricular needs by voice vote, all in favor. Cost not to exceed \$45,000 CP

SCHOOL-RELATED PROGRAMS

On a motion by Mr. Hushon seconded by Mr. Lowe, the following two Agenda Items were approved by voice vote, all in favor:

Conferences

It was recommended that the following list of staff members be approved to attend conferences. (ATTACHMENT XIV.A)

Educational Trip

Bruce Christman and Jeffrey Hersey, teachers at Kennard-Dale High School, are requesting permission to distribute information concerning an educational/cultural trip to the British Isles during the summer of 2008.

Student Discipline

On a motion by Mr. Lowe seconded by Mrs. Reynolds, approval was given to the following two adjudications by voice vote, all in favor:

A hearing was held on November 13, 2006 for one Kennard-Dale Student, Twelfth Grade.

A hearing was held on November 16, 2006 for one SEMS-East Student, Seventh Grade.

Community Visitation

For American Education Week the number of visitations for each school is reported below:

	<u>Visitation</u>
Delta-Peach Bottom Elementary	365
Fawn Area Elementary	385
Stewartstown Elementary	705
South Eastern Middle School – West	540
South Eastern Middle School – East	172
Kennard-Dale High School	4
TOTAL	2171

POLICY

None

PERSONNEL

On a motion by Mr. Hushon seconded by Mr. Wickman, the following three Agenda Items were approved by voice vote, all in favor:

Consultant

Gerald Soltis - 34 Lake Meade Drive, East Berlin, Pennsylvania - consultant to assist with the transportation contract negotiations at a rate of \$100 per hour. Cost not to exceed \$2,500.00

Job Description

The following job descriptions: **(ATTACHMENT XVI.H)**

- 314 Assistant Business Manager
- 406 Team Leader
- 502 Human Resources Office Support Person

Appointments

Instructional Aide

Michele A. Garey - 51 Meadow Trail, Delta, Pennsylvania - Instructional Aide at Kennard-Dale High School - beginning hourly rate of \$9.26 (Range III – Step 1) - 186 - 6.5 hour days - effective November 20, 2006 - probationary period not to exceed 60 days **(New)**

Learning Support Teacher

On a motion by Mr. Wickman seconded by Mr. Bach, Rebecca J. Kimber, 4183 Robin Hood Drive, York, Pennsylvania was appointed as Learning Support Teacher at South Eastern Middle School – EAST at an annual salary of \$36,487 (Level M/ME – Step A) effective December 18, 2006 with 9 yes roll call votes. Those members voting were Mrs. Glenn, Mrs. Reynolds, Mrs. Wilson, Mr. Bach, Mr. Hushon, Mr. Lowe, Mr. Thomson, Mr. Wickman and Mr. Wilson. **(Replacement)** (Certified) (The Pennsylvania State University)

On a motion by Mrs Wilson seconded by Mr. Thomson, the following Leaves and Resignations were approved by voice vote, all in favor:

Leaves

Candice A. Suarez - Guidance Counselor at Delta-Peach Bottom Elementary - child rearing leave without pay - beginning the second half of the day on November 29, 2006 through January 26, 2007 - This is a change from the dates approved at the October 5, 2006 meeting.

Dyan E. Hulslander - Elementary Teacher at South Eastern Middle School – West - child rearing leave without pay- beginning the second half of the day on December 4, 2006 through December 22, 2006 - This is a change from the dates approved at the September 7, 2006 meeting.

Lori R. Kunkle - Secretary at Kennard-Dale High School - family medical leave without pay - beginning October 10, 2006 through November 3, 2006 with October 23, 2006 through November 3, 2006 being at half days only - This is a change from the dates approved at the October 5, 2006 meeting.

Crystal L. Lanisus - Instructional Aide at Stewartstown Elementary - family medical leave without pay - beginning November 6, 2006 through November 10, 2006

Resignations

Jason Daryman - Envirothon Advisor for South Eastern Middle School – EAST - accepted by the Board Secretary - effective November 16, 2006

Amy Best - Music Director – K-D Musical - accepted by the Board Secretary effective November 16, 2006

On a motion by Mr. Hushon seconded by Mr. Wickman, the following four Agenda Items were approved by voice vote, all in favor:

Extracurricular Positions

It was recommended that the following individuals listed below be appointed to the extracurricular positions as listed with compensation rate as determined by the Collective Bargaining Agreement:

<u>Name</u>	<u>Position</u>
Melissa Colburn	Cheerleading Coach (Winter)
Sarah Grim	Assistant Cheerleading Coach (Winter)
Laura Wolschleger	Junior High Volleyball Coach
David Kline	Assistant Junior High Volleyball Coach
Heather Folmar	Softball Coach

After School SPARK Program Employment

It was recommended that the following individual be approved for the 2006-07 After School Program at Fawn Area Elementary. **(Grant funded)**

Mary Beth Gemmill
Lori Clements

Substitutes

It was recommended that the following name be added to the list of approved substitutes:

Ann Marie B. Doherty - 2655 Twin Lane, York, Pennsylvania - School Nurse, pending emergency permit

Extended Family Emergency Sick Leave

It was reported that Amy Loveland, Reading Specialist at Stewartstown Elementary, be granted Extended Family Emergency Sick Leave with pay, October 30, 2006, November 2, 2006 and November 6, 2006.

On a motion by Mrs. Wilson seconded by Mr. Thomson, the following three Agenda Items were approved by voice vote, all in favor:

Military Leave

Dan Wise - Science Teacher at South Eastern Middle School – EAST - military leave with pay - November 3, 2006 and November 30, 2006

Steven Neidert - Social Studies Teacher at South Eastern Middle School – EAST - military leave with pay - October 23, 2006 through November 3, 2006

Student Teacher

York College of Pennsylvania has requested to place the following student teachers in our district for the Spring Semester of the 2006-2007 school year:

<u>Name</u>	<u>School</u>
Cathy Dettinger	Stewartstown
Jenna Miller	Kennard-Dale

Student Teacher to Observe

Lindsey J. Heim - 110 Royal Court at Waterford, York, Pennsylvania - to observe classes at South Eastern Middle School – WEST with Clayton Smeltzer for Science and Mathematics - to fulfill the requirement for a pre-student teaching experience at York College

Long-Term Substitutes

On a motion by Mr. Lowe seconded by Mr. Thomson, the following long-term substitutes were approved with 9 yes roll call votes. Those members voting were Mrs. Glenn, Mrs. Reynolds, Mrs. Wilson, Mr. Bach, Mr. Hushon, Mr. Lowe, Mr. Thomson, Mr. Wickman and Mr. Wilson.

Margaret B. Chrencik - 3904 Fox Run Court, Stewartstown, Pennsylvania - long-term substitute for a vacancy of an English Teacher at South Eastern Middle School – EAST - beginning August 23, 2006 until November 22, 2006 - salary will be pro-rata - This is an update to the dates previously approved at the October 5, 2006 meeting. **(Certified)** (University of Pennsylvania)

Melissa A. Murray - 337 Liberty Court, Mechanicsburg, Pennsylvania - long-term substitute for a child rearing leave of a Guidance Counselor at Delta-Peach Bottom Elementary - October 16, 2006 until January 26, 2007 - salary will be pro-rata - This is a correction to the dates approved at the October 5, 2006 meeting. **(Certified)** (Millersville University of Pennsylvania)

Jennifer A. Tillman - 8189 Pleasant Valley Road, Stewartstown, Pennsylvania - long-term substitute for a vacancy of a Mathematics Teacher at South Eastern Middle School – EAST - beginning September 25, 2006 until December 22, 2006 - Salary will be pro-rata. **(Emergency Permit)** (Mount Saint Mary's College)

Denise Childs - 8879 Pleasant Valley Road, Stewartstown, Pennsylvania - long-term substitute for a vacancy of a Special Education Teacher at South Eastern Middle School – EAST - beginning August 29, 2006 until December 22, 2006 - Salary will be pro-rata. **(Emergency Permit)** (Towson State University)

OTHER BUSINESS

Board Meeting Dates

On a motion by Mr. Bach seconded by Mrs. Glenn, dates and times for Board meetings were approved for the 2007 calendar year by voice vote, all in favor. The Board Meeting dates are as follows:

January 4, 2007	January 18, 2007
February 1, 2007	February 15, 2007
March 1, 2007	March 15, 2007
April 4, 2007 (Wednesday)	April 19, 2007
May 3, 2007	May 17, 2007
June 7, 2007	June 28, 2007 (4 th week)
	July 19, 2007
August 2, 2007	August 16, 2007
September 6, 2007	September 20, 2007
October 4, 2007	October 18, 2007
November 1, 2007	November 15, 2007
December 6, 2007	

The Board Meetings will be held in the Community Room at the Administration Building beginning at 7:30 p.m.

Meetings

PSBA Fall Legislative Meeting will be held on **November 29, 2006** beginning at **7:00 p.m.** at **York Suburban Middle School** for Board Members.

A **Regional Planning Committee** will be held on **November 30, 2006** beginning at **7:00 p.m.** in the **Community Room at the Administration Building.**

There will be an **Executive Session for the transportation contract negotiations** on **December 5, 2006** at **7:00 p.m.** in the **Community Room at the Administration Building.**

Upcoming Events

November 17, 18, 2006	Fall Play @ 7:00 p.m. – K-D
November 22, 2006	Half day for all students
November 23, 24, 27, 2006	Thanksgiving Vacation
December 1, 2006	SAT Testing
December 5, 2006	Holiday Concert @7:00 p.m. DELTA
December 6, 2006	Holiday Concert @7:00 p.m. 4 th Grade STEW
December 8, 2006	No School for KD/SEMS Act 80
December 9, 2006	Breakfast with Santa
December 11, 2006	Holiday Concert @7:00 p.m. 1 st Grade STEW
December 12, 2006	Holiday Concert @7:00 p.m. WEST
December 13, 2006	Holiday Concert @7:00 p.m. FAWN
December 14, 2006	Holiday Concert @7:00 p.m. EAST
December 17, 2006	Holiday Concert @3:00 p.m. KD
December 22, 2006	Half day for all Students

Informational

There was an **Executive Session for the transportation contract negotiations** on **November 8, 2006** at **7:00 p.m.** in the **Administration Building.**

The **District is in the process of organizing a team to write a two year amendment to the district's Technology Plan.** Community members who would like to participate in this process may **contact the Director of Technology, Terri McKnight, at 717-382-4843, extension 6300** or mcknightt@sesd.k12.pa.us.

PUBLIC COMMENT ON NON-AGENDA RELATED ITEMS

Mrs. Glenn inquired as to the effectiveness of the microphones at the Board Meetings. It was noted that the microphones do help.

ADJOURNMENT

The meeting was adjourned at 8:58 p.m.

Respectfully submitted,

Paula K. Denton
Secretary to the Board