



January 18, 2007

A regularly scheduled meeting of the Board of School Directors of South Eastern School District was held Thursday, January 18, 2007 in the Community Room at the South Eastern School District Administration Building. After a 20 minute Executive Session for Personnel, the meeting was called to order at 7:35 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
- John P. McIntosh, Fawn Area Elementary Principal
- Mary A. Ragland, Stewartstown Elementary Principal
- Shelton L. Mooney, Jr., SEMS-East Principal (7/8)
- Eric E. Lam, Kennard-Dale High Principal
- Zane Fake, Kennard-Dale High Dean of Students
- Terri A. McKnight, Director of Information Services & Technology
- J. E. Shive
- Bill Zinnert
- Margie Lavin
- Damon B. Boughamer
- Troy Faw
- Bill Quinn
- Ray Hiller
- Karen Shenk
- Tabi Criswell
- Cindy Seibel

APPROVAL OF MINUTES

On a motion by Mr. Hushon seconded by Mr. Wickman, the minutes of January 4, 2007 were approved by voice vote, all in favor.

APPROVAL OF AGENDA

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

COMMENTS FROM THE BOARD

Student Recognition

Congratulations to the following students for being selected as Kennard-Dale High School Students of the Month for January as selected by the Math Department:

Timothy Fairchild
Stephen Hinderlider

Congratulations to the following students for qualifying for the Region V Chorus Festival to be held on February 22-24, 2007 at Boyertown High School. These students are Amanda Jorgenson, Soprano II; Amy Stein, Alto I; Benjamin Cooper, Tenor I; Christopher Panzer, Tenor II; and Kevin Johansen, Bass I.

COMMENTS FROM THE STUDENT REPRESENTATIVES

Midterms are done. National Honor Society Induction was held January 17th, 2007. There will be a school dance on January 27th, 2007.

PRESENTATION

None

PUBLIC COMMENT ON AGENDA RELATED ITEMS

Carrie Runkle, a South Eastern Education Association Representative, presented gifts of appreciation to the School Board members.

CONSENT AGENDA

On a motion by Mrs. Glenn seconded by Mr. Thomson, 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 11 th Grade Learning Support Students	Enrichment District Funds	Kinsley Construction Education Center York, PA	Apr. 25, 2007 8:00 a.m.-2:00 p.m.
K-D – FBLA	Enrichment Student Activities	Central Penn College Summerdale, PA	Jan. 29, 2007 7:00 a.m.-3:00 p.m.

Use of School Facilities

The following applications were processed and approved:

<u>Organization</u>	<u>Purpose</u>	<u>Facilities/Date/Time</u>
SEMS-East	Drug & Alcohol Meeting	SEMS-East Auditorium Jan. 31, 2007 7:00 p.m.
SEMS-East Student Council	Student Council Meeting	SEMS-East Cafeteria Jan. 10, Feb. 13, Mar. 13, Apr. 17 & May 15, 2007 2:30-4:00 p.m.
Gifted Enrichment Classes SEMS	Model Airplane Activity	SEMS-East Gym Mar. 8, 2007 2:30-4:30 p.m. Mar. 14, 2007 2:30-4:30 p.m.
HARP Basketball	Practice/Game	SEMS-East Gymnasium Jan. 27, 2007 12:30-5:30 p.m.
HARP Basketball	Youth Playoff Games	Kennard-Dale High Gymnasium/Lobby Area Mar. 3, 2007 10:30 a.m.-6:30 p.m.
Barrens Soccer Club	Soccer Camp	SEMS-East Soccer Field Aug. 6-10, 2007 8:00 a.m.-8:00 p.m.
Lacrosse	Lacrosse Practice	Practice Football Field Monday-Friday 5:00 p.m. to Dusk Saturday & Sunday 9:00 a.m. to dusk Mar. 1-May 30, 2007
World Language Teacher K-D	Foreign Language Culture Day	Kennard-Dale Cafeteria Mar. 1, 2007 2:40-5:00 p.m.
Delta-Peach Bottom PTA	Fundraiser Pickup	Delta-Peach Bottom Cafeteria Feb. 21, 2007 1:00-7:00 p.m.
Delta-Peach Bottom PTA	Assembling Yearbook	Delta-Peach Bottom Cafeteria Jan. 18, 25, Feb. 1, 8, 15, 22, Mar. 1 & 8, 2007 6:00-8:00 p.m.
HARP	Boys Basketball	SEMS-West Gym Tuesday & Thursday Mar. 6-June 7, 2007 3:00-8:00 p.m.

Enrollment

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

Monthly *YTD**

%ADA*	%ADA	School	2005	2006	**LIU	Total
94	95.4	Delta-Peach Bottom Elementary	358	345	0	345
95.7	96.2	Fawn Area Elementary	276	285	10	295
95.1	96.4	Stewartstown Elementary	558	530	11	541
95	96	South Eastern Middle School - West	541	551	6	557
93	94.3	South Eastern Middle School - East	568	544	6	550
90.7	92.9	Kennard-Dale High School	948	1,008	15	1,023
93.92	95.20	TOTAL	3,249	3,263	48	3,311

* ADA – Average Daily Attendance

**LIU Mainstreamed

***NCLB – 90% Required

Enrollment By Class Size

December enrollment by class size for Grades K–6 (**Attachment IX.D**)

Enrollment

Monthly enrollments are listed below for Alternative Education, Homebound, Charter, Home School.

ALTERNATIVE ED / HOMEBOUND / CHARTER SCHOOL ENROLLMENT

Schools	Out of District Placements				Homebound		Charter		Home School	
	Nov		Dec		Nov	Dec	Nov	Dec	Nov	Dec
	AE	EP	AE	EP						
Delta-Peach Bottom Elem	0	1	0	1	0	0	2	2	6	6
Fawn Area Elementary	0	0	0	0	0	0	0	0	7	7
Stewartstown Elementary	0	1	1	1	0	0	11	11	10	9
SEMS West	0	0	0	1	0	0	10	7	23	23
SEMS East	0	0	2	0	1	0	17	18	20	20
Kennard-Dale High School	12	3	12	3	3	1	10	12	35	35
TOTAL	12	5	15	6	4	1	50	50	101	100

Fundraisers

It was reported that Stephen Hagenbuch, Principal of Delta-Peach Bottom Elementary, has given permission to the Delta-Peach Bottom PTA to sell Sara Lee Pies and coffee to raise money for PTA activities.

It was reported that Eric Lam, Principal of Kennard-Dale High School, has given permission to the Kennard-Dale Future Business Leaders of America, to sell from the Be My Valentine brochure by Kastle Kreations from January 12 until January 30, 2007 to raise money for FBLA student activities.

It was reported that Eric Lam, Principal of Kennard-Dale High School, has given permission to the Varsity Golf Team Booster Club to sponsor a golf tournament on May 12, 2007 to raise money for SESD Dollars for Scholars and the Sports Booster Club.

It was reported that Stephen Hagenbuch, Principal of Delta-Peach Bottom Elementary, has given permission to the Delta-Peach Bottom PTA to sell Joe Corbi's Pizza to raise money for PTA activities.

Homebound Instruction

Report was made that Mr. Eric Lam, Principal of Kennard-Dale High School, has approved homebound instruction for a student in the eleventh grade.

Report was made that Mr. Eric Lam, Principal of Kennard-Dale High School, has approved homebound instruction for a student in the twelfth grade.

Donations

It was reported that an anonymous individual has donated the following items to the district: five European cultural books for the Kennard-Dale Library, a computer, six successaries framed prints, various sheet music selections, a trumpet music stand, two music textbooks, two vocal anthology method texts, a bass amplifier, a speaker system, a wooden and a tin fife, fife sheet music, various office supplies, forty-five three ring binders, and a safe schools program manual. Acceptance of this donation is recommended.

It was reported that Box Tops for Education has donated \$1,270.30 for the Stewartstown Elementary Student Activity Account. Acceptance of this donation is recommended.

BUSINESS OPERATIONS

Financial Reports (ATTACHMENT X.A)

- Treasurer's Report
- Investment Report
- 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	\$ 802,987.31
Reimbursement of Charter Schools	7140	\$ 7,410.00
Tuition, Sec 1305/1306	7160	\$ 476.19
Vocational Education Subsidy	7220	\$ 3,869.00

Transportation Subsidy	7310	\$ 286,793.00
State Subsidy for Breakfast & Lunch Programs	7600	\$ 4,146.00
Social Security Reimbursements	7810	\$ 51,384.00
Retirements Contrib. Reimbursements	7820	\$ 10,242.66
Title I Low Income	8514-411	\$ 7,700.73
Title II Improving Teacher Quality	8515-421	\$ 5,877.53
Fed Subsidy for Breakfast & Lunch Programs	8531	\$ 20,285.64
TOTAL		\$1,301,172.06

Special Purpose Funds Reports (ATTACHMENT X.D)

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>
P.B. Lawn Care & Snow Removal	Labor Furnished Driveway into football field	\$3,300.00	General
MS Pro Productions	Wireless System at Kennard-Dale	\$3,437.00	General
River Rock Academy	Alternative Education	\$3,388.00	General
Sage Technology Solutions	Repair Intercom & PA System at Kennard-Dale	\$3,821.40	General
G. R. Sponaugle Services	SEMS-West Contract Quarterly Billing	\$9,336.00	General

END OF CONSENT AGENDA

ACTION AGENDA

PRESENTATION

Paula Denton, Business Manager, presented the status of the 2006-2007 budget.

COMMITTEE REPORTS TO THE BOARD

Lincoln Intermediate Unit

Mr. Bach reported those who travel from Franklin County to New Oxford can take advantage of video conferences. The Special Ed Budget and General Operating Budget were approved.

Athletic Committee

Mrs. Wilson reported the Athletic Committee recognizes there is opportunity for improvement. They plan to renovate spaces at East, West and K-D. There is concern about the fee structure for the use of facilities. Fawn Recreation has an agreement for use of the field and had concerns that they do not have opportunity to use the field. The lease should be reviewed. Jeff Rhoades would be the point of

contact. Pres. Wilson asked Mrs. Wilson to sit down with Fawn Recreation. Mrs. Wilson would like the facility fees to be waived.

On a motion by Mr. Bach seconded by Mr. Hushon, the Use of Facility fee of \$100 per month was approved to be waived for Fawn Recreation by voice vote, all in favor.

Finance Committee

Mr. Wickman reported the committee met on January 10, 2007. There was a discussion and review of Capital Projects and the Capital Reserve Budget. The auditors presented the single audit and the local audit. The District had no findings. The committee will continue to keep abreast of Act 1.

Sports Boosters

They will continue fund raising for the monument outside to post events. District has investigated an electronic sign. Sports Boosters donated the first \$1,000 and is accepting donations. There is an opportunity to volunteer at a Baltimore Ravens game.

South Eastern Education Community Foundation

Mr. Thomson and Mrs. Glenn met on Tuesday, January 16 with this committee. It was formed 1 year ago to establish foundation funds for students of the District and the community. Their goal is to establish an endowment for students. They do not want to compete with Dollars for Scholars.

BUSINESS OPERATIONS

On a motion by Mrs. Glenn seconded by Mrs. Wilson, the following service agreements and transportation schedule were approved by voice vote, all in favor:

Service Agreements

G. R. Sponaugle Service Company - air handling systems at SEMS-East - approved at the November 2, 2006 Board Meeting - cost not to exceed \$8,592.00 - should be paid out of the General Fund, not the Capital Project Fund

G. R. Sponaugle Service Company - air handling systems at the Administration Building - approved at the November 2, 2006 Board Meeting - cost not to exceed \$1,836.00 - should be paid out of the General Fund, not the Capital Project Fund

Transportation Time Schedule

Change to the SEMS-West transportation time schedule - beginning with the 2007-2008 school year – SEMS-West students will be transported on the same time schedule as students in grades 4K-4.

On a motion by Mrs. Wilson seconded by Mr. Lowe, permission was given to secure the following 2 bids and 1 quote by voice vote, all in favor:

Bids

Solicit bids to upgrade the fire detection systems at Stewartstown, Fawn Area, and Delta-Peach Bottom Elementary Schools - cost not to exceed \$30,000.00 - **CP**

Solicit bids to repair and refinish the gymnasium floors at Kennard-Dale High School, SEMS-East and SEMS-West for the summer of 2007 - cost not to exceed \$45,000.00 - **CP**

Quote

To solicit quotes for five District storage units to secure and properly maintain athletic equipment, and custodial/maintenance equipment and supplies - cost not to exceed \$10,000.00 - **CP**

On a motion by Mr. Wickman seconded by Mrs. Glenn, the following 4 items were approved by voice vote, all in favor:

Annual Local Audit

2005-2006 Audited Financial Statements as prepared by the District's local independent auditors, Rager, Lehman, & Houck, P.C. - It is noted that the audit had no findings and the District was commended for its internal controls and written policy and procedures for financial accountability.

Annual Single Audit

2003-2004 Single Federal Programs Audit as prepared by the District's local independent auditors, Rager, Lehman, & Houck, P.C. - It is noted that the audit had no findings.

Preliminary Budget

Advertisement of the intent to adopt the 2007-2008 Preliminary Budget on February 1, 2007

Act 1

Advertisement of the intent to seek approval from the Pennsylvania Department of Education for Act 1 referendum exceptions by March 1, 2007

On a motion by Mr. Thomson seconded by Mrs. Glenn, the following 5 items were approved by voice vote, all in favor:

Budget Transfers

2006-2007 December budget transfers (**ATTACHMENT XIII.K**)

Agreements

Service agreement with Tremco, Inc., for roofing material and emergency repair services - at Stewartstown Elementary School - cost not to exceed \$16,305.26 - **CP**

Agreement between Harrisburg Area Community College and the South Eastern School District for the purpose of dual enrollment program for high school seniors from August 2007 until June 30, 2008

Agreement between Penn State York College and the South Eastern School District for the purpose of dual enrollment for high school seniors from August 2007 until June 30, 2008

Agreement between York College and the South Eastern School District for the purpose of dual enrollment for high school seniors from August 2007 until June 30, 2008

SCHOOL-RELATED PROGRAMS

It was reported that Ricardo Bones II and Lee A. Hannum have met the requirements for graduation from the York County High School. Commencement activities will be held on January 24, 2007 at the York Suburban Middle School.

Conferences

On a motion by Mr. Bach seconded by Mr. Hushon, the following list of staff members were approved to attend conferences. (**ATTACHMENT XIV.B**)

On a motion by Mr. Bach seconded by Mr. Wickman the motion to approve the conferences made by Mr. Bach and seconded by Mr. Hushon was removed.

On a motion by Mr. Bach seconded by Mr. Lowe, the following list of staff members were approved to attend conferences (with the exception of the two requests to AAHPERD National Convention in Baltimore, MD) by voice vote, all in favor. (**ATTACHMENT XIV.B**)

It was reported that the Board of School Directors has denied grievance #2-06-07.

2007-2008 Instructional Calendar

On a motion by Mrs. Glenn seconded by Mr. Hushon, the 2007-2008 Instructional Calendar was approved by voice vote, all in favor. (**ATTACHMENT XVII.B**)

POLICY

None

PERSONNEL

Resignations

On a motion by Mrs. Glenn seconded by Mr. Wickman, the following resignations for the purpose of retirement were accepted by voice vote, all in favor:

David W. Lowe - Maintenance for South Eastern School District - accepted by the Board Secretary January 8, 2007 - effective August 6, 2007

Joyce A. Pyle - Instructional Aide at Delta-Peach Bottom Elementary - accepted by the Board Secretary January 8, 2007 - effective at the end of the 2006-07 school year

Appointment

Assistant Principal

On a motion by Mrs. Reynolds seconded by Mr. Bach, Jill S. Kling, 10 Poplar Lane, Mount Wolf, Pennsylvania, was appointed as Assistant Principal (260 day) at Kennard-Dale High School at an annual salary of \$74,000, effective February 12, 2007 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. This is a change to the effective date of March 1, 2007 approved at the January 4, 2007 board meeting. (**Replacement**) (Certified) (Temple University)

On a motion by Mrs. Wilson seconded by Mrs. Glenn, the following Transfers, Substitutes and Extracurricular Position were approved by voice vote, all in favor:

Transfers

Nancy Weber - part-time Librarian at Fawn Area Elementary and part-time Librarian at Delta-Peach

Bottom Elementary - to part-time Librarian at Fawn Area Elementary School and part-time SEMS-West beginning with the 2007-2008 school year

Aldine Grapes - full-time Librarian at South Eastern Middle School West - to Librarian at Delta-Peach Bottom Elementary beginning with the 2007-2008 school year

Substitutes

The following name added to the list of approved substitutes:

Greg A. Moul - 211 Main Street, Delta, Pennsylvania - Support Staff, pending clearances

Extracurricular Positions

The following individual listed below appointed to the extracurricular position as listed with compensation rate as determined by the Collective Bargaining Agreement.

<u>Name</u>	<u>Position</u>
Gary Mitchell	Assistant Varsity Baseball Coach

OTHER BUSINESS

Meetings

There will be a **Buildings and Grounds Meeting** on **January 24, 2007** at **7:00 p.m.** in the **Community Room of the Administration Building.**

There will be a **York County Chamber's Annual School Directors' Dinner** on **January 29, 2007** at **Penn State-York** in the **Community Room** beginning with a **reception at 6:00 p.m.** and **dinner at 7:00 p.m.**

There will be a Drug and Alcohol Meeting on **January 31, 2007** at **7:00 p.m.** in the **Auditorium at SEMS-East.**

There will be a **Finance Committee Meeting** on **February 13, 2007** at **7:00 p.m.** in the **Community Room of the Administration Building.**

There will be a **Buildings and Grounds Meeting** on **February 22, 2007** at **7:00 p.m.** in the **Community Room of the Administration Building.**

There will be a **Community Extracurricular Meeting** on **March 5, 2007** at **7:00 p.m.** in the **Community Room of the Administration Building.**

Informational

Kennard-Dale High School staff and students participated in a toy drive for Mason-Dixon Community Services and collected over 1,000 toys for donation.

SEMS-East staff and students participated in the American Red Cross "Fire Hurts" Campaign and collected \$545.45.

SPECIAL EVENTS FOR THE EVENING LIBRARY PROGRAM at SEMS-EAST! – February 20, 2007:

SEMS-East will host a quilting program. Mrs. Linda Nixon, famous quilter and co-owner of the Quilter's Companion in Stewartstown will be the speaker. She will be analyzing the age of quilts and discussing the York County Historic Society and quilting. Community Members are welcome to bring quilts to have them evaluated. It will be held from 6:00 p.m.-8:00 p.m., and it is free and open to the public.

Upcoming Events

January 22, 2007	Act 80 Day – No School for Students End of 2 nd Marking Period
January 23-26, 2007	Spirit Week at Kennard-Dale
January 24, 2007	SEMS-West “The Zone” Program @ 11:00 a.m.
January 25, 26, 27, 2007	District 7 Orchestra Festival
January 26, 2007	Family Reading Night @ Fawn Area @ 7:00 p.m.
January 27, 2007	KD Snowball Winter Dance @7:00 p.m.
February 1, 2007	School Board Meeting
February 8,9,10, 2007	District 7 Band Festival
February 12-23 2007	PSSA Writing Assessments Grades 5,8,11
February 15, 2007	School Board Meeting
February 16, 2007	Parent/Teacher Conferences (no school for students)
February 16,17,18, 2007	Kennard-Dale Spring Musical
February 19, 2007	School Closed - Presidents’ Day
February 21, 2007	Sports Boosters Meeting
February 22, 23, 24, 2007	Region 5 Chorus Festival

PUBLIC COMMENT ON NON-AGENDA RELATED ITEMS

Rehearsals are currently being held for “Thoroughly Modern Millie” to be presented February 16, 17 and 18, 2007 at Kennard-Dale High School.

ADJOURNMENT

On a motion by Mrs. Glenn seconded by Mr. Wickman, the meeting was adjourned at 8:44 p.m. by voice vote, all in favor.

Respectfully submitted,

Paula K. Denton
Secretary to the Board