

September 6, 2007

A regularly scheduled meeting of the Board of School Directors of South Eastern School District was held Thursday, September 6, 2007 in the Community Room at the South Eastern School District Administration Building. After a 33 minute Executive Session for Personnel, the meeting was called to order at 7:36 p.m. by President Richard L. Wilson.

Roll Call Attendance: Richard L. Wilson, President
Sue T. Glenn, Vice-President - absent
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, Business Manager
Stephen L. Hagenbuch, Delta-Peach Bottom Elementary Principal
Kimberly L. Rauscher, SEMS-West Principal (5/6)
Jill S. Kling, SEMS-East Principal (7/8)
Eric E. Lam, Kennard-Dale High Principal
Zane S. Fake, Kennard-Dale High Assistant Principal
Mary A. Ragland, Coordinator of Special Education Services
Deb Kossiakoff
Kim Slavolte
Amy Walls
L. E. Skinner
Denise H.
Michelle Williams
Dan Stauffer

APPROVAL OF MINUTES

On a motion by Mr. Hushon seconded by Mr. Lowe, the minutes of August 16, 2007 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

Mr. Wilson was asked to judge FFA projects at the York Fair.

COMMENTS FROM THE STUDENT REPRESENTATIVES

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Lesli Kunkle & Claire Geddes reported the Senior Class sent flowers to Cynthia Fuller's family. The 2007-2008 school year at Kennard-Dale is off to a great start.

PRESENTATION

Ms. Mary Anne Ragland, Supervisor of Special Education, was present to provide information regarding K-6 District Assessment Data.

PUBLIC COMMENT ON AGENDA RELATED ITEMS

Lori Skinner was disappointed in the elimination of FANS Program. The response was that it has not been eliminated but incorporated into Physical Education.

CONSENT AGENDA

On a motion by Mrs. Wilson seconded by Mr. Hushon, 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 Music/Art/ Drama Club	Enrichment/Student Activities Account	New York, NY	Apr. 4-5, 2008 8:00 a.m.-10:00 p.m.
Kennard-Dale Drama Club	Enrichment/Student Activities Account	Renaissance Faire Cornwall, PA	Oct. 11, 2007 7:30 a.m.-5:00 p.m.
Fawn Area Elementary – First Grade	Enrichment/District Funds	Shaw Orchards Stewartstown, PA	Oct. 3, 2007 9:20-11:20 a.m.
Music Teachers Travel to Select Band & Orchestra Students	Enrichment/District Funds	Stewartstown El. Stewartstown, PA Delta-Peach Bottom El. Delta, PA Fawn Area El. Fawn Grove, PA	Sept. 5, 2007 8:30 a.m.-2:15 p.m.
Stewartstown Elementary 1 st Grade	Enrichment/District Funds	Shaw Orchard Stewartstown, PA	Oct. 2-3, 2007 9:15-10:45 a.m.

Use of School Facilities

The following applications were processed and approved:

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<u>Organization</u>	<u>Purpose</u>	<u>Facilities/Date/Time</u>
K-D Music Boosters	Sub Sales Fundraiser	K-D High Cafeteria Oct. 24, 2007 & Apr. 2, 2008 1:00-6:00 p.m.
K-D Music Boosters	Meetings	K-D High Music Room Sept. 18, Nov. 20, 2007, Jan. 15, Mar. 18 & May 20, 2008 7:00 p.m.
K-D Music Boosters	Marching Band/ Cheerleader Banquet	K-D High Cafeteria Nov. 18, 2007 3:00 p.m.
K-D Music Boosters	Senior Music Banquet	K-D High Cafeteria May 19, 2008 6:00 p.m.
SEMS-PTA	Meetings	SEMS-East (Library) Oct. 9, Dec. 10, 2007, Feb. 11 & Apr. 14, 2008 7:00-8:30 p.m.
K-D Drama Club	Fall Play Auditions	K-D High Auditorium & Room 172 Sept. 17, 2007: 2:45-5:00 p.m. Sept. 18, 2007: 2:45-5:00 p.m.
The Brooks Theater	4 th Annual Community Christmas Play	SEMS-East Mon.-Wed.: Sept. 17 – Nov. 7, 2007 Nov. 12 -15, 19, 27-30 & Dec. 1, 2007 6:00-9:00 p.m. Sun.: Dec. 2, 2007 2:00-5:00 p.m.
Fawn Area Elementary 1st Grade	1 st Grade Reading Night	Fawn Library, Computer Lab, Room 22 (23) October 18, 2007 6:30 p.m. – 9:00 p.m.
SEMS-Staff Wellness	Fitness	SEMS-East Gym September 10, 17, 24, 2007 October 1, 15, 22, 29, 2007 November 5, 2007
Fawn Rec Barrens Soccer	Practices & Games	Baseball Field Aug. 27-Oct. 31, 2007 Mon.-Fri.: 5:30-8:30 p.m. Sun.: 1:00-6:30 p.m.

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South Eastern Youth Basketball Organization	Practices, Games & Meetings	Stewartstown Elem. Gym & Room 22 Mon.-Thurs.: Oct. 22, 2007-Mar. 6, 2008 5:00-8:45 p.m. Sept. 5, Oct. 10, Nov. 7 & Dec. 5, 2007, Jan. 2, Feb. 6 & Mar. 12, 2008 7:30-8:45 p.m.
Delta-Peach Bottom Elementary PTA	Fundraiser Pick Up	Delta-Peach Bottom Elem. Café. Dec. 12, 2007 1:00-7:00 p.m.
Delta-Peach Bottom Elementary PTA	Fundraiser Pick Up	Delta-Peach Bottom Elem. Café. Nov. 14, 2007 1:00-7:00 p.m.
K-D FFA	Grad Project – Supply Food for Car Show	Parking Lot at K-D High Sept. 15, 2007 9:00 a.m.-4:00 p.m.

Fundraisers

It was reported that Mr. Eric Lam, Principal of Kennard-Dale High School, has given permission to the Class of 2010 to sell Yankee Candles from September 17, 2007 until October 1, 2007 to raise money for student activities.

It was reported that Mr. Eric Lam, Principal of Kennard-Dale High School, has given permission to the Kennard-Dale Rams Sports Booster Club to offer Maize Quest Spirit Night on the night of October 4, 2007 to raise money for student activities.

It was reported that Mr. Eric Lam, Principal of Kennard-Dale High School, has given permission to the Class of 2011 to sell Yankee Candles from September 17, 2007 until October 1, 2007 to raise money for student activities.

It was reported that Ms. Susan Seiple, Principal of Stewartstown Elementary, has given permission to the PTA to sell Little Caesars Pizza Kits from September 10, 2007 until September 21, 2007 to raise money for student activities.

It was reported that Ms. Susan Seiple, Principal of Stewartstown Elementary, has given permission to the Physical Education Department to sell Spirit Wear from August 28, 2007 until October 1, 2007 to raise money for student activities.

It was reported that Mr. Eric Lam, Principal of Kennard-Dale High School, has given permission to the FBLA (Future Business Leaders of America) to sell small cases of fruit snacks, Nutrigrain bars, fruit crisps, peanuts and trail mix from September 24, 2007 until November 21, 2007 to raise money for student activities.

It was reported that Mr. Stephen Hagenbuch, Principal of Delta-Peach Bottom Elementary School, has given permission to the Delta-Peach Bottom Elementary PTA to place a water jug in the lobby to collect loose change from September 28, 2007 until June 10, 2008 to raise money for student activities.

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It was reported that Mr. Stephen Hagenbuch, Principal of Delta-Peach Bottom Elementary School, has given permission to the Delta-Peach Bottom Elementary PTA to sell Joe Corbi's/Little Caesars Pizzas from November 12, 2007 until November 27, 2007 to raise money for student activities.

It was reported that Mr. Stephen Hagenbuch, Principal of Delta-Peach Bottom Elementary School, has given permission to the Delta-Peach Bottom Elementary PTA to sell Salsa and School Spirit Wear from September 4, 2007 until September 14, 2007 to raise money for student activities.

It was reported that Mr. Stephen Hagenbuch, Principal of Delta-Peach Bottom Elementary School, has given permission to the Delta-Peach Bottom Elementary PTA to sell Genevieve's Christmas Book and Candles from October 1, 2007 until October 15, 2007 to raise money for student activities.

It was reported that Ms. Leslie Bowman, Acting Principal of Fawn Area Elementary School, has given permission to the Fawn Yearbook Committee to sell Pretzel Sandwiches from September 14, 2007 until October 12, 2007 to raise money for student activities.

Homebound Instruction

Report is made that the Eric Lam, Principal of Kennard-Dale, has approved homebound instruction for a student enrolled in Ninth Grade.

BUSINESS OPERATIONS

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>
United States Postal Service	District Postage	\$24,800.00 Total (\$200 of the amount is Cafeteria)	General Fund/Encumbrance
Thomson West	Classroom Books	\$2,529.25	General Fund
Rutter's Farm Stores	2007-2008 Blanket Purchase	\$10,400.00	General Fund Encumbrance
Overnight Office	Order for Gasoline Fireproof File Cabinets	\$5,200.00	General Fund
Kone, Inc.	Elevator Maintenance Service	\$4,872.00	General Fund Encumbrance
Eplus Technology of PA	Laser Jet Printers	\$3,776.10	General Fund

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Hub International	PA School Board Insurance Trust - Profess. Liability Pkg. Renewal	\$17,952.00	General Fund
Advanced Management Software	Bus Tracks Support/License for 2007-2008 School Year	\$3,500.00	General Fund
CPM Educational Program	Foundations of Algebra Level Textbooks	\$3,080.00	General Fund
Centre Business Products, Inc.	Sanyo Projectors & Warranty	\$4,462.78 Total (\$4,125.00 Capital Reserve - \$337.78 General Fund)	Capital Reserve/General Fund
Manifold Excavating, LLC	Repair Bank Along Route 851 at SEMS-West & Tennis Court Area	\$3,130.00	General Fund
Manifold Excavating, LLC	Mow Brush & Trees at Stewartstown	\$9,999.99	General Fund
Manifold Excavating, LLC	Fix Swale from 15" Discharge Pipe in Front of SEMS-West	\$2,845.00	General Fund
Larson Lightning Protection	Lightning Protection Systems for K-D Roof	\$9,220.00	General Fund
Sign Depot LTD	Aluminum Letters Mounted on Both Sides of the Sign	\$3,000.00	General Fund
Gettle, Inc.	K-D Auditorium Backstage Lighting	\$7,500.00	General Fund
G. R. Sponaugle Service, Inc.	Boiler #1 at SEMS-West Repairs	\$2,959.96	General Fund
LAM Systems, Inc.	Notebook Computers	\$31,800.00	Capital Reserve
LAM Systems, Inc.	Laptop Computers	\$35,168.00	Capital Reserve
Williams Service Co. Inc.	Freezer Door Replacement	\$3,998.00	Cafeteria

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Singh Operational Services, Inc.	2007-2008 Blanket Purchase Order for Operations & Maintenance Services for Waste Water Treatment Plant	\$46,800.00	General Fund Encumbrance
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Authorized Driver

It was recommended that Jimmy Lynn Shoff be authorized to drive South Eastern School District vehicles, pending Pennsylvania Drivers License.

END OF CONSENT AGENDA

ACTION AGENDA

PRESENTATION

None

COMMITTEE REPORTS TO THE BOARD

York County School of Technology

None

POLICY

On a motion by Mr. Bach seconded by Mr. Hushon, the following policies were approved with 8 yes roll call votes. Those members voting were Mrs. Reynolds, Mrs. Wilson, Mr. Bach, Mr. Hushon, Mr. Lowe, Mr. Thomson, Mr. Wickman and Mr. Wilson. (**Attachment XIII.1**)

- 252 Animals on School Property
- 252.1 Agriculture Education Animal
- 339 Administrative Employees – Uncompensated Leave
- 439 Professional Employees – Uncompensated Leave
- 539 Support Employees – Uncompensated Leave
- 346 Administrative Employees - Employment-Related Injuries or Illness
- 446 Professional Employees - Employment-Related Injuries or Illness
- 546 Support Employees - Employment-Related Injuries or Illness
- 707 Use of School Facilities

SCHOOL RELATED PROGRAMS

On a motion by Mr. Hushon seconded by Mr. Lowe, the following agenda items (Grants, Donation and Educational Trip) were approved by voice vote, all in favor.

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On a motion by Mr. Wilson seconded by Mr. Wickman, the first motion was amended to include Conferences and was 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)

Grants

It was reported that South Eastern School District has been awarded an equipment grant from Taylor Publishing Company. The grant amount received was \$2,700.00 worth of laptop computers for the Yearbook Club. Acceptance of this grant is recommended.

It was reported that South Eastern School District has been awarded a grant for Classrooms for the Future in the amount of \$315,718.00. Acceptance of this grant is recommended.

It was reported that South Eastern School District has been awarded a grant for the Coach for Classrooms for the Future in the amount of \$30,000.00. Acceptance of this grant is recommended.

Donation

It was reported that Stock and Leader donated three (3) books entitled Road to Independence to Fawn Area Elementary, Delta-Peach Bottom Elementary and Stewartstown Elementary - estimated value is \$30.00. Approval of this donation is recommended.

Educational Trip

Michael Coy and Karen Snyder, teachers at Kennard-Dale High School, are requesting permission to distribute information concerning an educational/cultural trip to Costa Rica during the summer of 2009.

BUSINESS OPERATIONS

On a motion by Mr. Wickman seconded by Mr. Lowe, the following first, fourth and fifth agenda items were approved by voice vote, all in favor:

Letter of Agreement for Adams-Hanover Counseling Services

It was recommended that the Board ratify the Letter of Agreement for Adams-Hanover Counseling Services and the South Eastern School District for the 2007-2008 school year.

Grievance #07-08-1

It was reported that the Board of School Directors has denied grievance #07-08-1.

Grievance #07-08-2

It was reported that the Board of School Directors has denied grievance #07-08-2.

Entrance Drive Improvement Project

It was recommended that the Entrance Drive Improvement Project be approved. Cost not to exceed \$219,014.00. (Capital Project I)

Baseball Field Parking Lot Project

It was recommended that the Baseball Field parking lot project be approved. Cost not to exceed \$115,000.00. (Capital Project I) (The District will save approximately \$20,000.00 by combining the two projects XV.D and XV.E)

Board Meeting Dates

Time is requested to discuss the Board Meeting dates for 2008. A decision was made to keep the 1st and 3rd week Board meetings and put a correction in the Ram's Horn.

Capital Reserve

On a motion by Mr. Hushon seconded by Mr. Thomson, the following recommendations were approved with 8 yes roll call votes. Those members voting were Mrs. Reynolds, Mrs. Wilson, Mr. Bach, Mr. Hushon, Mr. Lowe, Mr. Thomson, Mr. Wickman and Mr. Wilson. It was recommended that excess funds from the 2006-2007 Budgeted Revenues, as determined by the local audit, be transferred to the Capital Reserve Fund for use on capital site improvements. In addition, it is recommended that \$800,000 from the 2006-2007 fiscal years' General Fund Balance be designated to the Capital Reserve Fund for use on capital site improvements.

On a motion by Mr. Bach seconded by Mr. Lowe, the following 5 agenda items were approved by voice vote, all in favor:

Police Services Contract

It was recommended that the addendum to the Contract for Police Services between Stewartstown Borough and South Eastern School District for the period commencing August 28, 2007 and ending on June 10, 2008. (**Attachment XV.H**)

Blacktop and Curbing Services Bid

It was reported that on August 27, 2007 at 2:31 p.m., bids for the Blacktop and Curbing Services were opened. There was one bidder. The District has rejected the bid because the scope of work has changed. It was recommended that the Blacktop and Curbing Services be made part of the feasibility study to be funded by Capital Projects II.

Aramark Management Services Agreement

It was recommended that the Management Services Agreement between the South Eastern School District and Aramark Management Services Limited Partnership be terminated effective September 28, 2007.

PSBA Research Services

It was reported that PSBA Research Services has reviewed our school district demographic data and has changed the classification of the South Eastern School District from rural to suburban.

SEMS-West Heating & Cooling Systems Repairs

It was recommended that the emergency service repairs to the heating and cooling systems at SEMS-West be approved. Cost not to exceed \$134,425.00 - to be funded by Capital Projects II (**Attachment XV.L**)

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PERSONNEL

Student School Nurses

On a motion by Mrs. Wilson seconded by Mr. Bach, permission was given to York College to place the following Student School Nurses in our district from September 5 through December 5, 2007:

<u>Name</u>	<u>School</u>	<u>Cooperating Nurse</u>
Abby Walls	Kennard-Dale High School	June Stratmeyer
Leann Lightly	Fawn Area Elementary	Beth Riale
Hilary Foster	Kennard-Dale High School	June Stratmeyer
Theresa Staley	Stewartstown Elementary	Jody Gantz

New Positions

On a motion by Mr. Wickman seconded by Mr. Hushon, the following positions were approved to be created effective September 7, 2007:

Director of Buildings and Grounds
Assistant Director of Buildings and Grounds
Secretary to Buildings and Grounds

Resignations

On a motion by Mr. Hushon seconded by Mr. Lowe, the following resignations were accepted by voice vote, all in favor:

Tera B. Neideigh - Health and Physical Education Teacher at South Eastern Middle School – West – accepted by the Board Secretary August 22, 2007 - effective 60 days from this date or earlier, if a satisfactory replacement can be secured

Marsha D. Baum - English Teacher at Kennard-Dale High School - accepted by the Board Secretary - effective August 29, 2007

Appointments

On a motion by Mr. Thomson seconded by Mr. Hushon, the following 4 appointments were approved with 8 yes roll call votes. Those members voting were Mrs. Reynolds, Mrs. Wilson, Mr. Bach, Mr. Hushon, Mr. Lowe, Mr. Thomson, Mr. Wickman and Mr. Wilson.

Brian M. Smith - 462 Little Creek Road, Spring Grove, Pennsylvania - Learning Support Teacher at South Eastern Middle School - East - annual salary of \$50,231 (Level B+24 – Step H) - effective August 27, 2007 (**Replacement**) (Certified) (Penn State University)

Bonnie S. Stauffer - 440 Penn Boulevard, York, Pennsylvania - Reading Specialist at Stewartstown Elementary - annual salary of \$68,737 (Step M/ME+45 – Level M) - effective for the 2007-2008 school year (**Replacement**) (Certified) (York College of Pennsylvania)

Randall L. Ruck - 1710 Topaz Road, York, Pennsylvania - Director of Buildings and Grounds - annual salary of \$86,000 - effective September 24, 2007 (**New**)

Judy G. Simon - 54 N. White Pine Trail, Delta, Pennsylvania - permanent Secretary to Buildings and

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Grounds - hourly rate of \$12.65 (Range II – Step 8) - 260 – 8 hour days - effective October 1, 2007
(New)

Substitutes

On a motion by Mrs. Wilson seconded by Mr. Wickman, the following names were approved to be added to the list of approved substitutes by voice vote, all in favor:

Justine Miller - 945 Farmbrook Lane, York, Pennsylvania - Teacher (Certified) (Bloomsburg University)

Adrienne M. Weatherell - 3219 Honey Run Drive, York, Pennsylvania - Teacher (Certified) (Mansfield University)

Brad A. McCullough - 345 Harvest Drive, York, Pennsylvania - Teacher (Emergency Permit) (York College of Pennsylvania)

Anna R. Matson - 94 E. Walnut Grove Road, Fawn Grove, Pennsylvania - Support Staff

Sandra D. Gipe - 6038 Tanner Lane, Stewartstown, Pennsylvania - Support Staff

Long Term Substitutes

On a motion by Mr. Hushon seconded by Mr. Bach, the following 4 long term substitutes were approved with 8 yes roll call votes. Those members voting were Mrs. Reynolds, Mrs. Wilson, Mr. Bach, Mr. Hushon, Mr. Lowe, Mr. Thomson, Mr. Wickman and Mr. Wilson.

Brad A. McCullough - 345 Harvest Drive, York, Pennsylvania - long term substitute as a Business Education Teacher at Kennard-Dale High School - beginning August 21, 2007 for the 2007-2008 school year- salary will be pro-rata (Emergency Permit) (York College of Pennsylvania)

Justine A. Miller - 945 Farmbrook Lane, York, Pennsylvania - long term substitute as a Special Education Teacher at South Eastern School District – East - beginning September 10, 2007 for the 2007-2008 school year - salary will be pro-rata (Emergency Permit/Certified) (Bloomsburg University)

Jeffrey L. Slagel - 300 Holyoke Drive, York, Pennsylvania - long term substitute as an English Teacher at South Eastern Middle School – East - beginning August 23, 2007 through January 18, 2008 - salary will be pro-rata (Emergency Permit/Certified) (Bucknell University)

Margaret B. Chrencik - 13904 Fox Run Court, Stewartstown, Pennsylvania - long term substitute as an English Teacher at South Eastern Middle School – East - beginning August 23, 2007 through January 18, 2008 - salary will be pro-rata (Certified) (Penn State University)

Extracurricular Positions

On a motion by Mr. Wickman seconded by Mr. Hushon, the following individuals listed below were appointed to the extracurricular positions as listed with compensation rates as determined by the Collective Bargaining Agreement:

<u>Name</u>	<u>Position</u>
Dan Wise	Detention Hall Monitor (EAST)
Rachel Baltzer	Cheerleading Coach (Winter)

OTHER BUSINESS

Meetings

There will be a **Community Extra Curricular Meeting on Monday, October 22, 2007** beginning at **7:00 p.m.** in the **Administration Building Community Room.**

There will be a **Safety Meeting on Tuesday, October 2, 2007** beginning at **3:30 p.m.** in the **Kennard-Dale High School Cafeteria.**

Informational

Below is the attendance for the 2007-2008 School Year Open House at SEMS-West and SEMS-East:

SEMS-West – Fifth Grade – August 22, 2007	159
SEMS-West – Sixth Grade – August 23, 2007	<u>125</u>
Total	284

SEMS-East – Seventh Grade – August 23, 2007	94
SEMS-East – Eighth Grade – August 23, 2007	<u>71</u>
Total	165

Upcoming Events

September 6, 2007	School Board Meeting @ 7:30 p.m.
September 11, 2007	SEMS-East Back to School Night 6-8 p.m.
September 13, 2007	Kennard-Dale Back to School Night @ 7:00 p.m.
September 19, 2007	SEMS-East CPM Parent Information Night @ 5:30 & 6:30 p.m.
September 20, 2007	Board Meeting @ 7:30 p.m.
September 20, 2007	New Hire Receptions – Meet & Greet 6:30 – 7:15 p.m.
September 28, 2007	Faculty Recital K-D Auditorium @ 7:00 p.m.
October 4, 2007	School Board Meeting @ 7:30 p.m.
October 5, 8, 2007	No School for Students – Staff Development

PUBLIC COMMENT ON NON-AGENDA RELATED ITEMS

None

ADJOURNMENT

On a motion by Mr. Hushon seconded by Mrs. Wilson, the meeting was adjourned at 8:21 p.m. by voice vote, all in favor.

Respectfully submitted,

Paula K. Denton
Board Secretary