

MUNCY SCHOOL DISTRICT BOARD OF EDUCATION

**REGULAR PUBLIC MEETING**

May 16, 2022

7:00 P.M.

The Muncy School District Board of Directors held their regular monthly public meeting in the Muncy Jr./Sr. High School Library/Media Center Addition, Muncy, Pennsylvania 17756.

Members of the board present: President Mr. Scott Johnson, Vice President Mr. Kim Walker, Mr. Joseph Earnest, Mr. David Edkin, Mr. Steven Hill, Mr. David Messenger, Mrs. Krista McMonigle, Mr. Justin Teffeteller, and Mr. Corey Walko. Members of the board absent: None

Members of the administration present: Superintendent Dr. Craig Skaluba, Assistant to the Superintendent for Curriculum and Instruction Dr. Kimberly Hamilton, Business Administrator Mr. Andrew Seese, High School Principal Mr. Timothy Welliver, Elementary Principal Mr. Steven Haddon, and Special Education Coordinator Mrs. April Farrell.

President Johnson called the meeting to order at 7 p.m. The Pledge of Allegiance to the Flag was recited. There were six in-person participants.

**REVIEW AND APPROVAL OF MINUTES**

Mr. Edkin moved to approve the minutes of the [April 18, 2022 Regular Public Meeting](#) of the Muncy School District Board of Directors. Mr. Walker seconded the motion and it passed unanimously.

**INFORMATION AND VISITORS' PRESENTATIONS**

There was an announcement of an executive session prior to the meeting for personnel and legal matters. The public was invited to address the Board at this time in accordance with Muncy School District's established public input procedures. The Chair entertain any requests for listed agenda item changes and submission of abstention memorandums to the Board Secretary. There were two abstention memorandums given to the Board Secretary, one each by Mr. Edkin and Mr. Hill.

**OLD BUSINESS**

**A. Policies**

Motion to approve the second reading and final approval of the following policies:

1. [Policy 610 – Purchases Subject to Bid / Quotation](#)
2. [Policy 611 – Purchases Budgeted](#)
3. [Policy 626 – Procurement Procedure Attachment](#)

**Mr. Edkin moved to approve items A. Mr. Hill seconded the motion and it passed unanimously.**

**NEW BUSINESS**

**A. Adoption of the 2022-2023 Proposed Final Budget**

Motion to approve the adoption of the proposed final 2022-2023 Muncy School District General Fund Budget, including the following tax rates: [\(See PDE- 2028\)](#) (Copied in Minutes)

	<u>Current</u>	<u>Proposed 2022-2023</u>
Real Estate	16.72 mills	16.72 mills
Earned Income	1.25%	1.25%
Real Estate Transfer	.5%	.5%
Local Services	\$5.00	\$5.00

**B. Financial Reports**

Motion to approve April 2022 Financial Reports (Copied in Minutes):

1. [Treasurer's Report](#)
2. [General Fund](#)
3. [Food Service Report](#)
4. [Student Activities Fund](#)

**C. Agreements/Proposals**

Motion to approve the following Proposals and Agreements (Copied in Minutes):

<u>Vendor</u>	<u>Goods/Services/Fees</u>
CXTEC (PEPPM # 528262-009)	<a href="#">Network Juniper Switches</a> /\$50,576
Infocon Corporation	<a href="#">2022 Tax Processing Service (Printing/Postage/Mailing)</a> +/--\$1,750
Keystone College	<a href="#">2022-2023 Dual Enrollment Agreement</a>
BLaST IU 17	<a href="#">2022-2023 eQUIP Online Learning Services MOU</a> /\$620 - \$700 per course for grades 6-12/\$3,200 per year tuition for K-5 students
BLaST IU 17	<a href="#">2022-23 DaRTS Software Agreement</a> /\$2,500 per year plus \$175 per user
Siemens Industry Inc.	<a href="#">3-year Elementary School Fire Monitoring Service</a> /\$440/\$450/\$460
Siemens Industry Inc.	<a href="#">3-year HS Emergency Telephone Monitoring Service</a> / \$350/\$360/\$370
Richard P. Snodgrass & Co.	<a href="#">3-year Auditing Services</a> /year 1 \$20,000/year 2 \$18,000 to 20,000/ year 3 \$18,000

**Item pulled and tabled until June 2022 meeting:**

Susquehanna Transit	<a href="#">3-year Renewal Pupil Transportation/1.1 X state formula</a>
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**D. 2022 Muncy Community Action Program (CAP) Contribution**

Mr. Earnest recommended to approve a contribution in the amount of [\\$6,550.00 to the Muncy Community Action Program \(CAP\)](#). (Copied in Minutes)

**E. Out of State Field Trip**

Motion to approve the following out-of-state field trip request: (Copied in Minutes)

[Muncy Sr. High School FBLA – National Leadership Conference](#)

Destination: Chicago, IL

Dates: June 28 – July 2, 2022

Cost to District: \$1,711.55

**F. Donation**

Motion to approve the following donation of \$2,694.00 towards two microphones to be used for music technology from Mrs. Carla LaRose.

**Mr. Hill moved to approve items A through F (with the exception of Susquehanna Transit contract in item C). Mr. Walko seconded the motion and it passed unanimously.**

## PERSONNEL

### A. School Board

1. Election of Board Treasurer  
I will accept nominations for the position of Board Treasurer for 2022-2023:  
Mr. Edkin nominated Robert Houseknecht to serve as Board Treasurer. There was no other nominations.

**Mr. Edkin moved to approve items A. Mr. Walker seconded the motion and it passed unanimously.**

### B. Professional (Copied in Minutes)

1. This item was moved to **OTHER** section, listed as item B. 1., and voted on separately.
2. Motion to approve the following individuals as substitute teachers for the Elementary Summer Program:
  - a. James Williams
  - b. Courtney Taylor  
\*Amy Houseknecht to be paid at established supplemental hourly rate through contract with ESS.
3. Motion to approve child rearing leave for the following individual:
  - a. Courtney Taylor  
Effective: August 22<sup>nd</sup> through January 17<sup>th</sup>\*  
\*Start Date May Vary
4. Motion to approve the appointment of the following Title I staff for 2022-23 (funded through federal Title I allocation):

### **ELEMENTARY (REGULAR TERM) EXTENDED DAY PROGRAM and/or COMMUNITY EVENTS**

<u>Position</u>	<u>Name</u>	<u>Salary/Wage</u>
Teacher	Kim Price	CBA Homebound Rate
Teacher	Maura Sleboda	CBA Homebound Rate
Teacher	John Tewksbury	CBA Homebound Rate
Teacher	Rae Pitchford	CBA Homebound Rate
Teacher	Anne Johnson	CBA Homebound Rate
Teacher	Jesica Kerstetter	CBA Homebound Rate
Teacher	Amanda Hogan	CBA Homebound Rate
Teacher	Amy Rosenbaum	CBA Homebound Rate

### **Item pulled and tabled until June 2022 meeting:**

<u>Position</u>	<u>Name</u>	<u>Salary/Wage</u>
Consolidated Grant Coordinator/Liaison	Kim Hamilton	242 hours/CBA Homebound Rate
Parent/Community Coordinator	Faith Leonard	104 hours/CBA Homebound Rate

**EXTENDED DAY PROGRAM and/or COMMUNITY EVENTS (continued)**

<u>Position</u>	<u>Name</u>	<u>Salary/Wage</u>
Teacher	Kristi Alexander	CBA Homebound Rate
Teacher	Kristy Rosario	CBA Homebound Rate
Teacher	Megan Morgan	CBA Homebound Rate
Teacher	Kristen Fry	CBA Homebound Rate
Teacher	Stacy Williams	CBA Homebound Rate
Teacher	Faith Leonard	CBA Homebound Rate
Teacher	Matthew Alexander	CBA Homebound Rate
Teacher	Zach Wallace	CBA Homebound Rate
Teacher	Karen Worth	CBA Homebound Rate
Teacher	Sherri Doebler	CBA Homebound Rate
Tutor	Joelyn Neidig	Applicable hourly rate
Tutor	Meg Hoffman	Applicable hourly rate

**C. Classified**

1. Motion to approve the following paraprofessionals to be paid at their established hourly rate for up to 54 hours for the Elementary Summer Program:
  - a. Sonya Johnson
  - b. Betsy Dieterle
2. Motion to approve payment at the current board approved hourly wage for paraprofessionals assigned by administration to elementary summer school supervisory duties.
3. Motion to approval of the following resignation:
  - a. Name: Sophia Budd  
Position: Food Service  
Effective: April 14, 2022
4. Motion to approve payment at the current board approved hourly wage for the following employee to assist with technology maintenance efforts during the summer:
  - a. Heather Peters  
\*Nichole Radar to be paid at established supplemental hourly rate through contract with ESS.
5. Motion to approve the following appointment.
  - a. Name: Anita Smith  
Position: Food Service Substitute  
Rate: \$10.00 per hour  
Effective: Upon Receipt of District Required Hiring Documentation

**C. Classified (continued)**

6. Motion to approve the following deduct days:
  - a. Employee # 1211 – 4/13, 2022
  - b. Employee # 1251 – 4/19 and 4/27-5/1, 2022
  - c. Employee # 1145 – 4/11-22 and 4/25-5/6, 2022
  - d. Employee # 1280 – 4/22, 5/5 and 5/6, 2022
  - e. Employee # 1237 – 4/19, 4/20, 2022
  - f. Employee # 1261 – 4/19, 4/20, 2022
  
7. Motion to approve the following substitute classified staff:
  - a. Karla Grunden – Custodial
  - b. Ann Bieber - Custodial

**D. Athletic**

1. Motion to approve the following coaching appointments:

<u>Name</u>	<u>Coaching Position</u>	<u>Season</u>	<u>Classification</u>
Phil Aiken	Weight Room Supervisor	2022-23	Per Season Rate
Ben Murray	Assistant Jr. High Football	Fall 2022	IV
Tiffany Boyles	J.H. Cheerleading Head Coach	Fall 2022	VII

**Mr. Walker moved to approve items A through D (with the exceptions of item B.1. moved to OTHER section C.1. and voted on and B.4. two positons tabled until June 2022 meeting). Mr. Edkin seconded the motion and it passed unanimously.**

**OTHER**

**A. Proposals and Agreements**

Motion to approve the following agreements/proposals: (Copied in Minutes)

<u>Vendor</u>	<u>Services/Amount</u>
Port Elevator Inc.	<a href="#">Elementary Elevator Service / \$1,824.00</a>
Port Elevator Inc.	<a href="#">High School Elevator Service / \$2,100.00</a>

**Mr. Edkin moved to approve item A. Mr. Messenger seconded the motion and it passed with 8 yes votes and one abstention by Mr. Hill.**

**B. Professional**

1. Motion to approve the following the following individuals as substitute teachers for the Elementary Summer Program:
  - a. Crystal Edkin
  
2. Motion to approve payment at the current homebound instructional rate for teachers assigned by administration to elementary summer school supervisory duties.

**Mr. Walker moved to approve item B. Mrs. McMonigle seconded the motion and it passed with 8 yes votes and one abstention by Mr. Edkin.**

**C. Professional**

1. Motion to approve the following appointment (Copied in Minutes):
  - a. Name: Wendy Ripley\*  
Position: School Psychologist  
Effective: Beginning of the 2022-2023 School Year  
Salary: M15 S14  
\*Pending district required hiring documentation.

**Mrs. McMonigle moved to approve item C. Mr. Earnest seconded the motion and it passed with seven yes votes and two no votes by Mr. Edkin and Mr. Walko.**

**COMMITTEE REPORTS**

The board heard committee report from Dr. Skaluba on PVAAS growth data. The next board meeting will be June 20<sup>th</sup>.

**ADMINISTRATION REPORTS**

**Dr. Skaluba reported on:** Best part of year is celebrating our graduates and underclass student accomplishments.

**Dr. Hamilton reported on:** Summer workshops and Professional development opportunities.

**Mr. Seese reported on:** Federal funding update (Copied in Minutes).

**Mr. Welliver reported on:** Senior Honor Assembly, Class Night, Senior Picnic and Graduation.

**Mr. Haddon reported on:** Senior class walk through at the elementary school, spelling bee, field day and 6<sup>th</sup> grade reward day.

**Mrs. Farrell reported on:** Penn College transition conference.

**DELEGATE REPORTS**

**Mr. Johnson gave a report to the board regarding BLAST IU #17** – Six new classrooms and a more robust technology protection initiated.


**Mr. Messenger gave a report to the board regarding the Lycoming Career & Technology Center** – Senior ceremony and updates to job descriptions.

**Mr. Edkin gave a report on the PA School Boards Association** – Senator Gene Yaw and supporting cyber school reform.

**ANNOUNCEMENT OF EXECUTIVE SESSION**

President Johnson announced that an executive session for personnel and legal topics would be held after the meeting. There being no further business, Mr. Walker moved to adjourn the meeting at 8:30 p.m. Mr. Edkin seconded the motion and it passed unanimously.

Respectfully submitted,



Andrew Seese, Board Secretary