

EASTERN YORK SCHOOL DISTRICT
REGULAR BOARD MEETING
ADMINISTRATION BUILDING STAFF DEVELOPMENT ROOM
JANUARY 19, 2017
6:00 PM

AGENDA

- I. GENERAL BUSINESS
 - A. CALL TO ORDER
 - B. PLEDGE OF ALLEGIANCE
 - C. ROLL CALL
 - D. APPROVAL OF PREVIOUS BOARD MINUTES
 - E. TREASURER'S REPORT
- II. STUDENT REPRESENTATIVE'S REPORT
- III. EDUCATIONAL PRESENTATION
- IV. INFORMATIONAL (if necessary)
- V. HEARING OF PATRONS - Agenda Items Only
- VI. SECRETARY'S REPORT
- VII. SUPERINTENDENT'S REPORT
- VIII. PRESIDENT'S REPORT
- IX. COMMITTEE REPORTS
- X. FINAL BOARD COMMENTS/QUESTIONS
- XI. FINAL PATRON COMMENTS/QUESTIONS (time permitting)
- XII. ADJOURNMENT
- XIII. EXECUTIVE SESSION (if necessary)

THE MISSION OF EASTERN YORK SCHOOL DISTRICT IS TO EDUCATE, PREPARE, AND MOTIVATE EACH STUDENT TO DREAM, TO THINK, TO LEARN, AND TO ACHIEVE THROUGHOUT LIFE.

DISTRICT PRIORITIES

***Student Engagement
Intervention***

***Curriculum
Technology***

Instruction

***Assessment
Staff Development***

HOW TO BRING ITEMS OF CONCERN TO THE BOARD: HEARING OF PATRONS

There are two opportunities for the public to provide comments to the Board. The first opportunity will be on agenda items only, while the second will be for other topics. The Board requests that no complaints of a personal nature be initiated at a public meeting. Please note that the Board will be listening and taking notes, but please do not expect a response. If further action is needed from the Administration, direction will be given to follow up with the community member. Should a Board Member offer a response, that individual is speaking only for him or herself and the response should not be considered to be that of the Board.

**EASTERN YORK SCHOOL DISTRICT
GENERAL FUND TREASURER'S STATEMENT
December 31, 2016**

First National Bank Balance, 12/1/16 \$ 14,107,157.07

December Receipts:

Current Real Estate Tax	585,542.64	
Interim Real Estate Tax	14,226.74	
Delinquent Real Estate Tax	16,894.28	
Earned Income Tax	153,842.00	
Per Capita & Occupation Tax	10,445.30	
Real Estate Transfer Tax	13,425.40	
Local Services Tax	3,145.94	
Title I	44,398.21	
Title II	6,592.36	
State Subsidies	2,871,367.12	
Tuition	67,965.91	
Transfer from Capital Reserve	73,375.52	
Gate Receipts	3,226.00	
Donations	5,683.33	
Cafeteria NSLP Subsidy (November)	61,418.03	
Interest (First National Bank)	1,579.25	
Miscellaneous Receipts	10,532.74	
Total Receipts	3,943,660.77	3,943,660.77

December Disbursements:

Checks Cleared	(1,382,168.84)	
Payroll Deposits	(1,283,390.29)	
Federal, State & Local Payroll Taxes	(563,637.33)	
PSERS (employee contributions)	(107,588.40)	
PSERS (employer contributions)	(1,065,773.24)	
Health Insurance	(355,743.58)	
Annuity Withholdings	(22,570.90)	
Misc. Payroll Withholdings (Dues, SCU)	(41,074.48)	
Debt Service Payments	(88,896.00)	
Substitute Teacher Service	(22,181.69)	
Returned Deposited Checks	(73.26)	
Total Disbursements	(4,933,098.01)	(4,933,098.01)

First National Bank Balance, 12/31/16 \$ 13,117,719.83

**EASTERN YORK SCHOOL DISTRICT
MISCELLANEOUS ACCOUNT BALANCES
December 31, 2016**

General Fund Fulton Bank Accounts:	
Operating Account Balance, 12/1/16	\$ 16,447.39
Admin Fee (refund pending)	(116.10)
Operating Account Balance, 12/31/16	<u>16,331.29</u>
Payroll Account Balance, 12/31/16 (no activity)	<u>\$ 50.00</u>

Capital Reserve Fund Balance, 12/1/16	\$ 73,375.52
Interest - December	4.52
Transfer to General Fund	(73,375.52)
Capital Reserve Fund Balance, 12/31/16	<u>\$ 4.52</u>

General Fund INVEST Acct Balance, 12/1/16	\$ 27,327.06
Interest - December	12.48
General Fund INVEST Acct Balance, 12/31/16	<u>\$ 27,339.54</u>

General Fund PSDLAF Acct Balance, 12/1/16	\$ 16,724.37
Interest - December	4.04
Easy Procure Purchases	(3,390.82)
General Fund PSDLAF Acct Balance, 12/31/16	<u>\$ 13,337.59</u>

Cap. Const. Fund INVEST Acct Balance, 12/1/16	\$ 42,344.92
Interest - December	19.34
Due from General Fund	1,150,000.00
Cap. Const. Fund INVEST Acct Balance, 12/31/16	<u>\$ 1,192,364.26</u>

**TREASURER'S STATEMENT
STUDENT ACTIVITIES & FOOD SERVICE FUNDS
FOR THE QUARTER 10/1/16 THRU 12/31/16**

STUDENT ACTIVITIES FUND

Beginning Bank Balance, 9/30/16	\$ 82,735.46
Plus: Receipts-Current Period	72,099.16
Transfers from Other Clubs	18.00
Voided Checks	0.00
Less: Check Disbursements-Current Period	(43,914.27)
Transfers to Other Clubs	(18.00)
Returned NSF Checks & Fees	(41.00)
Disbursements-Prior Period	(4,241.50)
Book Value, 12/31/16	106,637.85
Outstanding Checks	1,220.00
Ending Bank Balance, 12/31/16	\$ 107,857.85

FOOD SERVICE FUND

Beginning Bank Balance, 9/30/16	\$ 381,300.96
Plus: Receipts-Current Period	184,877.74
Receipts-Prior Period	3,766.07
Less: Disbursements-Current Period	(246,184.75)
Disbursements-Prior Period	(4,007.45)
Returned NSF Checks & Fees	(274.40)
Banking Supplies	(195.48)
Book Value, 12/31/16	319,282.69
Deposit In Transit	(340.86)
Outstanding Checks	4,025.76
Bank Deposit Error	36.79
Ending Bank Balance, 12/31/16	\$ 323,004.38

SECRETARY'S REPORT
January 19, 2017

APPROVAL ITEMS

1. The Administration recommends the Board approve payment of the 2016-17 General Fund expenditures, for December 8, 2016 to January 12, 2017, in the amount of \$1,977,985.05.

Please see Enclosure B1-1 and B1-2 for further details.

2. The Administration recommends the Board approve payment of the Capital Reserve Fund expenditures in the amount of \$156,697.05.

Please see Enclosure B2 for further details.

3. The Administration recommends the Board approve payment of the 2016-17 Food Service Fund expenditures, for December 1, 2016 to December 31, 2016, in the amount of \$81,802.13.

Please see Enclosure B3 for further details.

4. The Administration recommends the Board approve the following Activities Fund expenditures for the quarter, October 1, 2016 through December 31, 2016, in the amount of \$43,914.27.

Please see Enclosures B4-1 and B4-1a for further details.

5. The Administration recommends the Board approve the Real Estate exonerations and Per Capita exonerations for the 2016-17 year that have been processed for the month.

Real Estate Exonerations	\$ 7,149.81
Per Capita Exonerations	\$10,250.00

Please see Enclosure B5-1 and B5-2 for further details.

6. The Administration recommends the Board approve the Preliminary Budget for the 2017/18 fiscal year, with expenditures in the amount of \$45,725,524, as advertised.
7. The Administration recommends the Board approve the adoption of the Standard IRS mileage rate of .535 cents per mile for automobile mileage reimbursement, effective January 1, 2017.
8. The Administration recommends the Board approve the settlement of the tax assessment appeal litigation (Case No. 2011-SU-004470-26) for Tax parcel 31-000-KJ-0100.00-00000, 21 Shoe House Road, Hellam Township, York County, Pennsylvania, owned by John W. Carter and William S. Carter, at the assessed value of \$1,054,741, effective January 1, 2017 for local and county taxes, and July 1, 2017 for school taxes. The Board authorizes the Business Manager and solicitor to take all steps necessary to effectuate this settlement and to resolve this pending tax assessment appeal case.

9. The Administration recommends the Board approve the contract with ASUS Computer International to allow the District to participate in the ASUS authorized Service Provider Self-Maintainer Program for ASUS branded products, such as the chrome books. The program is at no cost to the District and allows the District to complete warranty repair work in-house and receive a reduced price for non-warranty parts and labor costs.
10. The Administration recommends the Board approve the annual Subscription Agreement with Scenario Learning to provide on-line SafeSchools training at a cost of \$2,250.
11. The Administration recommends the Board authorize the Administration to seek engineering/ architectural support from Crabtree, Rohrbaugh, and Associates to assist in the preparation of bid specifications for the repair/replacement of the Canadochly Elementary School roof.
12. The Administration recommends the Board authorize the Administration to solicit bids to repair/replace the roof at Canadochly Elementary School.
13. The Administration recommends the Board approve the five-year Sponsorship Agreement with OSS Health to provide exclusive rights to advertise all orthopaedic and sports medicine services including, but not limited to, Orthopaedic Hospital, Urgent Care, Sports Performance and Concussion Clinic, for a sponsorship fee of \$25,000, to be paid in annual installments of \$5,000 per year, on March 1 of each year.
14. The Administration recommends the Board approve to accept a donation from Donors Choose.org of four Cecilio CVN-300 Solid Wood Ebony Fitted Violins, with a value of \$519.96, to the Music Department at Canadochly Elementary School.
15. The Administration recommends the Board approve to accept a donation from Donors Choose.org of 30 copies of the book, Speak, with a value of \$280, for use at Eastern York Middle School.
16. The Administration recommends the Board approve to dispose of the following textbooks that are outdated and/or beyond repair from Eastern York High School.

Quantity	Textbooks to be Disposed
20	General Science
11	Science of Agriculture, 3 rd Edition
25	Environmental Science

17. The Administration recommends the Board approve to retire approximately 143 pieces of obsolete technology equipment.

SUPERINTENDENT'S REPORT PERSONNEL

APPROVAL ITEMS

1. **Retirements** -The Administration recommends approval of the following:

- John Clayton Campbell – (with 37 years of district service) High School, Full Time Biology Teacher – effective on or about June 5, 2017.
- Donald Hopper – (with 26 years of district service) High School, Full Time Mathematics Teacher – effective on or about June 5, 2017.
- Margaret Beaver – (with 33 years of district service) Middle School, Full Time 6th Grade Teacher – effective on or about June 5, 2017.
- Joanne Firestone – (with 22 years of district service) High School, Full Time Health and Physical Education Teacher – effective on or about June 5, 2017.
- Judith Heindel – (with 19 years of district service) Middle School, Full Time Attendance Receptionist – effective on or about June 8, 2017.

2. The Administration recommends that Full Time District Maintenance Technician, Mr. Dale Wickenheiser be terminated and dismissed from employment effective January 19, 2017. It is noted that Mr. Wickenheiser has waived his right to a hearing before the Board.

3. **Resignation** - The Administration recommends approval of the following:

- Sheryl D. Jones – Canadochly Elementary School Part Time Classroom Assistant– effective on or about December 13, 2016.
- Chawna G. Griffith – High School, Full Time School Secretary – effective on or about December 14, 2016.
- Lisa F. Culp – High School, Co-Curricular, Yearbook Co-Advisor – effective on or about January 6, 2017.
- Christina D. McLaughlin – Part Time District Receptionist - effective on or about October 31, 2016 (in order to accept the position of Full Time Secretary).

4. **Leaves** - The Administration recommends approval of the following:

- Teresa Dellinger – Kreutz Creek Elementary School, Full Time Classroom Assistant – leave of absence effective on or about December 20, 2016 through on or about February 6, 2017.
- Megan Miles – Wrightsville Elementary School, Part Time Learning Support Assistant – leave of absence effective on or about March 31, 2017 through on or about June 2, 2017.
- Kelly Muldowney – High School, Full Time Social Studies Teacher and Department Chair – leave of absence effective on or about February 27, 2017 through on or about June 2, 2017.

5. **Appointments - Support Staff** - The Administration recommends approval of the following:

Name: Christina McLaughlin
 Position: Full Time School Secretary
 Assignment: High School
 Replacing: Chawna Griffith (resignation)
 Salary: \$ 15.50 per hour
 Work Year: 260 days per year
 Work Day: 8 hours per day
 Effect Date: On or about October 31, 2016
 Acct Code: 10-2380-151-000-30-800

Name: Ann Bish
 Position: Part Time Temporary Classroom Assistant
 Assignment: Wrightsville Elementary School
 Replacing: Sherry Bailey (resignation)
 Salary: \$ 8.50 per hour
 Work Year: 182 days/year
 Work Day: 6 hours/day
 Effect Date: On or about January 17, 2017
 Acct Code: 10-1100-191-000-10-230
 (pending completion of paperwork)

6. The Administration recommends approval of the following day to day Substitute Teachers through Substitute Teacher Service (STS) for the 2016/2017 school year per the terms and agreements of the contract:

Clingan, Melissa	Koons, Shawnee	Smith, Devonna
Fenske, Amanda	McAdoo, Morgan	Via, Kevin
Funk, Lyndsay	Murphy, Krystal	Wettig, Shawn
Gentzler, Thomas	Predix, Sandra	
Hosey, Adam	Shellenberger-Jeffers, Robin	

7. The Administration recommends approval of the following transportation providers through MANITO for the 2016/2017 school year:

Albright, Steven
Rainey, Vernal Sr.
Shaffer, Sundra

8. **Appointments – Co-Curricular Athletic Positions** – The Administration recommends approval of the following effective **July 1, 2016 through June 30, 2017**, *pending receipt of signed Coaches Code of Conduct and successful completion of the Sudden Cardiac Arrest Training Course (per House Bill No. 1610/Session 2011)*:

Position	Employee		Level	Years	Salary
	First Name	Last Name			
Volleyball, JH Girls	Joshua	Korb	5	3	\$ 2,762
Baseball Assistant, JV	Dennis	Rupp	4	4	\$ 3,788

9. **Appointments – Co-Curricular Athletic Positions** – The Administration recommends approval of the following effective **July 1, 2017 through June 30, 2018**, *pending receipt of signed Coaches Code of Conduct and successful completion of the Sudden Cardiac Arrest Training Course (per House Bill No. 1610/Session 2011)*:

Position	Employee		Level	Years	Salary
	First Name	Last Name			
Volleyball, Head Girls	Joshua	Korb	2	4	* TBD

*TBD – to be determined based on EYEA contract

10. **Appointments – Volunteers** - The Administration recommends approval of the following volunteers for the 2016/2017 school year:

Robinson, Jessica
Roegner, Jessica
Stough, Patricia

11. The Administration recommends Board final approval of the revised job descriptions for the following Support Staff and Co-Curricular Positions:

- Bookkeeper
- District Receptionist/HR Support
- Secretary to the Director of Human Resources
- Game Helpers for Athletic Events
- School Police/Security

NOTE: First Reading and distribution December 8, 2016.

MISCELLANEOUS

1. The Administration recommends the re-admission of a 8th grade student based on the terms of the adjudication during Disciplinary Hearing held December 7, 2016.
2. The Administration recommends the re-admission of a 10th grade student based on their letter of request for re-admission and apology, per the terms of the adjudication during Disciplinary Hearing held January 6, 2016.

EDUCATION

1. The Administration recommends approval be granted for a request from Dr. Mitzel, Eastern York High School Principal, on behalf of Mr. Keith Gromis, Marching Band Director and the marching band students to arrange an overnight trip to attend The Disney Performing Arts Program in Orlando, Florida. The trip is overnight beginning December 26, 2017 and ending December 31, 2017.

INFORMATIONAL

1. The Administrator attending the Board Meeting this evening is Dr. Timothy Mitzel, High School Principal.

PRESIDENT'S REPORT

DISCUSSION ITEM-

1. Crawford Estate-
High School Proposal

Eastern York School District will not discriminate on the basis of sex, race, color, religion, national origin, or handicap or because a person is a disabled veteran of the Vietnam Era, in its admissions, educational programs, activities, or employment policies. Publication of this policy is in accordance with state and federal laws including the Americans with Disabilities Act, Title IX of the Education Amendments Act of 1972 and Section 504 of the Rehabilitation Act of 1973. Inquiries should be directed to the ADA and Title IX coordinator, Dr. Rita Becker, at Eastern York School District Administrative Office, PO Box 150, Wrightsville, Pennsylvania 17368-0150 (717) 252-1555.