

HANCOCK COUNTY BOARD OF EDUCATION

July 16, 2018

The Hancock County Board of Education met on Monday, July 16, 2018 at the JDR IV Career Center, New Cumberland, commencing at 5:00pm. Board Members present: Michelle Chappell, President, Tim Reinard, Carol Rosenlieb, Danny Kaser, and Toni Hinerman.

APPROVAL OF MINUTES

The minutes of the regular meeting on June 25, 2018 were presented for approval. Toni Hinerman moved and was supported by Carol Rosenlieb; Mr. Kaser abstained from voting.

Motion Carried: Chappell, President and Reinard, Rosenlieb, and Hinerman.

The minutes of the special meeting on July 2, 2018 were presented for approval. Carol Rosenlieb moved and was supported by Toni Hinerman.

Motion Carried: Chappell, President, Reinard, Rosenlieb, Kaser and Hinerman.

TAKE A BOW

Mr. Woodward stated that he had asked Mr. Van Huynh, the substitute custodian at the Career Center to stay to be recognized but he could not stay. Mr. Woodward went on to say that Mr. Huynh is a hard working substitute with a great positive attitude and that he wished he could be cloned. Mr. Woodward also stated that Mr. Huynh will be hired at this meeting as a full time employee and the county is happy to have him.

DELEGATIONS

There were no delegations.

REPORTS

1. SUPERINTENDENTS REPORTS

BEDH

Mr. Woodward stated that BEDH is policy concerning public participation at board meetings. He said that Hancock County Board meetings are not public meetings that they are just held in public. He then handed out Policy to the board members. He stated that public comment is allowed as "Delegations" and are only allowed five (5) minutes. He would like this year for the Board President to limit delegations to five minutes and if the delegations need more than five minutes the delegation can come to another meeting. Each meeting will set aside 20 minutes total for Delegations and the President has the right to designate one person if the numerous people have come to speak about the same subject matter.

Mr. Woodward also stated that he is going to have the JDR Career Center PRO officer to be present at future Board Meetings in the case there is a need to remove a Delegation.

Mr. Woodward asked that the BEDH Policy be revisited on the July 30, 2018 meeting.

Mr. Woodward gave each Board Member a copy of a Bowles & Rice document which contained all the bills passed at the last legislative session and how it will effect education.

UNFINISHED BUSINESS

1. Bus and School Radios

Mr. Woodward stated that he has not had any update from Mr. Luttamus concerning the status of the radios.

2. New Reading Bus

Mr. Woodward stated that the new reading bus would be delivered and ready to go July 25-26 and that he was working with Kelly McCoy concerning the marketing and unveiling of the bus and intended to invite the media to the event and would have a ribbon-cutting ceremony.

Erica Sauer said the pictures of the bus look great and the books for the bus are ready. Andrea Dulaney added that each student will receive a book bag also.

NEW BUSINESS

It was recommended by Mr. Woodward that the Board schedules an additional Board Meeting on July 30, 2018 at 5:00pm which will include BEDH out for comment, finance and personnel.

RECOMMENDATIONS OF THE SUPERINTENDENT

A. PERSONNEL

1. TRANSFERS -- CERTIFIED

It is recommended that the following transfers be approved, effective the 2018-19 school year:

<u>Name</u>	<u>From</u>	<u>To</u>
Megan Baxter	Teacher (Multi-cat. /Autism) New Manchester Elementary	Teacher (Grade 4) New Manchester Elementary
Nicole Campbell	Teacher (Kindergarten) Allison Elementary	Teacher (Grade 1) New Manchester Elementary

Mr. Woodward presented item 1 recommended approval. Carol Rosenlieb moved and was supported by Tim Reinard.

Motion Carried: Chappell, President, Rosenlieb, Reinard, Kaser, and Hinerman.

2. ASSIGNMENTS -- CERTIFIED

It is recommended that the following assignments be approved, effective the 2018-19 school year:

<u>Name</u>	<u>Position</u>	<u>Degree/Exp.</u>
Mia Kerber	Teacher (Alt. Ed.-Gen. Educator) Alternative Learning Center	Master's + 30/9
James Cassiadoro	Teacher (Alt. Ed.-Gen. Educator) Alternative Learning Center	Bachelor's/0
Jennifer Fiedorczyk	Teacher (Special Educator) Alternative Learning Center	Bachelor's/6
Brian Mick	Teacher (Graphic Arts) Rockefeller Career Center	Bachelor's/22

Mr. Woodward presented item 2 for approval with the exception of removing Ethan Dray and replacing with the name of Brian Mick. Carol Rosenlieb moved with support from Danny Kaser.

Motion Carried: Chappell, President, Reinard, Rosenlieb, Kaser and Hinerman.

3. RESIGNATION -- COACHING -- CERTIFIED

It is recommended that the following resignation be approved, effective 7/3/18, due to personal reasons:

WEIR HIGH SCHOOL

Boys' Soccer Assistant	Milan Martich
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4. ASSIGNMENT -- COACHING -- CERTIFIED

It is recommended that the following assignment be approved, effective the 2018-19 school year:

OAK GLEN HIGH SCHOOL

Golf Head	Scott Wiley
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5. CONTRACT ADJUSTMENT

It is recommended that following contract adjustment be made starting in the 2018-2019 school year.

<u>Name</u>	<u>From</u>	<u>To</u>
Diane Rocchio	Secretary III JDR Career Center 240 days/8 hours	Secretary III JDR Career Center 220 days/8 hours

Mr. Woodward presented items 3,4, & 5 and recommended approval.

Tim Reinard moved with support from Toni Hinerman.

Motion Carried: Chappell, President, Reinard, Rosenlieb, Kaser and Hinerman.

6. **TRANSFER – CLASSIFIED**

It is recommended that the following transfer be approved effective 2018-2019 school year:

<u>Name</u>	<u>From</u>	<u>To</u>
Brenda Sayre	Bus Operator #138 Transportation 200 days/7 hours	Bus Operator #137 Transportation 200 days/5.75 hours
Ronald Powell	Bus Operator #73 Transportation 200 days/5.75 hours	Bus Operator #151 Transportation 200 days/5.75 hours
Andrea Mercer	Bus Operator #173 Transportation 200 days/5.75 hours	Bus Operator #71 Transportation 200 days/5.75 hours
Brian Sweeney	Bus Operator #69 Transportation 200 days/5.75 hours	Bus Operator #121 Transportation 200 days/5.75 hours
Kathryn Haynes	Cook III Central Kitchen 200 days/7 hours	Cook II Weir High 200 days/3.5 hours 9:30am – 1:00pm
Maryann Pradovich	Custodian II JDR Career Center 220 days/8 hours	Cook III Central Kitchen 200 days/7 hours 6:00am – 1:00pm
Mark Sabbato	Custodian II Oak Glen Middle 220 days/8 hours	Custodian III/GM Weirton Elementary 240 days/8 hours 12:00pm – 8:00pm
Linda Nicoles	Cook II Oak Glen Middle 200 days/3.5 hours	Supervisory Aide II-IV/AM Weirton Elementary School 200 days/7 hours 7:30am – 2:30pm
Denise Hayes	Secretary III Oak Glen High 220 days/8 hours	Secretary III Transportation 220 days/8 hours 7:00am – 3:00pm

TBA	TBA	Custodian II John D. Rockefeller Career Center 220 days/8 hours 2:00pm – 10:00pm
TBA	TBA	Custodian II Oak Glen Middle School 220 days/8 hours 2:00pm – 10:00pm
TBA	TBA	Cook II Oak Glen Middle School 200 days/3.5 hours 9:30am – 1:00pm
TBA	TBA	Cook III Central Kitchen 200 days/7 hours 6:00am – 1:00pm
TBA	TBA	Bus Operator #138 Transportation 200 days/7 hours
Carey Cutright	Bus Operator #103 Transportation 200 days/5.75 hours	Bus Operator #73 Transportation 200 days/5.75 hours
Misty Still	Bus Operator #162 Transportation 200 days/5.75 hours	Bus Operator #173 Transportation 200 days/5.75 hours
Robert Kramer	Bus Operator #172 Transportation 200 days 5.57 hours	Bus Operator #69 Transportation 200 days/5.75 hours

Mr. Woodward presented item 6 and recommended for approval with the following exceptions: Brenda Sayre rescinded bid for Bus #137 and striking the TBA for the Custodian at JDRCC, Custodian at OGMS, Cook at OGMS, Cook at Central Kitchen, and Bus Operator #138.

Tim Reinard moved and Carol Rosenlieb supported.

Motion Carried: Chappell, President, Reinard, Rosenlieb, Kaser and Hinerman.

7. **TRANSFER – CLASSIFIED - SUBSTITUTES**

It is recommended that the following transfer be approved effective 2018-2019 school year.

<u>Name</u>	<u>From</u>	<u>To</u>
Van Huynh	Substitute Custodian/Food Truck Driver	Custodian II Weir High School

Countywide

220 days/8 hours
2:00pm – 10:00pm

Lora Baumgarner

Substitute
Aide
Countywide

Supervisory Aide II-IV/AM
Oak Glen High School
200 days/7 hours
7:20am – 2:20pm

8. **ASSIGNMENT--CLASSIFIED--SUMMER**

It is recommended that the following assignment be approved for the 2018-2019 Summer Transportation.

<u>Name</u>	<u>Position</u>	<u>Location</u>
Betty Dennis	Bus Operator 3.5 hours	Countywide

9. **ASSIGNMENT – CLASSIFIED**

It is recommended that the following personnel be approved for the 2018-2019 school year pending favorable fingerprint results and state mandated Aide test.

<u>Name</u>	<u>Position</u>
Trendle K. Little	LPN/Autism Mentor Aide Allison Elementary 200 days/7 hours 7:45am – 2:45pm
Melanie R. Thomas	LPN/Autism Mentor Aide New Manchester Elementary 200 days/7 hours 8:00am – 3:00pm

10. **ELIMINATION OF POSITION(S)**

It is recommended that the following position(s) be eliminated for the 2018-2019 school year:

<u>Position(s)</u>	<u>Location</u>
2-Executive Secretary	Superintendent/Board Office 260 days/8 hours

11. **LEAVE OF ABSENCE – CLASSIFIED**

It is recommended that the following unpaid Leave of Absence be extended from July 14, 2018 through end of work day on September 14, 2018.

<u>Name</u>	<u>Position</u>	<u>Reason</u>
Ora Ray Pernel	Custodian IV JDR Career Center	Medical

Mr. Woodward presented items 7, 8, 9, 10, and 11 and recommended approval. Tim Reinard moved with Toni Hinerman supporting but with a question regarding number 11 which Mr. Woodward said he would inquire about the continuance of the medical leave of Ora Pernell. Mr. Woodward did state that the personnel office does have the proper medical documentation on file.

Motion Carries: Chappell President, Reinard, Rosenlieb, Kaser, and Hinerman.

B. FINANCE

1. LIST OF BILLS

Mr. Woodward presented the list of bills and recommended approval. Tim Reinard moved and was supported by Carol Rosenlieb with a question regarding the Hearst Review Services invoice. Mr. Campinelli, Finance Director, stated that this is a one-time fee for the Practical Nursing Program's prep test and is paid out of PNP funds.

Motion Carries: Chappell, President, Reinard, Rosenlieb, Kaser and Hinerman.

2. INVOICES

Mr. Woodward presented the SBA invoice. Tim Reinard moved and was supported by Carol Rosenlieb.

Motion Carries: Chappell, President, Reinard, Rosenlieb, Kaser, and Hinerman.

C. MISCELLANEOUS

1. STUDENT ACCEPTANCES

It is recommended that the following student releases be approved, for the 2018-19 school year:

Code: HCX47
HCX107
HCX1013
HCX1913

2. SALARY SCALES

It is recommended that the professional and service personnel pay scales be approved:
(Attached)

Coaching

3. AGREEMENT – BUS DRIVER TRAINING

Agreement between Hancock County Schools and Mountain State Educational Services Cooperative, hereinafter referred to as MDESC, for Bus Driver Training Services.

Mr. Woodward presented items 1, 2, 3 and recommended approval. Tim Reinard moves and Toni Hinerman supported.

Motion Carries: Chappell, President, Reinard, Rosenlieb, Kaser, and Hinerman.

4. AGREEMENT – NEW CUMBERLAND SOUP KITCHEN

It is recommended that Hancock County Schools enter into a Memorandum of Understanding with the Soup Kitchen for the 2018-2019 school year.

Mr. Woodward recommended item 4 and recommended approval. Tim Reinard moves with a question regarding the location of the soup kitchen. It was asked that item 4 be tabled and placed on the July 30th agenda when Mr. Govey and be in attendance. Tim Reinard moves to table this item with the support of Toni Hinerman.

Motion Carries: Chappell, President, Reinard, Rosenlieb, Kaser, and Hinerman.

5. BIDS -VEHICLE MAINTENANCE

(2) 2018 Ram 2500 Promaster Cargo 136” WB High Roof vans

<u>NAME</u>	<u>BID</u>
Diehl Chrysler Dodge Ram	\$28,961.50* each
Carright Chrysler Dodge Ram	\$28,925.00 each

*Both bids met the minimum specifications that were requested. The Diehl bid includes approximately \$1200 in additional options, including: security alarm, “Parksense” rear park assist system, LED cargo area lights, daytime running lights.

Mr. Woodward recommended Diehl Chrysler Dodge Ram be approved for Vehicle Maintenance. Tim Reinard will abstain from vote. Toni Hinerman moves with support from Carroll Rosenlieb.

Motion Carries: Motion Carries: Chappell, President, Rosenlieb, Kaser, and Hinerman.

BIDS –PAVING

Oak Glen High School, Oak Glen Middle School, Weir High School, A.T. Allison Elementary

<u>NAME</u>	<u>BID</u>
Jim Davis Enterprises	\$160,247.00*

Mr. Woodward recommended Jim Davis Enterprises be approved for Paving at \$160,247. Carol Rosenlieb moves with the support from Danny Kaser with a question of where exactly at the High schools and Elementary Schools will the paving be done. Mr. Mark Dziatkowicz provided an aerial map to Mr. Kaser and the Board for review.

Motion Carries: Chappell, President, Rosenlieb, Kaser, Reinard, and Hinerman.

D. POLICY ISSUES

1. The following policies are being presented at a second reading, these policies were sent out for comments:

GCD - Staff Vacation and Holidays
GCL - Staff Schedules and Calendars

Mr. Woodward presented item 1 for recommendation and approval. Carol Rosenlieb moves and supported by Tim Reinard that policy GCD and GCL will be presented for a second reading and revisited under Unfinished Business at the July 30, 2018 meeting for approval.

Motion Carries: Chappell, President, Rosenlieb, Kaser, Reinard, and Hinerman.

2. POLICY FOR COMMENT

The following policy is being recommended to go out for comment:

DKCB - Cellular Device Stipends

Mr. Woodward presented item 2 for recommendation and approval. Carol Rosenlieb moves with support from Tim Reinard with a question if the stipend information and policy can be emailed again to the Board.

Motion Carries: Chappell, President, Rosenlieb, Kaser, Reinard, and Hinerman.

COMMUNICATIONS

OGHS – Request for Swim Team

Mr. Woodward stated that he will inquire into the cost of the swim team and asked that the swim team item be tabled and placed on the July 30th Board Meeting under New Business.

GOOD OF THE ORDER

Mr. Woodward stated that the new website project is moving quickly. Mr. McKinney stated that the final mock-ups for the schools will be ready in a week to a week and a half and then the staff will be ready to train before school starts. Carol Rosenlieb asked if the calendar and the directions to the schools will be on the website and to be updated on the Alternative Learning Center, Virtual Schools, Bus Radios, and Free Lunch Reports. Ms. Dulaney stated that the Reading Café will be used throughout the school year; possibly at orientation, opening day, parent involvement events and possibly the Christmas parade.

MEETINGS

Monday, August 13, 2018 5:00 p.m.

Regular Meeting
Board of Education
JDR IV Career Center, New Cumberland

Monday, July 30, 2018 5:00pm

Special Meeting
Board of Education
JDR IV Career Center, New Cumberland

Purpose of this meeting: Personnel, Finance, and Policy Review.

EMPLOYEE DISCIPLINE

1. **SUSPENSION - CERTIFIED**

It is recommended that the following employee's suspension without pay from all duties be approved, effective January 22, 2018, through February 12, 2018:

Code: HCT134

Mr. Woodward presented item 1 and recommended approval. Mr. Kaser asked to abstain; It was then requested by Carol Rosenlieb to convene in executive session to review item 1. Caroll Rosenlieb moved for Executive Session with support from Tim Reinard.

The Board went into Executive Session at 5:45pm and reconvened at 5:57pm. No action was taken in the Executive Session. Caroll Rosenlieb moved to reconvene the regular Board Meeting with support from Tim Reinard.

It was moved to approve item 1 by Toni Hinerman with support from Carol Rosenlieb.

Motion Carries: Chappell, President, Rosenlieb, Reinard, and Hinerman. Kaser abstains.

2. **TERMINATION – CERTIFIED**

It is recommended that the following employee be terminated from all duties of employment in the Hancock County School System effective February 13, 2018:

Code: HCT134

Mr. Woodward presented item 2 and recommended approval. Mr. Kaser asks to abstain from the vote.

Motion Carries: Chappell, President, Rosenlieb, Reinard, and Hinerman. Kaser abstains.

ADJOURNMENT

With no further business before the Board, Mrs. Chappell declared the meeting adjourned at 5:58pm.