

NOVEMBER 8, 2021, 7:00 P.M.
JUNIOR-SENIOR HIGH SCHOOL AUDITORIUM & VIDEO CONFERENCE
HYBRID MEETING

MONTROSE AREA SCHOOL DISTRICT
BOARD OF DIRECTORS

WORK SESSION MINUTES

(Visit our website at www.masd.info)

Mrs. Mary Homan
Board of Directors President

Mr. Christopher McComb
Superintendent of Schools

The Montrose Area School District Board of Directors Work Session was called to order by Mrs. Mary Homan, Board President at 7:04 p.m. in the Junior-Senior High School Auditorium, 75 Meteor Way, Montrose PA 18801. There were 11 attendees at this evening meeting via video conference.

I. OPENING EXERCISES – Led by Board Member, Miss Taylor Warner

II. ROLL CALL – Mrs. Connie Birchard, Board Secretary

PRESENT: Mr. John Wood (via zoom), Mrs. Gloria Smith, Mrs. Mary Homan, Mr. Richard Jordan, Mr. Douglas Wilcox, Miss Taylor Warner and Mrs. Gretchen Backer (via zoom)

ABSENT: Mrs. Jennifer Strickland and Mr. Paul Adams

ADMINISTRATORS: Mr. Christopher McComb, Mr. Patrick Matthews, Mr. Eric Powers, Mrs. Michelle Lusk, Mrs. Christine Kresge (via zoom), Mr. Sean Castellani, Mrs. Michelle Lusk, Mr. Thomas Lonzinski and Mr. Craig Owens

III. PRESENTATIONS - None

IV. ADMINISTRATORS' REPORTS – ALL ELECTRONICALLY SUBMITTED - No comments or questions from members of the Board on the Administrators' Reports.

- A. Sean Castellani
- B. Craig Owens
- C. Terrence Whalen
- D. JoAnne McCain
- E. Thomas Lonzinski
- F. Gregory Adams
- G. Christine Kresge
- H. Michelle Lusk
- I. Patrick Matthews
- J. Eric Powers

V. DISCUSSION ITEMS

A. Budget Timeline 2022-2023 – Mrs. Lusk

Mrs. Lusk reported that the local district audit is underway and that the final report should be available in December. She also reviewed the budget timeline with the Board and reported that all budget requests will be due prior to the Christmas break.

B. Football / Baseball Discussion – Mr. Gilhool

Mr. Gilhool reviewed the Rebuilding of the Football Program with those in attendance. He reported that the Football team is at a crossroads. They have had 6 head coaches and over 20 assistant coaches since 2009. Their overall record is 13 wins and 107 losses during this time frame. The goal of this rebuild program is to get consistency and become more competitive with better skill development for younger players, create an attitude with a positive atmosphere and create trust within the program. Some points of emphasis are:

1. Asking the LIAA not to schedule Montrose in LIAA Varsity competition.
 - Montrose would be opting out of league play for a 2-year scheduling cycle
2. Scheduling for all Football levels would be the responsibility of the AD based on open dates of Varsity teams of comparable size and ability and the number of JV and JH programs across the district. Elk Lake coop will continue for at least the next 2-year cycle.
 - 5 – 8 games for Varsity & JV
 - 5 – 8 games for Junior-High (7th & 8th Grade)

V. DISCUSSION ITEMS – Football / Baseball Discussion continued

3. 7th, 8th and 9th grade student athletes are the key for this rebuild to take place.
4. Coaching candidates will possess the following skills:
 - A growth-minded coaching staff with an emphasis on fundamental skill building is required
 - Recruiting and encouraging participation while supporting our athletes
 - A consistent and clear philosophy from top to bottom
 - Communication and collaboration with the local Junior Football program
5. Some suggestions for the new coaching staff coming in would be:
 - Open communication w/ Elk Lake about the off-season programs. Holding some off-season activities at Elk Lake should be considered
 - Off-season weight training program should start in January
 - Off-season film studies using the Hudl program that MASD has purchased
 - Practices starting at 3:30 PM (Montrose Junior-High athletes need access to late buses)
 - Team building activities to promote the sport at both Elk Lake and Montrose
 - Parent involvement is essential for a successful program
6. Programs such as cheer and band would still participate.
 - The Marching Band will continue to participate in Home Varsity Football Games that are played on Friday Nights after the school year begins
 - The Marching Band will also continue to perform at Band Shows/Fall Sports/Community Events as may be scheduled
 - Cheer will be participating at all activities no matter the level (Cheer Advisor)
7. If most of these guidelines are implemented, the administrative team believes that a rebuild would be successful. After the 2023 sports season, Montrose would ask to be placed back into league schedule to compete in the Lackawanna League.

Mr. Gilhool also reported that the baseball field needs repair. After looking at the Elk Lake Softball and Baseball project that was completed 2 years ago, he decided to reach out to Andre & Son and ask them to develop a plan to possibly put Montrose on their schedule for field repair. Mr. Homan, from Andre & Son suggested we do a 2-tiered project for the baseball field. The 1st tier would be grading the infield lip to a gradual grade with topsoil and sod. The lip between the outfield & infield dirt is quite low in some areas and should be done first so an injury does not take place. The 2nd tiered process if the Board approves would be the baselines on the 1st and 3rd base paths and much needed topsoil and sod in these areas. The first tiered estimate is approximately \$6,300. He did not acquire a cost estimate on the second tiered part of the project until he received feedback from the board on whether to investigate this project further. Elk Lake's project cost was approximately \$25,000.

The Board agrees with moving forward with the rebuilding of the football program and the baseball field repair.

- C. Items from members of Board of Directors – Board member, Mr. Jordan asked for an update on what our College and Career Coach, Landon Morey has undertaken so far in his new position. Mr. Eric Powers, High School Principal gave a brief run down and reported to the Board that he teaches our 8th grade Career Exploration Course in addition to working with every single Sophomore and Junior over the course of the fall. He is very instrumental in bringing in colleges and careers into the building along with several other undertakings. He offered to have Mr. Morey give a status report at the January Board meeting.

VI. REVIEW OF AGENDA ITEMS – The agenda was reviewed, and no questions were asked from members of the Board.

VII. INFORMATION ITEMS

- A. Items from members of Board of Directors - None

VIII. COMMITTEES

- A. Schedule meetings – A Health and Wellness Committee meeting has been scheduled for Monday, November 15, 2021 at 4:00 PM in the Community Learning Center and a Community Advisory Committee meeting will be scheduled for Monday, November 22, 2021 at 6:00 PM in the Community Learning Center.

IX. VISITORS' COMMENTS – None

X. ADJOURNMENT - A motion was made by Mrs. Smith, seconded by Mrs. Backer to adjourn the work session at 7:29 PM.

ALL VOTING AYE



Connie Birchard, Board Secretary

MONTROSE AREA SCHOOL DISTRICT

ADMINISTRATIVE REPORT

ADMINISTRATOR- Christine Kresge, Director of Curriculum, and Instruction

BOARD MEETING DATE: Monday, November 8, 2021

Curriculum/Professional Development Planning/Programming

- Federal Program's end-of-year reporting is open for the 2020-2021 school year. I am in the process of reviewing the data and completing the process as required.
- PDE is sponsoring a 5-part training on text dependent analysis (TDA) for district leaders. Mr. McComb, Mr. Castellani, Tracie McComb, and I are attending these meetings to learn more about what students need to know and do to be successful in demonstrating their understanding of the reading standards through the writing process. We will use the information from this training to develop PD for teachers in our district.
- Students in grades K-6 are currently in the process of taking the Aimsweb assessment in math and/or reading, as appropriate. We will use this data to make instructional decisions.
- Our new interventionists at the high school and Lathrop Street are off and running! They are working hard to provide extra support for our students in math. Our interventionist at Choconut will start on November 15.
- Guidance counselors have started the process of selecting students for the after-school tutoring program.
- The elementary report card committee has started the process of meeting and updating our report cards. This process should be complete by the end of the year and will be rolled out in the 22-23 school year.

MONTROSE AREA SCHOOL DISTRICT

ADMINISTRATIVE REPORT

ADMINISTRATOR

BUILDING

BOARD MEETING DATE

I. RECOGNITION:

II. IMPORTANT DATES AND EVENTS:

III. ANNOUNCEMENTS :

IV. CURRENT PROJECT STATUS:

V. OTHER:

Signature :

Date:

MONTROSE AREA SCHOOL DISTRICT

ADMINISTRATIVE REPORT

ADMINISTRATOR: Eric Powers

BUILDING: High School

DATE SUBMITTED: November 5, 2021

BOARD MEETING DATE: November 8, 2021

I. RECOGNITION:

- Congratulations to our League and District Champion Boys AND Girls Cross Country teams. While both teams have had their share of success, to have them earn top honors in the same year is particularly impressive! Sophomore Nate Sinkovich was our top finisher with a 2nd place finish and Junior Page Brewer finished 7th in her race. Both teams are competing at the state championship meet in Hershey on Saturday November 6.
- Congratulations to our Girls Soccer Team for advancing to the District Finals. They finished in 2nd place in the division and are the #2 seed in the District 2 class "A" tournament. In a rematch from last year's final, our Lady Meteors travel to Lakeland for a 1:00 pm game where they will work to defend their 2020 District 2 title.
- I took four 8th graders to the annual Young Scholars scholastic competition at Scranton Prep on Saturday October 30. While the team of Reagan Welch, Rachael Sherwood, Kaden Andre and Max Stashko didn't advance to the semifinal round, they represented the school well and had a good experience!
- Thanks to Mrs. Sarah Brander and the Student Council for coordinating a fun Homecoming week and dance! Participation was great and our 7th graders earned bragging rights (and a pizza party) for earning the most Spirit Points over the course of the week!

II. IMPORTANT DATES AND EVENTS:

- We are fortunate, thanks in large part to funding from our County Commissioners to be able to host motivational speaker Brooks Harper on Wednesday November 10. He will stay for two assemblies and his theme is "Chill Out" with an emphasis on coping skills.
- We have parent conferences scheduled for Thursday and Friday, November 11 and 12. This year we will utilize a blend of in-person drop-in conferences and phone or Zoom conferences to best accommodate for parents' schedules
- The first date for winter sports practices are Friday November 19. Basketball Open Gyms are already running, and Wrestling Open Mats start the week of November 8.

III. ANNOUNCEMENTS:

- Q1 report cards were distributed on Friday November 5.
- The Jr/Sr High School's new CSBBH team has added Mobile Therapist Christine Komar and we are excited to have her start the week of November 8 as she coordinates her required training schedule.

IV. CURRENT PROJECT STATUS:

- With the help of Mr. Landon Morey, our College and Career Coach, I am looking at Keystone Test data for our current juniors and establishing a plan of action to identify the 'pathway' that each Junior will follow to meet Act 158 graduation guidelines. As a reminder, in addition to earning Proficient or Advanced on all three Keystone Exams, students can earn a minimum composite (combined) score, complete CTC benchmarks, perform on other exams, provide evidence of college acceptance or full-time employment, etc. to meet this graduation requirement. Mr. Morey will assist students in identifying their path, particularly when they have not taken or passed all Keystone Exams.

V. OTHER:

Signature: Eric C. Powers

Date: November 5, 2021

MONTROSE AREA SCHOOL DISTRICT

ADMINISTRATIVE REPORT

ADMINISTRATOR	<u>Greg Adams</u>
BUILDING	<u>Special Education</u>
BOARD MEETING DATE	November 2021

I. ANNOUNCEMENTS:

- A. I submitted a special education improvement plan this week to the state. The two areas of focus were on number of students identified and least restrictive environment. These are areas already identified by the district as needing improvement and I have been working with Mr. McComb since last year to implement some strategies to meet our goals.
- B. We will be placing an emphasis on professional development over the next 3 years. We began the process this year in IEP training and will also have an inclusive practice training this year as well. I am happy to report that 8 of our teachers have volunteered to be trained in giving behavior assessments which will allow us to be much more efficient in assessing student needs.
- C. I am continuing to work on information for the special education department that will eventually be put on the website. This information will hopefully promote our program with an easy to navigate website that provides clear information about what we do.
- D. Finally, I want to thank all of the special education staff including teachers and paraeducators. Having worked with them for the past year and a half I have appreciated all their hard work, day in day out. They not only teach but they advocate for our students daily and work tirelessly to ensure the best education possible is provided.

Signature: *Greg Adams*

Date November 5th

MONTROSE AREA SCHOOL DISTRICT
ADMINISTRATIVE REPORT

Administrator: JoAnne McCain

Department: Transportation

Board Meeting Date: November 8, 2021

I. **Recognition:** I'd like to thank all our drivers and contractors for a continued smooth-running year.

II. **Important Dates and Events:**

III. **Announcements:**

IV. **Current Project Status:**

Focus and Traversa are continuing to be updated with transportation data.

Working with the PA State Police to set up a training for proper installation and use of car seats and harnesses in school vans.

V. **Other:**

The Student Activity accounting has been converted from QuickBooks to the District's FIS System.

Signature: *JoAnne McCain*

Date: 11/3/21

MONTROSE AREA SCHOOL DISTRICT ADMINISTRATIVE REPORT

ADMINISTRATOR – Michelle Lusk
BUILDING – Administration
BOARD MEETING DATE – 11/8/2021

I. IMPORTANT DATES AND EVENTS

October 18-22nd, 2021 – I attended the Food Service annual training and conference required by USDA for my certification.

October 26, 2021 – I attended the required Federal Programs Fall Meeting via zoom

October 27, 2021 – I attended the IDEA Fiscal Required Training via zoom

November 1, 2021 – Federal Programs Comparability Submitted

November 8, 2021 – Food Service “Safe Food” required training via zoom (every 5 years)

November 17, 2021 – Food Service Administrative Review @ High School

November 30, 2021 – Deadline for Annual Financial Report submit to PDE

I continue to work on items for the audit and year end reporting.

II. ANNOUNCEMENTS

The Food Service Administrative review is scheduled for November 17th @ 7:45am in the High School. I am working with Codie and Melissa from TNG to make sure everything is in proper order.

Local Audit preparations are coming along. Paul Murphy will be on site again next week. He hopes to have draft numbers for us then.

Bond Update: The administrative team continues to work on wrapping up the final bond projects. There is a balance of \$48,098 as of 11/5/2021. Please see the Bond Projects Summary as submitted.

The final report for the Food Service site review that was completed in August for the Lathrop location has been received. No findings! Great job to all! Thank you!

Also, this month, Robyn Walter & I will be conducting open enrollment meetings at each building for the 2022 insurance year.

Michelle Lusk

Business Manager
Montrose Area School District

MONTROSE AREA SCHOOL DISTRICT
ADMINISTRATIVE REPORT

Administrator: Patrick Matthews

Building: Lathrop Street Elementary School

Board Meeting Date: November 8, 2021

I. Recognition

Kiwanis students of the month: Declan Matthews and Evan Jerauld

Congratulations to our first ever Mighty Meteors of the month! These students are being recognized for meeting and going above and beyond our schoolwide expectations:

Kindergarten: Chase Gregory, Dominic Acker, Soraya Goff

1st grade: Julia Jerauld, Grant Welsh, Thomas Zahora

2nd grade: Aurelia Kail, Emily Goff, Emmalee James

3rd grade: Silas Mooney, Riley Arndt, Shelby Tingley, William Harshaw

4th grade: Presleigh Brace, Isabella Amato, Ashlynn Sprouse

5th grade: Daniel Kadlecik, Lucas Mooney, Ava Booth

6th grade: Julianna Kelly, Gracie Jones, Preston Miller

II. Important Dates and Events

PTO Meeting- Wednesday, November 10th at 7:00 in the library

Children's Food Market- Thursday, November 18th from 3:30-5:30

Parent-Teacher Conferences- Thursday, November 11th from 4:00-6:00 and Friday, November 12th from 8:00-3:00

Early Dismissal: November 24th

No School for Students: November 12th, November 25th-29th

III. Announcements

IV. Current project status

This month's Mighty Meteors were extremely proud and pleased to hear their names announced during our PBIS assembly. They each received a Mighty Meteor certificate and a gift certificate for a free sub! Thanks to Wade Robinson for the donation of Pump and Pantry gift certificates. We will also be having our quarterly PBIS reward celebration coming up shortly.

Archery is officially underway for Thursday and Friday practices here at Lathrop Street. The kids are all excited and I'm looking forward to watching them in action!

Parent teacher conferences will be on Thursday, November 11th from 4-6 and on Friday, November 12th from 8-3. Parents will schedule through sign-up genius and have the option for an in-person, phone or zoom conference.

A huge thank you to Jay Brown, Heather Evans and Andre and Son's for the donation of the Educational Heroes safety kit. This donation provided us with extra hand sanitizer, soap and other safety items for our school.

Lastly, I'd like to thank the Lathrop Street PTO. For the first time in over a year, we were able to bring back the school store to Lathrop Street. This year was a little different, as we are not using meteor money in the school. Each student was able to select and bring home two items just for being a Lathrop Street student! They have earned it.

V. Other

Signature: *Patrick Matthews*

Date: 11/3/21

Choconut Valley Elementary School

4458 Stanley Lake Road ~ Friendsville, PA 18818-9610

Phone: (570) 278-7300 ~ Fax: (570) 553-2738



ADMINISTRATIVE REPORT

ADMINISTRATOR **Sean Castellani, Principal - Choconut Valley Elementary School**

BOARD MEETING DATE **November 8th, 2021**

I. RECOGNITION:

Congratulations to our Students of the Month for September of 2021. Students were selected based on the district wide elementary positive behavior expectations of Being Safe, Responsible and Respectful:

Kindergarten: Seth Overmiller

1st Grade: Blake Shilinski

2nd Grade: Elizabeth Ferguson

3rd Grade: Jaeda Ralston

4th Grade: Owen Petrick

5th Grade: Willow Williams

6th Grade: Ava Rebello

These students will receive a small luncheon on a Friday during the month of November. Thank you to the teachers for their submissions to recognize these seven well deserving students.

Thank you to Jay Brown, Heather Evans and the team at Andre & Son, Home & Farm Supplies. Their participation in the Educational Heroes Safety Campaign created an opportunity for a generous donation of cleaning, disinfecting and health and safety supplies to our elementary schools to keep our students and staff healthy and safe.

Thank you to Wade Robinson and the Pump and Pantry for their annual donation of Students of the Month certificates and our new "Mighty Meteor" positive behavior certificates.

II. IMPORTANT DATES AND EVENTS:

Free Children's Produce Market at Choconut Valley Elementary School – Tuesday, November 16th from 3:30PM to 5:30PM – Pre-Registration is required.

Parent/Teacher Conferences will be in a hybrid format offering parents the opportunity to meet with their child's teacher through a virtual, in-person or telephone conference. Conferences will be held on Thursday, November 11th, from 4:00PM until 6:00PM and on Friday, November 12th, from 8:00AM until 3:00PM. Parents can sign-up for their appointment using the signupgenius application which is found on the MASD home page, masd.com.

Scholastic Book Fair – will take place at Choconut Valley Elementary School beginning Wednesday, November 10th through Friday, November 12th.

The end of the marking period for the first trimester for students in grades K through 3rd will be on Monday, November 22nd.

The Santa Shop will take place for students on Wednesday, December 8th and Thursday, December 9th allowing students the opportunity to purchase items for the Christmas holiday.

III. ANNOUNCEMENTS:

IV. CURRENT PROJECT STATUS:

V. OTHER:

Our 6th grade Morning Show team organized by Mrs. Sue Burchill has been hard at work producing fun and informative video clips for the students at Choconut after a one-year hiatus. Their upcoming theme for their next project will focus heavily on Veterans Day. As our school website is currently in the process of being updated, there will be an opportunity to view aspects of the Morning Show and many other examples of students produced works.

As the first marking period has ended, our students who have met the criteria by doing an excellent job exemplifying the motto of Being Safe, Respectful and Responsible will have the opportunity to part in an ice cream social for their efforts. Mr. Matthews and I are pleased to be able to celebrate the good behaviors demonstrated by our students at both elementary schools.

Signature: *Sean Castellani*

Date: November 5th, 2021

MONTROSE AREA SCHOOL DISTRICT

ADMINISTRATIVE REPORT

ADMINISTRATOR: Terrence Whalen

BUILDING: Jr/Sr High School

DATE SUBMITTED: 11/5/21

BOARD MEETING DATE: 11/8/21

I. RECOGNITION:

October Students of the Month

12th grade – Alexis Hawley

11th – Stephanie Summerville

10th – Sarah Kincer

9th – Isabella Gulbin

8th – William Field

7th – Sadie Jones

II. IMPORTANT DATES AND EVENTS:

11/5/21- Report Cards distributed

11/6/21 – Girls Soccer District Championship @ Lakeland HS

11/10/21- Motivational speaker for the Jr/ Sr High School

11/11/21 – Back to school night at the Jr/Sr High School 6:00-8:00 P.M.

11/12/21- Parent Teacher Conferences – 8:00 – 3:00 No School for students

III. ANNOUNCEMENTS:

The boys and girls cross country team who were both winners of the District 2 class A championships qualified for the State Cross Country meet. On 11/5/21, the school recognized the students by having a parade around the school as they departed for Hershey.

IV. CURRENT PROJECT STATUS:

Our “Handle with Care” training was held during our 10/8/21 professional development. In all, 25 staff members from all three schools were fully trained and certified in our de-escalation/restraint training for one full year from the date of the training.

V. OTHER

Signature: *Terrence Whalen*

Date: 11/5/21

MONTROSE AREA SCHOOL DISTRICT

ADMINISTRATIVE REPORT

ADMINISTRATOR – Tom Lonzinski

BUILDING - All

BOARD MEETING DATE - November 8, 2021

Facilities Report

Roofing Project status update – Punchlist work from final inspections has not yet been completed – Penelec has finally responded to the roofers request to install protective line covers and due to liability concerns, Penelec will not be installing line covers. No additional updates since last months status update. Choconut Elementary – The Roofing Project has been completed at Choconut Elementary. Tremco has been onsite conducting a job completion inspection and USA General Roofing will be required to correct any deficiencies. Lathrop Street Elementary – Roofing Refurbish is now completed as well as the installation of new gutters and the new metal wall panels. USA General still has to complete the repairs to the chimney to finalize the project at Lathrop Street.

This past month we did not have many large projects that required the facilities staffing time so the focus was put into preparing for the upcoming winter season. Our salt storage building was in need of several repairs and our maintenance and outdoor custodians were able to rebuild the walls and ready the building for use. Now that we have the storage area repairs completed we have placed our order for this year's road salt delivery. The maintenance staff have also been busy upgrading and servicing snowplowing equipment.

I would like to thank the Custodial Crew for their extra dedication this past month. Our department has experienced a temporary staffing shortage and the crew stepped up and worked extra hours where ever they were needed to keep the facilities cleaned and disinfected.

Tom Lonzinski