

JULY 11, 2022
JUNIOR-SENIOR HIGH SCHOOL AUDITORIUM
MONTROSE AREA SCHOOL DISTRICT
BOARD OF DIRECTORS
MEETING MINUTES

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Mrs. Mary Homan
Board of Directors President

Mr. Christopher McComb
Superintendent of Schools

- I. CALL TO ORDER** – Mrs. Mary Homan, Board President
- II. ROLL CALL** – Mrs. Connie Birchard, Board Secretary
PRESENT: Mr. John Wood, Mrs. Gloria Smith, Mrs. Jennifer Strickland, Mrs. Mary Homan, Mr. Richard Jordan, Mr. Douglas Wilcox, Miss Taylor Warner, and Mr. Paul Adams
ABSENT: Mrs. Gretchen Backer
ADMINISTRATORS: Mr. Christopher McComb, Mrs. Michelle Lusk, Mr. Eric Powers, Mrs. Christine Kresge and Mrs. Madison Moyer
- III. OPPORTUNITY FOR VISITORS TO ADDRESS AGENDA ITEMS** – Parent, Jessica Barrett spoke specifically to agenda item number 30. She wanted to confirm that the per diem rate of \$200.00 is what the SROs were asking for. Mr. McComb assured her that it was. She also wanted to know if it includes the ALICE Training for the staff. Mr. McComb reported that it does not, but we are in the process of working with an FBI contact that we have worked with over the past to bring a program called Run, Hide, Fight to train our staff. This training is very similar to the ALICE Training that the Sheriff's office offers and very similar to what we use as part of our Emergency Operations Plan. It fits directly in with that and at this time he is currently trying to coordinate that training. Mrs. Barrett just wanted to make sure her kids were safe. Mr. McComb clearly stated that he does not want it to appear we are not doing anything, we are doing a lot. He also stated that if staff members are uncomfortable with their level of training, they should reach out to their building principal or myself. Mr. Powers encouraged her to take a look at the "I Love U Guys" Foundation website. We have used them as a model and have contacted them. The foundation serves the lives of students, administrators, public safety experts, families, and first responders through the development and training of school and community safety and family reunification. Parent, Mrs. McElwain also had some questions regarding the training that is offered to our staff members. She was concerned that 2016 was the last time our staff was trained. Mr. McComb explained that it was the last time we did a formal active shooter training. We do annual trainings in house and run through our process and procedures, along with tabletop exercises on a regular basis. Mrs. McElwain was concerned about new hires and substitutes that previously did not undergo any training. Again, Mr. McComb explained that all our new hires go through a formal induction program where they are paired up with a mentor who reviews those things with them, and substitute teachers have a substitute teacher folder and there are also emergency folders in every classroom that has all the protocols in it. Mr. McComb also indicated that all our teachers have an application on their iPhone called "Crisis Go" which gives you check by check boxes on what they are supposed to do in every situation.
- IV. AGENDA ITEMS**
- A. MINUTES** - Mrs. Mary Homan, Board President
1. A motion was made by Mr. Adams, seconded by Mrs. Strickland to approve the following minutes as submitted:
 - a. June 13, 2022 Work Session
 - b. June 13, 2022 Board Meeting
 - c. June 20, 2022 Community Advisory Committee Meeting**ALL VOTING AYE**
- B. FINANCE** – Mr. Paul Adams, Mr. Richard Jordan and Mrs. Gloria Smith, Chairpersons
Mr. Adams read through the motions under Finance and a motion was made by Mrs. Smith, seconded by Mr. Wilcox approve item numbers 2 through 6.
ALL VOTING AYE
2. A motion is needed to approve a list of bills to be paid, including the Food Service payment summary

B. FINANCE – continued

3. A motion is needed to approve the June 2022 Treasurer's Report, which includes the 32 Capital Reserve Fund and the 39 Capital Projects Fund account
4. A motion is needed to approve the 2021-2022 budget transfers as submitted
5. A motion is needed to approve the Student Activities Fund Report
6. A motion is needed to exonerate property parcel #124.14-2,050.00,000 as per the request from the Pennsylvania Department of Military and Veterans Affairs for a disabled Veteran for Real Estate tax year 2022 as per submitted

C. TRANSPORTATION – Mrs. Gloria Smith and Mrs. Jennifer Strickland, Chairpersons

Mrs. Smith read through the motions under Transportation and a motion was made by Mrs. Smith, seconded by Mrs. Strickland to approve item numbers 7 through 11. Prior to the vote, Mrs. Homan inquired if we eliminated a route or changed a route for item number 10. Mr. McComb said we ended up combining two routes. We had one contractor who assumed one of those and we still had one that was open and did an RFP for bids and did not get any. One of our contractors expressed an interest, in the meantime, their son decided he would like to get into the contracting business and went through the process, filled out the paperwork and bought one of the buses from one of the retirees. Patrick Conboy is a former graduate of Montrose and we are very happy he is willing to drive for us as a contractor.

ALL VOTING AYE

7. A motion is needed to increase the summer day camp bus contractor daily rate from \$150.00 to \$200.00 effective July 11, 2022
8. A motion is needed to increase the activity run mileage reimbursement rate from \$2.99 per mile to \$3.20 per mile in accordance with the state cost index of 7% for the 2022-2023 school year retroactive to July 1, 2022
9. A motion is needed to approve summer 2022 ESY transportation contracts retroactive to June 20, 2022 at a combined total cost not to exceed \$38,841.76:
 - a. Timothy Legg Busing, Inc. – ESY - \$1,566.80
 - b. Timothy Legg Busing, Inc. – Summer Camp - \$4,427.00
 - c. Tennant Transportation – ESY - \$14,043.20
 - d. Rita “Chris” Allis – Graham Academy - \$8,550.81
 - e. Rita “Chris” Allis – Merakey - \$6,849.80
 - f. Rita “Chris” Allis – NEIU Early Intervention & ESY - \$3,404.15
10. A motion is needed to approve Patrick Conboy as a Transportation Contractor for the district beginning with the 2022-2023 school year
11. A motion is needed to approve Carlton Contracting, LLC as a 2022 Summer Day Camp bus contractor effective July 11 through August 11, 2022, at the rate of \$200 per day

D. CURRICULUM – Mr. Richard Jordan, Mr. Douglas Wilcox and Miss Taylor Warner, Chairpersons

Mr. Jordan read through the motions under Curriculum and a motion was made by Mrs. Smith, seconded by Mr. Wilcox to approve item numbers 12 and 13. Prior to the vote, Mrs. Strickland wanted to know if item number 12 is something we do every year. Mrs. Kresge responded that Title I funding is allocated by the student. It is a student driven fund, so if a student falls below the poverty level and attends a non-public school the money will follow the student. It is based on the number of students that qualify for Title I funding at Faith Mountain and comes out of our Title I allocation. Mr. Jordan wanted to know if item number 13 was new. Mr. McComb indicated that it is the third year that we have had this program.

ALL VOTING AYE

12. A motion is needed to approve an agreement for Title I Services at Faith Mountain Christian Academy not to exceed \$12,612 for the 2022-2023 school year

D. **CURRICULUM** - continued

13. A motion is needed to approve a Professional Services Agreement with Trehab Community Action Agency for a Social Emotional Learning (SEL) curriculum program for all elementary 6students at a compensation of \$30,000 for the 2022-2023 school year

E. **POLICY** – Mr. John Wood, Chairperson

14. A motion was made by Mr. Wilcox, seconded by Miss Warner for final reading of revisions to Policy No. 913 – Non-school Organizations/Groups/Individuals
ALL VOTING AYE

F. **EXTRACURRICULAR** – Mrs. Gretchen Backer and Mrs. Jennifer Strickland, Chairpersons

15. A motion was made by Mr. Wood, seconded by Mrs. Smith to accept with regret the resignation of the following coaches:
 - a. MaKaylah Holbert, Assistant Softball Coach, retroactive to June 14, 2022
 - b. Rachel Egan, Head Girls' Soccer Coach, retroactive to June 16, 2022**ALL VOTING AYE**

G. **PERSONNEL** - Mrs. Mary Homan and Mrs. Gretchen Backer, Chairpersons

Miss Warner asked for a motion to approve item numbers 16 through 27 under Personnel. A motion was made by Mr. Wood, seconded by Mrs. Strickland. Prior to the vote, Mr. McComb recognized Miss Madelyne Pasteka who is in attendance tonight and congratulated her on her new position as kindergarten teacher at Lathrop Street.

ALL VOTING AYE

16. A motion is needed to accept with regret the resignation of the following teachers:
 - a. MaKaylah Holbert, Special Education Life Skills teacher assigned to the Junior-Senior High School effective the beginning of the 2022-2023 school year
 - b. Nicole LaBarre, Title I Intervention Specialist assigned to Lathrop Street Elementary School retroactive to June 14, 2022
17. A motion is needed to accept with regret the resignation of the following support staff:
 - a. Alexander Novack, Night Custodian assigned to Choconut Valley Elementary School retroactive to June 30, 2022
 - b. Linda Wood, Food Service Worker assigned to Lathrop Street Elementary School retroactive to June 20, 2022
18. A motion is needed to employ Mary Tillotson as a Personal Care Aide assigned to the Junior-Senior High School contingent upon completion of employment requirements, effective the beginning of the 2022-2023 school year for 6 ½ hours per day, 180 student school days, \$12.00 per hour together with individual fringe benefits as per the current MESPA Collective Bargaining Agreement
19. A motion is needed to approve the operation of a summer 2022 Summer Library Program to be held at Choconut Valley Elementary School and appoint Sarah Springsteen as the teacher for a maximum of 18 hours at the contracted rate of \$30.00 per hour
20. A motion is needed to approve the following additional teachers for Summer Day Camp to be held at Choconut Valley Elementary School for 20 days (July 11 through August 11, 2022, four days per week – M-TH) to be paid at the contracted rate of \$30.00 per hour for a maximum of 12 hours per week:
 - a. Michaela Steele – ELA Teacher
 - b. Lisa Bistocchi – Substitute Teacher
21. A motion is needed to approve Karneshia Kuwaye as an additional substitute counselor for the 2022 Summer Day Camp to be paid at the rate of \$10.00 per hour for a maximum of 28 hours per week on an as-needed basis

G. PERSONNEL – continued

22. A motion is needed to employ Heather Spry as a full-time contracted Special Education teacher, ELA focus assigned to the Junior-Senior High School contingent upon completion of employment requirements, effective beginning with the 2022-2023 school year at a salary of \$46,263 (Bachelor, step 1), together with fringe benefits in accordance with the current MEA Collective Bargaining Agreement
23. A motion is needed to employ Melissa Martini as a full-time contracted Special Education teacher, Math focus assigned to the Junior-Senior High School contingent upon completion of employment requirements, effective beginning with the 2022-2023 school year at a salary of \$78,064 (Masters, step 13), together with fringe benefits in accordance with the current MEA Collective Bargaining Agreement
24. A motion is needed to accept the resignation of the following Learning Interventionists retroactive to June 30, 2022:
 - a. Madelyne Pasteka, Lathrop Street Elementary School
 - b. Samantha Albert, Choconut Valley Elementary School
25. A motion is needed to employ Madelyne Pasteka as a full-time contracted Kindergarten teacher assigned to Lathrop Street Elementary School effective beginning with the 2022-2023 school year at a salary of \$47,327 (Bachelor, step 3), together with corresponding fringe benefits in accordance with the current MEA Collective Bargaining Agreement
26. A motion is needed to employ Samantha Albert as a full-time contracted First Grade teacher assigned to Lathrop Street Elementary School effective beginning with the 2022-2023 school year at a salary of \$46,770 (Bachelor, step 2), together with corresponding fringe benefits in accordance with the current MEA Collective Bargaining Agreement
27. A motion is needed to grant Erin Giannone an unpaid leave of absence from her position as Instructional Aide assigned to the Junior-Senior High School from August 31, 2022 through December 21, 2022

V. NEW BUSINESS

Mrs. Homan read through the motions under New Business and a motion was made by Mrs. Smith, seconded by Mrs. Strickland to approve item numbers 28 through 32. Prior to the vote, Mr. McComb briefly explained the reasons for item number 28 and 29. We recently received notification last week that we were required to continue to update our Health and Safety Plan, he made modifications to reflect how we ended the school year. At this time, we continue to remain as masks being optional and there is no requirement from PDE at this time to do any contact tracing and are planning on starting the beginning of next school year just like we ended it. The Emergency Time Template we are required to do in the event that we have something that happens at any of our schools and have to convert to remote learning. This template allows us to count that time towards our 180 days of instruction at the elementary level and 990 hours of instruction at the secondary level. A change was made to agenda item number 32 as a result of an Executive Session held prior to the Work Session. The motion should read as follows: A motion is needed to affirm the Superintendent's 2021-2022 evaluation as satisfactory and to endorse an \$8,000 merit-based bonus for the 2021-2022 school year

ALL VOTING AYE

28. A motion is needed to approve the revised Health and Safety Plan as submitted
29. A motion is needed to approve the Section 520.1 Emergency Instructional Time Template for the 2022-2023 school year as submitted
30. A motion is needed to approve a Memorandum of Understanding as submitted between the District Attorney's Office, The Montrose Area School District and the County of Susquehanna to utilize the services of School Resource Officers at a per diem rate of \$200
31. A motion is needed to approve leaving the daily teacher substitute rates as status quo for the 2022-2023 school year

V. NEW BUSINESS - continued

32. A motion is needed to affirm the Superintendent's 2021 – 2022 evaluation as satisfactory

VI. SCHEDULE OF PUBLIC BOARD MEETINGS – Mrs. Homan read through the upcoming meetings.

- A. Monday, August 8, 2022, 7:00 P.M. – Work Session, Junior-Senior High School Auditorium
- B. Monday, August 8, 2022, immediately following Work Session - Board Meeting, Junior-Senior High School Auditorium

VII. OPPORTUNITY FOR VISITORS' ADDITIONAL COMMENTS – Parent, Mrs. Donna McElwain wanted to reiterate the voice of the community to offer the Board meetings via zoom, so those people who are not able to attend are able to dial in to hear first-hand what is being said and comment as they see fit. Board member, Mrs. Smith asked Sheriff Benedict what schools participate in the ALICE Training. He reported that all other districts in the county are currently participating, as well as Faith Mountain. The chief deputy sheriff, Jon Record is a certified instructor of the ALICE Training. He also reported that the sheriff's department is working with all law enforcement agencies, including state and local police and the county probation department for training. Mr. John Oliver, Chief County Detective spoke lengthy about the first responders in the event there was a situation in our school district. He informed us that the SROs and the probation department are touring each school this summer. He also said that he and Benedict want all first responders to work as a "county team", so that all responders respond to any incident in the same way. The Board thanked both gentlemen for coming out this evening.

VIII. ADJOURNMENT - A motion was made by Mrs. Smith, seconded by Mrs. Strickland to adjourn the Business meeting at 8:07 PM.

An Executive Session was held after the adjournment of this meeting regarding Personnel.



Connie Birchard, Board Secretary