

JUNE 13, 2022
JUNIOR-SENIOR HIGH SCHOOL AUDITORIUM
MONTROSE AREA SCHOOL DISTRICT
BOARD OF DIRECTORS
MEETING MINUTES

(Visit our website at www.masd.info)

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. Douglas Wilcox (via zoom) and Miss Taylor Warner (via zoom)

ABSENT: Mr. Richard Jordan, Mrs. Gretchen Backer and Mr. Paul Adams

ADMINISTRATORS: Mr. Christopher McComb, Mr. Craig Owens, Mr. Patrick Matthews, Mrs. Michelle Lusk, Mr. Gregory Adams, Mrs. JoAnne McCain and Mr. Eric Powers

III. OPPORTUNITY FOR VISITORS TO ADDRESS AGENDA ITEMS - None

IV. AGENDA ITEMS

A. MINUTES – Mrs. Mary Homan, Board President

1. A motion was made by Mrs. Smith, seconded by Mr. Wood to approve the following minutes as submitted:

- a. May 9, 2022, Work Session
- b. May 9, 2022, Board Meeting
- c. May 19, 2022, Transportation Committee Meeting
- d. May 24, 2022, Finance Committee Meeting

ALL VOTING AYE

- B. FINANCE** – Mr. Paul Adams, Mr. Richard Jordan and Mrs. Gloria Smith, Chairpersons
Mrs. Smith read through the motions under Finance and a motion was made by Mrs. Smith, seconded by Mr. Wilcox to approve item numbers 2 through 8 and 10 through 12 under Finance. A roll call vote was taken for item number 9.

ALL VOTING AYE

2. A motion is needed to approve the list of bills to be paid, including the Food Service payment summary
3. A motion is needed to approve the April 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 Student Activities Fund Report
5. A motion is needed to approve list of budget transfers for the 2021-2022 school year
6. A motion is needed to set tax rates at 50.2319 mills of assessed valuation on real estate, and ½% for real estate transfer
7. A motion is needed to set the collection dates for the 2022 Real Estate Taxes as follows:
 - a. 2 % Discount window – July 1 through September 30, 2022
 - b. Face collection window – October 1 through December 31, 2022
 - c. No Penalty – taxes considered delinquent after December 31, 2022
8. A motion is needed to set the assessed value of our Homestead Farmstead exclusion at \$9,449 for a tax dollar value of \$474.66

9. A motion was made by Mrs. Smith, seconded by Mrs. Strickland to approve a final expense budget for the 2022-2023 fiscal year in the amount of \$27,869,923

6–YES (Wood, Smith, Strickland, Homan, Wilcox and Warner) 3 - ABSENT

B. FINANCE – continued

10. A motion is needed to approve the utilization of the district's committed fund balance to address curriculum costs in the amount of \$242,300 in the final approved 2022-2023 budget
11. A motion is needed to declare the Board's intention to commit funds to offset PSERS cost increases for the financial statement ending June 30, 2022, in accordance with the regulation of GASB 54
12. A motion is needed to declare the Board's intention to commit funds from the 2021-2022 gas lease royalties to the Capital Improvement 32 Fund for the financial statement ending June 30, 2022 in accordance with the regulation of GASB 54
13. A motion is needed to authorize the Superintendent and Business Manager to pay any necessary bills for the remainder of June 2022 and the month of July should the scheduled July meeting be cancelled

- C. CURRICULUM – Mr. Richard Jordan, Mr. Douglas Wilcox and Miss Taylor Warner, Chairpersons**
Prior to the vote, Mr. McComb indicated that a lot of the agreements are routine each year for services as needed, along with a new Speech ESY agreement and School Psychologist agreement that Mr. Adams spoke of previously. A motion was made by Mrs. Strickland, seconded by Mrs. Smith to approve items numbers 14 through 21 under Curriculum.

ALL VOTING AYE

14. A motion is needed to approve a Title III Consortia Memorandum of Understanding as submitted with NEIU 19 for the 2022-2023 school year
15. A motion is needed to approve the Intergovernmental Agreement for Special Education programs and services for the 2022-2023 school year and the Board Resolution, related to the aforementioned at costs dependent upon services utilized
16. A motion is needed to approve the automatic renewal of the existing agreement with Merakey as submitted to provide educational services to students with Autism and/or Emotional Disturbances on an as-needed basis for the 2022-2023 school year and 2023 extended school year
17. A motion is needed to approve Letters of Agreement with the Children's Service Center of Wyoming Valley, Inc. as submitted to provide an educational component within its Milford E. Barnes Jr. School – Partial Hospitalization Program (PHP) to be billed on a monthly basis at the cost of \$134.50 per student per day and a Therapeutic Educational Program (TEP) to be billed on a monthly basis at the cost of \$177.00 per student per day along with an addendum of add on fees for serious acuity situations for the 2022-2023 school year on an as-needed basis
18. A motion is needed to approve a Speech/Language Services Agreement, as submitted, between the Montrose Area School District and Megan Mercanti, MS CF-SLP to provide speech services to qualified elementary students at Lathrop Street Elementary in the extended school year program at an hourly rate of \$45.00 and any additional hours as needed for compensatory services from July 11, 2022 through August 11, 2022
19. A motion is needed to approve a Speech/Language Services Agreement, as submitted, between the Montrose Area School District and Lindsay Whalen, MS CCC-SLP to provide speech services to qualified high school students at the Junior-Senior High School in the extended school year program at an hourly rate of \$75.00 from July 11, 2022 through August 11, 2022
20. A motion is needed to approve a Special Education Services Agreement, as submitted, between the Montrose Area School District and Specialized Education of Pennsylvania, Inc. that owns and operates Graham Academy a private special education school at a daily rate of \$247 plus any related / additional services needed as described in Schedule 1 for the 2022-2023 school year on an as-needed basis

C. **CURRICULUM** – continued

21. A motion is needed to approve a School Psychologist Services Agreement, as submitted, between the Montrose Area School District and Chelsey Puza, Ed.S. to provide School Psychologist services on a per case basis, including comprehensive psycho-educational evaluations and re-evaluations as needed beginning July 1, 2022 at the rate of \$800.00 per case, as presented at the Work Session

D. **POLICIES** – Mr. John Wood, Chairperson

Mr. Wood read the motions under Policies and a motion was made by Mrs. Smith, seconded by Mrs. Strickland to approve item numbers 22 and 23.

ALL VOTING AYE

22. A motion is needed for **final** reading of revisions to the following policies:

- a. Policy No. 218 – Student Discipline
- b. Policy No. 220 – Student Expression/Dissemination of Materials
- c. Policy No. 227 – Controlled Substances / Paraphernalia
- d. Policy No. 237 – Electronic Devices
- e. Policy No. 808 – Food Services

23. A motion is needed for **first** reading of revisions to Policy No. 913 – Non-school Organizations/Groups/Individuals

E. **TRANSPORTATION** – Mrs. Gloria Smith and Mrs. Jennifer Strickland, Chairpersons

Mrs. Strickland read through the motions under Transportation and a motion was made by Mrs. Smith, seconded by Mr. Wood to approve item numbers 24 and 25.

ALL VOTING AYE

24. A motion is needed to approve Timothy Legg Busing, Inc. as the 2022 Summer Day Camp bus contractor effective July 11 through August 11, 2022, at the rate of \$150 per day

25. A motion is needed to provide all bus and car contractors a fuel subsidy of \$2.00 per gallon retroactive to February 1, 2022 through August 30, 2022

F. **TECHNOLOGY** – Mr. Paul Adams and Miss Taylor Warner, Chairpersons

26. A motion was made by Mrs. Smith, seconded by Mrs. Strickland to ratify an agreement with Active Internet Technologies, dba Finalsity, for website development services and management platform for a term of five (5) years at a cost of \$5,600 per year and a one-time setup fee of \$5,000, as presented at the Work Session

ALL VOTING AYE

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

Mrs. Strickland asked for a motion to approve item numbers 27 through 32 under Extracurricular. A motion was made by Mr. Wood, seconded by Mrs. Smith.

ALL VOTING AYE

27. A motion is needed to appoint the following Drama Club Advisors:

- a. Heather Winn, Drama Club Advisor at a stipend rate of \$2,000 plus \$50.00 per participating student per production, not to exceed \$4,500
- b. Renee Welch, Assistant Drama Club Advisor at a stipend rate of \$1,500 plus \$50.00 per participating student per production, not to exceed \$3,500

28. A motion is needed to appoint the following fall coaches effective beginning with the 2022 fall sports season:

- a. Will Purdy, Assistant Football Coach at a salary of \$2,600
- b. Teri Ann Evans, Head Girls' Tennis Coach at a salary of \$3,500
- c. Riley Birchard, Assistant Boys' Soccer Coach at a salary of \$2,700
- d. Rachel Egan, Head Girls' Soccer Coach at a salary of \$3,800
- e. Robyn Lubash, Assistant Girls' Soccer Coach at a salary of \$2,800

G. **EXTRACURRICULAR** – continued

- f. Randy Dalton, Head Junior High Soccer Coach at a salary of \$2,600
 - g. Hailey Dalton, Assistant Junior High Soccer Coach at a salary of \$2,200
 - h. Kari Smith, Assistant Girls' Volleyball Coach at a salary of \$2,700
29. A motion is needed to appoint the following winter coaches effective beginning with the 2022 winter sports season:
- a. Jose Hines, Assistant Boys' Basketball Coach at a salary of \$3,900
 - b. Tracie McComb, Head Junior-High Boys' Basketball Coach at a salary of \$2,700
30. A motion is needed to accept with regret the resignation of Edward Lucas as Assistant Football Coach retroactive to May 9, 2022 and is willing to serve as a volunteer coach
31. A motion is needed to approve an Athletic Training Services Agreement between the district and Pivot Athletic Training, LLC, aka Athletico Management, LLC for the 2022-2023 school year beginning August 1, 2022 at a cost of \$35,000 for 1200 hours, any additional hours shall be billed at the rate of \$35.00 per hour
32. A motion is needed to sponsor a high school girls' wrestling team effective beginning with the 2022-2023 winter sports season

H. **PERSONNEL** – Mrs. Gretchen Backer and Mrs. Mary Homan, Chairpersons

Mrs. Homan asked for a motion to approve item numbers 33 through 49 under Personal. A motion was made by Mrs. Smith, seconded by Mrs. Strickland.

ALL VOTING AYE

33. A motion is needed to approve Nino Bennici, Matthew Voda, Karen Ricci, William Host and Thomas Syle, PSERS annuitants as short-term substitutes for the district in the event there is a shortage of qualified substitutes for the 2022-2023 school year as per the Retirement Code
34. A motion is needed to transfer Renee Welch from her current position as Instructional Aide to a Learning Center Aide assigned to the Junior-Senior High School at her current rate of pay for 6 ½ hours per day, 187 teacher school days with individual fringe benefits as per the current MESPA Collective Bargaining Agreement effective beginning with the 2022-2023 school year
35. A motion is needed to appoint Heather Smith as Department Chair for Special Education at the Junior-Senior High School beginning with the 2022-2023 school year at a salary in accordance with the MEA Collective Bargaining Agreement
36. A motion is needed to approve Mary Reinwald as a substitute nurse for the district on an as-needed basis beginning with the 2022-2023 school year at an LPN rate of \$115.00 per day
37. A motion is needed to employ the following summer 2022 student workers for a maximum of nine weeks, 40 hours per week, to each be paid at the rate of \$7.25 per hour:
- a. Mya Snyder – Computer Technician
 - b. Glory Rogers - Custodian
 - c. Sophia Rogers - Custodian
 - d. Tristan Rozelle - Custodian
 - e. Lucas Rozelle - Custodian
 - f. Chandler Kuwaye – Custodian
 - g. Madilynn Rhinevault – Graphics Aide
38. A motion is needed to approve summer 2022 work time for the following at the contracted rate of \$30.00 per hour:
- a. Breanna Santarsiero, Counselor, Choconut Valley Elementary School, maximum of 20 hours
 - b. Torilyn Rezykowski, Counselor, Lathrop Street Elementary School, maximum of 20 hours
 - c. Mary Beth Ohmnacht, Counselor, Junior-Senior High School, maximum of 160 hours
 - d. Angela Nebzydoski, Counselor, Junior-Senior High School, maximum of 70 hours

H. **PERSONNEL** - continued

- e. Loriann Matulevich, Counselor, Junior-Senior High School, maximum of 70 hours
 - f. Landon Morey, College and Career Coach, Junior-Senior High School, maximum of 70 hours
 - g. Christine Casey, Technology Coach, maximum of 60 hours
 - h. Chelsey Puza, School Psychologist, as needed through June 30, 2022
 - i. Keely Seybold, School Social Worker, as needed
 - j. Joan Roche, Crisis Counselor, as needed
39. A motion is needed to approve the following summer 2022 extended school year teachers / nurse for a maximum of 20 days (July 11 through August 11, 2022, four days per week – M-TH), a maximum of 3 ½ hours per day at the contracted rate of \$30.00 per hour:
- a. Holli Musgrove – Junior-Senior High School
 - b. Ashley Birchard – Lathrop Street Elementary School
 - c. Joan Roche, Crisis Counselor - Junior-Senior High School
 - d. Mary Reinwald - Nurse
 - e. Matthew Voda – Substitute Teacher
40. A motion is needed to approve the following summer 2022 extended school year aides for a maximum of 20 days (July 11 through August 11, 2022, four days per week – M-TH), a maximum of 3 ½ hours per day at their individual 2022-2023 hourly rate:
- a. Julie Garner – Lathrop Street Elementary School
 - b. Susan Perry – Lathrop Street Elementary School
 - c. Rachel Scheidler – Junior-Senior High School
 - d. Karneshia Kuwaye – Substitute Aide
41. A motion is needed to approve the operation of a 2022 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) with the following teachers to be paid at the contracted rate of \$30.00 per hour for a maximum of 12 hours per week:
- a. Robyn Lubash
 - b. Mckala Newhart
 - c. Brianna Mann
 - d. Rachel Egan
 - e. Samantha Albert
 - f. Renee Hare – Substitute Teacher
42. A motion is needed to approve Camp Counselors 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:
- a. Michele Sterner
 - b. Maxwell Brewer
 - c. Isabel Hare
 - d. Lindsey Coy
 - e. Anna (Gabby) Warriner
 - f. Kimberly Leary – Substitute Counselor
43. A motion is needed to approve Physical Education, Art and STEAM Counselors for the 2022 Summer Day Camp to be paid at the rate \$12.00 per hour for a maximum of 16 hours per week:
- a. David Beaudette – Physical Education
 - b. Anna Warriner - STEAM
 - c. Hannah Cundey - Art
44. A motion is needed to approve the following as Food Service Workers for the 2022 Summer Day Camp to be paid at the rate of \$12.00 per hour for a maximum of 12 hours per week
- a. Jennifer Small
 - b. Kasey Thomas (TNG)

H. **PERSONNEL** - continued

45. A motion is needed to approve the following Nurses for the 2022 Summer Day Camp to be paid at the rate of \$30.00 per hour for a maximum of 12 hours each per week:
 - a. Kristen Mitchell (M-W)
 - b. June Powers (T-TH)
46. A motion is needed to approve the operation of a 2022 Kindergarten Kick-Off program for Pre-K students that will register at Lathrop Street Elementary School for the 2022-2023 school year and appoint Heidi Zenger as the teacher for 10 days beginning August 1, 2022 through August 12, 2022, five days per week for a maximum of 65 hours at a contracted rate of \$30.00 per hour
47. A motion is needed to approve the operation of a summer 2022 Library Program at Lathrop Street Elementary School and appoint Holly Hellmuth for a maximum of 24 hours at a contracted rate of \$30.00 per hour
48. A motion is needed to approve the operation of a 2022 Kindergarten Kick-Off program for Pre-K students that will register at Choconut Valley Elementary School for the 2022-2023 school year and appoint Jesse Blaney as the teacher for 8 days (dates to be determined), four days per week (M-TH) for a maximum of 24 hours at a contracted rate of \$30.00 per hour
49. A motion is needed to approve the operation of summer 2022 Computer Camp Program at Choconut Valley Elementary School and appoint Jesse Blaney as the teacher for a maximum of 24 hours at a contracted rate of \$30.00 per hour

V. **NEW BUSINESS**

Mrs. Homan read through the motions under New Business and a motion was made by Mrs. Strickland, seconded by Mrs. Smith to approve item numbers 50 and 51.

ALL VOTING AYE

50. A motion is needed to approve the submitted list of graduates for the Class of 2022 retroactive to June 11, 2022
51. A motion is needed to approve discontinuing the COVID-19 Special Sick Leave Policy effective July 1, 2022

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

- A. Monday, June 20, 2022, 6:00 P.M. – Community Advisory Committee Meeting, Via Zoom
- B. Monday, July 11, 2022, 7:00 P.M. - Work Session, Junior-Senior High School Auditorium
- C. Monday, July 11, 2022, immediately following Work Session – Board Meeting
- D. Monday, August 8, 2022, 7:00 P.M. – Work Session, Junior-Senior High School Auditorium
- E. Monday, August 8, 2022, immediately following Work Session – Board Meeting

VI. **OPPORTUNITY FOR VISITORS' ADDITIONAL COMMENTS** – Matt Hawley, Wrestling Coach wanted to thank the Board for approving a Girls' Wrestling Program and reported it would make us number 43 in Pennsylvania to start a program and hopefully add a fully sanctioned Girls' Wrestling Program with PIAA.

VIII. **ADJOURNMENT** A motion was made by Mrs. Smith, seconded by Mr. Wood to adjourn the Business meeting at 9:24 PM.

ALL VOTING AYE

IX. **EXECUTIVE SESSION** – An Executive session was held after the adjournment of the Business meeting regarding Personnel.


Connie Birchard, Board Secretary