

**JULY 11, 2022, 7:00 P.M.
JUNIOR-SENIOR HIGH SCHOOL AUDITORIUM**

**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 7:08 p.m. in the Junior-Senior High School Auditorium, 75 Meteor Way, Montrose PA 18801.

Announcement: An Executive Session was held at 6:30 PM this evening prior to the Work Session regarding Personnel.

- I. OPENING EXERCISES** – Led by a Board Member, Mr. Paul Adams
- 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. PRESENTATIONS** - None
- IV. ADMINISTRATORS' REPORTS – Electronically Submitted** - No comments or questions from members of the Board on the Administrators' Reports.
 - A. Michelle Lusk
 - B. JoAnne McCain
 - C. Christine Kresge
 - D. Thomas Lonzinski
 - E. Madison Moyer
 - F. Eric Powers
 - G. Greg Adams – no submission
 - H. Patrick Matthews
 - I. Craig Owens – no submission
 - J. Terrence Whalen
- V. DISCUSSION ITEMS**
 - A. Items from members of Board of Directors - None
- VI. REVIEW OF AGENDA ITEMS**
- VII. INFORMATION ITEMS** – Mrs. Homan acknowledged the internal transfers, and no comments were made.
 - A. Announcement of position transfers effective beginning with the 2022-2023 school year as follows:
Mr. McComb
 - 1. **Christopher Black**, Day Custodian at the Junior-Senior High School to Day Custodian at Choconut Valley Elementary School
 - 2. **Justin Westbrook**, Night Custodian to Day Custodian at the Junior-Senior High School
 - 3. **Ryan Soden**, First Grade Teacher at Choconut Valley Elementary School to Computer Technology Teacher at both Elementary Schools
 - 4. **Renee Hare**, First Grade Teacher at Lathrop Street Elementary School to Second Grade Teacher at Choconut Valley Elementary School
 - 5. **Kelly-jo Riker**, Kindergarten Teacher at Lathrop Street Elementary School to Kindergarten Teacher at Choconut Valley Elementary School
 - 6. **Michaela Steele**, Second Grade Teacher to First Grade at Choconut Valley Elementary School
 - 7. **Robyn Lubash**, First Grade Teacher to Title I Intervention Specialist at Lathrop Street Elementary
 - 8. **Heidi Borgia**, Fifth Grade Teacher to Math Interventionist at Lathrop Street Elementary

VII. INFORMATION ITEMS - continued

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

VIII. COMMITTEES

- A. Schedule meetings – Mr. McComb indicated that Transportation Director, Mrs. McCain would like to coordinate a Transportation Committee meeting in August, prior to the beginning of the school year.

- IX. VISITORS' COMMENTS** – Staci Wilson, Band Alumni member, wanted to publicly thank Mrs. Suzanne Bennici on behalf of the organizers of the Alumni Band. They could not have done what they did on the Fourth of July without her help, she makes it all possible. She goes above and beyond, and the Alumni Band wanted to publicly recognize her. This was the third time the Alumni Band marched in the Fourth of July Parade and would like to do it again in three years. She also indicated that there were over four decades worth of students who participated, which is pretty amazing. By doing this they are hopeful to inspire the kids today and show them a little bit of what they did many, many years ago. She thanked the Board, Administration and especially Mrs. Bennici. Mr. McComb and the Board thanked Ms. Wilson for participating in the Alumni Band.

- X. ADJOURNMENT** - A motion was made by Mrs. Smith, seconded by Mr. Wilcox to adjourn the Work Session at 7:15 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, July 11, 2022

Curriculum/Professional Development Planning/Programming

- The Federal Programs Consolidated Application has been submitted.
- We are in the process of completing the School Level Plans for Choconut Valley and Lathrop Street elementary schools as they relate to the Title I grant funding. This process will take time and must be completed by September 1.
- The Community Advisory meeting was held on June 20, via Zoom. The meeting was well attended in comparison to previous years. I presented the district plans for the Titles I, II and IV grants as well as conducted an update on the ESSER grants. Attendees were welcome to present comments and/or suggestions. Thank you to all who attended this important meeting!
- I have been working with vendors on the CAT cycle for science. Several meetings have occurred, and samples are starting to arrive. PDE has yet to approve the adoption of the new science standards, so we do not have all the information to move as aggressively as we would like.

MONTROSE AREA SCHOOL DISTRICT

ADMINISTRATIVE REPORT

ADMINISTRATOR: Eric Powers

BUILDING: High School

DATE SUBMITTED: July 5, 2022

BOARD MEETING DATE: July 11, 2022

I. RECOGNITION:

- Congratulations to our Spring 2022 Baseball all-stars:
 - First Team First Base Senior Connor Watkins
 - Second Team, Second Base Alex Warriner
 - Honorable Mention AJ Dovin, Levi Smith and Mason Dieck
- Thank you to Mr. Gilhool and especially to Coach Matt Hawley for coordinating an athletes' float in the July 4th parade. It was an effort to honor our students who reached all-star status as well as those who earned state-level recognition. Approximately 15 athletes participated. Thanks also to Mr. Owens for designing and printing the banners and signage that were displayed on the float. It was a successful year for Montrose athletics!
- Congratulations and Thank you! to Mrs. Bennici for coordinating our Marching Band at two important community events, the 175th anniversary celebration for United Fire Company as well as the annual July 4 parade. The band did a great job. Thanks also to Mrs. Bennici for helping the coordinators of the MAHS alumni band with practice space, instruments and more, as they practiced over the last couple of months in preparation for the parade. This was the third time the alumni band performed in the parade, and perhaps we will see them perform again in 2025.

II. ANNOUNCEMENTS:

- The yearbook was successfully produced, printed and distributed prior to the end of the school year. The Supplement is done and is being reviewed before it is sent out for publication. It will be available to students who purchased yearbooks in the fall.
- Please pardon the mess! The high school has been a very busy place so far this summer. In addition to the routine cleaning, floor waxing and routine maintenance that has been occurring, we are simultaneously having the gym floor, baseball field and portions of the roof being re-done as well as the majority of the stage floor.

III. CURRENT PROJECT STATUS:

- We are working on building the master schedule for the next school year, and at this point are quite far ahead of where we were the last two years. Fingers crossed things continue to move forward relatively smoothly.
- Part of our weekly summer routine is to monitor our Summer School students, the majority of whom are taking online classes through our MCA provider. We also have a small group of 8th graders taking credit recovery math online but under the guidance of Mrs. Palmiter and most of the students are staying relatively caught up. We have approximately 50 students taking 1 or more summer school classes and are offering them in-person or Zoom support in addition to the help provided by their assigned teachers. There is no cost this year for students to participate.
- By the August Board Meeting, we will have the new Student Handbook ready for review. Even though we don't expect to make many changes, there are a number of new policies that require the posting of information in the handbook and we will be completing a comprehensive review to make sure we aren't missing anything.

IV. OTHER:

Signature: Eric C. Powers

Date: July 05, 2022

MONTROSE AREA SCHOOL DISTRICT
ADMINISTRATIVE REPORT

Administrator: JoAnne McCain

Department: Transportation

Board Meeting Date: July 11, 2022

I. **Recognition:**

II. **Important Dates and Events:**

Bus Inspections and Camera Maintenance will be held on July 18, 2022.

III. **Announcements:**

IV. **Current Project Status:**

Traversa is continuing to be updated with transportation data.

Summer transportation is completed.

Bus assignments for next year's 7th graders and kindergarteners.

Merging of Bus 9.

V. **Other:**

Signature: *JoAnne McCain*

Date: 6/8/22

MONTROSE AREA SCHOOL DISTRICT
ADMINISTRATIVE REPORT

Administrator: Madison Moyer

Building: Choconut Valley Elementary School

Board Meeting Date: July 11, 2022

I. Recognition

A special thank you to Mrs. Sarah Briggs for her extensive work organizing and preparing for Summer Camp.

II. Important Dates and Events

Summer Camp July 11th- August 11th

Summer Library Dates:

Thursday's: July 7th, July 14th, July 21st, July 28th, August 4th, & August 11th

III. Announcements

Summer Camp will start on Monday, July 11th. Mrs. Briggs has done a fantastic job preparing for counselors, teachers, specialists, and students to arrive. On Wednesday, July 6th, Camp Staff came in to put tents up, prepare materials, and get ready for students to arrive on Monday. Mrs. Briggs has weekly themes planned and some special events for our students throughout the summer. I'm looking forward to students being back at Choconut and enjoying Camp starting Monday.

Summer Library started on Thursday, July 7th. We had an amazing turnout for the first week with approximately 20 students. Mrs. Sarah Springsteen has done a wonderful job of finding themes for the weeks and I look forward to seeing more children and families joining us throughout the summer.

IV. Current project status

V. Other

I'm happy to be officially back from Maternity Leave as of July 6th and very thankful to the Montrose Family, including the Board of Directors, for their patience, understanding, and well wishes during this special time for myself and my family.

Signature: *Madison Moyer*

Date: 07/07/2022

**MONTROSE AREA SCHOOL DISTRICT
ADMINISTRATIVE REPORT**

**ADMINISTRATOR – Michelle Lusk
BUILDING – Administration
BOARD MEETING DATE – 7/11/2022**

I. IMPORTANT DATES AND EVENTS

July 1, 2022, fiscal roll-over has been completed. This includes posting the budget for the new year, releasing purchase orders, rolling over accounts receivable and updating the salary schedules for the new school year.

July 1, 2022, consolidated application has been submitted for Federal Programs. (Title I, Title II, Title IV). Thank you to Christine Kresge for helping with this task.

I continue to work on reconciling grants for audit and year end reporting.

The Business Office staff is busy closing out fiscal year end books and preparing for the local audit.

II. ANNOUNCEMENTS

Paul Murphy, local auditor will be on site August 22, 2022, for the 6/30/2022 audit.

Bond Update: All bond projects have been completed and paid in full.

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: July 11, 2022

I. Recognition

Thanks to Sarah Briggs for all her hard work organizing summer camp. She has been putting in many hours to ensure everything will be running smoothly as we start camp on July 11th.

II. Important Dates and Events

Children's Food Market- Thursday, July 21st from 3:30-5:30

Summer Library- Wednesdays from July 6th – August 10th from 9:00-12:00

III. Announcements

We will be holding summer library here at Lathrop Street this year. This will provide students the chance to come to the school once a week to get new books and complete different activities in the library. Mrs. Hellmuth has planned different themes for each week and is looking forward to getting started!

Summer camp orientation is on July 6th for teachers and counselors. There are currently 51 students signed up for camp. We are looking forward to getting started!

Extended School Year for elementary students will be at Lathrop Street this summer and will run from July 11th – August 11th.

We will be interviewing this month for the open first grade position. Applications are due July 12th and interviews will be scheduled shortly after. I will be putting together an interview committee consisting of other administrators and teachers.

The custodial staff is doing a great job getting classrooms ready for next school year. They have made really nice progress and rooms are looking great so far.

IV. Current project status

The roofing project will begin at Lathrop Street on August 1st. The project will take place over the Kindergarten and first grade hallway. Materials will be stored on the playground closest to the K-1 wing and the playground won't be accessible until the materials are removed.

V. Other

Signature: *Patrick Matthews*

Date: 7/6/22

MONTROSE AREA SCHOOL DISTRICT

ADMINISTRATIVE REPORT

ADMINISTRATOR: Terrence Whalen

BUILDING: Jr/Sr High School

DATE SUBMITTED: 7/6/22

BOARD MEETING DATE: 7/11/22

I. RECOGNITION:

Recognition to all of the contracted workers who have spent the past few weeks on our roof, stage, gym floor and baseball field.

Special recognition to our MASD maintenance staff. At the high school, the maintenance staff are working diligently with their small group of student works to repaint specific areas around the school, wax the floors, clean out the classrooms and other countless efforts they have put fourth to clean and beautify our building.

II. IMPORTANT DATES AND EVENTS:

Extended school year begins on 7/11/22

III. CURRENT PROJECT STATUS:

Summer school classes have begun in our online format (VLN). The guidance department along with myself and Mr. Powers have reached out to students and are monitoring their progress and participation to seize the maximum result for our students.

In-coming 9th grade students are participating in a collaborative math summer school curriculum with Mrs. Palmiter and Mrs. Miller to help the students in their specific area of need. A large effort was put into this by these two teachers.

IV. OTHER

Signature: *Terrence Whalen*

Date: 7/6/22

MONTROSE AREA SCHOOL DISTRICT

ADMINISTRATIVE REPORT

ADMINISTRATOR – Tom Lonzinski

BUILDING - All

BOARD MEETING DATE - July 11, 2022

Facilities Report

The Stage in the High School Auditorium - Demo work has been completed and we are in the process of reviewing the options for repairing. Contractors have been contacted and we are waiting for ideas and recommendations. Further updates will be posted as we move forward with this project.

Baseball Field Renovation Project at the Jr / Sr High School is in process. The fencing has been removed, the field has been graded, the infield has been marked out and the topsoil is being spread. Field drainage work was also started. Project has been moving along very well so far.

Summer custodial cleaning has been going very well this summer. We currently have 5 student employees assisting the cleaning at the Jr / Sr High School as well as a couple of part time Express Employment Staff assisting with the Lawn Maintenance.

Roofing project Updates:

High School – Work started as planned and has progressed very well. Weather has been very good so far allowing the contractor to complete about 35% of the roof so far. The upper level roof (Main Gym and Auditorium roof) will be completed by July 11th.

Lathrop Street – Start Date is August 1, 2022 and scheduled completion date is November 30, 2022.

Gym Floors of all 3 Campuses are scheduled for refinishing. The High School Gym Floor has been repaired and sanded to bare wood and will be repainted and sealed after the roofing is completed above. Choconut Elementary Gym Floor has been repainted and seal coated. It is currently in the drying stage. Lathrop Elementary is being sanded currently and then it will be repainted and sealed as well. Flooring contractor is hoping to be completed with in a couple of weeks.

Tom Lonzinski