

**MAY 9, 2022  
JUNIOR-SENIOR HIGH SCHOOL AND VIA VIDEO CONFERENCE  
HYBRID MEETING**

**MONTROSE AREA SCHOOL DISTRICT  
BOARD OF DIRECTORS**

**MEETING MINUTES**

(Visit our website at [www.masd.info](http://www.masd.info))

Mrs. Mary Homan  
Board of Directors President

Mr. Christopher McComb  
Superintendent of Schools

The Montrose Area School District Board of Directors Business meeting was called to order by Mrs. Mary Homan, Board President at 7:19 p.m. in the Junior-Senior High School Auditorium, 75 Meteor Way, Montrose PA 18801. There were 7 attendees via video conference.

**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 (via zoom), Mrs. Mary Homan, Mr. Douglas Wilcox, Mr. Richard Jordan and Miss Taylor Warner

**ABSENT:** Mrs. Gretchen Backer and Mr. Paul Adams

**ADMINISTRATORS:** Mr. Christopher McComb, Mr. Craig Owens, Mr. Patrick Matthews, Mrs. Madison Moyer (via zoom), Mrs. Michelle Lusk, Mr. Gregory Adams (via zoom), Mrs. Christine Kresge, Mr. Thomas Lonzinski (via zoom) and Mr. Terrence Whalen (via zoom)

**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 Mr. Wood, seconded by Mr. Wilcox to approve the following minutes as submitted:

- a. April 11, 2022, Work Session
- b. April 11, 2022, Board Meeting
- c. April 26, 2022, Finance Committee Meeting
- d. May 4, 2022, Policy Committee Meeting

**ALL VOTING AYE**

**B. FINANCE – Mr. Paul Adams, Mr. Richard Jordan and Mrs. Gloria Smith, Chairpersons**

Mr. Jordan made a motion to approve item numbers 2 through 9 under Finance and it was seconded by Mr. Wood

**ALL VOTING AYE**

2. A motion is needed to approve the list of bills to be paid, including the Food Nutrition Group Financial Status
3. A motion is needed to approve the March 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 transfer requests for the 2021-2022 school year
6. A motion is needed to appoint the following for the 2022-2023 fiscal year:
  - a. Peoples Security Bank & Trust Company and NBT Bank as school district depositories
  - b. Law Firm of Sweet, Stevens, Katz & Williams as solicitors at their standard fee agreement as submitted
  - c. G. H. Harris Associates as delinquent tax collector
  - d. Michelle Lusk as School District Treasurer
  - e. Connie Birchard as School Board Secretary at the current stipend rate

**B. FINANCE – continued**

7. A motion is needed to approve a tax bill printing agreement for 2022 taxes with Government Software Services, Inc. of Honesdale, PA as per submitted
8. A motion is needed to exonerate property parcel #024.02-1,051.00,004 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
9. A motion is needed to approve a proposed final expense budget for the 2022-2023 fiscal year in the amount of \$27,832,566

**C. LEGISLATIVE – Mr. Paul Adams, Chairperson**

10. A motion was made by Mr. Wilcox, seconded by Miss Warner to appoint Mary Homan and John Wood as school board voting delegates to participate in the PSBA Delegates Assembly to be held as a hybrid event on November 5, 2022  
**ALL VOTING AYE apart from Mrs. Homan and Mr. Wood abstaining**

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

11. A motion was made by Mrs. Smith, seconded by Mr. Wood to transfer bus 7 route from William J. & Evelyn C. Goff to Carlton Transportation, Inc. effective beginning with the 2022-2023 school year to be paid in accordance with the state contract for the route  
**ALL VOTING AYE**

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

Prior to the vote, Mr. McComb briefly explained that three of the policy updates were the result of a recent court case. They clarified language in the policies of when schools can address activities that happen off campus and not during school hours, as well as an update to the policy on electronic devices. There were some changes based on the USDA guidelines specifically around alternate meals for food service.

12. A motion was made by Mrs. Homan, seconded by Mr. Wilcox to approve first 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

**ALL VOTING AYE**

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

Mr. Wilcox read through the motions under Curriculum and a motion was made by Mr. Wood, seconded by Miss Warner to approve item numbers 13 through 15. Prior to the vote, Mr. Jordan wanted to know if item number 15 was new. Mr. McComb explained that our speech teacher in one of our elementary buildings will be out for the remainder of the school year and we were not able to find a replacement to service our students full-time. We have a temporary replacement who will fill some of the void and this service has allowed us to fill the remainder of that void so we would be in compliance with IEPs. Without this service we would be out of compliance and not able to fulfill our obligation to those students. Mr. Adams also indicated that we have a contracted speech therapist, as well as our Choconut speech therapist filling some of those hours, but we are still short, so Soliant would provide services through zoom with support staff personnel in the room to essentially deliver the speech over the computer. We are out of options to fill that void. He also indicated that any hours that are missed, those students will be entitled to compensatory services over the summer.

**ALL VOTING AYE apart from Mrs. Smith voting NO for item number 13**

13. A motion is needed to approve curriculum revisions / additions to the Junior-Senior High School Course Selection Guidebook for the 2022-2023 school year as previously discussed at the March Work Session

**F. CURRICULUM – continued**

14. A motion is needed to enter into a Dual Enrollment Agreement with Keystone College effective beginning with the 2022-2023 school year
15. A motion is needed to approve a Client Services Agreement with Soliant Health, LLC effective immediately for 11.5 hours per week at an hourly rate of \$88.00 for the remainder of the 2021-2022 school year to provide tele-practice speech services to qualified students

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

16. A motion was made by Mrs. Smith, seconded by Mr. Jordan to accept with regret the resignation of Joseph LaBarbera as Assistant Track Coach retroactive to April 26, 2022

**ALL VOTING AYE**

**H. BUILDING & GROUNDS – Mr. John Wood and Mr. Douglas Wilcox, Chairpersons**

Prior to the vote, Mr. McComb reported that the district received final approval to use ESSER funding for the roof projects. We are all set to move forward and get that work done over the summer.

17. A motion was made by Mrs. Smith, seconded by Mr. Wilcox to award the bid under the COSTARS program to Weatherproofing Technologies, Inc. as per submitted for roof replacement at Lathrop Street Elementary School in the amount of \$644,806.42 and roof restoration and wall panel system at the Junior-Senior High School in the amount of \$1,254,426.82 a total cost of \$1,899,233.24

**ALL VOTING AYE**

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

Mrs. Homan read through the motions under Personnel and a motion was made by Mrs. Smith, seconded by Mr. Wood to approve item numbers 18 through 20.

**ALL VOTING AYE apart from Mrs. Strickland abstaining from item number 19**

18. A motion is needed to transfer Karen Spence from her current position as Personal Care Aide assigned to the Junior-Senior High School to a Kindergarten Instructional Aide assigned to Lathrop Street Elementary School at her current rate of pay, for 6 ½ hours per day, 180 student school days, with individual fringe benefits in accordance with the current MESPA Collective Bargaining Agreement effective date contingent upon hiring a successor
19. A motion is needed to employ Madeline Snell as a Personal Care Aide assigned to Choconut Valley Elementary School for 6 ½ hours per day, 180 student school days, \$11.50 per hour together with individual fringe benefits in accordance with the current MESPA Collective Bargaining Agreement retroactive April 26, 2022
20. A motion is needed to approve the following as substitute Education Students for the district on an as-needed basis for no more than 20 days beginning with the 2022-2023 school year:
  - a. Toni Amato
  - b. Grace Aukema
  - c. Maxwell Brewer

**V. NEW BUSINESS**

Mrs. Homan read through the motions under New Business and a motion was made by Mr. Wilcox, seconded by Miss Warner to approve item numbers 21 through 23.

**ALL VOTING AYE**

21. A motion is needed to renew the Food Service Management Company (FSMC) Cost Reimbursable contract from July 1, 2022, through June 30, 2023, with The Nutrition Group with a guarantee loss not to exceed \$52,772.67
22. A motion is needed to authorize the continuation of Release Time Classes for religious instruction for the 2022-2023 school year

**V. NEW BUSINESS - continued**

23. A motion is needed to revise the 2021-2022 school calendar as follows: June 6, 2022, a regular full day of School; June 7, 2022, Act 80 student only early dismissal at 11:30 AM; last day of school for students and teachers

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

- A. Thursday, May 19, 2022, 6:30 P.M. – Transportation Committee Meeting, Junior-Senior High School Library
- B. Tuesday, May 24, 2022, 6:00 P.M. – Finance Committee Meeting, via Video Conference
- C. Monday, June 13, 2022, 7:00 P.M. – Work Session, Junior-Senior High School Auditorium and Via Video Conference
- D. Monday, June 13, 2022, immediately following Work Session - Board Meeting, Junior-Senior High School and Video Conference

**VII. OPPORTUNITY FOR VISITORS' ADDITIONAL COMMENTS - None**

**VIII. ADJOURNMENT – A motion was made by Mrs. Smith, seconded by Mr. Wood to adjourn the Business meeting at 7:36 PM.**

**ALL VOTING AYE**

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

  
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Connie Birchard, Board Secretary