

**TROY AREA SCHOOL DISTRICT  
Board of Education – Regular Session  
Tuesday, March 17, 2020 – 7:00 PM  
Troy Area School District – Community Room**

The Regular Session of the Troy Area School District Board of Education, held on Tuesday, March 17, 2020, in the Community Room of the Troy Area School District Offices, was called to order by Board Secretary, Traci Gilliland at 7:02 PM. Following the Pledge of Allegiance, roll call was taken:

**Present:** Mrs. Angove (via zoom) Mr. Dibble Mr. Roy  
Mrs. Bohner (via zoom) Mrs. Murray (via zoom)  
Mr. Brasington Mrs. Ordway

**Absent:** Mr. Curren, Mr. Martin

**Others Present:** Dr. Martell, Superintendent; Mrs. Gilliland, Business Administrator; Mrs. Bixby, Transportation & Food Service Director (via zoom); Mr. Blair, Maintenance Supervisor; Mr. Brion, Primary School Principal (via zoom); Mr. Imbt, Primary School Assistant Principal (via zoom); Mr. Brenner, Jr/Sr High School Principal (via zoom); Mrs. Keating, Jr/Sr. High School Assistant Principal (via zoom); Mr. Schrader, Technology Director (via zoom); Ms. Baxter, Student Board Representative; Ms. Call, Student Board Representative; Solicitor Blaney; as well as district staff and visitors.

Mrs. Gilliland announced an executive meeting was held Tuesday, March 10, 2020 following the work session to discuss personnel.

**Presentations:** None

**Visitors' Comments on Agenda Items:** None

**Reports:** **A) Northern Tier Career Center Report:** Mr. Brasington had nothing to report; **B) Intermediate Unit Report:** Mr. Martin had nothing to report; **C) Pennsylvania School Boards Association:** Mr. Brasington had nothing to report; **D) Student Board Representatives:** Ms. Baxter & Ms. Call were absent from the meeting; **E) District Report:** Dr. Martell provided an update on what is happening in the district.

Mr. Dibble made a motion, seconded by Mr. Roy to approve the following:

**Minutes:** **A)** February 11, 2020, Work Session Meeting; **B)** February 11, 2020, Budget, Finance, Transportation Committee Meeting; **C)** February 18, 2020, Regular Session Meeting; On voice vote there were 8 yes votes. The motion passed 8-0-0-1.

Mr. Dibble made a motion, seconded by Mr. Roy, to approve the following financial reports.

**Financial Reports:** **A)** Bill List for Payment - **I)** General Fund, **II)** Construction Fund, **III)** Capital Reserve, **IV)** Cafeteria Fund; **B)** Treasurer's Report – **I)** General Fund Report, **II)** Cafeteria Report, **III)** Activity Report.

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Roll Call Vote: Mr. Curren, Mrs. Ordway, yes; Mrs. Murray, yes; Mr. Roy, yes; Mr. Brasington, yes; Mrs. Bohner, yes; Mr. Martin, absent, Mr. Dibble, yes; Mrs. Angove, yes; Motion passed 7-0-0-2.

Solicitor Blaney explained board policy 006.1 to the board. The policy states there must be a quorum of board members at the physician location of where the board meeting is being held. Solicitor Blaney is requesting the Board suspend the policy so members can participate via zoom given the current environmental factors.

Mr. Brasington made a motion, seconded by Mr. Dibble to suspend board policy 006.1 while the Governor keeps the school district closed.

Roll Call Vote: Mrs. Ordway, yes; Mrs. Murray, yes; Mr. Roy, yes; Mr. Brasington, yes; Mrs. Bohner, yes; Mr. Martin, absent, Mr. Dibble, yes; Mr. Curren, absent; Mrs. Angove, yes; Motion passed 7-0-0-2.

Mrs. Gilliland reviewed those items added to the consent agenda since the work session meeting.

#### **Selection of Items for Removal from Consent Agenda:**

Mr. Roy requested the following be removed from the consent agenda:

**B.) Finance: 4)** Motion to authorize the continuation of payroll expenditures for all employees for the next three pay-periods or through the April 23, 2020 payroll.

Mrs. Bohner made a motion, seconded by Mr. Dibble to approve the following:

#### **Motion to Approve the Agenda as Follows: I) Budget, Finance & Transportation:**

**A.) Budget: 1)** Approve the proposed NTCC 2020/2021 Operating Budget; **2)** Approval for Administration to take the necessary action to process all bills for the 2019/2020 school year that need to be paid before the board meets again.

**B.) Finance: 1)** Motion to approve tax additions, exemptions and exonerations; **2)** Motion to approve an agreement with Foresters Financial Services, Inc. & PenServ Plan Services regarding 403(b) record keeping and administrative services; **3)** Motion to approve the July 1, 2020 through June 30, 2021 spending account agreement with Highmark;

**II.) Transportation: A)** Updated 2019/2020 Daily Rate Listing.

**III) Personnel: A) Retirements: 1) a)** None

**B) Resignations: 1) a)** Stacy Rogers, 7<sup>th</sup> & 8<sup>th</sup> Grade Head Girls' Basketball Coach, effective January 31, 2020.

**C) Transfers: 1)** Glen Butters, from Computer, TIS to Math Teacher 7-12; effective July 1, 2020; **2)** Jeff Palmer, from Industrial Arts/Tech Ed to STEM, K-6; effective July 1, 2020.

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**D) Employment: 3) Support Staff Employments: a) 1) None; 4) Supplemental Contracts: a) 1) None; 5) Coaching Contract: a) Continuation Contracts: 1) Jim Smith, Head Football Coach, Salary \$6,366.00, no other benefits; 2) Joseph Millard, Assistant Football Coach, Salary \$5,048.00, no other benefits; 3) Ryan Ammerman, Assistant Football Coach, Salary \$5,048.00, no other benefits; 4) Chance Wright, Assistant Football Coach, Salary \$5,048.00, no other benefits; 5) Gary Ward, Head Cross Country Coach, Salary as per contract, no other benefits; 6) Bettina Campbell, Assistant Cross Country Coach, Salary as per contract, no other benefits; 7) Terilyn Anderson, Head Volleyball Coach, Salary \$5,048.00, no other benefits; 8) Danielle Benjamin, Assistant Volleyball Coach, Salary \$4,387.00, no other benefits; 9) Jason Hodlofski, Head Boys' Soccer Coach, Salary \$5,707.00, no other benefits; 10) Dustin Holdren, Assistant Boys' Soccer Coach, Salary \$4,608.00, no other benefits; 11) Wayne Pratt, Head Girls' Soccer Coach, Salary \$5,707.00, no other benefits; 12) Thomas Fritsch, Assistant Girls' Soccer Coach, Salary \$3,949.00, no other benefits; 13) Steve Renzi, Head Boys' Basketball Coach, Salary \$6,144.00, no other benefits; 14) Cody Martin, Assistant Boys' Basketball Coach, Salary \$5,048.00, no other benefits; 15) Cory Tice, Head 7<sup>th</sup> & 8<sup>th</sup> Grade Football Coach, Salary 3,028.00, no other benefits; 16) Neil Gilliland, Assistant 7<sup>th</sup> & 8<sup>th</sup> Grade Football Coach, Salary \$2,028.00, no other benefits; 17) Dane Seeley, Head 7<sup>th</sup> & 8<sup>th</sup> Grade Coed Soccer Coach, Salary \$2,370.00, no other benefits; 18) Marshall McNeal, Head 7<sup>th</sup> & 8<sup>th</sup> Grade Boys' Basketball Coach, Salary \$3,028.00, no other benefits; 19) Brandon Spiak, Head Wrestling Coach, Salary \$6,366.00, no other benefits; 20) Darton Harwick, Assistant Wrestling Coach, Salary \$4,387.00, no other benefits; 21) Jake Tice, Assistant 7<sup>th</sup> & 8<sup>th</sup> Grade Wrestling Coach, Salary \$1,842.00, no other benefits; b) New Employment: 1) None; E) Position Eliminations: 1) None;**

**F) Create New Positions: 1) None.**

**G) Contracts: 1) ESS Northeast, LLC Substitute Listing; 2) Volunteer Listing; 3) Approve the two-year agreement with Troy Area School District and SUNY Corning Community College to participate in the Dual Enrollment Program from 2019 – 2021 school year; 4) Motion to approve a three-year agreement with Mansfield University for an enrollment partnership; 5) Motion to approve an agreement with Pennsylvania Family Support Alliance for on-site Mandated Reporter Training on August 19, 2020.**

**H) Leave Requests: 1) None.**

**I) Request for Student Teachers/Internships/Observations: 1) Savanah Packard, Mansfield University, March - May 2021, Assignment ELED 2, Co-Op Teacher Nisa Kshir, Building WRC; 2) Marissa Garris, Mansfield University, January – March 2021, Assignment Eled Pre-K-1, Co-Op Teacher Anna Warnick, Building WRC; 3) Makayla Kresefski, Mansfield University, January – March 2021, Assignment Eled K, Co-Op Teacher Kayla Hoover, Building TIS; 4) Marris Garris, Mansfield University, March – May 2021, Assignment Eled K, Co-Op Teacher Renee Broschart, Building TIS; 5) Bailey Miller, Mansfield University, March – May 2021, Assignment History 10-12, Co-Op Teacher Kelsey Herman, Building JSJS; 6) Hannah James, Mansfield University, January – March 2021, Assignment Music, Co-Op Teacher Sydney MacDonald, Building JSJS**

**IV) Buildings and Grounds: A)** Motion to approve an agreement with Hunt Engineers, Architects and Surveyors in the amount of \$10,500.00 plus reimbursable expenses for professional services for the W.R. Croman playground. Amount will be paid from the 2019-2020 general fund budget. **B)** Motion to approve the bidding for excavation for areas around the W.R. Croman playground and for ADA sidewalks to the surfacing area.

**V) Curriculum/Instruction and Assessment: A)** None.

**VI) Technology: A)** Motion to approve a three-year contract with Nearpod at a total cost of \$9,000.00; **B)** Motion to approve a three-year contract with Instructure at a cost of \$18,850.00 per year for Canvas and MasteryConnect Subscription; **C)** Approval for Administration to purchase one-hundred and ten (110) total access points and mounting kits for all Troy Area School District schools from CDW in the amount of \$34,812.80 total, before e-rate. The total cost after e-rate is approximately \$6,962.56. Purchase is contingent upon obtaining e-rate approval. Amount will be included in the 2020/2021 General Fund Budget.

**VII) Student Affairs: A)** Motion to approve the attached 2019/2020 Field Trip requests; **B)** Motion to approve for qualifying high school students to participate in the regional band festival at Honesdale High School on March 26, 2020 through March 28, 2020; **C)** Motion to approve the waiving of tuition for said student, #2020-01, or any part of the 2019/2020 school year the student did not reside within Troy Area School District; **D)** Motion to approve the waiving of tuition for said student, #2020-02, for any part of the 2019/2020 school year the student did not reside within Troy Area School District;

**VIII) Community Relations: A)** Motion to approve a \$1,000.00 donation from the Troy Lions Club to be used towards vision impairment professional development and supporting materials for the Special Education Department; **B)** Motion to approve a \$1,480.00 donation from the Community Foundation for the Twin Tiers to be used towards purchasing equipment for the Troy Jr/Sr. High School weight room; **C)** Motion to approve a \$1,000.00 donation from CANN-USA Sports, LLC; **D)** Motion to approve a \$234.90 donation from Hoover Hardware for supplies used for the “Fiddler on the Roof” performance; **E)** Motion to approve a \$375.00 donation from the First Arena from Troy participating in Troy night.

**IX) Policy: A) New: 1) First Reading: i.)** None; **2) Second Reading: i.)** None.

**B) Revised: 1) First Reading: i.)** None; **2) Second Reading: i)** 222 – Tobacco and Vaping Products; **ii.)** 323 – Tobacco and Vaping Products – Employees; **iii.)** 707 – Use of School Facilities; **iv.)** 810.1 – Commercial Driver’s License Drug and Alcohol Clearinghouse; **v.)** 904 – Public Attendance at School Events; **C) Retire: 1) First Reading: i.)** None.

Roll Call Vote: Mrs. Murray, yes; Mr. Roy, yes; Mr. Brasington, yes; Mrs. Bohner, yes; Mr. Martin, absent, Mr. Dibble, yes; Mr. Curren, absent; Mrs. Ordway, yes; Mrs. Angove, yes; Motion passed 7-0-0-2.

**Items Removed from Consent Agenda:**

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Mr. Roy made a motion, seconded by Mr. Dibble to approve the following but modify the motion to four pay-periods or through May 7, 2020.

**B.) Finance: 4)** Motion to authorize the continuation of payroll expenditures for all employees for the next four pay-periods or through the May 7, 2020 payroll.

Roll Call Vote: Mr. Roy, yes; Mr. Brasington, yes; Mrs. Bohner, yes; Mr. Martin, absent, Mr. Dibble, yes; Mr. Curren, absent; Mrs. Ordway, yes; Mrs. Murray, yes; Mrs. Angove, yes; Motion passed 7-0-0-2.

Mr. Roy made a motion, seconded by Mr. Dibble to table the following motion.

**D) Employment: 1) Act 93: a)** TBA, Athletic Director, effective 2020/2021 School Year, salary as per contract. **2) Professional Contract Employees: a) 1)** TBA, Librarian, effective 2020/2021 School Year, salary as per contract.

During discussion Mrs. Ordway asked why we are not pulling the regional band festival. Dr. Martell replied we are keeping that on the board agenda just in case the students are able to go later.

Roll Call Vote: Mr. Brasington, yes; Mrs. Bohner, yes; Mr. Martin, absent, Mr. Dibble, yes; Mr. Curren, absent; Mrs. Ordway, yes; Mrs. Murray, yes; Mr. Roy, yes; Mrs. Angove, yes; Motion passed 7-0-0-2.

### **General Board Discussion:**

Dr. Martell summarized two possible school calendar options with the board. Dr. Martell's interpretation is that the district needs to attempt to reach 180 student days or the required instructional hours. That may require school through Jun 30, 2020. Dr. Martell provided school calendar options based on either losing 2 or 4 weeks of instruction. Both scenarios allowed for all student days to be completed by June 30, 2020. Dr. Martell did state the three built in snow days around Easter would now be school days based on the 19/20 school calendar already approved by the Board.

Mr. Dibble asked how it would work if a student hasn't graduated yet but now also needs to take summer college courses. Dr. Martell replied, the student would take high school classes and college courses concurrently. That is allowed.

Dr. Martell thanked everyone for participating in the zoom meeting.

Dr. Martell shared the community link for parents to ask questions.

Mrs. Ordway thanked Dr. Martell for great communication with the public.

Mr. Brasington reminded everyone to follow what the Governor and President are asking. Stay home, wash hands and keep people safe. Dr. Martell shared the current number of Covid-19 cases. Solicitor Blaney added that there have been 1,000 new cases in the last 24 hours. Mr. Brasington noted we need to slow down the spread of Covid-19.

### **Visitor Comment and Question Period:**

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Mrs. Micki Williams, Troy asked if there is still a plan to carry out stated testing (keystones)? Dr. Martell replied yes, it is possible that the first student day back could be a testing day. The state has not changed the testing dates at this point in time.

Mrs. Holz, Teacher & Teacher Association President thanked everyone for making this possible under these circumstances. This is a great way for all of us to still meet. The attendance was excellent.

Mrs. Karlene Shimko, Cafeteria Manager & Support Staff Association President thanked Mrs. Gilliland & Mrs. Bixby for making the arrangements to provide breakfast and lunch for the students.

Mrs. Ostrander asked if staff were still working in the Administration office? If not, what is the best way for the community to contact the district with questions? Dr. Martell replied that Ms. Ostrander should email Dr. Martell or Mrs. Gilliland. A message could also be left on our office phones and the call would be returned.

**Adjournment:** On a motion by Mr. Brasington, seconded by Mr. Dibble, the directors adjourned to an executive session to discuss personnel at 7:51 PM.

Respectfully submitted,

Traci Gilliland  
Board Secretary

FYI: Acknowledgement:

- 1.) Uncompensated leave granted to staff member #1760
- 2.) Uncompensated leave granted to staff member #1845
- 3.) Uncompensated leave granted to staff member #1787
- 4.) Policy Administrative Regulations
  - a.) 222-AR-0 – Tobacco and Vaping Products;
  - b.) 222-AR-1 – Tobacco and Vaping Product Violation Parental Notification;
  - c.) 707-AR-1 – Rules for Use of School Facilities;
  - d.) 805.2-AR-0 – School Security Personnel Training;
  - e.) 810-AR-0 – Drug Use and Alcohol Misuse Prevention Program Covered Drivers;
  - f.) 810-.1-AR-1 – Receipt of Drug/Alcohol Information;
  - g.) 810.1-AR-2 – Release of Information from;
  - h.) 810.1-AR-3 – Pre-employment notification and acknowledgement;
  - i.) 810.1-AR-4 – Employee notification for required drug and alcohol testing;
  - j.) 810.1-AR-5 – Reasonable cause suspicion form;
  - k.) 810.1-AR-6 – Acknowledgement of Reasonable Suspicion Training for Supervisors.

Deduct Days -

Name	Building	Date/s	Reason

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