

**TROY AREA SCHOOL DISTRICT
Board of Education – Work Session
Tuesday, June 11, 2019 – 7:00 PM
Troy Area School District – Community Room**

The Work Session of the Troy Area School District Board of Education, held on Tuesday, June 11, 2019, in the Community Room of the Troy Area School District Offices, was called to order by President, Dan Martin at 7:03 PM. Following the Pledge of Allegiance, roll call was taken:

Present: Mrs. Angove Mr. Curren Mr. Roy
 Mrs. Bohner Mr. Martin
 Mr. Brasington Mrs. May

Absent: Mr. Morgan, Mrs. Ordway

Others Present: Dr. Martell, Superintendent; Mrs. Gilliland, Business Administrator; Ms. Abreu, Troy Intermediate School Principal; Mrs. Bixby, Director of Transportation & Food Service; Mr. Blair, Maintenance Supervisor; Mr. Brion, Primary School Principal; Mrs. Markiw, Director of Support Services; Ms. McGurgan, Principal of Student Affairs; Dr. Polly, Jr/Sr High School Principal; Mr. Brenner, Jr/Sr. High School Assistant Principal; Ms. Yang, Student Board Representative; Solicitor Blaney; as well as district staff and visitors.

Mr. Martin announced that an executive meeting was held Tuesday, May 14, 2019 to discuss contracts & personnel issues.

Mr. Martin announced that an executive meeting was held Tuesday, May 28, 2019 to discuss personnel.

Mr. Martin announced that an executive meeting was held Tuesday, June 4, 2019 to discuss contracts.

Mr. Martin announced that an executive meeting was held tonight prior to the work session meeting to discuss personnel.

Mr. Roy made a motion, seconded by Mr. Brasington to approve Mr. Benjamin Miller as Assistant Principal but for grades K-6.

C) Employment: 1) Act 93: a) Benjamin Miller, Assistant Principal, 3-6; effective July 1, 2019, salary as per contract, no additional benefits;

During discussion, Dr. Martell noted she did not support the Boards motion. Dr. Martell feels a new Principal needs to focus on one building. The recommendation of the Superintendent is for Mr. Miller to be a 3-6 Assistant Principal.

Roll Call Vote: Mrs. Bohner, yes; Mrs. Angove, yes; Mrs. May, no; Mr. Curren, no; Mrs. Ordway, absent; Mr. Roy, yes; Mr. Brasington, yes; Mr. Martin, no; Motion passed 4-3-0-1.

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Dr. Martell welcomed Mr. Miller to the district.

Presentations:

Mrs. Bonnie Bixby presented the cafeteria fund 2019/2020 budget. The cafeteria is budgeted for a \$110,463 operating loss. The budget will be balanced using the cafeteria fund balance. Mrs. Bixby reviewed each line item within the 2019/2020 budget. Mrs. Bixby reviewed our current meal prices with the Board and discussed how our prices compare against other local school districts. Administration is recommending an increase in food prices of \$.25 cents, except milk. There was no price increase recommended for milk. Mrs. Bixby explained the paid equity calculation and that the Board would at least need to increase meal prices by \$.10 cents as a result of the calculation. The Board discussed interest in community eligibility and asked Mrs. Bixby to provide further information at the next meeting. The Board also discussed meal prices and only wanted to increase adult meal prices by \$.25 cents. The Board did not want to increase meal prices more than the paid equity calculation required.

Visitors' Comments on Agenda Items:

Ms. Rachel Ives, TAEA President and Teacher – Ms. Ives there are a lot of teachers here tonight because we all care about our students. Ms. Ives asked the Board to make the best decision for all our students.

Minutes: Mrs. Gilliland announced the May 2019 meeting minutes will be emailed to Board members by the end of the week.

Financial Reports: Mrs. Gilliland announced the May 2019 financial reports were emailed to Board members.

Selection of Items for Removal from Consent Agenda:

Mrs. Gilliland reviewed the following:

Motion to Approve the Agenda as Follows: I) Budget, Finance & Transportation: I) A.) Budget: A) Approval for Administration to take necessary action to close out the 2018/2019 school year and start up the 2019/2020 year including personnel matters and bid awards that need to be done before the board meets again; **B)** Adopt a General Fund operating budget for the 2019/2020 school year in the amount of \$26,269,880 with a **1)** Real Estate tax levy of 42.91 mills which is 4.291 per \$100 of assessed valuation; an **2)** Occupation tax levy of 1600 mills which is 160.00 per \$100 of assessed valuation; a **3)** per Capita (Act 511) tax levy of \$5.00; a **4)** per Capita (Section 679) tax levy of \$5.00; a **5)** Discount of 2% for real estate and occupation taxes paid within two months of the billing date; a **6)** Penalty of 10% for real estate and occupation taxes paid after four months of the billing date; a **7)** Real Estate Transfer (Act 511) tax levy of 1% and; an **8)** Earned income tax (Act 511) tax levy of ½ of 1%; **C)** Approve resolution providing real estate homestead exclusions for the 2019/2020 fiscal year under the Taxpayer Relief Act; **D)** Request permission of the board of education to submit applications with the intent to participate in the following programs for the 2019/2020 year. These allocations are subject to change.

Title 1 - \$316,151.00

Title II, Part A - \$50,355.00

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Title III - \$5,000.00

Title IV - \$23,107.00

Mrs. Gilliland discussed the changes made to the 2019/2020 general fund budget since it was last presented at the May 14, 2019 and May 21, 2019 meetings. The 2019/2020 budgeted expenditures are now \$26,269,880. The 2019/2020 budgeted operating loss is \$1,403,505. The 2019/2020 budget will be balanced using fund balance. Mrs. Gilliland noted the SRO and Principal of Student Academic Affairs positions were removed from the budget at the Board's request. In addition, a grades 3-6 Principal was removed and replaced with a K-6 Principal and a grades 3-6 Assistant Principal. Transportation and coaching salaries were modified for junior high sports as discussed at the committee meeting. Mrs. Gilliland also noted final budget changes were made for health insurance costs as a result of open enrollment changes. In addition, the final IDEA allocation was received and the budgeted was adjusted to reflect the actual amount.

B.) Finance: **1)** Appoint UPMC Susquehanna Soldiers & Sailors to provide the physical and occupational therapy services for the 2019/2020 school year; **2)** Appoint UPMC Susquehanna Soldiers & Sailors to provide the physical and occupational therapy services for the 2018/2019 extended school year; **3)** Approve resolution providing approval for budget transfers and GASB 54 Compliance; **4)** Appoint _____ to provide Professional Medical Services for the 2019/2020 and 2020/2021 school years; **5)** Motion to approve a Memorandum of Understanding with BLaST Intermediate Unit 17 to provide Medical Access billing services for the 2019/2020 school year; **6)** Appoint Susquehanna Health to provide the drug and alcohol testing services for the 2019/2020 school year; **7)** Motion to approve Donna Williams up to 15 paid hours at the contractual hourly rate for the 2019/2020 ESY program; **8)** Motion to approve Melissa Lehman up to 30 paid hours at the contractual hourly rate for the 2019 summer ESY program; **9)** Motion to approve Anna Warnick up to 30 paid hours at the contractual hourly rate for the 2019 Summer ESY program; **10)** Motion to approve Cynthia Collins up to 30 paid hours at the contractual hourly rate for the 2019 Summer ESY program; **11)** Motion to approve Theresa Lamonski up to 30 paid hours at the contractual hourly rate for the 2019 Summer ESY program; **12)** Approve a contract addendum with Source4Teachers LLC for ESY Custodial and Clerical services for the summer of 2019.

II.) Transportation: **1)** 2018/2019 updated bus driver listing;

III) Personnel: **A) Retirements:** **1)** Matt Harold, Chemistry, effective last day of the 2019/2020 school year;

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

B) Resignations: **1)** Melissa Caudill, Junior High Student Council Advisor, effective June 30, 2019; **2)** John Morgan, Board Member, effective June 11, 2019; **3)** Erica Burke, Learning Support Teacher, effective August 16, 2019

Roll Call Vote: Mrs. Angove, yes; Mrs. May, yes; Mr. Curren, yes; Mrs. Ordway, absent; Mr. Roy, no; Mr. Brasington, yes; Mrs. Bohner, yes; Mr. Martin, yes; Motion passed 6-1-0-1.

Mr. Martin and Mr. Roy thanked Mr. Morgan for volunteering to be a board member.

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C) Employment: 2) Professional Contract Employees: a) None;

3) Support Staff Employments: a) None;

4) Supplemental Contracts: a) Supplemental 1) TBA, Head Custodian (3-11 PM), effective July 1, 2019; \$1,000 stipend, no other benefits; 2) Heather Borden, 2019 Summer School Program, effective July 1, 2019, salary as per contract; no other benefits;

5) Coaching Contract: a) Continuation Contracts: 1) None; b) New Employment: 1) None;

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

(Voting Item this Agenda): D) Position Eliminations: 1) Principal, Elementary K-2, effective June 30, 2019; 2) Principal, Elementary 3-6, effective August 20, 2019; 3) Title One Reading Aide, effective August 18, 2019;

Roll Call Vote: Mrs. May, yes; Mr. Curren, no; Mrs. Ordway, absent; Mr. Roy, yes; Mr. Brasington, yes; Mrs. Bohner, yes; Mrs. Angove, yes; Mr. Martin, no; Motion passed 5-2-0-1.

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

(Voting Item this Agenda): E) Create New Positions: 1) Principal, Elementary K-6, effective July 1, 2019; 2) JH Soccer Coach, effective July 1, 2019; 3) JH Baseball Coach, effective July 1, 2019; 4) JH Softball Coach, effective July 1, 2019; 5) JH Track Coach, effective July 1, 2019; 6) JH Track Coach, effective July 1, 2019;

Roll Call Vote: Mr. Curren, no; Mrs. Ordway, absent; Mr. Roy, yes; Mr. Brasington, yes; Mrs. Bohner, yes; Mrs. Angove, yes; Mrs. May, yes; Mr. Martin, no; Motion passed 5-2-0-1.

F) Contracts: 1) Source4Teacher Substitute Listing; 2) Volunteer Listing; 3) Approve the contract with Messiah College for Troy Area School District to participate in student teaching program; 4) Approve the contract with Western Governors University for Troy Area School District to participate in student teaching program; 5) Motion to approve the contract with Canvas to pilot their LMS for the 2019-2020 school year; 6) Motion to increase the hourly paid rate for security to \$10.00 per hour effective July 1, 2019; 7) Motion to approve the contract with The Meadows for the 2019-2020 and 2020-2021 school years.

All Transfers were listed as a voting item at the June 11, 2019 meeting. Mr. Roy asked that G.1 & G.2 be voted separately. Mrs. May asked that G.5 be voted on separately.

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

(Voting Item this Agenda) G) Transfers: 3) Shaina Slocum, from First Grade to Learning Support, JSHS Teacher, effective August 19, 2019; 4) Pam Collins, from Title

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One to First Grade, effective August 19, 2019; **6)** Jeremy Kulago, from Gifted/Prison to Gifted/Learning Support, effective August 19, 2019; **7)** Tara Freeman, from Learning Support to Learning Support/Prison, effective August 19, 2019; **8)** Denise Bowers, from Paraprofessional JSHS to Paraprofessional WRC, effective August 19, 2019; **9)** Jennifer Packard, from Paraprofessional TIS to Paraprofessional WRC, effective August 19, 2019; **10)** Brenda Holdren, Paraprofessional TIS to Paraprofessional JSHS, effective August 19, 2019; **11)** Lori Sollenberger, from Paraprofessional TIS to Paraprofessional JSHS, effective August 19, 2019

Roll Call Vote: Mrs. Ordway, absent; Mr. Roy, yes; Mr. Brasington, yes; Mrs. Bohner, yes; Mrs. Angove, yes; Mrs. May, yes; Mr. Curren, yes; Mr. Martin, yes; Motion passed 7-0-0-1.

Mr. Curren made a motion, seconded by Mrs. May to deny the following transfer:

G) Transfers: **1)** Steve Brion, from Principal K-2 to Principal 7-12, effective July 1, 2019;

During discussion, Dr. Martell reiterated policy 309 about transfers and assignments. The assignment and transfer of administrative professional and support employees within the district shall be determined by the management, supervisory, instructional, and operational needs of the schools and the school district. The board shall approve the initial assignment of all employees at the time of employment and when such assignments involve a transfer from one building or supervisor to another, and or involve to move a person, a position requiring a certificate or credentials other than those required for the employee's present position. The point that I'm trying to draw from this policy is that assignment and transfer of any of those positions shall be determined by the management.

Dr. Martell noted she was directed to put some of the transfers on the agenda tonight and they are not the recommendation of management. Before you vote, I want to go on record that is not my recommendation.

Mr. Curren stated he feels as a board we need to follow our Superintendent's recommendation. We pay her a lot of money to manage this district and for us to tell her what to do is micromanaging. We finally have some continuity in the senior high school and the elementary school. I realize we are replacing a principal at the Intermediate School but I think there is absolutely no educational benefit to do these transfers that were recommended by a few board members.

Roll Call Vote: Mr. Roy, yes; Mr. Brasington, no; Mrs. Bohner, yes; Mrs. Angove, no; Mrs. May, yes; Mr. Curren, yes; Mr. Martin, yes; Motion passed 5-2-0-1.

Mr. Curren made a motion, seconded by Mrs. May to deny the following transfer:

Dr. Martell asked to be on record again stating this transfer is not the recommendation of management. Dr. Martell's recommendation is to deny the transfer.

Mr. Curren again said we have the most continuity right now that we've had in a long time at the senior high school. He felt it would be a mistake to change things now.

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G) Transfers: 2) Alison Polly, from Principal 7-12 to Principal K-6, effective July 1, 2019;

Roll Call Vote: Mr. Brasington, no; Mrs. Bohner, yes; Mrs. Angove, abstain; Mrs. May, yes; Mr. Curren, yes; Mr. Roy, yes; Mr. Martin, yes; Motion passed 5-1-1-1.

Mrs. May made a motion, seconded by Mr. Curren to deny the following transfer:

During discussion Dr. Martell noted eliminating this position is going to have a direct impact on what we're offering our students with our curriculum, TVA and everything else she is doing for our district. I support the motion to deny the elimination of this.

Mr. Curren stated again we need to support our Superintendent. I think she has the best interest of this district at heart.

Mr. Roy stated this transfer is not covered by policy 309. This transfer is happening because the Board is recommending eliminating the Principal of Academic Affairs position for budget reasons. We are eliminating the position to save money.

G) Transfers: 5) Kelly McGurgan, from Principal of Academic Affairs to Title One Teacher, WRC, effective August 19, 2019;

Roll Call Vote: Mrs. Bohner, no; Mrs. Angove, no; Mrs. May, yes; Mr. Curren, yes; Mr. Roy, no; Mr. Brasington, no; Mr. Martin, yes; Motion failed 3-4-0-1.

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

G) Transfers: 5) Kelly McGurgan, from Principal of Academic Affairs to Title One Teacher, WRC, effective August 19, 2019;

During discussion, Dr. Martell noted this is not a transfer recommendation of management.

Roll Call Vote: Mrs. Angove, yes; Mrs. May, no; Mr. Curren, no; Mr. Roy, yes; Mr. Brasington, yes; Mrs. Bohner, yes; Mr. Martin, yes; Motion passed 5-2-0-1.

H) Leave Requests: a) None.

I) Student Teacher Practicum/Observations: 1) Ashley Tubach, Western Governors University, from August 19, 2019 to November 8, 2019, assignment 1-4, Co-Op Teacher TBD; **2)** Johna Neal, Messiah College, date TBD, Assignment TBD, Co-Op Teacher TBD.

IV) Buildings and Grounds: A) Approve the amended 2018/2019 Capital Budget and proposed 2019-2020 Capital Budget; **B)** Approve a 12-month contract from July 1, 2019 through June 30, 2020 with NRG Controls North, Inc. for preventative maintenance on the electronic controls at a maximum cost of \$15,750.00; **C)** Motion to award the district wide paving contract to _____ at a total cost of \$_____. Project was included in the 2019/2020 general fund budget.

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Mrs. Gilliland reviewed the capital budget.

V) Curriculum/Instruction and Assessment: **A)** Approve 2019/2020 BLaST IU #17 IDEA Agreement; **B)** Motion to approve the Local Advisory Committee (LAC) meeting minutes for May 16, 2019; **C)** Motion to approve the members of the Local Advisory Committee for the 2019/2020 school year;

Dr. Martell explained the purpose LAC to the Board.

VI) Technology: **A)** None;

VII) Student Affairs: **A)** Motion to approve Olivia Call (grade 11) as 2019 to 2021 Student Board Representative; **B)** Motion to approve Carrie Hofmann as a volunteer nurse for the 4th grade Harrisburg/Lake Tobias trip to dispense medication and provide support with any health-related concerns; **C)** Motion to approve the agreement with Lackawanna College and the Troy Area School District for Dual Enrollment during the 2019/2020 school year; **D)** Motion to approve the JH soccer for the 2019/2020 school year; **E)** Motion to approve the expansion of the Speech and Debate Club to include Junior High students in the 2019/2020 school year.

Mrs. Angove thanked Ms. Yang for being a student board representative.

VIII) Community Relations: **A)** Appoint _____ and _____ as voting delegates for the PSBA Legislative/Policy Council Meeting on Friday, October 18, 2019;

Mrs. Gilliland asked for volunteers to be a voting delegate. Mr. Brasington would like to attend. No other members were interested in being the second voting delegate.

IX) Policy: 1) New: a) First Reading: i.) None; b) Second Reading: i.) None;

2) Revised: a) First Reading: i.) None; b) Second Reading: 1) None;

3) Retire: a) First Reading: i.) None;

4) Attachment a) Acknowledgement: i.) 802-ATT-0-TASD Organizational Chart Revision

Mrs. Gilliland noted this is an organizational chart that was provided to administration from the Board. Mrs. Gilliland noted as she reviews the chart it is her understanding that the Food Service Director and Transportation Director have been separated into two positions. Is that the intentions of this organization chart?

Mr. Roy noted the previous organizational chart was very complicated and hard to follow. He reviewed it with Dr. Martell and understood the position to be paid as two separate deals. It is the same person but 80% of the job is paid from one pool and 20% is paid from another pool.

Mrs. Gilliland stated several changes still need to be made to the organizational chart in order to properly reflect the structure of the organization. Mrs. Gilliland is going to make

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those changes and provide them to the Board. Any additional changes can be requested to administration.

Mr. Roy questioned Dr. Martell on the timing of when the updated organizational chart was completed. Dr. Martell discussed her timing of updating the chart.

Dr. Martell explained the organizational chart and clarified it is the work of management. The organizational chart is not policy, it is an administrative regulation. Administration regulations are typically completed by the Superintendent in order to help implement policy. It is a working document and can be changed by management anytime. Dr. Martell noted the Board should read policy 003 Functions of the School Board. The Boards role is governance.

Mr. Roy asked Dr. Martell how often are policies updated? Dr. Martell explained the process for reviewing policy.

Mr. Curren questioned Mr. Roy on why the organizational chart that was emailed to the entire Board and Dr. Martell had been previously only emailed to Mrs. Bohner, Mrs. Angove and Mr. Brasington and your note was please make sure I did the changes that we went over. Mr. Roy replied he thought Dr. Martell was on that email because he met with her to discuss it. He will look at it.

Items Removed from Consent Agenda:

General Board Discussion:

Mr. Curren stated he has been on the board since 2001 and for many years this board has evolved progressively, and we have helped advance the education in this district. Something happened in the last few months and it seems like now some are taking an adversarial approach towards our Superintendent and Administration. That is not the purpose of this board. Just as Dr. Martell said our purpose is governance. Right now, we are not doing that, and we have lost two good board members because of behaviors. I think we need to examine the role of this board.

Dr. Martell asked everyone to review policy 011, Principals of Governance and Leadership policy. She read various sections of the policy and suggested we review that on a yearly basis. It is something we need to keep in the forefront as we move forward.

Visitor Comment and Question Period:

Adjournment: On a motion by Mr. Curren, seconded by Mrs. May, the directors adjourned at 8:40 PM to an executive meeting to discuss personnel.

Respectfully submitted,

Traci Gilliland
Board Secretary

FYI: Acknowledgement:

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- A. The Troy Area School District has met the Chapter 14.104 requirement for submission and extension for the special education plan has been granted.
- B. The Troy Area School District has met the requirements for submission of the McKinney-Vento Homeless Monitoring.
- C. The Troy Area School District new website will be live starting on July 1, 2019.
- D. 802-ATT-0 TASD Organizational Chart Revision.

Name	Building	Date/s
# 1038	WRC	May 16, 17, 19, 2019
# 138	TIS	May 6, 2019