

**TROY AREA SCHOOL DISTRICT
Board of Education – Work Session
Tuesday, November 12, 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, November 12, 2019, in the Community Room of the Troy Area School District Offices, was called to order by President, Dan Martin at 7:04 PM. Following the Pledge of Allegiance, roll call was taken:

Present: Mrs. Angove Mrs. Harer Mrs. Ordway
 Mrs. Bohner Mr. Martin Mr. Roy
 Mr. Curren Mrs. May

Absent: Mr. Brasington

Others Present: Dr. Martell, Superintendent; Mrs. Gilliland, Business Administrator; Mr. Blair, Maintenance Supervisor; Mr. Brion, Primary School Principal; Mr. Imbt, Primary School Assistant Principal; Mr. Brenner, Jr/Sr. High School Assistant Principal; Mrs. Markiw, Director of Support Services; Mr. Schrader, Director of Technology; Ms. Baxter, Student Board Representative; Ms. Call, Student Board Representative; Solicitor Blaney; as well as district staff and visitors.

Mr. Martin announced an executive meeting was held Monday, October 14, 2019 following the regular session meeting to discuss personnel.

Mr. Martin announced an executive meeting was held Tuesday, October 22, 2019 and Monday October 28, 2019 to discuss contracts and personnel.

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

Presentations: None

Visitors' Comments on Agenda Items:

Mrs. Heidi Butler, Teacher at the Jr/Sr High School and Vice-President of the Association thanked Dr. Martell for allowing staff at the High School to participate in the interview process for hiring a Jr/Sr. High School Principal. The Association is confident the Board will do what is best for Troy.

Minutes: Mrs. Gilliland announced the October 2019 meeting minutes were emailed to Board members.

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

Mrs. Gilliland announced that two bills will be added to the bill listing. The first is to Wysox Sand & Gravel in the amount of \$620.10 and the second is to Sweet, Stevens Katz & Williams in the amount of \$5,655.00. The payment to Wysox Sand & Gravel is for

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gravel around the playground area. There are two invoices being paid to Sweet Stevens for legal services.

Selection of Items for Removal from Consent Agenda:

Dr. Martell asked board members to note any items they would like removed from the consent agenda as it was being reviewed and discussed.

Mrs. Gilliland reviewed the following:

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

A.) Budget: 1) None;

B.) Finance: 1) Motion to approve tax additions, exemptions and exonerations; 2) Motion to approve a lease agreement through December 31, 2024 with LEAF for twenty-one (21) black & white printers, four (4) color printers at a cost of \$533.86 per month; 3) Motion to approve a service agreement with Copy Source from January 1, 2020 through December 31, 2024 at a cost of \$0.01 per black & white copy and \$0.07 cents per color copy; 4) Approve the referral agreement with Northern Tier Counseling, Inc. from July 1, 2019 through June 30, 2020.

II.) Transportation: A) Updated 2019/2020 Bus Driver Listing; B) Upgraded 2019/2020 Daily Rate Listing.

Mrs. Gilliland summarized the costs associated with the two new positions requesting to be created. Assuming a January 2020 start date the additional custodial position will cost approximately \$27,000 in the 19/20 school year and approximately \$56,500 in the 20/21 school year. Assuming a January 2020 start date, the maintenance supervisor position will cost approximately \$41,000 in the 19/20 school year and approximately \$84,500 in the 20/21 school year. Neither of these positions were included in the 2019/2020 general fund budget. Mrs. Gilliland stated she did not recommend creating another maintenance supervisor position. Mrs. Gilliland stated creating the custodian position on tonight's agenda will result in the addition of two new custodian positions. Neither position is in the 2019/2020 general fund budget. Mrs. Gilliland recommended evaluating the need for a 4th maintenance position after the two new custodian positions were filled for an extended period.

Mr. Roy stated that he felt due to the cleanliness of our buildings we need to add more staff.

Mr. Martin asked how many maintenance positions do we currently have? Dr. Martell replied two, day maintenance staff and one evening maintenance staff for a total of three maintenance employees. Mr. Martin asked Mr. Blair how many custodians do we have? Mr. Blair replied with the totals by building.

Mr. Roy noted he felt we needed to pay more.

Mrs. Harer asked if we change a four-hour employee to full-time would that help. Dr. Martell replied it was hard to predict.

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Mr. Martin noted it appears we are throwing money at a problem.

Mr. Curren asked for the difference between a custodian position and a maintenance position. The differences were explained. Mr. Curren stated it appears the need to additional custodian is being requested, not a maintenance employee.

Mr. Martin asked Mr. Blair if another evening maintenance position was added would more work get done? Mr. Blair replied, yes.

Mr. Blair summarized the jobs currently not being performed.

The Board asked Dr. Martell to bring a plan back to the November 19, 2019 meeting that summarized the need for another maintenance employee.

Mrs. Harer made a motion, seconded by Mr. Curren to approve adding the custodian position only.

III) Personnel: A) Create New Positions: (Voting Item this Agenda): 1) Custodian; 2) Maintenance Supervisor;

Roll Call Vote: Mr. Curren, yes; Mrs. Ordway, yes; Mrs. Harer, yes; Mr. Roy, no; Mr. Brasington, absent; Mrs. Bohner, yes; Mrs. Angove, yes; Mrs. May, yes; Mr. Martin, yes; Motion passed 7-1-0-1.

B) Retirements: 1) None;

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

C) Resignations: (Voting Item this Agenda:) 1) A) Courtney Crago, Custodian, effective 10/31/2019;

Roll Call Vote: Mrs. Harer, yes; Mr. Roy, yes; Mr. Brasington, absent; Mrs. Bohner, yes; Mrs. Angove, yes; Mrs. May, yes; Mr. Curren, yes; Mrs. Ordway, yes; Mr. Martin, yes; Motion passed 8-0-0-1.

Mrs. Angove made a motion, seconded by Mr. Curren to approve Mr. Brenner as Principal for grades 7 – 12 at an annual salary of \$87,500.00.

D) Employment: 1) Act 93: a) Dan Brenner, Principal, 7-12, effective January 11, 2020, salary as per contract, no additional benefits;

During discussion, Mr. Roy stated he was proud to vote in favor of hiring Mr. Brenner. Mr. Brenner has done an excellent job as the Jr/Sr. High School Assistant Principal working along side Dr. Polly. He has helped lead the charge while also learning and growing as an administrator. Mr. Brenner has worked through many experiences at the High School and has proven himself to be a good fit for the position. Mr. Roy requests the support of other board members in hiring Mr. Brenner.

Roll Call Vote: Mrs. Ordway, yes; Mrs. Harer, yes; Mr. Roy, yes; Mr. Brasington, absent; Mrs. Bohner, yes; Mrs. Angove, yes; Mrs. May, yes; Mr. Curren, yes; Mr. Martin, yes; Motion passed 8-0-0-1.

Mrs. Harer noted before her vote that she would cast her vote but not based on Mr. Roy's statement.

2) Professional Contract Employees: a) 1) None;

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

3) Support Staff Employments: (Voting Item this Agenda:) a) 1) Savannah Owen, Casual Cafeteria, effective TBD, salary as per contract; 2) Jennifer Jicha, Custodian, effective TBD, salary as per contract; 3) William F. Cavanaugh, Custodian, effective TBD, salary as per contract;

Roll Call Vote: Mr. Roy, yes; Mr. Brasington, absent; Mrs. Bohner, yes; Mrs. Angove, yes; Mrs. May, yes; Mr. Curren, yes; Mrs. Ordway, yes; Mrs. Harer, yes; Mr. Martin, yes; Motion passed 8-0-0-1.

4) Supplemental Contracts: a) 1) None; 5) Coaching Contract: a) Continuation Contracts: 1) None; b) New Employment: 1) None; E) Position Eliminations: 1) None; F) Contracts: 1) Source4Teacher Substitute Listing; 2) Volunteer Listing; 3) BoardDocs Pro ARC at a cost of \$10,500.00 plus any implementation fee.

Mr. Curren asked that BoardDocs be explained.

Dr. Martell explain what BoardDocs was and how it worked.

Mr. Curren asked if our board meetings would be live streamed. Mr. Schrader replied, yes. Mr. Curren stated he felt our meetings needed to be live streamed. Mrs. May noted she also felt our sporting events should be live streamed and available on our website.

G) Transfers: a) 3-hour Casual Cafeteria position, from 3-hour Cafeteria, JSHS to 3-hour Cafeteria position at TIS, effective November 12, 2019.

H) Leave Requests: 1) None.

I) Uncompensated Leave Request: 1) None.

IV) Buildings and Grounds: A) None.

V) Curriculum/Instruction and Assessment: A) None;

VI) Technology: A) None;

VII) Student Affairs: A) Motion to approve the Literary Magazine Student Activity Club at the Junior/Senior High School; B) Motion to approve the donation of NTL jackets for the 2019 JV/Varsity football team from the Trojan Touchdown Club;

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

(Voting Item this Agenda:) C) Motion to approve the attached 2019/2020 Field Trip requests;

During discussion, Mr. Martin asked if the policy stated the Board would approve field trips. Dr. Martell read sections of policy 121, *Field Trips*. Dr. Martell suggested under the authority section, Superintendent was added. The policy would read, "The Board and Superintendent shall approve..." This would allow Dr. Martell to approve field trips that are being requested before the next board meeting. Mrs. Angove stated she felt it should be a Principal instead of the Superintendent. Dr. Martell stated if that is what the board would like then it should say Supervisor and not Principal, so Mrs. Markiw was included. Solicitor Blaney recommended it be the Superintendent for the reason being the person approving needs to assume responsibility for the students while off campus. For liability reasons that should be the Superintendent. The Board agreed and the policy will be changed.

Roll Call Vote: Mr. Brasington, absent; Mrs. Bohner, yes; Mrs. Angove, yes; Mrs. May, yes; Mr. Curren, yes; Mrs. Ordway, yes; Mrs. Harer, yes; Mr. Roy, yes; Mr. Martin, yes; Motion passed 8-0-0-1.

VII) Community Relations: A) Motion to approve a donation in the amount of \$527.19 from an anonymous donor for an amount due to the Canton Area School District;

VIII) Policy: A) New: a) First Reading: i.) None; b) Second Reading: i.) None;

B) Revised: a) First Reading: i.) 003 – Functions; ii.) 004 – Membership; iii.) 005 – Organization; iv.) 005 – BOG - 0 – Functions of Standing Committees; v.) 006– Meetings; vi.) 006 – Official Board Minutes; vii.) 007 – Policy Manual Access; viii.) 121 – Field Trips; b) Second Reading: i) None; c) Retire: a) First Reading: i.) None;

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

Dr. Martell summarized the discussion at the policy committee meeting. Dr. Martell noted the changes in each policy. Specifics discussed include: Dr. Martell asked the Board for 004-BOG-0 *Filling a Vacancy*. The policy says the Board will deliberate. Does the board want the policy to read they will publicly discuss or privately discuss? The Board agreed "private."

Policy 005, *Organization* was discussed. The board agreed Budget, Finance and Personnel committees would meet as a whole board. The board also agreed Transportation would be added to the Budget, Finance Committee. It will now be the Budget, Finance & Transportation Committee. All Committees will be discussed at the reorganization meeting. 005-BOG-0 will be renumbered to coincide with policy 005.

Policy 006, *Meetings* was discussed. The board agreed the committee meetings shall be called when 2 members want a meeting. Solicitor Blaney also clarified if abstaining for a conflict of interest you must state why you are abstaining.

006-BOG-1 *Official Board Minutes*, the minutes need to include information if award a bid.

Policy 007 – *Principals for Governance and Leadership*, the committee recommends a device would be provided to access any minutes. Therefore, no change is needed to the policy.

Items Removed from Consent Agenda: discussed above

General Board Discussion:

Mrs. Angove asked that a motion be added to November 19, 2019 agenda to approve the donation of area carpets for classrooms at W. R. Croman from an anonymous donor.

Mrs. Angove asked what the roles were for the Primary Principal and Primary Assistant Principal? Mr. Brion summarized what Mr. Imbt and himself were doing and specifically noted discipline is split and both were working on the comprehensive plan. Mrs. Angove asked when the K-6 handbook would be available. Mr. Brion replied it was done and they are in the process of reviewing it.

Visitor Comment and Question Period:

Ms. Harris noted Mr. Blair has been working in her classroom. She thanked Mr. Blair for his work. She invited Board members to the Commons building to see what still needed to be done.

Adjournment: On a motion by Mr. Curren, seconded by Mrs. Ordway, the directors adjourned at 8:28 PM.

Respectfully submitted,

Traci Gilliland
Board Secretary

FYI: Acknowledgement:

Deduct Days -

Name	Building	Date/s	Reason