

**TROY AREA SCHOOL DISTRICT
Board of Education – Regular Session
Tuesday, November 19, 2019 – 7:00 PM
Troy Area School District – Community Room**

The Regular Session of the Troy Area School District Board of Education, held on Tuesday, November 19, 2019, in the Community Room of the Troy Area School District Offices, was called to order by President, Dan Martin at 7:00 PM. Following the Pledge of Allegiance, roll call was taken:

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

Absent: None

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

Mr. Martin announced an executive meeting was held Tuesday, November 12, 2019 following the work session to discuss personnel and contracts.

Mr. Martin announced an executive meeting was held tonight prior to the regular session meeting to discuss legal issues.

Presentations:

Mrs. Gilliland presented the projected 2020/2021 General Fund budget and provided a five-year projection for the General Fund. Mrs. Gilliland noted the ACT 1 index is 3.6% for the 2020/2021 school year. That means real estate taxes can't be raised by more than 3.6% unless the Board votes to apply for an exception from the state. The preliminary 2020/2021 budget includes a budgeted loss of approximately \$989,000. Mrs. Gilliland reviewed the revenue and expenses by line item. Items noted included a 7.5% increase in health insurance premiums, an approximate 3% increase in salaries and an increase in the PSERS contribution from 34.29% to 34.77%. There were no board members who stated they wanted to raise real estate taxes above the 3.6%. Mrs. Gilliland will include the ACT 1 resolution on the December 3, 2019 agenda.

Visitors' Comments on Agenda Items: None

Reports: **A) Northern Tier Career Center Report:** Mrs. Harer had nothing to report; **B) Intermediate Unit Report:** Mr. Martin had nothing to report; **C) Pennsylvania School Boards Association:** Mr. Brasington noted he attended the conference in October. A full report will be provided at the December 2019 meeting; **D) Student Board Representatives:** Ms. Baxter provided an updated of activities happening in the high school; **E) District Report:** Administrators provided an update on what is happening in their building or department.

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

Minutes: **A)** October 8, 2019, Work Session Meeting; **B)** October 14, 2019, Regular Session Meeting; On voice vote there were 9 yes votes. The motion passed 9-0-0-1.

Mrs. Angove made a motion, seconded by Mr. Roy to remove the purchase of the donation boxes from the bill listing.

Mr. Curren made a motion, seconded by Mrs. May, to approve the following financial reports. The motion does not include the purchase of the donation boxes from Amazon that are on the bill listing.

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.

Roll Call Vote: Mrs. Bohner, yes; Mrs. Angove, yes; Mrs. May, yes; Mr. Curren, yes; Mrs. Ordway, yes; Mrs. Harer, yes; Mr. Roy, yes; Mr. Brasington, yes; Mr. Martin, yes; Motion passed 9-0-0-0.

Mrs. Harer made a motion, seconded by Mrs. May to approve the purchase of the donation boxes from Amazon.

Roll Call Vote: Mrs. Angove, no; Mrs. May, yes; Mr. Curren, yes; Mrs. Ordway, yes; Mrs. Harer, yes; Mr. Roy, no; Mr. Brasington, yes; Mrs. Bohner, yes; Mr. Martin, yes; Motion passed 7-2-0-0.

Selection of Items for Removal from Consent Agenda:

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

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

VIII) Policy: B) Revised: b) Second Reading: vii.) 007 – Policy Manual Access;

Mr. Curren made a motion, seconded by Mrs. May to approve 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.

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

III) Personnel: A) Retirements: 1) None;

B) Resignations: 1) A) Kevin Weitzel, Guidance, effective TBA;

C) Employment: 1) Act 93: a) None; **2) Professional Contract Employees: a) 1)** None; **3) Support Staff Employments: a) 1)** None; **4) Supplemental Contracts: a) 1)** None; **5) Coaching Contract: a) Continuation Contracts: 1)** None; **b) New Employment: 1)** None;

D) 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.

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

* This position is being transferred from the JSHS to TIS to fit the needs of students.

H) Leave Requests: 1) None.

I) Request for Internships/Observations: 1) None.

J) Student Teacher Practicum: 1) a) Mackenzie Jones, Mansfield University, from 3/9/20 – 4/29/20, Special Education, Co-Op Teacher Amy Mahonski, TIS; **b)** Sierra-Marie Kline, Mansfield University, from 1/13/20 – 3/4/20; Music, Co-Op Teacher Brianne Erdmann, JSHS; **c)** Megan George, Mansfield University, from 1/13/20 – 3/4/20, Music, Sydney MacDonald, JSHS.

IV) Buildings and Grounds: A) None.

V) Curriculum/Instruction and Assessment: 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;

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.) None; **b) Second 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;

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Roll Call Vote: Mrs. May, yes; Mr. Curren, yes; Mrs. Ordway, yes; Mrs. Harer, yes; Mr. Roy, yes; Mr. Brasington, yes; Mrs. Bohner, yes; Mrs. Angove, yes; Mr. Martin, yes; Motion passed 9-0-0-0.

Items Removed from Consent Agenda:

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

E) Create New Positions: 1) Maintenance Supervisor

During discussion Mr. Brasington summarized the need for an additional maintenance position. Specifics included cleanliness of buildings, number of custodians that have been out, projects not being completed, etc. The buildings and ground committee met at the W.R Croman school and did a walkthrough of the building. Mr. Brasington provided a picture that showed the condition of the floors underneath the area carpets.

Mrs. May asked about the status of hiring the other two new custodians. Administration provided an update. The paperwork is being completed. The custodians can't start until all paperwork has been submitted.

Mr. Martin stated that it sounds like we need to hire another custodian and not a maintenance employee.

Mr. Brasington replied that it was both a custodian and maintenance problem.

Mr. Martin asked how many maintenance employees does the district employ? The response was 3. Two employees that work during the day and one employee that works in the evenings. Dr. Martell explain why it would be good to have two maintenance employees working evenings. The new position would be working in the evening. Mr. Brasington replied that it should be up to the maintenance supervisor in determining when the new maintenance employee worked.

Administration provided clarification that the new position should be an Assistant Maintenance Supervisor. Mr. Blair is the Maintenance Supervisor.

Mr. Brasington amended his motion to be creating a new Assistant Maintenance Supervisor position. Mr. Roy seconded the motion.

Roll Call Vote: Mrs. Ordway, yes; Mrs. Harer, no; Mr. Roy, yes; Mr. Brasington, yes; Mrs. Bohner, yes; Mrs. Angove, yes; Mrs. May, no; Mr. Curren, no; Mr. Martin, no; Motion passed 5-4-0-0.

Mr. Brasington asked to be on the interview committee.

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

E) Create New Positions: 1) Motion to approve to hire, a full-time, temporary LPN starting date TBD with position ending at the conclusion of the 2019/2020 school year.

During discussion Dr. Martell summarized the need for a temporary LPN through the end of the 19/20 school year. The district is currently down one LPN and has been since February/March 2019. It is difficult for the school nurse and other LPN to cover the vacant position or building. Dr. Martell stated it is a school safety concern. There are many school fieldtrips at the end of the school year that will require a nurse to attend. This will be difficult to achieve with being short one LPN. Even if the full-time LPN returns this school year it will be nice having an additional LPN to allow for catching up and attending field trips.

Ms. Madigan, RN and Mrs. Martin, LPN both further explained the need for the position.

Mr. Roy asked if the LPN was in the 19/20 general fund budget. Mrs. Gilliland replied, no.

Roll Call Vote: Mrs. Bohner, yes; Mrs. Angove, yes; Mrs. May, yes; Mr. Curren, yes; Mrs. Ordway, yes; Mrs. Harer, yes; Mr. Roy, yes; Mr. Brasington, yes; Mr. Martin, yes; Motion passed 9-0-0-0.

Mr. Roy noted that he would like to add a letter D under Technology to include a motion to approve for professional services with Mobile Tech for bus radios, handhelds, GPS tracking.

Mrs. Gilliland noted that Mobile Tech was not on any state contract and the item would need to be put out for bid. Mr. Roy stated that was not necessary because the district would be signing a lease for professional services. Mrs. Gilliland stated she disagreed because the district would be receiving a good or item. It is not just for professional services. It should be treated the same as copiers, printers, etc. Those items are leased through a state contract. Solicitor Blaney was asked to investigate on whether a bid was necessary.

Dr. Martell summarized the three motions listed under technology that would be voted on.

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

VI) Technology: **A)** Motion to approve a trial with Pro-Vision for bus cameras at no cost; **B)** Motion to approve a trial with LobbyGuard, School Check In and Raptor Technologies for visitor management/time clocks at no cost; **C)** Motion to approve Guyette for cameras at the Administration office not to exceed \$8,500.00.

Roll Call Vote: Mrs. Angove, yes; Mrs. May, yes; Mr. Curren, yes; Mrs. Ordway, yes; Mrs. Harer, yes; Mr. Roy, yes; Mr. Brasington, yes; Mrs. Bohner, yes; Mr. Martin, yes; Motion passed 9-0-0-0.

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

VII) Community Relations: **B)** Motion to approve for Mrs. White's Kindergarten class to hold their holiday program at the Troy Sale Barn on December 12, 2019;

Roll Call Vote: Mrs. May, yes; Mr. Curren, yes; Mrs. Ordway, yes; Mrs. Harer, yes; Mr. Roy, yes; Mr. Brasington, yes; Mrs. Bohner, yes; Mrs. Angove, yes; Mr. Martin, yes; Motion passed 9-0-0-0.

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

VII) Community Relations: C) Motion to approve area carpets to classrooms at WR Croman from an anonymous donor.

During discussion Mrs. May asked why the board is accepting the donation of area carpets if the decision was not to have them. Dr. Martell noted when she started Troy the Principals, Maintenance Supervisor and Safety Committee discussed with her the request to remove all area carpets in the Elementary schools. Instead of removing them in the 18/19 school year without an alternative solution, seating cushions were purchased at the beginning of the 18/19 school year for each W.R. Croman classroom. The area carpets would then be removed for the 19/20 school year.

Mrs. Angove explained why teachers like the area carpets. Mrs. Angove felt the area under the carpets needed to be cleaned and carpets shampooed. The seating donuts move around and are not getting cleaned.

Dr. Martell noted her job is to support the Administration and that is what they requested.

Mrs. Bohner asked if there were specs on the carpets. Mrs. Angove replied that she will get them.

Roll Call Vote: Mr. Curren, no; Mrs. Ordway, yes; Mrs. Harer, no; Mr. Roy, yes; Mr. Brasington, yes; Mrs. Bohner, yes; Mrs. Angove, yes; Mrs. May, no; Mr. Martin, no; Motion passed 5-4-0-0.

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

VIII) Policy: B) Revised: b) Second Reading: vii.) 007 – Policy Manual Access;

During discussion Mr. Roy stated that he felt policies should be provided in hard copy form. He would like the policy changed to read that copies would be provided. Mr. Roy feels a hard copy should be available in the administration building for anyone needing a copy.

Roll Call Vote: Mrs. Ordway, no; Mrs. Harer, no; Mr. Roy, yes; Mr. Brasington, no; Mrs. Bohner, no; Mrs. Angove, yes; Mrs. May, no; Mr. Curren, no; Mr. Martin, no; Motion failed 2-7-0-0.

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

VIII) Policy: B) Revised: b) Second Reading: vii.) 007 – Policy Manual Access;

Roll Call Vote: Mrs. Harer, yes; Mr. Roy, yes; Mr. Brasington, yes; Mrs. Bohner, yes; Mrs. Angove, no; Mrs. May, yes; Mr. Curren, yes; Mrs. Ordway, yes; Mr. Martin, yes; Motion passed 8-1-0-0.

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General Board Discussion:

Dr. Martell noted the pricing for musical tickets would need to be discussed. Last September when the board changed the admission pricing for event's they did not consider the musical. The district is required to charge admission for the musical because of the contract with the play company. An amended policy will be on the January 2020 agenda.

Dr. Martell reminded board members the borough will be doing smoke testing on Thursday, November 21, 2019. There was an article in today's Daily Review explaining the testing.

Mr. Brasington recognized the football team and the band for their outstanding fall season.

Mrs. Harer thanked the board and community for her tenure on the board. Mrs. Harer noted that real estate taxes have increased by approximately 29% over the last 9 years. Mrs. Harer compared tax increased to standard cost of living increases. Mrs. Harer only hopes the board will put the students first and be fiscally responsible.

Mr. Martin thanked Mrs. Harer for her service to the district.

Mrs. May, read the following: I have been honored to serve the students and taxpayers of Troy Area School District for 14 ½ years. Twelve years previously and more recently the last 2 ½ years.

I have a couple of observations to leave the board and the greater Troy community with as I end my service here.

First and foremost, this board has one noble job: to ensure a high-quality education for our children. That's it. Now, there are probably nine different opinions on exactly how we accomplish this and no one person, including me, is right all of the time. But I have observed over time, that this mission has become clouded by personal issues and personal agendas brought here by board members. I have seen a loss of focus on this mission by becoming misdirected in involving ourselves in things we have no business being involved in. We have seemed to have lost the forest through the trees. This volunteer job of ours does not have to be overwhelming if we just let the people we pay good money to, do the job they know best how to do. A board's job is setting policy, approving budgets, and overseeing the direction of the district for the sake of our children. Some among us don't seem to understand that.

As I leave this board, we have much to be proud of in this small, rural school district. We have overcome a lot of obstacles, but the Troy School District is headed in the wrong direction. You can only turn your direction around if this board realized its intended role and begins to act in a dignified way knowing that you must leave the day to day work of education to those who are trained to do so.

Mr. Martin thanked Mrs. May for her service to the district.

Mr. Curren thanked both Mrs. Harer & Mrs. May.

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Visitor Comment and Question Period:

Mrs. Butler, Jr/Sr High School teacher noted she is also involved with her local fire company. Mrs. Butler recommended the district contact the Bradford County EMA for recommendations on new radios.

Mr. Marshall McNeal, Troy suggested Long Communications because they are local.

Mrs. Cindi Norton, Troy noted her frustration as to why the district would spend \$8,000 on cameras for the administration building when cameras already exist in the building and there is no real safety concern for the admin building. The building does not have students in it. Mrs. Norton also commented on Mr. Brasington micromanaging district administration.

Adjournment: On a motion by Mr. Curren, seconded by Mrs. Bohner, the directors adjourned at 9:21 PM.

Respectfully submitted,

Traci Gilliland
Board Secretary

FYI: Acknowledgement:

Deduct Days -

Name	Building	Date/s	Reason