

HARMONY AREA SCHOOL DISTRICT

Minutes

Regular Board Meeting

Tuesday, June 5, 2018

LGIA

7:00 pm

Meeting called by: Nancy Oaks 7PM

Pledge of Allegiance

Attendees:

William Boring
Betty Kunsman

Kurt Brothers
Susan Gallaher

Nancy Oaks
Anthony Beltowski

S. Albaugh
D. Martz
S. Hartzell
B. Brothers
D. Campbell
G. Kitchen
D. Breth

Absent:

Shawn McGarvey

Mark Woodward

MaryAnn Leamer

Agenda topics

PUBLIC PRESENT: Exhibit H

PUBLIC COMMENT:

RECOGNITION: DONNA BRETH AND CAFETERIA STAFF, JEAN HARKLEROAD AND ANNE ELIAS-SENIOR CLASS ACTIVITIES, MARK GOBERT-ATHLETIC DIRECTOR

**Executive Session for personnel Motion by Kurt Brothers, Second by Nancy Oaks at 7:08
Reconvene at 7:44**

A. MINUTES

Motion

B.KUNSMAN

Second

S.GALLAHER

 6 aye 0 nay

Recommend to approve the following minutes and meetings:

1. May 2, 2018 Meeting and Minutes

2. May 29, 2018 Workshop
3. May 29, 2018 Executive Session for Personnel

B. LIST OF BILLS

Exhibit A

Motion
K.BROTHERS
Second 6 aye 0 nay roll call vote
S.GALLAHER

Recommend approving the list of bills for payment:

Cafeteria Fund – CK#1083-1093 \$22,419.92
General Fund – CK# 44599-44673 \$192,578.20

C. LIST OF BILLS

Exhibit B

Motion
K.BROTHERS
Second 6 aye 0 nay roll call vote
W.BORING

Recommend approving the list of bills for payment:

Transportation - \$53,089.17z

D. FINANCIAL STATEMENTS

Exhibit C

Motion
B.KUNSMAN
Second 6 aye 0 nay
S.GALLAHER

Recommend to approve the Financial Statements.

1. Activity Fund
 2. Cafeteria Fund
 3. General Fund
 4. Treasurer's Report
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E. ATHLETICS

Exhibit D

Motion
S.GALLAHER
Second 5 aye 1 nay Anthony Beltowski
W.BORING

1. Recommend to approve the PIAA official resolution.

F. BOARD

Motion
S.GALLAHER
Second 6 aye 0 nay
K.BROTHERS

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- 1. Recommend to appoint Anthony Beltowski as the PSBA Voting Delegate replacing Susan Gallaher who is unable to attend the conference.**
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G. BUDGET

Motion

B.KUNSMAN

Second

A.BELTOWSKI

 5 aye 1 nay roll call vote
Kurt Brothers

- 1. Recommend to approve the 2018-2019 Harmony Area School District Final Budget. Total revenue in the amount of \$5,958,573.00, total expenses in the amount of \$6,031,654.00 with a deficit of \$73,081.00 being taken from the fund balance.**
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G. BUDGET

Exhibit E

Motion

S.GALLAHER

Second

A.BELTOWSKI

 6 aye 0 nay roll call vote

- 2. Recommend to approve the Superintendent and Business Manager to transfer funds within the 2017-2018 budget to complete the budgetary year as per school code 687.**
 - 3. Recommend to approve the Superintendent and Business Manager to conduct the business affairs of the office including processing bills for the month of July.**
 - 4. Recommend to approve all insurance contracts, property, liability, auto, umbrella liability, terrorism, error and omissions. All insurances are through Helmbold/Stewart for the 2018-2019 year for a total of \$33,154.00.**
 - 5. Recommend to approve workmen's compensation through First National Bank/Brick Street for a total of \$11,929.00.**
 - 6. Real Estate Tax
Recommend to approve the Real Estate tax levy for all property within the Harmony Area School District for the 2018-2019 fiscal year: Clearfield County District municipalities at the rate of 84.2 mills per dollar of assessed value (8.42 per \$100 of assessed value). Indiana County municipalities at a rate of 8.0 mills per dollar of assessed value (.80 per \$100 of assessed value).**
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Per Capita

Recommend to approve the per capita tax resolution. Re-enact Section 679 \$5.00 per capita tax and Act 511 \$5.00 annual per capita tax for the 2018-2019 school year.

Earned Income Tax

Re-enact the 2018-2019 fiscal year earned income tax at a rate of 1% as provided under the authority of the Local Enabling Act 51 approved December 31, 1965, excepted in those municipalities that have adopted a wage tax of their own. In those cases, the district wage tax shall be .5%.

Real Estate Transfer Tax

Re-enact the real estate transfer tax at 1% on all property transferred within the district subject to taxation under the terms of the PA Reality Transfer (except in those municipalities which have adopted a real estate transfer tax then the tax will be fixed at .5%). In addition, to authorize collection of the taxes by the recorder of deeds in Clearfield and Indiana Counties, without compensation. On or before the tenth of the month, the recorder of deeds shall pay over to the school district: all local real estate taxes collected less 2% for use by the Commonwealth of PA in reporting the collection of Realty Taxes.

Occupational Privilege Tax

Re-enact the occupational privilege tax for the 2018-2019 fiscal year at the rate of \$10.00 per wage earner and according to the amended resolution passed in 1982.

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- 7. Recommend to approve the resolution to allow all owners of property to pay property taxes in installments. Schedule of installment payments will be as follows.**

First Payment	50% of total	August 17
Second Payment	30% of total	October 19
Third Payment	20% of total	December 14

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- 8. Recommend to approve the fee schedule for the 2018-2019 school year.**

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- 9. Recommend to approve the 3 year contract with ITPS for Technology Services.**

**\$40,800 2018-2019 school year
\$41,820 2019-2020 school year
\$42,865 2020-2021 school year**

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- 10. Recommend to reappoint Madonna Miller, FNB as Treasurer for the 2018-2019 school year.**
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11. Recommend to approve TASCg as the 3rd party administrator for the 403B retirement and financial services to employees at no cost to the district.

12. Recommend to approve to renew the district membership in PA School Study Council for the 2018-2019 school year. Cost is \$450.00.

13. Recommend to approve to renew the district membership in PA Rural and Small Schools Association for the 2018-2019 school year. Cost is \$990.00.

14. Recommend to renew the membership for Stuart Albaugh in the PA Association of School Administrators and American Association of School Administrators. Cost is \$600.00.

15. Recommend to renew the membership for Stuart Albaugh in the PA Association of Federal Programs Coordinators. Cost is \$50.00.

16. Recommend to renew the district membership for the PA Association of School Curriculum and Development. There are 5 members – Doug Martz, Sarah Hartzell, Jaclyn Miller, Anne Elias, Crystal Graffius. Cost is \$300.00.

18. Recommend to approve the memorandum of understanding for Pre-K Counts and lease agreement for Head Start with Cen-Clear for the 2018-2019 school year. Cen-Clear shall pay the school district \$4,000.00.

19. Recommend to approve the audit engagement letter for the years June 30, 2018-2020 with Kotzan CPA and Associates.

June 30, 2018	\$15,450.00
June 30, 2019	\$15,450.00
June 30, 2020	\$15,850.00

20. Recommend to approve Krystal Satterlee to attend the School Emergency Triage Training at ARIN IU 28 on June 14, 2018. Cost is \$40.00

21. Recommend to approve Barbi Vena and Krystal Satterlee to attend the CPR Instructor Training at IUP on August 7, 2018. Cost is \$250.00

22. Recommend to approve Barbi Vena to Science Week in Pittsburgh on October 20 and October 21, 2018. Cost is \$187.00.

G. BUDGET

Exhibit F

Motion
S.GALLAHER
Second
B.KUNSMAN

 5 aye 0 nay roll call vote
Anthony Beltowski

- 17. Recommend to approve the 2018-2019 Clearfield County Career Center General Fund Budget in the amount of \$3,559,886.00.**
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H. CURRICULUM

Exhibit G

Motion
S.GALLAHER
Second
W.BORING

 6 aye 0 nay

- 1. Recommend to approve the District's involvement in RAPPORT (for all pregnant and parenting teens, including expectant fathers and teen dads). This document is required by PA Department of Education as part of the re-application process to continue the Education Leading to Employment and Career Training (ELECT) grant.**

 - 2. Recommend to approve the 2018-2019 Senior Class Trip to Walt Disney World. The dates are May 20-24, 2019. The tentative chaperones are Mrs. Elias and Mr. McMullen. Tentative cost per student is \$1,650.00.**

 - 3. Recommend to approve the Professional Development Package and Pilot program with Edmentum Exact Path (Title II). Cost is \$4,000.00.**

 - 4. Recommend to approve PACER National Bullying Prevention Center Curriculum for K-12 prevention program. No cost to district.**

 - 5. Recommend to approve the revised 2018-2019 school calendar.**

 - 6. Recommend to approve the (ACE) agreement with Pennsylvania Highlands Community College for the 2018-2019 school year.**
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I. PERSONNEL

Motion
B.KUNSMAN
Second
S.GALLAHER

 6 aye 0 nay

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- 1. Recommend to approve the bus contract for the following school year:**

Dennis Harkleroad – 2018-2019 (1 year)

- 2. Recommend to approve the ACT 93 Agreement for the 2018-2022 school years.**
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- 3. Recommend to approve the ACT 93 Administrators 3% salary increase for the 2018-2019 school year per the ACT 93 Agreement:**

Doug Martz - \$2,295.00

Sarah Hartzell - \$2,010.00

Guy Kitchen - \$1,519.00

Donna Breth - \$1,000.00

- 4. Recommend to approve the following positions for the Extended School Year program during the month of July. Pay will be based on the respective collective bargaining units for the professional and non-professional staff:**

Sonya Buterbaugh – Special Education Teacher

Jeanie Dishong – Personal Care Aide

Wendy Lee – Personal Care Aide

- 5. Recommend to approve Stuart Albaugh and Bradley Brothers to attend the PASA/PSBA Legislative Advocacy Day June 19, 2018 in Harrisburg. Cost is \$192.00 for mileage.**
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- 6. Recommend to approve FMLA for a Support Staff employee beginning May 29, 2018.**
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- 7. Recommend to approve Stuart Albaugh to attend the following conferences for the 2018-2019 school year:**

- **PAFPC Summer Institute in Pittsburgh (Title I). Cost is \$400.00 for registration and \$75.00 for mileage.**
 - **New Superintendent Conference in Harrisburg in July. Estimated cost is \$229 for registration, \$250.00 for hotel and \$190.00 for mileage.**
 - **New Superintendent Conference in Harrisburg in September. Estimated cost is \$229 for registration, \$250.00 for hotel and \$190.00 for mileage.**
 - **PASA Superintendent congress in State College in March. Estimated cost is \$400.00 for registration, \$300.00 for hotel and \$120 for mileage.**
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- **PAFPC Annual Conference in Hershey in April/May (Title I). Estimated cost is \$395.00 for registration, \$600.00 for hotel and \$190.00 for mileage.**
 - **PARSS Conference in State College in April. Estimated cost is \$120.00 for mileage.**

Estimated total \$3,938.00

8. Recommend to approve Stuart Albaugh and Anthony Beltowski to attend the PASA/PSBA State conference October 17-19, 2018. Estimated cost is \$600.00 for registration, \$900.00 for hotel, \$150.00 for meals and \$400.00 for mileage.

9. Recommend to approve to advertise for substitute custodians for the 2018-2019 school year to be called in on an "as needed" basis at the rate of \$8.50 per hour.

10. Recommend to approve .33 cents per hour raise for Dara Campbell and Abby Rorabaugh beginning July 1, 2018.

11. Recommend to approve Stuart Albaugh to take the online course Strategic Leadership in Action program. Cost is \$140.00.

12. Recommend to approve Sarah Hartzell to attend the K-12 SAP Training at PATTAN Pittsburgh on June 5,6,7, 2018. Cost is \$350.00 for registration.

13. Recommend to approve to advertise for 1 Personal Care Aide and 1 Para Educator for the 2018-2019 school year.

14. Recommend to approve Sarah Hartzell to attend the PA Inspired Leadership NISL Course Parts I and II at IU8. The dates are 7/10, 7/11, 8/13, 8/14, 9/11, 9/12, 10/16 and 10/17. No cost to the district. This is a certification requirement.

15. Recommend to approve the raises for Bradley Brothers, Business Administrator and Stuart Albaugh, Superintendent as per the negotiated contracts for the 2018-2019 school year.

J. POLICY

MOTION TO TABLE POLICY 004

Motion
A.BELTOWSKI
Second
K.BROTHERS

 6 aye 0 nay

1. Recommend to approve the 1st Reading of Policy 004 – Board Membership.

J. POLICY

Motion

A.BELTOWSKI

Second

K.BROTHERS

 6 aye 0 nay

2. Recommend to approve the 2nd Reading of Policy 331.1 - Job Related Expenses/School Vehicle.

ADJOURNMENT

Motion

S.GALLAHER

Second

W.BORING

Recommend to adjourn at 8:00 p.m.

 6 Aye 0 Nay

Board Secretary