

Board Minutes



Regular Board Meeting Minutes
Littlestown Area School District
April 24, 2017
7:00 p.m.

MEETING CALLED TO ORDER

The Littlestown Area School District Board of Education met in a regular session on Monday, April 24, 2017, at 7:00 p.m. in the Maple Avenue Middle School BLOC (Library), 75 Maple Avenue, Littlestown, PA 17340. Meeting was called to order by Mrs. Dolores Nester, President.

ROLL CALL

On roll call the following directors were in attendance: Mrs. Dolores Nester, Mrs. Lauren Nace, Mr. Robert Hahn, Mr. Carl Thompson, Mrs. Jennifer McClay, Mr. Randy Mosebrook, Mrs. Melinda Jones, and Mr. Larry Behrendt. Absent: Mr. Jim Witt

ATTENDANCE

Others present were: Mr. Christopher Bigger, Ms. Beverly Lang, Board Secretary; Mr. Michael Statler, Business Manager; Dr. Lori Stollar, Director of Curriculum & Technology; Mr. Eric Naylor, Middle School Principal; Mr. Chip Fissel, Elementary School Principal; Ms. Celeste Beard, Elementary Assistant Principal; Dr. Matthew Meakin, High School Principal; Mr. Victor Trone, Facility Director; Mr. Jeff Laux, Athletic Director; Mrs. Eileen Bentzen, Food Service Coordinator; Mrs. Wendy Burkett, Transportation Coordinator; Mrs. Russel and Mrs. Biddle, Elementary Teachers; Gettysburg Times Reporter, and interested teachers and citizens.

STUDENT REPRESENTATIVE REPORT

Lexi Little reported the following:

Graphics: Two students in the Graphics 2 program won first place for advertisement designs for Snyder's of Hanover and McDonald's which will be featured in Gettysburg Times Magazine. The Graphics Program has begun the accreditation process in the PrintED certificate, a nationally recognized certificate for graphics related occupations

Interact- Interact will be at Littlestown Little League opening day on Saturday April 29th from 11-1 doing free face painting. We are also going to hold a car wash on Sunday May 7th at Kennies.

Mini Thon Raised a total of \$14,389.95. The total was miscalculated the night of Minithon. Way to go!

Crochet

Social Studies Club: and APUSH Classes are going to Ft McHenry and USS Constellation in Baltimore, MD, tomorrow. We thank the Board for approving our request and will let you know how our day goes.

The Club is, again this year, offering a scholarship to a graduating senior who is planning on pursuing a major in the social sciences in college.

FBLA

Nineteen FBLA members attended the State Leadership Conference in Hershey from April 2-5. LHS members attended the opening session where keynote speakers Tom Murphy and Rick Yarosh inspired over 4,000 FBLA members to be sweethearts and heroes. Members also attended a business session, smaller instructional workshops, elected new state officers and competed in their competitive events. At the awards ceremony, Region 6 comprised of local Adams and York County schools were called many times to the stage to be recognized. One of the best years ever for our region. Five Littlestown members were recognized on stage for their competitive events. The team of Dulaney Kile and Laura Gerrick placed 5th in Management Information Systems. Madison Becker finished 5th in Introduction to Business Communications. Allyson Nace took 3rd place in the coveted Future Business Leader title while J.E.B. Myers placed 2nd in the state in Client Services. J.E.B Myers, Ally Nace, and Madison Becker have qualified for the National Leadership Conference in Anaheim, CA to represent our school and PA FBLA in their respected events this June. The chapter is very

proud to announce that this is the 5th consecutive time that our chapter has produced national competitors. This will be JEB's second national conference.

NHS: Students from NHS visited Homewood retirement community twice in April, playing games and visiting with residents. They will make two more visits before the end of the year. We hosted our second blood drive of the year on Thursday, 30 donors showed up and the Red Cross was able to collect 24 units of blood. Enough to help 48 people and the student in charge at both drives earned a scholarship. NHS members were also busy on Saturday helping with Touch a Truck for the Rolling Acres PTO, an Autism Awareness walk for the Focus Foundation, and Empty Bowls for the Gleaning Project.

Student Council hosted their first-ever Spring Fling on the last day before Easter Break, and it was a huge success! Students spent the last two periods of the day eating ice cream, playing outdoor games, and watching the volleyball tournament on a beautiful sunny day. In addition, the graphics club helped us design a #BNOD t-shirt to raise money for another Spring Fling next year! In other news, the Chipotle fundraiser in March was a success, and raised nearly \$250 for the student body. Student council will soon begin preparing for the next major event: graduation!

Peer Support: Peer Support held a Kindness Week in February in which we shared messages and posters encouraging random acts of kindness. During that week, students could also send "third party compliments" -- anonymous compliments to classmates and teachers. Over 350 compliments were delivered to students! The Talent Show will be held on Friday, April 7th.

Graphics Club: The Graphics III Class, consisting of Luke Hayes, Katie Akers, Danielle Reed, Maxim Erwin, Tianna Jacobs, Julianna Barberry, Anthony Weaver, and Ryan Wastler, "No Excuses" billboard design was revealed to the public over Easter break. The billboard was the winning design from a number of high schools from the Adams County area.

Prom Committee: Materials have been purchased and tickets are being made for an elegant night of dancing at The Attic at Gettysburg College on May 13th.

Sports: Boys Tennis won their YAIAA Division for the first time since 1989.

Spring Sports are underway and they athletes are excited to get going!

National Art Honor Society: The art honor society is currently working on slumping and painting bottles for a spring fundraiser. We are in the beginning phase of planning our spring paint night fundraiser. We are getting ready to welcome in a few new members during the NHS induction ceremony on March 21th.

FFA: The FFA envirothon team won the Adams County Envirothon for the **21st consecutive year**. Winning with 451 total points out of 500. They now move onto the State competition to be held at Pitt-Johnstown on May 23-24th.

On March 30th, the FFA banquet was held. \$5,000 in Scholarship money was given to four FFA Alumni pursuing higher Education.

Lastly, Alumni FFA member Danielle Bates Haulsee (class of 2006) received her PhD. in Marine Biology from the University of Delaware. She is studying the migration patterns of sharks in the Atlantic Ocean.

Special Announcements:

The Spring Concert for band, chorus, and show choir will be on May 16. We encourage you to stop by and witness our incredibly talented performers!

BOARD ACKNOWLEDGEMENTS

- Mrs. Nace recognized Morgan McCrea for the scholarship she was awarded from the blood drive.
- Mrs. Nester attended the FFA banquet and applauded the students for a wonderful job.
- Mrs. Nester recognized the Tennis Team for their first championship since 1989.
- Mrs. Nester commended the MA Concert for an excellent performance.
- Mrs. Nester commended the Envirothon Team at Maple Avenue willing second place in Soils and Aquatics.
- Mrs. Nace recognized the FBLA students going to California to compete in Nationals.

PRESENTATIONS

Recognition of Mr. Eric Naylor for receiving the 2016-17 Innovative Educator Award from Phi Delta Kappa.

Recognition of Mr. Paul Thom for receiving the 2016-17 outstanding first year teacher award from Phi Delta Kappa.

The FFA students presented a proposal for an FFA Garden on district grounds.

The following students of the month were recognized:

- a. Laura Noel, 1st Grade, Rolling Acres Elementary School
- b. Steven Reiner, 5th Grade, Alloway Creek Intermediate School
- c. Kaelonnah Darlich, 6th Grade, Maple Avenue Middle School
- d. Morgan McCrea, 12th Grade, High School
- e. Natalie Rae, 12th Grade, High School

PUBLIC PARTICIPATION

None

EXECUTIVE SESSION

Mrs. Nester announced an Executive Session to discuss personnel matters, the board convened at 7:42 PM for Executive Session and re-convened at 8:10 PM.

BOARD MINUTES

1. A motion was made by Mr. Hahn, seconded by Mr. Behrendt to approve the Regular Meeting Minutes of March 20, 2017. Approval was unanimous.
2. A motion was made by Mr. Behrendt, seconded by Mr. Mosebrook to approve the Finance Committee Meeting Minutes of April 5, 2017. Approval was unanimous.
3. A motion was made by Mr. Behrendt, seconded by Mr. Hahn to approve the Work Session of April 10, 2017. Approval was unanimous.

II. FINANCE AND BUDGET

- A. Mr. Mosebrook made a motion, seconded by Mr. Hahn to approve the [Budget Transfers](#) for March 2017. Approval was unanimous.
- B. Mr. Statler presented the [Proposed Final Budget Presentation](#)

III. TREASURER'S REPORT

Mr. Hahn noted Items III. A – E in the Treasurer's Report is included in the Board packet.

- A. [Building Budget Reports](#)
- B. [General Fund Budget YTD 2016-2017](#)
- C. [Encumbrance Report](#)
- D. [Activities Report](#)
- E. [Cafeteria Report](#)

IV. PERSONNEL

- A. Mrs. Nace noted Item IV. A. – Monthly Administrative and Teacher Substitute Report
- B. Mrs. Nace made a motion, seconded by Mr. Thompson to approve the following resignations: Approval was unanimous.
 - 1. Emily Ramsey, Middle School English Teacher, effective June 30, 2017.
 - 2. Michael Rudy, High School Math Teacher, effective June 30, 2017.
 - 3. Mark Topper, Custodian, effective March 31, 2017.
 - 4. Abigail Wilkes, Food Service Worker, effective April 23, 2017.
- C. Mrs. Nace made a motion, seconded by Mr. Hahn to approve the renewal employment contract for the Business Manager at a salary of \$85,000.00, effective July 1, 2017 through June 30, 2022. Approval was unanimous.
- D. Mrs. Nace made a motion, seconded by Mr. Behrendt to approve the following Act 93 hire:
 - 1. Brian Herrell, Transportation Coordinator, effective May 15, 2017. Approval was unanimous.
- E. Mrs. Nace made a motion, seconded by Mr. Behrendt to approve the [Career Guidance Counselor](#) position effective with the 2017-2018 school year. Approval was unanimous.
- F. Mrs. Nace made a motion, seconded by Mr. Thompson to approve the [Job Description](#) for Elementary Principal to Director of Early Childhood. Approval was unanimous.

Mrs. Nace made a motion, seconded by Mr. Mosebrook to approve Items IV. G, H, I, J, & K as follows: Approval was unanimous.

- G. Recommend approval of the following support staff hires:
 - a. Shayann Moore – substitute summer worker
 - b. *Jared Dodson, support staff substitute*
- H. Recommend approval of the following support staff transfers:
 - a. Sandra Howard, transfer from full-time custodian to part-time custodian at the high school.
- I. Recommend approval to employ the services of [Cognitive Health Solutions](#), LLC beginning with the 2017-2018 school year.
- J. Recommend approval of the following Overnight/Out-of-State Trips:
 - a. Dr. Carolyn Rhodes and Mrs. Courtney Golden to attend the Happiness Advantage Orange Frog Training in Alexandria, VA on April 25-27, 2017.

b. Mr. Scott Staub and FBLA students to attend and compete in the FBLA National Leadership Conference in Anaheim, CA on June 27-July 3, 2017.

K. Recommend approval of the following volunteers:

Classroom: *Chad Bitzel, Kara Crumbacker, Rhonda Ogle, Jamie Jackson, Peter Lester, Jessica Minnier, Ashley Bullers, Catherine Hartlaub*

Extra-Curricular: None

V. PROPERTY AND SUPPLIES COMMITTEE REPORT

- A. Mr. Thompson made a motion, seconded by Mr. Behrendt to approve the recommendation to reject the [Bid to sell the real property lot](#) adjacent to the high school. The District received one bid for the request for sealed bids for sale of Real Property. Motion failed on a tie with Mrs. Nester, Mrs. Jones, Mr. Behrendt, and Mr. Thompson accepting and Mrs. Nace, Mr. Hahn, Mr. Mosebrook, and Mrs. McClay opposing.
- B. Mr. Thompson made a motion, seconded by Mr. Mosebrook to approve the following [Facility Requests](#): Approval was unanimous.
1. Littlestown Elementary Football Association (LEFA) to use Memorial Field on Saturday's from 4:30-10:00 pm and Sunday's from 12:00 – 5:30 pm starting 9-2-17 through 11-5-17 for football games.
 2. Kennie's Markets to use Maple Avenue Middle School Auditorium and Cafeteria on Sunday, May 21, 2017 from 5:00 – 8:30 pm for their company shareholder employee meeting.
- C. Mr. Thompson made a motion, seconded by Mrs. Jones to approve [Deluxe Athletics](#) to resurface existing running track surface at the High School. The proposal of \$92,261.70 was provided through the national recognized purchasing cooperative of TIPS (The Interlocal Purchasing System). The purchase will be paid from the Capital Projects Fund. Approval was unanimous.

VI. TRANSPORTATION COMMITTEE REPORT

Items VI. A & B were noted.

- A. [Transportation Maintenance Report](#)
- B. [Transportation Mileage Report](#)

VII. CURRICULUM AND POLICY

No Report

VIII. EXTRA-CURRICULAR/ATHLETICS

- A. Mrs. Jones made a motion, seconded by Mrs. McClay to approve the Thunderbolt Football teams to participate in the 2017 New Oxford Colonial Lineman's Challenge. Approval was unanimous.

IX. PSBA REPRESENTATIVE REPORT

Mr. Behrendt reported that there is talk to authorize administrators to carry guns in schools.

X. THUNDERBOLT FOUNDATION REPORT

Mr. Witt was absent, no report.

XI. ADAMS COUNTY TECH PREP JOC REPORT

Mr. Thompson reported there is a meeting this Wednesday night. Chris met with Adams County executives and there is a possibility they will give 25 acres for a Tech Prep Building. Stay tuned for more information.

XII. CURRICULUM & TECHNOLOGY REPORT

Dr. Stollar shared that Byrnes Education Center received a grant from Ronald McDonald House Charities and Rolling Acres and Alloway Creek are a recipient of the program – True Colors, I am Special program was for kindergartners at Rolling Acres and another program coming for 5th graders at Alloway Creek next week.

XIII. SUPERINTENDENT'S REPORT

Surveys for the students, staff and community will be going out the next week or two. Be on the look-out. We will compare the results of these surveys to the 2015 surveys.

XIV. PAYMENT OF INVOICES

Mr. Mosebrook made a motion, seconded by Mr. Witt to approve the following Items XIII. A-G. Approval was unanimous. Item XIII. H. was noted.

XIV. PAYMENT OF INVOICES

- A. [General Fund Checks](#)
- B. [GO Bond Checks](#)
- C. [Student Activity Checks](#)
- D. [Cafeteria Fund Checks](#)
- E. [Construction Project Fund Pay Apps](#)
- F. [American Express](#)
- G. [Procurement Card Register](#)
- H. [Void Check Report](#)

XV. OLD BUSINESS

- A. [Technology School Dude Report](#)
- B. [Maintenance School Dude Report](#)
- C. [Monthly Enrollment Report](#)

XVI. NEW BUSINESS

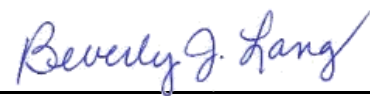
- A. [Election of PSBA Voting Delegate\(s\).](#)
- B. For information only, the [Liberty Township Police Department](#) in Fairfield, PA is requesting the use of Rolling Acres Elementary School for their Active Shooter Response Training for one week in August. Since this will not involve a Sunday, we want the board and community to be aware of the training.

- C. For information only, we were awarded [Two Grants](#); one in the amount of \$6,200 for the LHS Collaboration Stations and one in the amount of \$10,000 for the ACES Playground, both from the Robert C. Hoffman Charitable Endowment Trust. Great News!

- D. Mr. Mosebrook made a motion, seconded by Mr. Hahn to accept the bid to sell the Real Property Lot adjacent to the high school. After discussion, Mrs. Nace requested for the motion to be tabled until the next Regular Meeting or Property and Supply Committee Meeting.

XVII. ADJOURNMENT

Meeting adjourned at 9:34 p.m., following a motion by Mr. Hahn and seconded by Mr. Mosebrook. Motion was approved 8 - 0.



Board Recording Secretary and Board Secretary