

TUSSEY MOUNTAIN SCHOOL BOARD  
REGULAR MEETING FOR GENERAL PURPOSES

July 16, 2012

The Tussey Mountain School Board met in regular session for general purposes on July 16, 2012 at 7:00 p.m. in the Administrative Conference Room. Board members present were Rodney Figard, Leroy Walls, Vivian Foster, Wanda Curfman, Roy McCabe, Bill Brumbaugh, Aaron Martin, and Jim Hodge. Administrators present were Mark Bollman, Melinda Damiano, and Wayland Heath. Press present was Ron Morgan – Daily News, Elizabeth Kohler and Cara Beemiller – Bedford Gazette. Also present were Zack Treece, Brian Brode, Jane Brown, Bev Brumbaugh, Ron Villa, Cindy Baker, Cheri Brown, and Lisa Rankin.

The meeting began with a Cafeteria Report provided by Jennifer Bender, the district’s Food Service Director. She reported the expenses and revenues for the Cafeteria Fund for 2011-12 compared to the past three years. She also discussed her recommendation for purchasing a new software program for the cafeteria. She recommended replacing the vacant full-time Cook position at Saxton Liberty with two part-time Cook’s Helpers (3 hours per day each) and asked for permission to add a part-time Cook’s Helper at the high school (3 hours). After a short discussion, the Board informally gave their support of these requests.

Board President Rodney Figard called the meeting to order at 7:38 p.m.

ROLL CALL: Jay Williams was absent

The Pledge of Allegiance was led by Leroy Walls, followed by a Moment of Silence led by Rodney Figard

PUBLIC COMMENT: There was no public comment.

Motion by Rodney Figard seconded by Wanda Curfman to approve the minutes from June 25, 2012.

Roll Call Vote M.C.

Ayes: Curfman, Brumbaugh, Martin, Hodge, McCabe, Foster, Figard  
Walls abstained because he wasn’t present at the June meeting.

**POLICY AND CURRICULUM**

Motion by Vivian Foster seconded by Wanda Curfman to approve revisions to Policy No. 006 (Local Board Procedures), as recommended by the Policy & Curriculum Committee.

Roll Call Vote – Unanimous M.C.

Motion by Vivian Foster seconded by Leroy Walls to appoint Vivian Foster as the board voting delegate to participate in the PSBA Legislative Policy Council meeting at the School Leadership Conference in Hershey.

Roll Call Vote – Unanimous M.C.

Motion by Vivian Foster seconded by Roy McCabe to approve the following conference/workshop requests as listed, as recommended by the administration:

<b>STAFF MEMBER</b>	<b>WKSHP/CONF</b>	<b>PLACE</b>	<b>DATE(S)</b>	<b>COST</b>
Becky McElwee	Creating Classroom Centers	On-line Course (Act 48 hours)	July 18, Aug. 15, Sept. 19, Oct. 17, 2012	\$139 Regist.

Roll Call Vote – Unanimous M.C.

Copies of conference reports were provided.

Motion by Vivian Foster seconded by Rodney Figard to approve the following field trip/academic trip requests, conditioned upon the availability of substitute teachers, as recommended by the Administration:

<b>GROUP</b>	<b>SUPERVISOR</b>	<b>DESTINATION</b>	<b>DATE</b>	<b>PURPOSE</b>	<b>COST</b>
21 <sup>st</sup> Century After School Students	Shawn Cunningham	Lake Raystown Water Park	Aug. 1, 2012	History of lake, technology in water park design and gross motor development	Transp; \$261.80 Admission (expenses paid by 21 <sup>st</sup> Century Grant)
21 <sup>st</sup> Century After School Students	Shawn Cunningham	Shawnee State Park	Aug. 8, 2012	Stations about nature and outdoor activities. Gross motor development via hiking and other activities	Transp. (expenses paid by 21 <sup>st</sup> Century Grant)
21 <sup>st</sup> Century After School Students	Shawn Cunningham	Hines Field/Carnegie Museum	Aug. 15, 2012	History of Pittsburgh Steelers and stadium, athletic ability of professional football players. At museum, study of history and IMAX movie	Transp; \$512 Admission (expenses paid by 21 <sup>st</sup> Century Grant)

Roll Call Vote – Unanimous

M.C.

**BUDGET & FINANCE**

Motion by Leroy Walls seconded by Roy McCabe to pay the district general fund bills as funds are available, and as recommended by the administration:

**DISTRICT PAYROLL:**

Baughman, Adam	Detention	\$ 178.00
Baughman, Heather	Homebound	\$ 94.56
Baughman, Heather	Homebound	\$ 94.56
Baughman, Heather	Homebound	\$ 51.91
Blanchetti, Tom	Driver's Ed	\$ 144.62
Blanchetti, Tom	Driver's Ed	\$ 233.63
Blanchetti, Tom	Driver's Ed	\$ 567.38
Bowser, Kim	Remediation	\$ 55.63
Bowser, Kim	Detention	\$ 333.75
Brumbaugh, Jessica	Detention	\$ 44.50
Bussick, Lois	Detention	\$ 22.25
Carrier, Chris	Detention	\$ 55.63
Drenning, Rena	Homebound	\$ 166.87
Drenning, Rena	Homebound	\$ 77.88
Elder, Sarah	Homebound	\$ 489.50
Hess, Kim	Work Experience	\$ 278.13
Jancula, Heather	Detention	\$ 27.81
Morse, Dorian	Homebound	\$ 189.13
Morse, Dorian	Homebound	\$ 200.25
Runk, Haylee	Elem Gifted	\$ 205.81
Runk, Haylee	Elem Gifted	\$ 378.25
Shuke, Jennifer	Homebound	\$ 200.25
Stoudnour, Katie	Detention	\$ 111.25
Thompson, Nate	Detention	\$ 55.63
Wood, Kathy	Detention	\$ 166.87
Wood, Kathy	Detention	\$ 55.63
Wood, Kathy	5 extra days	\$ 741.72

**FEDERAL/STATE PAYROLL:**

***21st Century***

Allison, Lysbeth		Tutor	\$ 89.00
Bussick, Lois		Tutor	\$ 89.00
Claycomb, Julie		Tutor	\$ 111.25
Ebersole, Doug		Tutor	\$ 22.25
Fagan, Trudy		Tutor	\$ 244.75
Gutshall, Ben		Tutor	\$ 111.25
Meyers, Valerie		Tutor	\$ 300.38
Morse, Bradley		Tutor	\$ 155.57
Runk, Haylee		Site Coordinator	\$ 1,356.25
Runk, Haylee		Site Coordinator	\$ 225.00
Runk, Haylee		Site Coordinator	\$ 650.00
Runk, Haylee		Site Coordinator	\$ 1,450.00
Wieczorek, Davina		Site Coordinator	\$ 1,800.00
Wieczorek, Davina		Site Coordinator	\$ 750.00
Wieczorek, Davina		Site Coordinator	\$ 175.00

***PA Pre-K***

Leighty, JoAnn		PA Pre-K Coach(Jan)	\$ 250.00
Leighty, JoAnn		PA Pre-K Coach(Feb)	\$ 400.00
Leighty, JoAnn		PA Pre-K Coach(Mar)	\$ 800.00
Leighty, JoAnn		PA Pre-K Coach(Apr)	\$ 550.00
Leighty, JoAnn		PA Pre-K Coach(May)	\$ 1,050.00
Leighty, JoAnn		PA Pre-K Coach(June)	\$ 200.00
Morse, Dorian		Pre-K Camp	\$ 66.75
Wieczorek, Davina		Registration/Mtgs	\$ 345.00
Wieczorek, Davina		Pre-K Flyers	\$ 60.00
Wieczorek, Davina		Pre-K Coach	\$ 120.00

Roll Call Vote – Unanimous M.C.

Motion by Leroy Walls seconded by Roy McCabe to accept the Activity Fund Report for May 2012, reflecting a cumulative balance of \$70,440.41 and June 2012, reflecting a cumulative balance of \$69,102.94.

Roll Call Vote – Unanimous M.C.

Motion by Leroy Walls seconded by Bill Brumbaugh to accept the Athletic Fund Report for June 2012, reflecting a cumulative balance of \$22,986.78.

Roll Call Vote – Unanimous M.C.

Motion by Leroy Walls seconded by Vivian Foster to approve paying the Greater Altoona Career & Technical Center for Tenex support for July and August to finish the reporting for the 2011-12 school year in the amount of \$1,500.00, as recommended by the Administration.

Wanda asked what Tenex is. Mark explained that it's the district's current student software and reminded the Board that several months ago they approved switching to another software company (Sapphire).

Roll Call Vote – Unanimous M.C.

Motion by Leroy Walls seconded by Wanda Curfman to accept a proposal from Kendall, Prebola and Jones, CPAs, to perform a required audit on the high school construction project for PlanCon Part J at a cost not to exceed \$1,600.00, as recommended by the Administration.

Roll Call Vote – Unanimous M.C.

INFORMATION: The district’s insurance premiums for 2012-13 are as follows:

Property, General Liability, Crime, Auto, Umbrella, E&O: \$44,06020 2011-12 was \$38,788

Workers Compensation: \$47,35420 2011-12 was \$31,804

Also, the Athletic Insurance premium for 2012-13 is \$15,565, which is the same as 2011-12.

**BUILDING & GROUNDS**

The Administration has advertised for bids to repair the gym walls at Saxton Liberty and Robertsdale due to safety concerns. The bids are due on July 20 and the work needs to be completed prior to the start of school, which is August 24. Therefore, the Administration is requesting authorization be given to award the job with the recommendation of the Building & Grounds Committee.

Motion by Jim Hodge seconded by Leroy Walls to authorize the Administration, with the recommendation of the Building & Grounds Committee, to award the job to repair the gymnasium walls at Saxton Liberty Elementary and Robertsdale Elementary to the lowest responsible bidder after review of the bids.

There was a short discussion concerning how the repair work will be completed.

**BUILDING USE/CAFETERIA**

Motion by Wanda Curfman seconded by Rodney Figard to approve the following building use requests as recommended by the administration, conditioned upon being coordinated with the building principal:

**HIGH SCHOOL:**

- Jr. High Cheerleaders to use the Cafeteria for a fundraiser delivery on August 3, 2012 (2:00 – 4:00 p.m.), with Erin Lashinsky as supervisor.
- Figard Stevenson, LLC to use a classroom for a bus driver recertification class on August 1, 2012 (8:00 a.m. – 4:00 p.m.), with Ruth Figard as supervisor. The group will be billed \$30 for the use of the classroom, as provided in the fee schedule of Policy No. 707 (Use of School Facilities).

**SAXTON LIBERTY:**

- TM Varsity Girls Soccer Team to use the field for a Soccer Camp Aug. 6 – 10, 2012 (6:00 – 8:00 p.m.), with Rena Drenning as supervisor.

Rodney questioned the building use on August 3 since it’s a Friday. Lisa reported that they would not require a custodian since Erin is a coach and has access to the building. If the delivery was rescheduled, Erin was concerned she wouldn’t have the help from parents that were already scheduled.

Roll Call Vote – Unanimous M.C.

Motion by Wanda Curfman seconded by Aaron Martin to approve waiving the \$130.00 fee for field use and classroom use by the American Cancer Society for the June 2012 Relay For Life activities. The group will be billed for custodial fees only.

There was a discussion among the Board and a few of the public present concerning the fee.

Roll Call Vote M.L.

Ayes: Curfman, Martin, Foster

Nayes: Brumbaugh, Hodge, Walls, McCabe, Figard

Motion by Wanda Curfman seconded by Leroy Walls to approve the cafeteria to purchase a new cafeteria software program from LunchByte Sysems, Inc. (Nutrikids) at a cost of \$14,270, as recommended by the Food Service Director.

Roy asked whether the system would work with our current operating system. Mark explained that our tech people reviewed the specs and said it would.

Roll Call Vote M.C.

Ayes: Curfman, Brumbaugh, Martin, Hodge, Walls, Foster  
Nayes: McCabe, Figard

Motion by Rodney Figard seconded by Leroy Walls to waive all fees for field use, classroom, and custodial fees for the American Cancer Society for the June 2012 Relay For Life activities.

Roll Call Vote – Unanimous M.C.

### PERSONNEL

Motion by Bill Brumbaugh seconded by Leroy Walls to hire two special need students for up to two hours per day each, five days a week (10 hours per week per student), for the Work Experience Program, for the 2012-13 school year, at minimum wage rate, as recommended by the Administration.

Roll Call Vote – Unanimous M.C.

Motion by Bill Brumbaugh seconded by Leroy Walls to hire Debra Rourke as PA PreK Counts Coach for 2012-13 at an hourly rate of \$30.00, which is paid by the PA PreK Counts Grant, as recommended by the Administration.

Roll Call Vote – Unanimous M.C.

Motion by Bill Brumbaugh seconded by Wanda Curfman to hire Shawn Cunningham as the Site Coordinator for the 21<sup>st</sup> Century After School Program for 2012-13 at an hourly rate of \$25.00, which is paid by the 21<sup>st</sup> Century Grant, as recommended by the Administration.

Roll Call Vote – Unanimous M.C.

Motion by Bill Brumbaugh seconded by Vivian Foster to transfer Sheila Hall from the position of full-time Cook at Saxton Liberty to Head Cook at Saxton Liberty under the terms and conditions in the contract between the TMSB and the TMESPA, effective at the beginning of the 2012-13 school year.

Roll Call Vote – Unanimous M.C.

Motion by Bill Brumbaugh seconded by Leroy Walls to approve the following persons for the positions stated at the salary listed for the 2012-13 school year:

Cheri Brown	Varsity Football Cheerleading Advisor	\$1,589.00
Bonnie Jenkins	Band Director	\$4,671.00
Adam Runk	Assistant Band Director	\$3,181.00
Cathy Knee	Band Front/Majorette Advisor	\$2,335.00
Deb Brownsberger	Volunteer Band Assistant	
John Hoffner	Volunteer Band Assistant	
Dennis Clawson	Volunteer Band Assistant	
Amanda Adams	Volunteer Band Director	
Dorian Morse	Mentor for Davina Wiczorek	\$944.00
Megan Schneider	Head Teacher – Saxton Liberty Elementary	\$4,925.00
Brian Brode	Head Teacher – Defiance Elementary	\$3,181.00



Motion by Bill Brumbaugh seconded by Wanda Curfman to hire Bethany Kozak as part-time high school Guidance Counselor effective at the beginning of the 2012-13 school year at a salary of \$19,475.13 for 93 days under the terms and conditions as provided in the contract between the TMSB and the TMEA, conditioned on submission and approval of required documentation. Benefits provided will be pro-rated accordingly.

Roll Call Vote – Unanimous

M.C.

Mr. Bollman's monthly Superintendent Report was provided.

With no further business to discuss, a motion was made by Roy McCabe to adjourn at 8:16 p.m. seconded by Leroy Walls with no objections.

Respectfully Submitted,

Lisa M. Rankin  
Secretary