

JAMESTOWN AREA SCHOOL DISTRICT

BOARD MINUTES – July 20, 2015

The Jamestown Area School Board met on July 20, 2015 at 7:00 PM in the Board Room at the Jamestown High School with President John Tucker presiding. Mr. Tucker led the board in the Pledge of Allegiance and a moment of silence.

Members Present: Jered McElhaney, Patricia McElhaney, Jim Owens, Jerry Routh, Tracie Runyon, Jim Schmid, Ron Sherbondy and John Tucker

Members Absent: Bev Riley

Others Present: Tracy Reiser, Superintendent; Brian Keyser, High School Principal, and Nancy C. Solderich, Business Manager/Board Secretary

MINUTES

Motion by Mrs. McElhaney, seconded by Mr. Sherbondy, to approve the minutes of the meeting held June 15, 2015. Motion passed by unanimous voice vote.

New Business

BOARD

Second reading of the following board policies: (no action required)

POLICY 224 – Care of School Property

POLICY 226 – Searches

POLICY 227 – Controlled Substances / Paraphernalia

POLICY 227.1 – Conduct- Extracurricular/Interscholastic Athletic Activities Unauthorized Substances / Drug / Alcohol Use

POLICY 228 – Student Government

POLICY 229 – Student Fundraising

POLICY 230- Public Performances by Students

POLICY 231 – Social Events and Class Trips

POLICY 232 – Student Involvement in Decision making

POLICY 233 – Suspension and Expulsion

POLICY 234 – Pregnant / Parenting / Married Students

POLICY 235 – Student Rights and Responsibilities

POLICY 235.1 – Surveys

POLICY 236 – Student Assistance Program

POLICY 237 – Electronic Devices

POLICY 239 – Foreign Exchange Students

POLICY 246 – Student Wellness

POLICY 247 – Hazing

An Equal Opportunity Employer

POLICY 248 – Unlawful Harassment
POLICY 250 – Student Recruitment
POLICY 251 – Homeless Students
POLICY 252 – Dating Violence

Motion by Mrs. McElhaney, seconded by Mr. Routh, to approve the following board policies: Motion passed by unanimous voice vote.

POLICY 307 – Student Teachers / Interns
POLICY 819 – Suicide Awareness, prevention and response

Motion by Mr. Schmid, seconded by Mr. Sherbondy, to approve the Act 80 days for the 2015-16 school year. Motion passed by unanimous voice vote.

October 30, 2015 December 23, 2015 March 23, 2016 June 2, 2016

Motion by Mr. Sherbondy, seconded by Mrs. Runyon, to approve the attached Administrative manual for 2015/2016. Motion passed by unanimous voice vote.

Motion by Mr. Routh, seconded by Mrs. Runyon, to approve hosting a Mentoring I course with Thiel College in our High School as requested by Brian Keyser for the time August 26th – December 2, 2015 from 6-7pm on Wednesdays. Motion passed by unanimous voice vote.

Motion by Mr. Schmid, seconded by Mrs. Runyon, to approve the following volunteers (pending receipt of all clearances). Motion passed by unanimous voice vote.

Tonya L. Miller, 1628 Penn Road, Jamestown, PA – Level II

Motion by Mrs. McElhaney, seconded by Mr. Sherbondy, to approve the following KIDS CAMP field trips (departs from the HS): Motion passed by unanimous voice vote.

July 16, 2015 Mercer County Courthouse Leave at 9:20am return at 2:00pm
July 23, 2015 Scrappers game, Niles Leave at 5:00pm return approx. 11:00pm
July 27, 2015 Farma Campground, Leave at 9:45am return at 2:00pm

ACADEMICS

Motion by Mr. Schmid, seconded by Mr. Sherbondy, to approve the high school and elementary student handbooks. Motion passed by unanimous voice vote.

PERSONNEL

Motion by Mr. Sherbondy, seconded by Mr. Schmid, to approve the attached letter of resignation from Sara Carter effective August 3, 2015. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mr. Sherbondy, to approve hiring Elizabeth Tipton as a teacher beginning the 2015/2016 school year at an annual salary of \$42,060 (Masters, Step 1, Pending transcripts). Motion passed by unanimous roll call vote.

P. McElhaney – yes, Owens – yes, Routh – yes, Runyon – yes, Schmid – yes,
Sherbondy – yes, Tucker – yes J. McElhaney – yes

Motion by Mrs. McElhaney, seconded by Mrs. Runyon, to approve the attached letter of resignation from Terry Calvin effective July 10, 2015. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mrs. Runyon, to approve hiring Julie DeMarco as an elementary aide at an hourly rate of \$10.48 beginning the 2015/2016 school year (pending clearances). Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mrs. Runyon, to approve an employment transfer for Veronica Holler from the cafeteria to the maintenance department to fill a vacancy at an hourly rate of \$13.74 effective July 21, 2015. Motion passed by unanimous voice vote.

Motion by Mr. Routh, seconded by Mr. Sherbondy, to approve the advertising and hiring of two cafeteria positions effective the 2015/2016 school year ~ Food service worker for breakfast approximately 10 hours a week and a Food service worker for Lunch approximately 15 hours a week. Motion passed by unanimous voice vote.

FINANCE

Motion by Mr. Schmid, seconded by Mr. Sherbondy, to approve the financial statements for June 2015. Motion passed by unanimous voice vote.

Motion by Mr. Routh, seconded by Mrs. McElhaney, to approve payment of bills for June and July 2015. Motion passed by unanimous voice vote.

Motion by Mr. Sherbondy, seconded by Mrs. Runyon, to approve a payment to MicroBac for the flooring project at the Elementary school in the amount of \$364.80 to be paid for with Capital Reserve Funds. Motion passed by unanimous voice vote.

Motion by Mr. Routh, seconded by Mr. Sherbondy, to approve the attached annual maintenance contract with Electronic Communication Services for our telephone system, in the amount of \$3,810.00 (\$112 Increase from 14/15). Motion passed by unanimous voice vote.

Motion by Mr. Routh, seconded by Mrs. Runyon, to approve insurance coverages through Burns & Burns Associates, Inc. for the 2015-16 school year for automobile, worker's compensation, property/liability and umbrella coverage for a total annual premium of \$61,271 (13.46% increase). Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mrs. Runyon, to approve the following tax exoneration requests: Motion passed by unanimous voice vote.

West Shenango Township

Roger A. Bates – Real Estate Disabled Veteran (Current Face amount \$959.59)

South Shenango Township

Joseph Kikel – Real Estate Disabled Veteran (Current Face amount \$1,036.27)

Motion by Mr. Routh, seconded by Mr. Sherbondy, to approve the revised Homestead and Farmstead Exclusion Resolution for 2015-16. Motion passed by unanimous voice vote.

Motion by Mr. Routh, seconded by Mr. Sherbondy, to approve the attached Sub-grant Contracts with the Midwestern Intermediate Unit IV for the 2015/2016 IDEA B & IDEA-Section 619 flow through dollars. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mr. McElhaney, to approve the attached agreement, job description and Exhibit A with Kelly Services for educational staffing of substitutes and custodial substitutes effective immediately. Motion passed by unanimous roll call vote.

Owens – yes, Routh – yes, Runyon – yes, Schmid – abstain, Sherbondy – yes,
Tucker – yes J. McElhaney – yes, P. McElhaney – yes

OTHER / CRITIQUE

Erie Club Picnic – July 23, 2015, hosted by Knox, McGaughlin, Gornall & Sennett
PSBA – Voting Delegates & School Leadership Conference (October 13-16, 2015)

An executive session occurred from 8:18pm until 10:28pm to discuss personnel matters.

ADJOURNMENT

Motion by Mr. Routh, seconded by Mr. McElhaney, to adjourn the meeting at 10:29 PM. Motion passed by unanimous voice vote.

MEETING DATES

Aug 14 - Board Workshop
Aug 18 – Board Meeting

Sept 11 – Board Workshop
Sept 15 – Board Meeting

Nancy C. Solderich
Board Secretary | Business Manager



JAMESTOWN AREA SCHOOL DISTRICT

BOARD MINUTES – August 17, 2015

The Jamestown Area School Board met on August 17, 2015 at 7:00 PM in the Board Room at the Jamestown High School with President John Tucker presiding. Mr. Tucker led the board in the Pledge of Allegiance and a moment of silence.

Members Present: Jered McElhaney, Patricia McElhaney, Jim Owens, Bev Riley, Jerry Routh, Tracie Runyon, Jim Schmid, Ron Sherbondy and John Tucker

Members Absent: None

Others Present: Tracy Reiser, Superintendent; Brian Keyser, High School Principal, Jonathan Fry, Elementary Principal and Nancy C. Solderich, Business Manager/Board Secretary

MINUTES

Motion by Mrs. McElhaney, seconded by Mr. Routh, to approve the minutes of the meeting held July 20, 2015. Motion passed by unanimous voice vote.

New Business

BOARD

Motion by Mr. Routh, seconded by Mr. Sherbondy, to approve the following board policies: Motion passed by unanimous roll call vote.

Owens – yes, Riley – yes, Routh – yes, Runyon – yes, Schmid – yes, Sherbondy – yes, Tucker – yes, J. McElhaney – yes, P. McElhaney – yes

POLICY 224 – Care of School Property

POLICY 226 – Searches

POLICY 227 – Controlled Substances / Paraphernalia

POLICY 227.1 – Conduct- Extracurricular/Interscholastic Athletic Activities Unauthorized Substances / Drug / Alcohol Use

POLICY 228 – Student Government

POLICY 229 – Student Fundraising

POLICY 230- Public Performances by Students

POLICY 231 – Social Events and Class Trips

POLICY 232 – Student Involvement in Decision making

POLICY 233 – Suspension and Expulsion

POLICY 234 – Pregnant / Parenting / Married Students

POLICY 235 – Student Rights and Responsibilities

POLICY 235.1 – Surveys

POLICY 236 – Student Assistance Program

POLICY 237 – Electronic Devices
POLICY 239 – Foreign Exchange Students
POLICY 246 – Student Wellness
POLICY 247 – Hazing
POLICY 248 – Unlawful Harassment
POLICY 250 – Student Recruitment
POLICY 251 – Homeless Students
POLICY 252 – Dating Violence

First reading of the following board policies (no action required)

POLICY 301 – Creating a position
POLICY 302 – Employment of Superintendent / Assit. Superintendent
POLICY 304 – Employment of District Staff
POLICY 305 – Employment of Substitutes
POLICY 306 – Employment of Summer School Staff
POLICY 307 – Student Teachers/Interns
POLICY 308 – Employment Contract / Board Resolution
POLICY 308.1 – Exit Interviews
POLICY 309 – Assignment and Transfer
POLICY 311 – Suspensions / Furloughs
POLICY 312 – Performance Assessment of Superintendent / Asst. Superintendent
POLICY 313 – Evaluation of Employees
POLICY 314 – Physical Examination
POLICY 314.1 – HIV Infection
POLICY 317 – Conduct/Disciplinary Procedures
POLICY 317.1 – Educator Misconduct
POLICY 317.2 – Terroristic Threats
POLICY 318 – Penalties for Tardiness
POLICY 319 – Outside Activities
POLICY 320 – Freedom of Speech in Nonschool Settings
POLICY 321 – Political Activities
POLICY 322 – Gifts
POLICY 323 – Tobacco

Motion by Mrs. Riley, seconded by Mr. Schmid, to approve the following volunteers (pending receipt of all clearances). Motion passed by unanimous voice vote.

Heather Pflieger, 658 Kinsman Road, Jamestown, PA ~ Level II (Bookfair, PTO)
Joyce Pfaff, 4463 Pitts Road, Adamsville, PA ~ Level I (Fieldtrips, parties)
Tracie Runyon, 4997 Myers Road, Jamestown, PA ~ Level III (Classroom, chaperone.)
Allison Cadman, 4528 US Highway 322, Jamestown, PA ~ Level I & II (Classroom, fieldtrips)
Erin K. Smith, 160 W. County line Rd., Jamestown, PA ~ Level II (PTO, roomparent)
Kelli S. Mayer, 194 Goetsch Rd., Greenville, PA ~ Level III (Classroom, sports)
Michelle Hill, 119 Royal Rd., Jamestown, PA ~ Level I, II & III (Bookfair, coaching, tutor)

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Amanada Mild, 304 Main St., Jamestown, PA ~ Level I (Classroom)
Kelly Callen-Figiel, 512 E. Jamestown Rd, Jamestown, PA ~ Level II (Field trips, parent helper)
Tonya L. Miller, 1628 Penn Road, Jamestown, PA ~ Level II (Class parties, field trips)
Renee Keyser, 126 Applewood Drive, Jamestown, PA ~ Level II (Class parties, field trips)

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve the attached agreement to participate in the School –Based Administrative Claiming Program (ACCESS) with the PA Department of Education for the 2015/2016 year. Motion passed by unanimous voice vote.

Motion by Mr. Routh, seconded by Mrs. Riley, to approve the attached agreement for services with the Mercer County Behavioral Health Commission for the 2015-2016 school year. Motion passed by unanimous voice vote.

Motion by Mrs. Riley, seconded by Mrs. Runyon, to approve the attached “Pennsylvania-Youth-Survey” to high school students prior to November 1, 2015. Motion passed by unanimous voice vote.

Motion by Mr. Sherbondy, seconded by Mrs. Riley, to approve the attached “My College Options” Survey to high school students. Motion passed by unanimous voice vote.

Motion by Mr. Routh, seconded by Mrs. Riley, to approve the attached Superintendent Performance Evaluation Tool and approve to add it to Appendix B of the Superintendent’s contract. Motion passed by unanimous voice vote.

ACADEMICS

Motion by Mrs. Riley, seconded by Mrs. McElhaney, to approve the Senior Class trip/tour to Washington, D.C., Gettysburg and the Flight 93 memorial from March 23-25, 2016. Motion passed by unanimous voice vote.

Mr. Tucker requested motion to add the following:

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve the attached Elementary PTI officers and fundraisers for the 2015 / 2016 school year, striking #10 of possible fundraisers. Motion passed by unanimous voice vote.

PERSONNEL

Motion by Mrs. Riley, seconded by Mrs. Runyon, to approve the attached letter of resignation from Amy Thurber effective September 14, 2015. Motion passed by unanimous voice vote.

Motion by Mrs. Riley, seconded by Mr. Routh, to approve hiring Lisa Nuhfer as the Confidential Secretary to the Superintendent at an hourly rate of \$19.19 for 245 days / year effective August 4, 2015. Motion passed by unanimous voice vote.

Motion by Mr. Routh, seconded by Mrs. Riley, to approve the advertisement and hiring of a Special education / Medical Access secretary. Motion passed by unanimous voice vote.

Motion by Mr. Sherbondy, seconded by Mrs. Riley, to approve the resignation of Kurt Schuhlen as the Head Jr. High wrestling coach effective immediately. Motion passed by unanimous voice vote.

Motion by Mrs. Riley, seconded by Mr. Sherbondy, to approve the resignation of Miranda Negrea as the Asst. Cross Country coach effective immediately. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve the attached list of substitutes for the 2015-16 school year (Principals & Aides). Motion passed by unanimous voice vote.

Motion by Mr. Routh, seconded by Mr. Schmid, to approve the attached list of Class and Club Advisors for the 2015-16 school year. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve the attached list of coaches and stipends as of the 2015-16 school year. Motion passed by unanimous voice vote.

Motion by Mrs. Riley, seconded by Mrs. Runyon, to approve the following mentor teachers for the 2015/2016 school year: Motion passed by unanimous voice vote.

Yvonne Basnak for Elizabeth Tipton
Melissa Potase for Malissa Rhoades
Constance Parker for Tamara Simcoe

Motion by Mr. Routh, seconded by Mr. Sherbondy, to grant tenure to Mark Wyant, Crystal Nicols and Amanda Simpson. Motion passed by unanimous voice vote.

Motion by Mrs. Riley, seconded by Mrs. Runyon, to hire Heather Stanley as a part-time cafeteria worker (estimated 3 hours/day) at a rate of \$9.96 / hour effective immediately. Motion passed by unanimous voice vote.

Motion by Mrs. Riley, seconded by Mr. Sherbondy, to hire Lindsey Carr as a part-time cafeteria worker (estimated 2 hours/day) at a rate of \$9.96 / hour effective immediately. Motion passed by unanimous voice vote.

Motion by Mr. Routh, seconded by Mr. Sherbondy, to accept a letter of resignation from Miranda Negrea effective August 14, 2015. Motion passed by unanimous voice vote.

Motion by Mr. Routh, seconded by Mrs. McElhaney, to approve hiring Kristen E. Doeberienner as an elementary teacher beginning the 2015/2016 school year at an annual salary of \$39,960 (Bachelors, Step 1). Motion passed by unanimous roll call vote.

Riley – yes, Routh – yes, Runyon – yes, Schmid – yes, Sherbondy – yes,
Tucker – yes, J. McElhaney – yes, P. McElhaney – yes, Owens – yes

FINANCE

Motion by Mr. Routh, seconded by Mr. Sherbondy, to approve the financial statements for July 2015. Motion passed by unanimous voice vote.

Motion by Mrs. Riley, seconded by Mrs. Runyon, to approve payment of bills for July and August 2015. Motion passed by unanimous voice vote.

Motion by Mr. Routh, seconded by Mrs. Runyon, to approve a payment to Foulk's Flooring for the Extensive patching (not included original bid) for the flooring project at the Elementary school in the amount of \$1,484.00 to be paid for with Capital Reserve Funds. Motion passed by unanimous voice vote.

Motion by Mr. Sherbondy, seconded by Mrs. Riley, to approve a payment to Microbac for the flooring project at the Elementary school in the amount of \$182.40 to be paid for with Capital Reserve Funds. Motion passed by unanimous voice vote.

Motion by Mr. Routh, seconded by Mrs. Riley, to approve the attached revised Exhibit A with Kelly Services for educational staffing of substitutes and custodial substitutes effective immediately. Motion passed by unanimous voice vote.

Motion by Mr. Schmid, seconded by Mr. Routh, to approve a final payment to Foulk's Flooring for the flooring project at the Elementary school in the amount of \$52,750.00 to be paid for with Capital Reserve Funds. Motion passed by unanimous voice vote.

Motion by Mrs. Riley, seconded by Mrs. McElhaney, to approve the following appointments for the 2015-2016 school year. Motion passed by unanimous voice vote.

Lisa Nuhfer	Custodian of Cafeteria Accounts – ADD
Amy Thurber	Custodian of Cafeteria Accounts – REMOVE

Motion by Mr. Routh, seconded by Mrs. McElhaney, to approve rescinding the action of the motion made June 15, 2015 to transfer \$50,000 from PSERS to the General Fund for the 2014 / 2015 fiscal year. Motion passed by unanimous voice vote.

Motion by Mr. Routh, seconded by Mrs. McElhaney, to approve assigning \$200,000 from the 2014 / 2015 General Fund Balance to Capital Projects. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve the attached list of exonerations for Greene Township. Motion passed by unanimous voice vote.

TRANSPORTATION

Motion by Mrs. Riley, seconded by Mrs. McElhaney, to approve bus routes, bus drivers and bus equipment lists for the 2015-16 school year. Motion passed by unanimous voice vote.

Motion by Mr. Sherbondy, seconded by Mrs. Riley, to approve awarding the bid for fall athletic transportation for the 2014-15 sports as attached to Frye Inc. Motion passed by unanimous voice vote.

OTHER / CRITIQUE

PSBA Officer Elections

PSBA Annual School Leadership Conference ~ October 13-16, 2014 Hershey, PA

Executive Session – Legal Matter

Black, Bashor and Porsch, LLP will be here to audit fiscal 2014 / 2015 late August early Sept.

An executive session occurred from 7:42pm – 8:11pm to discuss legal matters.

ADJOURNMENT

Motion by Mrs. Riley, seconded by Mrs. McElhaney, to approve to adjourn the meeting at 8:12 PM. Motion passed by unanimous voice vote.

MEETING DATES

- Sept. 17, 2015 - Board Workshop
- Sept. 21, 2015 - Board Meeting
- Oct. 12, 2015 - Combined Workshop and Board Meeting
- Nov. 12, 2015 - Board Workshop
- Nov. 16, 2015 - Board Meeting
- Dec. 1, 2015 - Reorganizational Meeting

Nancy C. Solderich

Board Secretary | Business Manager



JAMESTOWN AREA SCHOOL DISTRICT

BOARD MINUTES – September 21, 2015

The Jamestown Area School Board met on September 21, 2015 at 7:00 PM in the Board Room at the Jamestown High School with President John Tucker presiding. Mr. Tucker led the board in the Pledge of Allegiance and a moment of silence.

Members Present: Jered McElhaney, Patricia McElhaney, Jim Owens, Bev Riley, Jerry Routh, Tracie Runyon, Jim Schmid, and John Tucker

Members Absent: Ron Sherbondy

Others Present: Tracy Reiser, Superintendent; Brian Keyser, High School Principal, Jonathan Fry, Elementary Principal and Nancy C. Solderich, Business Manager/Board Secretary

MINUTES

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve the minutes of the meeting held August 17, 2015. Motion passed by unanimous voice vote.

New Business

BOARD

Second reading of the following board policies (no action required)

- POLICY 301 – Creating a position
- POLICY 302 – Employment of Superintendent / Assit. Superintendent
- POLICY 304 – Employment of District Staff
- POLICY 305 – Employment of Substitutes
- POLICY 306 – Employment of Summer School Staff
- POLICY 307 – Student Teachers/Interns
- POLICY 308 – Employment Contract / Board Resolution
- POLICY 308.1 – Exit Interviews
- POLICY 309 – Assignment and Transfer
- POLICY 311 – Suspensions / Furloughs
- POLICY 312 – Performance Assessment of Superintendent / Asst. Superintendent
- POLICY 313 – Evaluation of Employees
- POLICY 314 – Physical Examination
- POLICY 314.1 – HIV Infection
- POLICY 317 – Conduct/Disciplinary Procedures
- POLICY 317.1 – Educator Misconduct
- POLICY 317.2 – Terroristic Threats
- POLICY 318 – Penalties for Tardiness
- POLICY 319 – Outside Activities

POLICY 320 – Freedom of Speech in Nonschool Settings
POLICY 321 – Political Activities
POLICY 322 – Gifts
POLICY 323 – Tobacco

First reading of the following board policies (no action required)

POLICY 113.3 – Screenings and Evaluations for Students with Disabilities
POLICY 116 – Tutoring
POLICY 127 – Assessment System
POLICY 137 – Home Education Programs
POLICY 138 – English as a Second Language / Bilingual Education Program
POLICY 212 – Reporting Student Progress
POLICY 918 – Title I Parental Involvement

Motion by Mrs. Riley, seconded by Mrs. Runyon, to approve the following volunteers (pending receipt of all clearances)

Barbara Waskowiak, 7020 North Drive , Jamestown, PA ~ Level I (Bookfair)
Leo Waskowiak, 7020 North Drive , Jamestown, PA ~ Level I (Bookfair)
Julie Harris, 10545 Westview Avenue, Meadville, PA ~ Level III
Cheryl Smith, 388 W. County Line Rd., Jamestown, PA ~ Level I (Classroom party)
Sheila Gould, 3451 E. State Rd., Jamestown, PA ~ Level III (PTO, Classroom)
Billie – Jo Hyde, 4341 Westford Rd., Jamestown, PA ~ Level I & II
Siera Gross, 1898 Westford Rd., Jamestown, PA ~ Level II
Amy Good, 5085 US Highway 322, Jamestown, PA ~ Level I
Susan Nicole Biles, 5597 Highway 322, Hartstown, PA ~ Level II & III
Christy Prosek, 7531 South Lake Road, Jamestown, PA – Level II (Field trips/PTO)
Jennifer Arnett, 4723 Ralston Road, Jamestown, PA – Level I, II & III
Tennille McElhaney, 4331 Hwy 322, Jamestown, PA ~ Level II
Susan Shirey, 20 Sherbondy Rd., Greenville, PA ~ Level I
Lindsay L. Graham, 3067 Burns Rd., Jamestown, PA ~ Level III
Danielle Perrino, 396 W. County Line Rd., Jamestown, PA ~ Level I (classroom help)
William Graham, 225 Maysville Rd., Jamestown, PA ~ Level III (Athletics)

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve the following conference and/or workshop requests: Motion passed by unanimous voice vote.

Kristy Zarecky, Gifted/Enrichment meetings & trainings, 9/15,10/6, 10/14, 12/4 3/18 & 5/16 at MIU4, Cost \$30.00 , using a school van

Kristy Zarecky, PAGE Conference, Pittsburgh, PA, November 5, 2015, Cost \$175.00 , using a school van

Kate Evans-Haines, Counselor Information Day, October 5, 2015 at Slippery Rock, PA, Cost \$0.00 , using a school van

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ACADEMICS

Motion by Mrs. Riley, seconded by Mrs. Runyon, to approve the Jamestown Muskies All-Sports Boosters Officers and Fundraising proposal for 2015-16 school year. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve the attached list of field trips for the 2015-16 school year. Motion passed by unanimous voice vote.

PERSONNEL

Motion by Mr. Routh, seconded by Mrs. Runyon, to approve a pay increase of \$5,000 for Jonathan Fry, Elementary Principal effective immediately. Motion passed by roll call vote.

Riley – yes, Routh – yes, Runyon – yes, Schmid – no, Tucker – yes,
J. McElhaney – no, P. McElhaney – yes, Owens – no

Motion by Mrs. Riley, seconded by Mr. Routh, to approve the following substitutes for the 2015-16 school year at the following rates of compensation. Motion passed by unanimous voice vote.

Substitute teachers - \$80.00 per day Paid through Kelly Services

Sara Ridge, 1692 Granada Drive, Apt 9, Erie,PA (Emergency Permit)
Bruce Anderson, 7764 Church Rd, Jamestown,PA (Emergency Permit)
Roselyn Johnson, 21634 Kebort Road, Meadville, PA (Emergency Permit)
Amy Good, 5085 US Highway 322, Jamestown, PA
Errin R. Wiles, 12528 Lakeside Drive, Conneaut Lake, PA (Emergency Permit)
Lucas Widger, 7491 Bristol Circle, Naples, FL
Mark Carocchia, 1 Grandview Dr. Lot 5, Hadley, PA
Mary Jane Fenton, 606 Depot Street, Jamestown, PA
Alicia Loutenhiser, 10511 South Canal Rd., Conneaut Lake, PA

Motion by Mr. Routh, seconded by Mrs. McElhaney, to approve the following mentor teachers for the 2015/2016 school year: Motion passed by unanimous voice vote.

Libbi Minnich for Kristen Doeberienner

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve hiring Kristen Doeberienner as an Environmental Club advisor for the 2015/2016 school year. Motion passed by unanimous voice vote.

Motion by Mrs. Riley, seconded by Mrs. Runyon, to approve David Frew as a “homebound” instructor 5 hours a week for a high school student for medical reasons. Motion passed by unanimous voice vote.

Motion by Mrs. Riley, seconded by Mrs. Runyon, to approve the following letters of intent to retire by the end of the current JEA contract, June 30, 2018, per the Memorandum of Understanding between the JEA and the District: Motion passed by unanimous roll call vote.

Routh – yes, Runyon – yes, Schmid – yes, Tucker – yes, J. McElhaney –yes,
P. McElhaney – yes, Owens – yes, Riley – yes

Patrick Mastrian, intends to retire at the end of this school year, **June 2016**
(Number of years with JASD = 37, PSERS = 35.51 – AS OF 9.1.15)

Susan Snyder, intends to retire at the end of this school year, **June 2016**
(Number of years with JASD = 29, PSERS = 32.95 – AS OF 9.1.15)

Constance Parker, intends to retire by the end of the contract, **June 2018**
(Number of years with JASD = 35, PSERS = 33.23 – AS OF 9.1.15)

Judy Christen, intends to retire by the end of the contract, **June 2018**
(Number of years with JASD = 19, PSERS = 23.62 – AS OF 9.1.15)

Motion by Mr. Routh, seconded by Mrs. McElhaney, to approve Yvonne Basnak’s request for early retirement benefits. Motion failed by unanimous roll call vote.

Runyon – no, Schmid – no, Tucker – no, J. McElhaney –no,
P. McElhaney – no, Owens – no, Riley – no, Routh – no

(Number of years with JASD = 21, PSERS = 23.28 at the end of the contract /
requirement per JEA Contract is 25 years with PSERS)

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve four Thiel College Students to complete field experience for the Fall 2015: Motion passed by unanimous voice vote.

Rebecca Campbell, 2199 Auberry Dr., Akron, OH with Jill Jones
Hannah Duckworth, 209 Sylvan Dr., Arnold, PA with Susan Snyder
Sarah Jones, 720 4th Street, Beaver Falls, PA with Jenna Nagel
Allison Williams, 16 E. Bond St., Corry, PA with Ben Winkle

Motion by Mr. Routh, seconded by Mrs. Runyon, to approve Joshua Rausch as the Camp Fitch advisor for the 2015/2016 school year. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve the following Thiel mentoring students from September through November 2015: Motion passed by unanimous voice vote.

Alexis DeMott to be placed with Yvonne Basnak
Ashley Johnson to be placed with Doug Hunter

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve the attached coaching contracts effective immediately (pending clearances): Motion passed by unanimous voice vote.

Pat Mastrian as the Assistant baseball coach

Ben Faler as the Assistant Elementary basketball Coach
Alysha Giddings as the Jr. High Girls Assistant Basketball Coach
Rodney Callahan as the Assistant Softball Coach
Tom Goodlin as the Head Jr. High Wrestling Coach
Jeff McGaughlin as the Jr. High Assistant Wrestling Coach
Corrine Livingston as the Girls JV Basketball Coach / 2nd Assistant

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve hiring Nancy Davis as the Special education / Medical Access secretary at a rate of \$14.46 per hour for 210 days (prorated) effective September 1, 2015. Motion passed by unanimous voice vote.

FINANCE

Motion by Mr. Routh, seconded by Mrs. Riley, to approve the financial statements for August 2015. Motion passed by unanimous voice vote.

Motion by Mr. Routh, seconded by Mrs. McElhaney, to approve payment of bills for August and September 2015. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve the following appointments for the 2015-2016 school year. Motion passed by unanimous voice vote.

Beth Boylan	Custodian of Cafeteria Accounts – ADD
Lisa Nuhfer	Custodian of Cafeteria Accounts – REMOVE

Motion by Mr. Routh, seconded by Mrs. Riley, to approve the attached letter of agreement with Mercer County Community Action Agency / Mercer County Head Start & a Contract to purchase meals from schools for the 2015 / 2016 school year. Motion passed by unanimous voice vote.

Motion by Mr. Routh, seconded by Mrs. McElhaney, to approve assigning \$150,000 from the 2014 / 2015 General Fund Balance to Debt Service. Motion passed by unanimous voice vote.

Motion by Mr. Routh, seconded by Mrs. McElhaney, to approve utilizing \$150,000 from the assigned Debt Service funds to pay for the October 1st Bond payment. Motion passed by unanimous voice vote.

Motion by Mr. Routh, seconded by Mrs. McElhaney, to approve utilizing \$93,525.73 from the assigned PSERS funds to pay for the Net Employer portion of PSERS due Sept 23rd due to the Budget Impasse. Motion passed by unanimous voice vote.

Motion by Mr. Routh, seconded by Mrs. Riley, to approve the following budget transfer requests:
Motion passed by unanimous voice vote.

\$71.30 from 2140-600 Psychological Services / Supplies
to 2140-500 Psychological Services / Other Purchased Services

\$1,104.27 from 2380-500 Office of Principal / Other Purchased Services
to 2380-700 Office of Principal / Property

\$587.65 from 2440-300 Nursing Services / Purchased Prof & Tech
to 2440-600 Nursing Services / Supplies

Motion by Mr. Routh, seconded by Mrs. Riley, to approve the authorization of utilizing assigned monies in the General Fund when appropriate during the budget impasse. Motion passed by unanimous voice vote.

Motion by Mrs. Riley, seconded by Mr. Routh, to approve proceeding with a TRAN (Tax Revenue Anticipated Note) with First National Bank. Motion passed by unanimous roll call vote.

Schmid – yes, Tucker – yes, J. McElhaney – yes, P. McElhaney – yes,
Owens – yes, Riley – yes, Routh – yes, Runyon – yes

TRANSPORTATION

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve the attached contract for the transportation of school pupils for the 2015/2016 school year between Reynolds and Jamestown Area School District. Motion passed by unanimous voice vote.

OTHER / CRITIQUE

Executive session held on 8/21/15 to discuss Personnel matters

PSBA Officer Elections

PSBA Annual School Leadership Conference ~ October 13-16, 2014 Hershey, PA

Act 48 Committee ~ Board must appoint two individuals per the JEA contract (does not have to be a board member)

Performance Audit from the Commonwealth of PA

Fiscal 2014 / 2015 Audit- Black Bashor and Porsch

ADJOURNMENT

Motion by Mrs. Riley, seconded by Mrs. McElhaney, to approve to adjourn the meeting at 7:55 PM. Motion passed by unanimous voice vote.

MEETING DATES

Oct. 12, 2015 - Combined Workshop and Board Meeting

Nov. 12, 2015 - Board Workshop

Nov. 16, 2015 - Board Meeting

Dec. 1, 2015 - Reorganizational Meeting

Nancy C. Solderich

Board Secretary | Business Manager



JAMESTOWN AREA SCHOOL DISTRICT

BOARD MINUTES – October 12, 2015

The Jamestown Area School Board met on October 12, 2015 at 7:00 PM in the Board Room at the Jamestown High School with President John Tucker presiding. Mr. Tucker led the board in the Pledge of Allegiance and a moment of silence.

Members Present: Jered McElhaney, Patricia McElhaney, Jim Owens, Bev Riley, Jerry Routh, Tracie Runyon, Jim Schmid, Ron Sherbondy and John Tucker

Members Absent: None

Others Present: Tracy Reiser, Superintendent; Brian Keyser, High School Principal, Jonathan Fry, Elementary Principal, Gary Kinnear, School Psychologist and Coordinator of Special Education and Nancy C. Solderich, Business Manager/Board Secretary

MINUTES

Motion by Mr. Sherbondy, seconded by Mrs. McElhaney, to approve the minutes of the meeting held September 21, 2015. Motion passed by unanimous voice vote.

New Business

BOARD

Third reading of the following board policies (no action required)

- POLICY 301 – Creating a position
- POLICY 302 – Employment of Superintendent / Assit. Superintendent
- POLICY 304 – Employment of District Staff
- POLICY 305 – Employment of Substitutes
- POLICY 306 – Employment of Summer School Staff
- POLICY 307 – Student Teachers/Interns
- POLICY 308 – Employment Contract / Board Resolution
- POLICY 308.1 – Exit Interviews
- POLICY 309 – Assignment and Transfer
- POLICY 311 – Suspensions / Furloughs
- POLICY 312 – Performance Assessment of Superintendent / Asst. Superintendent
- POLICY 313 – Evaluation of Employees
- POLICY 314 – Physical Examination
- POLICY 314.1 – HIV Infection
- POLICY 317 – Conduct/Disciplinary Procedures
- POLICY 317.1 – Educator Misconduct
- POLICY 317.2 – Terroristic Threats
- POLICY 318 – Penalties for Tardiness

POLICY 319 – Outside Activities
POLICY 320 – Freedom of Speech in Nonschool Settings
POLICY 321 – Political Activities
POLICY 322 – Gifts
POLICY 323 – Tobacco

Second reading of the following board policies (no action required)

POLICY 113.3 – Screenings and Evaluations for Students with Disabilities
POLICY 116 – Tutoring
POLICY 127 – Assessment System
POLICY 137 – Home Education Programs
POLICY 138 – English as a Second Language / Bilingual Education Program
POLICY 212 – Reporting Student Progress
POLICY 918 – Title I Parental Involvement

Motion by Mrs. Riley, seconded by Mrs. McElhaney, to approve the following volunteers (pending receipt of all clearances). Motion passed by unanimous voice vote.

Lynn Scovil, 817 E. Jamestown Rd., Jamestown, PA ~ Level II (Band, drama club)
Evan Gault, 307 Main Street, Jamestown, PA ~ Level II
Carlene Waite, 146 Murphy Road, Jamestown, PA ~ Level I (party help)

Motion by Mrs. Runyon, seconded by Mr. Sherbondy, to approve the following conference and/or workshop requests: Motion passed by unanimous voice vote.

Donna Adams, 10/23, 1/8/16, 5/18/16, 21st Century Librarian: A Librarian Networking Series, Midwestern Intermediate Unit IV, Grove City, Cost \$90.00 + Sub \$240.00, using school van

Motion by Mr. Routh, seconded by Mrs. Riley, to approve the Comprehensive Plan. Motion passed by unanimous roll call vote.

Routh – yes, Runyon – yes, Schmid – yes, Sherbondy – yes, Tucker – yes,
J. McElhaney – yes, P. McElhaney – yes, Owens – yes, Riley – yes

ACADEMICS

Motion by Mrs. Riley, seconded by Mrs. McElhaney, to approve the Wrestling Boosters Officers and Fundraising proposal for 2015-16 school year. Motion passed by unanimous voice vote.

PERSONNEL

Motion by Mrs. Riley, seconded by Mr. Sherbondy, to approve the following substitutes for the 2015-16 school year at the following rates of compensation. Motion passed by unanimous voice vote.

Substitute teachers - \$80.00 per day Paid through Kelly Services

Deborah Golumbiewski, 9961 Greiser Road, Conneaut Lake, PA (Emergency Permit)

Frank Boyles, 136 East Avenue, Greenville, PA (Emergency Permit)

Substitute teachers - \$80.00 per day Paid through JASD

Casey L. Parker, 7 Canal Drive, Greenville, PA ~ Nurse

Motion by Mr. Routh, seconded by Mrs. Riley, to approve an unpaid day for Melissa Potase as requested on December 10, 2015. Motion passed by unanimous voice vote.

Motion by Mr. Routh, seconded by Mrs. Runyon, to approve Amanda Rossey as a student teacher with Christina Pander in Life Skills. Motion passed by unanimous voice vote.

Motion by Mrs. Riley, seconded by Mrs. Runyon, to approve an FMLA leave for Samantha Faler as requested. Motion passed by unanimous voice vote.

Motion by Mr. Sherbondy, seconded by Mrs. McElhaney, to approve hiring Kathy King through Kelly Services as a Long-Term Substitute for Samantha Faler during her leave at \$100 / day. Motion passed by unanimous voice vote.

Motion by Mrs. Riley, seconded by Mrs. Runyon, to approve an FMLA leave for Katherine Britton as requested. Motion passed by unanimous voice vote.

FINANCE

Motion by Mr. Routh, seconded by Mrs. Riley, to approve the financial statements for September 2015. Motion passed by unanimous voice vote.

Motion by Mr. Routh, seconded by Mrs. Riley, to approve payment of bills for September and October 2015. Motion passed by unanimous voice vote.

Motion by Mr. Routh, seconded by Mrs. Riley, to approve the following budget transfer requests: Motion passed by unanimous voice vote.

\$72.44 from 2440-700 Nursing Services / Property
 to 2440-600 Nursing Services / Supplies

Motion by Mrs. McElhaney, seconded by Mr. Sherbondy, to approve the following tax exoneration requests. Motion passed by unanimous voice vote.

Jamestown

James Lloyd Drake – Real Estate

Disabled Veteran

An Equal Opportunity Employer

Motion by Mr. Routh, seconded by Mrs. Runyon, to approve payment of two MicroBac Invoices for the carpet project at the Elementary, total \$3,217.00, to be paid with Capital Reserve Funds. Motion passed by unanimous voice vote.

Motion by Mr. Routh, seconded by Mrs. Riley, to approve the attached Memorandum of Understanding with the Jamestown Education Association regarding the Wellness funding. Motion passed by roll call vote with the change of adding the employees name to the Memorandum.

Runyon – yes, Schmid – yes, Sherbondy – no, Tucker – yes, J. McElhaney – yes,
P. McElhaney – no, Owens – no, Riley – no, Routh – yes

OTHER / CRITIQUE

Act 1 Resolution – will be on the agenda in November

Draft Audit report 2014 / 2015 ~ Black, Bashor & Porsch

An executive session occurred from 8:15pm – 9:58pm to discuss legal and personnel issues.

ADJOURNMENT

Motion by Mrs. Riley, seconded by Mrs. McElhaney, to approve to adjourn the meeting at 9:59 PM.
Motion passed by unanimous voice vote.

MEETING DATES

Nov. 12, 2015 - Board Workshop

Nov. 16, 2015 - Board Meeting

Dec. 1, 2015 - Reorganizational Meeting

Nancy C. Solderich
Board Secretary | Business Manager



JAMESTOWN AREA SCHOOL DISTRICT

BOARD MINUTES – November 16, 2015

The Jamestown Area School Board met on November 16, 2015 at 7:00 PM in the Board Room at the Jamestown High School with President John Tucker presiding. Mr. Tucker led the board in the Pledge of Allegiance and a moment of silence.

Members Present: Jered McElhaney, Patricia McElhaney, Jim Owens, Bev Riley, Jerry Routh, Tracie Runyon, Jim Schmid, Ron Sherbondy and John Tucker

Members Absent: None

Others Present: Tracy Reiser, Superintendent; Brian Keyser, High School Principal, Jonathan Fry, Elementary Principal, Gary Kinnear, School Psychologist and Coordinator of Special Education and Nancy C. Solderich, Business Manager/Board Secretary

Welcome Visitors:

Thursday-Justin Miles–Discuss a policy regarding Homeschool / Participation in graded courses

Monday - Heather Harmon / FISH – Present the goals and events of their organization

Monday - Black, Bashor & Porsch – Fiscal 2014/2015 Audit

Correspondence: Thank you from the Jamestown Community Fair 2015, letter from Mr. Miles

MINUTES

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve the minutes of the meeting held October 12, 2015. Motion passed by unanimous voice vote.

New Business

BOARD

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve the following board policies. Motion passed by unanimous voice vote.

POLICY 301 – Creating a position

POLICY 302 – Employment of Superintendent / Assit. Superintendent

POLICY 304 – Employment of District Staff

POLICY 305 – Employment of Substitutes

POLICY 306 – Employment of Summer School Staff

POLICY 307 – Student Teachers/Interns

POLICY 308 – Employment Contract / Board Resolution

POLICY 308.1 – Exit Interviews

POLICY 309 – Assignment and Transfer
POLICY 311 – Suspensions / Furloughs
POLICY 312 – Performance Assessment of Superintendent / Asst. Superintendent
POLICY 313 – Evaluation of Employees
POLICY 314 – Physical Examination
POLICY 314.1 – HIV Infection
POLICY 317 – Conduct/Disciplinary Procedures
POLICY 317.1 – Educator Misconduct
POLICY 317.2 – Terroristic Threats
POLICY 318 – Penalties for Tardiness
POLICY 319 – Outside Activities
POLICY 320 – Freedom of Speech in Nonschool Settings
POLICY 321 – Political Activities
POLICY 322 – Gifts
POLICY 323 – Tobacco

Third reading of the following board policies (no action required)

POLICY 113.3 – Screenings and Evaluations for Students with Disabilities
POLICY 116 – Tutoring
POLICY 127 – Assessment System
POLICY 137 – Home Education Programs
POLICY 138 – English as a Second Language / Bilingual Education Program
POLICY 212 – Reporting Student Progress
POLICY 918 – Title I Parental Involvement

First reading of the following board policies (no action required)

POLICY 324 – Personnel Files
POLICY 325 – Dress and Grooming
POLICY 326 – Complaint Process
POLICY 327 – Management Team – DELETED
POLICY 328 – Compensation Plans / Salary Schedules
POLICY 330 – Overtime
POLICY 331 – Job Related Expenses
POLICY 332 – Working Periods
POLICY 333 – Professional Development
POLICY 334 – Sick Leave
POLICY 335 – Family and Medical Leaves
POLICY 336 – Personal Necessity Leave
POLICY 337 – Vacation
POLICY 338 – Sabbatical Leave
POLICY 338.1 – Compensated Professional Leaves
POLICY 339 – Uncompensated Leave
POLICY 340 – Responsibility for Student Welfare
POLICY 341 – Benefits for Part-Time Employees

POLICY 342 – Jury Duty
POLICY 343 – Paid Holidays
POLICY 347 – Workers’ Compensation Transitional Return-to-work program
POLICY 348 – Unlawful Harassment
POLICY 351 – Drug and Substance Abuse

Motion by Mrs. Riley, seconded by Mr. Schmid, to approve the following volunteers (pending receipt of all clearances). Motion passed by unanimous voice vote.

Annette Babcock, 168 North Good Hope Road, Jamestown, PA ~ Level I & II (Classroom)
Darcie Williams, 257 Ray Road, Jamestown, PA ~ Level I (classroom parties)
Eric Williams, 257 Ray Road, Jamestown, PA ~ Level I (Classroom volunteer)
Patricia Pressler, 57 Sherbondy Road, Greenville, PA ~ Level I (Classroom volunteer)
Shannon Wilson, 194 W. Jamestown Rd., Jamestown, PA ~ Level I (Classroom volunteer)
Nichole Guthrie, 4834 Livingston Rd., Jamestown, PA ~ Level I (Classroom volunteer)
Becky Bercis, 6132 Snodgrass Rd., Jamestown, PA ~ Level I (Classroom volunteer)
Alice Walker, 201 Artman Rd. Jamestown, PA ~ Level I (Classroom volunteer)
Andrew Moss, 2248 West Lake Rd., Jamestown, PA ~ Level III (Athletic volunteer)
Robert Watt, 5 ½ Church Street, Greenville, PA ~ Level III (Wrestling)
Derek Watt, 5 ½ Church Street, Greenville, PA ~ Level III (Wrestling)
Jennifer McElhinny, 121 Pitts Rd., Jamestown, PA ~ Level I, II & III
Nancy Anderton, 201 11th Street, Franklin, PA ~ Level II (Classroom volunteer)
Laurie Waskan, 415 Liberty Street, Jamestown, PA ~ Level I
Alyson Fisher, 5277 US Hwy 322, Jamestown, PA ~ Level I
Tracy Hatton, 2090 West State Road, Jamestown, PA ~ Level II (After Prom chaperone)
Kristin Olexsak, 5826 Hwy 322, Hartstown, PA ~ Level I (Classroom volunteer)

Motion by Mrs. Riley, seconded by Mr. Sherbondy, to approve the following conference and/or workshop requests: Motion passed by unanimous voice vote.

Deb Glancy & Heather Harmon, Dec 2, 2015, Algebra Keystone Collaboration, Sharpsville HS – Cost \$80 (two half day substitutes)

Harry Rohrbacher, Dec 2, 2015, Biology Keystone Collaboration, Sharpsville HS – Cost \$40 (half day substitute)

Joshua Rausch, Kate Evans-Haines and Heidi Grinnell, Dec. 6, 2015, SAS Institute, Hershey PA – Total Cost \$768.38 (registration, hotel)

Motion by Mrs. Riley, seconded by Mrs. McElhaney, to approve the attached walking schedule for the 2015/2016 school year. Motion passed by unanimous voice vote.

Motion by Mr. Routh, seconded by Mrs. Riley, to adopt the attached Board Resolution regarding Act 1 for 2016 / 2017. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mrs. Runyon, to approve a field trip for Mr. Dutko to Virginia for the band to perform at the Apple Blossom Festival 4/28 -4/30/2016. Cost of the trip to be paid for by the band students except for Mr. Dutko = Cost \$729.00 (trip and substitute costs). Motion passed by unanimous roll call vote.

Runyon – yes, Schmid – yes, Sherbondy – yes, Tucker – yes J. McElhaney – yes,
P. McElhaney – yes, Owens – yes, Riley – yes, Routh – yes

Motion by Mrs. Riley, seconded by Mr. Sherbondy, to approve hosting a Mentoring I course with Thiel College at our high school as requested by Brian Keyser for the Spring Semester of 2016 (course will meet on Wednesday nights from 6:30-7:30). Motion passed by unanimous voice vote.

ACADEMICS

Motion by Mr. Routh, seconded by Mrs. McElhaney, to approve the attached After Prom activities on May 13 & 14, 2016 as requested by the After Prom Parents. Motion passed by unanimous voice vote.

PERSONNEL

Motion by Mrs. Riley, seconded by Mr. Sherbondy, to approve the following substitutes for the 2015-16 school year at the following rates of compensation. Motion passed by unanimous voice vote.

Substitute teachers - Paid through Kelly Services

Leah Suber, 422 N Pitt Street, Mercer, PA

Jacob Vyner, 14606 Cadbury Way, Woodbridge, VA (Emergency Permit)

Jessica Calvin, 8919 Carmon Road, Hartstown, PA

Drew Frye, 481 Ohle Road, Lot 6, Clarks Mills, PA (Emergency Permit)

Substitute Custodians - Paid through Kelly Services

George Chambers, 272 Tower Rd, Jamestown, PA

Motion by Mrs. Riley, seconded by Mrs. Runyon, to approve the attached coaching contracts effective immediately (pending clearances): Motion passed by unanimous voice vote.

Andrew Moss – Boys Basketball – Jr. High Assistant Coach

Motion by Mrs. Riley, seconded by Mrs. Runyon, to approve the attached resignation from Jonathan Fry effective December 11, 2015. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mr. Sherbondy, to approve the following student teachers from Thiel College: Motion passed by unanimous voice vote.

Gwen Marker with Mrs Jones and Mrs. Potase (Jan-April 2016)

Hannah Fernandez with Mrs. Potase and Mrs. Jones (Jan-April 2016)

Motion by Mrs. Riley, seconded by Mrs. McElhaney, to approve Juliet M. Hunter from YSU as an unpaid School Psychologist intern, beginning November 17, 2015 for the remainder of the school year (supervised by Gary Kinnear). Motion passed by unanimous voice vote.

FINANCE

Motion by Mr. Routh, seconded by Mrs. Riley, to approve the financial statements for October 2015. Motion passed by unanimous voice vote.

Motion by Mr. Sherbondy, seconded by Mrs. Riley, to approve payment of bills for October and November 2015. Motion passed by unanimous voice vote.

Motion by Mr. Routh, seconded by Mrs. McElhaney, to approve the following budget transfer requests: Motion passed by unanimous voice vote.

\$411.88 from 2440-300 Nursing Services / Purchased Prof & Tech
 to 2440-600 Nursing Services / Supplies

Motion by Mrs. Riley, seconded by Mr. Schmid, to approve authorizing the payment of food service and general fund bills that may come due prior to the January board meeting. Lists will be presented to the board for final approval. Motion passed by unanimous voice vote.

Motion by Mr. Routh, seconded by Mr. Sherbondy, to approve the attached Audit report as presented by Black, Bashor & Porsch for the year ending June 30, 2015. Motion passed by unanimous voice vote.

Motion by Mr. Routh, seconded by Mr. Sherbondy, to approve the attached Job Description for a Library / Media Center Specialist with Kelly Services. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve the attached revised Exhibit A pricing for Kelly Educational Staffing to include the Substitute Librarian. Motion passed by unanimous voice vote.

Motion by Mrs. Riley, seconded by Mr. Schmid, to approve participation in Midwestern Intermediate Unit IV Joint purchasing consortium. Motion passed by unanimous voice vote.

Motion by Mrs. Riley, seconded by Mrs. McElhaney, to approve the attached list of Per Capita Exonerations for Mercer / Jamestown Borough. Motion passed by unanimous voice vote.

TRANSPORTATION

Motion by Mr. Routh, seconded by Mr. Schmid, to approve the winter Athletic Transportation bid to Frye Inc. (see attached). Motion passed by unanimous voice vote.

OTHER / CRITIQUE

Draft – Board Meeting Calendar 2016
New School Director Training sessions ~ PSBA
Executive Session

An Executive Session occurred on November 12, 2015 from 7:28pm – 7:50pm to discuss Personnel matters.

An Executive Session occurred on November 16, 2015 from 8:25pm – 8:46pm to discuss Legal matters.

ADJOURNMENT

Motion by Mrs. Riley, seconded by Mr. Routh, to approve to adjourn the meeting at 8:47 PM. Motion passed by unanimous voice vote.

MEETING DATES

Dec. 1, 2015 - Reorganizational Meeting

Nancy C. Solderich
Board Secretary | Business Manager



JAMESTOWN AREA SCHOOL DISTRICT

BOARD MINUTES – December 1, 2015

The Jamestown Area School Board met on December 1, 2015 at 7:00 PM in the Board Room at the Jamestown High School with President John Tucker presiding. Mr. Tucker led the board in the Pledge of Allegiance and a moment of silence.

Members Present: Jered McElhaney, Patricia McElhaney, Jim Owens, Bev Riley, Tracie Runyon, Ron Sherbondy, John Tucker and David Volosin

Members Absent: Jim Schmid

Others Present: Tracy Reiser, Superintendent; Brian Keyser, High School Principal, Gary Kinnear, School Psychologist and Nancy C. Solderich, Business Manager/Board Secretary

Mr. Tucker announced that there was an Executive session on November 20, 2015 from 5:30 – 6:30pm at the High School to discuss Personnel matters.

REORGANIZATION

Appointment of Temporary Chairperson

Mrs. Runyon nominated Mrs. McElhaney as to serve as temporary chairperson to conduct nominations for the presidency and vice presidency. Motion by Mr. Owens, seconded by Mr. Sherbondy, to close nominations. Motion passed by unanimous voice vote. Mrs. McElhaney was appointed as temporary chairperson.

Mr. Sherbondy, Mr. Owens, Mrs. Riley, Mr. Volosin and Mrs. Runyon took their oath of office as a new board member for their term. Mrs. McElhaney performed the oath.

Election of President

Mrs. Riley nominated Mr. Tucker to serve as President until December 2016. Mr. Sherbondy nominated Mr. Owens to serve as President until December 2016. Motion by Mrs. Riley, seconded by Mr. Volosin, to close nominations. Motion passed by roll call vote, Mr. Owens 6, Mr. Tucker 2. The ballot was cast for Mr. James Owens and Mr. John Tucker as Board President. Mr. Owens won the vote for President.

Sherbondy – Mr. Owens, Tucker – Mr. Owens, D. Volosin – Mr. Owens, J. McElhaney – Mr. Owens, P. McElhaney – Mr. Tucker, Owens – Mr. Owens, Riley – Mr. Tucker, Runyon – Mr. Owens

Election of Vice President

Mr. Owens nominated Mr. Sherbondy to serve as Vice President until December 2016. Motion by Mr. Tucker, seconded by Mr. Sherbondy, to close nominations. There being only one nomination, the ballot was cast for Mr. Ron Sherbondy as Board Vice President.

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Mr. Owens presided over the remainder of the meeting.

Motion by Mrs. Riley, seconded by Mrs. Runyon, to set meeting dates, times, and meeting place for work sessions and board meetings for 2016 as follows and authorize advertising of same. Motion passed by unanimous voice vote.

Meeting Place – Board Room – Jamestown High School
Meeting Times – 6:00 PM

<u>Board Workshops</u>	<u>Board Meetings</u>
January 14, 2016	January 19, 2016
February 11, 2016	February 16, 2016
March 17, 2016	March 21, 2016
April 14, 2016	April 18, 2016
May 12, 2016	May 16, 2016
June 16, 2016	June 20, 2016
	July 11, 2016
August 11, 2016	August 15, 2016
September 15, 2016	September 19, 2016
	October 17, 2016
November 17, 2016	November 21, 2016
	December 1, 2016

Mr. Owens noted that he will set the committees for 2016 in the near future. If any issues arise until the committees are set, last year's committees shall step in and take action.

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to appoint Mr. Tucker as PSBA legislative representative and Mrs. Runyon as an alternate. Motion passed by unanimous voice vote.

Motion by Mrs. Riley, seconded by Mrs. McElhaney, to appoint Mr. Owens as Mercer County Career Center representative and Mr. Sherbondy as an alternate. Motion passed by unanimous voice vote.

Motion by Mrs. Riley, seconded by Mr. Owens, to appoint Mrs. McElhaney as the Board's representative to the Jamestown Foundation Board. Motion passed by unanimous voice vote.

New Business

BOARD

Motion by Mrs. Riley, seconded by Mrs. Runyon, to approve the following volunteers (pending receipt of all clearances). Motion passed by unanimous voice vote.

Eric J. Dell, 408 Depot Street, Apt 2, Jamestown, PA ~ Level III (Wrestling)
Brenda Stevenson, 5079 Adamsville Rd., Jamestown, PA ~ Level II (Classroom volunteer)
Jennifer Groleau, 981 E. Jamestown Rd., Jamestown, PA ~ Level III (Cheerleading)
Mohamed N. Messai, 517 E. Jamestown Rd., Greenville, PA ~ Level III (Wrestling)

An Equal Opportunity Employer

Motion by Mr. Tucker, seconded by Mrs. McElhaney, to approve the following conference and/or workshop requests: Motion passed by unanimous voice vote.

Deb Glancy & Heather Harmon, Dec 10, 2015, Teaching Strategies for Improving Algebra Knowledge, MIU4, Grove City – Cost \$160 (two substitutes)

ACADEMICS

Motion by Mr. Tucker, seconded by Mr. Sherbondy, to approve sending 4 students to the CADCA conference February 1-4, 2016 in Washington, D.C. To be paid for with JDAPP funds. Motion passed by unanimous voice vote.

Motion by Mr. Sherbondy, seconded by Mr. Tucker, to approve the attached agreement between JASD and Butler County Community College (BC3) for Concurrent Enrollment / Dual Enrollment for the term December 1, 2015 – August 15, 2016. Motion passed by unanimous voice vote.

PERSONNEL

Motion by Mr. Tucker, seconded by Mr. Sherbondy, to approve the following substitutes for the 2015-16 school year. Motion passed by unanimous voice vote.

Substitute teachers - Paid through Kelly Services

Regina Remetta, 215 Marie Street, Glassport, PA (Emergency Permit)

Jim Brown, 6150 Hazel Drive, Jamestown, PA

Julie Harris, 10545 Westview Avenue, Meadville, PA

Substitute Aid – Cafeteria

Gwynne Calvin, 307 Depot Street, Jamestown, PA

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve hiring Julie Harris as a Long-Term substitute for Katherine Britton during her Family Medical Leave at a rate of \$100 / day through Kelly Services. Motion passed by unanimous voice vote.

Motion by Mr. Tucker, seconded by Mr. Sherbondy, to approve hiring Kristen Hope as the Jamestown Elementary Principal at a pro-rated salary of \$77,500, effective December 21, 2015 and approval to add Ms. Hope to the current Principals Act 93 Agreement dated July 1, 2013 – June 30, 2016. Motion passed by unanimous voice vote.

FINANCE

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve the attached Audit report as presented by Black, Bashor & Porsch for the year ending June 30, 2015. Motion passed by unanimous voice vote.

Motion by Mr. Sherbondy, seconded by Mr. Tucker, to approve a disabled Veterans Real Property Tax Exemption Certificate for James Barton Kelly, 6269 Nicholson Drive, Jamestown, PA. Motion passed by unanimous voice vote.

OTHER / CRITIQUE

New School Director Training sessions ~ PSBA

Motion by Mrs. Riley, seconded by Mrs. McElhaney, to approve to adjourn the meeting at 7:35 PM. Motion passed by unanimous voice vote.

Nancy C. Solderich
Board Secretary | Business Manager



JAMESTOWN AREA SCHOOL DISTRICT

BOARD MINUTES – January 19, 2016

The Jamestown Area School Board met on January 19, 2016 at 6:00 PM in the Board Room at the Jamestown High School with President Jim Owens presiding. Mr. Owens led the board in the Pledge of Allegiance and a moment of silence.

Members Present: Jered McElhaney, Patricia McElhaney, Jim Owens, Bev Riley, Tracie Runyon, Jim Schmid, Ron Sherbondy, John Tucker and Dave Volosin

Members Absent: None

Others Present: Tracy Reiser, Superintendent; Brian Keyser, High School Principal, Kristin Hope, Elementary Principal, Gary Kinnear, School Psychologist and Coordinator of Special Education and Nancy C. Solderich, Business Manager/Board Secretary

Welcome Visitors:

Tuesday – Josh Rausch and Heidi Grinnell – Presenting on the Career Counseling Program

Tuesday – Dave Leary presented an American Flag to the school board. The flag was donated by Dave's son who serves in the Navy

MINUTES

Motion by Mrs. Riley, seconded by Mrs. McElhaney, to approve the minutes of the meeting held November 16th and December 1, 2015. Motion passed by unanimous voice vote.

New Business

BOARD

Appointment of Board Committees – No board action required

Athletics – J. McElhaney-Chairperson, Runyon, Owens

Budget & Finance – P. McElhaney-Chairperson, Tucker, Riley

Buildings & Grounds & Safety – Sherbondy-Chairperson, Schmid, Volosin

Negotiations – Owens-Chairperson, Sherbondy, Tucker

Superintendent Evaluation – Runyon-Chairperson, Sherbondy, Riley

Technology – J. McElhaney-Chairperson, P. McElhaney, Riley, Hope, Kinnear, Reiser, Stence, Keyser

Motion by Mrs. McElhaney, seconded by Mrs. Runyon, to approve the following volunteers (pending receipt of all clearances): Motion passed by unanimous voice vote.

Janeen Mihoci, 8288 Linesville Rd., Hartstown, PA – Level I (All sports booster)
Steve Lees, 203 Shenango Street, Jamestown, PA – Level II & III (Chaparone-Band Trip)
Jennifer Lees, 203 Shenango Street, Jamestown, PA – Level II & III (Chaparone-Band Trip)
Sam Enterline, 317 W. Jamestown Rd., Jamestown, PA – Level III (Wrestling)
John T. Satonica, 309 Spring Street, Jamestown, PA 16134 – Level III (Wrestling)
Donna Poielarcheck, 2270 Leff Ave., Jamestown, PA 16134 – Level III (Volleyball)
Steven White, 3501 East Lake Rd., Jamestown, PA 16134 – Level III (Athletics)

Second reading of the following board policies (no action required)

POLICY 324 – Personnel Files
POLICY 325 – Dress and Grooming
POLICY 326 – Complaint Process
POLICY 327 – Management Team – DELETED
POLICY 328 – Compensation Plans / Salary Schedules
POLICY 330 – Overtime
POLICY 331 – Job Related Expenses
POLICY 332 – Working Periods
POLICY 333 – Professional Development
POLICY 334 – Sick Leave
POLICY 335 – Family and Medical Leaves
POLICY 336 – Personal Necessity Leave
POLICY 337 – Vacation
POLICY 338 – Sabbatical Leave
POLICY 338.1 – Compensated Professional Leaves
POLICY 339 – Uncompensated Leave
POLICY 340 – Responsibility for Student Welfare
POLICY 341 – Benefits for Part-Time Employees
POLICY 342 – Jury Duty
POLICY 343 – Paid Holidays
POLICY 347 – Workers’ Compensation Transitional Return-to-work program
POLICY 348 – Unlawful Harassment
POLICY 351 – Drug and Substance Abuse

First reading of the following board policies (no action required)

POLICY 601 – Fiscal Objectives
POLICY 602 – Budget Planning
POLICY 603 – Budget Preparation
POLICY 604 – Budget Adoption
POLICY 605 – Tax Levy
POLICY 606 – Tax Collection
POLICY 607 – Tuition Income
POLICY 608 – Bank Accounts
POLICY 609 – Investment of District Funds

An Equal Opportunity Employer

POLICY 610 – Purchases Subject to Bid/Quotation
POLICY 611 – Purchases Budgeted
POLICY 612 – Purchases Not Budgeted
POLICY 613 – Cooperative Purchasing
POLICY 614 – Payroll Authorization
POLICY 615 – Payroll Deductions
POLICY 616 – Payment of Bills
POLICY 617 – Petty Cash
POLICY 618 – Student Activity Funds
POLICY 619 – District Audit
POLICY 621 – Local Taxpayer Bill of Rights
POLICY 622 - GASB Statement 34
POLICY 624 - Taxable Fringe Benefits
POLICY 626 – Federal Fiscal Compliance

First reading of the following board policies (no action required)

POLICY 004 – Membership
POLICY 011 – Principles for Governance and Leadership

Motion by Mrs. Riley, seconded by Mrs. McElhaney, to approve the following conference and/or workshop requests: Motion passed by unanimous voice vote.

Kate Engstrom, March 2, 2016, Speech Round Table, Avalon Country Club, Sharon, PA, Cost \$0, no sub, using school van

Kate Engstrom, March 17, 2016, Improving Oral Language in General Education, MIU4, Grove City, Cost \$0, no sub, using school van

Motion by Mrs. McElhaney, seconded by Mr. Volosin, to approve the attached resolution authorizing Mrs. Reiser to electronically sign all contracts with the PA Department of Education. Motion passed by unanimous voice vote.

Motion by Mr. Sherbondy, seconded by Mrs. McElhaney, to approve the attached Student disciplinary agreement for a Special education student dated 1/19/2016. Motion passed by unanimous voice vote.

PERSONNEL

Motion by Mrs. Riley, seconded by Mr. Tucker, to approve the following mentor teachers, to begin in January: Motion passed by unanimous voice vote.

Harry Rohrbacher for Brook Gates (Biology / Thiel College)
Yvonne Basnak for Tina Kramer (English / Thiel College)
Doug Hunter for Taylor McKelvey (English / Thiel College)
Brad Trezona for Nicholas Sarratori (History / Thiel College)
Yvonne Basnak for Alison Schemrich (English / Thiel College)

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Doug Hunter for Alayna Sharp (English / Thiel College)

Motion by Mrs. Riley, seconded by Mrs. Runyon, to approve Jan 15, 2016 without pay for Alycn Cramer as requested. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve a family medical leave beginning in April 2016 for Katie Engstrom as requested. Motion passed by unanimous voice vote.

Motion by Mr. Tucker, seconded by Mrs. Riley, to approve the following substitutes for the 2015-16 school year at the following rates of compensation. Motion passed by unanimous voice vote.

Substitute teachers - \$80.00 per day Paid through Kelly Services
Stephanie Weck, 338 E. Erie Street, Linesville, PA
Brent Reinhart, 5612 Caine Rd., Pierpoint, OH

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve the following Thiel College students to do 50 hours of Special Education field work with Susan Snyder and Christina Pander from February to Mid-April 2016: Motion passed by unanimous voice vote.

Jennet Bertmeyer from Houston, TX
Jacob Marino from Pittsfield, PA

Motion by Mrs. Riley, seconded by Mrs. Runyon, to approve the attached resignation from Patrick Mastrian as the Head Golf Coach, effective immediately. Motion passed by unanimous voice vote.

Motion by Mr. Sherbondy, seconded by Mr. Tucker, to approve crediting Kristin Hope with 82 sick days. Motion passed by unanimous voice vote.

FINANCE

Motion by Mr. Tucker, seconded by Mrs. Runyon, to approve the financial statements for November and December 2015. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mr. Sherbondy, to approve payment of bills for November, December 2015 and January 2016. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mr. Tucker, to approve the following budget transfer requests: Motion passed by unanimous voice vote.

\$205.27 from 2140-800 Psychological Services / Other Objects
To 2140-500 Psychological Services / Other purchased service

\$481.26 from 2440-300 Nursing Services / Purchased prof & Tech
To 2440-600 Nursing Services / Supplies

TRANSPORTATION

Motion by Mrs. Riley, seconded by Mrs. Runyon, to approve attached Transportation contract for a Special education student. Motion passed by unanimous voice vote.

OTHER / CRITIQUE

Feb 9th –Budget State of Address

Board Training – February 27th 8:30am - noon

State Ethics Commission Statements ~ need to be filled out by May 1, 2016

Executive session

PASBO Conference March 8-11 Nancy will be in Hershey, PA

ADJOURNMENT

Motion by Mrs. Riley, seconded by Mr. Routh, to approve to adjourn the meeting at 7:25 PM. Motion passed by unanimous voice vote.

MEETING DATES ~ 6pm

February 11 – Board Workshop

February 16 – Board Meeting

March 17 – Board Workshop

March 21 – Board Meeting

April 14 – Board Workshop

April 18 – Board Meeting

Nancy C. Solderich
Board Secretary | Business Manager



JAMESTOWN AREA SCHOOL DISTRICT

BOARD MINUTES – February 16, 2016

The Jamestown Area School Board met on February 16, 2016 at 6:00 PM in the Board Room at the Jamestown High School with President Jim Owens presiding. Mr. Owens led the board in the Pledge of Allegiance and a moment of silence.

Members Present: Jered McElhaney, Patricia McElhaney, Jim Owens, Bev Riley, Tracie Runyon, Jim Schmid, John Tucker and Dave Volosin

Members Absent: Ron Sherbondy

Others Present: Tracy Reiser, Superintendent; Brian Keyser, High School Principal and Nancy C. Solderich, Business Manager/Board Secretary

Welcome Visitors: None

MINUTES

Motion by Mr. Tucker, seconded by Mrs. Riley, to approve the minutes of the meeting held January 19, 2016. Motion passed by unanimous voice vote.

New Business

BOARD

Motion by Mr. Tucker, seconded by Mrs. Riley, to approve the following volunteers (pending receipt of all clearances): Motion passed by unanimous voice vote.

Madison Steadman, 412 Liberty Street, Jamestown, PA – Level III (Cheerleading)
Lisa Berwick, 2985 North River Drive Ext., Jamestown, PA – Level I (After Prom)
Shana Riley, 307 Shenango Street, Jamestown, PA – Level I (Classroom help)
Nathan Leary, 16 Eagle Street, Greenville, PA – Level III (Softball)
Cheryl Donnell, 8189 Martin Drive, Jamestown, PA – Level I (Classroom)

Third reading of the following board policies (no action required)

POLICY 324 – Personnel Files
POLICY 325 – Dress and Grooming
POLICY 326 – Complaint Process
POLICY 327 – Management Team – DELETED
POLICY 328 – Compensation Plans / Salary Schedules
POLICY 330 – Overtime
POLICY 331 – Job Related Expenses
POLICY 332 – Working Periods

An Equal Opportunity Employer

POLICY 333 – Professional Development
POLICY 334 – Sick Leave
POLICY 335 – Family and Medical Leaves
POLICY 336 – Personal Necessity Leave
POLICY 337 – Vacation
POLICY 338 – Sabbatical Leave
POLICY 338.1 – Compensated Professional Leaves
POLICY 339 – Uncompensated Leave
POLICY 340 – Responsibility for Student Welfare
POLICY 341 – Benefits for Part-Time Employees
POLICY 342 – Jury Duty
POLICY 343 – Paid Holidays
POLICY 347 – Workers’ Compensation Transitional Return-to-work program
POLICY 348 – Unlawful Harassment
POLICY 351 – Drug and Substance Abuse

Second reading of the following board policies (no action required)

POLICY 601 – Fiscal Objectives
POLICY 602 – Budget Planning
POLICY 603 – Budget Preparation
POLICY 604 – Budget Adoption
POLICY 605 – Tax Levy
POLICY 606 – Tax Collection
POLICY 607 – Tuition Income
POLICY 608 – Bank Accounts
POLICY 609 – Investment of District Funds
POLICY 610 – Purchases Subject to Bid/Quotation
POLICY 611 – Purchases Budgeted
POLICY 612 – Purchases Not Budgeted
POLICY 613 – Cooperative Purchasing
POLICY 614 – Payroll Authorization
POLICY 615 – Payroll Deductions
POLICY 616 – Payment of Bills
POLICY 617 – Petty Cash
POLICY 618 – Student Activity Funds
POLICY 619 – District Audit
POLICY 621 – Local Taxpayer Bill of Rights
POLICY 622 - GASB Statement 34
POLICY 624 - Taxable Fringe Benefits
POLICY 626 – Federal Fiscal Compliance

Second reading of the following board policies (no action required)

POLICY 004 – Membership
POLICY 011 – Principles for Governance and Leadership

An Equal Opportunity Employer

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve the attached Funding Lawsuit Resolution that supports the six school districts that serve as plaintiffs in the school funding lawsuit against the Commonwealth. Motion passed by unanimous voice vote.

Motion by Mr. Tucker, seconded by Mrs. Riley, to approve Julie DeMarco as the director of the 2016 Camp KIDS Summer Camp Program at the rate of \$15.00/hour for a total of 110 hours (\$1,650.00 total wages) (July 18-21, 25-28 and Aug. 1-4). Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve the attached Jamestown Area School District 2016–2017 School Calendar. Motion passed by unanimous voice vote.

PERSONNEL

Motion by Mrs. Riley, seconded by Mr. Volosin, to approve the attached resignation from Kayla Conway as the JV Volleyball Coach/2nd Assistant, effective immediately. Motion passed by unanimous voice vote.

Motion by Mrs. Riley, seconded by Mr. Tucker, to approve the attached resignation from Marilyn Hutchinson as the Assistant Cross Country Coach, effective immediately. Motion passed by unanimous voice vote.

Motion by Mr. Volosin, seconded by Mrs. Riley, to approve the attached resignation from Todd Miller, custodian/maintenance. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve the advertising and hiring of a custodian / maintenance person to replace Mr. Miller. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve the advertising and hiring of a LPN / Aide at a rate of \$14.00 / hr. Motion passed by unanimous voice vote.

Motion by Mr. Tucker, seconded by Mrs. Riley, to approve the following Thiel College students to do 50 hours of Special Education mentoring with Jill Jones and Jenna Nagel in the Spring 2016: Motion passed by unanimous voice vote.

Samual Sesti
Jamie Whitaker

Motion by Mr. Volosin, seconded by Mr. Tucker, to approve the following substitutes for the 2015-16 school year at the following rates of compensation. Motion passed by unanimous voice vote.

Substitute teachers - \$80.00 per day Paid through Kelly Services
Karen Martin, 10666 Cayuga Path, Conneaut Lake, PA
Renee Grout, 16643 Linesville Road, Linesville, PA

FINANCE

Motion by Mrs. Riley, seconded by Mrs. Runyon, to approve the financial statements for January 2016. Motion passed by unanimous voice vote.

Motion by Mr. Tucker, seconded by Mrs. Riley, to approve payment of bills for January and February 2016. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve the following budget transfer requests: Motion passed by unanimous voice vote.

\$111.55 from 2140-800 Psychological Services / Other Objects
To 2140-500 Psychological Services / Other purchased service

\$174.01 from 2330-600 Tax Assess& Collection / Supplies
To 2330-500 Tax Assess& Collection / Other purchased service

Motion by Mrs. McElhaney, seconded by Mrs. Runyon, to approve a 60 month lease with Ricoh for copiers and printers, effective March 2016. Motion passed by unanimous voice vote.

Motion by Mr. Tucker, seconded by Mrs. Riley, to approve the 2016 / 2017 Midwestern Intermediate Unit IV General Operating budget. Motion passed by unanimous roll call vote.

Volosin – yes, J. McElhaney – yes, P. McElhaney – yes, Owens – yes, Riley – yes,
Runyon – yes, Schmid – yes, Tucker – yes

Motion by Mr. Tucker, seconded by Mrs. Runyon, to approve the 2016 / 2017 Midwestern Intermediate Unit IV Consortium Proposal to participate in federally funded educational programs. Motion passed by unanimous voice vote.

TRANSPORTATION

Motion by Mrs. Riley, seconded by Mrs. Runyon, to approve Shannon Reagle, 65 Stewart Avenue, Greenville, as a van/school bus driver for Frye, Inc. effective immediately. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mr. Volosin, to approve Daniel Donaldson, 39 Delmar Drive, Greenville, as a van/school bus driver for Frye, Inc. effective immediately. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve the attached Parent Transportation Agreement dated January 25, 2016. Motion passed by unanimous voice vote.

Motion by Mr. Volosin, seconded by Mrs. Runyon, to approve awarding the bid for the athletic transportation for the 2015-16 spring sports season to Frye Inc. Motion passed by unanimous voice vote.

OTHER / CRITIQUE

MIU4 – Call to Action / Budget Impasse Meeting 7pm, February 23, 2016
Board Training – February 27th 8:30am – noon - CANCELLED
PASBO Conference March 8-11 Nancy will be in Hershey, PA
Knox Law Symposium – Tuesday, April 26, 2016
Midwestern Intermediate Unit IV – Convention dinner – Wednesday, April 27, 2016
State Ethics Commission Statements ~ need to be filled out by May 1, 2016
PSBA Special Election

ADJOURNMENT

Motion by Mr. Tucker, seconded by Mrs. Riley, to approve to adjourn the meeting at 6:37 PM. Motion passed by unanimous voice vote.

MEETING DATES ~ 6pm

March 17 – Board Workshop
March 21 – Board Meeting
April 14 – Board Workshop
April 18 – Board Meeting

Nancy C. Solderich
Board Secretary | Business Manager



JAMESTOWN AREA SCHOOL DISTRICT

BOARD MINUTES – March 21, 2016

The Jamestown Area School Board met on March 21, 2016 at 6:00 PM in the Board Room at the Jamestown High School with President Jim Owens presiding. Mr. Owens led the board in the Pledge of Allegiance and a moment of silence.

Members Present: Jered McElhaney, Patricia McElhaney, Jim Owens, Bev Riley, Tracie Runyon, Ron Sherbondy, John Tucker and Dave Volosin

Members Absent: Jim Schmid

Others Present: Tracy Reiser, Superintendent; Kristin Hope, Elementary Principal and Nancy C. Solderich, Business Manager/Board Secretary

Welcome Visitors: Members from the Jamestown Foundation presented their new endowment for Camp Fitch. Julie Harris, Cynthia Linhart and students presented information on the program.

Cynthia Saulsbery expressed her interest in starting a Band booster club for the district to assist with financial need and to help grow the program

MINUTES

Motion by Mrs. Riley, seconded by Mrs. McElhaney, to approve the minutes of the meeting held February 16, 2016. Motion passed by unanimous voice vote.

New Business

BOARD

Motion by Mrs. McElhaney, seconded by Mrs. Runyon, to approve the following volunteers (pending receipt of all clearances): Motion passed by unanimous voice vote.

Julie Anderson, 607 Depot Street, Jamestown, PA – Level I & II (Snowball)
Jamie Ault, 143 E. County Line Road, Jamestown, PA – Level II (Room parent, Field trips)
Kenneth Saulsbery, 5623 Huckleberry Road, Adamsville, PA – Level II & III (Any)
Cynthia Saulsbery, 5623 Huckleberry Road, Adamsville, PA – Level II & III (Any)
Gabriel D. Padilla, 66 Conneat Lake Road, Greenville, PA – Level II (Bible Club)

Motion by Mr. Sherbondy, seconded by Mrs. McElhaney, to approve the following policies:
Motion passed by unanimous voice vote.

POLICY 324 – Personnel Files
POLICY 325 – Dress and Grooming
POLICY 326 – Complaint Process

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POLICY 327 – Management Team – DELETED
POLICY 328 – Compensation Plans / Salary Schedules
POLICY 330 – Overtime - DELETED
POLICY 331 – Job Related Expenses
POLICY 332 – Working Periods - DELETED
POLICY 333 – Professional Development
POLICY 334 – Sick Leave
POLICY 335 – Family and Medical Leaves
POLICY 336 – Personal Necessity Leave
POLICY 337 – Vacation
POLICY 338 – Sabbatical Leave
POLICY 338.1 – Compensated Professional Leaves
POLICY 339 – Uncompensated Leave
POLICY 340 – Responsibility for Student Welfare
POLICY 341 – Benefits for Part-Time Employees - DELETED
POLICY 342 – Jury Duty
POLICY 343 – Paid Holidays
POLICY 347 – Workers’ Compensation Transitional Return-to-work program - DELETED
POLICY 348 – Unlawful Harassment
POLICY 351 – Drug and Substance Abuse

Third reading of the following board policies (no action required)

POLICY 601 – Fiscal Objectives
POLICY 602 – Budget Planning
POLICY 603 – Budget Preparation
POLICY 604 – Budget Adoption
POLICY 605 – Tax Levy
POLICY 606 – Tax Collection
POLICY 607 – Tuition Income
POLICY 608 – Bank Accounts
POLICY 609 – Investment of District Funds
POLICY 610 – Purchases Subject to Bid/Quotation
POLICY 611 – Purchases Budgeted
POLICY 612 – Purchases Not Budgeted
POLICY 613 – Cooperative Purchasing
POLICY 614 – Payroll Authorization
POLICY 615 – Payroll Deductions
POLICY 616 – Payment of Bills
POLICY 617 – Petty Cash
POLICY 618 – Student Activity Funds
POLICY 619 – District Audit
POLICY 621 – Local Taxpayer Bill of Rights
POLICY 622 - GASB Statement 34
POLICY 624 - Taxable Fringe Benefits
POLICY 626 – Federal Fiscal Compliance

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve the following policies:
Motion passed by unanimous voice vote.

POLICY 004 – Membership

POLICY 011 – Principles for Governance and Leadership

Motion by Mr. Sherbondy, seconded by Mrs. Runyon, to approve a Success by Six program for the summer 2016. Motion passed by unanimous voice vote.

PERSONNEL

Motion by Mrs. Riley, seconded by Mr. Sherbondy, to approve the attached resignation from Michael Seman as the Girls Head Basketball coach and the Girls Jr. High Head Coach, effective immediately. Motion passed by unanimous voice vote.

Motion by Mr. Sherbondy, seconded by Mrs. Riley, to approve hiring Kimberly Chamberlain as a long-term substitute for Katie Engstrom during her maternity leave (April-May 2016). Motion passed by unanimous voice vote.

Motion by Mrs. Riley, seconded by Mr. Sherbondy, to approve an unpaid day off for Sandy Philbrick on March 14, 2016. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve an unpaid leave for Melissa Potase from April 11-13, 2016. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to grant tenure to Cindy Micsky, effective immediately. Motion passed by unanimous voice vote.

Motion by Mr. Sherbondy, seconded by Mr. McElhaney, to approve the attached coaching contract for Dale Anderson effective immediately. Motion passed by unanimous voice vote.

Motion by Mrs. Riley, seconded by Mrs. Runyon, to approve hiring Kathy Colquhoun as an LPN / Aide at a rate of \$14.00 / hour, effective immediately, pending clearances. Motion passed by unanimous voice vote.

Motion by Mr. Sherbondy, seconded by Mr. Tucker, to approve the following substitutes for the 2015-16 school year at the following rates of compensation. Motion passed by unanimous voice vote.

Substitute teachers - \$80.00 per day Paid through Kelly Services
Megan Nies, 592 Cullum Street, Meadville, PA

FINANCE

Motion by Mr. Tucker, seconded by Mrs. Riley, to approve the financial statements for February 2016. Motion passed by unanimous voice vote.

Motion by Mr. Tucker, seconded by Mrs. Riley, to approve payment of bills for February and March 2016. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve the following budget transfer requests: Motion passed by unanimous voice vote.

\$7,620.00 from 1110-100 Instructional – Reg Education / Salary Expense
To 1110-300 Instructional – Reg Education / Purchased Prof Services

\$42,262.00 from 1241-300 Learning Support / Purchased Prof Services
To 1231-300 Emotional Support / Purchased Prof Services

\$530.00 from 1243-800 Gifted Support / Other Objects
To 1243-300 Gifted Support / Purchased Prof Services

\$200.00 from 2330-300 Tax Assess& Coll / Purchased Prof Services
To 2330-500 Tax Assess& Coll / Other Purchased Services

\$1,928.00 from 2430-300 Nursing Services / Purchased Prof Services
To 2420-300 Medical Services / Purchased Prof Services

Motion by Mr. Sherbondy, seconded by Mr. Volosin, to approve the 2016 / 2017 Mercer County Career Center budget. Motion passed by unanimous roll call vote.

J. McElhaney – yes, P. McElhaney – yes, Owens – yes, Riley – yes, Runyon – yes,
Schmid – absent, Sherbondy – yes, Tucker – yes Volosin – yes

Motion by Mrs. McElhaney, seconded by Mr. Sherbondy, to approve the attached 5 year Fiber Commercial Service agreement with Armstrong Cable (\$6,600/year) and the 3 year Commercial Service agreement for basic cable for the district (\$3,622/year). Motion passed by unanimous voice vote.

Motion by Mrs. Riley, seconded by Mr. Volosin, to approve the attached Agreement to Share Services of Director of Food Services with Greenville Area School District for the term July 1, 2015 through June 30, 2018. Motion passed by unanimous voice vote.

Motion by Mr. Volosin, seconded by Mr. Tucker, to approve the attached change order in the amount of \$5,521.00 for the Elementary flooring project, to be paid for with Capital Reserve funds. Motion passed by unanimous voice vote.

OTHER / CRITIQUE

Budget Committee Meeting – March 23, 2016 @ 1pm
Negotiations Committee Meeting – April 1, 2016 @ 9am
Knox Law Symposium – Tuesday, April 26, 2016

Midwestern Intermediate Unit IV – Convention dinner – Wednesday, April 27, 2016 5:30pm
Spam information from Midwestern Intermediate Unit IV
State Ethics Commission Statements ~ need to be filled out by May 1, 2016
PSBA Special Election

ADJOURNMENT

Motion by Mrs. Riley, seconded by Mrs. McElhaney, to approve to adjourn the meeting at 6:58 PM.
Motion passed by unanimous voice vote.

MEETING DATES ~ 6pm

April 14 – Board Workshop
April 18 – Board Meeting
May 12 – Board Workshop
May 16 – Board Meeting

Nancy C. Solderich
Board Secretary | Business Manager



JAMESTOWN AREA SCHOOL DISTRICT

BOARD MINUTES – April 18, 2016

The Jamestown Area School Board met on April 18, 2016 at 6:00 PM in the Board Room at the Jamestown High School with President Jim Owens presiding. Mr. Owens led the board in the Pledge of Allegiance and a moment of silence.

Members Present: Jered McElhaney, Patricia McElhaney, Jim Owens, Bev Riley, Tracie Runyon, Ron Sherbondy, Jim Schmid, John Tucker and Dave Volosin

Members Absent: none

Others Present: Tracy Reiser, Superintendent; Kristin Hope, Elementary Principal, Brian Keyser, High School Principal and Nancy C. Solderich, Business Manager/Board Secretary

MINUTES

Motion by Mrs. Riley, seconded by Mrs. McElhaney, to approve the minutes of the meeting held March 21, 2016. Motion passed by unanimous voice vote.

New Business

BOARD

Motion by Mr. Tucker, seconded by Mrs. McElhaney, to approve the following policies. Motion passed by unanimous voice vote.

- POLICY 601 – Fiscal Objectives
- POLICY 602 – Budget Planning
- POLICY 603 – Budget Preparation
- POLICY 604 – Budget Adoption
- POLICY 605 – Tax Levy
- POLICY 606 – Tax Collection
- POLICY 607 – Tuition Income
- POLICY 608 – Bank Accounts
- POLICY 609 – Investment of District Funds
- POLICY 610 – Purchases Subject to Bid/Quotation
- POLICY 611 – Purchases Budgeted
- POLICY 612 – Purchases Not Budgeted
- POLICY 613 – Cooperative Purchasing
- POLICY 614 – Payroll Authorization
- POLICY 615 – Payroll Deductions
- POLICY 616 – Payment of Bills
- POLICY 617 – Petty Cash - **DELETE**
- POLICY 618 – Student Activity Funds

POLICY 619 – District Audit
POLICY 621 – Local Taxpayer Bill of Rights
POLICY 622 - GASB Statement 34
POLICY 624 - Taxable Fringe Benefits
POLICY 626 – Federal Fiscal Compliance

Motion by Mrs. Riley, seconded by Mrs. McElhaney, to approve the following policies. Motion passed by unanimous voice vote.

POLICY 335 – FMLA - Revised
POLICY 918 – Title I Parental Involvement
POLICY 626.1 - Federal Programs – Conflict of Interest
POLICY 626.2 - Federal Programs – Allowability of Costs
POLICY 626.3 - Federal Programs – Procurement
POLICY 626.4 - Federal Programs – Cash Management
POLICY 626.5 - Federal Programs – Travel Reimbursement

First reading of the following board policies (no action required)

POLICY 701 – Facilities Planning
POLICY 702 – Gifts, Grants, Donation
POLICY 703 – Sanitary Management
POLICY 704 – Maintenance
POLICY 705 – Safety
POLICY 706 – Property Records
POLICY 707 – Use of School Facilities
POLICY 708 – Lending of Equipment and Books
POLICY 709 – Building Security
POLICY 710 – Use of Facilities by Staff
POLICY 715 – Use of Fax Machines – DELETED
POLICY 716 – Integrated Pest Management
POLICY 717 – Cellular Telephones
POLICY 718 – Service Animals in Schools
POLICY 800 – Records Management
POLICY 801 – Public Records
POLICY 802 – School Organization
POLICY 803 – School Calendar
POLICY 804 – School Day
POLICY 805 – Emergency Preparedness
POLICY 805.1 – Regulations with Law Enforcement Agencies
POLICY 806 – Child Abuse
POLICY 807 – Opening Exercises / Flag Displays
POLICY 808 – Food Services

Motion by Mr. Sherbondy, seconded by Mr. Tucker, to approve the following conference and/or workshop requests: Motion passed by unanimous voice vote.

Katie Engstrom, Autism 4 Day training, Sept 21, Oct 6, Oct 26 and Nov 17, 2016 at the Midwestern Intermediate Unit IV in Grove City, PA, Cost = \$0 utilizing a school van

ACADEMIC

Motion by Mrs. Runyon, seconded by Mr. Volosin, to approve an end of the year field trip to Pymatuning State Park for students who reach a certain Accelerated Reading goal at the elementary (Transportation to be paid for by PTO). Motion passed by unanimous voice vote.

PERSONNEL

Motion by Mrs. Riley, seconded by Mrs. Runyon, to approve the attached resignation from Judy Christen, effective December 22, 2016. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mr. Schmid, to approve the attached Act 93 agreement dated July 1, 2016 – June 30, 2020. Motion passed by unanimous voice vote.

Motion by Mrs. Riley, seconded by Mr. Tucker, to approve the following volunteers (pending receipt of all clearances). Motion passed by unanimous voice vote.

Carrie McElhaney, 4274 Oak Lane, Jamestown, PA – Level I & II (Room parent/field trips)
Robyn D. Mowery, 96 Murphy Road, Jamestown, PA – Level I & II (After Prom)
Andrew Hatton, 2090 West State Road, Jamestown, PA – Level II (After Prom)

Motion by Mr. Sherbondy, seconded by Mrs. Riley, to approve hiring Kurt Groover as a full time custodian at an hourly rate of \$13.74, effective immediately. Motion passed by unanimous voice vote.

Motion by Mrs. Riley, seconded by Mrs. Runyon, to approve a half day unpaid for Christi Saulsberry for April 11, 2016 in the PM. Motion passed by unanimous voice vote.

Motion by Mr. Tucker, seconded by Mr. Volosin, to approve amending the next three actions and approving all three at the same time; therefore motion to approve the attached coaching contracts for Scott Taylor as the Head Girls Jr. High Basketball coach, Patrick Hicks as the Asst. Girls Jr. High Basketball Coach and Julie DeMarco as the Cross Country Asst. Coach effective immediately. Motion passed by unanimous voice vote.

Motion by Mr. Tucker, seconded by Mr. Sherbondy, to approve three unpaid days for Diane Black from May 11-13th as requested. Motion passed by unanimous voice vote.

FINANCE

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve the financial statements for March 2016. Motion passed by unanimous voice vote.

Motion by Mr. Tucker, seconded by Mrs. Riley, to approve payment of bills for March and April 2016. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mrs. Runyon, to approve the following budget transfer requests: Motion passed by unanimous voice vote.

\$1,928.00 from 2440-300 Nursing Services / Purchased Prof Services
to 2420-300 Medical Services / Purchased Prof Services

Motion by Mr. Tucker, seconded by Mr. Sherbondy, to approve sending Kelli Mayer to the PDE State parent conference for Title being held at Seven Springs Resort, estimated cost of \$757.00 to be paid for with Title funds. Motion passed by unanimous voice vote.

Motion by Mrs. Riley, seconded by Mrs. McElhaney, to approve the attached Memorandum of Understanding with the MIU4 for Continuum of MIU4 Instructional Program / Services for the 2015 – 2016 school year. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mrs. Runyon, to approve the attached Midwestern Intermediate Unit IV E-Rate Letter of Agency for the 2016 – 2017 fiscal year. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve the attached 48 month lease agreement with Pitney Bowes for a postage machine in the business office (\$132 quarterly, no increase from prior agreement). Motion passed by unanimous voice vote.

OTHER / CRITIQUE

Board Retreat – Saturday, April 23, 2016 @ 8:30 – 11:30am

Knox Law Symposium – Tuesday, April 26, 2016

Midwestern Intermediate Unit IV – Convention dinner – Wednesday, April 27, 2016 5:30pm

State Ethics Commission Statements ~ need to be filled out by May 1, 2016

May Board Meeting – Suggesting to combine the Workshop and Board Meeting on May 12th

ADJOURNMENT

Motion by Mrs. Riley, seconded by Mrs. McElhaney, to approve to adjourn the meeting at 6:58 PM. Motion passed by unanimous voice vote.

MEETING DATES ~ 6pm

May 12 – Combined Workshop and Board Meeting

June 16 – Board Workshop

June 20 - Board Meeting

July 11 - Combined Workshop and Board Meeting

Nancy C. Solderich
Board Secretary | Business Manager



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JAMESTOWN AREA SCHOOL DISTRICT

BOARD MINUTES – May 12, 2016

The Jamestown Area School Board met on May 12, 2016 at 6:00 PM in the Board Room at the Jamestown High School with President Jim Owens presiding. Mr. Owens led the board in the Pledge of Allegiance and a moment of silence.

Members Present: Jered McElhaney, Patricia McElhaney, Jim Owens, Bev Riley, Tracie Runyon, Ron Sherbondy, Jim Schmid, John Tucker and Dave Volosin

Members Absent: none

Others Present: Tracy Reiser, Superintendent; Kristin Hope, Elementary Principal, Brian Keyser, High School Principal, Gary Kinnear, School Psychologist and Director of Special Education and Nancy C. Solderich, Business Manager/Board Secretary

Welcome Visitors: Allison Gordon, JHS Teacher, read a letter she wrote about why her position is important to the district, asking to save her position

Correspondence: A thank you card from the JHS Band was presented and passed around. The JHS Band thanked the board for allowing them to participate in the Apple Blossom festival

MINUTES

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve the minutes of the meeting held April 18, 2016. Motion passed by unanimous voice vote.

New Business

BOARD

Second reading of the following board policies (no action required)

- POLICY 701 – Facilities Planning
- POLICY 702 – Gifts, Grants, Donation
- POLICY 703 – Sanitary Management
- POLICY 704 – Maintenance
- POLICY 705 – Safety
- POLICY 706 – Property Records
- POLICY 707 – Use of School Facilities
- POLICY 708 – Lending of Equipment and Books
- POLICY 709 – Building Security
- POLICY 710 – Use of Facilities by Staff

POLICY 715 – Use of Fax Machines – DELETED
POLICY 716 – Integrated Pest Management
POLICY 717 – Cellular Telephones
POLICY 718 – Service Animals in Schools
POLICY 800 – Records Management
POLICY 801 – Public Records
POLICY 802 – School Organization
POLICY 803 – School Calendar
POLICY 804 – School Day
POLICY 805 – Emergency Preparedness
POLICY 805.1 – Regulations with Law Enforcement Agencies
POLICY 806 – Child Abuse
POLICY 807 – Opening Exercises / Flag Displays
POLICY 808 – Food Services

ACADEMIC

Motion by Mr. Schmid, seconded by Mrs. Runyon, to approve the attached list of graduating seniors of the Class of 2016 pending completion of all requirements. Motion passed by unanimous voice vote.

Motion by Mr. Schmid, seconded by Mrs. Runyon, to approve 5 members of FISH and Heather Harmon to attend a conference at Penn State Main campus on June 14th and June 15th ~ All expenses are covered by JDAPP, requesting the use of a school van. Motion passed by unanimous voice vote.

PERSONNEL

Motion by Mrs. Riley, seconded by Mr. Volosin, to approve two half days unpaid for Julie DeMarco for April 20th and April 22, 2016 in the PM. Motion passed by unanimous voice vote.

Motion by Mr. Sherbondy, seconded by Mrs. Runyon, to approve an unpaid day for Cristi Saulsbery on May 27th. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mr. Sherbondy, to approve the attached recommendation to terminate employment for Annamarie Geiwitz effective April 19, 2016. Motion passed by roll call vote.

Owens – yes, Riley – abstain, Runyon – yes, Schmid – yes, Sherbondy – yes,
Tucker – yes Volosin – yes, J. McElhaney – yes, P. McElhaney – yes

Motion by Mrs. McElhaney, seconded by Mr. Sherbondy, to approve the advertising and hiring of a teacher's aid. Motion passed by unanimous voice vote.

Motion by Mr. Tucker, seconded by Mr. Sherbondy, to approve the resignation of Justin Ferguson as the assistant wrestling coach, effective immediately. Motion passed by unanimous voice vote.

Motion by Mrs. Riley, seconded by Mr. Volosin, to approve the following volunteers (pending receipt of all clearances). Motion passed by unanimous voice vote.

Michael Brenizer, Sr., 5561 Scott Rd., Jamestown, PA – Level II (After Prom)
Kimberly Brenizer, 5561 Scott Rd., Jamestown, PA – Level II (After Prom)

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve the resignation of Corinne Livingston as the JV Girls Varsity Basketball Coach / 2ND Assistant, effective immediately. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mr. Volosin, to approve the attached coaching contract for Corinne Livingston as the Head Girls Varsity Basketball Coach, effective immediately. Motion passed by unanimous voice vote.

FINANCE

Motion by Mrs. Riley, seconded by Mr. Tucker, to approve the financial statements for April 2016. Motion passed by unanimous voice vote.

Motion by Mr. Tucker, seconded by Mrs. Riley, to approve payment of bills for April and May 2016. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to make the attached Proposed General Fund Budget for the Fiscal Year 2016-17 available for public inspection. The budget contains total Revenues of \$8,810,041, total Expenses of \$9,140,593, utilizing \$330,552 of the Fund Balance and the following proposed tax levies: Motion passed by unanimous voice vote.

60.08 mills on real estate in Mercer County (3.25 mill increase)
44.91 mills on real estate in Crawford County (0.11 mill increase)
\$5.00 per capita under Section 679
\$5.00 per capita under Act 511
One-half percent (.5%) earned income tax under Act 511 (wage tax)
One percent (1%) real estate transfer tax

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve the following budget transfer requests: Motion passed by unanimous voice vote.

\$5,131.60 from 1110-100 Instructional Reg Programs / Salary Expense
to 1110-300 Instructional Reg Programs / Purchased Prof & Tech

\$776.11 from 1241-800 Learning Support / Other Objects
to 1241-500 Learning Support / Other Purchased Services

Motion by Mr. Sherbondy, seconded by Mr. Volosin, to grant permission to the following organizations to apply for gaming licenses for the 2016-17 school year: Motion passed by unanimous voice vote.

Jamestown All-Sports Booster Club
Jamestown Wrestling Club
Jamestown Parent Teacher Organization

Motion by Mr. Sherbondy, seconded by Mrs. Riley, to appoint First National Bank of PA as depository for the Jamestown Area School District, and further, authorize entering into an agreement to carry collateral with pooled assets for the period of July 1, 2016 through June 30, 2017. Funds to be insured with FDIC per school code, Section 623. Motion passed by unanimous voice vote.

Motion by Mr. Tucker, seconded by Mrs. Riley, to appoint First National Bank of PA as treasurer for the Jamestown Area School Board for the 2016-17 school year. Motion passed by unanimous voice vote.

Motion by Mr. Sherbondy, seconded by Mr. Volosin, to appoint Knox, McLaughlin, Gornall & Sennett as the solicitor for the Jamestown Area School District for the 2016-17 school year. Motion passed by unanimous voice vote.

Motion by Mrs. Riley, seconded by Mrs. Runyon, to approve renewal rates for dental insurance coverage for the 2016-17 school year with CoreSource – Oasis Trust. (Class I & II coverage is provided by district. Employees electing Class III and IV coverage are responsible for the difference in premium.) Motion passed by unanimous voice vote.

Class I & II Coverage (0% increase)	Individual - \$22.65	Family - \$53.14
Class III & IV Coverage (0% increase)	Individual - \$40.67	Family - \$97.02

Motion by Mrs. Riley, seconded by Mr. Sherbondy, to approve increasing school lunch price from \$2.35 to \$2.40 effective the 2016 / 2017 school year. Motion passed by unanimous voice vote.

Motion by Mrs. Riley, seconded by Mrs. Runyon, to approve the attached Central Susquehanna Intermediate Unit Computer Service Rates 2016-2017 (\$195 Increase from 2015-2016). Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mrs. Runyon, to approve a contract with Government Software Services, Inc. for the 2016-17 school year (No cost increase from 2015-16). Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve transferring \$50,000 to Food Services from the General Fund. Motion passed by roll call vote.

Riley – yes, Runyon – yes, Schmid – no, Sherbondy – yes, Tucker – no,
Volosin – yes, J. McElhaney – no, P. McElhaney – yes, Owens – yes

TRANSPORTATION

Motion by Mr. Tucker, seconded by Mrs. Riley, to approve payment for transportation for students involved with MIU 4 Early Intervention and for specified special education students receiving extended school year services. Motion passed by unanimous voice vote.

OTHER / CRITIQUE

Graduation – Thursday, June 2, 2016 7pm at Thiel College

ADJOURNMENT

Motion by Mrs. Riley, seconded by Mrs. McElhaney, to approve to adjourn the meeting at 8:00 PM. Motion passed by unanimous voice vote.

MEETING DATES ~ 6pm

- June 16 – Board Workshop
- June 20 - Board Meeting
- July 11 - Combined Workshop and Board Meeting
- Aug 11 – Board Workshop
- Aug 15 - Board Meeting

Nancy C. Solderich
Board Secretary | Business Manager



JAMESTOWN AREA SCHOOL DISTRICT

BOARD MINUTES – May 23, 2016-Special Board Meeting

The Jamestown Area School Board met on May 23, 2016 at 6:00 PM in the Board Room at the Jamestown High School with President Jim Owens presiding. Mr. Owens led the board in the Pledge of Allegiance and a moment of silence.

Members Present: Jered McElhaney, Patricia McElhaney, Jim Owens, Bev Riley, Tracie Runyon, Ron Sherbondy, Jim Schmid, John Tucker and Dave Volosin

Members Absent: none

BOARD

Appointment of Board Committee – No board action required

Food Service Committee – Owens-Chairperson, J. McElhaney, Sherbondy

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve the following conference and/or workshop requests: Motion passed by unanimous voice vote.

Jill Taylor, Title I State Parent Conference, Seven Springs Resort, July 18-20, total cost \$441 (Includes meals and lodging), to be paid for with Title I funds

Motion by Mrs. Riley, seconded by Mrs. McElhaney, to approve the attached memorandum of understanding between the JEA and the district. Motion passed by unanimous voice vote.

ACADEMICS

Motion by Mr. Sherbondy, seconded by Mrs. Riley, to approve two Jamestown Students participation in the Summer Welding Academy held at the Laurel Technical Institute at an estimated cost of \$200 each. Motion passed by unanimous voice vote.

PERSONNEL

Motion by Mrs. Riley, seconded by Mr. Schmid, to approve a half day unpaid for Christi Saulsberry on Wednesday, May 25, 2016. Motion passed by unanimous voice vote.

FINANCE

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve renewal rates for student accident insurance coverage for the 2016-17 school year with Bollinger Insurance Solutions (No increase). Motion passed by unanimous voice vote.

Schooltime - \$40.00

24-Hour - \$144.00

Motion by Mrs. McElhaney, seconded by Mr. Volosin, to approve the sealing of the parking lots at the Elementary and the High School, estimated cost of \$9,702.38 to be paid for with Capital Reserve Funds. Motion passed by unanimous voice vote.

OTHER / CRITIQUE

Sixth Grade Salute – Wednesday, May 25th 6:30pm
Title I Audit – Wednesday, May 25th
Mercer County Career Center Graduation – Friday, May 27th 8:45am
JASD HS Awards Ceremony - June 1st 8:30am
JASD Graduation – Thursday, June 2nd 7pm

ADJOURNMENT

Motion by Mrs. Riley, seconded by Mrs. McElhaney, to approve to adjourn the meeting at 6:22 PM. Motion passed by unanimous voice vote.

MEETING DATES

June 16 – Board Workshop
June 20 - Board Meeting
July 20 - Combined Workshop and Meeting

Nancy C. Solderich
Board Secretary | Business Manager



JAMESTOWN AREA SCHOOL DISTRICT

BOARD MINUTES – June 20, 2016

The Jamestown Area School Board met on June 20, 2016 at 6:00 PM in the Board Room at the Jamestown High School with President Jim Owens presiding. Mr. Owens led the board in the Pledge of Allegiance and a moment of silence.

Members Present: Patricia McElhaney, Jim Owens, Bev Riley, Tracie Runyon, Ron Sherbondy, John Tucker and Dave Volosin

Members Absent: Jered McElhaney and Jim Schmid

Others Present: Tracy Reiser, Superintendent; Kristin Hope, Elementary Principal, Brian Keyser, High School Principal, Gary Kinnear, School Psychologist and Director of Special Education and Nancy C. Solderich, Business Manager/Board Secretary

Welcome Visitors: Jay Frye, Frye Transportation to speak about the new contract

An Executive Session occurred on Thursday, June 16, 2016 from 7:30pm – 7:44pm to discuss personnel

MINUTES

Motion by Mr. Tucker, seconded by Mrs. McElhaney, to approve the minutes of the meeting held May 23, 2016. Motion passed by unanimous voice vote.

New Business

BOARD

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve the following board policies Motion passed by unanimous voice vote.

- POLICY 701 – Facilities Planning
- POLICY 702 – Gifts, Grants, Donation
- POLICY 703 – Sanitary Management
- POLICY 704 – Maintenance
- POLICY 705 – Safety
- POLICY 706 – Property Records
- POLICY 707 – Use of School Facilities
- POLICY 708 – Lending of Equipment and Books
- POLICY 709 – Building Security
- POLICY 710 – Use of Facilities by Staff
- POLICY 715 – Use of Fax Machines – DELETED
- POLICY 716 – Integrated Pest Management

POLICY 717 – Cellular Telephones
POLICY 718 – Service Animals in Schools
POLICY 800 – Records Management
POLICY 801 – Public Records
POLICY 802 – School Organization
POLICY 803 – School Calendar
POLICY 804 – School Day
POLICY 805 – Emergency Preparedness
POLICY 805.1 – Regulations with Law Enforcement Agencies
POLICY 806 – Child Abuse
POLICY 807 – Opening Exercises / Flag Displays
POLICY 808 – Food Services

Motion by Mrs. Riley, seconded by Mr. Tucker, to approve the attached Suspension of Professional Employee resolution, effective June 30, 2016. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve the attached Non-Renewal of Temporary Professional Employee Agreement resolution, effective June 30, 2016. Motion passed by unanimous voice vote.

Motion by Mr. Tucker, seconded by Mr. Sherbondy, to approve the following volunteers (pending receipt of all clearances). Motion passed by unanimous voice vote.

Chris Durniok, 19 Davidson Avenue , Greenville, PA ~ Level III (Girls Basketball)

ACADEMIC

Motion by Mr. Sherbondy, seconded by Mr. Tucker, to approve deleting Driver's Education and Human Anatomy as courses at JASD. Motion passed by unanimous voice vote.

Motion by Mrs. Riley, seconded by Mr. Sherbondy, to approve the attached Concurrent Enrollment Agreement with Thiel College from August 20, 2016 – June 30, 2017. Motion passed by unanimous voice vote.

Motion by Mrs. Riley, seconded by Mr. Sherbondy, to approve the opening of an Emotional Support Classroom at the Elementary and the advertising and hiring of a teacher and an aid. Motion passed by unanimous voice vote.

PERSONNEL

Motion by Mrs. Riley, seconded by Mrs. McElhaney, to approve the attached resignation of Donna Adams due to retirement. Motion passed by unanimous voice vote.

Motion by Mrs. Riley, seconded by Mr. Sherbondy, to approve the attached resignation of Yvonne Basnak due to retirement. Motion passed by unanimous voice vote.

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Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve the resignation of Andrew Moss as the Jr. High Boys Assistant Basketball coach, effective immediately. Motion passed by unanimous voice vote.

Motion by Mr. Volosin, seconded by Mr. Sherbondy, to approve the resignation of Patrick Mastrian as the Assistant Baseball coach, effective immediately. Motion passed by unanimous voice vote.

Motion by Mrs. Riley, seconded by Mr. Tucker, to approve an unpaid day for Deb Glancy on May 25, 2016. Motion passed by unanimous voice vote.

Motion by Mr. Tucker, seconded by Mr. Sherbondy, to approve up to five additional days for Gary Kinnear, estimated cost of \$2,700. Motion passed by unanimous voice vote.

Motion by Mrs. Riley, seconded by Mr. Volosin, to approve an Act 97 Waiver Agreement for Allison Gordon. Motion passed by unanimous voice vote.

FINANCE

Motion by Mrs. Riley, seconded by Mrs. Runyon, to approve the financial statements for May 2016. Motion passed by unanimous voice vote.

Motion by Mr. Tucker, seconded by Mrs. Riley, to approve payment of bills for May and June 2016. Motion passed by unanimous voice vote.

Motion by Mr. Tucker, seconded by Mrs. Riley, to approve the administrative and support staff compensation for the 2016-17 school year as attached. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve budget transfers, as necessary, for auditor's adjustments to close out the 2015-16 fiscal year. Motion passed by unanimous voice vote.

Motion by Mr. Sherbondy, seconded by Mrs. Riley, to approve payment of any remaining obligations of the 2015-16 school year. Motion passed by unanimous voice vote.

Motion by Mr. Tucker, seconded by Mrs. Runyon, to adopt the attached Homestead and Farmstead Exclusion Resolution for 2016-17. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve levying the following taxes to support the 2016-17 General Fund Operating Budget. Motion passed by unanimous voice vote.

- 60.08 mills on real estate in Mercer County (3.25 mill increase)
- 45.88 mills on real estate in Crawford County (0.11 mill increase)
- \$5.00 per capita under Section 679
- \$5.00 per capita under Act 511
- One-half percent (.5%) earned income tax under Act 511 (wage tax)
- One percent (1%) real estate transfer tax

Motion by Mrs. McElhaney, seconded by Mr. Tucker, to approve the attached Final General Fund Budget for the Fiscal Year 2016-17. The budget contains total Revenues of \$8,810,041, total Expenses of \$9,140,593, utilizing \$330,552 of the Fund Balance. Motion passed by unanimous voice vote.

Motion by Mr. Volosin, seconded by Mr. Tucker, to renew the following appointments and appropriate bonds for the 2016-17 school year. Motion passed by unanimous voice vote.

Brian Keyser	Custodian of High School Athletics Account Custodian of High School Student Activities Account
Kristin Hope	Custodian of Elementary Athletics Account Custodian of Elementary Student Activities Account
Nancy C. Solderich	Custodian of General Fund, Health Care, & Capital Reserve Accounts

Motion by Mrs. McElhaney, seconded by Mr. Sherbondy, to approve the board of directors and administrators to travel within the state from July 1, 2016 through June 30, 2017 to participate in various conferences and workshops sponsored by such organizations as PDE, PARSS, PSBA, PASBO, Intermediate Units, and other professional organizations. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mr. Tucker, to approve payment of utility bills, insurance premiums, registration fees, loan payments, lease payments and discounted invoices with due dates falling between regularly scheduled board meetings. All payments will be included in the manual payment list presented at the subsequent board meeting. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mr. Sherbondy, to approve the following budget transfer requests: Motion passed by unanimous voice vote.

\$11,730.10	From 1110-100 Instructional Reg. Programs / Salary Expense to 1110-300 Instructional Reg. Programs / Purchased Prof & Tech
\$3,046.00	from 1110-700 Instructional Reg. Programs / Property to 1110-800 Instructional Reg. Programs / Other Objects
\$35.16	from 2120-500 Guidance Services / Other Purchased Service to 2120-500 Guidance Services / Supplies
\$4,179.14	from 2220-600 Tech Support Services / Supplies to 2220-400 Tech Support Services / Purchased Property Svc
\$4,024.56	from 2220-600 Tech Support Services / Supplies to 2220-700 Tech Support Services / Property
\$77.12	from 2440-500 Nursing Services / Other Purchased Service to 2440-600 Nursing Services / Supplies
\$195.00	from 2600-700 Maintenance Services / Property

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to 2600-800 Maintenance Services / Other Objects

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve the following transfer of funds for the 2015/2016 fiscal year: Motion passed by unanimous voice vote.

\$150,000 to Capital Reserve Funds from the General Fund

Motion by Mr. Volosin, seconded by Mrs. Riley, to approve purchasing compressors for the Elementary, estimated cost of \$13,674.00, to be paid for with Capital Reserve Funds. Motion passed by unanimous voice vote.

Motion by Mr. Sherbondy, seconded by Mr. Tucker, to approve insurance coverages through Burns & Burns Associates, Inc. for the 2016-17 school year for automobile, worker's compensation, property/liability and umbrella coverage for a total annual premium of \$63,469 (3.59% increase). Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve purchasing a new server, estimated cost of \$7,500.00, to be paid for with Capital Reserve Funds. Motion passed by unanimous roll call vote.

Runyon – yes, Sherbondy – yes, Tucker – yes, Volosin – yes,
P. McElhaney – yes, Owens – yes, Riley – yes

Motion by Mrs. Riley, seconded by Mr. Sherbondy, to approve the attached Educational Services Agreement for the fiscal 2016/2017 with the Midwestern Intermediate Unit IV. Motion passed by unanimous voice vote.

Motion by Mr. Tucker, seconded by Mr. Sherbondy, to approve the attached agreement to participate in the SBAP / Medical Access for 2016/2017. Motion passed by unanimous voice vote.

Motion by Mr. Volosin, seconded by Mrs. Riley, to approve spending up to \$20,000 on establishing an Emotional Support classroom at the Elementary for books, supplies etc. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mrs. Riley, to approve leasing 60 HP Desktops directly from HP, estimating cost of \$11,760.70 a year for 3 years. Motion passed by unanimous voice vote.

TRANSPORTATION

Motion by Mrs. Riley, seconded by Mr. Volosin, to approve bidding of transportation for all athletic events for the 2016-17 school year. Motion passed by unanimous voice vote.

Motion by Mrs. McElhaney, seconded by Mr. Tucker, to approve the attached transportation agreement with Frye Inc. for the term July 1, 2016 – June 30, 2019. Motion passed by roll call vote.

Sherbondy – no, Tucker – yes, Volosin – yes, P. McElhaney – yes,
Owens – yes, Riley – yes, Runyon – yes

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OTHER / CRITIQUE

Pel Industries – Sale of JASD apparel at WalMart for an 8% royalty

An Executive Session occurred from 7:06pm – 7:39pm to discuss personnel matters.

ADJOURNMENT

Motion by Mrs. Riley, seconded by Mrs. McElhaney, to approve to adjourn the meeting at 6:22 PM.
Motion passed by unanimous voice vote.

MEETING DATES

July 11 - Combined Workshop and Board Meeting
Aug 11 – Board Workshop
Aug 15 - Board Meeting
Sept 15 - Board Workshop
Sept 19 - Board Meeting
Oct 17 - Combined Workshop and Board Meeting

Nancy C. Solderich
Board Secretary | Business Manager

