
JAMESTOWN AREA SCHOOL DISTRICT

Board Meeting of June 13, 2024

1. **Call to Order**

2. **Roll Call**

3. **Pledge of Allegiance & Moment of Silence**

4. **Welcome Visitors** Shaina Hart – Softball Game Incident

5. **Correspondence**

6. **Minutes** - **Action** to approve minutes of the meetings held May 9, 2024.

Motion by _____ Seconded by _____ Vote

7. **Reports**

Superintendent - Mrs. Reiser

President - Mr. Benjamin McElhaney

Business Manager – Mrs. Boylan

Committees -

Athletics

Buildings, Grounds and Safety

Budget & Finance

Personnel / Negotiations

Superintendent Evaluation

Technology

Transportation

Jamestown Foundation Report – Mrs. Mayer

Pennsylvania School Board Association – Mr. Benjamin McElhaney

Mercer County Career Center – Mr. Hutchinson

High School Principal - Mr. Keyser

Elementary Principal – Ms. Hope

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New Business

BOARD

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

- POLICY 218 – Student Discipline
- POLICY 218.1 – Weapons
- POLICY 218.2 – Terroristic Threats
- POLICY 222 – Tobacco and Vaping Products
- POLICY 227 – Controlled Substances/Paraphernalia
- POLICY 323 – Tobacco and Vaping Products
- POLICY 351 – Controlled Substance Abuse
- POLICY 707 – Use of School Facilities
- POLICY 801 – Public Records
- POLICY 803 – School Calendar
- POLICY 805 – Emergency Preparedness and Response
- POLICY 805.1 – Relations With Law Enforcement Agencies
- POLICY 805.2 – School Security Personnel
- POLICY 806 – Child Abuse
- POLICY 815.1 – Use of Generative Artificial Intelligence in Education
- POLICY 904 – Public Attendance at School Events
- POLICY 909 – Municipal Government Relations

8.2 **Action** to approve the Sponsor-to-Sponsor Agreement between Mercer County Head Start and the district for student snacks/meals for the 2024-2025 school year.

Motion by _____ Seconded by _____ Vote

8.3 **Action** to approve a Memorandum of Understanding between Mercer County Head Start and the district for a period of July 1, 2024, through June 30, 2025.

Motion by _____ Seconded by _____ Vote

8.4 **Action** to approve a 5-year Internship Agreement with PennWest University.

Motion by _____ Seconded by _____ Vote

PERSONNEL

9.1 **Action** to approve the following unpaid days:

Brittany Bruce, Paraprofessional – one half (1/2) day: May 14, 2024

Motion by _____ Seconded by _____ Vote

9.2 **Action** to approve the following unpaid days:

Erin Smith, Food Services – one day: May 9, 2024

Motion by _____ Seconded by _____ Vote

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9.3 **Action** to approve the following unpaid days:

Doug Davison, Paraprofessional – two days: May 16-17, 2024

Motion by_____ Secoded by_____ Vote

9.4 **Action** to approve Megan Boozer and Sarah Peters to provide approximately 20 hours of Extended School Year (ESY) for two (2) Special Education students.

Motion by_____ Secoded by_____ Vote

9.5 **Action** to approve granting tenure to Mary Uplinger.

Motion by_____ Secoded by_____ Vote

9.6 **Action** to approve hiring Ashley Stubbs as the Jr. High Girls Volleyball Head Coach.

Motion by_____ Secoded by_____ Vote

9.7 **Action** to approve the resignation of Kendra Horne from her positions as the assistant Jr. High Boys assistant basketball coach and Elementary Girls basketball coach effective at the close of the season.

Motion by_____ Secoded by_____ Vote

9.8 **Action** to approve hiring Kendra Horne as the Jr. High Girls Basketball Assistant Coach.

Motion by_____ Secoded by_____ Vote

9.9 **Action** to accept the resignation of Andrew Musacchio from the high school science position effective August 12, 2024.

Motion by_____ Secoded by_____ Vote

9.10 **Action** to approve the advertising and hiring of a high school science teacher.

Motion by_____ Secoded by_____ Vote

9.11 **Action** to approve the resignation of Jordan Steiner from the middle school English position effective August 1, 2024.

Motion by_____ Secoded by_____ Vote

9.12 **Action** to advertise and hire an individual to fill the vacancy created by the resignation of Jordan Steiner.

Motion by_____ Secoded by_____ Vote

9.13 **Action** to approve the transfer of Sally McGlone from a full-time paraprofessional position to a maintenance position effective June 6, 2024, at an hourly rate of \$16.52 per hour.

Motion by_____ Secoded by_____ Vote

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9.14 **Action** to approve the advertising and hiring of a full-time paraprofessional to fill the vacancy created by the transfer of Sally McGlone.

Motion by_____ Secoded by_____ Vote

FINANCE

10.1 **Action** to approve the financial statements for May 2024.

Motion by_____ Secoded by_____ Vote

10.2 **Action** to approve payment of bills for May and June 2024.

Motion by_____ Secoded by_____ Vote

10.3 **Action** to approve payment of any remaining obligations for the 2023-2024 fiscal year.

Motion by_____ Secoded by_____ Vote

10.4 **Action** to authorize budget transfers, as necessary, for auditor’s adjustments to close out the 2023-2024 fiscal year.

Motion by_____ Secoded by_____ Vote

10.5 **Action** 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 by_____ Secoded by_____ Vote

10.6 **Action** to renew the following appointments and appropriate bonds for the 2024-2025 school year:

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

Beth Boylan Custodian of General Fund, Health Care, and Capital Reserve Accounts
 Custodian of Cafeteria Account

Motion by_____ Secoded by_____ Vote

10.7 **Action** to approve the board of directors and administrators to travel within the state from July 1, 2024, through June 30, 2025, to participate in various conferences and workshops sponsored by such organizations as PDE, PARSS, PSBA, PASBO, Intermediate Units and other professional organizations.

Motion by_____ Secoded by_____ Vote

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10.8 **Action** to appoint Knox, McLaughlin, Gornall & Sennett as the solicitor for the Jamestown Area School District for the 2024-2025 school year. General Solicitor fees - \$195/hour (\$10.00/hour increase). Special Education fees - \$235/hour (\$15.00/hour increase)

Motion by_____ Seconded by_____ Vote

10.9 **Action** to approve insurance coverage through Reinhardt’s Insurance Agency for the 2024-2025 school year for automobile, worker’s compensation, property/liability, school leader’s liability and umbrella coverage for a total annual premium of \$61,588.00 (increase of \$3,451.00)

Motion by_____ Seconded by_____ Vote

10.10 **Action** to approve the district participating in the school-based ACCESS program for the 2024-2025 school year.

Motion by_____ Seconded by_____ Vote

10.11 **Action** to accept the quote submitted by Turner’s Dairy Farm for food service dairy products.

Motion by_____ Seconded by_____ Vote

10.12 **Action** to approve the following school cafeteria prices for the 2024-2025 school year:

| | |
|-----------------|-----------------------------------|
| Adult Breakfast | \$2.50 (no change from 2023-2024) |
| Adult Lunch | \$4.75 (no change from 2023-2024) |

Motion by_____ Seconded by_____ Vote

10.13 **Action** to approve levying the following taxes to support the 2024-2025 General Fund Operating Budget:

- 70.12 mills on real estate in Mercer County (3.6 mill increase)
- 45.60 mills on real estate in Crawford County (0.61 mill decrease)
- \$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_____ Seconded by_____ Vote

10.14 **Action** to adopt the Homestead and Farmstead Exclusion Resolution for 2024-2025.

Motion by_____ Seconded by_____ Vote

10.15 **Action** to adopt the Final General Fund Budget for the Fiscal Year 2024-2025. The budget contains total Revenues of \$10,267,282, and total Expenses of \$10,767,282.

Motion by_____ Seconded by_____ Vote

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10.16 **Action** to approve a letter of engagement with McGill, Power, Bell and Associates, LLP to perform the local audit for the fiscal year 2024-2025.

Motion by_____ Seconded by_____ Vote

10.17 **Action** to approve a renewal of Microsoft Volume Licensing with the IU13 Consortium for the period of August 1, 2024, through July 31, 2029.

Motion by_____ Seconded by_____ Vote

10.18 **Action** to approve a Proposal of Insurance through Gallagher Insurance, Risk Management and Consulting in the amount of \$5,170.00 for the period of July 1, 2024, through July 1, 2025.

Motion by_____ Seconded by_____ Vote

10.19 **Action** to approve an agreement with IntegraONE for an Azure Security Assessment in the amount of \$13,250.00

Motion by_____ Seconded by_____ Vote

10.20 **Action** to approve a portable sound system for the music department with an approximate amount of \$14,000.00.

Motion by_____ Seconded by_____ Vote

10.21 **Action** to approve a Disabled Veterans Real Property Tax Exemption Certification for:

Dennis Kiester
Patricia Sabo

2204 Random Road, Jamestown, PA 16134
110 Liberty Street, Lot 4, Jamestown, PA 16134

Motion by_____ Seconded by_____ Vote

OTHER/CRITIQUE

ADJOURNMENT

Motion by_____ Seconded by_____ Vote

UPCOMING MEETING DATES ~ 6pm

- July 11, 2024 - Combined Work Session/Board Meeting
- August 8, 2024 - Combined Work Session/Board Meeting
- September 12, 2024 - Combined Work Session/Board Meeting
- October 10, 2024 - Combined Work Session/Board Meeting
- November 14, 2024 - Combined Work Session/Board Meeting
- December 5, 2024 – Board Re-Organization Meeting