

**CRAWFORD CENTRAL BOARD OF SCHOOL DIRECTORS**

**REGULAR BOARD MEETING  
INSTRUCTIONAL SUPPORT CENTER**

**MONDAY, MAY 23, 2016  
5:30 P.M.**

**I. REGULAR MEETING OF MAY 23, 2016, CALLED TO ORDER**

Meeting called to order by Mrs. Feleppa at 5:30 P.M.

**II. ROLL CALL**

Members in attendance: Ms. Melissa Burnett, Mr. Jeffrey Deardorff, Mrs. Jan Feleppa, Mrs. Katrina Proctor, Mr. Jeffrey Rose (joined meeting at 5:31 P.M.), Mr. Donald Sacco, Mr. Frank Schreck, Mr. Delwood Smith and Mr. Glenn Tuttle

Members absent: None

Others in attendance: Mr. Mike Crowley (News Media), Mr. David Dickson, Ms. Carolyn Eutzy, Mrs. Jennifer Galdon, Mrs. Rebecca Gentile, Ms. Sharon Godfrey, Ms. Michelle Koller, Mrs. Cathy Lang, Mr. Carl Moore, Dr. Ann Noonan, Mr. Guy O'Neil, Mrs. Lisa Pittner, Ms. Pamela Porter, Ms. Luann Schroeder, Ms. Juanita Shuttsa, Ms. Julie Sloat, Mr. Ryan Smith, Mr. Thomas Washington and Mrs. Alisa Willey

**III. PLEDGE OF ALLEGIANCE**

**IV. NOTICE OF EXECUTIVE SESSION**

April 25, 2016 – 5:55 P.M. – 6:25 P.M. - Personnel

**V. PUBLIC COMMENTS REGARDING THE AGENDA OF MAY 23, 2016**

None

**VI. 2015-2016 STUDENT REPRESENTATIVES TO THE BOARD OF SCHOOL DIRECTORS**

1. Meadville Area Senior High School – Alex Labruzzo – introduced Luke Sherrod and Alec Monnie and announced the names of the student government officers for the 2016-2017 school year, discussed spring sports, Poll Workers Program, English project and trip to D.C., clubs, NHS Service Programs, prom and graduation.
2. Cochranon Jr.-Sr. High School – Ashley Conaway – Pre-prom assembly, Keystone testing, spring sports and Robotics National Champions.
3. Meadville Area Middle School – Paul Leech – discussed sports, fieldtrip, Positive Person Awards, Annual Career Day, After School Enrichment fieldtrip, Meadville Federal Credit Union fieldtrip, 7<sup>th</sup> grade field day, 8<sup>th</sup> grade fieldtrip and MAMSuem.

**VII. APPROVAL OF MINUTES**

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves the following Minutes:

Motion: Mr. Tuttle  
Second: Mrs. Proctor

1. Regular Board Meeting of April 25, 2016 (Attachment – pp. 779-786)
2. Committee of the Whole Meeting of May 16, 2016 (Attachment – pp. 787-789)

Vote: 9 Ayes 0 Nays  
Motion Carried

**VIII. COMMITTEE REPORTS**

**SECONDARY CURRICULUM – Jeffrey L. Deardorff, Chairperson**

APPROVAL OF THE GUIDANCE CHAPTER 339 PLAN

Motion: Mr. Deardorff  
Second: Mr. Tuttle

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves the Guidance Chapter 339 Plan and the submission to the Pennsylvania Department of Education (Attachment – pp. 790-848)

Vote: 9 Ayes 0 Nays  
Motion Carried

APPROVAL OF THE SECOND AND FINAL READING OF SCHEDULE J – TEXTBOOK ADOPTION – AP CALCULUS

Motion: Mr. Deardorff  
Second: Mr. Tuttle

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves the Second and Final Reading of Schedule J – Textbook Adoption – AP Calculus (Attachment – pp. 849-850)

Vote: 9 Ayes 0 Nays  
Motion Carried

FIRST READING OF SCHEDULE J – TEXTBOOK ADOPTION – COMPUTER APPLICATIONS  
(Attachment – pp. 851-852)

APPROVAL OF THE 2016 GRADUATION CLASSES FOR MEADVILLE AREA SENIOR HIGH SCHOOL AND COCHRANTON JR.-SR. HIGH SCHOOL

Motion: Mr. Deardorff  
Second: Mrs. Proctor

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves the 2016 graduation classes for Meadville Area Senior High School and Cochranon Jr.-Sr. High School (Attachment – pp. 853-859)

Vote: 9 Ayes 0 Nays  
Motion Carried

**BUILDINGS AND GROUNDS – Frank J. Schreck, Chairperson**

APPROVAL OF SCHEDULE K #409 – 2016-2018 REFUSE REMOVAL BIDS

Motion: Mr. Schreck  
Second: Mr. Sacco

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves Schedule K #409 – 2016-2018 Refuse Removal Bids (Attachment – pp. 860)

Vote: 9 Ayes 0 Nays  
Motion Carried

**FINANCE – Jeffrey S. Rose, Chairperson**

APPROVAL OF THE FINANCIAL ACTIVITIES

Motion: Mr. Rose  
Second: Mr. Tuttle

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves the following Financial Activities:

1. April's Treasurer's Report (Attachment – pp. 861-863)
2. Financial Statements (Attachment – pp. 864-879)
3. Payment of Bills (Attachment – pp. 880-896)

Vote: 9 Ayes 0 Nays  
Motion Carried

APPROVAL OF THE TENTATIVE ADOPTION OF THE PROPOSED FISCAL 2016-2017 GENERAL FUND BUDGET

Motion: Mr. Rose  
Second: Mrs. Burnett

**BE IT RESOLVED**, that the Board of School Directors of the Crawford Central School District hereby approves and adopts the School District's 2016-2017 proposed final budget.

**BE IT FURTHER RESOLVED**, that the Board of School Directors of the Crawford Central School District directs its Business Manager to make the School District's 2016-2017 proposed final budget available to the public for inspection no later than June 7, 2016.

**BE IT FURTHER RESOLVED**, that the Board of School Directors of the Crawford Central School District directs its Business Manager to give public notice of the Board's intent to adopt the proposed final budget as the annual budget of the School District at least ten (10) days prior to the date of the adoption of the annual budget by the Board.

**BE IT FURTHER RESOLVED**, that the Board of School Directors of the Crawford Central School District intends to adopt the School District's 2016-2017 annual budget at its June 27, 2016, meeting (Attachment – pp. 897-911)

By Roll Call Vote: Ms. Burnett – Aye, Mr. Deardorff – Nay; Mrs. Feleppa – Aye; Mrs. Proctor – Aye; Mr. Rose – Aye; Mr. Sacco – Aye; Mr. Schreck – Nay; Mr. Smith – Nay; Mr. Tuttle – Nay

5 Ayes          4 Nays

Motion Carried

APPROVAL OF THE IMPLEMENTATION OF ACT 1, THE HOMESTEAD AND FARMSTEAD EXCLUSION, FOR FISCAL YEAR 2016-2017

Motion:            Mr. Rose  
Second:           Mr. Tuttle

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves the implementation of Act 1, the Homestead and Farmstead Exclusion, for fiscal year 2016-2017, in the amount of \$1,453,067.27; and

**FURTHER RESOLVED**, that the Crawford Central School District has calculated a homestead and farmstead exclusion for the purpose of reducing school district property taxes, such exclusion to be approximately \$214.74 (Attachment – pp. 912)

Vote:                9 Ayes          0 Nays  
Motion Carried

APPROVAL OF THE DESIGNATION OF DEPOSITORIES

Motion:            Mr. Rose  
Second:           Mr. Tuttle

**RESOLVED**, that the following banking institutions are hereby designated as depositories of school funds of the Crawford Central School District for the Fiscal Year 2016-2017 with these depositories permitted to hold funds of the Crawford Central School District in checking accounts, time accounts or share accounts insured by the Federal Deposit Insurance Corporation to the extent that certificates are secured by proper bond or collateral as hereinafter provided, or any other accounts or investments authorized by law for school districts:

- CITIZENS BANK
- ERIE BANK
- FARMERS NATIONAL BANK
- FIRST NATIONAL BANK OF PENNSYLVANIA
- MARQUETTE SAVINGS BANK
- NORTHWEST SAVINGS BANK
- PENNSYLVANIA LOCAL GOVERNMENT INVESTMENT TRUST
- PENNSYLVANIA SCHOOL DISTRICT LIQUID ASSET FUND
- PNC BANK, N.A.
- TREASURY DEPARTMENT OF THE COMMONWEALTH OF PENNSYLVANIA

**BE IT FURTHER RESOLVED**, that the Crawford Central School District enters into an appropriate agreement with these depositories to secure the deposit of public funds of the School District and that the Business Manager of the Crawford Central School District is hereby directed, authorized and empowered to execute such agreement or agreements with these said depositories and to bind the Crawford Central School District.

**BE IT FURTHER RESOLVED**, that these depositories be permitted to secure the deposit of public funds through the pledging of collateral and by complying with all the terms and requirements of the Act of Assembly, of August 6, 1987, P.L., No. 72, 72 P.S. 3836-1

Vote: 9 Ayes 0 Nays  
Motion Carried

Motion: Mr. Rose  
Second: Mr. Sacco

**MERCER COUNTY STATE BANK**

Vote: 8 Ayes 0 Nays 1 Abstention (Mrs. Feleppa)  
Motion Carried

**APPROVAL OF AUTHORIZATION TO INVEST FUNDS**

Motion: Mr. Rose  
Second: Mr. Tuttle

**WHEREAS**, the Crawford Central School District from time to time receives revenues or other funds that exceed the amount needed for anticipated expenditures; and

**WHEREAS**, the Crawford Central School District, to make better investment use of its funds which are not immediately needed for the operation of the School District, desires to invest these funds that are not immediately needed for the proper operation of the School District, and to receive the highest rate of return thereon in order to generate additional income to the School District; and

**WHEREAS**, the Crawford Central School District desires to have these funds invested as soon as practicable after the receipt of them without the necessity of a delay until the School Board holds a regular or special meeting; and

**WHEREAS**, the Crawford Central School District desires to authorize the Business Manager to make certain investments.

**THEREFORE, BE IT RESOLVED**, and it is hereby resolved, that the Business Manager of the Crawford Central School District may make temporary investments of School District funds in:

- (i) United States Treasury Bills
- (ii) Short term obligations of the United States Government or its agencies or instrumentalities.
- (iii) Deposits in savings accounts or time deposits or share accounts of institutions insured by the Federal Deposit Insurance Corporation or the Federal Savings and Loan Insurance Corporation or the National Credit Union Share Insurance Fund to the extent that such accounts are so insured, and for any amounts above the insured maximum, provided that approved collateral as provided by law therefore shall be pledged by the depository.
- (iv) Obligations of the United States of America or any of its agencies or instrumentalities backed by the full faith and credit of the United States of America, the Commonwealth of Pennsylvania or any of its agencies or instrumentalities backed by the full faith and credit of the Commonwealth, or of any

political subdivision of the Commonwealth of Pennsylvania or any of its agencies or instrumentalities backed by the full faith and credit of the political subdivision.

(v) Any other investment specifically permitted by the Public School Code of 1949, as amended, when, in the Treasurer's judgment, the interest of the Crawford Central School District would be enhanced thereby; and

**BE IT FURTHER RESOLVED**, that the Business Manager of the Crawford Central School District, is hereby empowered to sell or dispose of such securities or investments as funds may be needed by the School District, and

**BE IT FURTHER RESOLVED**, that the Business Manager of the Crawford Central School District, upon determining that certain funds belonging to the Crawford Central School District should be invested in the manner set forth in this resolution, shall determine the best possible investment to be made, taking into consideration the rate of return for the investment, the length of time the investment must be placed and all other important factors to protect and enhance the interest of the Crawford Central School District; and that once having made a decision to make such investments, said Business Manager shall invest in the manner set forth in this resolution; and

**BE IT FURTHER RESOLVED**, that the Business Manager shall make a report to the Crawford Central School Board, at its next regular meeting after these investments are made, for the purpose of reporting the transactions that have taken place and of requesting ratification by the Crawford Central School Board of the making of these investments by the Business Manager.

**BE IT FURTHER RESOLVED**, that assets pledged as collateral under paragraph (iii), above, may be pooled in accordance with the Act of August 6, 1971 (P.L. 281, No. 72, 72 P.S. 3836-1) relating to pledges of assets to secure deposits of public funds.

**BE IT FURTHER RESOLVED**, that monies from more than one fund under School District control may be combined for the purpose of a single investment provided that each of the funds combined for that purpose shall be accounted for separately in all respects and that earnings from the investment are separately and individually computed and recorded, and credited to the accounts from which the investments were purchased.

Vote:                    9 Ayes        0 Nays  
Motion Carried

NOMINATION/ELECTION OF TREASURER FOR FISCAL YEAR 2016-2017

Mr. Rose opened the nominations for the Treasurer for Fiscal Year 2016-2017.

Mr. Rose nominated First National Bank as Treasurer for Crawford Central School District for the period of July 1, 2016 through and including June 30, 2017.

Mr. Tuttle seconded the nomination.

Mr. Tuttle motioned to close the nominations.

Mrs. Proctor seconded the motion to close the nominations.

Vote:                    9 Ayes        0 Nays  
Nominations closed

Motion: Mr. Rose  
Second: Mrs. Proctor

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby elects First National Bank as Treasurer for Crawford Central School District for the period of July 1, 2016 through and including June 30, 2017

Vote: 9 Ayes 0 Nays  
Motion Carried

APPROVAL OF SCHEDULE K #410 – 2016-2017 ATHLETIC BIDS

Motion: Mr. Rose  
Second: Mr. Sacco

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves Schedule K #410 – 2016-2017 Athletic Bids (Attachment – pp. 913)

Vote: 9 Ayes 0 Nays  
Motion Carried

**PERSONNEL/POLICY - Jan A. Feleppa, Chairperson**

FIRST READING OF THE REVISIONS TO CRAWFORD CENTRAL SCHOOL DISTRICT POLICIES AS FOLLOWS:

- #806 – Child Abuse (Attachment – pp. 914-923)
- #916 – Volunteers (Attachment – pp. 924-930)

APPROVAL TO REAPPOINT CARL N. MOORE AS SOLICITOR

Motion: Mr. Deardorff  
Second: Mr. Tuttle

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby reappoints Carl N. Moore as Solicitor for Crawford Central School District for the 2016-2017 school year, at a rate of \$100.00 per hour

Vote: 9 Ayes 0 Nays  
Motion Carried

APPROVAL OF THE PERSONNEL SCHEDULES

Motion: Mr. Tuttle  
Second: Mr. Sacco

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves the following Personnel Schedules (Attachment – pp. 931-946)

1. Approval of Schedule A – Resignations – Page 1 of the Schedule Section
2. Approval of Schedule C – Support Staff Appointments – Setting of Salaries – Page 2 of the Schedule Section.
3. Approval of Schedule D – Extra Duty Appointments – Setting of Salaries – Pages 3 through 11 of the Schedule Section
4. Approval of Schedule E – Attendance at Professional Meetings – Page 12 of the Schedule Section

5. Approval of Schedule G – Substitute Support Staff List – Page 13 of the Schedule Section
6. Approval of Schedule H – Leaves of Absence – Page 14 of the Schedule Section
7. Approval of Schedule I – Field Trip Authorization – Page 15 of the Schedule Section
8. Approval of Schedule M – Transportation Sub-Contracted Services – Page 16 of the Schedule Section

Vote:                    9 Ayes        0 Nays  
Motion Carried

**IX. ADMINISTRATION/PRESENTATION**

Mr. Thomas Washington, Superintendent of Schools, recognized and thanked the retirees and congratulated Cochranon Jr.-Sr. High School on winning the Robotics National Championship.

**X. OTHER PUBLIC/BOARD COMMENTS**

Mr. Frank Schreck thanked everyone that participated in the Crawford Central Community Foundation Spelling Bee Fundraiser and congratulated the Cochranon Jr.-Sr. High School on winning the Robotics National Championship.

Mr. Donald Sacco congratulated all Cochranon Jr.-Sr. High School students recently inducted into the National Honor Society.

**XI. ADJOURNMENT**

Motion:                Mr. Schreck  
Second:                Mr. Sacco

**RESOLVED**, that there being no further business, this meeting is adjourned at 6:05 P.M.

Vote:                    9 Ayes        0 Nays  
Motion Carried

Respectfully submitted,

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Lisa L. Pittner  
Board Secretary