

**CRAWFORD CENTRAL BOARD OF SCHOOL DIRECTORS**

**REGULAR BOARD MEETING  
INSTRUCTIONAL SUPPORT CENTER**

**MONDAY, MAY 21, 2018  
5:30 P.M.**

**I. REGULAR MEETING OF MAY 21, 2018, CALLED TO ORDER**

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

**II. ROLL CALL**

Members in attendance: Mrs. Jan Feleppa, Ms. Paula Lynch, Mr. Ross Prather, Mrs. Katrina Proctor, Mr. Jeffrey Rose, Mr. Donald Sacco, Mr. Delwood Smith and Mr. Glenn Tuttle

Members absent: Mr. Frank Schreck

Others in attendance: Ms. Melanie Alter, Ms. Cindy Catlin, Mr. Mike Crowley (News Media), Mr. David Dickson, Ms. Alice Dupont, Ms. Beth Erdley, Ms. Susan Farkas, Mrs. Jennifer Galdon, Mrs. Rebecca Gentile, Ms. Sandra Knight, Ms. Robin Leri, Ms. Jocelyn Mizner, Dr. Ann Noonan, Mr. Guy O'Neil, Mrs. Lisa Pittner, Mr. John Rogers, Mr. Christopher Sennett, Mr. Thomas Washington, Mrs. Alisa Willey and Mr. D.J. York

**III. PLEDGE OF ALLEGIANCE**

**IV. NOTICE OF EXECUTIVE SESSION**

May 14, 2018 – 7:14 P.M. – 7:39 P.M. – Contract Negotiations/Litigation/Real Estate

**V. PUBLIC COMMENTS REGARDING THE AGENDA OF MAY 21, 2018**

None

**VI. 2017-2018 STUDENT REPRESENTATIVES TO THE BOARD OF SCHOOL DIRECTORS**

1. Cochranon Jr.-Sr. High School – Madison Maynard and Jasmynn Schmader – discussed sports, club activities, Robot National Competition and introduced the 2018-2019 student representatives, Sydney Cole and Nikayla Peters.

2. Meadville Area Senior High School – Nick Pendolino – No update was presented.

3. Meadville Area Middle School – Alex Rodgers and Naija Walker – discussed sports, Career Day, MLK Mentoring Program, laptop return and fieldtrips.

**VII. APPROVAL OF MINUTES**

Motion: Mr. Tuttle  
Second: Mrs. Proctor

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

1. Regular Board Meeting of April 23, 2018 (Attachment – pp.\_\_\_\_)
2. Committee Meeting of May 14, 2018 (Attachment – pp. \_\_\_\_\_)

Vote: 8 Ayes 0 Nays  
Motion Carried

**VIII. COMMITTEE REPORTS**

**CURRICULUM – Donald F. Sacco, Chairperson**

FIRST READING OF SCHEDULE J – TEXTBOOK ADOPTION

- Microsoft Visual Basic 2017 for Windows Web and Database, Grades 10-12 at Cochranon Jr.-Sr. High School
- Business & Personal Law, Grades 9-12 at Meadville Area Senior High School
- Personal Financial Literacy, Grades 9-12 at Meadville Area Senior High School

(Attachment – pp. \_\_\_\_\_)

APPROVAL OF THE SECOND AND FINAL READING OF SCHEDULE J – TEXTBOOK ADOPTION – CONCEPTUAL PHYSICAL SCIENCE EXPLORATIONS AT MEADVILLE AREA SENIOR HIGH SCHOOL

Motion: Mr. Sacco  
Second: Mr. Smith

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves the Second and Final Reading of Schedule J – Textbook Adoption – Conceptual Physical Science Explorations, Grades 10-12 at Meadville Area Senior High School (No revisions made since First Reading)

Vote: 8 Ayes 0 Nays  
Motion Carried

APPROVAL OF AMENDMENT TWO TO THE CLIENT AGREEMENT FOR DIGITAL CURRICULUM SOLUTIONS BETWEEN APEX LEARNING INC. AND CRAWFORD CENTRAL SCHOOL DISTRICT

Motion: Mr. Sacco  
Second: Mr. Tuttle

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves Amendment Two to the Client Agreement for Digital Curriculum Solutions Between Apex Learning Inc. and Crawford Central School District for a term ending August 31, 2021 (Attachment – pp. \_\_\_\_\_)

Vote: 8 Ayes 0 Nays  
Motion Carried

APPROVAL OF THE VIRTUAL LEARNING PROGRAMS STATEMENT OF WORK WITH PEARSON ONLINE & BLENDED LEARNING K-12 USA

Motion: Mr. Sacco  
Second: Mr. Tuttle

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves the Virtual Learning Programs Statement of Work with Pearson Online & Blended Learning K-12 USA for a term ending June 30, 2021 (Attachment – pp. \_\_\_\_\_)

Vote: 8 Ayes 0 Nays  
Motion Carried

FIRST READING OF THE REVISIONS TO POLICY 214 – CLASS RANK (Attachment – pp. \_\_\_\_\_)

**EXTRACURRICULAR – Paula J. Lynch, Chairperson**

APPROVAL FOR THE MEADVILLE AREA SENIOR HIGH SCHOOL YEARBOOK STAFF TO ATTEND A WORKSHOP IN SLIPPERY ROCK, PENNSYLVANIA

Motion: Mr. Prather  
Second: Mr. Tuttle

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves the Meadville Area Senior High School Yearbook Staff to attend a yearbook workshop in Slippery Rock, Pennsylvania on June 19-21, 2018, at a cost to the District of \$1,950.00 (Attachment – pp. \_\_\_\_\_)

Vote: 8 Ayes 0 Nays  
Motion Carried

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

APPROVAL OF SCHEDULE K's

Motion: Mr. Sacco  
Second: Mrs. Proctor

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves the following Schedule K's:

- Schedule K #417 - Refuse Removal Bids for 2018-2019
- Schedule K #418 - Meadville Area Middle School Carpet Replacement Bids

(Attachment – pp. \_\_\_\_\_)

Vote: 8 Ayes 0 Nays  
Motion Carried

APPROVAL OF THE JOHNSON CONTROLS MECHANICAL AND TECHNICAL SERVICE PROPOSALS

Motion: Mr. Sacco  
Second: Mr. Tuttle

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves the Johnson Controls Mechanical and Technical Service Proposals for a term of July 1, 2018 through June 30, 2019 (Attachment – pp. \_\_\_\_\_)

Vote: 8 Ayes 0 Nays  
Motion Carried

**FOOD SERVICE – Delwood J. Smith, Chairperson**

APPROVAL OF THE NUTRITION GROUP 2018-2019 BUDGET

Motion: Mr. Smith  
Second: Mr. Sacco

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves The Nutrition Group 2018-2019 budget which includes the Community Eligibility Provision (CEP) (Attachment – pp. \_\_\_\_\_)

Vote: 8 Ayes 0 Nays  
Motion Carried

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

APPROVAL OF THE FINANCIAL ACTIVITIES

Motion: Mr. Rose  
Second: Mr. Smith

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

1. Treasurer's Report for April (Attachment – pp. \_\_\_\_\_)
2. Financial Statements (Attachment – pp. \_\_\_\_\_)
3. Payment of Bills (except for Girardat LP) (Attachment – pp. \_\_\_\_\_)

Vote: 8 Ayes 0 Nays  
Motion Carried

Motion: Mr. Rose  
Second: Mr. Prather

- Payment of Bills for Girardat LP

Vote: 7 Ayes 0 Nays 1 Abstention (Mr. Smith)  
Motion Carried

APPROVAL OF THE TENTATIVE ADOPTION OF THE PROPOSED FISCAL 2018-2019 GENERAL FUND BUDGET

Motion: Mr. Rose  
Second: Mr. Tuttle

**BE IT RESOLVED**, that the Board of School Directors of the Crawford Central School District hereby approves and adopts the School District's 2018-2019 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 2018-2019 proposed final budget available to the public for inspection no later than June 5, 2018.

**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 2018-2019 annual budget at its June 25, 2018, meeting (Attachment – pp. \_\_\_\_)

Vote: 8 Ayes 0 Nays  
Motion Carried

APPROVAL OF THE IMPLEMENTATION OF ACT 1, THE HOMESTEAD AND FARMSTEAD EXCLUSION, FOR FISCAL YEAR 2018-2019

Motion: Mr. Rose  
Second: Mr. Sacco

**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 2018-2019, in the amount of **\$1,453,320.88**; 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 **\$220.54** for Crawford County and **\$220.48** for Mercer County

Vote: 8 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 2018-2019 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  
FIRST UNION NATIONAL BANK  
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 the president and secretary of the Board of School Directors of the Crawford Central School District are 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: 8 Ayes 0 Nays  
Motion Carried

Motion: Mr. Rose  
Second: Mr. Prather

- MERCER COUNTY STATE BANK

Vote: 7 Ayes 0 Nays 1 Abstention (Mrs. Feleppa)  
Motion Carried

APPROVAL OF THE AUTHORIZATION TO INVEST FUNDS

Motion: Mr. Rose  
Second: Mrs. Proctor

**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 Treasurer to make certain investments after directed to do so by the Business Manager.

**THEREFORE, BE IT RESOLVED**, and it is hereby resolved, that the Treasurer of the Crawford Central School District may upon the request and direction of the Business Manager of the Crawford Central School District, 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 Treasurer 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 request and direct the Treasurer to invest in the manner set forth in this resolution; and

**BE IT FURTHER RESOLVED**, that the Business Manager and Treasurer 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 Treasurer.

**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:                                8 Ayes                0 Nays  
Motion Carried

**NOMINATION/ELECTION OF TREASURER FOR FISCAL YEAR 2018-2019**

Mr. Rose opened the nominations for the Treasurer for Fiscal Year 2018-2019.

Mr. Rose nominated First National Bank as Treasurer for Crawford Central School District for the period of July 1, 2018 through and including June 30, 2019.

Mr. Prather motioned to close the nominations.

Mr. Tuttle seconded the motion to close the nominations.

Vote: 8 Ayes 0 Nays

Nominations closed

Motion: Mr. Rose

Second: Mr. Tuttle

**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, 2018 through and including June 30, 2019.

Vote: 8 Ayes 0 Nays

Motion Carried

APPROVAL OF SCHEDULE K #419 – ATHLETIC SUPPLIES BIDS FOR 2018-2019

Motion: Mr. Rose

Second: Mr. Sacco

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves Schedule K #419 – Athletic Supplies Bids for 2018-2019 (Attachment – pp. \_\_\_\_)

Vote: 8 Ayes 0 Nays

Motion Carried

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

APPROVAL TO REAPPOINT CARL N. MOORE AS SOLICITOR

Motion: Mr. Tuttle

Second: Mrs. Proctor

**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 2018-2019 school year, at a rate of \$105.00 per hour

Vote: 8 Ayes 0 Nays

Motion Carried

APPROVAL OF THE RESCISSION OF POLICY #310 – ABOLISHING A POSITION

Motion: Mr. Smith

Second: Mr. Tuttle

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves the rescission of Policy #310 – Abolishing a Position

Vote: 8 Ayes 0 Nays

Motion Carried



APPROVAL TO APPOINT A VOTING DELEGATE FOR THE PSBA DELEGATE ASSEMBLY MEETING

Motion: Mrs. Proctor  
Second: Mr. Rose

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby appoints Delwood Smith as the Voting Delegate for the PSBA Delegate Assembly Meeting to be held on Friday, October 19, 2018 in conjunction with the PASA-PSBA School Leadership Conference

Vote: 8 Ayes 0 Nays  
Motion Carried

APPROVAL OF THE INDEPENDENT CONTRACTOR AGREEMENT

Motion: Mr. Tuttle  
Second: Mr. Smith

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves the Independent Contractor Agreement for a term of April 23, 2018 through the conclusion of the 2017-2018 school year (Agreement – pp. \_\_\_\_\_)

Vote: 8 Ayes 0 Nays  
Motion Carried

APPROVAL OF THE EMPLOYMENT AGREEMENT WITH GUY O'NEIL, BUSINESS MANAGER

Motion: Mr. Rose  
Second: Mrs. Proctor

**RESOLVED**, that the Board of School Directors of Crawford Central School District hereby approves the Employment Agreement with Guy O'Neil, Business Manager, effective July 1, 2018 through June 30, 2023 (Attachment – pp. \_\_\_\_\_)

Vote: 8 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. \_\_\_\_\_)

1. Approval of Schedule A – Resignations – Page 1 of the Schedule Section
2. Approval of Schedule B – Professional Appointments – Setting of Salaries – Page 2 of the Schedule Section
3. Approval of Schedule C – Support Staff Appointments – Setting of Salaries – Page 3 of the Schedule Section
4. Approval of Schedule D – Extra Duty Appointments – Setting of Salaries – Pages 4 through 5 of the Schedule Section
5. Approval of Schedule E – Attendance at Professional Meetings – Pages 6 through 7 of the Schedule Section

6. Approval of Schedule G – Substitute Support Staff List – Page 8 of the Schedule Section
7. Approval of Schedule H – Leaves of Absence – Page 9 of the Schedule Section
8. Approval of Schedule I – Field Trip Authorization – Page 10 of the Schedule Section
9. Approval of Schedule M – Transportation Sub-Contracted Services – Page 11 of the Schedule Section

Vote:                      8 Ayes        0 Nays  
Motion Carried

**IX. ADMINISTRATION**

Mr. Thomas K. Washington, Superintendent of Schools, acknowledged District retirees.

**X. OTHER PUBLIC/BOARD COMMENTS**

Mr. D.J. York addressed the Board regarding his son being permitted to remain at West End Elementary School.

**XI. ADJOURNMENT**

Motion:                      Mr. Tuttle  
Second:                      Mrs. Proctor

**RESOLVED**, that there being no further business, this meeting is adjourned at 6:07 P.M.

Vote:                      8 Ayes        0 Nays  
Motion Carried

Respectfully submitted,

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Lisa L. Pittner  
Board Secretary