

**TOWANDA AREA SCHOOL DISTRICT
Policy & Curriculum Committee (of the whole)
Monday, January 11, 2010 – 6:10 P.M.
Towanda Elementary School Conference Room**

The Policy & Curriculum Committee (of the whole), of the Towanda Area School District Board of Education was called to order by Susan Portnoff at 6:10 PM on Monday, January 11, 2010, in the Towanda Elementary School Conference Room.

Present:	Pete Alesky Keith Lamphere	Robert Fetterman Guy Maryott	Robert Hettich Susan Portnoff
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Absent:	Peggi Munkittrick	David Rice	Evelyn Sherburne
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Others Present: Diane Place, Superintendent; Doreen Secor, Business Manager; Pamela Hosterman, Elementary Principal; Dennis Peachey, Jr/Sr High School Principal; James Wojcak, Special Services Director and Cheryl Vaughn, Board Secretary.

Public Input: None.

Presentations: The following policies were reviewed:

- Policy 800:** Accept as presented.
- Policy 801:** Accept as presented.
- Policy 802:** Update the names of the three schools under "Authority," as follows: 1) Primary School – Grades K4 through 2; 2) Elementary School – Grades 3 through 6; and 3) Jr/Sr High School – Grades 7 through 12.
- Policy 803:** Accept as presented.
- Policy 804:** Delete the fifth paragraph, "In all cases, the Superintendent shall inform the Board President as soon as possible."
- Policy 805:** On page 2 of 2, paragraph 2, change to, "Electronic phone notification system."
- Policy 806:** On page 4 of 6, under "Reporting Procedures," last sentence of the first paragraph, insert the phrase, "or designee," after "principal."
- Policy 807:** In paragraph 4, delete the word, "Students," and replace it with, "Anyone."
- Policy 808:** Accept as presented.
- Policy 810:** On page 1 of 3, paragraph 2, delete the phrase, "for field trips."
- Policy 810.1:** Accept as presented.
- Policy 811:** Under "Guidelines," delete the position of "Business Manager."
- Policy 812:** Accept as presented.
- Policy 813:** Delete paragraph 4 on page 1 of 2. On the same page, last paragraph, change to: "Health care insurance, including dental insurance, shall be provided as per employment contracts and collective bargaining agreements."
- Policy 814:** On page 3 of 6, delete paragraph 7.
- Policy 815:** Accept as presented.
- Policy 818:** Accept as presented.
- Policy 822:** Change the phrase "core team," with "certified school nurses and health room assistants," throughout the policy.
- Policy 825:** Accept as presented.
- Policy 826:** Accept as presented.

- Policy 828:** Accept as presented.
- Policy 830:** Accept as presented.
- Policy 901:** On page 1 of 2, Item 4, delete, “as speedily and.” On page 2 of 2, Item 6, change the word “Observe,” to “Promote.”
- Policy 902:** On page 1 of 2, paragraph 4, delete the phrase, “and the like depicting the accomplishments of district students and staff,” and change the word “may,” to “must.” Add “or designee” after “Superintendent,” in the same paragraph. On the same page, delete Item 1, “District newsletter.”
- Policy 903:** On page 1 of 3, paragraph 1, insert the word “respectful,” after “proper.” In paragraph 4, insert “on agenda items,” after the word “comments.” In paragraph 7, change Item 1 to: “Allow everyone who wishes the opportunity to address the Board.” On page 2 of 3, paragraph 6, delete “ten (10) days.” Move paragraph 8 to the end of paragraph 6. On page 3 of 3, delete Item 5.
- Policy 904:** On page 1 of 2, under “Free Admittance,” change the paragraph to, “The Board authorizes senior citizens (65 years of age or older) to free admission to athletic events (general admission seating), plays and musical productions. The only exception is PIAA District playoff athletic events.”
- Policy 904.1:** Accept as presented.
- Policy 904.2:** Accept as presented.
- Policy 905:** In the last paragraph, end the sentence after the phrase, “open to the public.”
- Policy 906:** Accept as presented.
- Policy 907:** Accept as presented.
- Policy 908:** Accept as presented.
- Policy 909:** On page 1 of 1, delete paragraph 5.
- Policy 910:** Accept as presented.
- Policy 911:** Accept as presented.
- Policy 912:** On page 1 of 2, Item 3 under “Receiving District,” delete the word “Inform” and replace with “Request information from.”
- Policy 913:** On page 4 of 5, delete paragraph 4.
- Policy 914:** Accept as presented.
- Policy 917:** Accept as presented.
- Policy 918:** Accept as presented.
- Policy 919:** Accept as presented.
- Policy 109.1:** Accept as presented.

Public Input: None.

Recommendations: Robert Fetterman made a motion, seconded by Guy Maryott, to recommend to the school board approval of policies in the 800 and 900 Sections and Policy #109.1 as presented. Voice vote, all in favor, motion passed.

Adjournment: With no further business to discuss, Keith Lamphere made a motion, seconded by Robert Hettich, to adjourn the meeting. Voice vote, all in favor, meeting adjourned at 7:05 PM.

Respectfully submitted,

CHERYL VAUGHN
Board Secretary

**TOWANDA AREA SCHOOL DISTRICT
Ad Hoc Energy Committee
Monday, January 11, 2011
Towanda Elementary School Conference Room**

The Ad Hoc Energy Committee of the Towanda Area School District Board of Education met on Monday, January 11, 2010, 5:35 PM, in the Towanda Elementary School Conference Room.

Present: Committee members Pete Alesky, Robert Fetterman and Guy Maryott; Diane Place, Superintendent, Doreen Secor, Business Manager, Ron Cook, Maintenance Supervisor, Dave Smith, Maintenance, Pauline Watkins, Secretary to Business Manager

Presentation: Ron Cook and Dave Smith reported on significant electric cost savings resulting from modification of the swimming pool dehumidifier control done by the District's maintenance staff. Doreen Secor discussed energy savings possibilities by working with ClearChoice Energy through reduction of electric consumption during peak demand times. Guy Maryott provided information regarding use of co-generation modules for energy savings.

Public input: No public present.

Discussion: The committee discussed all presentations and all members agreed that two companies providing co-generation equipment and services would be contacted to give an analysis of costs and savings for the district.

Public Questions: No public present.

Recommendation: It was recommended that two co-generation companies would be contacted to provide an analysis of costs and savings for the district.

Adjournment: With no further business to discuss, meeting adjourned at 6:00 PM.

Respectfully Submitted,

CHERYL VAUGHN
Board Secretary

TOWANDA AREA SCHOOL DISTRICT
Board of Education – Work Session
Monday, January 11, 2010, 7:12 PM
Towanda Elementary School Conference Room

The Work Session of the Towanda Area School District Board of Education, held on Monday, January 11, 2010, in the Towanda Elementary School Conference Room was called to order by President Peggi Munkittrick at 7:12 P.M. Following the Pledge of Allegiance, roll call was taken:

Present:	Pete Alesky	Robert Fetterman	Robert Hettich	
	Keith Lamphere		Guy Maryott	Peggi
Munkittrick		Susan Portnoff	David Rice	
	Evelyn Sherburne			

Others Present: Diane Place, Superintendent; Doreen Secor, Business Manager; Dennis Peachey, Jr/Sr High School Principal; Pamela Hosterman, Elementary Principal; James Wojcak, Special Services Director; Cheryl Vaughn, Secretary and a reporter from The Daily Review.

Peggi Munkittrick announced there will be an executive session following the regular session regarding a personnel and legal issue.

Presentations: None.

Public Comments on Agenda Items: None.

Superintendent's Report: Diane Place recognized school board members for School Board Recognition Month and recognized two employees with 25 years of service with the District: Stephen Davenport and Michele Haggerty. She also reported on a new federally funded program, "Race to the Top," for which the state is making application. After discussion, David Rice made a motion, seconded by Susan Portnoff for the Towanda Area School District to not participate in the Race to the Top program. Roll Call Vote: Evelyn Sherburne, aye; Pete Alesky, aye; Robert Fetterman, aye; Robert Hettich, aye; Keith Lamphere, aye; Guy Maryott, aye; Peggi Munkittrick, aye; Susan Portnoff, aye; David Rice, aye. Motion passed 9-0-0-0.

Diane Place distributed and reviewed a handout regarding the district's current SWAP agreement. After discussion the board directed Doreen Secor to invite Les Bear to a school board meeting to present information on this SWAP agreement.

Respond to Questions: None.

Minutes:

Committee Reports: A) **Ad Hoc Energy Committee:** Doreen Secor reported on this meeting held this evening. The committee recommended that two co-generation companies be contacted to provide an analysis of costs and savings for the district.

B) **Policy & Curriculum Committee:** Susan Portnoff announced policies in the 800, 900 sections and policy 109.1 were reviewed and recommended to the school board for approval after PSBA makes final revisions.

C) Ad Hoc Safe Routes Committee: Doreen Secor stated this committee met in December and unanimously recommend Stiffler, McGraw Associates, Inc. to the school board as the district engineer of record for the Safe Routes to School grant project.

Financial Reports:

Personnel: **A) Resignations:** 1) Deena Mize, Custodian II; 2) Karen Robinson, Family Specialist. **B) Employments:** 1) **Professional Contract Employments:** a) Paul Lantz, EAP Tutor, Math; b) After School Tutors. 2) **Support Staff Employments:** a) Eloise Allen, Cook I. 3) **Substitutes, Professional Staff:** a) Roberta Sabitus-Place, Guest Teacher. 4) **Support Substitutes:** a) Samantha Kinsman, Custodial. 5) **Supplemental Positions:** a) Rick Smiley, 5th/6th Grade Boys Basketball Coach; b) Jodie Grimes, Jr. High Volleyball Coach.

After discussion was held on the 5th/6th grade boys basketball program, the board asked the administration to gather information on non academic program costs and participation for budget preparation purposes.

Contracts/Agreements:

Programs/Curriculum/Policy: **A)** Approval of the following policies: 1) Employees Section (#301-351); 2) Finances Section (#601-626)

Financial: **A)** Approve an occupation tax refund to Joseph Hipple, RR 1, Box 2465, Monroeton, PA, in the amount of \$173.25, due to a duplicate payment. **B)** Approve resolution limiting tax increase for 2010/11 budget to the State index. **C)** Approve advertising for sealed bids for the sale of a 1987 GMC dump truck with plow.

Doreen Secor distributed and reviewed a handout on real estate and occupation tax history.

Transportation:

Other:

General Board Discussion: Discussion was held on the stadium wall project, the progress of gas leases for the district, the status of Wysox School property disposal, the upcoming budget and personal income taxation.

Visitor Comments: None.

Peggi Munkittrick stated there will be an executive session after adjournment of this meeting to discuss personnel and legal issues.

Adjournment: With no further business to discuss, Guy Maryott made a motion, seconded by Pete Alesky, to adjourn the meeting. Voice vote, all in favor, meeting adjourned at 8:39 PM.

FYI: Amy Schultz, Elementary Teacher, has requested a ½ day without pay, November 18, 2009.

Respectfully submitted,

CHERYL VAUGHN