

**JEFFERSON-MORGAN SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
FEBRUARY 19, 2019 6:30 P.M.  
LEGISLATIVE MEETING  
JOHN E. MURPHY MEMORIAL ELEMENTARY LIBRARY**

Members Present: Mark Pochron, Lisa Mattish, Cindy Jento, Donna Brown, Debbie Phillips, Bob Mitchell, Brittany Morrison and Dan Wagner.

Absent: John Shaffer

Mr. Pochron called the meeting to order at 6:30 p.m.

Motion to approve the minutes.

Motion: Mrs. Brown  
Second: Mrs. Phillips  
Yes: 8  
No: 0

Motion to accept the agenda.

Motion: Mrs. Phillips  
Second: Mr. Mitchell  
Yes: 8  
No: 0

**Public Comments**

Cypher and Cypher gave a 2017-18 AFR report.

Scot Moore gave a brief sport update.

Motion for the board to enter into executive session at 6:46 p.m. to discuss personnel, litigation and contracts.

Motion: Mrs. Phillips  
Second: Mrs. Jento  
Yes: 8  
No: 0

The board returned from executive session at 7:15 p.m.

**Financial Report**

Motion to approve the treasurer's report as 1-31-2019:

- Revenue YTD 2018-19                   \$ 9,309,569.67
- Expenditures YTD 2018-19           \$ 7,276,494.98
- Liquid Funds Available               \$ 5,617,471.73
- PLIGIT Acct.                             \$ 86.83
- Donna M. Furnier Scholarship Fund \$ 16,014.64

Motion: Mrs. Phillips  
Second: Mrs. Jento  
Yes: 8  
No: 0

Motion to accept the transfer of payroll:

**January 4, 2019**

- \$ 50,826.23 from General Fund to Tax Clearing
- \$ 132,205.30 from General Fund to Payroll

**January 18, 2019**

- \$ 54,208.79 from General Fund to Tax Clearing
- \$ 144,685.77 from General Fund to Payroll

Motion: Mrs. Phillips  
Second: Mrs. Jento  
Yes: 8  
No: 0

Motion to accept the Payment of Bills:

General Fund	\$ 256,586.65
Athletic Fund	\$ 3,027.00
Cafeteria Fund	\$ 26,086.44
Capital Reserve	\$ 0.00
Capital Projects Fund	\$ 0.00
True Value	\$ 0.00
PLGIT/Renovations	\$ 0.00

Motion: Mrs. Brown  
Second: Mrs. Phillips  
Yes: 8  
No: 0

**Administrative Reports**

Joseph Orr gave a brief update on the PA Smart Grant Award.

Jennifer Foringer gave a brief update on the backpack program and discussed the new budget numbers for 2019-20.

Brandon Robinson reported on the course catalog updates and wellness day.

Sam Silbaugh reported on the Title I audit and Read Across America.

Wesley Loring reported on early intervention and ESY dates.

Doug Headley reported all the equipment is working well.

Cologero Coppola reported all the crome books are up and running and the ehall pass app is working well.

## **Board Committee Reports**

1. Athletics & Activities – February 12, 2019
2. Education – February 13, 2019
3. Technology – February 13, 2019
4. JOC – February 13, 2019

## **General Authorizations**

### **Board Agreements, Contracts, Policies and Proposals**

Request approval of the second reading of the following revised policies: 006 – Local Board Procedures; 007 – Policy Manual Access; 103.1 – Nondiscrimination – Qualified Students with Disabilities; 103 – Nondiscrimination in School and Classroom Practices; 104 – Nondiscrimination in Employment Practices; 105 – Curriculum; 108 – Adoption of Textbooks; 138 – Language Instruction Educational Program for English Learners; 150 – Comparability of Services; 203 – Immunizations and Communicable Diseases; 204 – Attendance; 209.2 – Diabetes Management; 210.1 – Possession/Administration of Asthma Inhalers/Epinephrine Auto-Injectors; 239 – Foreign Exchange Students; 246 – School Wellness; 251 – Homeless Students; 255 – Educational Stability for Children in Foster Care; 303 – Employment of Administrators; 302 – Employment of Superintendent/Assistant Superintendent; 311 – Reduction of Staff; 336 – Personal Necessity Leave; 626 – Updated Procurement Procedure Attachment for Policy 626; 626 – Federal Fiscal Compliance; 626.1 – Travel Reimbursement – Federal Programs; 704 – Maintenance; 806 – Child Abuse; 808 – Food Service; 810 – Transportation; 810.1 – School Bus Drivers and School Commercial Motor Vehicle Drivers; 810.2 – Transportation – Video/Audio Recording; 810.3 – School Vehicle Drivers; 818 – Contracted Services Personnel; 819 – Suicide Awareness, Prevention and Response; 827 – Conflict of Interest; 906 – Public Complaint Procedures; 918 – Title I Parent and Family Engagement. (\*All above policy updates are as recommended by PSBA)

Motion: Mrs. Phillips

Second: Mr. Mitchell

Yes: 8

No: 0

Request approval of the revised 2018-19 school calendar. See attached.

Motion: Mrs. Phillips

Second: Mrs. Brown

Yes: 8

No: 0

Request approval of the 2019-20 Intermediate Unit #1 General Operational Budget reflecting a contribution of \$5,640.60 by the Jefferson-Morgan School District. See Attached.

Motion: Mrs. Jento

Second: Mrs. Mattish

Yes: 8

No: 0

Request approval to accept the Chevron Project Lead the Way (PLTW) grant in the amount of \$10,000.

Motion: Mrs. Phillips

Second: Mrs. Mattish

Yes: 8

No: 0

Request approval to ratify the actions of the Superintendent in purchasing computers for \$10,286.95 from BIT Direct with funds from the Rural & Low Income Grant.

Motion: Mrs. Phillips

Second: Mrs. Mattish

Yes: 8

No: 0

Request approval to ratify the actions of the Superintendent in purchasing Trauma Kits from Rescue Essentials at a cost of \$8,012.31 from the PCCD Grant. (See Attached)

Motion: Mrs. Phillips

Second: Mrs. Mattish

Yes: 8

No: 0

### **Curriculum and Instruction**

Request approval of the 2019-2020 school year Course Catalog and Scheduling Timeline for Middle School and High School.

Motion: Mrs. Phillips

Second: Mr. Wagner

Yes: 8

No: 0

### **Personnel**

#### **Instructional Personnel**

Request approval to ratify the actions of the Superintendent in adding Allison Baker to the substitute teacher list for the 2018-19 school year. All requirements have been met.

Motion: Mrs. Phillips

Second: Mr. Mitchell

Yes: 8

No: 0

#### **Support Personnel**

Request approval to ratify the actions of Superintendent Joseph Orr in adding Sherry Kottke and Cory Collins to the substitute support staff list for the 2018-19 school year. All requirements have been met.

Motion: Mrs. Phillips  
Second: Mrs. Jento  
Yes: 8  
No: 0

Request approval to waive the one year wait time for vacation for Andrea Nestor, and, as such, granting the two-week vacation with the understanding that this action does not constitute precedent or establish past practice.

**\*\*Failed due to lack of motion**

### **Extracurricular Personnel**

Request approval to accept the resignation of Don Cochran as Assistant Boys Basketball Coach.

Motion: Mrs. Mattish  
Second: Mrs. Phillips  
Yes: 8  
No: 0

Request approval to post and advertise for an Assistant Boys Basketball Coach.

Motion: Mrs. Mattish  
Second: Mrs. Phillips  
Yes: 8  
No: 0

Request approval to hire Jacob Rush as an Assistant Softball Coach for the 2018-2019 school year, per the terms of the JMEA collective bargaining unit agreement.

Motion: Mrs. Mattish  
Second: Mrs. Phillips  
Yes: 8  
No: 0

### **Staff and Student Activities**

#### **Professional Conferences**

Request approval for the following staff, Courtney Ignaski, Kelly Keruskin, Andrea Devecka, Sam Silbaugh and 4 parents to attend the Fayette/Greene Federal Program Coordinators Spring Parent Workshop, "Introducing Family Creative Learning and PBS KIDS Scratch Jr." at Lakeside Party Center, McClellandtown, PA on Wednesday, April 3rd. Total cost of this action is \$730.00, \$400.00 for attendance and \$330.00 for substitutes, as budgeted.

Motion: Mrs. Phillips  
Second: Mr. Wagner  
Yes: 8  
No: 0

Request approval for Mrs. Kniha to attend the "Youth Mental Health First Aid" at the Westmoreland Intermediate Unit on March 22nd, 2019. The total cost for this action is \$110.00 for a substitute teacher, as budgeted.

Motion: Mrs. Phillips  
Second: Mr. Wagner  
Yes: 8  
No: 0

Request approval for the ELA Department (5 teachers) to attend the "English Education Conference" at California University of PA, on Wednesday, March 27, 2019. The total cost for this action is \$ 990.00, \$550.00 for registration and \$ 440.00 for substitute teachers, as budgeted.

Motion: Mrs. Phillips  
Second: Mr. Wagner  
Yes: 8  
No: 0

Request approval for Joseph Orr and Brandon Robinson to attend the PA School Safety Conference in Hershey, PA on April 3, 2019 at no cost to the district.

Motion: Mrs. Phillips  
Second: Mr. Wagner  
Yes: 8  
No: 0

### **Student Activities**

Request approval for Mrs. Rogers and a chaperone to take up to 16 middle school students to see the show Phantom of the Opera at WVU on February 21, 2019 at no cost to the district. Cost of this action is \$110.00 for one substitute. Admission will be paid for by the Library Club. Transportation provided by school vans.

Motion: Mrs. Phillips  
Second: Mr. Wagner  
Yes: 8  
No: 0

Request approval for Mrs. Herold and 3 chaperones to take all 8th grade, and 11th grade students to the Greene County Career Fair on Wednesday, March 6, 2019 at Waynesburg University. The total cost for this action is \$697.20, \$367.20 for transportation and \$330.00 for substitutes, as budgeted.

Motion: Mrs. Phillips  
Second: Mr. Wagner  
Yes: 8  
No: 0

Request approval for Mr. Corbett and a chaperone to take the students in SADD to the 2019 Youth Traffic Safety Leadership Conference on March 15, 2019, at California University of PA. The cost for this action item would be \$220.00 for two substitute teachers, as budgeted. Transportation provided by school district vans.

Motion: Mrs. Phillips  
Second: Mr. Wagner  
Yes: 8  
No: 0

Request approval for the 5th Grade Class, under the supervision of Lori Gamble, Lisa Moore, Steve Roszak, Julie Clayton, and the school nurse to attend a half day tour and career education experience at the Greene County Career and Technology Center and half day tour at Waynesburg University on Monday, March 25, 2019. Cost of this action is \$500.00 for transportation, as budgeted.

Motion: Mrs. Phillips  
Second: Mr. Wagner  
Yes: 8  
No: 0

Request approval for Mrs. Kniha and a chaperone to take her Zoology students (15 students) to the Pittsburgh Zoo on April 12, 2019 to participate in "Zoo Life: A Behind the scenes look". Cost of this action is \$220.00 for two substitute teachers, as budgeted. Transportation will be provided by school district vans.

Motion: Mrs. Phillips  
Second: Mr. Wagner  
Yes: 8  
No: 0

Request approval for Mrs. Rogers to take a high school and middle school team to the Greene County Reading Competition at Waynesburg University on May 14, 2019. An additional teacher would be required to go in order to supervise. Total cost of this action is \$342.40, \$220.00 for two substitute teachers, and \$122.40 for transportation, as budgeted.

Motion: Mrs. Phillips  
Second: Mr. Wagner  
Yes: 8  
No: 0

### **Items of Information**

#### Scheduled Meetings:

- Mar. 11, 2019: Building, Grounds & Safety – 5:30 PM
- Mar. 12, 2019: Athletics & Activities – 5:30 PM
- Mar. 13, 2019: Education – 5:30 PM
- Mar. 13, 2019: JOC – 6:00 PM
- Mar. 18, 2018: Legislative Meeting - 6:30 PM

#### Items of Information:

- Mar. 26, 2019: IU #1 Annual Convention – 7:00 PM

**New Business**

Request approval to approve Jason Clayton as a volunteer baseball coach for the 2018-19 season. All clearances are on file.

Motion: Mrs. Mattish  
Second: Mr. Wagner  
Yes: 8  
No: 0

Request approval to authorize VEBH Architects to design, bid and administer projects to upgrade the high school ground and first floor student restrooms and to replace the high school cafeteria windows and entrance doors based on a percentage of the construction cost not to exceed \$42,408.00. Final scope subject to approval of the building, grounds and safety committee.

Motion: Mrs. Mattish  
Second: Mrs. Phillips  
Yes: 8  
No: 0

Request approval to waive the one year wait time for vacation for Andrea Nestor, and, as such, granting a two-week vacation pro-rated based upon the fiscal year and to be determined by the administration with the understanding that is action does not constitute precedent or establish past practice.

Motion: Mrs. Phillips  
Second: Mrs. Jento  
Yes: 8  
No: 0

Motion to adjourn the meeting.

Motion: Mrs. Phillips  
Second: Mr. Mitchell  
Yes: 8  
No: 0

Meeting was adjourned at 7:45 p.m.

Prepared by Jennifer Foringer

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President, Mark Pochron

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Secretary, Donna Brown