

PERSONNEL COMMITTEE

SEPTEMBER 14, 2009

ADMINISTRATION BUILDING

MINUTES

OPENING BUSINESS

Call to Order -- The meeting was called to order at 6:06 P.M.

Roll Call -- Members present: Mrs. Lingg (Chair), Mr. Zeigler, Mrs. Smith, Mr. Kauffman

Also Present -- Mr. Bortner, Dr. O'Connor, Mr. Smith, Mr. West, Dr. Moyer, Mrs. Gunnet, Mr. Grimes, Mr. Lehman, Mr. Wentz, Dr. Krout, Ms. McDermitt, Mrs. Frock, Mrs. Dubbs, Sara Little, HEA; Rick Engle, Mike Vaux, HPESP

2.0 PERSONNEL

Minutes – The Personnel Committee was requested to approve the minutes of the August 10, 2009, meeting (**enclosure**).

COMMITTEE ACTION:

Mr. Zeigler made a motion to approve the minutes as presented. Seconded by Mrs. Smith and approved by the Committee.

PUBLIC COMMENTS: None

- a) **Resignations-** The Committee was requested to recommend Board approval of the following resignations:

Substitute Employees

Brian Iezzi, and **Kelly Rentschler** day-to-day substitute teachers, effective immediately. Both have requested the removal of their name from the substitute listing as they have found other employment.

COMMITTEE ACTION:

Mr. Zeigler made a motion to approve the resignations as presented. Seconded by Mrs. Smith and approved by the Committee.

- b) **Employment-** The Committee is requested to recommend Board approval of the following employment items contingent upon receipt of necessary employment documents:

Substitute Employees:

Dianne Bahl, **Kelly Pettit**, **Peter Reck**, **Nichole Taylor**, **Ann Wagner**, and **Sharon Fowler-Wingert** day-to-day substitute teachers, effective for the 2009-2010 school year. Rate of compensation will be \$95.00 per day.

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Wendy Davis, Emily Descheemaeker, Jane Gross, Donald Keagy, Jack McGlaughlin, Robert Myers, and James Rinker substitute custodians, effective for the 2009-2010 school year. Rate of compensation will be \$9.67 per hour (**enclosure**).

Carolyn Owens, substitute cafeteria worker, effective for the 2009-2010 school year. Rate of compensation will be \$9.67 per hour.

LPN Employee:

Wendy Frick, part-time LPN instructor effective September 29, 2009. Rate of compensation will be \$28.00 per hour (**enclosure**).

Supplemental Employees

Sarah Cobb, freshman class advisor, effective for the 2009-2010 school year. Rate of compensation will be \$997.00.

Wayne Boyers, gameworker effective for the 2009-2010 school year. Rate of compensation will be as listed on the SA-107A "Athletic/Event Report for Payment" for each appropriate position.

COMMITTEE ACTION:

Mrs. Lingg made a motion to approve the employment items as presented. Seconded by Mr. Zeigler and approved by the Committee.

c) **Other Business** – None

ADJOURNMENT:

Mr. Zeigler made a motion to adjourn the meeting. Seconded by Mrs. Smith. The meeting was adjourned at 6:07 P.M.

THE NEXT PERSONNEL COMMITTEE MEETING IS SCHEDULED FOR OCTOBER 12, 2009, AT 6:00 P.M. IN THE BOARDROOM OF THE ADMINISTRATION BUILDING.

BUDGET AND FINANCE COMMITTEE

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ADMINISTRATION BUILDING

MINUTES

OPENING BUSINESS

Call to Order -- The meeting was called to order at 6:11 P.M.

Roll Call -- Members present: Mr. Kauffman (Chair), Dr. O'Connor, Mr. Smith, Mrs. Lingg

Also Present -- Mr. Bortner, Mrs. Smith, Mr. West, Mr. Zeigler, Dr. Moyer, Mrs. Gunnet, Mr. Grimes, Mr. Lehman, Mr. Wentz, Dr. Krout, Ms. McDermitt, Mrs. Frock, Mrs. Dubbs, Sara Little, HEA; Rick Engle, Mike Vaux, HPESPA

4.0 BUDGET AND FINANCE

Minutes – The Budget and Finance Committee was requested to approve the minutes of the August 10, 2009, meeting (**enclosure**).

COMMITTEE ACTION:

Mr. Kauffman made a motion to approve the minutes as presented. Seconded by Mrs. Lingg and approved by the Committee.

PUBLIC COMMENTS: None

a) **INFORMATIONAL ITEM** – ACT 1 Index for 2010-2011 Budget and State Timeline
Troy Wentz stated that the preliminary index multiplied by the millage rate would limit the district to ½ mill increase for next year.

January 28 is the deadline to say that we would not be going above the index or to adopt a preliminary budget for 2010-2011.

b) **INFORMATIONAL ITEM** – District wide Safety Committee Organization in October
A safety committee is being established to receive 5 percent discount on workmen's compensation. The committee would have to meet once a month for six months in order to be approved as a committee for 2010-2011. It would result in approximately \$5,000 in savings. So far seven people have shown interest. They will be finding ways to increase safety. They are not looking for the Board's involvement but find ways to create a more safe work environment.

Dr. O'Connor stated that we would be saving money but might take away from teaching time. Mr. Zeigler stated that if it saved an injury it was important. Dr. Moyer felt

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that we should promote a safer environment. Dr. O'Connor stated that if it promotes safety it is a good thing.

It was stated that it would take place after school. A date will be established in the near future.

- c) **INFORMATIONAL ITEM** – Big Lots Donation of \$2,500 September 25
It was reported that Clearview will be receiving a check at 9:00 A.M. at Big Lots.
- d) **INFORMATIONAL ITEM** – Wal Mart Donation of \$100 each for 10 teachers
Dr. Moyer stated that they are thinking about distributing to staff involved with Learning Focused Schools.
- e) **Other Business** – None

ADJOURNMENT:

The meeting was adjourned at 6:23 P.M.

THE NEXT BUDGET AND FINANCE COMMITTEE MEETING IS SCHEDULED FOR OCTOBER 12, 2009, AT 6:00 P.M. IN THE BOARDROOM OF THE ADMINISTRATION BUILDING.

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MINUTES

OPENING BUSINESS

- Call to Order – The meeting was called to order at 6:23 P.M.
- Roll Call - Members present: Mr. Smith (Chair), Mr. Zeigler, Mr. Bortner, Mr. West
- Also Present -- Mr. Kauffman, Mrs. Lingg, Dr. O'Connor, Mrs. Smith, Dr. Moyer, Mrs. Gunnet, Mr. Grimes, Mr. Lehman, Mr. Wentz, Dr. Krout, Ms. McDermitt, Mrs. Frock, Mrs. Dubbs, Sara Little, HEA; Rick Engle, Mike Vaux, HPESPA

5.0 BUILDING AND GROUNDS

Minutes – The Building and Grounds Committee was requested to approve the minutes of the August 10, 2009, meeting (**enclosure**).

COMMITTEE ACTION:

Mr. Zeigler made a motion to approve the minutes as presented. Seconded by Mr. Bortner and approved by the committee.

PUBLIC COMMENTS: None

- a) **INFORMATIONAL ITEM** – Middle School Re-Roofing Project Update
- b) **INFORMATIONAL ITEM** – Wilson Avenue Sidewalk and Curbing Project Update
- c) **INFORMATIONAL ITEM** – Washington Elementary and Hanover Street Elementary Renovation Project Update
- d) **Change Order Approval** – The Committee was requested to grant administration the authority to approve acceptable change orders up to the amount of \$5,000 for Board approved projects, including Middle School Re-Roofing, Wilson Avenue Sidewalk and Curbing, Washington Elementary Renovation, Hanover Street Renovation, Stadium Renovation and Track Re-Location.

DISCUSSION:

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It was stated that it would require trust in the Administration and guided by the architect. Mr. Zeigler stated that he had issues with the architect giving approval since he is making money on change orders. Mr. Smith stated that the architect can make recommendation to the Administration but the change motion would be up to the Superintendent. This would only be for emergency change orders or change orders before the next Board meeting which can't wait for two weeks for the Board to meet. Dr. Moyer stated that this would be a pre-requisite for them to continue working. It would be a collaborative decision. Mr. West wondered if they should be limited to one change order or a total amount per change order. He stated that it has always been an issue with change orders and it is not uncommon but it could amount to as much as \$50,000. Mrs. Lingg stated she would trust Dr. Moyer to question the architect about multiple change orders. Dr. O'Connor stated that they should alert the Board if needed. Mr. Bortner stated he saw curbing and gas problem. Dr. O'Connor wondered if these additional amounts could be covered by maintenance. Mr. Wentz stated this is different because of the bid process. If a part is needed, the cost would be additional.

COMMITTEE ACTION:

Mr. Smith made a motion to approve the change order approval and reword as following: The Committee was requested to grant administration the authority to approve emergency change orders that must be dealt with prior to the next Board meeting up to the amount of \$5,000 for Board approved projects, including Middle School Re-Roofing, Wilson Avenue Sidewalk and Curbing, Washington Elementary Renovation, Hanover Street Renovation, Stadium Renovation and Track Re-Location. Seconded by Mr. Bortner and approved by the Committee.

e) Other Business:

Minutes from the Board Building and Grounds Committee Meeting were distributed. Mr. Bortner stated that the sound system at Sheppard and Myers Field works great. Dr. Moyer stated that the Board can see there are a lot of things that were accomplished. The Middle School Roof is near completion. The Wilson Avenue curbing is in. The Borough needs to pave the street. Hanover Street plans are in the architect's office. Plans for Washington are finished. Dr. O'Connor wondered about pricing. It was stated they are working on that now. Dr. O'Connor wondered about the Building and Grounds meetings and the fact that only one Board member attended. Mr. Wentz stated that they were advertised in March per the Board's request for the first Tuesday of each month at 4:30 P.M. through the month of November.

ADJOURNMENT:

The meeting was adjourned at 6:41 P.M.

**THE NEXT BUILDING AND GROUNDS COMMITTEE MEETING IS SCHEDULED FOR
OCTOBER 12, 2009, AT 6:00 P.M. IN THE BOARDROOM OF THE ADMINISTRATION
BUILDING.CURRICULUM AND TECHNOLOGY COMMITTEE**

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SEPTEMBER 14, 2009

ADMINISTRATION BUILDING

MINUTES

OPENING BUSINESS

Call to Order -- The meeting was called to order at 6:07 P.M.

Roll Call -- Members present: Mr. West (Chair), Dr. O'Connor, Mrs. Smith, Mrs. Lingg

Also Present -- Mr. Bortner, Mr. Kauffman, Mr. Smith, Mr. Zeigler, Dr. Moyer, Mrs. Gunnet, Mr. Grimes, Mr. Lehman, Mr. Wentz, Dr. Krout, Ms. McDermitt, Mrs. Frock, Mrs. Dubbs, Sara Little, HEA; Rick Engle, Mike Vaux, HPESPA

3.0 CURRICULUM AND TECHNOLOGY

Minutes – The Curriculum and Technology Committee was requested to approve the minutes of the August 10, 2009, meeting (**enclosure**).

COMMITTEE ACTION:

Mr. West made a motion to approve the minutes as presented. Seconded by Mrs. Smith and approved by the Committee.

PUBLIC COMMENTS: None

a) **Other Business** –

Dr. O'Connor stated he missed the curriculum meeting. Mr. Wentz stated that the meetings have a standing date and time per the Board's request. They are held on the second Thursday of the month beginning at 4:30. The next meeting will be October 8. Dr. Moyer stated he will make a recommendation in the future regarding the restructuring of Committees.

ADJOURNMENT:

The meeting was adjourned at 6:11 P.M.

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THE NEXT CURRICULUM AND TECHNOLOGY COMMITTEE MEETING IS SCHEDULED FOR OCTOBER 12, 2009, AT 6:00 P.M. IN THE BOARDROOM OF THE ADMINISTRATION BUILDING.