

NORTH EAST SCHOOL DISTRICT AGENDA FOR 5-18-23 ATTACHED



BOARD POLICY 903 – PUBLIC PARTICIPATION IN BOARD MEETINGS

Purpose

The Board encourages the residents of the North East School District to come before the Board to present their petitions, inquiries, or other communications of interest to the North East School District. The Board recognizes the value to school governance of public comment on educational issues and the importance of involving members of the public in Board meetings. The Board also recognizes its responsibility for proper governance of the district and the need to conduct its business in an orderly and efficient manner.

Board meetings are primarily for the conduct of School District business. The Board cannot tolerate the disruption of the prime purpose. This objective must be weighed against the concept of public participation. It is the maintenance of this delicate balance that is the Board's intent in this policy.

Authority

The Board adopts this policy to govern public participation in Board meetings necessary to conduct its meeting and to maintain order.[\[1\]](#)

In order to permit fair and orderly expression of public comment, the Board shall provide an opportunity at each open meeting of the Board for residents and taxpayers to comment on matters of concern, official action or deliberation before the Board prior to official action by the Board.[\[2\]](#)

Time shall be set aside near the beginning of each meeting agenda for public comment regarding only items listed on the agenda for that meeting. Additional time shall be offered near the end of each public meeting for public comment regarding issues or concerns unrelated to the set meeting agenda.

If the Board determines there is not sufficient time at a meeting for public comments, the comment period may be deferred to the next regular meeting or to a special meeting occurring before the next regular meeting.[\[2\]](#)

Delegation of Responsibility

The presiding officer at each public Board meeting shall follow Board policy for the conduct of public meetings.[\[3\]](#)[\[4\]](#)

Guidelines

Whenever issues identified by the participant are subject to remediation under policies and procedures of the Board, they shall be dealt with in accordance with those policies and procedures and the organizational structure of the district.

The Board requires that public participants be residents or taxpayers of this district, anyone representing a group in the community or school district, any representative of a firm eligible to bid on materials or services solicited by the Board, any district employee, or any district student.

All individuals wishing to participate in a public Board meeting shall register their intent with the Board Secretary seventy-two (72) hours prior to the meeting and shall include the name and address of the participant, topic to be addressed and group affiliation, if applicable, in order to be included on the printed meeting agenda.

Participants must be recognized by the presiding officer and must preface their comments by an announcement of their name, address, topic of discussion and group affiliation if applicable.

In case of groups of two or more, the Board President has the right to ask that just one representative act as spokesman for the group; thus only the representative would be given the opportunity to be heard.

Time limitations for the presentations will be five (5) minutes for those on the agenda and three (3) minutes for those who were not on the agenda.

No participant may speak more than once on the same topic, unless all others who wish to speak on that topic have been heard.

All statements shall be directed to the presiding officer; no participant may address or question Board members individually.

The presiding officer may:

- Declare any persons out of order if they stray from the topic, become obscene, loud or abusive, or become slanderous.
- Interrupt or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant.
- Request any individual to leave the meeting when that person does not observe reasonable decorum.
- Request the assistance of law enforcement officers to remove a disorderly person when his/her conduct interferes with the orderly progress of the meeting.
- Call a recess or adjourn to another time when the lack of public decorum interferes with the orderly conduct of the meeting.
- Waive these rules with the approval of the Board.

No placards or banners will be permitted within the meeting room.

The meeting agenda shall be available to the press and public at the meetings.

NORTH EAST SCHOOL DISTRICT

REGULAR MEETING OF THE BOARD OF SCHOOL DIRECTORS

THURSDAY, MAY 18, 2023

NORTH EAST ELEMENTARY CENTER

7:00 PM

AGENDA

- I. PLEDGE OF ALLEGIANCE
- II. ROLL CALL OF THE MEMBERS OF THE BOARD OF SCHOOL DIRECTORS
- III. AGENDA REVISIONS
- IV. RECOGNITION OF STUDENTS and STAFF
 - A. C.L.A.S.S. Act Nominee for April – Miss Miranda Lucore
 - B. National History Day student recognition
 - C. NEHS Science Olympics and PJAS student recognition
- V. PUBLIC PARTICIPATION – AGENDA ITEMS ONLY
- VI. REPORTS & PRESENTATIONS
 - A. Proposed Final Budget Updates and Discussion – Mr. Jeffrey Fox
 - B. Homestead & Farmstead Exclusions Report – Mr. Jeffrey Fox
- VII. SUPERINTENDENT’S REPORT: District News and Initiatives – Dr. Michele Hartzell
- VIII. BOARD REPORTS
 - A. North East Recreation Commission – Mr. Eric Riedel / Mr. James Wargo
 - B. Northwest Tri-County Intermediate Unit – Dr. Jane Blystone
 - C. Erie County Technical School – Mr. Corrie Boyd
 - D. School Health Council – Mrs. Sally Abata
- IX. ITEMS FOR ACTION
 - A. MINUTES
 - 1. It is recommended that the board approve the minutes of the Regular Meeting of May 4, 2023.
 - B. BUSINESS
 - 1. It is recommended that the Board approve the General Fund Invoices:
 - a. Invoices Paid Prior to Board Meeting
 - b. Invoices Paid Prior to Board Meeting - Separation
 - c. Invoices for Approval
 - 2. It is recommended that the Board approve the Food Service Operating Bill Listings for approval.

3. It is recommended that the Board approve the Capital Projects Invoices for approval in the amount of \$183,535.77.
4. It is recommended that the Board approve the Capital Projects Report dated April 30, 2023.
5. It is recommended that the Board approve the Treasurer's Report dated April 30, 2023.
6. It is recommended that the Board approve the Food Service Report for the period ending April 30, 2023.
7. It is recommended that the Board establish breakfast and lunch prices for the North East School District for the 2023-2024 school year as shown below.

School	Meal	2022-2023	2023-2024
Davis Primary and NE Intermediate Elementary	Student Breakfast	\$1.00	\$1.00
	Student Lunch	\$2.00	\$2.00
NE Middle School and NE High School	Student Breakfast	\$1.00	\$1.00
	Student Lunch	\$2.15	\$2.15
Adult/Staff Meal Prices	Adult Breakfast	\$1.50	\$1.75
	Adult Lunch	\$3.75	\$4.00

8. It is recommended that the Board approve the First National Bank and First National Bank Wealth Management as 2023-2024 North East School District Depository Agents for the General Fund, Cafeteria Fund, Dental Fund, Student Activities Accounts, and the Capital Reserve Fund.
9. It is recommended that the Board approve the Northwest Savings Bank as the 2023-2024 North East School District Depository Agent for the General Fund and the HRA Fund.
10. It is recommended that the Board approve Pennsylvania School District Liquid Asset Fund (PSDLAF) as the 2023-2024 North East School District Depository Agent for the General Fund and the Capital Reserve Fund.
11. It is recommended that the Board approve PNC Bank as the 2023-2024 North East School District Depository Agent for the General Fund Procurement Card Program.
12. It is recommended that the Board approve the firm of Buffamante, Whipple and Buttafaro, P.C., as auditors for the fiscal year beginning July 1, 2022 through June 30, 2023.
13. It is recommended that the Board approve the law firm of Knox McLaughlin Gornall & Sennett, P.C., as the 2023-2024 North East School District Solicitor of Record.
14. It is recommended that the Board approve TK Elevator Corporation for repairs to the North East High School elevator by participation in the COSTARS contract #4400024319 at a cost of \$124,900.00.
15. It is recommended that the Board approve the attached agreement with Keystone Sports Construction for athletic facilities improvement by participation in the COSTARS contract #14-E23-312 at a cost of \$3,581,560.26.

C. PERSONNEL

1. It is recommended that the Board employ Ms. Kayla Quick as a Full-time Kindergarten Teacher – Davis Primary, Temporary Professional Employee Status at salary Step M-2 (2022-23 rate is \$48,250; 2023-24 rate TBD) with respective benefits pending any remaining pre-employment requirements and effective August 24, 2023.
2. It is recommended that the Board employ Ms. Jenna Kunst as a Full-time Secondary Science Teacher – North East High School, Temporary Professional Employee Status at salary Step M-2 (2022-23 rate is \$48,250; 2023-24 rate TBD) with respective benefits pending any remaining pre-employment requirements and effective August 24, 2023.
3. It is recommended that the Board employ Ms. Tonya Craig as an Instructional Aide at Davis Primary (6.5 hours per day at \$14.02 per hour) without benefits as per contract for a 60-working-day probationary period effective May 19, 2023. Following the probationary period, the rate will remain the same.
4. It is recommended that the Board approve Ms. Emily Taylor as Head Cook for the 2023 Summer Rec, ESY and Summer Learning Programs for an estimated 5.5 hours per day at a salary of \$17.38 per hour. Summer programs are anticipated to run four days per week from June 12 through August 3, 2023. Total hours are contingent upon the final schedules and needs for the summer programs.
5. It is recommended that the Board accept the resignation of Ms. Karen Croscut-Miller, Grade 7 Learning Support teacher – North East Middle School, effective June 8, 2023.
6. It is recommended that the Board approve additional work hours for food service department staff for the Group Work Camp meal services to be offered on July 9 - 15, 2023. Actual costs to be reimbursed by Group Work Camps up to a maximum of 450 total work hours for all food services.
7. It is recommended that the Board approve the following individual(s) to the 2022-2023 District Substitute List pending any pre-employment requirements:

INSTRUCTIONAL STAFF	
1	Karen Croscut-Miller – Elementary and Special Education
2	Lauren Kneidinger – PK-4 pending
SUPPORT STAFF	
	None recommended for this meeting

8. It is recommended that the Board approve leaves of absence for the individual(s) listed below.

	Staff Member	Position/Location	Duration
1	Employee A	Aide – NEMS	Medical Leave of Absence May 22 – June 7, 2023

9. It is recommended that the Board approve the following individual(s) for the position of coach(es)/advisor(s) and intramural(s) for the 2022-2023 school year at the steps listed below, pending any remaining pre-employment requirements:

COACHING POSITIONS		Recommendation	Step	Stipend
	None recommended for this meeting			
ADVISORY POSITIONS – HIGH SCHOOL		Recommendation	Step	Stipend
1	Ecology Club Advisor	Kristen Currier*	-	Volunteer
ADVISORY POSITIONS – MIDDLE SCHOOL		Recommendation	Step	Stipend
	None recommended for this meeting			
INTRAMURAL COACHES & ADVISORS		Recommendation	Step	Stipend
2	Boys Basketball Grade 6 – max. 40 hours	Rachel Chessar	A	\$14.59/Hr.
*Non-employee pending remaining paperwork				

10. It is recommended that the Board approve the following individual(s) for the position of coach(es)/advisor(s) and intramural(s) for the 2023-2024 school year at the steps listed below, pending any remaining pre-employment requirements:

COACHING POSITIONS		Recommendation	Step	22-23 Stipend
1	Football 1 st Assistant Coach	Torrey Benning Jr.*	B	**\$4,142.39
2	Football Assistant Coach	Jeffrey Biggie*	B	**\$3,550.62
3	Football Assistant Coach	Chris Galloway*	D	**\$4,177.20
4	Football Assistant Coach	Frank Longo*	A	**\$3,341.76
5	Girls Golf Coach	Cam Fisher*	B	**\$2,189.55
ADVISORY POSITIONS – HIGH SCHOOL		Recommendation	Step	Stipend
6	FBLA Advisor	Natalie Lacy	A	**\$1,113.92
7	HS Student Council Advisor	Nicole Fitch	D	**\$2,088.60
8	HS Yearbook Co-Advisor	Adam Denevic	½ D	**\$1,914.55
9	HS Yearbook Co-Advisor	Nicole Fitch	½ D	**\$1,914.55
ADVISORY POSITIONS – MIDDLE SCHOOL		Recommendation	Step	Stipend
	None recommended for this meeting			
INTRAMURAL COACHES & ADVISORS		Recommendation	Step	Stipend
	None recommended for this meeting			
*Non-employee pending remaining paperwork				
** Actual Coaching Stipends for 2023-24 to be updated following official contract ratification				

D. STUDENT TRAVEL REQUESTS

(1) NAME/PARTICIPANT	DATE/TIME/PLACE	ITEMIZED CATEGORIES	EXPENSES PAID BY GRANTS, PARTICIPANTS, CLUBS, FUNDRAISERS, DONATIONS	EXPENSES PAID BY DISTRICT
PJAS approx. 31 HS & MS students Katie Gallagher Noel Mraz Ian Williams Paul Becker	May 14 – 16, 2023 Penn State Main Campus 100 College Avenue State College, PA 16801	Substitutes Registration	-0-	\$1,250.00 \$9,540.00
TOTALS			-0-	\$10,790.00
PURPOSE: PJAS State Competition				

(2) NAME/PARTICIPANT	DATE/TIME/PLACE	ITEMIZED CATEGORIES	EXPENSES PAID BY GRANTS, PARTICIPANTS, CLUBS, FUNDRAISERS, DONATIONS	EXPENSES PAID BY DISTRICT
NEHS Ecology Club – 5 students John Hallenburg Kristen Currier	May 24 - 25, 2023 Camp Mt. Luther 355 Mt. Luther Lane Mifflinburg, PA 17844	Transportation (van) Lodging Meals	-0-	\$277.76 \$503.55 \$374.50
TOTALS			-0-	\$1,155.81
PURPOSE: Envirothon State Competition				

(3) NAME/PARTICIPANT	DATE/TIME/PLACE	ITEMIZED CATEGORIES	EXPENSES PAID BY GRANTS, PARTICIPANTS, CLUBS, FUNDRAISERS, DONATIONS	EXPENSES PAID BY DISTRICT
Grades 5 approx. 100 students Classroom teachers & aides	June 6, 2023 10:30 a.m. – 2:00 p.m. Splash Lagoon Erie, PA	Transportation (Buses) Admission	*\$335.12 *\$2,094.75	-0-
TOTALS			*\$2,429.87	-0-
*Expenses paid from Student Activities account / fundraising				
PURPOSE: 5 th Grade Class Trip				

(4) NAME/PARTICIPANT	DATE/TIME/PLACE	ITEMIZED CATEGORIES	EXPENSES PAID BY GRANTS, PARTICIPANTS, CLUBS, FUNDRAISERS, DONATIONS	EXPENSES PAID BY DISTRICT
Football approx. 20 – 30 students Jovon Johnson Torrey Benning Chris Galloway	June 8, 2023 3:00 p.m. – 8:30 p.m. Jefferson High School 207 W. Mulberry Street Jefferson, OH 44047	Transportation (Bus)	-0-	\$417.04
TOTALS			-0-	\$417.04
PURPOSE: Summer football camp				

(5) NAME/PARTICIPANT	DATE/TIME/PLACE	ITEMIZED CATEGORIES	EXPENSES PAID BY GRANTS, PARTICIPANTS, CLUBS, FUNDRAISERS, DONATIONS	EXPENSES PAID BY DISTRICT
Football approx. 20 – 30 students Jovon Johnson Torrey Benning Chris Galloway	July 18, 2023 4:00 p.m. – 9:00 p.m. Edgewood High School 2428 Blake Road Ashtabula, OH 44004	Transportation (Bus)	-0-	\$385.33
TOTALS			-0-	\$385.33
PURPOSE: Summer football camp				

E. STAFF TRAVEL REQUESTS

(1) NAME/PARTICIPANT	DATE/TIME/PLACE	ITEMIZED CATEGORIES	EXPENSES PAID BY GRANTS, PARTICIPANTS, CLUBS, FUNDRAISERS, DONATIONS	EXPENSES PAID BY DISTRICT
Corp. Jeremy Markham	July 23 – 26, 2023 Best Western Premier 800 East Park Drive Harrisburg, PA 17111	Transportation (car) Registration Meals	*\$305.00 *\$300.00 *\$136.00	-0-
TOTALS			*\$741.00	-0-
*All costs to be paid by the Erie County Sheriff's Department				
PURPOSE: PASRO School Safety Conference				

F. CURRICULUM

1. It is recommended that the Board approve the Library curriculum maps for grades K-2.

G. ADDITIONAL EDUCATIONAL/OPERATIONAL FUNCTIONS

1. It is recommended that the Board approve the attached nonexclusive referral affiliation agreement between the North East School District and Safe Harbor Behavioral Health of UPMC for the 2023-2024 school year.
2. It is recommended that the Board approve the attached non-financial cooperative agreement between the North East School District and Pyramid Healthcare, Inc. for Student Assistance Program services for the 2023-2024 school year.
3. It is recommended that the Board approve the attached Memorandum of Understanding and Lease Agreements between the North East School District and Early Connections, Inc. for the 2023-2024 school year.
4. It is recommended that the Board approve North East School District's participation in the Education Leading to Employment and Career Training (ELECT) program which is administered through the Northwest Tri-County Intermediate Unit consortium.
5. It is recommended that the Board approve the attached resolution in support of common-sense reforms set forth in House Bill 132 and call upon the General Assembly to meaningfully revise the current payment structure for cyber charter school students.

H. ITEMS FOR FUTURE PRESENTATION, DISCUSSION, AND/OR BOARD ACTION

- June 1 at 6:00 p.m.: Final Budget for Approval
Homestead & Farmstead Approval
Retiree & Student Recognitions

I. UPCOMING DISTRICT EVENTS

- Grade 8 Gettysburg trip – May 18 – 19
- Spring Choral Concerts – NEHS May 24 / NEMS May 25
- Senior Class Trip to Cedar Point – May 26
- STEM & Stocking for Grades 6-8 – May 26
- Memorial Day – No School on Monday, May 29
- Baccalaureate – May 30
- ECTS Graduation at Ft. LeBoeuf HS – May 31
- 8th Grade Sendoff – June 2
- Senior Walk Around – June 1
- NEHS Scholarship Night – June 1
- Graduation – Saturday, June 3
- NEMS Field & Explore Day – June 5
- STEM & Stocking for Grades 9-11 – June 5
- Last Day for K-11 (Half day dismissal) – June 7

X. PUBLIC PARTICIPATION

XI. ADJOURNMENT