

NORTH EAST SCHOOL DISTRICT

REGULAR MEETING OF THE BOARD OF SCHOOL DIRECTORS

THURSDAY, MAY 16, 2024

NORTH EAST ELEMENTARY CENTER

6:30 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. Profile of a Graduate/SEL students for April
 - B. Caring Place Caring Team Poster Contest – Regional Finalist
 - C. Yearbook State Competition
 - D. National History Day State Competition
- V. PUBLIC PARTICIPATION – AGENDA ITEMS ONLY
- VI. REPORTS & PRESENTATIONS
 - A. Homestead & Farmstead Exclusions Report – Mr. Jeffrey Fox
 - B. Budget Update and Discussion – Mr. Jeffrey Fox
- VII. SUPERINTENDENT’S REPORT: District News and Initiatives – Dr. Michele Hartzell
- VIII. BOARD REPORTS
 - A. North East Recreation Commission – Mr. James Wargo / Mr. Mackenzie Luke
 - B. Northwest Tri-County Intermediate Unit – Dr. Jane Blystone
 - C. Erie County Technical School – Mr. Corrie Boyd
 - D. School Health Council – Mrs. Katie Phillips
- IX. ITEMS FOR ACTION
 - A. MINUTES
 - 1. It is recommended that the board approve the minutes of the Regular Meeting of May 2, 2024.
 - B. BUSINESS
 - 1. It is recommended that the Board approve the General Fund Invoices:
 - a. Invoices Paid Prior to Board Meeting
 - b. 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 \$208,014.95
4. It is recommended that the Board approve the Capital Projects Report dated April 30, 2024.
5. It is recommended that the Board approve the Treasurer's Report dated April 30, 2024.
6. It is recommended that the Board approve the Food Service Report for the period ending April 30, 2024.
7. It is recommended that the Board approve the firm of Buffamante, Whipple and Buttafaro, P.C., as auditors for the current fiscal year beginning July 1, 2023 through June 30, 2024.
8. It is recommended that the Board approve the First National Bank and First National Bank Wealth Management as 2024-2025 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 2024-2025 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 2024-2025 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 2024-2025 North East School District Depository Agent for the General Fund Procurement Card Program.
12. It is recommended that the Board approve the law firm of Knox McLaughlin Gornall & Sennett, P.C., as the 2024-2025 North East School District Solicitor of Record.
13. It is recommended that the Board approve the 2024-2025 Proposed Final Budget for the North East School District in the amount of \$29,836,227. Be it further resolved that the North East School District proposes levying a tax of 16.25 mills per dollar of market value on real estate (4.97% increase from 2023-2024), and under Act 511 of 1965, a one percent earned income tax (school district share .5%), and a one percent real estate transfer tax (school district share .5%) under the same Act 511.

C. PERSONNEL

1. It is recommended that the Board employ Mr. Asa McCullum as Assistant Principal – North East High School at a salary of \$89,500 pending any remaining pre-employment requirements and with respective benefits, effective July 1, 2024.
2. It is recommended that the Board employ Mrs. Katelynn Bailey as Assistant Principal – North East Elementary Center at a salary of \$83,271 pending any remaining pre-employment requirements and with respective benefits, effective July 1, 2024 or upon release from her current district.
3. It is recommended that the Board employ Mrs. Carolyn Brigham as a Long-term Substitute STEM Teacher based at North East Middle School at a salary of B-1 rate of \$262.56 per day effective retroactive to April 9, 2024 and consecutively through June 6, 2024 without benefits as per Board Policy 305.

4. It is recommended that the Board approve the following individual(s) to the 2023-2024 District Substitute List pending any pre-employment requirements:

INSTRUCTIONAL STAFF	
	None recommended for this meeting
SUPPORT STAFF	
1	Ashley Walker - Instructional Aides
2	Angelina Wilcox – Instructional Aides

5. It is recommended that the Board approve the following individual(s) for the position of coach(es)/advisor(s) and intramural(s) for the 2024-2025 school year at the steps listed below, pending any remaining pre-employment requirements:

COACHING POSITIONS		Recommendation	Step	Stipend
1	Fall Cheerleading Coach			
2	Football 1 st Assistant Coach	Michael Bowers*	A	\$4,096.00
3	Boys Soccer Assistant Coach	Shari Radicella*	B	\$2,798.00
4	Volleyball Assistant Coach Gr. 7	Tina Williams	D	\$2,926.00
5	Volleyball Assistant Coach Gr. 8	Danielle Kosslow	A	\$2,340.00
ADVISORY POSITIONS – HIGH SCHOOL		Recommendation	Step	Stipend
	None recommended for this meeting			
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 any remaining paperwork				

6. It is recommended that the Board employ Mr. Peter Adams as a 2nd shift Custodian for North East Middle School (8 hours per day at base rate of \$15.56 per hour) with benefits as per contract and for a 120-working-day probationary period pending any remaining pre-employment requirements effective May 20, 2024. Following the probationary period, the rate will remain the same.
7. It is recommended that the Board accept the resignation of Ms. Marcela Meadows as a Cook’s Helper for North East Elementary Center, effective June 6, 2024.
8. It is recommended that the Board accept the resignation of Mr. Michael Spellman as an Instructional Aide for North East Middle School, effective May 14, 2024.

D. STUDENT TRAVEL REQUESTS

(1) NAME/PARTICIPANT	DATE/TIME/PLACE	ITEMIZED CATEGORIES	EXPENSES PAID BY GRANTS, PARTICIPANTS, CLUBS, FUNDRAISERS, DONATIONS	EXPENSES PAID BY DISTRICT
NEHS Ecology Club – 5 students Jenna Kunst John Hallenburg	May 21 - 22, 2024 Camp Mt. Luther 355 Mt. Luther Lane Mifflinburg, PA 17844	Transportation (van) Substitute(s) Registration Lodging Meals	*\$200.00	\$352.80 \$300.00 \$551.67 \$385.00
TOTALS			*200.00	\$1,589.47
*Registration paid by Erie County Conservation District				
PURPOSE: Envirothon State Competition				

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 28 – 31, 2024 Central Conference Center 800 E. Park Drive Harrisburg, PA 17111	Transportation (car) Registration Lodging Meals	*\$359.12 *\$325.00 *\$140.00	\$445.05
TOTALS			*\$824.12	\$445.05
*Expenses to be paid by the Erie County Sheriff's Department				
PURPOSE: PA Association of School Resource Officers (PASRO) Annual Conference				

F. CURRICULUM – None

G. ADDITIONAL EDUCATIONAL/OPERATIONAL FUNCTIONS

1. It is recommended that the Board approve the attached Memorandum of Understanding between the North East School District and the North East Police Department to be effective from July 1, 2024 through June 30, 2026.
2. It is recommended that the Board approve the attached Memorandum of Understanding between the North East School District and the Erie County Sheriff's Office, to be effective from July 1, 2024 through June 30, 2025.
3. 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 2024-2025 school year.
4. 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 2024-2025 school year.
5. 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 2024-2025 school year.
6. It is recommended that the Board approve North East Dental Arts to provide dental exams for Grades K-3 and 7, new students and non-public school students for the 2024-2025 school year at a cost of \$5.00 per student for the dentist and \$1.00 per student for the assistant.
7. It is recommended that the Board approve physicians as assigned by Vineyard Primary Care to provide physical exams for Grades K, 6 & 11, new and transferred students, non-public students and athletic physicals at a cost of \$15.00 per exam for the physician and \$1.00 per student for the clerk, for the 2024-2025 school year.
8. It is recommended that the Board approve the attached Memorandum of Understanding between the North East School District and the North East Sportsmen's Club for the formation of a Clay Target Team effective May 17, 2024.

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

➤ **Wednesday, June 5, 2024:**

- Staff Retirement Recognitions
- Approval of the Graduating Class of 2024
- Homestead & Farmstead Resolution approval
- Establish Meal Prices for 2024-25

➤ Thursday, June 20, 2024:

- Final Budget Adoption for 2024-25
- Instructional Staff Tenures and Contract Extensions for 2024-25

I. UPCOMING DISTRICT EVENTS

- Family Fun Day – Saturday, May 18
- Spring NEMS Choral Concert – Wednesday, May 22
- Memorial Day – Monday, May 27 – Schools Closed
- Baccalaureate – Tuesday, May 28
- ECTS Graduation – Wednesday, May 29
- Grade 8 Sendoff – Friday, May 31
- NEHS Graduation – Saturday, June 1
- Next Board meeting is **Wednesday**, June 5 at 6:30 p.m.

X. PUBLIC PARTICIPATION

XI. ADJOURNMENT