

NORTH EAST SCHOOL DISTRICT

REGULAR MEETING OF THE BOARD OF SCHOOL DIRECTORS

THURSDAY, SEPTEMBER 5, 2024

NORTH EAST ELEMENTARY SCHOOL

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 – None
- V. PUBLIC PARTICIPATION – AGENDA ITEMS ONLY
- VI. REPORTS & PRESENTATIONS – None
- 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 August 22, 2024.
 - B. BUSINESS
 - 1. It is recommended that the Board authorize the following employees to use district procurement cards in accordance with Policy 625 – Finances – North East School District Procurement Cards.

	DEPARTMENT	ASSIGNED TO	ADDITIONAL USERS
1	Central Administration	Mr. Jeffrey Fox	Dr. Michele Hartzell
			Mr. Brian Emick
			Mrs. Shelley Allen
			Mrs. Luann Boltz
			Mrs. Tina Gruber

Continued...

	DEPARTMENT	ASSIGNED TO	ADDITIONAL USERS
2	High School Office	Dr. William Renne	Mr. Asa McCullum Mrs. Adrienne Hassenplug
3	Middle School Office	Mr. Corey Garland	Mrs. Dara Allen Mrs. Alicia Bennett
4	Elementary School Office	Mrs. Dina Hathaway	Mrs. Katelynn Bailey Mrs. Susan Beardsley
5	Special Education Department	Mrs. Brianne Hodges	Mrs. Taylor Teel
6	Maintenance Department	Mr. William Wingerter	Mr. Michael Coccarelli
7	Transportation Department	Mr. Randy Fedei, Jr.	Mrs. Cheryl Orton
8	Food Service Department	Mrs. Denise Pyle	-
9	Technology Department	Mr. Tyler Wilson	Mr. Peter Zielinski
10	Elementary Autistic Support	Mrs. Mallory Sarkis	Mr. Colby Howe
11	Elementary Life Skills Support	Mrs. Rachel Burger	Mrs. Allison Burch
12	NEMS Life Skills Support	Mrs. Kelley Baumann	Mrs. Allison Reynolds Mrs. Jeanette Horton
13	Athletics Department	Brian Dewey	Mrs. Adrienne Hassenplug Mr. Patrick Fordyce

- It is recommended that the Board approve the attached change order to Keystone Sports Construction in the amount of \$9,174.00 for additional electrical work and permit for the stadium project.

C. PERSONNEL

- It is recommended that the Board accept the resignation of Ms. Elizabeth Hunt as a Cook's Helper for North East High School, effective August 30, 2024.
- It is recommended that the Board employ high school student Marquan Moss as a part time cooks helper at \$14.75 per hour for a maximum total 480 hours to be scheduled with the food service director effective August 28, 2024. This is part of the pre-employment transition grant program sponsored by the PA Department of Labor and Industry. The grant will cover 100% of the employees' wages.
- 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 – NE Elementary School	Unpaid General Leave Aug. 20 – Sept. 8, 2024
2	Employee B	Teacher – NE Elementary School	FMLA Aug. 19, 2024 – June 6, 2025 (Intermittent)
3	Employee C	Teacher – NE High School	FMLA Aug. 19, 2024 – June 6, 2025 (Intermittent)

4. It is recommended that the Board approve the following individual(s) to the 2024-2025 District Substitute List pending any pre-employment requirements:

INSTRUCTIONAL STAFF	
1	Greg Majchrzak – Social Studies
SUPPORT STAFF	
	None recommended for this meeting

5. It is recommended that the Board approve Mr. Shane Keith as a game worker (gate workers, scorekeepers, film makers, statisticians, crowd controls, track event workers) for high school and middle school athletic events scheduled during the fall, winter and spring 2024-2025 seasons and in accordance with AP123 – Coaching Staff – Code of Conduct, pending any pre-employment requirements:

6. 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	Girls Basketball Head Coach	Robert North*	D	\$7,314.00
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 remaining paperwork				

7. It is recommended that the Board accept the retirement request of Ms. Christine Kirsch, Guidance Secretary at North East High School, effective January 2, 2025.
8. It is recommended that the Board employ Ms. Hillori Haskins as a Non-CDL Van Driver (floating schedule at \$17.25 per hour) without benefits for a 60-working-day probationary period as per contract pending any remaining pre-employment requirements and effective September 6, 2024. Following the probationary period, the rate will remain the same.

D. STUDENT TRAVEL REQUESTS

(1) NAME/PARTICIPANT	DATE/TIME/PLACE	ITEMIZED CATEGORIES	EXPENSES PAID BY GRANTS, PARTICIPANTS, CLUBS, FUNDRAISERS, DONATIONS	EXPENSES PAID BY DISTRICT
Medal of Honor class approx. 50 students Greg Henning Stephen Wensel (Student teacher)	September 30, 2024 Flight 93 Nat'l Memorial 6424 Lincoln Highway Stoystown, PA 15563	Transportation (bus) Substitute	*\$600.00	\$641.57 \$165.00
TOTALS			*\$600.00	\$806.57
*\$600 paid by Friends of Flight 93				
PURPOSE: History of 9-11				

(2) NAME/PARTICIPANT	DATE/TIME/PLACE	ITEMIZED CATEGORIES	EXPENSES PAID BY GRANTS, PARTICIPANTS, CLUBS, FUNDRAISERS, DONATIONS	EXPENSES PAID BY DISTRICT
HS Learning Support approx. 8 students Amy North Kyle Regan	October 16, 2024 Hiram G. Andrews Center 727 Goucher Street Johnstown, PA 15905	Transportation (van) Substitutes	-0-	\$220.86 \$330.00
TOTALS			-0-	\$603.36
PURPOSE: Student visit to post-secondary school				

E. STAFF TRAVEL REQUESTS

(1) NAME/PARTICIPANT	DATE/TIME/PLACE	ITEMIZED CATEGORIES	EXPENSES PAID BY GRANTS, PARTICIPANTS, CLUBS, FUNDRAISERS, DONATIONS	EXPENSES PAID BY DISTRICT
Mrs. Denise Pyle	September 13 2024 Double Tree Hilton 910 Sheraton Drive Mars, PA 16046	Transportation (car)	-0-	\$162.14
TOTALS			-0-	\$162.14
PURPOSE: Pittsburgh Regional Food Service Directors (PRFSD) Fall Meeting				

(2) NAME/PARTICIPANT	DATE/TIME/PLACE	ITEMIZED CATEGORIES	EXPENSES PAID BY GRANTS, PARTICIPANTS, CLUBS, FUNDRAISERS, DONATIONS	EXPENSES PAID BY DISTRICT
Ms. Bethany Reilly	September 17 – 19, 2024 Virtual conference	Registration Substitute(s)	-0-	\$750.00 \$495.00
TOTALS			-0-	\$1,245.00
PURPOSE: Wilson Reading System – Introductory Course				

(3) NAME/PARTICIPANT	DATE/TIME/PLACE	ITEMIZED CATEGORIES	EXPENSES PAID BY GRANTS, PARTICIPANTS, CLUBS, FUNDRAISERS, DONATIONS	EXPENSES PAID BY DISTRICT
Ms. Heidi Martin	October 11 – 12, 2024 Penn State 215 Innovation Blvd. State College, PA 16803	Transportation (car) Lodging Meals	*\$241.20 *\$130.00 *\$60.00	-0-
TOTALS			*\$431.20	-0-
*All expenses paid by PA Association of Student Assistance Professionals (PASAP)				
PURPOSE: PASAP Board Meeting				

(4) NAME/PARTICIPANT	DATE/TIME/PLACE	ITEMIZED CATEGORIES	EXPENSES PAID BY GRANTS, PARTICIPANTS, CLUBS, FUNDRAISERS, DONATIONS	EXPENSES PAID BY DISTRICT
Mrs. Denise Pyle	October 18, 2024 Pittsburgh Shrine Center 1877 Shriners Way Cheswick, PA 15024	Transportation (car)	-0-	\$188.94
TOTALS			-0-	\$188.94
PURPOSE: PRFSD Meeting – Farm to School Month				

(5) NAME/PARTICIPANT	DATE/TIME/PLACE	ITEMIZED CATEGORIES	EXPENSES PAID BY GRANTS, PARTICIPANTS, CLUBS, FUNDRAISERS, DONATIONS	EXPENSES PAID BY DISTRICT
Ms. Heidi Martin	Feb. 22 – 25, 2025 Penn State 215 Innovation Blvd. State College, PA 16803	Transportation (car) Lodging Meals	*\$241.20 *\$390.00 *\$140.00	-0-
TOTALS			*\$771..20	-0-
*All expenses paid by PA Association of Student Assistance Professionals (PASAP)				
PURPOSE: PASAP Board Meeting and Conference				

(6) NAME/PARTICIPANT	DATE/TIME/PLACE	ITEMIZED CATEGORIES	EXPENSES PAID BY GRANTS, PARTICIPANTS, CLUBS, FUNDRAISERS, DONATIONS	EXPENSES PAID BY DISTRICT
Ms. Heidi Martin	April 25 – 26, 2025 Penn State 215 Innovation Blvd. State College, PA 16803	Transportation (car) Lodging Meals	*\$241.20 *\$130.00 *\$60.00	-0-
TOTALS			*\$431.20	-0-
*All expenses paid by PA Association of Student Assistance Professionals (PASAP)				
PURPOSE: PASAP Board Meeting				

F. CURRICULUM

1. It is recommended that the Board approve proposed revisions to the North East Middle School grading scale as attached.

G. ADDITIONAL EDUCATIONAL/OPERATIONAL FUNCTIONS

1. It is recommended that the Board approve the attached Cooperative Police Service Agreement as an Addendum to the Memorandum of Understanding between the North East School District and the North East Police Department, to be effective October 4, 2024.
2. Third Reading and Approval: Board Policy 218 – Student Discipline, Revised

3. It is recommended that the Board waive Additional Readings and Approve Board Policy 103.2024 – Discrimination/Harassment Affecting Students, Revised, and Board Policy 104.2024 – Discrimination/Harassment Affective Staff, Revised. The 2024 versions of Board Policies 103 and 104 and associated attachments shall be applicable to any incidents which take place from August 1, 2024, forward. The 2020 versions of Board Policies 103 and 104 and associated attachments shall remain in effect and applicable to those incidents which took place prior to August 1, 2024 in those schools which are subject to any pending court order or injunction enjoining implementation of the 2024 Title IX regulations.
4. Waiver of Additional Readings and Approval: Board Policy 103.1 Nondiscrimination – Qualified Students with Disabilities, Revised
5. First Reading Only: Board Policy 249 – Bullying/Cyberbullying, Revised
6. First Reading Only: Board Policy 113.1 – Discipline of Students with Disabilities, Revised

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

- September 19, 2024 - Summer 2024 Learning Lab Presentation
- October 17, 2024 - Annual Transportation Report

I. UPCOMING DISTRICT EVENTS

- School Picture Dates:
 - North East Middle and North East High School – Tuesday, September 17
 - North East Elementary School – Thursday, September 19
 - All District Makeups and Retakes – Wednesday, October 30
- GrapeFest Band Competition at North East – Saturday, September 28
- Homecoming Football Game & Stadium Dedication – Friday, October 4
- NEES Book Fair October 7 – 10 (Parent Night October 7, 5:00 – 6:30 p.m.)
- Title I Dinner for K-2 on October 10 (Invitation Only)
- In-Service days for Professional Learning – Friday, October 11 & Monday, October 14 – No School for Students on these days

X. PUBLIC PARTICIPATION

XI. ADJOURNMENT