

**NORTH EAST SCHOOL DISTRICT**  
**ORGANIZATION MEETING OF THE BOARD OF SCHOOL DIRECTORS**  
**THURSDAY, DECEMBER 5, 2024**

**NORTH EAST ELEMENTARY CENTER**

**6:00 PM**

- I. CALL MEETING TO ORDER – Board Secretary
- II. PLEDGE OF ALLEGIANCE – Board Secretary
- III. ROLL CALL OF THE MEMBERS OF THE BOARD OF SCHOOL DIRECTORS – Board Secretary
- IV. ELECTION OF A TEMPORARY PRESIDENT OF THE BOARD OF SCHOOL DIRECTORS - Solicitor (All members voting)
- V. NOMINATIONS AND ELECTION OF THE PRESIDENT OF THE BOARD OF SCHOOL DIRECTORS – Temporary Board President
- VI. NOMINATIONS AND ELECTION OF THE VICE-PRESIDENT OF THE BOARD OF SCHOOL DIRECTORS – New Board President
- VII. ESTABLISH BOARD OF SCHOOL DIRECTORS’ MEETING DATES, LOCATIONS, TIMES, AND OTHER APPOINTMENTS – New Board President

It is recommended that the regular meetings of the Board of School Directors take place on the first and third Thursday of each month in the North East Elementary School Board Room at 6:30 PM with the following changes:

- Only one meeting in January – to be held on January 16, 2024
- April 2025 meetings first and fourth Thursday due to Spring Break
- May 2025 meetings second and fourth Thursday – five Thursdays in this month
- No meetings during the month of July 2025

VIII. ADJOURNMENT

**NORTH EAST SCHOOL DISTRICT**

**REGULAR MEETING OF THE BOARD OF SCHOOL DIRECTORS**

**THURSDAY, DECEMBER 5, 2024**

**NORTH EAST ELEMENTARY SCHOOL**

**6:30 PM**

**AGENDA**

I. AGENDA REVISIONS

II. RECOGNITION OF STUDENTS and STAFF – None

III. REPORTS & PRESENTATIONS – None

IV. SUPERINTENDENT’S REPORT: District News and Initiatives – Dr. Michele Hartzell

V. BOARD REPORTS – None

VI. PUBLIC PARTICIPATION – AGENDA ITEMS ONLY

VII. ITEMS FOR ACTION

A. MINUTES

1. It is recommended that the Board approve the minutes of the Regular Meeting of November 21, 2024.

B. BUSINESS

1. It is recommended that the Board accept the 2023-2024 annual Audit Report as presented by the firm of Buffamante Whipple Buttafaro, PC, on November 21, 2024.
2. It is recommended that the Board approve BEH Industries for the lighting upgrade project at the North East High School at a cost of \$136,450.00 via the COSTARS Cooperative Purchasing Program per the attached quotation.
3. It is recommended that the board approve the Comprehensive Energy Assessment, Energy Savings Guarantee and Scope of Work for Phase III Performance Contract for the Guaranteed Energy Savings Act (GESA) Project at the North East High School with Stark Tech in the amount of \$3,717,709.52.
4. It is recommended that the Board approve the attached credit change order to Keystone Sports Construction in the amount of (\$7,500.00) for the fieldhouse access drive.

C. PERSONNEL

1. It is recommended that the Board employ Mrs. Denise Fox as a Long-term Substitute Grade 4 Teacher at North East Elementary School at a salary of B-1 rate of \$273.29 per day effective retroactive to October 28, 2024 through approximately December 9, 2024 without benefits as per Board Policy 305.

2. 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	Wrestling Assistant Coach	Dillen Rodgers*	-	Volunteer
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				

3. It is recommended that the Board employ Ms. Clara Homan as an Instructional Aide (6.5 hours per day at \$16.85 per hour) in the North East Middle School Emotional Support classroom without benefits for a 60-working-day probationary period as per contract effective December 6, 2024. Following the probationary period, the rate will remain the same.
4. It is recommended that the Board employ high school student Sergio Hernandez Alameda as a part-time Instructional Aide at North East Elementary School at \$14.11 per hour for a maximum total 480 hours to be scheduled with the cooperating teacher pending any pre-employment requirements and effective December 6, 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.
5. It is recommended that the Board accept the resignation of Mrs. Julie Hirtzel as an Instructional Aide in the Elementary School Autistic Support classroom, effective December 2, 2024.

D. STUDENT TRAVEL REQUESTS – None

E. STAFF TRAVEL REQUESTS

(1) NAME/PARTICIPANT	DATE/TIME/PLACE	ITEMIZED CATEGORIES	EXPENSES PAID BY GRANTS, PARTICIPANTS, CLUBS, FUNDRAISERS, DONATIONS	EXPENSES PAID BY DISTRICT
Dr. Michele S. Hartzell	February 22 – 25, 2025 Hyatt Regency Atlanta 265 Peachtree Street N.E. Atlanta, GA 30303	Transportation (air) Lodging Meals	*\$560.00 *\$99.00	\$500.00 \$560.00 \$66.00
<b>TOTALS</b>			*\$659.00	\$1,126.00
*Conference meals and hotel for two nights are paid for by the forum				
<b>PURPOSE:</b> Speaker at National Superintendents Forum 2025				

F. CURRICULUM – None

G. ADDITIONAL EDUCATIONAL/OPERATIONAL FUNCTIONS

1. It is recommended that the Board approve North East School District's participation in PIAA athletics for Girls' Wrestling effective with the 2024-2025 school year.

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

- December 19, 2024
  - Approval of Resolution Not to Exceed the Act I Index
  - Data Presentation
  - Retiree recognitions

I. UPCOMING DISTRICT EVENTS

- NEES PTO Candy Cane Lane – Family Shopping Friday, December 6 from 5:00 to 6:00 p.m.
- NEMS Holiday Choral Concert – Wednesday, December 11 at 7:00 p.m.
- NEHS Holiday Choral Concert – Thursday, December 12 at 7:00 p.m.
- NEMS & NEHS Holiday Band Concert – Wednesday, December 18 at 7:00 p.m.
- NEES Holiday Sing-along – Virtual/Recorded

VIII. PUBLIC PARTICIPATION

IX. ADJOURNMENT