

Minutes of Regular Meeting

The Board of Directors Fort Cherry School District

A Regular Meeting of the Board of Directors of Fort Cherry School District was held Monday, August 28, 2017, beginning at 6:30 PM in the Library of the Elementary Center located at 110 Fort Cherry Road, McDonald, PA 15057.

The following members were present:

Mr. Louis Ursitz	Mrs. Jeanine Miles
Mrs. Cynthia Gaskill	Ms. Loretta Kendall
Mrs. Jodi McKay	Mrs. Melinda Errett
Mr. Cory Matchett	Mr. Christopher Lauff

The following members were excused/absent:

Mrs. Tina Cottrill

The following non-members were present:

Dr. Jill M. Jacoby, Superintendent
Mrs. Jessica L. Drylie, Business Manager/Board Secretary
Mr. John Smart, Solicitor, Andrews and Price

The following community members were present:

Lon Libert – Mt. Pleasant Township
Cat Lodge – Robinson Township
Dawn Fiori – McDonald Boro
Eugene Briggs – Mt. Pleasant Township

I. Executive Session (6:30 PM)

Executive Session was held starting at 6:30 PM and ending at 7:11 PM to discuss Personnel and Legal matters.

II. Call to Order, Pledge of Allegiance, and Roll Call

By Whom: Mrs. McKay

Time: 7:13pm

III. **Approval of Agenda** - Regular Meeting of August 28, 2017
1st: Mrs. Errett 2nd: Mr. Ursitz Motion: 8-0

Mrs. Errett made a motion, which was seconded by Mr. Ursitz that the Board approve the agenda of the Regular Meeting of August 28, 2017. Motion passed unanimously.

IV. **Remarks by Visitors**

(As per FCSD Policy for Conducting Meetings of the Board of School Directors)

Mrs. Cat Lodge raised a question about the Chromebook fees: asked why the District charges a usage fee and what it is used for. She also asked if the fee is refundable. Dr. Jacoby was directed to follow-up with Mrs. Lodge.

V. **Action on the approval of Minutes** - Regular Meeting of July 17, 2017
1st: Mrs. Errett 2nd: Mr. Matchett
Motion: 8-0

Mrs. Errett made a motion, which was seconded by Mr. Matchett that the Board approve the Regular Meeting minutes of July 17, 2017. Motion passed unanimously.

VI. **Secretary's Correspondence**

There was no Secretary's Correspondence.

VII. **Treasurer's Actions**

A. **Action on the approval of the Bills for Payment**
1st: Mrs. Errett 2nd: Mrs. Miles Motion: 8-0

Mrs. Errett made a motion, which was seconded by Mrs. Miles that the Board approve the Bills for Payment from July 2017. Motion passed unanimously.

B. **Action on the approval of the Treasurer's Report Account Summaries**
1st: Mrs. Miles 2nd: Mrs. Errett Motion: 8-0

Mrs. Miles made a motion, which was seconded by Mrs. Errett that the Board approve the Treasurer's Report Account Summaries for July 2017. Motion passed unanimously.

C. Action on the approval of the Budget Control Reports

1st: Mrs. Errett

2nd: Mrs. Miles

Motion: 8-0

Mrs. Errett made a motion, which was seconded by Mrs. Miles that the Board approve the Budget Control Reports from July 2017. Motion passed unanimously.

VIII. Reports

Mr. Lauff reported that the WACTC (Western Area Career and Tech Center) voted to move forward with the roof project that was discussed earlier this year. The project is expected to commence in September 2017.

IX. Old Business

There was no Old Business.

X. Finance

A. Action on the approval of hiring Cottrill Arbutina and Assoc. as the District's Real Estate Tax Auditors for tax years 2016, 2017, and 2018.

1st: Mrs. Errett

2nd: Mrs. Miles

Motion: 8-0

Mrs. Errett made a motion, which was seconded by Mrs. Miles that the Board approve the hiring of Cottrill, Arbutina, and Assoc. as the District's Real Estate Tax Auditors for tax years 2016, 2017, and 2018. Motion passed unanimously.

B. Action on the approval of hiring Cottrill Arbutina and Assoc. as the District's Auditor for a five (5) year agreement starting 2017 and ending in 2021.

1st: Mrs. Errett

2nd: Mrs. Miles

Motion: 8-0

Mrs. Errett made a motion, which was seconded by Mrs. Miles that the Board approve the hiring of Cottrill, Arbutina, and Assoc. as the District's Auditor for a five (5) year agreement starting in 2017 and ending in 2021. Motion passed unanimously.

- C. Action on the approval of purchasing two Southbend convection ovens for the High School Cafeteria from Penn Fixture and Supply at a price not to exceed \$8,100 (Funds coming from Capital Projects Fund)
1st: Mrs. Errett 2nd: Mr. Ursitz Motion: 8-0

Mrs. Errett made a motion, which was seconded by Mr. Ursitz that the Board approve the purchase of two Southbend convection ovens for the High School Cafeteria from Penn Fixture and Supply at a price not to exceed \$8,100 (Funds coming from the Capital Project Fund). Mr. Lauff raised a question in regards to the 6" casters in lieu of legs on the quote and voiced his concern with having casters on the ovens. Mrs. Drylie confirmed that it was a separate item on the quote and not included in with the oven. Motion passed unanimously.

XI. Personnel

- A. Action on the approval to deny Grievance #2017.07.10
1st: Mr. Ursitz 2nd: Mrs. Errett Motion: 8-0

Mr. Ursitz made a motion, which was seconded by Mrs. Errett that the Board deny Grievance #2017.07.10. Motion passed unanimously.

- B. Action on the approval of Superintendent's evaluation for 2016-2017 school year and professional goals for 2017-2018
1st: Mr. Ursitz 2nd: Mrs. Errett Motion: 7-0

Mr. Ursitz made a motion, which was seconded by Mrs. Errett that the Board approve the Superintendent's evaluation for the 2016-2017 school year and professional goals for the 2017-2018 school year. Motion passed 7-0-1; with Mrs. Gaskill abstaining due to the fact she did not have adequate time to review the final evaluation.

- C. Action on the approval of sick day transfer for new employee, Mrs. AnnaMarie Grayburn, not to exceed 100 days
1st: Mrs. Miles 2nd: Mrs. Errett Motion: 8-0

Mrs. Miles made a motion, which was seconded by Mrs. Errett that the Board table the approval of sick days for new employee, Mrs. AnnaMarie Grayburn until the District receives the exact amount of days that Mrs. Grayburn is requesting to transfer. Motion tabled unanimously.

- D. Acknowledgement of the resignation of Mrs. Lori A. Cowden, as School Board Secretary, effective immediately.

President McKay acknowledged Mrs. Cowden's request and thanked her for her service.

- E. Action on the approval of Mrs. Jessica Drylie as School Board Secretary effective immediately at a pro-rated amount of \$2,916.70.

1st: Mrs. Errett 2nd: Mr. Matchett Motion: 8-0

Mrs. Errett made a motion, which was seconded by Mr. Matchett that the Board approve Mrs. Jessica Drylie, at a pro-rated salary of \$2,916.70, as the Board Secretary. Motion passed unanimously.

XII. Curriculum

There were no Curriculum items.

XIII. Textbooks and Supplies

There were no Textbooks and Supplies items.

XIV. Technology

There were no Technology items.

XV. Athletics

- A. Action on the approval on the addendum to the Sports Medicine Agreement between Washington Health System and Fort Cherry School District

1st: Mrs. Errett 2nd: Mrs. Miles Motion: 8-0

Mrs. Errett made a motion, which was seconded by Mrs. Miles that the Board approve the addendum to the Sports Medicine Agreement between Washington Health System and Fort Cherry School District.

Dr. Jacoby added that WHS will be eliminating their Sports Medicine trainer program at the end of this school year. The District will need to look at other options moving forward starting during the 18-19 school year.

Motion passed unanimously.

XVI. Activities

- A. Discussion on the formation of a co-ed Trapshooting Club team for grades 7-12

Dr. Jacoby discussed the formation of a co-ed Trapshooting Club team for grades 7-12. The Sportsman Club contacted Dr. Jacoby requesting that an activity club be set up by the District with a coach from the local sportsman club (with clearances), the use of the sportsman's club insurance, and all costs/transportation be the responsibility of the parent/guardian. The District will allow the activity club to meet during AIRE time. There is no cost to the District.

Dr. Jacoby will be answering any additional questions and a formal vote will be put forth at the September voting meeting to form the co-ed Trapshooting Club.

XVII. Buildings and Grounds

There were no Buildings and Grounds items.

XVIII. Transportation

- A. Action on the approval of the Private Transportation List for 2017-2018
1st: Mrs. Errett 2nd: Mrs. Miles Motion: 8-0

Mrs. Errett made a motion, which was seconded by Mrs. Miles that the Board approve the Private Transportation List for 2017-2018. Motion passed unanimously.

XIX. Policy

- A. Discussion on the first reading of Policy #209.2 - Diabetes Management

There was no discussion held.

- B. Action on the approval of the revision to Policy #115 - Vocational Education

1st: Mrs. Errett 2nd: Mr. Ursitz Motion: 8-0

Mrs. Errett made a motion, which was seconded by Mr. Ursitz that the Board approve Policy #115 – Vocational Education. Motion passed unanimously.

- C. Action on the approval of the revision to Policy #137 - In-Home Instruction

1st: Mrs. Errett 2nd: Mr. Ursitz Motion: 8-0

Mrs. Errett made a motion, which was seconded by Mr. Ursitz that the Board approve Policy #137 – In-Home Instruction. Motion passed unanimously

D. Action on the approval of the revision to Policy #203 - Communicable Diseases and Immunization

1st: Mrs. Errett 2nd: Mr. Ursitz Motion: 8-0

Mrs. Errett made a motion, which was seconded by Mr. Ursitz that the Board approve Policy #203 – Communicable Diseases and Immunization. Motion passed unanimously

E. Action on the approval of the revision to Policy #204 – Attendance

1st: Mrs. Errett 2nd: Mr. Ursitz Motion: 8-0

Mrs. Errett made a motion, which was seconded by Mr. Ursitz that the Board approve Policy #204 – Attendance. Motion passed unanimously

F. Action on the approval of the revision to Policy #212 - Reporting Pupil Progress

1st: Mrs. Errett 2nd: Mr. Ursitz Motion: 8-0

Mrs. Errett made a motion, which was seconded by Mr. Ursitz that the Board approve Policy #212 – Reporting Pupil Progress. Motion passed unanimously

G. Action on the approval of the revision to Policy #217 - Graduation Requirements

1st: Mrs. Errett 2nd: Mr. Ursitz Motion: 8-0

Mrs. Errett made a motion, which was seconded by Mr. Ursitz that the Board approve Policy #217 – Graduation Requirements. Motion passed unanimously

H. Action on the approval of the revision to Policy #246 - Student Wellness

1st: Mrs. Errett 2nd: Mr. Ursitz Motion: 8-0

Mrs. Errett made a motion, which was seconded by Mr. Ursitz that the Board approve Policy #246 – Student Wellness. Motion passed unanimously

I. Action on the approval of the revision to Policy #247 – Hazing

1st: Mrs. Errett 2nd: Mr. Ursitz Motion: 8-0

Mrs. Errett made a motion, which was seconded by Mr. Ursitz that the Board approve Policy #247 – Hazing. Motion passed unanimously

J. Action on the approval of the revision to Policy #249 - Bullying/Cyberbullying

1st: Mrs. Errett 2nd: Mr. Ursitz Motion: 8-0

Mrs. Errett made a motion, which was seconded by Mr. Ursitz that the Board approve Policy #249 – Bullying/Cyberbullying. Motion passed unanimously

K. Action on the approval of the revision to Policy #808 - Food Services

1st: Mrs. Errett 2nd: Mr. Ursitz Motion: 8-0

Mrs. Errett made a motion, which was seconded by Mr. Ursitz that the Board approve Policy #808 – Food Services. Motion passed unanimously

L. Action on the approval of the revision to Policy #808.1 - Food Service Department

1st: Mrs. Errett 2nd: Mr. Ursitz Motion: 8-0

Mrs. Errett made a motion, which was seconded by Mr. Ursitz that the Board approve Policy #808.1 – Food Service Department. Motion passed unanimously

M. Action on the approval of the revision to Policy #810.2 - Video/Audio Recording

1st: Mrs. Errett 2nd: Mr. Ursitz Motion: 8-0

Mrs. Errett made a motion, which was seconded by Mr. Ursitz that the Board approve Policy #810.2 – Video/Audio Recording. Motion passed unanimously

XX. Miscellaneous

A. Action on the approval of the Schedule for Regular Board Meetings for the 2018 calendar year

1st: Mrs. Errett 2nd: Mr. Ursitz Motion: 8-0

Mrs. Errett made a motion, which was seconded by Mr. Ursitz that the Board approve the schedule for the Regular Board Meetings for the 2018 calendar year. Motion passed unanimously

- B. Action on the approval of the District Budgetary Planning Meetings for the 2017-2018 school year

1st: Mrs. Errett 2nd: Mr. Ursitz Motion: 8-0

Mrs. Errett made a motion, which was seconded by Mr. Ursitz that the Board approve the schedule for the District Budgetary Planning Meetings for the 2017-2018 school year. Motion passed unanimously

Action on the approval of the Letter of Agreement for Student Assistance Program (SAP) services between the District and Washington Drug and Alcohol Commission, Inc. at no cost to the District

1st: Mrs. Errett 2nd: Mr. Matchett Motion: 8-0

- C. Mrs. Errett made a motion, which was seconded by Mr. Matchett that the Board approve the Letter of Agreement for Student Assistance Program (SAP) services between the District and Washington Drug and Alcohol Commission, Inc. at no cost to the District. Motion passed unanimously

- D. Action on the approval of the Memo of Understanding between the District and the Local and State Police Departments for 2016-2018

1st: Mrs. Errett 2nd: Mr. Matchett Motion: 8-0

Mrs. Errett made a motion, which was seconded by Mr. Matchett that the Board approve the Memo of Understanding between the District and the Local and State Police Departments for 2016-2018. Motion passed unanimously

- E. Action on the approval of the Memo of Understanding between the District and Washington Communities Human Services, Inc. for the 2017-2018 school year at no charge to the District. (This MOU will continue Building Based Servicing, Point of Contact Initiative, and State Mandated Student Assistance Program (SAP) at FCSD)

1st: Mr. Matchett 2nd: Mrs. Errett Motion: 8-0

Mr. Matchett made a motion, which was seconded by Mrs. Errett that the Board approve the Memo of Understanding between the District and Washington Communities Human Services, Inc. for the 2017-2018 school year at no charge to the District (This MOU will continue Building Based Servicing, Point of Contact Initiative, and State Mandated Student Assistance Program (SAP) at FCSD) . Motion passed unanimously

- F. Dissemination of FCSD Comprehensive Plan 2018-2021 for 30 day public review

(Action to approve will be presented at September Board Meeting)

Dr. Jacoby stated that the FCSD Comprehensive Plan for 2018-2021 is on the District's website for a 30 day public review. The plan needs to be sent to the state by November 1st. The Board will vote to approve the comprehensive plan at the September 2017 Board Meeting. (This is a revisit to the District's Comprehensive Plan cycle due to a year extension set forth by the PA Department of Education).

XXI. Executive Session

This item was not held.

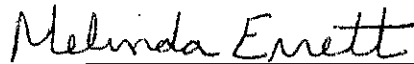
XXII. Adjournment

1st: Mrs. Errett

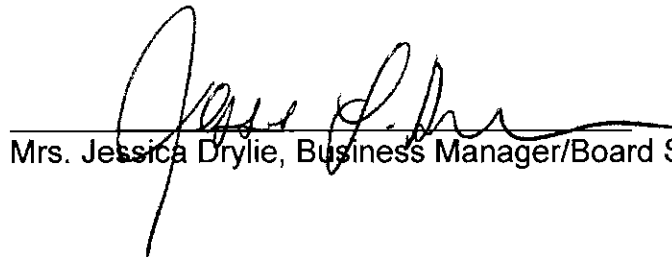
2nd: Mr. Ursitz

Motion: 8-0

Mrs. Errett made a motion, which was seconded by Mr. Ursitz that the Board adjourn the Regular Meeting of August 28, 2017. Motion passed unanimously and the Board adjourned at 7:41 PM.



Mrs. Melinda Errett, Board Vice President



Mrs. Jessica Drylie, Business Manager/Board Secretary