



BOARD HIGHLIGHTS

October 22, 2018 School Board Meeting

* A moment of silence will be held in memory of Charles Garrett, 83, who passed away on 09/27/2018. He was a former RHS teacher and basketball coach.

Mr. Osborne reported that the following Executive Session was held in the Board Conference Room as listed:

- Wednesday, October 17, 2018 - Following the Board Committee of the Whole Meeting on from 7:35 PM to 8:28 PM for legal and personnel matters.

➤ Recognitions

[At Regular Meeting] Governmental Funds Statement Report to Finance Committee Members by Mr. Mark C. Turnley, CPA for Reynolds School District for Fiscal Year Ending June 30, 2018

➤ Correspondence

- Acknowledged Book Donations to the Reynolds Jr.-Sr. High School Library/Educational Technology Center from REA in memory of Mr. William H. Swan, Jr., father of Mrs. Kelly Fuchs, RHS Teacher: A Spark of Light, The Rule of One, Sadie and Very Good Lives
- Acknowledged Book Donations to the Reynolds Jr.-Sr. High School Library/Educational Technology Center from REA in memory of Mrs. Helene Gay, mother of Mrs. Susan Woge, RHS Teacher: Books from the Cormoran Strike Series – Cuckoo’s Calling, The Silkworm, Career of Evil and Lethal White

➤ Superintendent’s Report

Reynolds Junior-Senior High School Students of the Month: Jakob Lorent- Grade 12, Rebekah Leise and Lane Owen - Grade 11, Ava DiGregorio – Grade 10, Mackenzie Herman – Grade 9, Michael Mendoza – Grade 8, Ryan Broadwater – Grade 7

➤ Board Committee/Board Representative Reports

• Academics, Activities, and Transportation Committee

- RSD Comprehensive Plan 2019-2022 – Mr. Reichard, the Academics, Activities and Transportation Committee Chairperson, questioned sections of the Plan that included pages 6, 7, 21, and 53. Mr. Sibeto is to have the principals and Mrs. Bredl look over the areas of the Plan in question.
- RSD Website – Mr. Reichard reported that Transportation Dept. section on the website has been updated.
- *[At Regular Meeting]* Discussed 2019 Musical / Prerecorded Music in lieu of Pitt Musicians

• Buildings, Grounds, and Technology Committee

- Reviewed Quotes for Replacement of 9 McQuay Controllers for Elementary Heat Pumps [Agenda Item 12.2] – Mr. Covelli presented four quotes and recommended going with the least expensive, which was from Allegheny Engineering Co. of Pittsburgh, PA for a total of \$9,983.25 to be paid from Capital Projects Fund. The cost will also include a core charge, which will be totally reimbursed upon Allegheny’s receipt of the old controllers. Mr. Covelli stated that the controllers are no longer manufactured.

The Reynolds School District does not discriminate on the basis of race, sex, color, handicaps, creed, age, or national origin in administration of its educational or employment policies.

• **Finance Committee**

- **RSD 403(b) Plan Restatement (Mr. Jim Lumpp) [Agenda Item 14.6]**. Mr. Sibeto stated that Mrs. Morrison and Mr. Lumpp have been working on the 403(b) Plan in getting caught up with the laws, etc. with our third party service company, PenServ. Mr. Lumpp reported that the district spent an entire year making changes to the 403(b) Plan, which was started in 2009 before the IRS regulations were fully in place. The IRS now requires all employers to have a 403(b) restatement document in place. Mr. Lumpp reported going through item by item making sure the Plan was in compliance with IRS regulations. He reported that the positive thing about it is that it gives the opportunity to make changes to the Plan and improve it. The improvements include allowing Roth IRA electives, which are on a post-tax basis. In a review of the 403(b) Plan, we were notified we were missing employer contributions going back to 2009. The district had to determine how many employees were affected and how much money was involved; there were 13 current and former employees affected. Mr. Sibeto and Mr. Steele reviewed the calculations, and the information was submitted to PenServ as the third party service company by Mr. Lumpp. PenServ used a Department of Labor formula to calculate the lost interest on the contributions, and they paid everybody's account. Mr. Steele negotiated with PenServ, and Mrs. Morrison and Mr. Lumpp were very satisfied with PenServ, who worked very closely with them. A default account has been set up so that this doesn't happen again. The default account can be used for new employees until they establish an account or for employees leaving the district who have monies due to them by contract until instructions are provided for where to send the monies. Mr. Lumpp also complained to PenServ that our choices were not all that great, and they provided a list of 9,000 funds to choose from. Mr. Lumpp worked with three investment advisors to come up with a list of several companies. Under the new IRS regulations, the restated Plan is due March 2020, and PenServ complimented RSD for being proactive. It is the district's fiduciary duty to make sure the 403(b) Plans are in place for employees.

• **Personnel & Policy Committee**

- **Second Reading/Adoption – Revised Policy 210.1 – Pupils – Possession/Use of Asthma Inhalers/Epinephrine Auto-Injectors [Agenda Item 11.1]**
- Mr. Shearer commented that he misspoke at last month's meeting. A few students do carry their own Epi-pens. They have an emergency health care plan in place with the district. There is a limited supply of Epi-pens, and they are on back-order. Epi-pens come to us through a free program, and their expiration is coming due. January is the renewal time, and we should be in pretty good shape until that time. Mr. Colson commented that the pharmaceutical companies have extended their expiration dates by four months, but it will be a good thing to get the manufacturer's written guarantee that the liability falls to them.
- **Second Reading/Adoption – New Admin. Reg. 210.1-AR-0 – Pupils – Opt-Out Form [Agenda Item 11.2]**
- **Second Reading/Adoption – Revised Policy 918 – Community – Title I Parent & Family Engagement [Agenda Item 11.3]**

• **Legislative Representative –**

- Mr. Reeher reported on his experience in serving as a Voting Delegate for the 2018 PSBA Legislative Platform and shared the information that was presented and how the platform was developed.

• **Career Center Representative –**

- Mr. Reeher clarified what the Adult Education Fund included, and he reported that it is currently being reviewed.

➤ **Policies/Procedures/Legal Agreements**

- **Second Reading/Adoption - Revised Policy 210.1 – Pupils – Possession/Use of Asthma Inhalers/Epinephrine Auto-Injectors**
- **Second Reading/Adoption – New Admin. Reg. 210.1-AR-0 – Pupils – Opt-Out Form**
- **Second Reading/Adoption – Revised Policy 918 – Community – Title I Parent & Family Engagement**

➤ **Buildings and Grounds**

- Accepted Quote from **Allegheny Engineering Co.** of Pittsburgh, PA for Replacement of Nine (9) **McQuay Controllers for Elementary Heat Pumps (Refurbished)** in the Total Amount of **\$9,983.25** to be Paid from Capital Projects Fund *[There will be a core cost added, which will be reimbursed upon Allegheny's receipt of old McQuay controllers.]*

➤ **Educational Programs/Student Activities**

- Approved Addition(s) to the 2018-19 District Parent/Community Volunteer List:
 - ❖ **Aretz, Patrick**, Jamestown, PA
 - ❖ **Beers, Bryan**, Greenville, PA

- ❖ Dahman, Megan, Greenville, PA
- ❖ Layman, Krystal, Jamestown, PA
- ❖ Stewart, Rebecca, Greenville, PA
- ❖ Sheffer, Jessica, Greenville, PA
- ❖ Taylor, Rachel, Greenville, PA
- ❖ Uhrin, Nicole, Fredonia, PA

- Approved Reynolds SD Comprehensive Plan 7/1/2019 - 6/30/2022

➤ Finance

- Approved Tax Exonerations/Additions for Tax Year 2018:
 - ❖ Pymatuning Township – Per Capita Exonerations (\$ 70.00)
 - ❖ West Salem Township – Per Capita Exonerations (\$ 800.00)
- Approved RSD 403(b) Plan Restatement, Effective Immediately, and Authorize Business Administrator to Execute Documents Related Thereto

➤ Personnel

- Approved Additions to 2018-19 Substitute Teacher List, Salary Set at \$100/Day for PA Certified Teachers and \$80/Day for MIU4 Emergency Guest Teachers:
 - ❖ Bittner, Sylvia, New Castle, PA – Elementary & Secondary Guidance Counselor
 - ❖ Foore, Carrie*, Greenville, PA – MIU4 Emergency Guest Teacher
 - ❖ Pickens, Edward, Greenville, PA – MIU4 Emergency Guest Teacher
 - ❖ Thompson, Kayla, Transfer, PA – MIU4 Emergency Guest Teacher

**Per Policy #503: Mrs. Foore’s husband is RHS Teacher Bill Foore.*
- Approved Additions to 2018-19 Extracurricular Coach/Advisor List:
 - ❖ Shaffer, Ben, Hermitage, PA – Athletics Game Manager, Salary - \$45/Event
 - ❖ Moore, Mark, Greenville, PA – 1st Assistant Girls Basketball Coach, *Salary – Level F (\$3,783)*
 - ❖ Banic, Amanda, Greenville, PA – Change from Paid JV Winter Cheerleader Advisor to Volunteer Winter Cheerleader Advisor
 - ❖ Moore, Mark, Greenville, PA – Girls Elementary Basketball Coach (Approved in Sept. 2018); Change from Shared 200 Hours to Shared 150 Hours @ \$17/Hr.
 - ❖ Hernandez, Lisa, Greenville, PA – Girls Elementary Basketball Coach (Approved in Sept. 2018); Change from Shared 200 Hours to Shared 150 Hours @ \$17/Hr.
 - ❖ Taylor, Janine*, Greenville, PA – Volunteer Cheerleader Advisor; *No Salary Provision*

**Per Policy #503: Mrs. Taylor’s husband is Coach Marty Taylor, brothers-in-law are Coach Casey Taylor and Coach Michael Hills, and father-in-law is Board Treasurer Brian Hills.*

 - Approved Reynolds Elementary School AmeriCorps Service Worker, Effective September 2018 through July 2019 – Ms. Patrice Lambert, Youngstown, OH
- Approved Addition(s) to 2018-19 Substitute Support Personnel List, Wage Set at \$9/Hr. - [Substitute Custodians, Substitute Food Service Employees, Substitute Secretaries, Substitute Teacher’s Aides, and Substitute Transportation Courier] and \$10/Hr. for Substitute Nurse Assistants:
 - ❖ Taylor, Rachel*, Greenville, PA – Substitute Custodian, Substitute Food Service Employee, Substitute Secretary, and Substitute Teacher’s Aide

**Per Policy #503: Mrs. Taylor’s husband is Coach Casey Taylor, brothers-in-law are Coach Marty Taylor and Coach Michael Hills, and father-in-law is Board Treasurer Brian Hills.*
- Approved Leave of Absence:

Employee:	<u>Employee #106</u> (<i>Extended FMLA / Unpaid Leave of Absence</i>)
Position:	RESPA – 10 Month Secretary
Leave:	Extended FMLA Unpaid Leave of Absence
Effective:	09/21/2018 – 11/7/2018

- Approved Resignation(s):

Employee: Weaver, Scott (*Resignation*)
Position: Volunteer Boys Basketball Coach
Effective: October 15, 2018

➤ [Meeting Dates](#)

November 19, 2018 (Monday) Reynolds School Board Combined C.O.W./Regular Meeting –7:30 PM