



**BOARD OF SCHOOL DIRECTORS
REGULAR MONTHLY BOARD MEETING
Held On: Thursday, June 20th, 2024
Immediately following the Work Session
Meeting will be held in the Middle School Cafeteria**

~ AGENDA ~

1. Roll Call and Pledge of Allegiance

2. Comments from the Public on the Agenda

3. Approve Agenda

Motion to approve the June 20th, 2024 agenda, as presented.

4. Approval of Minutes

a. Regular Monthly meeting of the Board of Directors held on Monday, May 20th, 2024.

5. Board Communication

a. **Position / Title Change**

Approval to reclassify the position and job duties for Jason Pappas, as the High School / Middle School Principal (6th through 12th grade), effective July 1st, 2024, with an increase in salary of \$5,000.

b. **Rescind Furlough Letter**

Approval to rescind the furlough letter of Eric Wilkins, High School French Teacher, effective immediately.

c. **Furlough Notification**

Move to furlough the following positions commencing with the 2024-2025 school year in accordance with Section 11-124 of the Public School Code. The furloughs are being made for economic reasons that require a reduction in professional employees:

- Middle School Principal Position
- School Resource Officer
- Part-Time Cafeteria Worker Position
- School Psychologist IU1

d. **Furlough Notification**

Move to furlough Jodi Madigan, Elementary Teacher, commencing with the 2024-2025 school year in accordance with Section 11-124 of the Public School Code. The furlough is being made for economic reasons that require a reduction in professional employees.

- e. **TAN Loan**
Motion to approve the Resolution authorizing a Tax Anticipation Note (TAN) as proposed by Somerset Trust Company in the amount of \$2,500,000.00, at an interest rate of 5.975% fixed.

6. Financial

- a. Financial Report [May, 2024]
b. Cafeteria Fund Report [May, 2024]
c. Middle School/High School Activity Fund Report [May, 2024]
d. Capital Reserve Fund Report [May, 2024]
- e. Payment of Bills Due and Payable and
Additional Bills Due and Payable [June, 2024 and July, 2024]

- f. **Budget Resolution for the 2024-2025 School Year**
"Be It Resolved, that the Board of Directors of the Frazier School District adopt the General Fund budget for the Frazier School District for the fiscal year beginning July 1, 2024 and ending June 30, 2025, in the amount of **\$21,853,570** and the necessary taxes levied and appropriated as set forth in the 2024-2025 General Fund Budget."

- g. **Real Estate Property Tax Resolution**
"And It Is Resolved, that the Frazier School Board of School Directors does hereby levy for the school fiscal year July 1, 2024 – June 30, 2025, on each dollar of the total assessment of all real estate property in the Frazier School District comprised of Perry Township, Jefferson Township, Perry Borough, Newell Borough, and Lower-Tyrone Township, as assessed and certified for taxation by the County, a Real Estate Tax in the amount of **23.8954** under the new 100% Assessment of each one dollar of assessed valuation of taxable property, for general purposes and the payment of teacher salaries and rentals of state authorities.

- h. **Per Capita – Section 679 S.C.**
"Resolved, that the Frazier Board of School Directors hereby reenacts upon the residents and/or inhabitants of the Frazier School District eighteen (18) years of age and older, within the school district a Per Capita Tax in the amount of five (\$5.00) dollars as provided in the Public School Code of 1949 (Section 679) as amended, beginning July 1, 2024 and ending June 30, 2025."

- i. **Per Capita - Act 511 S.C.**
"Resolved, that the Frazier Board of School Directors hereby reenacts upon the residents and/or inhabitants of the Frazier School District eighteen (18) years of age and older, within the school district a Per Capita Tax in the amount of five (\$5.00) dollars as provided in the Public Law, 1257, dated December 31, 1965, as amended, commonly referred to as Act 511, or as Local Tax Enabling Act, beginning July 1, 2024 and ending June 30, 2025.

- j. **Earned Income Tax – Act 511 S.C.**
"Resolved, that the Frazier School Board of Directors hereby reenacts and continues an earned income tax to be levied in the amount of one percent (1%) on salaries,

wages, commissions, and other compensations, earned during the period beginning July 1, 2024 and ending June 30, 2025, on all residents of the Frazier School District who have attained the age of eighteen (18) years and older, and on the net profit earned during said period from businesses, professions, or other activities conducted by residents and non-residents of the said District in accordance with Public Law 1257, dated December 31, 1965, as amended, commonly referred to as Act 511, or as a Local Tax Enabling Act”.

k. **Realty Transfer Tax – Act 511 S.C.**

“Resolved, that the Frazier Board of School Directors hereby reenacts a Realty Transfer Tax, to be levied in the amount of one percent (1%) on transfers beginning July 1, 2023 and ending July 1, 2024 of real property or any interest in real property, situated within the School District of Frazier in accordance with Public Law 1257, dated December 31, 1965, as amended, commonly referred to as Act 511 or as the Local Tax Enabling Act.”

l. **Local Service Tax**

“Be It Resolved, by the Frazier Board of School Directors to participate with the district townships and boroughs, in the imposition of Local Service Tax as adopted by the ordinances of the townships and boroughs. Further, to authorize Southwest Regional Tax Bureau to remit that portion of this tax, the “Local Service Tax” to the Frazier School District pursuant to Act 7, P.C. 13, as enacted June 21, 2007. This remittance shall replace the previous Act 511 Tax known as the Occupational Privilege Tax. Said collections and remittances to the District shall run concurrent with the collections by the boroughs and townships.

m. **School District’s Depository for the 2024-2025 School Year**

Approval to name Somerset Trust Bank, Perryopolis Office, as the school districts depository for the 2024-2025 school year.

n. **Investment Resolution**

Approval of Investment Resolution for the following banks/institutions for the 2024-2025 school year:

Somerset Trust Bank

US Bank

State Treasurer’s INVEST Program for Local Governments

o. Act 1 Resolution – Approval of Homestead/Farmstead Exemption in the amount of **\$180.89.**

7. General Business

a. **OSG Connect**

Approval of request submitted by Becky Rodriguez, Business Manager, to hire OSG Connect at an estimated cost of \$8,000, which includes the cost of postage to print tax bills.

- b. **Auction Company**
Approval to accept the proposal from Joe R. Pyle Complete Auction and Reality, LLC to conduct an online public auction with the contents of the old middle school building. (Date to be determined.)
- c. **Rittenhouse Bus Lines, Inc.**
Approval to accept the agreement with Rittenhouse Bus Lines, Inc. to provide transportation services to Frazier School District students for the 2024-2025 and 2025-2026 school years. [Cost varies based on services provided and number of runs.]
- d. **Bleacher Repair**
Approval of request submitted by Mr. Turek to accept the proposal from Eichenlaub Company for cable repair of the middle school bleachers in the amount of \$4,937. [Funds to come from capital reserve.]
- e. **PSBA Renewal**
Approval of request to renew the district's membership to PSBA in the amount of \$7,537.49, which is inclusive of the web-based policy system (BoardDocs).
- f. **Dillon's Tree Service**
Approval of request to trim trees and remove debris at the stadium along the bleacher area and stadium lights in the amount of \$1,600.
- g. **Discard Old Textbooks**
Approval to discard the following textbooks and materials:
- 30 Sociology textbooks – The Study of Human Behavior, Copyright 2010
 - 10 History textbooks – A History of the Modern World, Copyright 2002
 - Elementary Building Listing:
 - ❖ 90 textbooks – Science, Copyright 2002
 - ❖ 60-75 textbooks – The Music Connection, Copyright 1995
 - ❖ 103+ textbooks – 5th Grade Social Studies, Copyright 2001
 - ❖ One large textbook – Science, Copyright 1970
 - ❖ One large textbook – ELA, Copyright 2001
 - ❖ 77 textbooks – 3rd grade Reading, Copyright 2008
 - ❖ All decodable readers – ELA, Copyright 2008
 - ❖ 62 textbooks – 1st grade Science, Copyright 2002
 - ❖ 52 textbooks – 1st grade Social Studies, Copyright 2001
 - ❖ 27 textbooks - teacher materials – 1st grade ELA, Copyright 2008
 - ❖ 74 textbooks – Writing- Copyright dates range 1994-2005
 - ❖ 21 textbooks – 1st grade Science – Copyright 2002
 - ❖ 21 textbooks – 1st grade Social Studies – Copyright 1992
 - ❖ 5 textbooks – Reading, Copyright 2008
- h. **Use of Facilities**
1. Approval of request submitted by Yolanda Pato, on behalf of the Olive Branch Baptist Church and C.E.F., to use the elementary cafeteria to hold the "Good News Club." Usage will be on Tuesday evenings from 3:30 pm to 5:00 p.m., beginning October 2024 through May 2025. No costs to the district and participants are district students.

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2. Approval of request submitted by Heather Rubish, on behalf of the Youth Football & Cheer Organization, to use the football stadium to distribute equipment on Saturday, July 13th, 2024. Games to be held on Saturdays from 10:00 am to 8:00 pm beginning August through October 2024. Custodial and security services to be covered by the Youth League. No cost for use of the facilities.
- i. **Clelian Heights**
Approve the annual Service Agreement with Clelian Heights to provide educational services for the 2024-2025 school year, as presented.
 - j. **Conference**
 1. Rebecca Rodriguez, Business Manager
School Operations Academy – PASBO
July 16th – 18th, 2024 – Harrisburg, PA
Registration - \$220.00
Hotel - \$273.00
Mileage/Tolls - \$250.00
Meals - \$100.00
Total Cost to the District - \$843.00
 - k. **Horizon Information Services**
Approval to accept the proposal from Horizon Information Services in the amount of \$29,055.00 to replace the New Central Life Safety Communication System and Clocks (overhead paging system) in the High School building. [Funding from PCCD grant.]
 - l. **Mastowski Contracting**
Approval of request to accept the revised proposal for grass cutting service from Mastowski Contracting to include the football stadium. Total revised bill is \$575.
 - m. **Nutrition, Inc,**
Approval of request to renew the Nutrition, LLC food service contract for the 2024-2025 school year, as presented.
 - n. **Insurance Proposal**
Approval to accept the insurance proposal from Arthur J. Gallagher & Company to provide insurance to the district from July 1, 2024 to July 1, 2025. The total combined premium is \$138,165 (which is an increase of \$11,505 over the previous year.)
 - o. **Pre-K Readiness Program**
Approval to hire one (1) Teacher and two (2) Paraprofessionals for the Pre-K Readiness Program for the 2024-2025 school year to be held at the Frazier Elementary School. Teacher and Aides will require a 6-hour prep/meeting day prior to the start of the program and four (4) days at 7.5 hours each day.
 - p. **Professional Development**
Approval for five (5) professional staff members and one (1) paraprofessional (PBIS Core Team at the elementary building) to attend TIPS training at a cost of \$1,943.00 to be paid using ESSERS Funds.

- q. **Educational Services Agreements**
Approval to participate in the educational services provided by IU1 for the 2024-2025 school year, as follows:
- ACCESS Services Agreement – IU1 Based Staff
 - ACCESS Reimbursement Service Agreement – Administrative Support Only
- Charges vary based on services provided.
- r. **Western PA Learning 2025 Alliance**
Approval of request to participate in the Western PA Learning 2025 Alliance on behalf of The Grable Foundation. The grant award totals \$17,676 and is to be used in conjunction to offset the cost of the following:
- Fee to participate in AASA Learning 2025
 - Attend a National Conference
 - Host a Free community event during Remake Learning Days)
 - Professional Development

8. Personnel

- a. **Election of Athletic Director**
Approval to renew Mandy Hartman, as the Athletic Director for the 2024-2025 school year (effective July 1, 2024), at a salary of \$6,834.00
- b. **Election of Assistant Athletic Director**
Approval to renew Nic Hixenbaugh as the Assistant Athletic Director for the 2024-2025 school year (effective July 1, 2024), at a salary of \$2,500.
- c. **Athletic Trainer**
Approval to elect Elizabeth Armbruster as the Athletic Trainer for the 2024-2025 school year at a salary of \$48,960.00 plus benefits.
- d. **Support Staff Salaries**
Approval of the salary increases for the support staff for the 2024-2025 school year based on a satisfactory employee evaluation. [Increases budgeted].
- e. **Safety Coordinator**
Approval of request to elect Scott Hazelbaker as the Safety Coordinator for the district effective July 1, 2024.
- f. **Leave of Absence**
Retroactive approval of request from a professional staff member to take a FMLA, effective Monday, June 10th, 2024. Estimated date of return is Monday, August 12th, 2024.
- g. **Letter of Retirement**
Accept the letter of retirement from Mike Steeber, Physics Teacher, effective July 1, 2024, and receive benefits in accordance with the Collective Bargaining Agreement. [20 years of service]
- h. **Letter of Resignation**
Accept letter of resignation from Buck Watkins, Head Coach, Wrestling, effective immediately. [7 years of service]

- i. **Letter of Resignation**
Accept letter of resignation from Lori Kirchner, High School Learning Support Teacher, effective May 31, 2024. [12 years of service]
- j. **Letter of Resignation**
Accept letter of resignation from Mary Jo Babyak, Paraprofessional, effective the end of the 2023-2024 school year. [20 years of service]
- k. **Custodial Election**
Approval to move Lisa Kortina, full-time cafeteria worker to the full-time custodial position, effective July 1, 2024. There will be a 30-day probationary period, at the increased rate of pay, with an end date of August 20th, 2024.
- l. **Election of Staff**
Approve to elect David Columbus as the High School Physics Teacher, at Step 4 Bachelors and benefits in accordance with the Collective Bargaining Agreement. Start date to be determined.
- m. **Summer Workers**
Approval to elect the following students for summer employment beginning Tuesday, June 25th, 2024, at \$12.50/hour. [Total hours collectively, not to exceed 56/hrs. a week.]
 - Delaney Anderson
 - Tanner Merrill
 - Scott Brundege
 - Alissa Lane
- n. **Letter of Resignation**
Accept the letter of resignation from Eric Johnson, Special Education Director, effective August 16th, 2024.
- o. **Letter of Resignation**
Accept the letter of resignation from Stacey Erdely, Board Member, effective July 1, 2024. [18 years of service.]
- p. **Board Member Nomination**
Move to appoint _____ to the vacant Board seat and to finish out the term, which will occur at the November 2025 Municipal election.

9. Comments from the Public

10. Adjournment