

March 27, 2014 Board Meeting Notes

Items listed below were approved unanimously by all members present, except where noted. (Daniel Stroup was absent.)

Approved:

- The agenda as written with changes noted.
- Minutes from the March 13, 2014 meeting.
- Financial Reports as submitted.
- Payment of Bills as submitted.
- The second reading of the following revised policies: #215 – Promotion & Retention, #429 – Substitute Compensation & #610 – Purchases Subject to Bid/Quotation.
- The hiring of the following teachers for the 2013-14 school year: Substitute Teacher: Michele Sorensen of Tower City (Certification: Spanish) and Guest Teachers: John Herbert of Frackville and Linda Shott of Pine Grove.
- The hiring of the following Volleyball Coaches for the 2014-15 school year: Head Coach: Judy Schappe of Minersville (*Salary as per the Collective Bargaining Agreement*) Assistant Coach: Hillary Nolen of Tower City (*85% of the salary as per the Collective Bargaining Agreement.*)
- The hiring of the following substitute custodians for the 2013-14 school year: Holly Kreiser of Williamstown, James S. Hummel of Halifax and Mark A. Harris, Jr. of Tower City.
- Family & Medical Leave for Elem. Teacher Mary Ellen Oxenrider for the following dates: April 3,8,9,15,23 & 28, 2014.
- A rental request as submitted, waiving custodial/rental fees.
- The following fund-raiser request from the WV Elementary National Honor Society: Dress Like A Disney Character Day (May 15). Purpose: earn money to be donated to St. Jude's Children's Hospital (*Students participating will pay \$2 to dress like a Disney character.*)
- The following out of state field trip request as listed at no cost to the district:

Disney World – Orlando, Florida: A request from the Marching Band to travel to Florida December 26 thru December 31, 2014. Purpose: performance in the Magic Kingdom. Faculty Chaperons: Keith Gromis & Edward Wilson, Non-faculty Chaperons: Parents of students --- To Be Announced.

- The 2013 Tax Exemption Request Forms. (Ferraro abstained.)
- The disapproval of 2013 Tax Exoneration requests that did not meet the criteria for exemption. (Statewide Tax Recovery has agreed to waive all delinquent and collection fees for these individuals. Applications can be reviewed and approved if the district is provided with the substantiating information.)
- District Tax Collectors' requests for exoneration.
- The 2013 Occupation/Per Capita Tax Delinquent Tax Listing.
- A 4 day summer work week beginning June 9, 2014 and ending August 15, 2014 for 12 month employees. (*Employees will work ten hour days, Mondays through Thursdays, and buildings will be closed on Fridays.*)

Entered:

- Into two executive sessions to discuss personnel matters.

Failed:

- To approve tuition reimbursement for Teacher Jessica Albon. (Johns & Mika voted yes, all others voted no.)

Heard:

- Basketball Cheerleading Advisor Karestin Davis present and end of season report.
- Resident James Brasher address the Board concerning natural gas, urging the Board to take a step forward to express an interest in natural gas when/if it would become available in our area. He also commented on the many cost saving features of using natural gas.

Upcoming Meeting:

- The next regularly scheduled public Board meeting will take place on April 10, 2014 at 7:30 PM in the Board Room of the Jr.-Sr. High School. (An executive session for Board Members and Administrators will begin at 7 PM.)

SECTION: PUPILS

TITLE: PROMOTION AND RETENTION

ADOPTED:

REVISED: ~~May 10, 2012~~ **March 27, 2014**

WILLIAMS VALLEY SCHOOL DISTRICT

215. PROMOTION AND RETENTION	
1. Purpose	The Board recognizes that the emotional, social, physical and educational growth of students will vary and that students should be placed in the educational setting most appropriate to their needs at the various stages of their growth.
2. Authority SC 1531, 1532 Title 22 Sec. 4.12, 4.42 SC 1531, 1532 Pol. 213 Pol. 204	<p>It is the policy of the Board that each student shall be moved forward in a continuous pattern of achievement and growth that corresponds with his/her own development and the system of grade levels established by the district.</p> <ol style="list-style-type: none"> 1. A student shall be promoted in grades K-6 when s/he has successfully: <ol style="list-style-type: none"> a. Completed the course requirements at the presently assigned level. An Elementary student may be promoted to the next level with no more than one (1) failed course. a. Fulfilled the attendance requirement as stated in Policy No. 204. 2. A student shall be promoted in grades 7 & 8 when s/he has successfully: <ol style="list-style-type: none"> a. Completed the course requirements at the presently assigned level. A Jr. High student may be promoted to the next level if they have no more than one (1) (full year or full year equivalent) failed course. The passing grade for each course is seventy percent (70%). b. Fulfilled the attendance requirement as stated in Policy No. 204. 3. A Sr. High School student shall be promoted in grades 9-11 when s/he has successfully: <ol style="list-style-type: none"> a. Earned a minimum of 5.40 credits during a school year to move to the next level. The passing grade for each course is seventy percent (70%). b. Fulfilled the attendance requirement as stated in Policy No. 204.
Pol. 204	

<p style="text-align: center;">CHANGE</p> <p>3. Delegation of Responsibility Title 22 Sec. 4.13 Pol. 100</p> <p>4. Guidelines</p> <p>Pol. 124</p> <p>Pol. 204</p>	<p>c. To graduate, a Sr. High School student must obtain a minimum of twenty-five (25) credits following the approved district courses.</p> <p>The student must also pass any state required graduation assessments, such as the P.S.S.A. or Keystone Exams or pass the locally approved equivalent.</p> <p>d. Completed a culminating project as required under the direction of the high school faculty as per PA Code 4.24.</p> <p>The Superintendent shall develop procedures for promotion and retention of students which assure that every effort will be made to remediate the student's difficulties before s/he is retained.</p> <p>Parents/Guardians shall be informed in advance of the possibility of retention of a student.</p> <p>The building principal shall be assigned the final responsibility for determining the promotion or retention of each student.</p> <p>A student shall be retained at the present level:</p> <p>1. If a student fails two (2) or more academic courses at the elementary level (K-6) or Jr. High level (7-8) or fails to earn the required number of credits (5.40) at the Sr. High level (9-12), s/he must successfully complete the failed courses by one (1) of the following:</p> <p>a. Attending summer school as per Policy No. 124.</p> <p>b. Successfully complete forty (40) hours of tutorial work per course under the direction of and documented by a teacher certified in the subject at the parents'/guardians' expense.</p> <p>2. If a student fails to meet the attendance requirements as per Attendance Policy No. 204.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 1531, 1532, 1533</p> <p>State Board of Education Regulations – 22 PA Code Sec. 4.12, 4.13, 4.42</p> <p>Board Policy – 100, 124, 204, 212, 213, 217</p>
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SECTION: PROFESSIONAL EMPLOYEES
 TITLE: SUBSTITUTE COMPENSATION

ADOPTED:

REVISED: ~~November 16, 2000, August 13, 2009~~
March 27, 2014

WILLIAMS VALLEY SCHOOL DISTRICT

429. SUBSTITUTE COMPENSATION	
1. Purpose	In order to obtain and retain well qualified substitutes for service in this district, this policy shall be applied.
2. Authority	Substitutes shall be paid on a per diem basis at a rate set annually (or periodically) by the Board.
CHANGE	Substitutes other than full-time substitutes shall not be eligible for fringe benefits. There are no benefits associated with this position.
3. Guidelines	<p>Long term substitutes shall receive salary and benefits as follows:</p> <p><u>Long Term Substitute</u></p> <p>Term – 90 days or less.</p> <p>Daily Rate – Day 1 thru Day 30: Regular Daily Substitute Rate.</p> <p>Day 31 thru final day: Starting Teacher Salary divided by 185.</p> <p>CHANGE Benefits – None. If substitutes work more than 30 hours per week, they are entitled to health insurance as per the federal law currently known as Obama Care.</p> <p><u>Long Term Substitute</u></p> <p>Term – Greater than 90 days.</p> <p>Daily Rate – Day 1 thru Day 30: Regular Daily Substitute Rate.</p> <p>Day 31 thru final day: Starting Teacher Salary divided by 185.</p> <p>Benefits – Health Insurance subject to premium share starting on day 91 and terminating on final day.</p> <p>Sick Leave/Personal Leave will be prorated based on the number of days worked divided by 185 days.</p> <p>The above guidelines for long term substitutes apply only when a substitute works consecutive days as a substitute teacher for a particular professional employee.</p> <p>If the length of the term of employment for a long term substitute is uncertain, the salary and level of benefits will be awarded on the best available information.</p>

SECTION: FINANCES

TITLE: PURCHASES SUBJECT TO
BID/QUOTATION

ADOPTED:

REVISED: ~~January 24, 2008~~ March 27, 2014

WILLIAMS VALLEY SCHOOL DISTRICT

610. PURCHASES SUBJECT TO BID/QUOTATION	
<p>1. Authority SC 751, 807.1</p>	<p>It is the policy of the Board to obtain competitive bids and price quotations for products and services where such bids or quotations are required by law or may result in monetary savings to the school district.</p>
	<p><u>Supplies</u></p>
<p>SC 807.1 CHANGE</p>	<p>The Board shall, after due public notice advertising for competitive bids, purchase furniture, equipment, school supplies and appliances costing \$10,000 \$19,100 or more, unless exempt by statute. The Board shall advertise once a week for three (3) weeks in not less than two (2) newspapers of general circulation.</p>
<p>SC 807.1 CHANGES</p>	<p>Furniture, equipment, school supplies and appliances to be purchased by the district costing more than \$4,000 \$10,300 but less than \$10,000 \$19,100 may be obtained on written or telephonic quotations, unless exempt by statute. If it is not possible to obtain three (3) quotations, a memo must be kept on file showing that fewer than three (3) qualified vendors exist in the market area. The written price quotations, written records of telephonic price quotations and memoranda shall be kept on file for a period of three (3) years.</p>
	<p><u>Contracts</u></p>
<p>SC 751 CHANGE</p>	<p>The Board shall, after due public notice advertising for competitive bids, contract for construction, reconstruction, repairs, maintenance or work on any school building or property having a cost or value of more than \$10,000 \$19,100 unless exempt by statute.</p>
<p>SC 751</p>	<p>All contracts for construction, reconstruction, repairs, maintenance or work on any school building or property, having a cost or value of more than \$4,000 \$10,300 but not more than \$10,000 \$19,100 may be obtained on written or telephonic quotations, unless exempt by statute. If it is not possible to obtain three (3) quotations, a memo must be kept on file showing that fewer than three (3) qualified vendors exist in the market area. The written price quotations, written records of telephonic price quotations and memoranda shall be kept on file for a period of three (3) years.</p>

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<p>SC 751</p> <p>2. Delegation of Responsibility</p> <p>SC 751, 807.1</p> <p>SC 807.1</p> <p>SC 751</p>	<p>The Board may authorize district employees to perform construction, reconstruction repairs or work having a cost or value of less than \$5,000.</p> <p>Bid specifications shall be prepared by the Business Manager.</p> <p>Bid specifications shall provide for alternates wherever possible.</p> <p>The Business Manager shall combine like items of supply and material whenever it is feasible and permissible under statute and shall not split purchases to avoid requirements for bidding.</p> <p>Bids shall be opened publicly by the Board, Business Manager, and Athletic Director (Athletic Supplies & Equipment) before one (1) or more witnesses at a previously designated time and place. Contracts shall be awarded to the lowest responsible bidder upon resolution of the Board, unless the Board chooses to reject all bids.</p> <p>The Board recognizes that emergencies may occur when imminent danger exists to persons or property or continuance of existing school classes is threatened, and time for bidding cannot be provided because of the need for immediate action. Bidding decisions in the event of such emergencies shall be made in accordance with existing legal requirements.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 751, 807.1</p>
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