

**NORTH EAST SCHOOL DISTRICT**  
**OPEN SESSION OF THE BOARD OF SCHOOL DIRECTORS**  
**THURSDAY, DECEMBER 21, 2017**

**NORTH EAST ELEMENTARY CENTER**

**6:30 PM**

**AGENDA**

- I. RECOMMENDED BOARD POLICY 600 SERIES – Optional Open Board Discussion, question and answer period

# SUBJECT TO CHANGE

## NORTH EAST SCHOOL DISTRICT

### REGULAR MEETING OF THE BOARD OF SCHOOL DIRECTORS

THURSDAY, DECEMBER 21, 2017

NORTH EAST ELEMENTARY CENTER

7:00 PM

#### AGENDA

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL OF THE MEMBERS OF THE BOARD OF SCHOOL DIRECTORS

IV. AGENDA REVISIONS

V. RECOGNITION OF STUDENTS AND STAFF

1. Retirement of Mrs. Sally Abata

VI. PUBLIC PARTICIPATION

VII. REPORTS/PRESENTATIONS/ITEMS OF INFORMATION

A. PRESENTATIONS/REPORTS

1. Single Audit Report – Mr. James Alexander – BWB
2. Year End Wrap-Up – Jeffrey Fox

B. ADDITIONAL REPORTS

1. North East Recreation Commission – Eric Riedel
2. Northwest Tri-County Intermediate Unit – Erin Janes
3. Erie County Technical School – Andrew Fynan
4. School Health Council – (Representative Needed)
5. Superintendent's Report – Frank McClard

VIII. ITEMS FOR ACTION

A. MINUTES

1. It is recommended that the board approve the minutes of the Organizational and Regular Meetings of December 7, 2017.

B. BUSINESS

1. It is recommended that the Board approve the General Fund Invoices:
  - a. Invoices Paid Prior to Board Meeting
  - b. Invoices for Approval

2. It is recommended that the Board approve the Food Service Operating Bill Listings for approval and paid prior.
3. It is recommended that the Board approve the Capital Projects Bill Listings:
  - a. Capital Projects Bills Paid Prior to Board Meeting in the amount of \$13,446.16
  - b. Capital Projects Bills for Approval in the amount of \$32,097.00
4. It is recommended that the Board approve the Capital Projects Report dated November 30, 2017.
5. It is recommended that the Board approve the Treasurer's Report dated November 30, 2017.
6. It is recommended that the Board approve the Food Service Report for the period ending November 30, 2017.
7. It is recommended that the Board approve the Resolution not to exceed the Act 1 Index for 2018-2019.
8. It is recommended that the Board approve the attached resolution approving the use of an electronic signature for Board President Nicholas C. Mobilia to be accepted as legally enforceable on contracts, agreements, grants and/or licenses with the Pennsylvania Department of Education.
9. It is recommended that the Board authorize the filing of a facsimile signature with the Commonwealth of Pennsylvania for the following individual to sign on behalf of North East School District:

<b>Name</b>	<b>Position</b>	<b>Account(s)</b>
Erin Janes	School Board Treasurer	General, Payroll, Cafeteria
Nicholas Mobilia	School Board President	General, Payroll, Cafeteria

C. PERSONNEL – Unavailable Until Board Meeting

D. STUDENT TRAVEL REQUESTS

<b>(1) NAME/PARTICIPANT</b>	<b>DATE/TIME/PLACE</b>	<b>ITEMIZED CATEGORIES</b>	<b>EXPENSES PAID BY GRANTS, PARTICIPANTS, CLUBS, FUNDRAISERS, DONATIONS</b>	<b>EXPENSES PAID BY DISTRICT</b>
Band – 1 Student Stephan DeGrosky	February 1 – 3, 2018 North Potter High School 973 Northern Potter Road Ulysses, PA 16915	Transportation ( <i>Van</i> ) Substitutes Registration Lodging – Staff Meals - Staff	-0-	\$548.00 \$135.00 \$152.00 \$175.38 \$70.00
<b>TOTALS</b>			-0-	\$1,080.38
<b>PURPOSE:</b> PMEA District 2 Jazz				

(2) NAME/PARTICIPANT	DATE/TIME/PLACE	ITEMIZED CATEGORIES	EXPENSES PAID BY GRANTS, PARTICIPANTS, CLUBS, FUNDRAISERS, DONATIONS	EXPENSES PAID BY DISTRICT
Grades 3 & 4 approx. 270 students Classroom teachers and aides	February 7, 2018 9:45 AM to 2:15 PM Erie Insurance Arena 809 French Street Erie, PA 16501	Transportation ( <i>Buses</i> ) Admission	*\$879.09 *\$1,890.00	-0-
<b>TOTALS</b>			*\$2,769.09	-0-
*All expenses paid out of student activities fund				
<b>PURPOSE:</b> Erie Bayhawks School Kids Jam (Students receive a ticket to the game, lunch and an activity guide)				

E. STAFF TRAVEL REQUESTS – None

F. CURRICULUM – None

G. ADDITIONAL EDUCATIONAL/OPERATIONAL FUNCTIONS

1. It is recommended that the Board approve the appointment of Mr. Corrie Boyd to the board’s Facilities Committee.
2. It is recommended that the Board approve Mr. Joseph Cancilla as representative from the North East Board of School Directors to the North East Recreation Commission.
3. It is recommended that the Board approve Mr. Paul Behnken as representative from the North East Board of School Directors to the School Health Council.
4. It is recommended that the Board approve the appointment of Dr. Jane Blystone to the board’s Policy Committee.
5. It is recommended that the Board approve a resolution to authorize the submission of Plancon Part F “Construction Documents” for the North East Middle School Project (PDE#3722) to the Pennsylvania Department of Education for review and approval. Further, the Board Secretary is authorized to sign the necessary documents.
6. Finance Policy 600 Series – Third Reading
  - Policy 608 – Bank Accounts (New)
  - Policy 610 – Purchases Subject to Bid/Quotation - Revised
  - Policy 611 – Purchases Budgeted - Revised
  - Policy 616 – Payment of Bills
  - Policy 618 – Student Activity Funds – Revised
  - Policy 619 – District Audit (New)
  - Policy 620 – Fund Balance (New)
  - Policy 621 – Local Taxpayer Bill of Rights (New)
  - Policy 622 – GASB Statement 34 (New)
  - Policy 624 – Taxable Fringe Benefits (New)
  - Policy 625 – Procurement Cards
  - Policy 626 – Federal Fiscal Compliance

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

- January 18, 2018 – Single Audit Approval
- January 18, 2018 – Approval of Academic Calendar for 2018-19

IX. ADJOURNMENT