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**TITUSVILLE AREA SCHOOL DISTRICT**  
**301 EAST SPRUCE STREET, TITUSVILLE, PA 16354-1948**

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**BOARD OF SCHOOL DIRECTORS**  
**AGENDA**

**REGULAR BOARD MEETING**  
**TITUSVILLE HIGH SCHOOL BOARD ROOM**

**Monday, April 15, 2019**  
**7:00 P.M.**

**I. REGULAR MEETING OF APRIL 15, 2019 CALL TO ORDER**

**II. ROLL CALL**

**III. MOMENT OF SILENCE**

**IV. PLEDGE OF ALLEGIANCE**

**V. EXECUTIVE SESSION NOTICE** – The board met in executive session April 15, 2019 at 6:15 p.m. in the administration office board room to discuss legal and personnel matters.

**VI. PUBLIC COMMENTS**

**VII. GENERAL RESOLUTION**

1. RESOLUTION #1 – APPROVAL OF GENERAL RESOLUTION

**RESOLVED**, that the Titusville Area School District Board of School Directors approves and adopts the following items that are included in the agenda of this meeting and incorporated herein by reference thereto with the same force and as though separate resolutions on each item were considered and adopted.

**A. MINUTES**

1. Minutes of the March 11, 2019 Committee, and the March 18, 2019 Regular Meeting. (Policy 006)

**B. FINANCIAL ACTIVITIES**

1. Tax Collector's Report (March 2019) (Policy 006)
2. Treasurer's Report (February 2019) (Policy 601)
3. Payment of Bills (Policy 616)
4. Approval of Rees Foundation grant in amount of \$18,062 for the purchase of stage and window curtains in the THS Colestock Auditorium.

**C. SCHEDULES OF PERSONNEL ACTIONS** – Schedules A, H, K & R were updated since the April 8, 2019 committee meeting.

1. Approval of Schedule A #125- Resignations
2. Approval of Schedule B #84 - Professional Appointments (Policy 309)
3. Approval of Schedule E #144 - Attendance at Professional Meetings (Policy 333)
4. Approval of Schedule I #121 – Field Trip Authorization (Policy 121)
5. Approval of Schedule K #116 – Supplemental Appointments (Policy 122)
6. Approval of Schedule L #72 - Retirements (Policy 349)
7. Approval of Schedule R #35 – Kelly Services Sub Teachers (Policy 818)
8. Approval of Schedule S #31 – Kelly Services Sub Support Staff (Policy 818)

**D. SCHEDULE OF PERSONNEL ACTION** – Schedule H was updated since the April 8, 2019 committee meeting.

1. Approval of Schedule H #135- Leaves of Absence (Policy 339)

## VIII. COMMITTEE REPORTS

### A. TAX/FINANCE COMMITTEE – Jack Roberts, Chairperson

1. Preliminary 2019-2020 School Year Budget Presentation – Mr. Sampson
2. RESOLUTION #2 – APPROVAL OF 3-YEAR AGREEMENT FOR ATHLETIC TRAINER SERVICES WITH OIL VALLEY PHYSICAL THERAPY

**RESOLVED**, that the Titusville Area School District Board of School Directors approves the 3-year Agreement between Titusville Area School District and Oil Valley Physical Therapy for Athletic Trainer services in the amount of \$28,000 per year, July 1, 2019 through June 30, 2022, as presented at the April 8, 2019 Committee meeting.

**BE IT FURTHER RESOLVED**, that the Titusville Area School District Board of School Directors hereby authorizes Karen E. Jez, as Superintendent of the Titusville Area School District, to execute the Agreement on behalf of the School District. (Policy 818)

3. OTHER

### B. PERSONNEL COMMITTEE – Jean Spence, Chairperson

1. OTHER

### C. BUILDINGS AND GROUNDS COMMITTEE – Richard Skinner, Chairperson

1. RESOLUTION #3 – APPROVAL TO PURCHASE CAFETERIA TABLES FOR MAIN STREET ELEMENTARY IN THE AMOUNT OF \$18,707.75 PER COSTARS #035-07

**RESOLVED**, that the Titusville Area School District Board of School Directors approves the purchase of 11 tables with stools for Main Street Elementary School cafeteria in the amount of \$18,707.75 from PEMCO per Costars #035-07, as discussed April 8, 2019 at the Committee meeting.

2. RESOLUTION #4 – APPROVAL OF PROPOSAL FOR ASPHALT AT PLEASANTVILLE ELEMENTARY IN AMOUNT OF \$17,670

**RESOLVED**, that the Titusville Area School District Board of School Directors approves the winning asphalt paving quote for Pleasantville Elementary School in the amount of \$17,670, with Huber Blacktop as presented at the April 8, 2019 Committee meeting.

3. OTHER

### D. INSTRUCTIONAL/STUDENT SVC COMMITTEE – Lynn Cressman, Chairperson

1. RESOLUTION #5 - APPROVAL TO RENEW 5-YEAR AFFILIATION AGREEMENT WITH MERCYHURST UNIVERSITY

**RESOLVED**, that the Titusville Area School District Board of School Directors approves the 5-year Affiliation Agreement between Titusville Area School District and Mercyhurst University for student teaching July 1, 2019 through June 30, 2024, as presented at the April 8, 2019 Committee meeting.

**BE IT FURTHER RESOLVED**, that the Titusville Area School District Board of School Directors hereby authorizes Karen E. Jez, as Superintendent of the Titusville Area School District, to execute the Agreement on behalf of the School Board and District. (Policy 307)

2. RESOLUTION #6 - APPROVAL OF MOU FOR EARLY HEAD START FOR CRAWFORD AND VENANGO COUNTIES

**RESOLVED**, that the Titusville Area School District Board of School Directors approves the Memorandum of Understanding between Titusville Area School District and Crawford County and Venango County Early Head Start for the period April 1, 2019 through June 30, 2020, as presented at the April 8, 2019 Committee meeting.

**BE IT FURTHER RESOLVED**, that the Titusville Area School District Board of School Directors hereby authorizes Karen E. Jez, as Superintendent of the Titusville Area School District to sign the MOU on behalf of the School Board and District. (Policy 101)

3. RESOLUTION #7 - APPROVAL OF MOU FOR HEAD START FOR WARREN COUNTY

**RESOLVED**, that the Titusville Area School District Board of School Directors approves the Memorandum of Understanding between Titusville Area School District and Warren County Head Start for the period April 1, 2019 through June 30, 2020, as presented at the April 8, 2019 Committee meeting.

**BE IT FURTHER RESOLVED**, that the Titusville Area School District Board of School Directors hereby authorizes Karen E. Jez, as Superintendent of the Titusville Area School District, to sign the MOU on behalf of the School Board and District. (Policy 101)

4. RESOLUTION #8 - APPROVAL OF CONTRACT FOR ENGLISH LANGUAGE LEARNERS SERVICES WITH NORTHWEST TRI-COUNTY IU#5 LIEP FOR THE 2019-2020 SCHOOL YEAR

**RESOLVED**, that the Titusville Area School District Board of School Directors approves the contract for English Language Learners services for the 2019-2020 school year with Northwest Tri-County IU #5 Language Instructional Education Program (LIEP) as presented at the April 8, 2019 Committee meeting.

**BE IT FURTHER RESOLVED**, that the Titusville Area School District Board of School Directors hereby authorizes Karen E. Jez, as Superintendent of the Titusville Area School District, to sign the contract on behalf of the School Board and District. (Policy 138)

5. OTHER

**E. TRANSPORTATION/FOOD SERVICES COMMITTEE – Jean Spence, Chairperson**

1. RESOLUTION #9 – APPROVAL OF CONTRACT WITH THE NUTRITION GROUP, INC. AS THE DISTRICT’S FOOD SERVICE MANAGEMENT COMPANY

**RESOLVED**, that the Titusville Area School District Board of School Directors approves the contract with The Nutrition Group as the district’s food service management company, effective July 1, 2019 through June 30, 2020, renewable for four (4) additional one-year periods as presented at the April 8, 2019 board committee meeting.

**BE IT FURTHER RESOLVED**, that the Board of School Directors of the Titusville Area School District authorizes Karen Jez, Superintendent, to execute the contract on behalf of both the Board of Directors and the Titusville Area School District. (Policy 818)

2. OTHER

**F. POLICY COMMITTEE – Jean Spence, Chairperson**

1. Policy Standing Committee meeting was moved from April 29<sup>th</sup> to Tuesday, May 14, 2019 at 3:30 p.m. in the administration office board room.

2. OTHER

**G. LEGISLATIVE – Lynn Cressman**

1. OTHER

**H. NEGOTIATIONS COMMITTEE – Kevin O’Neill, Chairperson**

1. OTHER

**IX. ADMINISTRATION**

**A. FUTURE MEETINGS**

1. Instructional Student Services Committee – Wed. May 8, 2019 at 3:30 p.m. Admin Ofc. BR
2. Tax Finance Standing Committee – Fri. May 10, 2019 at 8:00 a.m. Admin Ofc. BR
3. Buildings & Grounds Standing Committee – Mon. May 13, 2019 at 5:30 p.m. Admin Ofc. BR
4. Committee Meeting – Monday, May 13, 2019 - 7:00 p.m. - THS BR
5. Policy Standing Committee – Tues., May 14, 2019 – 3:30 p.m. – Admin Ofc. BR
6. Regular Board Meeting – Monday, May 20, 2019 – 7:00 p.m. – THS BR

**B. EVENTS**

1. PSBA Advocacy Day – Monday, April 29, 2019, Harrisburg, Registration required.
2. Knox Law Symposium – Tuesday, April 30, 2019, Ambassador, Erie
3. Titusville High School Prom – May 3, 2019 at 7:00 p.m. in THS Colestock (Jr High) Gym
4. Reception for retiring Superintendent, Karen Jez – May 30, 2019 at 3:30 p.m. THS Cafeteria

**X. OTHER BOARD COMMENTS**

**XI. OTHER PUBLIC COMMENTS**

**XII. OTHER BUSINESS**

**XIII. ADJOURNMENT**

**RESOLVED**, that there being no further business, this meeting is adjourned at \_\_\_\_\_ P.M.