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**TITUSVILLE AREA SCHOOL DISTRICT**  
**301 EAST SPRUCE STREET, TITUSVILLE, PA 16354-1785**

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**BOARD OF SCHOOL DIRECTORS**

**AGENDA**

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

**MONDAY, June 24, 2019**  
**7:00 P.M.**

- I. CALL TO ORDER - REGULAR MEETING OF JUNE 24, 2019**
- II. ROLL CALL**
- III. MOMENT OF SILENCE**
- IV. PLEDGE OF ALLEGIANCE**
- V. EXECUTIVE SESSION – None planned.**
- 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. Committee Meeting of May 13, 2019, Regular Meeting of May 20, 2019 (Policy 006) A-1

**B. FINANCIAL ACTIVITIES**

- 1. Treasurer’s Report (April) (Policy 601) A-2
- 2. Payment of Bills – (Policy 616) A-3
- 3. Approval of Insurance Renewals as presented June 10, 2019
- 4. Approval of Delta Dental Renewal as presented June 10, 2019
- 5. Approval of Business Manager to Authorize routine matters for July 2019, to process and make payment of expenditures.
- 6. Approval of LEA Agreement to participate in PA School-Based ACCESS Program for 2019-2020 school year
- 7. Other

**C. SCHEDULES OF PERSONNEL ACTIONS – Schedules B, C, H, I, J & K have been updated or added since the June 10, 2019 committee meeting.**

A-4

- 1. Approval of Schedule A#128 - Resignations
- 2. Approval of Schedule B #87 – Professional Appointments (Policy 309)
- 3. Approval of Schedule C #113 – Support Staff Appointments (Policy 309)
- 4. Approval of Schedule E #146 – Attendance at Professional Meetings (Policy 333)
- 5. Approval of Schedule H #137 – Leaves of Absence (Policy 339)

6. Approval of Schedule I #123 – Field Trip Authorization (Policy 121)
7. Approval of Schedule J #54 – Change of Degree (Policy 333)

#### **D. SCHEDULES OF PERSONNEL ACTION**

A-4

1. Approval of Schedule K #118 – Supplemental Appointments (Policy 122)

### **VIII. COMMITTEE REPORTS**

#### **A. PERSONNEL COMMITTEE – Jean Spence, Chairperson**

1. RESOLUTION #2 – APPROVAL OF RENEWAL AGREEMENT & REVISED EXHIBIT A WITH KELLY SERVICES, INC. FOR THE 2019-2020 SCHOOL YEAR

**RESOLVED**, that the Board of School Directors of the Titusville Area School District hereby approves the educational staffing renewal Agreement and revised Exhibit A Pricing Schedule between Kelly Services, Inc. and Titusville Area School District for the period July 1, 2019 through June 30, 2020.

**BE IT FURTHER RESOLVED**, that the Board of School Directors authorizes Richard E. Skinner, Jr., School Board Secretary, to sign the Agreement on behalf of the Board and the Titusville Area School District. (Policy 818)

2. RESOLUTION #3 – APPROVAL OF SUPPLEMENTAL AGREEMENT FOR ATHLETIC DIRECTOR WITH SCOTT V. SALVO

**RESOLVED**, that the Titusville Area School District Board of School Directors approves the renewal of the Athletic Director Supplemental Agreement for the term July 1, 2019 ending June 30, 2020 between Scott V. Salvo and Titusville Area School District.

**BE IT FURTHER RESOLVED**, that the Board of School Directors of the Titusville Area School District authorizes the President and the Secretary of the Board to sign the Agreement between Scott V. Salvo and the Titusville Area School District on behalf of both the Board and the School District. (Policy 308)

3. OTHER

#### **B. TAX/FINANCE COMMITTEE – Jack Roberts, Chairperson**

1. RESOLUTION #4 - ADOPTION OF THE 2019-2020 GENERAL FUND BUDGET

**RESOLVED**, that the Titusville Area School District Board of School Directors approves the Adoption of the 2019-2020 General Fund Budget in the amount of \$34,646,428 as presented at the June 10, 2019 committee meeting. (Policy 604)

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#### ***Roll Call Vote***

2. RESOLUTION #5 – APPROVAL OF MILLAGE LEVY FOR THE FISCAL YEAR 2019-2020

**RESOLVED**, that the Titusville Area School District Board of School Directors approves the following real estate tax levies for the Fiscal Year 2019-2020. (Policy 605)

Crawford County at 42.18 Mills (+1.19)

Venango County at 18.62 Mills (+0.53)

Warren County at 52.43 Mills (+1.31)

3. RESOLUTION #6 – APPROVAL OF ENACTMENT OF PER CAPITA TAX UNDER SCHOOL CODE OF 1949 FOR FISCAL YEAR 2019-2020

**RESOLVED**, that the Titusville Area School District Board of School Directors approves to enact a \$5.00 per capita Tax for the Fiscal Year 2019-2020 in conformity with Section

679 the Public School Code of 1949, 24 P.S. 6-679. (Policy 605)

4. RESOLUTION #7 – APPROVAL OF ACT 511 TAXES FOR FISCAL YEAR 2019-2020  
**RESOLVED**, that the Titusville Area School District Board of School Directors approves to enact a \$5.00 Per Capita Tax, a one (1%) percent Earned Income Tax, and a one (1%) percent Real Estate Transfer Tax for the Fiscal Year 2019-2020 in conformity with Act 511. (Policy 605)
  
  5. RESOLUTION #8 – APPROVAL OF LOCAL SERVICES TAX FOR FISCAL YEAR 2019-2020  
**RESOLVED**, that the Titusville Area School District Board of School Directors approves to enact a \$10.00 Local Services Tax per year per person for the Fiscal Year 2019-2020. (Policy 605)
  
  6. RESOLUTION #9 - APPROVAL OF HOMESTEAD/FARMSTEAD EXCLUSION RESOLUTION FOR FISCAL YEAR 2019-2020  
**RESOLVED**, that the Titusville Area School District Board of School Directors approves the resolution to implement the homestead/farmstead exclusion pursuant to Act 1 of 2006. A-6
  
  7. RESOLUTION #10 - APPROVAL OF FUND BALANCE COMMITMENTS FOR FISCAL YEAR 2019-2020  
**RESOLVED**, that the Titusville Area School District Board of School Directors approves the Fund Balance Commitments which total \$2,225,242 as listed below: (Policy 601)
    - Debt Service Stabilization - \$17,095
    - Carter Field Parking Lot – \$25,000
    - CSIU Upgrade (Financial & Personnel System) - \$30,000
    - PSERS Rate Stabilization - \$2,153,147
  
  8. RESOLUTION #11 – APPROVAL OF 2018-2019 BUDGET TRANSFERS  
**RESOLVED**, that the Titusville Area School District Board of School Directors approves Budget Transfers which may be necessary after June 30, 2019, in order to close the Books of Account for the 2018-2019 school year. (Policy 601)
  
  9. RESOLUTION #12 - APPROVAL TO TRANSFER \$150,000 FROM GENERAL FUND TO THE CAPITAL RESERVE FUND  
**RESOLVED**, that the Titusville Area School District Board of School Directors approves the transfer of \$150,000 from the General Fund to the Capital Reserve Fund. (Policy 601)
  
  10. OTHER
- C. BUILDINGS & GROUNDS COMMITTEE – Richard Skinner, Chairperson**
1. RESOLUTION #13 - APPROVAL OF THE MIDDLE SCHOOL DOMESTIC HOT WATER HEATER PROJECT IN AMOUNT OF \$35,500.00 PER COSTARS #008-532  
**RESOLVED**, that the Titusville Area School District Board of School Directors approves The Titusville Middle School domestic hot water heater project with Deets Mechanic, Inc. in the amount of \$35,500.00 per Costars #008-532 (Policy 611, 613)
  
  2. RESOLUTION #14 - APPROVAL TO EXTEND THE WASTE MANAGEMENT AGREEMENT FOR ONE YEAR  
**RESOLVED**, that the Titusville Area School District Board of School Directors approves the extension Waste Management Agreement for one year, in the amount of \$1,394.91 per month. (Policy 611, 613)

## 3. OTHER

**D. INSTRUCTIONAL/STUDENT SVCS. COMMITTEE – Lynn Cressman, Chairperson**1. RESOLUTION #15 – APPROVAL OF FINAL LIST OF 2019 HIGH SCHOOL GRADUATES

**RESOLVED**, that the Titusville Area School District Board of School Directors approves the final list of 2019 high school graduates, as presented at the June 10, 2019, school board committee meeting. (Policy 217) A-7

2. RESOLUTION #16 – APPROVAL OF FINAL LIST OF 2019 ADULT DIPLOMA PROGRAM GRADUATES

**RESOLVED**, that the Titusville Area School District Board of School Directors approves the final list of 2019 adult diploma program graduates, as presented at the June 10, 2019 school board committee meeting. (Policy 125) A-8

3. RESOLUTION #17 – APPROVAL OF THE ELEMENTARY TRANSITION PROGRAM

**RESOLVED**, that the Titusville Area School District Board of School Directors approves the Elementary Transition Program to include a teacher and an aide as presented at the May 20, 2019 school board meeting. (Policy 113)

4. RESOLUTION #18 - APPROVAL OF “I CAN TALK” TRAINING AGREEMENT WITH AAC INSTITUTE CLINIC FOR THE 2019-2020 SCHOOL YEAR

**RESOLVED**, that the Titusville Area School District Board of School Directors approves the Agreement with AAC Institute Clinic for Augmentative and Alternative Communication services training for the 2019-2020 School Year.

**BE IT FURTHER RESOLVED**, that the Titusville Area School District Board of School Directors hereby authorizes Karen E. Jez, Superintendent, to execute the Agreement on behalf of the School District. (Policy 113)

5. RESOLUTION #19 - APPROVAL OF REVISED PARENT HANDBOOK FOR 2019-2020 SCHOOL YEAR TO INCLUDE CEP FOOD SERVICE PROGRAM

**RESOLVED**, that the Titusville Area School District Board of School Directors approves the revised Parent Handbook for the 2019-2020 school year to include Community Eligibility Program (CEP) Food Service Program as presented at the June 10, 2019 committee meeting. (Policy 101)

6. RESOLUTION #20 - APPROVAL OF FAMILY ID SUBSCRIPTION AGREEMENT FOR WEB-BASED ATHLETIC SIGN-UP DOCUMENTS

**RESOLVED**, that the Titusville Area School District Board of School Directors approves the Family ID Subscription Agreement, in the amount of \$1,645 a year, for web-based access to athletic sign-up documents as presented at the June 10, 2019 committee meeting. (Policy 611)

7. RESOLUTION #21 - APPROVAL OF SOCIAL WORK SERVICES AGREEMENT FOR 2019-2020 SCHOOL YEAR WITH UNITED WAY OF TITUSVILLE REGION

**RESOLVED**, that the Titusville Area School District Board of School Directors approves the Agreement between Titusville United Way and Titusville Area School District for Social Work Services in the amount of \$49,016.10 for the term September 1, 2019 through August 31, 2020.

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

## 8. OTHER

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

## 1. OTHER

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

## 1. OTHER

**G. LEGISLATIVE – Lynn Cressman****1. RESOLUTION #22 - APPROVAL OF TWO (2) VOTING DELEGATES FOR 2019 PSBA LEGISLATIVE POLICY COUNCIL AS PART OF THE LEADERSHIP CONFERENCE**

RESOLVED, that the Titusville Area School District Board of School Directors approves James E. Come and Lynn Cressman (alternate Jack Roberts) as Titusville Area School District's voting delegates to PSBA 2019 Legislative Policy Council. The Council meets during the PASA-PSBA School Leadership Conference October 16-18, 2019 at the Hershey Lodge.

## 2. OTHER

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

## 1. OTHER

**IX. ADMINISTRATION****A. FUTURE MEETING DATES**

1. **Special School Board Meeting** – Monday, July 29, 2019 – 5:00 p.m. – THS BR – For the purpose of hiring personnel for the upcoming school year.
2. **Buildings & Grounds Standing Committee Mtg** – Monday, August 12, 2019 – 5:30 p.m. Administration Office BR
3. **Committee Meeting** – Monday, August 12, 2019 – 7:00 p.m. – THS BR
4. **Regular Meeting** – Monday, August 19, 2019 - 7:00 p.m. – THS BR

**X. OTHER BOARD COMMENTS****XI. OTHER PUBLIC COMMENTS****XII. OTHER BUSINESS****XIII. ADJOURNMENT**

**RESOLVED**, there being no further business, this meeting is adjourned at \_\_\_\_\_ P.M.,  
A reception to recognize Karen Jez, retiring Superintendent, will be held following the meeting.