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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, March 18, 2019**  
**7:00 P.M.**

**I. REGULAR MEETING OF MARCH 18, 2019 CALL TO ORDER**

**II. ROLL CALL**

**III. MOMENT OF SILENCE**

**IV. PLEDGE OF ALLEGIANCE**

**V. EXECUTIVE SESSION NOTICE** – Executive Session planned for Monday, March 18, 2019 at 6:30 p.m. in the Administration Office Board Room for 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. Board Committee Meeting Minutes of February 11, 2019 and the *revised* Regular Meeting Minutes of February 19, 2019 (Policy 006)

**B. FINANCIAL ACTIVITIES**

1. Tax Collector's Report (February 2019) (Policy 006) A-1
2. Treasurer's Report (January 2019) (Policy 601) A-2
3. Payment of Bills (Policy 616) A-3
4. Approval of Food Service Equipment grant for THS mobile heat cart in the amount of \$6,240 as presented at the March 11, 2019 committee meeting. Costars #036-006 (Policy 601)
5. Approval of Food Service Equipment grant for Hydetown Elementary for Combi Oven in the amount of \$22,197 as presented at the March 11, 2019 committee meeting. Costars #036-006 (Policy 601)

**C. SCHEDULES OF PERSONNEL ACTIONS** – Schedules A, E, H & I have been updated since the March 11, 2019 board committee meeting. A-4

1. Approval of Schedule A #124 - Resignations
2. Approval of Schedule E #143 - Attendance at Professional Meetings (Policy 333)
3. Approval of Schedule H #134 - Leaves of Absence (Policy 339)
4. Approval of Schedule I #120 - Field Trip Authorization (Policy 121)

**VIII. COMMITTEE REPORTS**

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

1. RESOLUTION #2 - APPROVAL OF RENEWAL AGREEMENT WITH NETXPRTS FOR DISTRICT-WIDE BACKUP SERVER IN AMOUNT OF \$10,391

**RESOLVED**, that the Titusville Area School District Board of School Directors approves the Agreement with NetXperts for annual renewal of the Barracuda Backup Server in the amount of \$10,391 as presented at the March 11, 2019 school board committee meeting.

**BE IT FURTHER RESOLVED**, that the Board of School Directors authorizes Karen Jez Superintendent to sign the Agreement on behalf of the Board and District. (Policy 611, 613)

2. RESOLUTION #3 APPROVAL OF 3-YEAR AGREEMENT FOR FILTERING LICENSE WITH SMOOTHWALL, TREBON CO., IN THE AMOUNT OF 19,668

**RESOLVED**, that the Titusville Area School District Board of School Directors approves the 3-year agreement for filtering license and one-time purchase of appliances with Smoothwall Trebon Company in amount of \$19,668 as presented at the March 11, 2019 school board committee meeting.

**BE IT FURTHER RESOLVED**, that the Board of School Directors authorizes Karen Jez Superintendent to sign the Agreement on behalf of the Board and District. (Policy 611, 613)

3. OTHER

**B. PERSONNEL – Jean Spence, Chairperson**

1. RESOLUTION #4 - APPROVAL OF NURSE TECH/EDUCATION AIDE JOB DESCRIPTION

**RESOLVED**, that the Titusville Area School district Board of School Directors approves the job description for the Nurse Tech/Educational Aide position as provided. (Policy 304)

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

1. RESOLUTION #5 - APPROVAL OF 3-YEAR AGREEMENT WITH M.I.S. OF AMERICA FOR WATER TREATMENT IN AMOUNT OF \$3,990 PER YEAR

**RESOLVED**, that the Titusville Area School District Board of School Directors approves the 3-year agreement for boiler system water treatment in amount of \$3,990 per year with M.I.S. of America, Inc. as presented at the March 11, 2019 school board committee meeting.

**BE IT FURTHER RESOLVED**, that the Board of School Directors authorizes Karen Jez Superintendent to sign the Agreement on behalf of the Board and District. (Policy 704)

2. RESOLUTION #6 – APPROVAL TO PURCHASE OF 2018 FORD TRANSIT VAN IN THE AMOUNT OF \$19,508 PER COSTARS #025-287

**RESOLVED**, that the Titusville Area School District Board of School Directors approves the purchase of a 2018 Ford Transit Van in the amount of \$19,508 per Costars #025-287 as presented at the March 11, 2019 school board committee meeting.

**BE IT FURTHER RESOLVED**, that the Board of School Directors authorizes Karen Jez Superintendent to sign on behalf of the Board and District. (Policy 610, 611)

3. OTHER

**D. INSTRUCTIONAL STUDENT SERVICES CMTTEE – Lynn Cressman, Chairperson**

1. RESOLUTION #7 – APPROVAL OF REVISED 2018-2019 TENTATIVE SCHOOL YEAR CALENDAR

**RESOLVED**, that the Titusville Area School District Board of School Directors approves the revision to the 2018-2019 Tentative school year calendar to allow for a sixth (6) snow make-up day on Friday, May 3, 2019 for the February 20, 2019 school closing. In addition, have an early dismissal on May 3, 2019 for the prom as presented at the March 11, 2019 school board committee meeting. (Policy 803)

2. RESOLUTION #8 – APPROVAL OF ADDENDUM #1 TO IDEA-B AGREEMENT WITH RIU#6

**RESOLVED**, that the Titusville Area School District Board of School Directors approves Addendum #1 to the 2018-2019 Agreement with Riverview Intermediate Unit #6 for IDEA-B as presented at the March 11, 2019 committee meeting.

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

3. RESOLUTION #9 – APPROVAL TO PURCHASE GERMAN TEXTBOOKS IN AMOUNT OF \$3,329.83

**RESOLVED**, that the Titusville Area School District Board of School Directors approves the purchase of a class set of German I and II textbooks and online option in the amount of \$3,329.83 from EMC School as presented at the March 11, 2019 committee meeting. (Policy 108)

4. RESOLUTION #10 – APPROVAL OF 2-YEAR RENEWAL COOPERATIVE AGREEMENT WITH CRAWFORD COUNTY HUMAN SERVICES FOR MENTAL HEALTH /CASE MANAGEMENT

**RESOLVED**, that the Titusville Area School District Board of School Directors approves the Agreement with Crawford County Human services for mental health and case management services as presented at the March 11, 2019 committee meeting.

**BE IT FURTHER RESOLVED**, that the Titusville Area School District Board of School Directors hereby authorizes Karen E. Jez, Superintendent, to sign the Agreement on behalf of the School District. (Policy 236)

5. RESOLUTION #11 – APPROVAL OF THE 2019 TITLE 1 SUMMER SCHOOL PALS PROGRAM FOR STUDENTS ENTERING GRADES K-6<sup>TH</sup>

**RESOLVED**, that the Titusville Area School District Board of School Directors approves the 2019 Title I Summer School PALS Program for students entering grades K-6<sup>th</sup> to be held Monday-Thursday 8:30 to 11:30 a.m. The Main Street Elementary school program dates are June 17-24 and July 29-August 8, 2019; and the Titusville Middle School program dates are June 17- July 11, 2019. (Policy 101)

6. RESOLUTION #12 - APPROVAL OF ADDENDUM TO BLENDED LEARNING SERVICES AGREEMENT/VLN PARTNERS

**RESOLVED**, that the Titusville Area School District Board of School Directors approves the Addendum to the Blended Learning Services/VLN Partners Agreement for pro-rated costs as presented at the March 11, 2019 committee meeting.

**BE IT FURTHER RESOLVED**, that the Board of School Directors of the Titusville Area School District authorizes Superintendent, Karen Jez, to sign on behalf of both the

Board of Directors and the Titusville Area School District. (Policy 105)

7. RESOLUTION #13 – APPROVAL OF THE RESOLUTION TO ADOPT THE 2019-2020 RIVERVIEW INTERMEDIATE UNIT #6 GENERAL OPERATING BUDGET OF \$1,347,517

**RESOLVED**, that the Titusville Area School District Board of School Directors approves the Resolution to Adopt the 2019-2020 School Year Riverview Intermediate Unit #6 General Operating Budget of \$1,347,517.

**BE IT FURTHER RESOLVED**, that the Board of School Directors of the Titusville Area School District authorizes the Vice President, Jack Roberts and Secretary Richard E. Skinner, Jr., to sign the Resolution on behalf of both the Board of Directors and the Titusville Area School District. (Policy 914)

*Roll Call Vote*

8. RESOLUTION #14 – APPROVAL OF STUDENT ‘C’ OF THE 2018-2019 SCHOOL YEAR DISCIPLINE STIPULATION

**RESOLVED**, that the Titusville Area School District Board of School Directors approves the Stipulation Agreement for Student “B”. The Board of Directors of the Titusville Area School District authorizes the Superintendent to sign the Stipulation on behalf of the Board.

**BE IT FURTHER RESOLVED**, that the Board of School Directors of the Titusville Area School District hereby disciplines Student "B" for the length of time set forth in the Stipulation for committing a violation of School District’s drug policy. (Policy 233)

9. OTHER

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

1. OTHER

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

1. RESOLUTION #15 – APPROVAL OF THE FOLLOWING POLICIES AND ATTACHMENTS FOR (2<sup>ND</sup> READING)

- 103 Nondiscrimination/Discriminatory Harassment/School Classroom Practices
- 103.1 Nondiscrimination – Qualified Students with Disabilities
- 104 Nondiscrimination/Discriminatory harassment – Employment Practices
- 113.4 Confidentiality of Special Education Student Information (*new for TASD*)
- 121 Field Trips
- 222 Possession, Use or Sale of Tobacco/Nicotine Products
- 247 Hazing
- 249 Bullying/Cyberbullying
- 323 Tobacco/Nicotine (Employees)
- 626 Federal Programs Attachment: Procurement
- 707 Use of School Facilities
- 808 Food Service Attachment: School Meal Charges and Accounts
- 904 Public Attendance at School Events and Attachment (attachment is new)

2. OTHER

**G. LEGISLATIVE – Lynn Cressman**

1. OTHER

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

1. OTHER

**IX. ADMINISTRATION**

**A. INFORMATION**

1. Cafeteria Report – ending 1/31/19

**B. FUTURE MEETING DATES**

1. **Tax Finance** Standing Committee – Fri., April 5, 2019 - 8:00 a.m. Admin Office BR
2. **Committee Meeting** – Monday, April 8, 2019 - 7:00 p.m. THS BR
3. **Regular Board Meeting** – Monday, April 15, 2019 – 7:00 p.m. THS BR
4. **Policy** Standing Committee – Mon., April 29, 2018 – 3:30 p.m. Admin Office BR

**X. OTHER BOARD COMMENTS/QUESTIONS**

**XI. OTHER PUBLIC COMMENTS**

**XII. OTHER BUSINESS**

**XIII. ADJOURNMENT**

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