

**GREATER JOHNSTOWN SCHOOL DISTRICT**  
**Board of Education Business Meeting**  
**December 12, 2007**  
**Johnstown High School**

I. Called to order by President Praught at 5:17 p.m.

ATTENDEES:

Robert Curtis	Scott Miller	Joanne Freeman
Russell Martin	James Levin	John David Praught
Robert Kosowicz	Leslie Buggeln-Bosworth	Susanne Fitzgerald (arrived 5:25 p.m.)

OTHERS:

John S. Whelan	Katherine Sullivan	Peter Hopke
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II. **MOTION TO GO INTO EXECUTIVE SESSION TO DISCUSS THE EMPLOYMENT HISTORY OF A PARTICULAR PERSON**

*Motion by Mrs. Buggeln-Bosworth seconded by Mr. Miller to go to executive session for the purpose of discussing the employment history of a particular person at 5:17 p.m.*

VOTE:           8 Yes           0 No

III. **MOTION TO RETURN TO PUBLIC SESSION**

*Motion by Mrs. Buggeln-Bosworth seconded by Mr. Miller to return to public session at 6:12 p.m.*

VOTE:           9 Yes           0 No

IV. **COMMENTS FROM THE PUBLIC ON AGENDA ITEMS**

*"In accordance with its practice, the Board of Education of the Greater Johnstown School District does not permit oral comments from the public relating to specific personnel decisions regarding individuals employed by the District during the portion of its meeting where the Board permits public comment. Members of the public are welcome to send questions, comments or concerns regarding these or other matters to the Board in writing."*

V. **APPROVAL OF MINUTES**

*Motion by Mr. Levin seconded by Mrs. Freeman to approve the minutes of the Board of Education meeting held on November 28, 2007.*

VOTE:           9 YES           0 NO

VI. **SUPERINTENDENT'S/ASSISTANT SUPERINTENDENT'S REPORTS**

- Mrs. Sullivan announced that there will be a demonstration of the "School Tool" software by Tracy Ringer at the next meeting at Pleasant Avenue.
- Mr. Praught advised that Mr. Martin will be the chairman of an ad hoc committee to review policy issues; input will be sought from principals.

VII. **BUSINESS ITEMS**

A. **PERSONNEL**

1. **Separations**

a. **Retirement of Lynda Bradley, School Secretary**

*Motion by Mrs. Freeman seconded by Mrs. Buggeln-Bosworth to accept the recommendation of the Superintendent, to accept the resignation for the purposes of retirement of Lynda Bradley, School Secretary, effective January 29, 2008.*

VOTE:              9   YES                              0   NO

*Note: Per request of board and administration, Mrs. Bradley's resignation is accepted with regret.*

2. **Leaves of Absence**

3. **Abolishments**

4. **Creations/Appointments/Adjustments**

a. **Creation of School Business Manager Position**

*Motion by Mr. Levin seconded by Mr. Kosowicz to accept the recommendation of the Superintendent, to create the position of School Business Manager.*

VOTE:              9   YES                              0   NO

*Note: Mr. Curtis inquired about the difference in position between Business Administrator and Business Manager. Mr. Whelan replied an administrator is certified while a manager is a civil service position.*

b. **Term Appointment of Robert Munn, Interim Business Manager**

*Motion by Mr. Levin seconded by Mr. Kosowicz to accept the recommendation of the Superintendent to approve the term appointment of Robert Munn, as interim business manager, at \$350 per day, starting December 17, 2007.*

VOTE:              9   YES                              0   NO

c. **Permanant Appointments**

*Motion by Mrs. Fitzgerald seconded by Mr. Levin to accept the recommendation of the Superintendent, to approve the following permanent appointments:*

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Ruth Brown	Cook	January 22, 2008
Susan Hansen	Account Clerk Typist	January 7, 2008
Nykole Pertell	Teacher Aide	January 7, 2008
Bobbie Jo Tarbox	Teacher Aide	January 7, 2008
Christine VanValkenburgh	Teacher Aide	December 18, 2007

VOTE:              9   YES                              0   NO

d. **Probationary Appointment of Paul Lakata, Teacher Aide (one to one)**

*Motion by Mrs. Fitzgerald seconded by Mr. Levin to accept the recommendation of the Superintendent, to approve the probationary*



3. *Handwritten Checks*
4. *Budget Transfer Schedule #3*
5. *Vendor Listing by Number (Vendor Additions)*

VOTE:              9   YES                              0   NO

**VIII. EDUCATION ITEMS**

**A. PERSONNEL**

1. **Separations**
2. **Leaves of Absence**
3. **Abolishments**
4. **Creations/Appointments/Adjustments**

**a. Appointments of Coaching Staff**

*Motion by Mr. Levin seconded by Mrs. Freeman to accept the recommendation of the Superintendent, to approve the appointments of the following winter coaches for the 2007-2008 school year:*

<i>Ryan LaRowe, Nordic Ski Head Coach</i>	<i>\$3,257</i>
<i>Matthew Guzielek, Boys' Basketball Assistant Volunteer</i>	<i>\$-0-</i>
<i>Clint Froschauer, Wrestling Assistant #2</i>	<i>\$2,571</i>
<i>Alicia Magruder, Boys' Swimming and Diving Asst #1</i>	<i>\$1,371 (paid by FFCS)</i>

VOTE:              9   YES                              0   NO

**b. Appointments of Intramural Supervisors**

*Motion by Mr. Levin seconded by Mrs. Freeman to accept the recommendation of the Superintendent, to approve the following intramural supervisors at Glebe Street Elementary School for the 2007-2008 school year:*

<i>Cynthia Cromer</i>	<i>\$19 per hour</i>
<i>Robert Frenyea</i>	<i>\$19 per hour</i>
<i>Melissa Livingstone</i>	<i>\$19 per hour</i>

VOTE:              9   YES                              0   NO

*Note: Mr. Curtis inquired whether intramurals will be offered at other buildings and was advised Mr. Satterlee is looking into it.*

**B. APPROVAL OF MINUTES – CSE, CPSE**

**1. Committee for Preschool Special Education**

*Motion by Mr. Curtis seconded by Mrs. Buggeln-Bosworth to approve the minutes of the Committee for Preschool Special Education meeting(s) held on 12/6/07:*

009140249                            009140200

VOTE:              9   YES                              0   NO

**2. Committee for Special Education**

*Motion by Mr. Curtis seconded by Mrs. Buggeln-Bosworth to approve the minutes of the Committee for Special Education meeting(s) held on 10/11/07, 11/19/07, 12/3/07,12/6/07:*

000186055                      000305994                      000306266                      009140285  
000293819                      009140280                      000122004                      000126724  
000950028                      000920050

VOTE:                      9 YES                      0 NO

**IX. BOARD OF EDUCATION ITEMS**

**A. RESPONSE TO MANAGEMENT LETTER FROM DORMAN-ROBBIE, CPA, PC**

*Motion by Mr. Curtis seconded by Mr. Miller to accept the recommendation of the Superintendent to approve the District’s corrective action plan as set forth in the letter dated December 12, 2007 to Dorman-Robbie, CPA, PC in response to the findings contained in the management letter from Dorman-Robbie, CPA, PC dated October 10, 2007.*

VOTE:                      9 YES                      0 NO

**B. CHANGES IN SCHOOL DISTRICT COMPENSATION OVER TWELVE MONTHS (SEPTEMBER-AUGUST) RATHER THAN TEN MONTH SCHOOL YEAR (SEPTEMBER-JUNE) FOR COMPLIANCE WITH IRS REGULATIONS**

*(Board Member) Mrs. Freeman presents the following resolution and moves its adoption, Seconded by (Board Member) Mrs. Fitzgerald:*

*BE IT RESOLVED that, due to changes in IRS Regulations, if a school employee wishes to spread their salary over a twelve (12) month period versus the school year (September to June), the following requirements must be agreed to:*

- 1. The teacher (or other employee) gives a written (or electronic) election to the school district that notifies the school district that the employee wants to spread out the compensation.*
- 2. The election must be made before the beginning of the school year (before the first day of school in September).*
- 3. The election must be irrevocable, so that it cannot be changed after work begins.*
- 4. The election must state that the employee will receive his/her pay over twelve months, by means of 21 or 25 paychecks, starting with the beginning of the school year.*

VOTE:                      9 YES                      0 NO

**X. COMMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS**

**XI. INFORMATIONAL ITEMS**

January 9, 2008	Extra-Curricular & Audit Committees	6:00 PM –6:30 PM
	Academic & Facilities Committees	6:30PM – 7:00 PM
	Discussion/Business Meeting	7:00 PM Public Session
		Pleasant Ave. Library
January 23, 2008	Business Meeting	6:00 PM Public Session
		Johnstown High School

**XII. MOTION TO GO INTO EXECUTIVE SESSION TO DISCUSS THE EMPLOYMENT HISTORY OF A PARTICULAR PERSON**

*Motion by Mr. Curtis seconded by Mrs. Buggeln-Bosworth to go to executive session for the purpose of discussing the employment history of a particular person at 6:22 p.m.*

VOTE:              9   Yes              0   No

**XIII. ADJOURNMENT**

*Motion by Mr. Martin seconded by Mrs. Freeman, to adjourn at 8:45 p.m.*

VOTE:              9   YES              0   NO

Respectfully submitted,

Larraina Carpenter,  
District Clerk