

SHARPSVILLE AREA SCHOOL DISTRICT

Special Meeting

July 12, 2023

The special meeting of the Sharpsville Area School Board was held in the Cafeteria at the Sharpsville Area Elementary School on Wednesday, July 12, 2023, at 5:30 p.m. with President Jerry Trontel presiding. The following members were present: Ron Barnes, Rosemary Ferguson, Michael Garcia, Darla Grandy, Nicholas Hanahan, and Jerry Trontel. Michael Lenzi participated via speakerphone.

Also present were Superintendent John Vannoy, Business Manager/Board Secretary Ashley Mocker, Solicitor Robert Tesone, and guests.

ADOPTION OF THE AGENDA

There was a motion by Mrs. Ferguson, seconded by Mr. Barnes, to approve the meeting agenda.

Approved: Barnes, Ferguson, Garcia, Grandy, Hanahan, Lenzi, and Trontel

Opposed: None

Motion Carried.

SECRETARY REPORT

Board Secretary Ashley Mocker recommended the following action:

BOARD MEMBER RESIGNATION

There was a motion by Mr. Garcia, seconded by Mr. Hanahan, to accept the resignation of Board Member Joseph Toth effective June 20, 2023.

Approved: Barnes, Ferguson, Garcia, Grandy, Hanahan, Lenzi, and Trontel

Opposed: None

Motion Carried.

FINANCE REPORT

Chairperson Jerry Trontel had no official action to report.

POLICY REPORT

Mr. Lenzi recommended the following action:

FIRST READING REVISED POLICIES

There was a motion by Mr. Lenzi, seconded by Mr. Hanahan, to approve the first reading of the following revised policies:

- #137 Home Education Programs
- #137.1 Extracurricular Participation by Home Education Students
- #610 Purchases Subject to Bid/Quotation
- #611 Purchases Budgeted

Approved: Barnes, Ferguson, Garcia, Grandy, Hanahan, Lenzi, and Trontel

Opposed: None

Motion Carried.

FIRST READING NEW POLICIES

There was a motion by Mr. Lenzi, seconded by Mr. Garcia, to approve the first reading of the following new policies:

- #137.2 Participation in Cocurricular Activities and Academic Courses by Home Education Students
- #137.3 Participation in Career and Technical Education Programs by Home Education Students

Approved: Barnes, Ferguson, Garcia, Grandy, Hanahan, Lenzi, and Trontel

Opposed: None

Motion Carried.

PERSONNEL REPORT

Mr. Barnes recommended the following action:

RESIGNATION

There was a motion by Mr. Barnes, seconded by Mrs. Grandy, to accept the resignation of Cheryl Tillia effective June 28, 2023.

Approved: Barnes, Ferguson, Garcia, Grandy, Hanahan, Lenzi, and Trontel

Opposed: None

Motion Carried.

NEW HIRE

There was a motion by Mr. Barnes, seconded by Mr. Lenzi, to hire ~~Anessa~~ (sic.) Annessa Steele as the Director of Student Services at the salary of \$96,000 (pro-rated) effective July 17, 2023 in accordance with the Act 93 Administration Compensation Plan pending submission of all required paperwork.

Approved: Barnes, Ferguson, Garcia, Grandy, Hanahan, Lenzi, and Trontel

Opposed: None

Motion Carried.

BUILDINGS REPORT

Mr. Garcia recommended the following action:

HVAC RENOVATIONS CONTRACT AWARD

There was a motion by Mr. Garcia, seconded by Mr. Hanahan, to adopt Resolution #7 of 2023 awarding the following contracts for the HVAC Renovations for the Sharpsville Area Middle High School Project:

- 1) For HVAC Construction, to Hranec Corp. in the amount of \$769,266
- 2) For Electrical Construction, to I.C. Electric, Inc. in the amount of \$397,150.

Approved: Barnes, Ferguson, Garcia, Grandy, Hanahan, Lenzi, and Trontel

Opposed: None

Motion Carried.

ATHLETIC REPORT

Mr. Lenzi recommended the following action:

HEAD SOCCER COACH

There was a motion by Mr. Lenzi, seconded by Mr. Barnes, to approve Christopher Frye as the Head Soccer Coach for the 2023-2024 school year at the rate of \$4,210.40 (Step 80%).

Approved: Barnes, Ferguson, Garcia, Grandy, Hanahan, Lenzi, and Trontel

Opposed: None

Motion Carried.

VOLUNTEER CHEERLEADING COACH

There was a motion by Mr. Lenzi, seconded by Mrs. Grandy, to approve Sarah Miller as Volunteer Middle School Cheer Coach for the 2023-2024 school year.

Approved: Barnes, Ferguson, Garcia, Grandy, Hanahan, Lenzi, and Trontel

Opposed: None

Motion Carried.

SUPERINTENDENT'S REPORT

Mr. Vannoy recommended the following action:

BEAVER VALLEY INTERMEDIATE UNIT CONTRACT FOR SPECIAL EDUCATION PROGRAMS AND SERVICES

There was a motion by Mr. Barnes, seconded by Mr. Hanahan, to approve the 2023-2024 Beaver Valley Intermediate Unit Contract for Special Education Programs and Services, the same being attached to and a part of these minutes.

Approved: Barnes, Ferguson, Garcia, Grandy, Hanahan, Lenzi, and Trontel

Opposed: None

Motion Carried.

POTENTIAL CANDIDATES OPPORTUNITY TO SPEAK

The following candidates spoke:

Margaret Hurl
Kevin Setterberg
Brian Ellison
Nick Kolbrich

VOTE FOR TWO VACANT BOARD SEATS

Ballots were cast for the two vacant Board seats for the Round 1 vote. Board Members were instructed to vote for two candidates, with the three candidates receiving the most votes moving to the Round 2 vote. Ms. Mocker announced the following results:

Margaret Hurl received the following votes: Lenzi, Trontel, Grandy, Garcia, Hanahan
Kevin Setterberg received the following votes: Lenzi, Trontel, Hanahan, Ferguson, Barnes
Brian Ellison received the following votes: Grandy, Garcia, Ferguson, Barnes
Nick Kolbrich received no votes.

Margaret Hurl, Kevin Setterberg, and Brian Ellison move to the Round 2 vote.

Ballots were cast for the two vacant Board seats for the Round 2 vote. Board Members were instructed to vote for two candidates. Ms. Mocker announced the following results:

Margaret Hurl received the following votes: Lenzi, Trontel, Garcia, Hanahan

Kevin Setterberg received the following votes: Lenzi, Trontel, Grandy, Ferguson, Barnes, Hanahan

Brian Ellison received the following votes: Grandy, Garcia, Ferguson, Barnes

Kevin Setterberg received a majority vote with five votes and was appointed to the first open vacancy. Margaret Hurl and Brian Ellison move to the Round 3 vote.

Ballots were cast for the remaining vacant Board seat for the Round 3 vote. Board members were instructed to vote for one candidate. Ms. Mocker announced the following results.

Margaret Hurl received the following votes: Lenzi, Garcia, Hanahan, Trontel

Brian Ellison received the following votes: Grandy, Ferguson, Barnes

Margaret Hurl received a majority vote with four votes and was appointed to the second open vacancy.

RESOLUTION 8 OF 2023

There was a motion by Mr. Hanahan, seconded by Mr. Barnes, to approve Resolution 8 of 2023 appointing Kevin Setterberg as a successor to the vacancy existing in the Office of Board of School Director pursuant to the provisions of the Pennsylvania School Code of 1949, as amended, the same being attached to and a part of these minutes.

Approved: Barnes, Ferguson, Garcia, Grandy, Hanahan, Lenzi, and Trontel

Opposed: None

Motion Carried.

RESOLUTION 9 OF 2023

There was a motion by Mr. Garcia, seconded by Mr. Hanahan, to approve Resolution 9 of 2023 appointing Margaret Hurl as a successor to the vacancy existing in the Office of Board of School Director pursuant to the provisions of the Pennsylvania School Code of 1949, as amended, the same being attached to and a part of these minutes.

Approved: Barnes, Ferguson, Garcia, Grandy, Hanahan, Lenzi, and Trontel

Opposed: None

Motion Carried.

Mr. Setterberg and Mrs. Hurl were sworn in by Solicitor Robert Tesone.

ADJOURNMENT

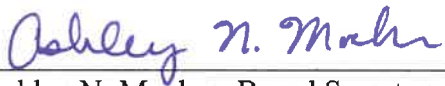
There was a motion by Mr. Hanahan, seconded by Mr. Barnes, to adjourn the meeting.

Approved: Barnes, Ferguson, Garcia, Grandy, Hanahan, Lenzi, and Trontel

Opposed: None

Motion Carried.

The meeting adjourned at 6:53 p.m.



Ashley N. Mocker, Board Secretary



Book	Policy Manual
Section	100 Programs
Title	Home Education Programs
Code	137 Vol I 2023
Status	First Reading
Legal	<u>1. 24 P.S. 1327</u> <u>2. 24 P.S. 1327.1</u> <u>3. 22 PA Code 11.31a</u> 4. Pol. 137.2 5. Pol. 137.3 <u>24 P.S. 111</u> <u>22 PA Code 11.33</u> Pol. 137.1 Pol. 203 Pol. 209

Authority

Home education programs for students of compulsory school age residing in the school district shall be conducted in accordance with state law and regulations.[1][2][3]

Definitions

Appropriate education - a program consisting of instruction in the required subjects for the time required by law and in which the student demonstrates sustained progress in the overall program.[2]

Hearing examiner - shall not be an officer, employee or agent of the Department of Education or of the school district or intermediate unit of residence of the child in the home education program.

Home education program - a program conducted in compliance with law by the parent/guardian or person having legal custody of a child. A home education program shall not be considered a nonpublic school under the provisions of law.

Supervisor - the parent/guardian or person having legal custody of a child who is responsible for providing instruction, provided that such person has a high school diploma or its equivalent.

Delegation of Responsibility

The Superintendent or designee shall develop and distribute administrative regulations for registering home education programs **and maintaining appropriate records in accordance with law.**[2]

Guidelines

Notarized Affidavit

Prior to the commencement of the home education program, and annually thereafter on **or before** August 1, the parent/guardian or other person having legal custody of the child or children shall file a notarized affidavit with the Superintendent, **which contains certification that the supervisor of the home education program and all adults living in the home and persons having legal custody of a child or children in the home education program have not been convicted of criminal offenses enumerated in School Code, in accordance with law. The affidavit shall include all information required by law.**[2]

Instructional Program

The instructional program for home education students shall include such courses as required by law.[2]
[4][5]

Loan of Instructional Materials

At the request of the supervisor, the district shall lend to the home education program copies of the school's planned courses, textbooks and curriculum materials appropriate to the student's age and grade level.[2]

Student Portfolio and Evaluations

For each student participating in a home education program, the supervisor shall:[2]

1. Maintain a portfolio of records and materials, **in accordance with applicable law.**
2. Provide an annual written evaluation of the student's educational progress, **in accordance with the provisions of applicable law.**

Graduation Requirements

The following minimum courses in grades 9 through 12 are established as a requirement for graduation in a home education program: four (4) years of English; three (3) years of mathematics; three (3) years of science; three (3) years of social studies; and two (2) years of arts and humanities.[2]

Diplomas

Students who complete all of the graduation requirements of the home education program shall receive a high school diploma issued by the supervisor or an approved diploma-granting organization.[2]

Students With Disabilities

A home education program meets compulsory attendance requirements for a student with a disability only when the program addresses the specific needs of the student and is approved by a teacher with a valid Pennsylvania certificate to teach special education, a licensed clinical psychologist or a certified school psychologist. Written notice of such approval must be submitted with the required affidavit.[1]

The supervisor may request that the school district or intermediate unit of residence provide services that address the specific needs of a student with a disability.[1]

When the provision of services is agreed to by both the supervisor and the school district or intermediate unit, all services shall be provided in **public** schools or in a private school licensed to provide such programs and services.[1]

Appropriate Education/Compliance

A home education evaluator shall certify that an appropriate education is occurring in the home education program. The supervisor shall submit the certification to the Superintendent by June 30 of each year. If the supervisor fails to submit the certification, the Superintendent shall send a letter to the supervisor notifying the supervisor that **they have** ten (10) days to submit the certification.[2]

If the Superintendent has a reasonable belief at any time during the school year that appropriate education may not be occurring in the home education program, **the Superintendent** may submit a letter to the supervisor requiring an evaluation **to** be conducted and that an evaluator's certification stating that an appropriate education is occurring **shall** be submitted to the district by the supervisor within thirty (30) days. The letter shall include the basis for the Superintendent's reasonable belief.[2]

If the Superintendent has a reasonable belief that the home education program is out of compliance, **the Superintendent** shall submit a letter to the supervisor requiring a certification **to** be submitted within thirty (30) days indicating the program is in compliance. The letter shall include the basis for the Superintendent's reasonable belief.[2]

As required by law, all letters shall be sent by certified mail, return receipt requested, and the time for submission of the requested documentation begins upon receipt of the letter.[2]

Hearings

If the supervisor fails to submit a certification as required, the Board shall provide a hearing by a qualified and impartial hearing examiner within thirty (30) days.[2]

If the hearing examiner finds that an appropriate education is not taking place in the home education program, the home education program will be determined out of compliance; and the student will be enrolled promptly in a **public** school, a nonpublic school or a licensed private academic school.[2]

If a home education program has been determined to be out of compliance, the supervisor or spouse of the supervisor of the home education program is prohibited by law from supervising a home education program for that child or children for a period of twelve (12) months from the date of such determination.[2]

Appeal

The supervisor or Superintendent may appeal the decision of the hearing examiner to the Secretary of Education, Commonwealth Court or Court of Common Pleas. The home education program may continue during the appeals process.[2]

Transfers

If a home education program is relocating to another Pennsylvania school district, the supervisor must request from the Superintendent a letter of transfer for the home education program. The request must be made by registered mail thirty (30) days prior to relocation.[2]

The Superintendent shall issue the letter of transfer within thirty (30) days after receipt of the supervisor's registered mail request.[2]

The supervisor shall file the letter of transfer with the Superintendent of the new district of residence. [2]

If a home education program is out of compliance, the Superintendent shall inform the home education supervisor and Superintendent of the new district of residence of this status and the reason for denial of the transfer letter.[2]

If a home education program is in hearing procedures, the Superintendent shall inform the home education supervisor, hearing examiner and Superintendent of the new district of residence of this status and the reason for denial of the transfer letter.[2]

If the Superintendent is informed of pending proceedings related to a home education program relocating **from a previous district** to **this** district, **the Superintendent** shall continue the home education program until the appeal process **in the previous district** is finalized. [2].

PSBA Revision 2/23 © 2023 PSBA



Book	Policy Manual
Section	100 Programs
Title	Extracurricular Participation by Home Education Students
Code	137.1 Vol I 2023
Status	First Reading
Legal	<u>1. 24 P.S. 1327.1</u> <u>2. 24 P.S. 511</u> 3. Pol. 122 4. Pol. 123 5. Pol. 137 <u>6. 10 U.S.C. 2031</u> 7. Pol. 103 8. Pol. 103.1 9. Pol. 204 10. Pol. 218 11. Pol. 222 12. Pol. 227 13. Pol. 235 Pol. 137.2

Authority

The Board **approves** participation in the district's extracurricular activities and interscholastic athletic programs by a student enrolled in a home education program who meets all the **requirements** stated in **law and** Board policy.[1][2][3][4][5]

The Board shall not provide individual transportation for students enrolled in home education programs who participate in the district's extracurricular activities or interscholastic athletic programs. When the district provides transportation to and from an away competition, game, event or exhibition and requires district students to use district transportation, home education students shall be required to use the transportation provided by the district.

Guidelines

Students attending home education programs shall be given an equal opportunity to compete for positions and participate in district extracurricular activities and interscholastic athletic programs, including, as applicable, Junior Reserve Officers' Training Corps (JROTC) units.[6][7][8]

A home education student may participate in extracurricular activities and interscholastic athletic programs only at the school building the student would be assigned to if the student was enrolled in the district.

Prior to trying-out or joining an activity, a home education student shall submit required documents and written verification of eligibility to the building principal or designee. **Verification may include, but not be limited to, attendance records, weekly grades or academic achievement or other documents demonstrating completion of eligibility criteria.**[1]

To be considered in attendance in accordance with Board policy, the home education student must participate in a full, normally scheduled academic program, in accordance with the planned home education program and submitted documentation.[5][9]

The following conditions shall govern participation in the district's extracurricular activities and interscholastic athletic programs by home education students, who shall:

1. Be a resident of the district.
2. Meet the required eligibility criteria.[3][4]
3. Maintain appropriate insurance coverage, consistent with the coverage requirements for district students.[4]
4. Comply with Board policies and school rules and **administrative** regulations regarding extracurricular activities, interscholastic athletics, and student **conduct**. [3][4][10][11][12][13]
5. Comply with policies, rules and regulations, or their equivalent, of the activity's governing organization.[1][2].
6. Meet attendance and reporting requirements established for all participants of the activity or program.[9]
7. Meet the requirements for physical examinations and physical fitness and any height and/or weight restrictions.[1][4]
8. Comply with all requirements and directives of the district staff, coaches, **activity advisors** and administrators involved with the extracurricular activity or interscholastic athletic program.

Delegation of Responsibility

The **Superintendent** or designee shall **post information regarding the availability of the district's extracurricular activities and interscholastic athletics programs, as well as a copy of this Board policy, on the district's publicly available website and provide participation information upon request by students enrolled in home education programs or their parents/guardians.**[1]

The building principal or designee shall distribute **eligibility criteria** regarding student participation in extracurricular activities and interscholastic athletics, and information **on the dates and times of physical examinations or medical tests provided to students by the district. Such information shall be distributed through student handbooks, other publications and on the district's publicly available website.**[1]

The building principal or designee shall receive and review verification from the parent/guardian or **home education program supervisor** that a student has met and continues to meet the established eligibility criteria for an extracurricular activity or interscholastic athletic program.



Book	Policy Manual
Section	100 Programs
Title	Participation in Cocurricular Activities and Academic Courses by Home Education Students
Code	137.2 Vol I 2023
Status	First Reading
Legal	<u>1. 24 P.S. 1327.1</u> 2. Pol. 122 3. Pol. 137 4. Pol. 137.1 5. Pol. 137.3 6. Pol. 103 7. Pol. 103.1 <u>8. 10 U.S.C. 2031</u> 9. Pol. 105 10. Pol. 218 11. Pol. 222 12. Pol. 227 13. Pol. 235 14. Pol. 204 15. Pol. 212

Authority

- The Board approves participation in the district's cocurricular activities and academic courses by a student enrolled in a home education program who meets all the requirements stated in law and Board policy.[1][2][3][4][5]

Definition

Cocurricular activities - district activities that merge extracurricular activities with a required academic course, including but not limited to, band, orchestra and other activities that include a for-credit component that takes place during the school day.[1][2][4]

Guidelines

Students attending home education programs shall be given an equal opportunity to compete for positions and participate in district cocurricular activities and academic courses in accordance with Board policy on the same basis as other students enrolled full-time in the district.[1][6][7]

{ } including Junior Reserve Officers' Training Corps (JROTC) units offered for credit.[8]

A home education student may participate in cocurricular activities and academic courses only at the school building the student would be assigned to if the student was enrolled in the district.

Prior to trying-out or auditioning for a cocurricular activity or enrolling in an academic course, a home education student shall submit required documents and written verification of eligibility or completion of prerequisites to the building principal or designee. Verification may include, but not be limited to, attendance records, portfolio records documenting completion of curriculum or other documents demonstrating completion of eligibility criteria.[1]

The following conditions shall govern participation in the district's cocurricular activities and academic courses by home education students, who shall:

1. Be a resident of the district.
2. Meet the required eligibility criteria or their equivalent for the cocurricular activity or the prerequisites for the academic course.[1][2][9]
3. Comply with Board policies and school rules and administrative regulations regarding student conduct in school and at school-sponsored activities.[1][2][10][11][12][13]
4. Comply with policies, rules and regulations, or their equivalent, of the cocurricular activity's governing organization, where applicable.
5. Meet attendance and reporting requirements established for all participants of the cocurricular activity or academic course, including any sign-in and sign-out procedures for school building attendance purposes. Home education students must participate in the full class period for an academic course, unless an exception has been granted in accordance with Board policy and school rules.[14]
6. Comply with all Board policies, school rules and requirements and directives of the district staff, activity advisors and administrators involved with the cocurricular activity or academic course.[1]

Academic Courses

Students attending home education programs are eligible to enroll in district academic courses in accordance with law and Board policy, and may participate in academic courses equaling up to one-quarter (¼) of the school day for full-time district students.[1]

{X } Students enrolled in home education programs shall only be eligible to participate in cocurricular activities and/or academic courses that are scheduled in consecutive time periods during the school day if the student's parent/guardian is not able to provide supervision for the student between the scheduled cocurricular activities and/or academic courses.[1]

The district shall provide the student's home education program supervisor with a grade for each cocurricular activity and academic course completed by a student enrolled in a home education program, in accordance with Board policy and administrative regulations. The home education program supervisor shall be responsible for maintaining the material in the student's portfolio of records.[1][3][15]

Transportation

Parents/Guardians of home education students shall be responsible for transportation of students participating in district cocurricular activities and academic courses, except that a home education student may utilize district transportation to or from school during the times a bus is otherwise already operating, and space is available.[1]

Delegation of Responsibility

The Superintendent or designee shall post information regarding the district's cocurricular activities and academic courses, as well as a copy of this Board policy, on the district's publicly available website and provide participation information upon request by students enrolled in home education programs or their parents/guardians.

The building principal or designee shall request and review verification from the parent/guardian or home education program supervisor that a student has met and continues to meet the established eligibility criteria for a cocurricular activity or academic course.

{X } The Superintendent or designee shall establish administrative regulations for prioritization of enrollment in district cocurricular activities and academic courses based on the established number of allowable participants in designated activities and courses.[1]

{ X} Prioritization may be based on academic achievement, demonstration of skills or competencies, record of conduct, and other designated criteria. Students attending home education programs shall have an equal opportunity to compete for enrollment in district activities and courses, in accordance with established administrative regulations.[1][6][7]

PSBA New 2/23 © 2023 PSBA



Book	Policy Manual
Section	100 Programs
Title	Participation in Career and Technical Education Programs by Home Education Students
Code	137.3 Vol I 2023
Status	First Reading
Legal	<u>1. 24 P.S. 1327.1</u> <u>2. 24 P.S. 1801</u> <u>3. 22 PA Code 4.31</u> 4. Pol. 115 5. Pol. 137 6. Pol. 137.2 7. Pol. 103 8. Pol. 103.1 9. Pol. 105 10. Pol. 218 11. Pol. 222 12. Pol. 227 13. Pol. 235 14. Pol. 204 15. Pol. 212

Authority

The Board approves participation in a career and technical education program by a student enrolled in a home education program who meets all the requirements stated in law and Board policy.[1][2][3][4][5][6]

Students attending home education programs shall be eligible to participate in a career and technical education program

[Choose one or both options below, based on the district's career and technical education programs and the language in Policy 115.]

{X } at _Mercer County Career Center_____ (Career and Technical Center), in accordance with the Articles of Agreement and center admission policy and procedures, on the same basis as other district students.

{ } in this district, based on the requirements for admission to that program and Board policy, on the same basis as other district students.

Guidelines

Students attending home education programs shall be given an equal opportunity to [1][3][6][7][8]
[Choose one or both options below, based on the district's career and technical education programs and the language in Policy 115.]

{ X } apply for placement in available programs at ____Mercer County Career Center_____
 (Career and Technical Center).

{ } participate in district career and technical education programs.

Prior to enrolling in a career and technical education program, a home education student shall submit required documents and written verification of eligibility or completion of prerequisites to the building principal or designee. Verification may include, but not be limited to, attendance records, portfolio records documenting completion of curriculum or other documents demonstrating completion of eligibility criteria.[1]

The following conditions shall govern participation in career and technical education programs by home education students, who shall:

1. Be a resident of the district.
2. Meet the required eligibility criteria or their equivalent or the prerequisites for the career and technical education program.[1][4][6][9]
3. Comply with applicable policies and school rules and administrative regulations
[Choose one or both options below, based on the district's career and technical education programs and the language in Policy 115.]

{X } of ____Mercer County Career Center____ (Career and Technical Center)

{ } of the district

regarding student conduct in school and at school-sponsored activities.[1][10][11][12][13]

4. Meet attendance and reporting requirements established for all participants of the career and technical education program, including any sign-in and sign-out procedures for building attendance purposes. Home education students must participate in the required courses for the program on the same basis as students enrolled in the district, unless an exception has been granted in accordance with applicable Board policy and school or program rules.[14]

[Choose this option only for a career and technical education program operated by the district.]

{ } Students attending home education programs who enroll in a career and technical education program operated by the district shall be eligible to participate in the academic courses required for that career and technical education program in accordance with law and Board policy on participation in academic courses by home education students.[1][6]

The
[Choose one or both options below, based on the district's career and technical education programs and the language in Policy 115.]

{X } ____Mercer County Career Center____ (Career and Technical Center)

{ } district

shall provide the student's home education program supervisor with a grade for each career and technical education program course completed by a student enrolled in a home education program, in accordance with Board policy and administrative regulations. The home education program supervisor

shall be responsible for maintaining the material in the student's portfolio of records.[1][5][15]

Transportation

Students attending home education programs who participate in career and technical education programs may use district transportation to or from the career and technical education program during the times when district transportation is already operating, and space is available in addition to full-time district students.[1]

Delegation of Responsibility

The Superintendent or designee shall post information regarding the district's options for career and technical education programs, as well as a copy of this Board policy, on the district's publicly available website and provide information upon request by students enrolled in home education programs or their parents/guardians.

The building principal or designee shall request and review verification from the parent/guardian or home education program supervisor that a student has met and continues to meet the established eligibility criteria for participation in career and technical education programs.

{ X } The Superintendent or designee shall establish administrative regulations for prioritization of enrollment in career and technical education programs, [1]

[Choose one or both options below, based on the district's career and technical education programs and the language in Policy 115.]

{ X } in accordance with the Articles of Agreement and the established number of allowable participants for designated programs at ____Mercer County Career Center____ (Career and Technical Center).

{ } based on the established number of allowable participants in designated district programs.

{ X } Prioritization may be based on academic achievement, demonstration of skills or competencies, record of conduct, and other designated criteria. Students attending home education programs shall have an equal opportunity to compete for program enrollment, in accordance with established administrative regulations.[1][4][7][8]

PSBA New 2/23 © 2023 PSBA



Book	Policy Manual
Section	600 Finances
Title	Purchases Subject to Bid/Quotation
Code	610
Status	First Reading
Legal	<u>1. 24 P.S. 751</u> <u>2. 24 P.S. 807.1</u> <u>3. 24 P.S. 120</u> <u>4. 62 Pa. C.S.A. 4602</u> <u>5. 62 Pa. C.S.A. 4603</u> <u>6. 62 Pa. C.S.A. 4604</u> <u>62 Pa. C.S.A. 4601 et seq</u>
Adopted	January 22, 2008
Last Revised	April 19, 2022
Prior Revised Dates	04/22/2014

Authority

It is the policy of the Board to obtain competitive bids and price quotations for products and services where such bids or quotations are required by law or may result in monetary savings to the school district.[1][2].

Guidelines

The amounts contained in this policy regarding competitive bid and price quotation requirements are subject to adjustments based on the Consumer Price Index.[1][2][3].

Competitive Bids

When seeking competitive bids, the Board shall advertise once a week for three (3) weeks in not less than two (2) newspapers of general circulation.[1][2].

After due public notice advertising for competitive bids, the Board shall be authorized to:

1. Purchase furniture, equipment, school supplies and appliances costing a base amount of \$22,500 or more, unless exempt by law.[2].

2. Contract for construction, reconstruction, repairs, maintenance or work on any school building or property having a total cost or value of more than \$22,500, unless exempt by law.[1]

The Board prohibits the practice of splitting purchases to avoid advertising and bidding requirements.[1][2]

With kind, quality and material being equal, the bid of the lowest responsible bidder meeting bid specifications shall be accepted upon resolution of the Board, unless the Board chooses to reject all bids.[1][2]

The Board recognizes that emergencies may occur when imminent danger exists to persons or property or continuance of existing school classes is threatened, and time for bidding cannot be provided because of the need for immediate action. Bidding decisions in the event of such emergencies shall be made in accordance with existing legal requirements.[1]

Electronic Bidding

The Board shall receive bids electronically for competitive contracts, except for construction and design services, in compliance with applicable laws and Board policy.[4][5]

The district shall electronically maintain the confidentiality of the bid until the bid opening.[5]

Competitive Electronic Auction Bidding

The Board shall adopt a resolution approving the use of competitive electronic auction bidding for contracts for supplies or services, but not for construction or design services.[4][6]

An invitation for bids shall be issued and shall include:[6]

1. Procurement description.
2. All contractual terms, when practical.
3. Conditions applicable to procurement, including a notice that bids will be received in an electronic auction manner.

Public notice and advertisement of the invitation for bids shall be given in the manner required for non-electronic bidding.

Bids shall be accepted electronically at the time and in the manner designated in the invitation for bids.

During the auction, bidders shall be able to review their bid rank or the low bid price, and may reduce their bid prices during the auction.

At the conclusion of the auction, the record of the bid prices received and the name of each bidder shall be open to public inspection.

After the auction period has expired, the district shall grant in writing withdrawal of a bid when the bidder requests relief and presents credible evidence of a clerical mistake due to reasons permitted by law, within the time period established by the district.

The contract shall be awarded within sixty (60) days of the auction by written notice to the lowest responsible bidder, or all bids may be rejected. Extensions of the award date may be made by written, mutual consent of both parties.

Price Quotations

Unless exempt by law, at least three (3) written or telephonic price quotations shall be requested by the Board for:[1][2].

1. Furniture, equipment, school supplies and appliances costing a base amount of more than \$12,200 but less than \$22,500.[2].
2. All contracts for construction, reconstruction, repairs, maintenance or work on any school building or property, having a total cost or value of more than \$12,200 but less than \$22,500.[1].

If it is not possible to obtain three (3) quotations, a memorandum must be kept on file showing that fewer than three (3) qualified vendors exist in the market area. The written price quotations, written records of telephonic price quotations and memoranda shall be kept on file for three (3) years.

Work Performed by District Maintenance Personnel

The Board may authorize district maintenance personnel to perform construction, reconstruction, repairs or work having a total cost or value of less than \$12,200.[1].

Delegation of Responsibility

The Board may grant the Board Secretary or Purchasing Agent the authority to purchase supplies and award contracts in the amount and manner designated by applicable law.[1][2].



Book	Policy Manual
Section	600 Finances
Title	Purchases Budgeted
Code	611
Status	First Reading
Legal	<u>1. 24 P.S. 751</u> <u>2. 24 P.S. 807.1</u> <u>3. 24 P.S. 609</u> <u>24 P.S. 508</u>
Adopted	January 22, 2008
Last Revised	April 19, 2022
Prior Revised Dates	04/22/2014

Authority

It is the policy of the Board that when funds are available all purchases contemplated within the current budget and not subject to bid shall be made in a manner that ensures the best interests of the district.
[1][2]

Delegation of Responsibility

All purchases that are within budgetary limits may be made upon authorization of the Purchasing Agent, Business Manager, Board Secretary, and/or Superintendent, unless the contemplated purchase is for more than \$22,500, in which case prior approval by the Board is required.[1][2][3]

All purchase order requests must be referred to the Purchasing Agent, who shall check whether the proposed purchase is subject to bid; whether sufficient funds exist in the budget; and whether the material might be available elsewhere in the district.[1][2][3]

RESOLUTION No. 7 - 2023

RESOLUTION OF THE SHARPSVILLE AREA SCHOOL DISTRICT OF MERCER COUNTY, PENNSYLVANIA, AUTHORIZING THE EXECUTION OF A CONTRACT WITH HRANEC CORPORATION FOR HEATING VENTILATION AND AIR CONDITIONING CONSTRUCTION SERVICES, AND I.C. ELECTRIC, INC., FOR ELECTRICAL CONSTRUCTION SERVICES TO BE PROVIDED TO THE SCHOOL DISTRICT FOR THE RENOVATION OF THE MIDDLE SCHOOL AND DIRECTING THE PROPER OFFICERS OF THE DISTRICT TO EXECUTE THE NECESSARY DOCUMENTS TO EFFECTUATE THE PURPOSE OF THIS RESOLUTION.

WHEREAS, the Sharpsville Area School District ("District") is in need of heating ventilation and air conditioning construction (HVAC) services as provided by Hranec Corporation and electrical construction services as provided by I. C. Electric, Inc., relative to renovation of the District's middle school facilities; and

WHEREAS, a majority vote of all members of the board of school directors is required before the District may enter into a contract of any kind where the amount involved exceeds One Hundred and No/100ths (\$100.00) Dollars, in accordance with Section 5-508 of the Pennsylvania School Code. (24 P.S. §5-508); and

WHEREAS, the Board of School Directors ("Board") of the District believes it is in the best interests of the District to enter into a contract with Hranec Corporation and I. C. Electric, Inc., for the provision of the aforesaid services; and

WHEREAS, the purpose of this Resolution is to accept the lowest responsible bids, ratify and adopt contracts for such services and authorize the appropriate officers of the District to execute all necessary documents.

NOW, THEREFORE, BE IT RESOLVED AND ADOPTED by the District and it is **HEREBY RESOLVED AND ADOPTED** by authority of the same as follows:

1. The Board hereby accepts the bid of Hranec Corporation for HVAC construction in the amount of Seven Hundred Sixty Nine Thousand Two Hundred Sixty Six and No/100ths (\$769,266.00) Dollars and adopts and ratifies the provisions contained in the contract between the District and Hranec Corporation, a copy of same being attached hereto marked Exhibit "A", and made a part hereof.

2. The Board hereby accepts the bid of I. C. Electric, Inc., for electrical construction in the amount of Three Hundred Ninety Seven Thousand One Hundred Fifty and No/100ths (\$397,150.00) Dollars and adopts and ratifies the provisions contained in the contract

between the District and I. C. Electric, Inc., a copy of same being attached hereto, marked Exhibit "B", and made a part hereof.

3. The Board hereby agrees to be bound by the terms and provisions set forth in the said contracts.

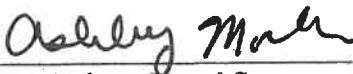
4. The President and Secretary of the Board and any other appropriate officials of the District are hereby authorized to execute the said contracts together with any and all other documents necessary to effectuate the purpose of this Resolution.

5. This Resolution shall become effective upon adoption by the Board

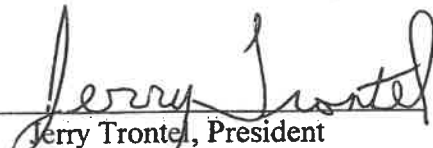
ADOPTED at a special meeting of the Board duly convened on this 12th day of July, 2023.

Attest:

By: **SHARPSVILLE AREA
SCHOOL DISTRICT**



Ashley Mocker, Board Secretary



Jerry Trontel, President
Board of School Directors

[seal]



RESOLUTION # 7 - 2023

Resolution No 1 - Award Contracts

BE IT RESOLVED, the Sharpsville Board of School Directors hereby awards the following contracts for the HVAC Renovations For The Sharpsville Area Middle High School Project.

- 1) For **HVAC Construction**, to **Hranec corp.** in the amount of **\$769,266.**
- 2 For **Electrical Construction**, to **I.C. Electric, Inc.** in the amount of **\$397,150.**

Beaver Valley Intermediate Unit
Contract for Special Education Programs and Services
2023-2024 School Year

The Beaver Valley Intermediate Unit shall provide Special Education Programs and Services on behalf of the Sharpshville Area School District for the 2023-2024 school year.

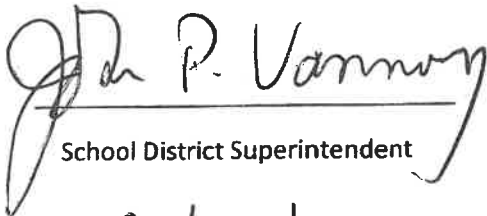
Cost for service will be based on enrollment of students in the BVIU Special Education Programs and Services. The cost per student enrolled for the 2023-2024 school year is \$ 44,500.00.

Total Projected Enrollment for billing for the Sharpshville Area School District is 3.0.

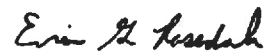
Total Projected Cost for the 2023-2024 School Year:

$$\underline{3.0} \text{ Enrollment} \times \$ \underline{44,500.00} = \$ \underline{133,500.00}$$

The school district shall pay the Beaver Valley Intermediate Unit the total sum of four equal installments, plus or minus a reconciliation payment based on the previous school year's actual cost and enrollment and an adjustment for any Hearing Itinerant Services, as well as transition services provided to students not enrolled in BVIU classes. The payments shall be made on or before the first day of August, December, March, and June of the current school year.


School District Superintendent

07/06/2023
Date



Executive Director

06/23/2023

Date

RESOLUTION No. 8 - 2023

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SHARPSVILLE AREA SCHOOL DISTRICT, MERCER COUNTY, PENNSYLVANIA, APPOINTING A SUCCESSOR TO THE VACANCY EXISTING IN THE OFFICE OF BOARD OF SCHOOL DIRECTOR PURSUANT TO THE PROVISIONS OF THE PENNSYLVANIA SCHOOL CODE OF 1949, AS AMENDED.

WHEREAS, pursuant to the provisions of Section 315 of the Pennsylvania Public School Code of 1949 (24 P.S. § 3-315), *as amended*, the members of the Board of School Directors of the Sharpsville Area School District, Mercer County, Pennsylvania, may appoint a successor who is a registered elector within the school district to fill any vacancy which shall occur on the board of school directors by death, resignation, removal from the district, or otherwise within thirty (30) days; and

WHEREAS, a vacancy has occurred on the Board of School Directors of the Sharpsville Area School District, Mercer County, Pennsylvania, due to the resignation of **TABITHA SMITH** which was accepted by the Sharpsville Board of School Directors on the June 20, 2023, to be effective June 30, 2023; and

WHEREAS, it is the desire of the Board of School Directors of the Sharpsville Area School District to appoint a successor to fill this vacancy.

NOW, THEREFORE, be it resolved and it is hereby resolved as follows:

1. That the members of the Board of School Directors of the Sharpsville Area School District, hereby appoint Kevin Setterberg a registered elector in the school district to fill the vacancy existing on the Board of School Directors due to the recent resignation of **TABITHA SMITH**, effective June 30, 2023, and that said person shall hold this respective office until the first Monday in December, 2024, following the next Municipal Election occurring more than sixty (60) days after the vacancy has occurred, pursuant to the provisions of the aforesaid Section 315 of the Pennsylvania Public School Code of 1949 (24 P.S. § 3-315), *as amended*.

2. That a copy of this Resolution, certified by the Secretary of the Board of School Directors of the Sharpsville Area School District shall be forwarded to the Mercer County Board of Elections and Registration in order to give notice of the appointment of the aforesaid successor to the vacancy in the office of Board of School Directors of the Sharpsville Area School District, so that appropriate steps may be taken in order that eligible persons may be placed on the ballot of the next Municipal Election to fill the said position as member of the Board of School Directors of the Sharpsville Area School District.

RESOLVED AND ADOPTED this 12th day of July, 2023, at a regular meeting of the Sharpsville Area School District, duly convened.

ATTEST:

Ashley Mocker
Ashley Mocker, Board Secretary

SHARPSVILLE AREA SCHOOL DISTRICT

By: Jerry Trontel
Jerry Trontel, Board President

CERTIFICATION

The undersigned certifies that the foregoing Resolution No. 8 -2023, is a true and correct copy of the Resolution duly adopted by a unanimous vote of the the Board of School Directors of the Sharpsville Area School District, on the 12th day of July , 2023, at a meeting thereof, duly convened and is in force and effect as of the date hereof.

So certified this 12th day of July . 2023 .

Ashley Mocker
Ashley Mocker, Board Secretary

(SEAL)

RESOLUTION No. 9 - 2023

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SHARPSVILLE AREA SCHOOL DISTRICT, MERCER COUNTY, PENNSYLVANIA, APPOINTING A SUCCESSOR TO THE VACANCY EXISTING IN THE OFFICE OF BOARD OF SCHOOL DIRECTOR PURSUANT TO THE PROVISIONS OF THE PENNSYLVANIA SCHOOL CODE OF 1949, AS AMENDED.

WHEREAS, pursuant to the provisions of Section 315 of the Pennsylvania Public School Code of 1949 (24 P.S. § 3-315), *as amended*, the members of the Board of School Directors of the Sharpsville Area School District, Mercer County, Pennsylvania, may appoint a successor who is a registered elector within the school district to fill any vacancy which shall occur on the board of school directors by death, resignation, removal from the district, or otherwise within thirty (30) days; and

WHEREAS, a vacancy has occurred on the Board of School Directors of the Sharpsville Area School District, Mercer County, Pennsylvania, due to the resignation of **JOSEPH TOTH** which was accepted by the Sharpsville Board of School Directors on the 12th day of July, 2023; and

WHEREAS, it is the desire of the Board of School Directors of the Sharpsville Area School District to appoint a successor to fill this vacancy.

NOW, THEREFORE, be it resolved and it is hereby resolved as follows:

1. That the members of the Board of School Directors of the Sharpsville Area School District, hereby appoint Margaret Hurl, a registered elector in the school district to fill the vacancy existing on the Board of School Directors due to the recent resignation of **JOSEPH TOTH**, effective July 12, 2023, and that said person shall hold this respective office until the first Monday, in December, 2024, following the next Municipal Election occurring more than sixty (60) days after the vacancy has occurred, pursuant to the provisions of the aforesaid Section 315 of the Pennsylvania Public School Code of 1949 (24 P.S. § 3-315), *as amended*.

2. That a copy of this Resolution, certified by the Secretary of the Board of School Directors of the Sharpsville Area School District shall be forwarded to the Mercer County Board of Elections and Registration in order to give notice of the appointment of the aforesaid successor to the vacancy in the office of Board of School Directors of the Sharpsville Area School District, so that appropriate steps may be taken in order that eligible persons may be placed on the ballot of the next Municipal Election to fill the said position as member of the Board of School Directors of the Sharpsville Area School District.

RESOLVED AND ADOPTED this 12th day of July, 2023, at a regular meeting of the Sharpsville Area School District, duly convened.

ATTEST:

Ashley Mocker
Ashley Mocker, Board Secretary

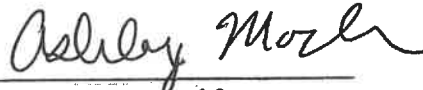
SHARPSVILLE AREA SCHOOL DISTRICT

By: Jerry Trontel
Jerry Trontel, Board President

CERTIFICATION

The undersigned certifies that the foregoing Resolution No. 9 -2023, is a true and correct copy of the Resolution duly adopted by a unanimous vote of the the Board of School Directors of the Sharpville Area School District, on the 12th day of July , 2023, at a meeting thereof, duly convened and is in force and effect as of the date hereof.

So certified this 12th day of July, 2023 .



Ashley Mocker, Board Secretary

(SEAL)