

**Administrative Bulletin to Board Members
February 27, 2015**

Superintendent

Metal Panels

We have received proposals to change the color of the metal panels and all involve painting of the panels.

Option 1 - would provide a 15 year warranty on the finish.

Option 2 - would provide a 1-5 year warranty on the finish upon testing after completion.

Option 3 - would also provide a 1-5 year warranty depending on testing after completion.

The costs of these options are as follows:

Option 1 - \$87,848.81

Option 2 - \$74,288.06

Option 3 - \$65,483.31

All three of these options have included an additional cost of \$16,850 to recaulk the panels after color change has been made. I have already indicated that the recaulking charge is unacceptable because the caulking job from the beginning has been less than acceptable. As long as I am still holding well over \$100,000 of Lobar's money we will continue looking for a much better deal.

Risk and Vulnerability Assessment

We have received the written Risk and Vulnerability Assessment as provided by the Pennsylvania State Police Domestic Security Division. They evaluated both the high school and elementary last fall and have provided a rather lengthy document. I will make sure each of you get a copy of both documents prior to the next board meeting. The Commander at the McConnellsburg barracks Sargent Flaherty has requested to come to the next board meeting in order to review these documents with you.

21 New Laws

With the 21 new laws the State passed in 2014 regarding child abuse I have been meeting with all employees to do an overview of these laws regarding what is required. The two most significant changes are that everyone must take a three hour course for mandatory child abuse reporting and all clearances at all times must be less than 3 years old starting December 31, 2015.

District Completing Projects

The question was raised concerning doing projects on our own. It is important to know that right now any project over \$10,000 must have written or phone quotes, anything over \$18,500 must have bids, and any bid over \$25,000 fall into the prevailing wage requirement. Once you get to the point that bids are required you also would need specs and drawing for the project.

2014-15 Survey for 2015-16 IU Salary Procedure Spreadsheet

When reviewing the spreadsheet that had years of service for the different positions in the districts of this IU I noticed for some reason I have the Central Fulton numbers wrong.

They should be as follows:

- Director of Building and Grounds – 15 years
- Director of Special Education – 9 years
- Technology Coordinator – 3 years
- High School Principal – 10 years
- Elementary Principal – 5 years

Please make these changes on your sheet. Also, I missed listing the years of service in that position for our Special Education Director it is 12 years.

Cafeteria Update

At present time there are only 21 students who still owe a debt to the cafeteria greater than \$50.00. The total amount owed by these students is \$3,551.67. The total amount owed is down from a beginning balance of over \$10,000.

High School Principal

Data Quality Network

There was a statewide training held at the Tuscarora Intermediate Unit that concentrated specifically on the PVAAS modules and the information that has to be placed into this system in order to accurately reflect the growth of the students that are in courses that evaluate content knowledge. This will need to be completed for all teachers in grades 3-8 and instructors of Algebra, Biology and Literature. This input will occur in May. It is a tedious process that involves teachers, principals and the superintendent.

High School Walk-Thrus

The administrative team conducted unannounced walk-thrus at the high school in areas of English Language Arts, History and Foreign Language.

Basketball Playoffs

The girls and boys team are both still playing in the District 5 playoffs. The boys will compete for the Championship on Friday, February 27 at 8:00 p.m. vs. Shanksville. This game will occur at the University of Pittsburgh in Johnstown. The girls are playing in the semi-final game on Thursday, February 26, 2015 vs. Tussey Mountain and this game is being played at Everett. The winner of this game will advance to the championship game at University of Pittsburgh in Johnstown on Saturday, February 28 at 3:00 p.m. Stay tuned for additional details on game locations and results.

Elementary Principal

Kindergarten Registration

Kindergarten registration will be held at the Elementary School on March 4 and 5. Parents who have students who will be five by September 1, 2015 are encouraged to call the elementary office at 717-294-3400 to register their child. Developmental screenings for incoming students will occur at registration. The elementary currently has 45 students signed-up to attend Kindergarten Registration.

High School Walk -Through Observations

High School Walk-Through observations were held on February 25th. A variety of classrooms were observed during this time. The team spent approximately 10 minutes in the observed classes.

PSSA Trainings/Testing

Trainings will begin in March for the administration of the PSSA Tests. PSSA testing will begin the week of April 13th with English Language Arts testing for grades 3-6. This year the format and schedule has been adjusted. The PSSA Reading test has been revamped with PA Core Standards to include writing and grammar and has been renamed English Language Arts. The PSSA Mathematics Assessment will be administered to students in grades 3-6 during the week of April 20th. The PSSA Science Test will be administered to students in Grade 4 during the week of April 27.

High School Dean of Students

STARS Reward Program

Junior High students attended an ice skating trip as part of the STARS reward program. Students earn the right to participate via attendance, grades, and behavior. It was a fun trip that was enjoyed by all. The students received great reviews for their behavior at the rink.

Student Leadership

The student leadership team met to discuss anti-bullying and team building. The students planned out their events for the final three months of school.

Elementary Dean of Students

Dome Theater

We had the Dome Theater, which is a Mobile Planetarium, come to the school on Wednesday, Feb., 18. The company came from Grand Rapids, Michigan. Each grade level had chosen a science lesson that was based on Outer Space to be presented for their classrooms. The students really enjoyed the presentations. In addition, the technician in charge of the presentations was very impressed with how well our students behaved.

Kindergarten Registration

This coming Wednesday and Thursday we will be registering students for entrance into kindergarten.

Technology Specialist

Canvas Implementation Update

I implemented SSL security on our Powerschool server. This was necessary so Canvas can be setup to automatically retrieve teacher, student, and course information as well as allowing Canvas to send assignments/grades to Powerschool. Canvas support was successful in pulling teacher account information and course information from Powerschool and importing into Canvas. Within the next couple days I'll email Canvas usernames and passwords to our teachers who will be initially working with Canvas. I'll then get with them to show how to get started. Hopefully, they'll be able to add content so that they'll be ready for the two-hour teacher training by Canvas which should occur towards the end of March or early April.

Special Education Director

Special Education Supervisors Meeting

Special Education Supervisors met at the IU with the state monitor to discuss the special education plan mandates. Supervisors were provided time to ask questions and to work on the plan. The portion of the plan that was worked on that day was reviewed by the state monitor and suggestions made. There have been many changes to the plan, which means that the plans created three years ago will need to be revamped almost entirely.

Webinars

Webinars have been ongoing with the changes to Alternative Standards that are in alignment with the PASA assessment. Transition Webinars are being carried out to help meet the states mandatory training for targeted districts.

Assistive Technology Training

There will be Assistive Technology training for special education staff on March 4, 2015.

ESY

NOREP's have been distributed to parents indicating the students who qualified for ESY based on the criteria outlined in IDEA 2004.

*Staff who are interested in assisting with ESY have given notification to the Director of Special Education. ESY will require two teachers and two para-professionals. The same staff that conducted ESY last summer will carry out ESY for the summer of 2015. ESY will be conducted in the elementary school. Substitutes will be on call if needed.

Deaf/Blind Census

Deaf/Blind census information has been submitted to the state.

Canvas Training

One special education teacher will take part in the Canvas Training.

Facilities Manager

Security Camera

A new camera, wiring, and monitor have been installed at the main entrance to the high school so that the office personnel can monitor the folks being allowed to enter the building.

Classroom Heating, A/C

Classroom unit ventilators have been repaired in Rooms, A207 (Bracket holding fan was coming loose causing the squirrel case fan to rub the housing), A202 (actuator controlling the bypass damper wasn't receiving any signal from the controller, thereby, the circulating air was bypassing the coil), and library ventilator (motor to fan shaft came loose allowing the squirrel cage fans to be destroyed when they hit their housing). The air handler and room heaters, in the VoAg shop, are not heating due to a blockage in the supply line, this will be repaired asap as will the air handler in the elementary, that has a leaking coil. The Trane service tech stated that Trane has made changes to their ventilators due to the issues we are having here. Isn't that comforting?

Lighting

The pressure is now being put on Watt Stopper to come to the high school to address and correct the issues with the lighting. Spoke with Jason Kashner, Watt Stopper Rep for Eastern Pennsylvania, he is now aware of the issues and will be getting someone here to correct the problems. Seems no one from Harrisburg or Pittsburgh wants to come here on a Saturday, to bad.