

**Bloomsburg Area School District
Board of School Directors
Special Meeting
Tuesday, 3 January 2017
7:00 p.m.
District Office Board Room**

MINUTES

Attendance

A special meeting of the Bloomsburg Area School District Board of Directors was called to order at 7:00 p.m. on Tuesday, 3 January 2017 by President Marianne Kreisher in the district office board room, followed by the pledge to the flag. Directors in attendance were: Ms. Stephanie Dunn Haney, Mr. Brent Hock, Mrs. Tina Howell, Mr. Jonathan Jones, Ms. Marianne Kreisher, Mrs. Gail Moore, and Mr. Joe Yodock. Mr. Joshua Klingerman and Mr. Norman Mael were absent from the meeting.

Bloomsburg Area School District administrators in attendance were: Ms. Donna Christensen (left at 7:22 p.m.), Mrs. Melissa Day, Mr. Marc Freeman (left at 7:22 p.m.), Dr. Amanda Stutzman, Mr. Joshua Tabor (left at 7:22 p.m.), Mr. Michael Upton, and Dr. Donald Wheeler.

Others present included: Ms. Rebecca Drucker, Ms. Sarah Drucker, Ms. Theresa Drucker, Mrs. Melissa Everhart (arrived at 7:36 p.m. and left at 7:55 p.m.), Ms. Stephanie Kessler, and Ms. Karen McCaffrey.

RECOGNITION OF VISITORS & PERSONS WISHING TO SPEAK

At this point in the meeting, Ms. Christensen introduced Ms. Karen McCaffrey, a high school paraprofessional and also the district's transition coordinator. Ms. McCaffrey explained to school board members that as the transition coordinator, she coordinated volunteer job experience at local businesses for special education students. She said that local businesses, such as JDK Management, Folk Florist, Fog and Flame, and Doggie Day Care, had been very receptive to this program, and that some businesses ended up hiring the students after they graduated. She said that currently, there were seven students placed in businesses and that she was looking to place two more students.

OLD BUSINESS

There was no old business to come before the board at this time.

NEW BUSINESS

Approval of Agreement with MetroCast Channel 10

Mr. Hock made the motion, which Mrs. Howell seconded, to approve as presented the Release and Request to Distribute agreement with MetroCast Channel 10 for the Central Columbia High School Boys' Basketball at Bloomsburg High School Boys' Basketball game on 1 February 2017. The motion passed by a unanimous voice vote.

PERSONNEL

Approval/Acceptance of Personnel Items

Mrs. Howell made the motion, which was seconded by Mrs. Moore, to approve/accept the following personnel items:

- Approve Alexis Brockway as a professional day-to-day substitute as Per Policy 405: Employment of Substitute Professional Employees, effective 4 January 2017;
- Approve the following individuals as athletic coaches for the 2016-2017 school year:
 - James McGinley – Volunteer Elementary Wrestling Coach, effective upon receipt of his Pennsylvania Child Abuse History Clearance;
 - Dave Kennedy – Volunteer Elementary Wrestling Coach, effective upon receipt of his Pennsylvania Child Abuse History Clearance;
- Approve the leave of absence request of Anne Bradshaw from her position as Memorial Elementary School Head Cook, effective 3 January 2017 through 6 March 2017;
- Approve the transfer of Michele Hunter from the position of Bloomsburg High School Paraprofessional to the position of Bloomsburg Middle School Paraprofessional, effective 4 January 2017.

The motion passed by a unanimous voice vote.

ADJOURNMENT TO WORK SESSION

At 7:09 p.m., Mrs. Howell made the motion, which was seconded by Mr. Yodock, to adjourn the work session and move into the work session. The motion passed by a unanimous voice vote.

Respectfully Submitted,

Stephanie Kessler
Recording Secretary

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**Bloomsburg Area School District
Board of School Directors
Work Session
Tuesday, 3 January 2017
7:00 p.m.
District Office Board Room**

MINUTES

Operations Reports – from 19 December 2016 Meeting

There were no questions regarding the written operations reports from the 19 December 2016 meeting.

Administrative Reports

Mrs. Day told directors that she was looking forward to the next (monthly) parent advisory committee meeting, and said that a message would be sent to all high school parents notifying them of this meeting. Mrs. Moore said she had been encouraging parents to attend the upcoming drug presentation that high school administrators were working on. Mrs. Day said that if anyone had potential contacts for the panel, they should contact her. Mr. Jones asked how the reckless driving assembly had been received by students, and Mrs. Day responded that it had been received quite well. Mrs. Howell then asked Mrs. Day if the SAT math course she mentioned in her written report was available to students who didn't have that period free, and Mrs. Day replied that all teachers were available after school until 2:50 p.m., so they could contact Mr. Yates or another math teacher about taking it then.

Dr. Stutzman reported that the district would be getting additional professional substitutes by working with Bloomsburg University and the Central Susquehanna Intermediate Unit in taking advantage of new legislation allowing education majors to be professional substitutes. She reported that there were five students currently going through the program, and that these individuals should be brought to the school board for approval at its next meeting. She also shared that Mr. Palmatier was not at the meeting due to illness, but that he had asked her to mention that anyone interested in participating in Memorial Elementary School's fourth-grade career day in the spring contact him.

Mr. Freeman reported that the middle school's geography bee was scheduled for January 27, and that the school's first-ever Scholastic book fair had been successful.

Mr. Tabor told directors that Beaver-Main Elementary School had been recognized as a Distinguished Title I School by the Pennsylvania Department of Education. He explained that this designation meant that the school was among the highest five percent of Title I schools based on PSSA math and reading scores.

Budget Update

Mr. Upton distributed to directors a preliminary expense budget for 2017-2018 and a revenue and expense history from 2011-2012 on. He pointed out that special education expenditures showed a sharp increase (due to out-placed students at facilities such as New Story). He also said that because professional retirements were not due until March 1, no retirements had been included in the budget. Mr. Upton pointed out that there was a \$200,000 capital reserve transfer, which he included in every budget. He said that while a lot of factors could change the bottom line, the preliminary budget presently had a \$928,410.54 deficit.

Policy Section 000 Review

Mr. Hock asked if staff had concerns about the proposed changes to the policies in Section 000 of the policy manual, and Dr. Wheeler, Mr. Upton, and Ms. Kessler responded that they did not. Ms. Kessler said that the process of Pennsylvania School Boards Association (PSBA) personnel reviewing and suggesting new and revised policies for the district's entire policy manual would take about 18 months. She told directors that PSBA personnel would be reviewing the policy manual and suggesting revisions by section. She said that if the board was okay with the proposed Section 000, it would be voted on first reading at the 16 January 2017, and that pending approval at that meeting, it would be voted on for final adoption at the 21 February 2017 meeting.

Support Staff Compensation Recommendation

Mrs. Everhart told directors that she was recommending that the hourly rate of an employee who had been transferred from cook to head cook and an employee who had been transferred from food service aide to cook be increased by \$.25. She explained that when an employee temporarily filled in for a position with a higher hourly rate, he/she received the additional pay for that time. However, as per the support staff agreement, an employee permanently moving into a higher paying classification would not receive that increase. Mr. Upton said that this arrangement dated to 2004 when the contract was first put in place. He said that since then, there had been multiple other employees who had either moved up or down a classification without their hourly rate being increased or decreased. Furthermore, he said that the intent of an employee receiving the temporary pay increase was because the district was asking him/her to take on additional responsibilities, whereas an employee who voluntarily transfers to another position is not being asked to do so. Mr. Upton said that he did not disagree with the \$.25 per hour increase Mrs. Everhart was seeking for the two newly transferred employees, but that he thought that this should be an item for discussion during support staff contract negotiations. He added that the current contract would expire on 1 July 2018. Ms. Kreisher agreed that this was something that should be addressed in the next support staff contract negotiations. However, she said that these two individuals chose to transfer into their new positions, which entailed them working more hours per day and having additional benefits. She said she was not in favor of increasing these two individuals' hourly rates because of this, and Mr. Hock and Mr. Yodock said they agreed with her.

Assistant Director of Buildings & Grounds

Before discussion of this item started, Ms. Kreisher said that Mr. Klingerman had asked her to find out if the board was willing to table this discussion until the next meeting since he could not attend that night. No one asked to table this discussion, so it went on as scheduled. Dr. Wheeler said that one of his primary concerns regarding the maintenance department in its current state was that there wasn't a system in place for organizing and prioritizing maintenance projects. He said that moving forward, the district would be utilizing School Dude in place of paper work orders for maintenance requests. Mr. Upton said that the School Dude training for maintenance staff would be held the following week, and that staff would be able to use the program starting in the fall of 2017. Dr. Wheeler said he would like to establish an ad hoc committee to discuss the potential for adding an Assistant Director of Buildings & Grounds position and to possibly develop a job description for it. Ms. Kreisher said that Mr. Klingerman should be on this ad hoc committee, and Mr. Hock and Mr. Yodock also volunteered to serve on it. Ms. Kreisher said she thought the district should wait until the proper systems were in place before looking at hiring an additional employee, which might end up being another maintenance worker instead of an assistant director of buildings and grounds. Mr. Yodock agreed, adding that the structure of the maintenance department should be studied before the district just added another position.

Columbia-Montour Area Vocational-Technical School Report

Ms. Kreisher reported that at the last Columbia-Montour Area Vocational-Technical School (CMAVTS) Joint Operating Committee (JOC) meeting, directors were told about the tiny house that students from several different vocational areas were building. Mr. Yodock said that he'd had the opportunity to see the tiny mobile house, which would be auctioned off. He said the school could potentially earn \$20,000 from selling the tiny house. Ms. Kreisher said that at the next JOC meeting, directors would be provided with the proposal, including quotes, for expanding the school. Mr. Hock said he'd like to know if the school had given any consideration to sending students just for the technical portion of their education and keep them at their home schools for their academic classes. Dr. Wheeler said the area needed a state-of-the-art vocational center, not an eighth comprehensive high school.

Flood Wall Update

Dr. Wheeler said that he would be attending a flood wall stakeholder meeting on January 11. He said that the primary purpose of the meeting was to review the revised proposal from Borton-Lawson. Dr. Wheeler said that the district would likely be paying \$1.5 - \$1.6 million toward the flood wall.

Central Susquehanna Intermediate Unit Report

There was no Central Susquehanna Intermediate Unit report given at this meeting.

Adjournment

At 8:48 p.m., Mrs. Howell made the motion to adjourn the work session, and Mr. Yodock seconded this motion. The motion then passed by a unanimous voice vote and the work session was adjourned.

Respectfully Submitted,

Stephanie Kessler
Recording Secretary

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