

**Bloomsburg Area School District
Board of School Directors
Special Meeting
Monday, 7 November 2016
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 7:29 p.m. on Monday, 7 November 2016 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. Joshua Klingerman, Ms. Marianne Kreisher, Mr. Norman Mael, and Mrs. Gail Moore. Mr. Joe Yodock and Ms. Deb Zollmann were absent from the meeting.

Bloomsburg Area School District administrators in attendance were: Mr. Stephen Bressi (left at 7:48 p.m.), Ms. Donna Christensen (left at 7:48 p.m.), Mrs. Melissa Day (left at 7:48 p.m.), Mr. Marc Freeman (left at 7:48 p.m.), Mr. Trevor Palmatier (left at 7:48 p.m.), Dr. Amanda Stutzman (left at 8:00 p.m.), Mr. Josh Tabor (left at 7:48 p.m.), Mr. Michael Upton, and Dr. Donald Wheeler.

Others present included: Mr. Phil Burrell (arrived at 7:41 p.m.), Mrs. Bonnie Crawford, Ms. Teresa Drucker, Mrs. Melissa Everhart, Ms. Korin LaCroix, Mr. James Rafel, Ms. Megan Wagner, Ms. Jeanette Wark, and Ms. Mary Jo Yocum.

RECOGNITION OF VISITORS & PERSONS WISHING TO SPEAK

No one wished to address the board at this meeting.

EXECUTIVE SESSION

At 7:00 p.m., Ms. Kreisher made the motion, which Mr. Klingerman seconded, to move into executive session for the purpose of discussing personnel and litigation matters. The motion passed by a unanimous voice vote. The executive session concluded at 7:26 p.m., following a motion by Mrs. Howell, a second by Mr. Klingerman, and a unanimous voice vote.

OLD BUSINESS

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

NEW BUSINESS

Acceptance of Donations

Ms. Kreisher made the motion, which was seconded by Mr. Klingerman, to accept the following donations made to the Bloomsburg Area School District: a monetary donation in the amount of \$4,875.00 to be used

toward the purchase of a new scoreboard for the Bloomsburg Middle School natatorium, made by First Columbia Bank & Trust Co.; and a monetary donation in the amount of \$4,875.00 to be used toward the purchase of a new scoreboard for the Bloomsburg Middle School natatorium, made by the Bloomsburg Area YMCA Swim Team Parents. The motion passed by a unanimous voice vote.

Approval of Out-of-State/Overnight Field Trip Requests

Ms. Kreisher made the motion, which Mrs. Howell seconded, to approve the following out-of-state/overnight field trip requests: W.W. Evans Elementary School third-grade classes to visit the Statue of Liberty on 26 May 2017, at a cost to the district of \$750; and Bloomsburg High School Band to Myrtle Beach, South Carolina to participate in the National Military Appreciation Parade from 25 May 2017 – 28 May 2017, at no cost to the district. The motion passed by a unanimous voice vote.

Approval of Waiving Tuition

Ms. Kreisher made the motion, which was seconded by Mr. Klingerman, to approve waiving the non-resident tuition for Bloomsburg Middle School student Emilee Wark for the 2016-2017 school year. The motion passed by a unanimous voice vote.

PERSONNEL

Approval/Acceptance of Personnel Items

Ms. Kreisher made the motion, which was seconded by Mr. Klingerman, to approve/accept the following personnel items:

- Approve the following individuals as long-term volunteers/overnight chaperones:
 - Danyelle Hornick, pending receipt of her FBI Clearance or Volunteer Affidavit;
 - Genea Michael;
- Approve the following individuals as athletic coaches for the 2016-2017 school year:
 - Kristin Hogue – Cheerleading Advisor (reapproval) – Step 3 - \$1,019;
 - Bethann Ledezma – Volunteer Cheerleading Advisor (reapproval);
 - Mitchell Tombasco – Volunteer Boys’ Eighth-Grade Basketball Coach (new), pending receipt of his FBI Clearance or Volunteer Affidavit;
 - Todd Davis – Volunteer Boys’ Varsity Basketball Coach (new);
 - Chuck LaCroix – Head Swimming Coach (reapproval) – Step 10 - \$3,674 minus \$1,529 to pay for third assistant swimming coach (Matthew Turzanski) \$100 for Melissa Everhart forgoing her \$100 step increase for 2016-2017 - \$2,245;
 - Melissa Everhart – Assistant Swimming Coach (reapproval) – Step 7 - \$2,029 (forgoing \$100 step increase for 2016-2017 and giving it to Chuck LaCroix);
 - Matthew Turzanski – Assistant Swimming Coach (reapproval) – Step 1 - \$1,529;
 - Casey Hackett – Assistant Swimming (Diving) Coach (reapproval) – Step 15 - \$2,929;
- Accept the resignation of Memorial Elementary School Paraprofessional Samantha Sobolesky, retroactive to 1 November 2016;
- Approve the following classified staff transfers:
 - Angela Pagan from the position of Bloomsburg Middle School Head Cook (10-month position at \$10.71 per hour) to the position of W.W. Evans Elementary School Second-Shift Custodian (12-month position at \$10.71 per hour) and with benefits as per the negotiated classified staff agreement, effective 7 November 2016;
 - Erin (Scandle) Hunsecker from the position of Classified Substitute to the position of Bloomsburg High School Secretary at \$8.85 per hour and with benefits as per the negotiated classified staff agreement, effective 8 November 2016;

- Approve the following individuals as classified staff:
 - Patricia Leiby as a Classified Substitute, effective upon receipt of her tuberculosis test results;
 - Danyelle Hornick as a Classified Substitute, effective upon receipt of her Pennsylvania State Police (employment) Criminal Record Check, FBI Clearance, and tuberculosis test results;
 - Cynthia Hill as a Memorial Elementary School Personal Care Aide (6.5 hours per day) at \$8.85 per hour and with benefits as per the negotiated classified staff agreement, effective 8 November 2016;
 - Roger Davis as a Classified Substitute, effective upon receipt of his Pennsylvania State Police Criminal Record Check, FBI Clearance, Pennsylvania Child Abuse History Clearance, and tuberculosis test results;
 - Mark Roberts as a Beaver-Main Elementary School Second-Shift Custodian at \$8.60 per hour and with benefits as per the negotiated classified staff agreement, effective 7 November 2016;
- Approve the following individuals as long-term professional substitutes:
 - John Haussener as a Bloomsburg Middle School Long-Term English/Language Arts Substitute Teacher as per Policy 405: Employment of Substitute Professional Employees at \$100 per day, effective on or about 10 November 2016 through the end of the 2016-2017 school year;
 - Anna Bridges as a Bloomsburg High School Learning Support Substitute Teacher as per Policy 405: Employment of Substitute Professional Employees at \$100 per day, effective through the end of the 2016-2017 school year;
- Approve Amanda Stutzman as the district's Foster Care Liaison;
- Approve Robert Allen as a school bus driver through Fishing Creek Transportation for the remainder of the 2016-2017 school year;
- Approve Julie Klinger as a professional day-to-day substitute (through the CSIU Guest Teacher program) as per Policy 405: Employment of Substitute Professional Employees, effective 8 November 2016 through the end of the 2016-2017 school year.

Ms. Kreisher made the motion, which was seconded by Mr. Klingerman, to amend the motion to remove approval of the four swim coaches. The motion passed by a unanimous voice vote.

The motion to approve/accept the following personnel items then passed by a unanimous voice vote:

- Approve the following individuals as long-term volunteers/overnight chaperones:
 - Danyelle Hornick, pending receipt of her FBI Clearance or Volunteer Affidavit;
 - Genea Michael;
- Approve the following individuals as athletic coaches for the 2016-2017 school year:
 - Kristin Hogue – Cheerleading Advisor (reapproval) – Step 3 - \$1,019;
 - Bethann Ledezma – Volunteer Cheerleading Advisor (reapproval);
 - Mitchell Tombasco – Volunteer Boys' Eighth-Grade Basketball Coach (new), pending receipt of his FBI Clearance or Volunteer Affidavit;
 - Todd Davis – Volunteer Boys' Varsity Basketball Coach (new);
- Accept the resignation of Memorial Elementary School Paraprofessional Samantha Sobolesky, retroactive to 1 November 2016;
- Approve the following classified staff transfers:
 - Angela Pagan from the position of Bloomsburg Middle School Head Cook (10-month position at \$10.71 per hour) to the position of W.W. Evans Elementary School Second-Shift Custodian (12-month position at \$10.71 per hour) and with benefits as per the negotiated classified staff agreement, effective 7 November 2016;

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 - Anna Bridges as a Bloomsburg High School Learning Support Substitute Teacher as per Policy 405: Employment of Substitute Professional Employees at \$100 per day, effective through the end of the 2016-2017 school year;
- Approve Amanda Stutzman as the district's Foster Care Liaison;
- Approve Robert Allen as a school bus driver through Fishing Creek Transportation for the remainder of the 2016-2017 school year;
- Approve Julie Klinger as a professional day-to-day substitute (through the CSIU Guest Teacher program) as per Policy 405: Employment of Substitute Professional Employees, effective 8 November 2016 through the end of the 2016-2017 school year.

Ms. Kreisher then made the motion to table the following motion for further discussion:

- Approve the following individuals as athletic coaches for the 2016-2017 school year:
 - Chuck LaCroix – Head Swimming Coach (reapproval) – Step 10 - \$3,674 minus \$1,529 to pay for third assistant swimming coach (Matthew Turzanski) \$100 for Melissa Everhart forgoing her \$100 step increase for 2016-2017 - \$2,245;
 - Melissa Everhart – Assistant Swimming Coach (reapproval) – Step 7 - \$2,029 (forgoing \$100 step increase for 2016-2017 and giving it to Chuck LaCroix);
 - Matthew Turzanski – Assistant Swimming Coach (reapproval) – Step 1 - \$1,529;
 - Casey Hackett – Assistant Swimming (Diving) Coach (reapproval) – Step 15 - \$2,929.

After this motion was seconded by Mr. Klingerman, it passed by a unanimous voice vote.

Approval of Classified Staff Termination

Ms. Kreisher made the motion, which Mr. Klingerman seconded, to approve terminating the employment of Maintenance Worker Norman Swisher, retroactive to 2 November 2016. The motion passed by a unanimous voice vote

Approval of Administrative Salary Adjustment

Ms. Kreisher made the motion, which was seconded by Mr. Klingerman, to approve adjusting the annual salary of Memorial Elementary School Principal Trevor Palmatier to \$81,600, effective 8 November 2016. The motion passed by a unanimous voice vote.

ADJOURNMENT TO WORK SESSION

At 7:38 p.m., Ms. Kreisher made the motion, which was seconded by Mr. Klingerman, 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

* All documents referenced in the minutes are retained electronically at the district office. *

**Bloomsburg Area School District
Board of School Directors
Work Session
Monday, 7 November 2016
7:00 p.m.
District Office Board Room**

MINUTES

Buildings, Grounds, and Maintenance Report

Dr. Wheeler told directors that the monthly buildings, grounds, and maintenance report would now be given at the regular monthly school board meeting. This being the case, he said that Mr. Wozniak would be at the 21 November 2016 meeting instead of that evening's meeting.

Administrative Reports

Mrs. Day gave directors two different options regarding commencement gowns, one being a red gown with white cuffs, and the other being a white gown with red cuffs. She said that students would soon be fitted for their gowns, and that the gowns would be ordered before Thanksgiving. Ms. Kreisher said she did not see a problem with having all students wear the same gown, and Mr. Mael agreed with her. Mrs. Day said she would recommend the district go with the red gown as opposed to the white one because the gowns were thin and transparent. Mr. Hock told Mrs. Day that the board was alright with her ordering the red gowns with white cuffs.

Mr. Mael asked Mr. Bressi how the students were behaving with their Surface Pros so far that school year, and Mr. Bressi replied that there had only been a few incidents to date.

Assistant Buildings & Grounds Supervisor

Dr. Wheeler went over his personnel recommendation to add a position, being the Assistant Supervisor for Buildings and Grounds. He said that the primary responsibilities of this individual would include supervising and maintaining athletic fields and school grounds for the district and supervising and maintaining Beaver-Main Elementary School. Dependent upon experience and qualifications, the proposed annual salary range would be \$32,000 - \$38,000. Position requirements would include verifiable experience in landscaping and grounds maintenance, a basic knowledge of electricity, plumbing, and carpentry, and the individual would either have, or have the ability to obtain, a pesticide licensure. Dr. Wheeler said the district would be looking to eliminate one maintenance position and replace it with the position of Assistant Supervisor for Buildings and Grounds. Dr. Wheeler said that at the 21 November 2016 school board meeting, directors would be reviewing job responsibilities, compensation, and required certifications. At the 5 December 2016 board meeting, a job description for the position would be taken to the board for approval. Advertising for this new position would begin in January 2017, with an anticipated start date for this individual being in February 2017. Mr. Hock said the district could still look at contracting out jobs as necessary. Mr. Klingerman asked who this individual's boss would be, and Mr. Upton replied that it would likely be Mr. Wozniak. Mr. Klingerman said he would prefer it if this individual would report to the principal or athletic director instead of Mr. Wozniak. Mr. Hock said there many things that needed to be taken into consideration, including what duties would be taken away from Mr. Wozniak. At the end of the conversation, Mr. Hock asked that any directors with ideas about this new position contact Dr. Wheeler.

Budget Update

Mr. Upton distributed to directors a preliminary salary and benefit budget for 2017-2018. He said that this preliminary budget included the position of Assistant Buildings & Grounds Supervisor.

Per Capita Tax

Mr. Upton told directors that the county would no longer be collecting the per capita tax, and that since the district's billing was done through the county, it wouldn't have good numbers to use. In the previous year, the district had only netted \$44,000 from the per capita tax, Mr. Upton said, and Berwick Area School District had already made the decision to stop collecting this tax. Mr. Upton said that at the next school board meeting, he would be recommending the board vote to stop collecting the per capita tax.

Comprehensive Plan

Dr. Stutzman said that the district's comprehensive plan was available for review on the district's web site, and that directors would be voting on it at the next school board meeting. No one had any questions for Dr. Stutzman regarding the comprehensive plan.

2017 Board Meeting Schedule

Dr. Wheeler told directors that at the next meeting, they would be voting to approve the 2017 school board meeting schedule. A copy of that schedule was included with the board packet sent to them the previous Friday.

Reorganization Meeting – 5 December 2016/Columbia-Montour Area Vocational-Technical School Report

Dr. Wheeler reminded the school board that its annual reorganization meeting would be held at 7 p.m. on Monday, 5 December 2016 in the district office board room.

Ms. Kreisher urged her fellow directors to attend the tour and dinner meeting being held at Columbia-Montour Area Vocational-Technical School on Wednesday, 7 December 2016 beginning at 5:30 p.m. Ms. Kreisher said there would be a presentation regarding the school's desire to start a mechatronics program and therefore needing to expand the size of the school.

Board Packet Distribution

Mr. Klingerman said he would no longer like maintenance staff to take his board packet to his house; rather, he would just like to be e-mailed the documents for school board meetings. The other directors decided they would still like to have the packets taken to their homes.

Central Susquehanna Intermediate Unit Report

Mr. Mael said he missed the last Central Susquehanna Intermediate Unit meeting, so he did not have a report to give at this meeting.

Adjournment

At 8:25 p.m., Ms. Kreisher made the motion to adjourn the work session, and Mr. Klingerman 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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