

Joint Board Committee Meeting at 7:30pm in the Board Room (Tuesday, December 21, 2021)

Generated by Sylvia Raye on Tuesday, December 7, 2021

MEMBERS IN ATTENDANCE - 10 Members

Gary Sanderson, Pennsbury School District
Kellie Buchanan, Bristol Township School District
Heather Snyder, Bensalem School District
Cyndie Bowman, Neshaminy School District
John Allen, Neshaminy School District
David Murray, Morrisville School District
Donna Kelly, Bristol Township School District
Donna Getty, Morrisville School District
Chip Taylor, Pennsbury School District
Jack Meyer, Bensalem School District, Alternate

MEMBERS ABSENT - 2 Members

Steve Cullen, Bristol Borough School District
Brianna Curran, Bristol Borough School District

ALSO IN ATTENDANCE

Leon Poeske, Administrative Director
Sharon Rendeiro, Business Administrator/Board Secretary
John Haney, I.T. Supervisor
Henry DeGeorge, Assistant Director
Ellis Katz, Solicitor (virtual)
Theresa Prato, BCTSEA President
Melanie Gehrens, Superintendent of Record

1. OPENING OF MEETING

A. Call to Order 7:30pm

B. Pledge of Allegiance

C. Mr. Gary Sanderson announced that the Board met in Executive Session prior to the meeting to discuss contractual issues. Mr. Gary Sanderson thanked all for the past year of hard work and cooperation while he served as President.

D. Approve Agenda

Recommended Action: Motion to approve the agenda as presented.

A motion was made by Mr. John Allen, seconded by Ms. Heather Snyder, to approve the agenda as presented. Board members unanimously approved the agenda (10,0,0).

2. ELECTION OF OFFICERS

Action: A. President, B. First Vice President and C. Second Vice President

Recommended Action: Motion to approve election of officers.

PRESIDENT MOTION: Mr. Gary Sanderson asked for a motion to elect the President. A motion was made by Mr. John Allen, seconded by Mr. Chip Taylor to recommend the Board elect Ms. Kellie Buchanan, from the Bristol Township School District, as President of the Joint Board for a term of one (1) year, commencing December 21, 2021. Board members unanimously approved the election (10,0,0).

FIRST VICE PRESIDENT MOTION: Mrs. Kellie Buchanan asked for a motion to elect the First Vice President. A motion was made by Mr. John Allen, seconded by Mr. Chip Taylor to recommend the Board elect Ms. Kim Rivera, from the Bensalem School District, as First Vice President of the Joint Board for a term of one (1) year, commencing December 21, 2021. Board members unanimously approved the election (10,0,0).

SECOND VICE PRESIDENT MOTION: Mrs. Kellie Buchanan asked for a motion to elect the Second Vice President. A motion was made by John Allen, seconded by Chip Taylor to recommend the Board elect Donna Getty, from the Morrisville School District, as Second Vice President of the Joint Board for a term of one (1) year, commencing December 21, 2021. Board members unanimously approved the election (10,0,0).

3. REPORTS**Reports: A. Student Representative Report**

Lydia Pringle, Senior Class President, read the attached report.

B. Professional Council Report

Melanie Gehrens announced that Professional Council met on Tuesday, December 14, 2021 at 11:30 a.m. Discussed were the following:

COVID Impacts

The Superintendents reviewed the latest County Wide COVID Data and discussed the implications of the PA Supreme Ruling on the mask mandate. In addition, the group discussed the impacts all schools are having with shortages of bus drivers, substitutes, and personnel. Tom Smith from Pennsbury mentioned that his district is willing to look at a county-wide/regional approach for teacher recruitment and retention.

Building Project

The BCTHS building project will open bids for the "Dry, Safe, Clean" project on Thursday, December 16. If the bids are too high and well above the estimated amounts, the project may be put on hold for a year. If the project does begin in the fall, BCTHS will not run its Summer Exploratory Program, since half of the building will be uninhabitable.

Articles of Agreement

Dr. Poeske reminded the Superintendents to make sure the proposed Articles of Agreement are on their districts' agendas. Dr. Gehrens announced that Bristol Township voted against the proposed changes at its December 13 meeting. The group then considered what and how any new Articles can be passed by all 6 districts. Dr. Poeske will ask the BCTHS Business Administrator to meet with all of the six other Business Managers to see if any solution can be determined. BCTHS must have Articles of Agreement approved on or before July 1, 2022 in order to operate.

Other Business

The next meeting is scheduled for Monday, January 10, 2022 at 1:00 p.m. in the Board Room.

C. Administrative Director's Report

Student Accounting

Dr. Leon Poeske, Administrative Director, referred to Student Accounting, the Bucks County Technical High School Newsletter and newspaper articles relative to the Technical School and upcoming events.

Dr. Leon Poeske, announced that the Keystone testing will be held January 10 - 12, 2022. Dr. Leon Poeske announced that Bucks County Technical School Authority will be meeting on January 4, 2022. The agenda will include the awarding of the bids for phase one of the "Warm, Safe, Dry" project. Dr. Leon Poeske announced that Bucks County Technical High School will be hosting some of the SkillsUSA competition on January 20, 2022.

D. P.I.A. Committee

Ms. Kellie Buchanan advised that P.I.A. met this evening. Discussed were the following:

- Action Items
 - Employment motions, accept Audit report, approval of Solicitor fees, Natural gas authorization, and Budget transfers
- Discussion Items
 - Health and Safety Plan and Articles of Agreement

E. Audit Committee

Mrs. Kellie Buchanan announced that a meeting of the Audit Committee was held on Wednesday, December 15, 2021 at 9:30 a.m. via Zoom. In attendance were: Mrs. Kellie Buchanan, Auditors Vicki Mastro and Linda Major, Dr. Leon Poeske, Mr. Hank DeGeorge, Mrs. Sharon Rendeiro and Mrs. Patricia Cumberland. The audit is a clean audit with no findings.

4. PUBLIC COMMENT

A. Public Comment

None

5. MINUTES

Recommended Action. Motion to approve the Minutes of November 22, 2021.

A. A motion was made by Mr. Gary Sanderson, seconded by Mr. Chip Taylor, that the Board approve the minutes of the November 22, 2021 Board meeting. Board members unanimously approved the motion (10,0,0).

6. FINANCIALS

Recommend Action. Motion to approve the Financial Reports and the payment of approved bills and electronic payments.

A. A motion was made by Ms. Cyndie Bowman, seconded by Mr. Gary Sanderson, that the Board approve the Financial Reports, subject to audit, as per pp. C1-C14. Board members unanimously approved the motion (10,0,0).

B. A motion was made by Ms. Cyndie Bowman, seconded by Mr. Gary Sanderson, that an order be drawn on the Treasurer for payment of the properly approved bills and electronic payments in the total amount of \$288,183.62 and release salaries, subject to audit, as per pp. D1-D22. Board members unanimously approved the motion (10,0,0).

7. OLD BUSINESS

None

8. NEW BUSINESS

Recommended Action: Motion to combine and approve New Business Items A-J as listed. A motion was made by Mr. Gary Sanderson, seconded by Mr. Chip Taylor, to combine and approve motions A-J and approve the following recommendations:

A. Accept the retirement of Guidance Counselor, Kathryn Eby, effective March 4, 2022.

B. Accept the resignation of Cafeteria worker, Nanette Fuchs, effective December 3, 2021.

C. Approve the extension of an unpaid leave of absence for Instructional Facilitator, Susan Haas, until January 31, 2022.

D. Approve the attached revisions to the approved Compensation Plan for the Exempt Support Staff (Confidential and Coordinators Groups) to revise the salary for the Human Resources Coordinator position, and create the position of Payroll Manager/Human Resources Generalist, effective with the new hire of the Human Resources Coordinator and the transfer of the Payroll/Human Resources Assistant. (Refer to Addendum #1 in Agenda)

E. Approve the transfer of Joanne Dominik from Payroll/Human Resources Assistant to Payroll Manager/Human Resources Generalist, effective January 31, 2022, at a prorated annual salary of \$62,240, per the Confidential Support Staff Salary Agreement.

Approve the transfer of Kim McManamon from part-time Instructional Facilitator to replace Michelle Epperson, at an hourly rate of \$17.70, effective January 10, 2022.

Approve the transfer of Meg Offenback from part-time Instructional Facilitator to full-time Facilitator to replace Diane Bach, at an hourly rate of \$15.50, effective January 10, 2022.

Approve the transfer of Tinamarie Perate from part-time Instructional Facilitator to full-time Facilitator to replace Rosemarie Franz, at an hourly rate of \$15.50, effective January 10, 2022.

Approve the transfer of Nicole Ebinger-Young from Cafeteria Worker to part-time Instructional Facilitator, to replace Kimberly McManamon, at an hourly rate of \$15.50, effective January 10, 2022.

Approve the transfer of Donna Katsoff from Cafeteria Worker to Monitor, at an hourly rate of \$12.56, effective January 3, 2022.

Approve the transfer of Jason Taylor from temporary Security to part-time Instructional Facilitator, to replace Meg Offenbach, at an hourly rate of \$15.50, effective January 10, 2022.

F. Approve the employment of Janet Wuagon as Human Resources Coordinator to replace Karen Moyer at an prorated annual salary of \$82,383, effective January 24, 2022, per the Confidential Support Staff Agreement, pending criminal background checks and completion of new hire paperwork.

Approve the employment of Jeri Lynn Oscovitch as a Social Worker on Column E, Step 1, at a prorated annual salary of \$65,073, effective December 22, 2021, pending criminal background checks and completion of new hire paperwork. (Refer to Addendum #2 in Agenda)

Approve the employment of Kristine Alfes as a full-time Instructional Facilitator, to replace Victoria DiMatteo, at an hourly rate of \$15.50, effective January 10, 2022, pending criminal background checks and completion of new hire paperwork.

Approve the employment of Jennifer Hutchinson as a part-time Instructional Facilitator to replace Tinamarie Perate, at an hourly rate of \$15.50, effective January 10, 2022, pending criminal background checks and completion of new hire paperwork.

Approve the employment of Crystal Hall as a Cafeteria Worker to replace Sandra Mason, at an hourly rate of \$11.47 effective December 22, 2021, pending criminal background checks and completion of new hire paperwork.

Approve the employment of Madisen Neidlein as a Cafeteria Worker to replace Nicole Ebinger-Young, at an hourly rate of \$11.47, effective December 15, 2021, pending criminal background checks and completion of new hire paperwork.

Approve the employment of Mary Rowen as a Cafeteria Worker to replace Nanette Fuchs, at an hourly rate of \$11.47, effective December 10, 2021, pending criminal background checks and completion of new hire paperwork.

Approve the employment of Harris Martin as a Building Substitute Teacher at a daily rate of \$150, effective January 3, 2022.

Approve the employment of the Adult Education Evening School personnel for the Winter/Spring 2022 Semester, pending criminal background checks and completion of new hire paperwork. (Refer to Addendum #3 in Agenda)

Approve the addition of Management Assistant, John Yeager, to the list of eligible staff to work after-school, Saturday discipline, the Student Attendance Program, Security and for after school and co-curricular evening activities.

G. Accept the Audit Report for the fiscal year ending June 30, 2021, as prepared and submitted by Major and Mastro, LLC. (Refer to Addendum #6)

H. Approve solicitors, Sweet, Stevens, Katz and Williams routine fees in the amount of \$170 per hour and non-routine fees in the amount of \$200 per hour for the 2022-2023 school year. (Refer to Addendum #4 in Agenda)

I. Authorize Business Administrator, Sharon Rendeiro, to negotiate and enter into a contract for Natural Gas Basis and Nymex purchasing post June 2022, based on the recommendation from Provident Energy.

J. Approve the budgetary transfers in the amount of \$4,750.00 for the 2021-2022 school year. (Refer to Addendum #5 in Agenda)

Board members unanimously approved the motion (10,0,0).

9. CORRESPONDENCE

None

10. OTHER BUSINESS

None

11. PUBLIC COMMENT

Procedural: A. Public Comment on Non-Agenda Items

None

12. NEXT MEETING

The next meeting is scheduled for January 24, 2022 at 7:30 p.m.

13. ADJOURN

Recommended Action: Motion to adjourn.

A. A motion was made by Ms. Donna Getty, seconded by Donna Kelly, that the meeting be adjourned at 7:50 p.m. Board members unanimously approved the motion (10,0,0).