

**Bloomsburg Area School District
Board of School Directors
Special Meeting
Tuesday, 5 September 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, 5 September 2017 by President Marianne Kreisher in the district office board room, followed by the pledge to the flag. Directors in attendance were: Mr. Brent Hock, Mrs. Tina Howell, Mr. Jonathan Jones, Mr. Joshua Klingerman Sr. (arrived at 7:11 p.m.), Ms. Marianne Kreisher, Mr. Norman Mael, Mrs. Gail Moore, and Mr. Leo “Joe” Yodock III. Ms. Stephanie Dunn Haney was absent from the meeting.

Bloomsburg Area School District administrators in attendance were: Ms. Donna Christensen (left at 8:29 p.m.), Mrs. Melissa Day, Mr. Marc Freeman (left at 8:29 p.m.), Mr. David Marsiglio, Mr. Trevor Palmatier (left at 8:29 p.m.), Mr. Josh Tabor (left at 8:29 p.m.), and Dr. Donald Wheeler.

Others present were: Mr. Tim Carr (left at 7:56 p.m.), Cameron and Parker Day, Ms. Terri Drucker, Ms. Olivia Gaito (left at 7:03 p.m.), Ms. Megan Haines (left at 7:03 p.m.), Ms. Andrea Heckman, Ms. Stephanie Kessler, and Ms. Haley Widom (left at 7:03 p.m.).

RECOGNITION OF VISITORS & PERSONS WISHING TO SPEAK

Mrs. Day introduced Bloomsburg High School students Olivia Gaito, Megan Haines, and Haley Widom and teacher Andrea Heckman, who had organized a fund-raising event at the previous week’s varsity football game. The students raised over \$1,000 to help the victims of Hurricane Harvey.

OLD BUSINESS

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

NEW BUSINESS

Out-of-State/Overnight Field Trip Requests

Mr. Hock made the motion, which Mrs. Howell seconded, to approve the following out-of-state/overnight field trip requests: Bloomsburg High School golf student-athletes (who qualify) to go to regionals in Reading, Pennsylvania from 15 October 2017 – 16 October 2017, at an approximate cost to the district of \$318; and Bloomsburg High School golf student-athletes (who qualify) to go to states in York, Pennsylvania from 22 October 2017 – 24 October 2017, at an approximate cost to the district of \$783.13. The motion passed by a unanimous voice vote.

Homebound Instruction Request

Mrs. Howell made the motion, which was seconded by Mr. Jones, to approve a homebound instruction request for a Bloomsburg Middle School student from 22 August 2017 until approximately 20 September 2017. The motion passed by a unanimous voice vote.

Parent-Teacher Organization/Booster Club Reapproval

Mrs. Howell made the motion, which was seconded by Mr. Yodock, to reapprove as presented the following parent-teacher organization and booster clubs for the 2017-2018 school year: W.W. Evans Elementary School Parent Co-op, Cheerleading Boosters, Track and Field Boosters, Cross Country Boosters, Football Boosters (revised approval form). The motion passed by a unanimous voice vote.

Informational Item – District Goals Update: Personnel, Budget, and Assignments

Dr. Wheeler went over his revised 2016-2017 personnel goals and task summary. He said that because staffing comprised about 70 percent of the district's budget, it was important to utilize zero-based budgeting.

Dr. Wheeler went over the breakdown of projected maintenance costs, including staff reductions, additional operational expenses, and maintenance and custodial overtime. He said that he would be bringing to the board a proposal for the positions of grounds leader and maintenance leader. He said that the goal was for maintenance staff to do recurring jobs while having outside contractors complete one-time jobs. This could include contracting out jobs such as mulching and weeding, he explained. Dr. Wheeler said that the district's three maintenance workers were very strong and that he wanted to make sure they were put in places where they could be successful. Mr. Mael said it looked like there would be no savings with this plan, and that it was just a shift in the model being implement. Mr. Klingerman said that this was a great opportunity for the district to try something new, and that if it didn't work, a traditional maintenance director could be hired in the future. He added that right now, this system was working. Mr. Mael said that he didn't think the district would save any money under this new model, and Dr. Wheeler responded that the costs he used were projected and that he had been conservative. Mr. Yodock said that in order to hire the type of facilities supervisor the board would want to hire, it would have to pay much more than the previous facilities supervisor's salary of \$63,000. Mr. Klingerman said he liked that the district wasn't pulling its maintenance staff to do non-recurring projects. Mr. Yodock asked how the district would be able to tell if this new model was working, and Dr. Wheeler replied that there were weekly maintenance staff meetings, regular custodial meetings, and maintenance reports that could help in determining this. Mr. Jones said that through this new model, the district would be able to better project what would need to be done in the future and plan better.

Dr. Wheeler then talked about the shift from the teacher aide (paraprofessional) model to the building substitute model. He said that the premise of this model was that it was better to get individuals closer to teaching into these positions. He said that the cost of seven paraprofessionals was about equal to three building substitutes. Dr. Wheeler said that the district would not be cutting any filled positions, but that the shift would occur naturally through attrition. Ms. Kreisher asked if building substitutes would be able to provide the service that paraprofessionals currently do, and Dr. Wheeler replied in the affirmative. Mr. Klingerman said he was concerned about Beaver-Main having an aide pulled and also about classrooms with bilingual students. Dr. Wheeler responded that the district would be keeping learning support aides, personal care aides, and kindergarten aides. Dr. Wheeler said that he thought moving to the building substitute model was a priority and that the district would try it out during the current school year. Dr. Wheeler asked Mr. Palmatier to let the board know how things were going with his building substitute, and Mr. Palmatier replied that Katie Knorr's focus was kindergarten through second grade and that the teacher

leaders at these levels were creating her schedule. Mrs. Moore asked how the board would know if the lack of aides was negatively affecting students. Dr. Wheeler responded that the administrators would need to tell him if a need arose, and that specifically Mr. Freeman and Ms. Christensen had recently expressed concerns about paraprofessional support in the middle school so the district had begun advertising for a paraprofessional that day. Mr. Freeman said that at the middle school, he was utilizing Beth Mocarski as a teacher mentor for eighth-grade students and that she was also working with some sixth-grade students.

At the end of the discussion, Dr. Wheeler told directors that technology integration and hopefully programming would be discussed at the next meeting.

Mr. Klingerman arrived at the meeting during Dr. Wheeler's district goals update.

PERSONNEL

Personnel Items

Mr. Hock made the motion, which was seconded by Mr. Jones, to approve/accept the following personnel items:

- Accept the resignation of Bloomsburg High School Assistant Principal Steve Bressi, with his last day being 25 August 2017;
- Accept the following athletic coach resignations:
 - Eighth-Grade Boys' Basketball Coach Michael Noll, effective 24 August 2017;
 - Head Golf Coach Steve Bressi, with his last day being 25 August 2017 (will be paid for 25% of season at Step 16, which is \$925);
- Approve the following athletic coaches for the 2017-2018 school year:
 - Eleanor Matulewicz – Volunteer Junior High Cross Country Coach;
 - Justin Simpson – Head Golf Coach - 75% of Step 1 – \$1,368.75;
- Approve the following individuals as professional day-to-day substitutes, effective 6 September 2017, as per Policy 405: Employment of Substitute Professional Employees:
 - Kathryn Minemyer;
 - Wally Blair (through the end of the 2017-2018 school year);
 - Richard Brown (through the end of the 2017-2018 school year);
 - Emily Wessel (through the end of the 2017-2018 school year);
- Approve Timothy Carr as a Long-Term Social Studies Substitute Teacher at Bloomsburg Middle School, effective 6 September 2017 through the end of the first semester of the 2017-2018 school year, and add him to the professional day-to-day substitute list after that, as per Policy 405: Employment of Substitute Professional Employees;
- Approve a leave of absence request for Memorial Elementary School Head Cook Anne Bradshaw from 22 August 2017 through 22 September 2017;
- Approve Catrina Michael as a classified substitute, effective 6 September 2017;
- Approve as presented the advisors for the 2017-2018 school year;
- Approve Nancy Richendrfer as a Beaver-Main Elementary School building substitute for the 2017-2018 school year, at a rate of \$100 per day with eligibility for medical insurance, effective 6 September 2017.

Mr. Klingerman said he was concerned that Mr. Simpson would not have enough time to be the head golf coach in addition to being the athletic director. Mrs. Howell said she'd been concerned about Mr. Simpson being off campus during golf matches, but that he'd told her there will be people in command in his absence. She added that he was just going to finish the current golf season, so it was only a temporary position for him. Mr. Yodock said that in the past, Athletic Directory Corey Thomas had not been permitted to coach football because it could be perceived that he was showing favoritism to that sport.

Mrs. Day said that she was comfortable with this arrangement, and Mr. Yodock said that as long as it was not permanent, he was alright with it as well.

The motion passed by a unanimous voice vote.

ADJOURNMENT

At 7:51 p.m., Mr. Hock made the motion adjourn the special meeting and move into the work session. Mrs. Howell seconded this motion, which then passed by a unanimous voice vote.

Respectfully Submitted,

Stephanie Kessler
Recording Secretary

**Bloomsburg Area School District
Board of School Directors
Work Session
Tuesday, 5 September 2017
7:00 p.m.
District Office Board Room**

MINUTES

Administrative Reports

Mr. Palmatier said that he did not have a formal report for that evening, as he would be giving his monthly presentation at the 18 September 2017 board meeting.

Ms. Christensen reported that six special education students had been brought back from out of district at the start of the school year and that three students had also moved out of the district. Ms. Kreisher asked if the district was meeting the state mandate on caseloads, and Ms. Christensen replied that it was, adding that Bloomsburg was on par with other districts on special education caseloads. Dr. Wheeler commended Ms. Christensen for the work she'd put into her report and said that she did a nice job managing the special education program and budget.

Next, Mr. Tabor reported that due to a happy accident, the playground at Beaver-Main Elementary School was going to be reconfigured, including two new basketball hoops and the addition of a Gaga Ball Pit. Mr. Tabor also said that the Beaver-Main Elementary School office looked great, thanks to the updates it had recently received. Mr. Tabor then told directors that he'd been working on a consistent schedule for both Beaver-Main and W.W. Evans elementary schools. He said that, barring any special circumstances, he planned to start Mondays at Evans and end the day at Beaver-Main, and that he would start Fridays at Beaver-Main and end the day at Evans. He would be at Beaver-Main all day on Wednesdays and at Evans all day on Tuesdays and Thursdays. Mr. Tabor said that he had also worked out a schedule with Kelli Molyneaux, the guidance counselor of both schools, that allowed her to be at Beaver-Main for two straight days and at Evans for four straight days, again barring any emergency situations. Mr. Tabor said that the librarian for the two buildings would be at Beaver-Main on schedule days 2 and 5 and at Evans on days 1, 3, 4, and 6. Lastly, he said the Instructional Support Team (IST) would be meeting every 30 days.

Mrs. Day distributed to directors a copy of her most recent student weekly update mailed to high school students each Friday. She said a staff weekly update was also sent out every Friday, and that she had started a parent weekly update as well. She then distributed screenshots of the district's redesigned web site and said that the launch date would be around October 16, explaining that she was hopeful the district could build one to two hours into its October 16 in-service agenda for staff to work on their individual web pages.

Mr. Freeman told directors that the middle school open house had occurred on August 24 and that it had been a great opportunity to meet parents and build relationships with them. He also reported that 36 middle school students had committed to participate in a German, Spanish, or French after-school club. He said that the middle school would again be having student-led conferences with its eighth-grade students, and concluded his report by that the middle school was now Twitter at @bloomsburgms.

High School Administrative Recommendation

Dr. Wheeler distributed to directors proposed changes regarding the recently vacated assistant middle/high school principal position. He said that his recommendation was to look at eliminating the position and replacing it with a high school dean of students position, which would be a 10-month, professional staff position. To help at the middle school, a head middle school teacher position had been added for the current school year. Dr. Wheeler told directors that at the next school board meeting, Mr. Palmatier would be presenting his recommendation to add an additional counselor at Memorial rather than having a dean of students. Dr. Wheeler said that he had spoken with Mr. Palmatier and Mrs. Day and said it was the consensus that the current Memorial dean would be a good fit for the high school dean position.

Columbia-Montour Area Vocational-Technical School Report

Mr. Yodock started the Vo-Tech report by saying that the school did not yet have a professional staff contract. Mr. Jones then reported that Columbia-Montour Area Vocational-Technical School had recently received grants from Kawneer and Sekisui, and that it had also received a donated bagging machine. He said that 66 students had completed credits through Penn College and that Luzerne County Community College had offered six classes with Vo-Tech. Mr. Jones said that the school was looking to set up a teacher expectation binder, and Mrs. Day offered to send the high school's teacher handbook to Mr. Jones for their reference. Mr. Jones said 152 freshmen started the new school year at Vo-Tech, and ended his report by saying that 30 evening students had signed up for the new Certified Nurse Assistant (CNA) program.

Central Susquehanna Intermediate Unit Report

Mr. Mael said that he did not have a report for that evening, as he had not attended the last CSIU board meeting.

Adjournment to Executive Session

At 8:35 p.m., Mr. Jones made the motion to adjourn the work session and move into executive session to discuss personnel matters. Mr. Klingerman seconded this motion, which then passed by a unanimous voice vote. The executive session concluded at 8:57 p.m.

Respectfully Submitted,

Stephanie Kessler
Recording Secretary