

**Bloomsburg Area School District
Board of School Directors
Special Meeting
Monday, 2 November 2015
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 Monday, 2 November 2015 in the district office board room, followed by the pledge to the flag. Directors in attendance were: Mr. Brent Hock, Mr. Joshua Klingerman, Mr. Terry Kramarz, Mrs. Sandra Rupp, Mr. Thomas Tobin, Mr. Joe Yodock, and Ms. Deb Zollmann. Mrs. Tina Howell and Ms. Marianne Kreisher were absent from the meeting.

Bloomsburg Area School District administrators in attendance were: Ms. Donna Christensen (left at 7:56 p.m.), Mr. Marc Freeman (left at 7:56 p.m.), Mr. Joseph Kelly, Mr. Trevor Palmatier (left at 7:56 p.m.), Mr. Joshua Tabor (left at 7:56 p.m.), and Mr. Michael Upton.

Others present were: Mr. Phil Burrell (arrived at 7:07 a.m.), Mrs. Bonnie Crawford, Ms. Audrey Crone (left at 7:56 p.m.), Ms. Terri Drucker, Mrs. Stephanie Haney, Ms. Stephanie Kessler, and Ms. Karen McCaffrey (left at 7:56 p.m.).

RECOGNITION OF VISITORS & PERSONS WISHING TO SPEAK

At this time, no visitors wished to address the school board.

OLD BUSINESS

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

NEW BUSINESS

Approval of Real Estate Tax Exemption Requests

Mr. Klingerman made the motion, which was seconded by Mrs. Rupp, to approve requests from the Pennsylvania State Veterans' Commission for Real state Tax Exemption for Robert William Black, Robert Lee Klinger, and Neil Barnes. The motion passed by a unanimous voice vote.

Approval of First Reading of Policies

Ms. Zollmann made the motion, which Mr. Kramarz seconded, to approve on first reading and schedule for final reading at the 7 December 2015 meeting the following revised policies: Policy 303: Employment of Administrators; Policy 404: Employment of Professional Employees; Policy 405: Employment of Substitute Professional Employees; Policy 504: Employment of Classified Personnel; and Policy 916: School Volunteers. The motion passed by a unanimous vote.

PERSONNEL

Approval/Acceptance of Personnel Items

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

- Accept the following athletic coach resignations:
 - Winter Cheerleading Co-Advisor Mandi Crone, retroactive to 15 October 2015;
 - Winter Cheerleading Co-Advisor Camille Neidig, retroactive to 15 October 2015;
- Approve the following individuals as athletic coaches for the 2015-2016 season:
 - Kristin Hogue as the Winter Cheerleading Advisor at Step 2 and a stipend of \$944;
 - Matthew Turzanski as an Assistant Swim Coach at Step 1 and a stipend of \$1,529;
 - Chuck LaCroix as the Head Swim Coach at Step 9 and a stipend of \$2,020 (\$3,549 minus the stipend of Assistant Swim Coach Matthew Turzanski);
- Accept the following classified staff resignations:
 - Memorial Elementary School Paraprofessional Dawn Harvey, retroactive to 29 October 2015;
 - Memorial Elementary School Food Service Aide Mary Hubler, with her last day of work being 6 November 2015, and to add her to the classified substitute list, effective 9 November 2015;
- Approve the following individuals as bus/van drivers for the 2015-2016 school year:
 - Patsy Beck – Fishing Creek Transportation – van driver;
 - Marlene Eveland – Fishing Creek Transportation – bus driver;
- Approve the following individuals as long-term volunteers/overnight chaperones:
 - Matt Bond;
 - Laura Long;
 - Venus Stair;
 - Sarah Yannone;
- Approve Tammy Davenport as a classified substitute, effective upon receipt of her tuberculosis test results.

The motion passed by a unanimous voice vote.

Approval of Removing Motion from the Table Regarding Classified Staff Leave of Absence Request

Mr. Kramarz made the motion, which was seconded by Mrs. Rupp, to approve removing from the table the following motion: Approve the leave of absence request of W.W. Evans Elementary School Custodian Dee Van Blargan, effective 3 November 2015 until approximately 3 February 2016. The motion passed by a unanimous voice vote.

Ms. Zollmann then made the motion, which was seconded by Mrs. Rupp, to approve the leave of absence request of W.W. Evans Elementary School Custodian Dee Van Blargan, effective 3 November 2015 until approximately 3 February 2016. Mr. Kelly told the board that he had checked with the district's labor attorney and had been assured that there was no need to change the wording in the motion. Mr. Tobin requested that Mrs. Van Blargan be verbally made aware that if she would be on unpaid leave over any scheduled paid holidays, she would not be paid for them. The motion passed by a unanimous voice vote.

Approval of High School Principal

Mr. Tobin made the motion, which Ms. Zollmann seconded, to approve Melissa Day as the Bloomsburg High School Principal at a pro-rated annual salary of \$82,000 and with benefits as per the Act 93 Agreement, effective on or about 4 January 2016. Mr. Kelly thanked the interview committee and school board for their commitment of time in interviewing candidates for this position and said the district was hiring an excellent principal. The motion then passed by a unanimous voice vote.

ADJOURNMENT

At 7:08 p.m., Mr. Klingerman made the motion, which was seconded by Mrs. Rupp, to adjourn the special meeting and move into the work session. The motion passed by a unanimous voice vote.

Respectfully Submitted,

Stephanie Kessler
Recording Secretary

**Bloomsburg Area School District
Board of School Directors
Work Session
Monday, 2 November 2015
7:00 p.m.
District Office Board Room**

MINUTES

Buildings, Grounds, and Maintenance Report

As Mr. Wozniak was at a conference, there was no buildings, grounds, and maintenance report given at this meeting.

Administrative Reports

Ms. Christensen told directors that the district currently employed 38 paraprofessionals, and applauded them for their flexibility and for being jacks-of-all-trades. She said she had asked two of them – Audrey Crone and Karen McCaffrey – to attend the meeting to be recognized. Ms. Christensen told the school board that Ms. Crone had worked in the district for 17 years and that she took care of attendance and was a study hall monitor at the high school. Ms. Christensen said that Ms. McCaffrey was a high school life skills classroom paraprofessional who had been at the district for 19 years, and that she was also the district's transition coordinator, senior class advisor, student council co-advisor, and that she also coordinated the Drums Alive! program for life skills students.

Next, Mr. Freeman reported on the arrival and dismissal procedures at the middle school. He said that about half the student body walk and that they enter the building through the plaza area. He also said that many students eat breakfast, which starts at 7:20 a.m. He said that bus students were dropped off behind the school by the stadium between 7:20 – 7:40 a.m. In the afternoon, he said that two teachers were out front and that sometimes he was also there for dismissal. Mr. Freeman also reported that the district had held its Red Ribbon Week activities during the week of October 26. He said that the purpose of Red Ribbon Week was to promote an anti-drug message and that Jami Houghton had done a good job with coordinating the week's activities. Mr. Freeman said that a parent of a Southern Columbia Area School District student who had overdosed on heroin spoke to eighth-grade students and that a police officer and drug dog made a presentation to sixth- and seventh-grade students. He concluded his report by giving an updated on the Hybrid model, stating that things were going very well and that in November, he and a team of teachers would be going to Manheim Central School District, which had been using the Hybrid model for a while. He said that Bloomsburg Area School District was a pioneer with this initiative.

Mr. Palmatier gave his report on Memorial Elementary School. He said that the school's Red Ribbon Week had also been a success and thanked Annie Kostiuk for organizing activities for it. He said that over 100 families attended literacy night, which also included math presentations to parents, making it the biggest literacy night yet. He acknowledged Amelia Blackledge for her help with the book fair and said that every Memorial student got a book during the book fair. He recognized Myra Golomb for organizing the annual health fair, thanked middle and high school students for tying red ribbons around students' wrists during Red Ribbon Week, recognized Jen Fornwald and Tony DeLuca for organizing support for the Veterans' Day parade, and recognized Meghan Yeager for her help with initiating a coat closet program at Memorial.

Mr. Palmatier then went over student arrival and dismissal procedures at Memorial. He said that arrival generally ran smooth, with students being able to come in at 8:15 a.m. for breakfast. He said that while dismissal had improved, there was still an issue with traffic and parking near the school. He said that if students assigned as walkers would walk home rather than be picked up, that would considerably alleviate

traffic congestion, but that was unlikely to happen. He said that something to consider to try and help dismissal would be to look into making Jefferson Street one-way near the school and the district could put in a gate and hand rails there, making it a drop-and-go point, which would help with arrival but not much with dismissal. He also suggested that a bank could be cut into Jefferson Street for staff parking, which would free up more parking for parents. Mr. Kelly said that erecting a gate on Jefferson Street could backfire and cause a back-up of traffic on Jefferson Street at dismissal time. Mr. Kelly said that he had been at Memorial for dismissal a number of times recently, and that he had no problems finding a parking spot on Fifth Street and Market Street.

Mr. Hock asked if there was a clear procedure in place for teachers dismissing students at Memorial. Mr. Palmatier replied that there was, saying the dismissal roster was updated each day and that all teachers had a class list with all of their students' dismissal information. He said that if a parent called with a dismissal change for their child, the secretary called the teacher right away to inform him/her of that change. He said that less than 100 students actually would ride the bus home in the afternoon, and that Memorial had two buses for students not designated as walkers. He said that the only way to really clean up dismissal would be to mandate that each student have the same means of dismissal every day. Ms. Zollmann said that with today's family structure, this would not be feasible. She then suggested there could be an incentive, such as being dismissal a few minutes earlier, for students walking home. Mr. Kelly said that there were crossing guards and student safety helpers being used at Memorial, but that the biggest problem was motorists not following rules. Mr. Kramarz suggested the district could ask the town to paint lines for parking so more vehicles could park near the school. Mr. Palmatier said he would revisit dismissal procedures to make sure all teachers were on the same page during the next faculty meeting. At the end of the discussion, Mr. Upton said that he and Mr. Kelly would contact Matt Zoppetti to revisit the possibility of buying 20 parking spaces. Mr. Tobin said the district should definitely look at buying property rather than leasing it. He also suggested the district could look into establishing eminent domain because the current parking issue at Memorial was a safety issue. Mr. Kramarz said that he'd seen kids skateboarding and biking on the steps leading to the building and suggested that a short bar be attached to the rest of the railings to prevent this from happening. Mr. Tobin asked principals if they could announce to their students that the new skate park would be opening on Monday.

Mr. Tabor reported that the first-ever Multi-Thon held at W.W. Evans Elementary school had been very successful. He said that over 50 parents had volunteered and 180 students had participated in this event, which had raised over \$13,000. He thanked the Montour Township police and fire departments for their help. He said that Red Ribbon Week went great and that literacy night at W.W. Evans had also gone very well, and thanked Jenn Casella and Ashley Gregory for having organized it. He said that Beaver-Main Elementary School's literacy night would be held on November 10 and that he was expecting a good turnout for this event. He said that October 24 was Make a Difference Day and that W.W. Evans Elementary School Second- Grade Teacher Meghan Moyer had contacted someone at the Janet Weis Children's Hospital about having children there write letters to and receive letters from students in her class. He said that no personally identifiable information was shared in the letters, and that he hoped to have examples to share with the board in the future. He reported that parent conferences were coming up on November 16 and that the W.W. Evans Elementary School holiday concert was scheduled for December 3.

Mr. Tabor ended his report by explaining to the board the arrival and dismissal procedures at W.W. Evans and Beaver-Main elementary schools. He said that at W.W. Evans, there was a separate drop-off point for parents and buses, and that the same procedure was used for dismissal. He said that Chief Terry Eckart was often at the school during dismissal, enforcing use of the parent drop-off zone. He said that parent pick-up occurred five minutes prior to bus dismissal. Mr. Tabor told the board that the biggest frustration about dismissal was parents calling at 1:30 or 2:00 p.m. wanting to change their child's dismissal for that day. He credit his secretaries, Gloria Davis and Barb Martz, for their help with dismissal.

At Beaver-Main, Mr. Tabor said that the loop around the school became one-way at arrival and dismissal and that most students rode one of the three buses transporting students to and from the school, and that less than 10 students were picked up by parents in the afternoon. He said that last school year, he sent out a letter to parents indicating where parents can park when picking up students and that dismissal was going smooth now.

New High School Courses for 2016-2017

As Mr. Bonomo was not at the meeting, Mr. Kelly reported that this issue would be discussed at a future board meeting.

Budget Update

Mr. Upton handed out information on salaries and benefits for the 2016-2017 budget. He reported that he could not even guess what state revenues would be for 2016-2017, as the 2015-2016 state budget still had not been passed. He said that the Bloomsburg University Foundation was requesting a full tax exemption for its Greenly Center, and that the district was fighting that. He also said that Autoneum was to be reappraised, as it wanted to take its assessment from \$14 million to \$4 million.

2016 Board Meeting Schedule

Mr. Kelly shared with the board the draft school board meeting schedule for 2016, pointing out that the July work session, which was almost always cancelled, was not on that schedule, and also that the annual stakeholders' meeting was not on the schedule, as it would be best to wait until the new superintendent had been in the district for a while. Mr. Kelly said the board meeting schedule would be brought to the board for a vote at the November 16 meeting.

Reorganization Meeting – 7 December 2015

Mr. Kelly reminded the school board that its annual reorganization meeting would be held on December 7. He said that the board would be given written procedures on how this meeting would be run.

Subcommittee Reports

Mr. Hock said that the new board members would be given information on the Pennsylvania School Board Association's new board member orientation coming up in January and February, and that they would be encouraged to attend.

Mr. Kelly reported that on November 16, he would be recommending the part-time maintenance position be made full-time again. He also reminded directors that second-round superintendent interviews were scheduled for November 9 from 6-9 p.m. in the district office board room.

Columbia-Montour Area Vocational-Technical School Report

Because administrative interviews had been held on the night of the last Columbia-Montour Area Vocational-Technical School Joint Operating Committee (JOC) meeting, neither Ms. Kreisher nor Mr. Tobin had attended the JOC meeting.

Central Susquehanna Intermediate Unit Report

Because administrative interviews had been held on the night of the last Central Susquehanna Intermediate Unit Board of Directors' meeting, Mr. Yodock had not been in attendance.

Adjournment

Ms. Zollmann made the motion, which was seconded by Mrs. Rupp, to adjourn the work session at 8:22 p.m. A unanimous voice vote followed.

Respectfully Submitted,

Stephanie Kessler
Recording Secretary