

**Bloomsburg Area School District
Board of School Directors
Reorganization/Special Meeting
Monday, 7 December 2015
7:00 p.m.
District Office Board Room**

MINUTES

Attendance

The annual reorganization meeting of the Bloomsburg Area School District Board of School Directors was called to order at 7:00 p.m. on Monday, 7 December 2015 in the district office board room, followed by the pledge to the flag. Directors in attendance were: Mr. James C. Dodge, Mrs. Stephanie Dunn Haney, Mr. Brent Hock, Mrs. Tina Howell, Mr. Joshua Klingerman, Ms. Marianne Kreisher, Mr. Norman Mael, and Mr. Joe Yodock.

Bloomsburg Area School District administrators in attendance were: Mr. Stephen Bressi (left at 8:47 p.m.), Mr. Marc Freeman (left at 8:47 p.m.), Mr. Joseph Kelly, Mr. Joshua Tabor (left at 8:47 p.m.), Mr. Michael Upton, and Mr. Nick Wozniak (left at 8:30 p.m.).

Others present were: Ms. Terri Drucker, Ms. Susan Forgett Rheam (left at 7:55 p.m.), and Ms. Stephanie Kessler.

RECOGNITION OF VISITORS & PERSONS WISHING TO SPEAK

Ms. Susan Forgett Rheam of Forgett & Kerstetter made a presentation to the school board on the financial statements and single audit report for Bloomsburg Area School District for the 2014-2015 fiscal year. She started off her report by saying that there were findings in the audit report in the areas of internal control and compliance with federal programs, but that the financial section of the audit was clean.

Ms. Rheam said that statewide, there were concerns regarding the pension liability that would likely only cause an issue if the district went out for a bond in the future. She pointed out the district was showing a \$4 million liability.

During the rest of her report, she told directors that the district had healthy cash balances and was in a healthy financial position. She also said that food service was in a good position, as it had a \$197,000 cash cushion. Ms. Rheam said that for this year, the state would not allow food service to carry a negative lunch balance, and that it needed to transfer that money to the general fund. As of 30 June 2015, this amount was about \$3,000, which was owed for student and staff meals. She pointed out that about 100 adult lunches was included in this. Despite the decrease in lunches sold, food service had still made a substantial profit, \$38,000 of which had been used to purchase and repair kitchen equipment.

Ms. Rheam said that there were six findings regarding Title I and Title II. She said that there was a consolidated application for these two programs. She explained that the application had been late during the year being audited and that money could not be obligated beginning July 1, but that it had to wait until September 5, as per the Pennsylvania Department of Education. As this change had not been picked up, there needed to be a change in internal control, Ms. Rheam said. She told the board that Mr. Upton had already written and implemented a corrective action plan to take care of this.

Ms. Rheam told directors that the district would not be considered a low-risk auditee for the next two years, meaning 50% or more of its federal reports would need to be audited instead of just 25% or more. She completed her report by stating that the middle and high school activity account reporting had been improved since the previous year.

ADJOURN SINE DIE

Ms. Kreisher moved to adjourn sine die, and Mr. Klingerman seconded this motion. A unanimous voice vote was then taken and the motion passed.

ELECTION OF TEMPORARY PRESIDENT

Ms. Kreisher nominated Mr. Klingerman to serve as the temporary president. There were no other nominations.

Mr. Klingerman then made the motion to close nominations, and Ms. Zollmann seconded this motion. The motion passed by a unanimous voice vote.

At this point, Ms. Kreisher moved to elect Mr. Klingerman as the temporary president, and Ms. Zollmann seconded the motion. The motion passed by a unanimous voice vote.

ELECTION OF PRESIDENT

Mr. Klingerman asked for nominations for the position of board president. Mr. Klingerman nominated Mr. Hock. There were no other nominations.

Next, Mrs. Howell moved to close nominations, Ms. Kreisher seconded that motion, and the motion then passed by a unanimous voice vote.

Mr. Klingerman announced that Mr. Hock had been re-elected to a one-year term as the board president.

ELECTION OF VICE PRESIDENT

Mr. Yodock nominated Ms. Kreisher as the board vice president. Mr. Hock then nominated Mr. Klingerman as the board vice president.

Mrs. Howell then made the motion to close nominations and Mr. Klingerman seconded this motion. The motion then passed by a unanimous voice vote.

Ms. Kessler passed out ballots. After the directors cast their vote, Ms. Kessler then collected the ballots and read the results: four votes for Ms. Kreisher and two votes for Mr. Klingerman. Ms. Kessler announced that Ms. Kreisher had been elected to a one-year term as the board vice president.

SWEARING IN OF NEW BOARD MEMBERS

Mr. Hock swore in new board members James C. Dodge, Stephanie Dunn Haney, and Norman Mael at this point in the meeting.

ELECTION OF COLUMBIA-MONTOUR AREA VOCATIONAL-TECHNICAL SCHOOL JOINT OPERATING COMMITTEE MEMBERS

Ms. Kreisher nominated Mr. Yodock for the position of Columbia-Montour Area Vocational-Technical School Joint Operating Committee member to complete the final year of Mr. Tobin's term. There were no other nominations for this position.

Mr. Klingerman then made the motion to close nominations and Ms. Zollmann seconded this motion, which then passed by a unanimous voice vote.

Mr. Hock announced that Mr. Yodock had been elected to the position of Columbia-Montour Area Vocational-Technical School Joint Operating Committee member to complete the final year of Mr. Tobin's term.

Next, Mr. Yodock nominated Ms. Kreisher for the position of Columbia-Montour Area Vocational-Technical School Joint Operating Committee member for a three-year term.

Mrs. Howell then made the motion to close nominations and Ms. Zollmann seconded this motion, which then passed by a unanimous voice vote.

Mr. Hock announced that Ms. Kreisher had been elected to the position of Columbia-Montour Area Vocational-Technical School Joint Operating Committee member for a three-year term.

ELECTION OF COLUMBIA-MONTOUR AREA VOCATIONAL-TECHNICAL SCHOOL JOINT OPERATING COMMITTEE ALTERNATE MEMBER

Mr. Yodock nominated Ms. Zollmann for the position of Columbia-Montour Area Vocational-Technical School Joint Operating Committee alternate member. Ms. Zollmann declined the nomination. Mr. Hock then nominated Mr. Klingerman.

There being no other nominations, Ms. Kreisher made the motion, which Ms. Zollmann seconded, to close nominations. The motion passed by a unanimous voice vote.

Mr. Hock then announced that Mr. Klingerman had been elected to the position of Columbia-Montour Area Vocational-Technical School Joint Operating Committee alternate member.

APPOINTMENT OF PSBA LEGISLATIVE CHAIRPERSON, MEMBER, REGION 6 REPRESENTATIVE

Mr. Hock appointed Ms. Zollmann to the position of PSBA Legislative Chairperson, Member, Region 6 Representative for a one-year term commencing 8 December 2015.

OLD BUSINESS

Approval of Final Readings of Policies 303, 404, 405, 504, and 916

Mr. Klingerman made the motion, which was seconded by Mr. Yodock, to approve on final reading the following 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 voice vote.

NEW BUSINESS

Approval of 2014-2015 Audit Report

Mr. Klingerman made the motion, which Ms. Kreisher seconded, to approve as presented the Bloomsburg Area School District Financial Statements and Single Audit Report for the year ended 30 June 2015. The motion passed by a unanimous voice vote.

Acceptance of Donations

Ms. Kreisher made the motion, which Mrs. Howell seconded, to accept the following donations made to the Bloomsburg Area School District:: the book “Andy and Elmer’s Apple Dumpling Adventure” by Andrew J. Shoup and the “Andy and Elmer’s Apple Dumpling Adventure Coloring and Activity Book” for all second-grade students at Beaver-Main Elementary School, made by Richard and Susie Drukker; a monetary donation of \$50 to Bloomsburg Middle School, made by Mr. and Mrs. Stuart Hosler III, in lieu of purchasing/selling magazines and/or other merchandise during the school’s annual fund raiser; and a monetary donation of \$10 to Bloomsburg Middle School, made by Elizabeth Chyko, in lieu of purchasing/selling magazines and/or other merchandise during the school’s annual fund raiser. The motion passed by a unanimous voice vote.

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

Ms. Zollmann made the motion, which was seconded by Mrs. Howell, to approve the following out-of-state/overnight field trip requests: Bloomsburg High School band students to PMEA District Orchestra at Mansfield University from 13 January 2016 – 16 January 2016, at a cost to the district of \$1,038.00; Bloomsburg High School band students to PMEA District 8 Band at Jersey Shore High School from 27 January 2016 – 29 January 2016, at a cost to the district of \$1,148.00; Bloomsburg High School band students to PMEA Region Orchestra at Bucknell University from 24 February 2016 – 27 February 2016, at a cost to the district of \$808.00; Bloomsburg High School band students to PMEA Region Band at Montrose High School/Scranton Cultural Center from 9 March 2016 – 12 March 2016, at a cost to the district of \$983.00; Bloomsburg High School band students to PMEA All-State Band/Orchestra at Hershey from 30 March 2016 – 2 April 2016, at a cost to the district of \$1,432.00; and Bloomsburg High School band students to PMEA District Jazz at Hughesville High School from 14 April 2016 – 16 April 2016, at a cost to the district of \$725.00. The motion passed by a unanimous voice vote.

Approval of Geotechnical Engineering Study Proposal

Ms. Kreisher made the motion, which was seconded by Mrs. Howell, to approve as presented the proposal from Borton-Lawson Engineering/Architecture of Wilkes-Barre, Pennsylvania to conduct a geotechnical study of the property near Bloomsburg High School/Bloomsburg Middle School as part of the high school/middle school flood protection system, at a cost not to exceed \$15,000.

Mr. Kelly told the board that the most opportune time to do the boring and check the strata would be over the holiday break. Mr. Klingerman said he believed that if this motion was approved, it would be as though the district was already going through with constructing a flood wall. Mr. Yodock and Mr. Klingerman said they would like the town to say yay or nay before the board approved this study. Ms. Kreisher said that if the district decided to go with the town or go it alone, it would still need to complete this study.

Mr. Upton said that there had been two grants available to the town for the construction of the flood wall, and that one had dried up and the other one was for \$30 million but was for the entire state. He also said

the town had borrowed to its limit. Because of these reasons, he said the district should continue with doing the preliminary work, knowing it might be going into a flood wall project on its own. Mr. Klingerman said that he was going to stop voting yes for motions such as this one, which made it seem like the district had already made the decision to build a flood wall.

Mr. Mael asked if the board had had any discussion about acquiring land for a new middle and high school. Mr. Hock said that this had been an ongoing discussion since he'd been on the board. Mr. Yodock said he was still wrestling with this issue, and that he thought that district might want to gamble for 10 years by not constructing a flood wall while developing a plan for new facilities. Ms. Kreisher posed the question of what would the district do if there was major flooding within that 10-year period.

Mrs. Haney asked what the main impact of the September 2011 flooding was, and Mr. Upton responded that water was about an inch from the first floor of the high school. He said \$1.8 million in damage was done, which was covered by insurance, and that the district was closed for eight days during the flood.

Ms. Zollmann said that she would love if the district could build a brand new school somewhere else, but that she wanted the district to make repairs, such as air conditioning the middle school, on the facilities it currently had, so she would be voting in favor of a flood wall. Ms. Kreisher said that if directors were in agreement that the district would not be purchasing land at this time, it needed to protect its assets. Mr. Yodock said he would like to at least approve the engineering study proposal in order to find out what the substrate was and know what options were open to the district. Mr. Dodge asked if there was the potential for samples to come back and for the district to find out that it could not build a flood wall at all, or that it would cost an exorbitant amount of money. Mr. Kelly replied that yes, this could happen.

After the discussion ended, an affirmative voice vote was taken, with eight yes votes and one no vote (being Mr. Mael).

PERSONNEL

Approval/Acceptance of Personnel Items

Ms. Kreisher made the motion, which Ms. Zollmann seconded, to approve/accept the following personnel items:

- Approve the following individuals as long-term volunteers/overnight chaperones:
 - Crystal Cherrington;
 - Meralea Cook;
 - Emma Everett;
 - Rachel Flick;
 - William Herald;
 - Brenda Knelly;
 - Ethan Krupp;
 - Bethann Ledezma;
 - Amber Lipovsky;
 - Karen Radice;
- Approve the transfer of Judy DeFrain from the position of Three-Hour-Per-Day Food Service Aide at Bloomsburg High School (at \$8.45 per hour) to the position of Four-Hour-Per-Day Cook at Memorial Elementary School (at \$8.50 per hour), effective 14 December 2015;
- Approve the following individuals as athletic coaches for the 2015-2016 season:
 - Chris Long as the Elementary Boys' Basketball Coach at 13 units and a stipend of \$975.00;
 - Marc Freeman as the Junior High Wrestling Coach at Step 7 and a stipend of \$1,649.00 (reapproval);

- Gino Ardo, Mark Jones, and Pat O'Hara as Volunteer Junior High Wrestling Coaches (reapprovals);
- Approve Lauren Strauch (who is already on the professional substitute list) as a long-term professional substitute for the position of Memorial Elementary School Second-Grade Teacher, effective on or about 17 March 2016 through the end of the 2015-2016 school year;
- Approve Anthony Roslevich as a Drama Club Lighting Advisor and Amy Stubanas as a Drama Club Choreographer for the 2015-2016 school year, with both of their stipends being paid by the Drama Club;
- Approve the following individuals as bus/van drivers for the remainder of the 2015-2016 school year:
 - Cindy Deck and John Hipps as van drivers through contractor Lone Derr, effective upon receipt of their clearances;
 - Melanie Gordon as a van driver through Fishing Creek Transportation, effective 8 December 2015;
 - Linnette Howard as a substitute bus driver through Fishing Creek Transportation, effective 8 December 2015.

The motion passed by a unanimous voice vote.

ADJOURNMENT TO WORK SESSION

At 8:20 p.m., Ms. Kreisher moved to adjourn the special meeting and move into the work session. Mr. Klingerman seconded this motion, and it then passed by a unanimous voice vote.

Respectfully Submitted,

Stephanie Kessler
Recording Secretary

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

MINUTES

Buildings, Grounds, and Maintenance Report

Mr. Wozniak reported that the athletic fields had been prepped and will be ready for the spring, and that the maintenance crew would be working on mowing equipment over the winter so that would be ready in the spring as well. Mr. Hock said the football field had held up well all season and that it looked great. He said he was concerned about the field hockey and soccer fields, however. Mr. Wozniak replied that the district was soliciting bids for an athletic field irrigation system to help with this, and that he was looking into the possibility of having Allan Myers donate topsoil to the district. Mr. Wozniak went on to say that the district would need to keep everyone off the soccer field until Fall 2016. He and Mr. Bressi said they would need the board to back them on prohibiting anyone to use the soccer field until then.

Ms. Kreisher said that the athletic director would need to work with teams wishing to do a tournament fund raiser by helping them find a venue. She said the athletic director needed to be more involved with working with coaches and players in this respect.

Mr. Upton told the board that on 17 December 2015, the district would be opening athletic field irrigation bids and that it would be bringing the successful bidder to the board for approval at the 21 December 2015 meeting.

Administrative Reports

Mr. Bressi reported that Phil Burrell would be leading the high school's first professional learning workshop the following day. The topic would be using different types of strategies to assess students. Mr. Bressi said that all high school teachers would end up going through this half-day workshop. Mr. Bressi applauded the technology team for the work they were doing with the Surface Pros. He said that Gary Honabach would be sending out an e-mail to all students regarding games and downloading proxy servers.

Mr. Freeman then gave directors the dates for the middle school's chorus and band holiday concerts. He said that on November 19, he took several middle school teachers to Manheim Central School District to learn more about how they implement hybrid learning. He said that the middle school would be participating in the National Geography Bee on December 23. He also commended the technology staff with how well they were keeping up technology requests in light of the recent roll-out of the Surface Pros at the high school. Mr. Freeman said that he and Brad Smith would be talking to the board in January about changing one section of computer technology to make it advanced concepts. He gave credit to Kate Polhill and Nadine Kruczek for decorating the tree in the middle school and said that Panther Camp was going well.

Next, Mr. Tabor reported that two clubs – the Spanish Club and Girls on the Run – had finished in November at W.W. Evans Elementary School. He said that 15 girls had participated in Girls on the Run this fall, and that there was interest in holding it again in the spring. Mr. Tabor also said that literacy night had been held at Beaver-Main Elementary School in November and that there had been a great turnout and that every family had completed a survey so there was feedback to use for next year's literacy night. Mr. Tabor said that both Beaver-Main and W.W. Evans elementary schools had earned their first PAWS

awards and had a movie buffet where students had popcorn and water and were able to pick a movie to watch. During that time, teachers engaged in professional development activities. Mr. Tabor said that the W.W. Evans holiday concert was great and that students there would have the opportunity to do holiday shopping soon. He thanked the parent co-op at W.W. Evans for their work with collecting donations for the food bank. Mr. Tabor said that at Beaver-Main, there was a pay-it-forward event in which the student body and staff would be making Christmas trees and snowmen on December 22 and then fifth-grade students would be delivering these items to nursing homes on December 23. Lastly, Mr. Tabor said it was National Maintenance Employee Appreciation Week and recognized Mr. Wozniak and his crew for doing a great job.

Director of Elementary and Secondary Education Position

Mr. Kelly said that at the 21 December 2015 meeting, he would be asking the board to approve a revised job description for the position of Director of Elementary and Secondary Curriculum and Instruction (presently, the Director of Elementary and Secondary Education), and that the district would also be advertising for this position soon. He said that Mr. Palmatier would continue to act in the capacity of Acting Director of Elementary and Secondary Education until a permanent individual was hired.

Superintendent Search

Mr. Kelly referred directors to the timeframe for the new superintendent search. He said the position would start being advertised the following week and that applications would be due to Wayne LeClair with the Pennsylvania School Boards Association (PSBA) on 18 January 2016. The advertisement would state that the new superintendent would start on or before 1 July 2016. Ms. Zollmann asked that the board be open to interviewing over Skype for the first round for candidates living farther away.

Budget Update

Mr. Update went over the revenue projections for the 2016-2017 budget. He said that the local income for 2016-2017 should be about the same as in 2015-2016. He said that he was using the projected figures from 2015-2016 for the state income for 2016-2017, which, if approved, included the new formula for distribution of funds and a \$350 million increase in the state's education budget. Mr. Upton said that federal program figures should be about the same as in the 2015-2016 school year. Mr. Upton told the board that an increase of \$373,000 was projected in total revenues for 2016-2017 versus 2015-2016, and that there was no projected tax increase.

Policy Revisions

Mr. Kelly pointed out recommended revisions to Policy 227: Use of Unauthorized Substances and Policy 302: Employment of Superintendent. In Policy 227, he said he would like to add: "When considering expulsion, the board shall also consider mitigating and aggravating circumstances in each instance" to the end of Section .5. In Policy 302, verbiage pertaining to clearances was added and Section .9 was changed to read: "It is the preference of the Board that the Superintendent reside in the Bloomsburg Area School District. The determination of residency may be a matter that is negotiated in the employment contract."

Mr. Kelly told directors he would be bringing these two policy revisions to the board for first reading at the 21 December 2015 meeting.

Substitute Teachers

Mr. Kelly referred directors to a substitute and employee absence report he'd created. He said that one of the reasons the district – and all districts across the Commonwealth – was having trouble filling teaching vacancies with substitutes was because employment was up and the pool of substitutes was down. He said

that this issue had been on recent administrative staff meeting agendas. Mr. Klingerman said he would like to look at getting a long-term rotating permanent substitute in the district. Mr. Hock said that at Central Columbia High School, which was one year ahead of Bloomsburg High School with the 1:1 initiative, when a teacher was absent, his/her students would congregate in one location and work on their devices for that class period.

Junior High Boys' Soccer

The consensus of the board was that it should approve a junior high boys' soccer program for the 2016-2017 school year. Mr. Kelly said he would add this item to the 21 December 2015 meeting agenda for approval.

Special Meeting/Work Session on 4 January 2016

The consensus of the board was that the 4 January 2016 special meeting and work session should be cancelled. Mr. Kelly said this item would be on the 21 December 2015 meeting agenda for approval.

Columbia-Montour Area Vocational-Technical School Report

Mr. Yodock said that Columbia-Montour Area Vocational Technical School administration was continuing to examine curriculum and course/program offerings.

Central Susquehanna Intermediate Unit

Mr. Yodock referred directors to the Central Susquehanna Intermediate Unit monthly board report that had been distributed to them with their board packets.

Adjournment

At 9:52 p.m., Ms. Kreisher made the motion to adjourn the work session. Mrs. Howell seconded this motion, which then passed by a unanimous voice vote.

Respectfully Submitted,

Stephanie Kessler
Recording Secretary