

NORTHEAST BRADFORD SCHOOL BOARD MEETING

April 10, 2017

The regular meeting of the board was held in room 87 of the Northeast Bradford Junior-Senior High School. President Keith Bonin called the meeting to order at 7:02 p.m.

Roll Call: Present: Keith Bonin, Joseph Mihalek III, Devin Brown, Wendy Carr, Howard Rought, Teresa Edsell and Thomas Souto.

Absent: Lisa Upham and Annette Zern.

Others present included: William Clark, Mary Ann Boardman, Brian Wilcox, and Robert Moore, Administrators. Sharon Goble, Donna Miller, Melissa Brown, Twyla Wickwire, Debra Neville, Kathryn Holmes, Matthew Fearnley, Donald Harris, Brian Pifer, Rebecca Folk, and John Pilvelis, staff. Amanda Eastman and Joseph Dughi, visitors.

Recognition of Staff - None.

Presentations

FFA – Mr. Pifer and members of FFA reported on the following items:

County FFA-Election of Officers
Career Development Event
Mid-winter Convention

Senator Yaw's Breakfast
Pa. State Officers visit Northeast
SLLC/ACES Workshops

Livestock/Horse Judging CDE
Bradford County FFA Conference
Soil Conference

UPCOMING EVENTS

Dairy Evaluations CDE – 4/25/17
PA FFA Week – 6/13, 14 and 15

FFA Banquet – 5/4/17

STEM – Mrs. Folk and her STEM team [Adam Cole, Jenna Saxe, Morgan Fries, Marcos Biesa and Evan Brown] shared their presentation on geothermal roads. They will present their report at states on May 18 and 19.

Claymaiton Project – Mr. Pilvelis announced that students Emily Susanj, Jace Nicholas, Samantha Burnett and Katelynn O'Connor won the Scholastic Silver Key Award at the national level in the Scholastic Art Awards with their film "Park Problems". Over 330,000 pieces of artwork were entered nationally in this competition and less than 1% won at the national level.

SGA – Morgan Fries and Rachel Allis updated the board on the following:

Spring Program Planned
Easter egg Hunt – Elem.
Animal Food Drive

PSSA Snacks donated
Eye glass drive

Hobbes Forestry - Mr. Hobbes explained the proposed timber harvest of white ash trees from school district property owned on Gorham Road.

Visitor Comments – None.

Board member, Annette Zern arrived at 7:04 p.m.

Approval of Minutes

Motion by Carr, seconded by Zern, to approve the minutes of the March 13, 2017 meeting as presented. All members voted in favor.

Operations Report

Expenditures /Bank Account Summary – Motion by Brown, seconded by Mihalek, to approve the expenditures and the bank account summary reports for the month of March. On a roll call vote, all members voted in favor.

Preliminary Budget Review – Mrs. Boardman presented a preliminary review of the 17-18 budget. Each board member was provided a copy of the preliminary budget for their further review.

Superintendent's Report

Principals Reports

The following principal reports were reviewed by the board:

HIGH SCHOOL PRINCIPALS REPORT

TO: William Clark

FROM: Robert Moore

DATE: April 3, 2017

CURRENT ENROLLMENT		
Grade	7	59
Grade	8	65
Grade	9	71
Grade	10	68
Grade	11	72
Grade	12	76
Total		411

OVERVIEW

Spring sports are in full swing. Softball and baseball fields are finally dry enough to be played on.

Track and Field practices are going well.

ACADEMICS

Russ Hons Tech Engineering Class received both of the bicycles (one gas powered, one electrical) they are continuing their research and will be prepared to present to the board in May.

PSSA Testing will be starting on April 4 and conclude May 3.

Ms Tugend is working with the students on scheduling for the next years classes.

HUMAN RESOURCES

OPERATIONS

Bus evacuation was held on March 28.

Fire Drill was held on March 29.

NEWS/RECOGNITION

Park Problems has won at the national level in Scholastic where it was awarded a silver key. This group of students has done a wonderful job representing our school.

UPCOMING EVENTS

EVENT	LOCATION	DATE
PSSA - ELA GRADES 7&8	High School	April 4-6
ACT Testing	High School	April 19
PSSA - MATH GRADES 7&8	High School	April 25-27

*Respectfully Submitted,
Robert Moore, High School Principal*

ELEMENTARY PRINCIPALS REPORT

TO: William Clark
FROM: Brian Wilcox
DATE: 4/5/17

CURRENT ENROLLMENT		
Grade	1	50
Grade	2	53
Grade	3	61
Grade	4	72
Grade	5	66
Grade	6	57
Total		413

OVERVIEW

Mrs. Hughes, Mrs. Neuber, and I went to Southern Tioga School District to observe a reading/ELA curriculum. We communicated our thoughts and ideas to Dr. Osenbach on their curriculum.

PSSA testing is underway! We've completed the ELA section of the exam, the last week of April we will be Math, and the fourth grade will wrap things up with Science the first week of May.

ACADEMICS

Elementary

The third marking period has ended and report cards went out last Thursday. We are beginning to discuss options and ideas for next school year. This includes our schedule and specials. Our School Wide Positive Behavior training concluded on March 28. Our teachers have taken surveys and we have had time to analyze the data from those surveys. The next few steps will be incorporating the entire district, signage, and fundraising for funding.

VLN

We currently have 14 enrolled with two students in blended learning.

OPERATIONS

HUMAN RESOURCES

Change in Position

Lynnaya Hughes- from fourth grade ELA to fifth grade ELA
Deborah Philippi- from fifth grade ELA to four grade ELA

NEWS/RECOGNITION

Scholastic Silver Key Award- Mr. Pilvelis and his gifted students won a silver key at the national level in the Scholastic Art Awards with their film "Park Problems". This is different than the gold key that they won at the regional level and their win at the Rod Serling Film Festival which the board was told about. Over 330,000 pieces of artwork were entered nationally in this competition & less than 1% won at the national level. The film along with the other winning entries will be on display in NYC in the near future. I'm currently working on an article for the newspaper involving the students and their win at the national level.

UPCOMING EVENTS

<i>EVENT</i>	<i>LOCATION</i>	<i>DATE</i>
Kindergarten Program	LGI	April 12 th 9:30 A.M.
Special Olympics	Athens HS	May 3 rd 9:30A.M.
6 th Field Trip	Hershey Park	May 5 th
Mothers Day Tea	LGI	May 12 th 1:00
Environmental Day	NEB	May 12

Respectfully Submitted,
Brian Wilcox, Elementary Principal

CURRICULUM REPORT DR. LAURA ROLLEY-LOSENBACH APRIL 10, 2017

We are working to audit the elementary curriculum and instruction and update it. This process will be ongoing to ensure that the curriculum and instruction is current and research-based.

- Teachers and I have been examining ELA curriculums and programs.
- Teachers and I will also be auditing and updating the current math curriculum.
- Teachers will continue to participate in ongoing professional development of instructional practices to ensure that their instruction is current and research-based. I will be providing professional development regarding guided reading in the coming weeks, which will be ongoing through next year.
- We met with administrators from Southern Tioga regarding their ELA curriculum in order to understand their curriculum writing process, implementation and success.
- We have visited Warren L. Miller Elementary School in Southern Tioga School District to see implementation of their ELA curriculum, and to talk with teachers and administrators regarding the curriculum and its implementation.

- I am in the process of completing grade-level, standards-based pacing guides that are divided into marking periods to ensure that all PA Core Standards for each grade level are taught consistently and in an appropriate sequence.

Dr. Laura Rolley-Osenbach
Curriculum Coordinator

SPECIAL EDUCATION REPORT
TRACY WRIGHT
APRIL 10, 2017

Updates

Project Max is ongoing. Patten consultant and IU consultant came out to NEB on 2/24 and 3/3. These visits including administrator training as well as onsite observations and coaching.

Our Special Education numbers have not changed significantly since last month. There were a couple move-ins.

Northeast Bradford hosted a transition council where outside agencies showcased what they have to offer students with disabilities after graduation. Some of the agencies included OVR (Office of Vocational Rehabilitation), Northern Tier Career Center, Lackawanna and Keystone Colleges, Mental Health and Intellectual Disabilities Department from Bradford County, as well as Bradford County Action. Families and students attended this onsite event.

We are preparing for the upcoming events of Work with Me Day and Special Olympics in May.

PASA testing is occurring.

Explore Program is ongoing.

Nine staff members were trained by Tracy Wright in QBS- safe restraint and de-escalation in February.

Anne Lewis is scheduled to begin evaluations of two students on March 12. This will be an ongoing basis until the evaluations are complete and reports indicate whether or not the students qualify for special education services.

Tracy Wright
Special Education Director

Committee Reports

Facility – Mr. Souto informed the board that a facilities meeting will be held on Wednesday, April 12, 2017, to discuss the water system project.

Intermediate Unit Board – No Report – March meeting was cancelled due to weather.

Northern Tier Career Center – Mr. Rought updated the board on the following:

- 17/18 Budget was approved by NTCC Board Members
- A new school van was purchased
- NTCC revised calendar approved– last day for students is now 6/9/17
- NOCTI exams are in progress

Financial – Mr. Bonin announced that the financial committee is and will continue to meet on a weekly basis.

Federal Project Programs Reports

No report.

Personnel Items

Resignations

Motion by Souto, seconded by Mihalek, to approve the following resignations. All members voted in favor.

- Stacey O'Connor – Varsity Girls' Basketball Head Coach. Effective date of resignation: April 4, 2017.
- Matthew Holmes – Girls' Assistant Soccer Coach. Effective date of resignation: May 8, 2017.

Motion by Carr, seconded by Zern, to amend the effective date on the substitutes – professional staff portion of the agenda from 4/11/2015 to 4/11/2017. All members voted in favor.

Employments

Substitutes-Professional Staff - The following individual was recommended:

- Brianna Hathaway – Teacher substitute. Effective – April 11, 2017, with a compensation rate of \$80.00 per day.

Volunteers – *Effective date on all volunteers listed below will be April 11, 2017.*

- Mia Beebe – Elementary Field Trip Chaperone.
- Mickey Morris – Senior Field Trip Chaperone.
- Crystal Babcock - Elementary Field Trip Chaperone.
- William Ellis - Elementary Field Trip Chaperone.

Motion by Carr, seconded by Mihalek, to approve the Substitutes-Professional Staff and volunteers as amended and presented. On a roll call vote, all members voted in favor.

Position Advertisements

Motion by Zern, seconded by Brown, to approve the advertisements for the following positions. All members voted in favor.

- Varsity Girls' Basketball Coach
- Girls' Soccer Assistant Coach

Motion by Carr, seconded by Souto, to amend the agenda to add Robert Hobbes Forestry Service to the contract/agreements portion of the agenda. All members voted in favor.

Contracts/Agreements

- **NTCC Budget Resolution 17/18** – Motion by Rought, seconded by Zern, to approve the NTCC budget as presented. On a roll call vote, eight [8] members voted in favor; zero [0] abstained; one [1] was absent.
- **Robert Hobbes Forestry Service** – Motion by Souto, seconded by Brown, to approve the planned timber harvest of white ash trees from school district property owned on Gorham Road. On a roll call vote, all members voted in favor.

Policy

The following policies were presented to the board for second reading:

- 808 – Food Services
- 000 – Board Policy/Procedure/Administrative Regulations
- 001 – Name and Classification
- 002 – Authority and Powers
- 003 – Functions
- 004 – Membership
- 005 – Organization
- 006 – Meetings
- 006.1- Attendance at Meetings Via Electronic Communications
- 007 – Policy Manual Access

Motion by Brown, seconded by Zern to table Policy 808 – Food Services, for further discussion. All members voted in favor.

Motion by Carr, seconded by Brown, to approve Policies 000, 001, 002, 003, 004, 006, 006.1 and 007, as presented. Policy 005 will return to first reading, for additional editing. All members voted in favor.

Programs

- Public Notice on Screening and Evaluation – Motion by Brown, seconded by Carr to approve the screening and evaluation notice as amended. On a roll call vote, all members voted in favor.

Transportation

Motion by Zern, seconded by Brown, to approve Kyle Snyder – Substitute Van Driver as presented. On a roll call vote, all members voted in favor.

Other

- Navigate – Mr. Clark presented an informational emergency preparedness and response technology handout for the board to review.
- Snow Make-Up Day Request – Motion by Souto, seconded by Brown, to approve June 5, 6 and 7, as snow make-up days for March 14, 15 and 16. All members voted in favor.
- ESY Dates Request - Motion by Souto, seconded by Carr, to approve the following ESY dates request. All members voted in favor.
 - July 3 – 27, 2017 [no school on July 4]
 - Mon. – Thurs. 8:00 a.m. – 12:00 p.m. Students will report at 8:30 a.m.
 - Two [2] teachers needed
 - Two [2] aides needed

- Meeting Date Change Request – Motion by Brown, seconded by Souto, to approve May's board meeting date change from the 8th to the 15th. On a roll call vote, all members voted in favor.

Motion by Souto, seconded by Brown to amend the agenda to change the date of the June 12, 2017 meeting. All members voted in favor.

- June meeting approval – Motion by Brown, seconded by Zern, to approve the date change of the June meeting from June 12, 2017 to June 26, 2017. On a roll call vote, all members voted in favor.
- Safety Committee Report –Mr. Fearnley presented the following report:

**NORTHEAST BRADFORD SCHOOL DISTRICT
SAFETY COMMITTEE
ANNUAL REPORT TO THE SCHOOL BOARD
April 2017**

Membership:

- *Administrative Personnel (4)
- *Teachers (3)
- *Paraprofessionals (1)
- *Secretaries (3)

Objectives:

- *Provide education/training for district employees to improve workplace safety
- *Perform Routine Quarterly Safety Inspections
- *Hold monthly meetings

Accomplishments:

- *Reduction in annual insurance premiums (\$2800)
- *Ensured that Safety Drills were conducted on a regular basis
 - Fire Drills Monthly
 - Severe Weather Drills - Twice
 - Bus Evacuation Drills- Twice
 - Lockdown Drills (upcoming)
- *Reviewed Active Assailant Training Information in order to be more thoroughly Prepared in the event of an Active Assailant on campus.
- *Decline in Accident Reports by 33% from one year ago
- *Reviewing Crisis Management Procedures for improvements
- *Recertification Training for 11 District employees

Goals:

- *Continuing educational materials presented to district employees on workplace

Safety:

- *Strive for an even further reduction in the number of workplace accidents
- *Ensure all around safety of district students, employees, and visiting community Members.

Respectfully Submitted,
Matt Fearnley, Chairperson
Safety Committee

Motion by Souto, seconded by Rought, to approve the Safety Report as presented. All members voted in favor.

General Board Discussion

The following topics were discussed: Bus routes verification; Status of Lawn/Field Maintenance worker and Psychologist search update.

No other business was brought before the board.

Motion by Zern, seconded by Mihalek, to adjourn the meeting. All members voted in favor (9:45 p.m.)

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Mary Ann Boardman". The signature is written in a cursive, flowing style with some capitalization.

Mary Ann Boardman
Board Secretary

