

## NORTHEAST BRADFORD SCHOOL BOARD MEETING

May 15, 2017

The regular meeting of the board was held in the cafeteria of the Northeast Bradford Junior-Senior High School. President Keith Bonin called the meeting to order at 7:16 p.m. Bonin announced that an executive session was held prior to tonight's regular meeting, at 6:00 p.m., to discuss personnel.

**Roll Call:** Present: Keith Bonin, Joseph Mihalek III, Devin Brown, Wendy Carr, Howard Rought, Teresa Edsell and Lisa Upham

Absent: Annette Zern

Others present included: William Clark, Mary Ann Boardman, Brian Wilcox, and Robert Moore, Administrators. Terri Tompkins, Russell Hons, Michelle Haight, Marcia Kipp, Katie Holmes, , Michael Murphy, Emil Susanj, Alice Bennett, Bonnie Darling, Melissa Brown, Jim Weaver, Ruth Weingartner, Angela Allabaugh, Annett Jennings, Scott Hakes, Larry Otis, Rebecca Folk, Rose Gross, Mary Ann Uhouse, Lori Adiska, Maurine Gehring, Jeanne Gamble, Dorothy Weir, Chip Harris, Penny Roberts, Jodi Funk, and Linnaya Hughes, staff. Janean Eastman, Cheryl Strobe, Jeff M. Barrett, Heather M. Barrett, Daniel R. Towner, David Rogers, Gary Hennip, Matthew Kennedy, Katrina Doud, Angelica Cole, Jesse Cole, Joy C. Drake, Regina Carrington, Teresa Carrington, Jessica Towner, Misty Moore, Angela Maffei, Jennifer Keir, Rebecca Rogers, Jessica Gardner, Kristina Rogers, Jacob Keir, Gage Donovan, Tessa Holstein, Kaily Lunn, Collin Towner, Evan Brown, Joe Dughi, Amanda Eastman, Kaleena Dughi, Denise Moore, Ryan D. Smith, Matthew Strobe, Eric Morse, Jen Chilson, Randy Carrington, George Clearwater, Brandon M. Brown, Richard Powell, visitors. Richard Powell, Adam Keir, Lilah Hughes, Natalie Smith, Caleb Dughi, Rhianna Cole and Kelsea Moore, students.

### **Recognition of Staff**

None

### **Presentations**

**Applied Technology and Engineering** – Russ Hons, as instructor of the Applied Technology and Engineering class, and Richard Powell, student, gave an informative demonstration of the motorized bicycle project the class is currently working on. This includes constructing a motorized bike and working with a new model. The NEB foundation purchased the equipment for this classroom project.

**Wax Museum Project** – Linnaya Hughes and six of her 4<sup>th</sup> grade students presented a representation of the Wax Museum project. The students chose the person they wanted to portray. The students present were: Adam Keir (portraying Steve Jobs), Lilah Hughes (Joan of Arc), Natalie Smith (Betsy Ross), Caleb Dughi (Meadowlark Lemon), Rhianna Cole (Clara Barton) and Kelsea Moore (Walt Disney). They researched the person and prepared an essay. Each student was dressed as their character and did an informative reading about their history.

### **Amendments to Agenda:**

President Bonin announced the following amendments to the agenda:

#### **12. Section A – *Retirements***

- Donna Miller - High School Cafeteria Manager.
- Marianne Hennip - High School Consumer Science.
- Lynda Coates - School District Nurse.

#### **Section C – *Support Staff Employments – Tabled***

- Brian Reynolds – Part Time Lawn Maintenance.

#### **16. Section C – *Transportation***

- NTCC Bus route request change from a supplemental route to a regular contracted route.

#### **17. Other – *Resolutions***

- Seeking such an alteration/curtailment of programs.
- Take necessary steps to direct administration to take necessary steps to implement the alteration/curtailment of programs.
- Add Act 80 Days to June 8 and 9, 2017.

A motion was made by Brown, seconded by Mihalek to approve the amendments to the agenda. All members voted in favor.

### **Visitor Comments**

None

### **Approval of Minutes**

Motion by Carr, seconded by Rought, to approve the minutes, as amended, of the April 10, 2017, regular session, and special meetings on April 24, and May 8, 2017. 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 April. On a roll call vote, Carr abstained; all other members voted in favor.

*Budget 2017/2018* - Motion by Brown, seconded by Upham to approve to display the proposed 2017/2018 budget. On a roll call vote, Souto voted against; all other members voted in favor.

## **Superintendents Report**

### **Principals Reports**

The following principal reports were reviewed by the board:

#### **HIGH SCHOOL PRINCIPALS REPORT**

**TO:** William Clark

**FROM:** Robert Moore

**DATE:** May 5, 2017

CURRENT ENROLLMENT	
Grade 7	60
Grade 8	65
Grade 9	71
Grade 10	68
Grade 11	71
Grade 12	77
Total	412

#### **OVERVIEW**

Due to the extreme weather this past week; school was closed on Tuesday, May 2 and Wednesday, May 3. We would like to thank the maintenance crew and custodial crew for getting us through this tough time.

#### **ACADEMICS**

Due to the weather we also had to postpone the PSSA Science Testing until May 8th and 9th with make-up testing May 10th thru May 12th.

AP Psych test was on Monday, May 1, with 18 students taking the test.

Mr. Russell, Mrs. Cowles and Mrs. Wickwire took the 7th grade class to the Northern Tier Solid Waste Facility and the Recycling Center on May 4. They explained how recycling works, especially with plastics, metal and paper. In addition, they learned how the greenhouse with hydroponics worked without pesticides.

Mr. Russell took the 7th grade on Monday, May 1 to our Waste Water Plant, at the elementary school, to explain how the waste from both schools is transformed into clean water, which is then discarded into stream below. The water is cleaner than some drinking water.

#### **OPERATIONS**

Marshall Haire and Gary Seifert worked very hard to keep our systems safe during the outage and to insure that we could be up and running when the power returned. Also, thank you to the Tom Cook and Lee Brown for taking care of the alarm systems.

#### **HUMAN RESOURCES**

No Report

#### **NEWS/RECOGNITION**

The PTG put on a Red Carpet Luncheon for the faculty for Staff Appreciation on Friday, May 5.

#### **UPCOMING EVENTS**

<b><u>EVENT</u></b>	<b><u>LOCATION</u></b>	<b><u>DATE</u></b>
Jr./Sr. Prom	Pumpelly Estate House Owego, NY	May 6
Top 10 Senior Banquet	North Orwell Hall	May 11
Sundaes on Sunday	Warren Center Community Center	May 7

*Respectfully Submitted,  
Robert Moore, High School Principal*

#### **Approval of Graduates**

Mr. Moore presented to the board a list of 73 potential graduates. Motion by Souto, seconded by Rought to approve the list of potential graduates for Northeast Bradford High School Class of 2017. All members voted in favor.

## ELEMENTARY PRINCIPALS REPORT

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

CURRENT ENROLLMENT		
Grade	K	54
Grade	1	52
Grade	2	53
Grade	3	61
Grade	4	72
Grade	5	66
Grade	6	57
Total		415

### OVERVIEW

PSSA testing wrapped up on May 5, in the elementary building. This was not the most ideal testing situation as many of our students suffered from the power outages when comparing with others within our state.

Field trips and end of the year activities are underway. We had to delay our sixth grade field trip due to weather.

Congratulation to our state VFW winners.

### 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 fourth 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**

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

*Respectfully Submitted,*  
*Brian Wilcox, Elementary Principal*

**Elementary Handbook**

Mr. Wilcox presented the NEB Elementary Faculty & Staff Handbook for approval. A motion was made by Rought to accept the handbook, with corrections, seconded by Brown. All members voted in favor.

**SPECIAL EDUCATION REPORT**  
**TRACY WRIGHT**  
**MAY 15, 2017**

**Updates**

The Special Education Department is now planning for the extended school year program.

The Special Olympics were held May 3, 2017.

***Tracy Wright***  
***Special Education Director***

### **Building Survey/Facility Plan**

The Building Survey and Facilities Plan were tabled due to different square footage listed in the quotes from Highland Associates and Hunt Engineering.

### **Committee Reports**

*Facility* – Mr. Souto informed the board that the recovery from the recent long power outage went quite smoothly. No major damage was suffered. The work with the forester has been delayed due to inclement weather.

*Intermediate Unit Board* – Ms. Carr updated the board on the following:

- The Department of Education Secretary reported that President Trump released America 1st blueprint. Some mandated services (i.e. Migrant Education) are reduced.
- Changes to the PSSA testing have been recommended. Those changes include: Shorten testing time by 20% in 2018.
- The Auditor General gave the following information: 5,000 audits have been completed in the past 4 years. The state budget 92% is essentially untouchable while programs (such as special education and social services) come from the 8% that can be changed.

*Northern Tier Career Center* – Mr. Rought made the following report:

- Brittain Twigg placed 3<sup>rd</sup> in the Pennsylvania State Skills Competition in the Entrepreneurship (Food Prep) division.
- NTCC Cosmetology Program is now open for appointments. You can check the NTCC website for prices and call to set up an appointment.
- Northeast Bradford has 55 students signed up to attend the career center next year.
- The Northern Tier Career Center Awards Program will be held May 25, 2017, beginning at 8:30 a.m. in the Towanda High School Auditorium.

*Financial* – Mr. Bonin announced that weekly meetings have been held to put together a workable budget.

*Curriculum* - None

### **Federal Project Programs Reports**

Mr. Clark reported that the recommendations from the federal programs audit were for more parental involvement. In addition, the audit showed all funds were being used appropriately.

## Personnel Items

### Retirements

Motion by Carr, seconded by Brown, to approve the following retirements. All members voted in favor.

- Marilyn Brainard – Elementary Paraprofessional. Effective date of retirement: June 30, 2017.
- Teresa Heston – Elementary Paraprofessional. Effective date of retirement: June 9, 2017.
- Nancy Smith – Elementary Paraprofessional. Effective date of retirement: June 9, 2017.
- Donna Miller – High School Cafeteria Manager. Effective date of retirement: June 30, 2017
- Marianne Hennip – High School Consumer Science. Effective date of retirement: June 9, 2017.
- Lynda Coates – School District Nurse. Effective date of retirement: June 9, 2017.

## Employments

Substitutes-Support Staff - The following individual was recommended:

- Debra Staats – Paraprofessional substitute. Effective – May 16, 2017, with a compensation rate of \$8.50/hr.

Volunteers – Effective date on all volunteers listed below will be May 16, 2017.

- Kim Pitcher – Elementary Field Trip Chaperone.
- Angelica Cole – Elementary Field Trip Chaperone.

### Supplemental Contracts:

- Vanessa Perez – Junior High Volleyball Coach. Effective for the 2017/2018 school year, with a compensation rate of \$1,073, to be paid at the conclusion of the season.



### Summer Employments – ESY

- Brittany Hakes - ESY Teacher. Effective dates – July 3, 2017 – July 27, 2017, with a compensation rate of \$20.00/hr.
- Kelly Edsell - ESY Teacher. Effective dates – July 3, 2017 – July 27, 2017, with a compensation rate of \$20.00/hr.
- Lisa Morariu - ESY Aide. Effective dates – July 3, 2017 – July 27, 2017, with a compensation rate of \$17.01/hr.
- Rayla Middendorf - ESY Aide. Effective dates – July 3, 2017 – July 27, 2017, with a compensation rate of \$17.01/hr.

Motion by Rought, seconded by Edsell, to approve all employments *except* for the support staff employment of Brian Reynolds, part-time lawn maintenance worker, which was tabled. All others were accepted as amended and presented. On a roll call vote, all members voted in favor.

### Position Advertisements

None

### Contracts/Agreements

- Nutrition Group Contract Renewal – Motion by Rought, seconded by Brown, to approve the renewal of the Nutrition Group contract for the 2017-2018 school year as presented. On a roll call vote, Carr and Souto voted against; all other members voted in favor.
- VLN Partners Annual Network Membership/Addendum for 2017/2018 – Motion by Mihalek, seconded by Brown, to approve and renew the contract with VLN Partners. On a roll call vote, all members voted in favor.
- EFPR Auditor Agreement – Motion by Carr, seconded by Brown, to approve the EFPR Auditor Agreement in the amount of \$27,000. On a roll call vote, Souto voted against; all other members voted in favor.

### Policy

The following policies were presented to the board for approval:

- 005 – Organization- first reading - tabled
- 808 - Food Services-second reading-amended and returned for second reading.

## Transportation

Motion by Edsell, seconded by Rought, to approve the following transportation recommendations as presented. On a roll call vote, all members voted in favor.

- Joseph Turchi – Bus/Van Substitute Driver. Effective date – May 16, 2017.
- Leonard Jones – Van Substitute Driver. Effective date – May 16, 2017.

Re-routing will be done to fill buses and one bus route will be eliminated. The trip to NTCC will become a regular route instead of a supplemental route.

## Other

- Election of Treasurer and Approval of Bond

Mr. Bonin asked to open nominations for treasurer. Motion by Rought, seconded by Carr to open nominations. All members voted in favor.

Mihalek nominated Devin Brown, seconded by Bonin. There were no other nominations. Upham made the motion to close the nominations, seconded by Rought. By a vote of 7-0, with Devin Brown abstaining and Zern absent, Devin Brown was re-elected as treasurer for the 2017-2018 school year and the approval of the \$25,000 required bond.

- Compacted Summer Hours – Motion by Carr, seconded by Souto, to approve the compacted summer hours as presented. On a roll call vote, all members voted in favor.
- Act 80 Day Request - Motion by Rought, seconded by Mihalek, to approve the following Act 80 requests for professional development. All members voted in favor.

- Thursday, June 8 and Friday, June 9, 2017.

- Resolution of Alteration/Curtailment of Programs

- Motion by Brown, seconded by Rought, to approve the alteration/curtailment of programs resolution. On a roll call vote, Carr voted against; all other members voted in favor.
- Motion by Brown, seconded by Upham, to approve the necessary steps to direct administration to implement the alteration/curtailment of programs. On a roll call vote, Carr voted against; all other members voted in favor.

## Visitor Comment and Question Period

The following topics were discussed:

*Deborah Philippi asked the following questions:*

1. When will the staff be notified of position eliminations?

Mr. Clark said that they would be notified 90 days before the first day of the next school year. This would supersede the contractual date of June 20<sup>th</sup>.

2. Will the new Pre-K teachers/aides be IU employees or district employees?

Mr. Clark stated that they anticipate one classroom for Pre-K and the staff will be IU employees since this is a grant through the IU.

3. Since the Professional Health Insurance went to a high deductible, will the amounts not used from the \$4000 in the HRA help the district?

Mrs. Boardman said that it would go back to the district.

*Joy Drake, visitor, asked the following:*

During a supervised tract practice a student/athlete was injured and subsequently had two hospitalizations from those injuries. She had the following concerns regarding this issue:

1. Should a trainer be present during athletic practices?
2. Who determines when an ambulance should be called?
3. Should a coach transport an injured athlete to the hospital?
4. What policies are going to be in place to prevent another athlete from the pain and suffering this athlete has suffered?
5. Parents should receive a copy of all policies and procedures.
6. Has a net been constructed so this does not happen again?

Mr. Bonin acknowledged that these are all genuine concerns and the safety of our student athletes is of the utmost importance.

Mr. Clark addressed her concerns by stating that safety is the most important thing. There is not a trainer at practices. At this time the district is looking for a trainer for next year as ProCare has ended their contract with Northeast Bradford. It is never recommended for a coach to transport an injured athlete to the hospital. The athletic committee will be reviewing policy regarding this issue. This is being looked into and more information will be sought about the location of the incident and regular practice procedures.

*Jen Keir, visitor, had the following question:*

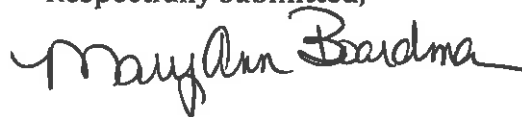
1. Will the aides that are retiring be replaced?

Mrs. Boardman answered no.

No other business was brought before the board.

Motion by Brown, seconded by Rought, to adjourn the meeting. All members voted in favor (9:10 p.m.)

Respectfully submitted,

A handwritten signature in black ink that reads "Mary Ann Boardman". The signature is written in a cursive style with a long horizontal flourish at the end.

Mary Ann Boardman  
Board Secretary