NORTHEAST BRADFORD SCHOOL BOARD MEETING

September 9, 2019

The regular meeting of the board was held in the library of the Northeast Bradford Junior-Senior High School. President Wendy Carr called the meeting to order at 7:00 p.m.

Roll Call: Present: Keith Bonin, Wendy Carr, Devin Brown, Margaret Williams, Thomas Souto, and Howard Rought

Absent: Teresa Edsell, Debra Hicks, and Annette Zern

Others present included: William Clark, Mary Ann Boardman, Scott Webster, Shannon Gorman, and Dr. Laura Osenbach, Administrators. Sharon Goble, Melanie Baker, Sarah Lehman, Melissa Brown, Shannon Brink, Angelia Allabaugh, Diana Dewing, Melissa Finch, Michelle Haight, and Vanessa Perez, staff. Jason Baker, Kathy Bowen, Amanda Eastman, Elizabeth Lockwood, and Richard Jones, visitors. Matthew Kennedy, The Nutrition Group.

Presentations

Mr. Clark introduced the new hires who joined the district in their new positions for the 2019-2020 school year.

Sarah Lehman–District Psychologist
Shannon Brink –District Behavior Specialist
Angelia Allabaugh–District Secretary 10mth.
Susan Pifer–Long Term Substitute 4th gd.
Melissa Finch–Learning Support Teacher
J-Lynd Sherman–District Paraprofessional
Melanie Baker–District Paraprofessional

Amendments to Agenda

President Carr requested the following amendments to the agenda. Motion by Williams, seconded by Brown, to approve the agenda as presented and amended. All members voted in favor.

11. Personnel

C. Employments

4-Ltr. A – Support Staff Substitute - *Remove*
5-Ltr. B – Volunteers – *Add*

Visitors Comments

None

Approval of Minutes

August 12, 2019 - Motion by Bonin, seconded by Williams, to approve the minutes as amended. On a roll call vote, Rought voted against; all other members voted in favor.

Transportation Committee – Motion by Souto, seconded by Williams, to approve the transportation committee meeting minutes as presented. All members voted in favor.

Financial Reports

Bank Account Summary/Expenditures - Motion by Brown, seconded by Bonin, to approve the financial reports as presented. On a roll call vote, all members voted in favor.

Authorized Signatures 19/20 - Motion by Bonin, seconded by Brown, to approve the authorized signatures as presented. On a roll call vote, all members voted in favor.

PRINCIPAL'S REPORT

TO: William Clark
FROM: Robert Moore
DATE: September 3, 2019

OVERVIEW

The first of the year has started out very well. More productivity in the classrooms and less distractions with student's phones with the Wi-Fi being shut down.

CURRENT ENROLLMENT

GRADE 7:	69
GRADE 8:	66
GRADE 9:	63
GRADE 10:	64
GRADE 11:	51
GRADE 12:	61
TOTAL:	374

SPORTS UPDATES

Fall sports are underway and games have started.

EVENTS

EVENT	LOCATION	DATE/TIME
Picture Day	**High School Stage**	**September 18**
ARCC Presentations	**Grades 7 and 8**	**September 23-27**
ARCC Presentations	**Grades 8,9,10**	**September 30-Oct. 4**

Respectfully submitted,

Robert J. Moore, High School Principal

Overnight Trip Requests

Motion by Williams, seconded by Brown, to approve the following overnight trip requests. On a roll call vote, all members voted in favor.

McQuaid Invitational – Cross Country Team

Destination: Rochester, NY.
Dates: 9/27/2019 – 9/28/2019
Transportation: District Vans
Number of Students: 16
Approximate out of pocket expense: $0.00-Covered by Cross Country Booster Fund

Tip off Tournament – Boy's Basketball Team

Destination: Montgomery, PA.
Dates: 12/06/2019 – 12/07/2019
Transportation: District Vans
Number of Students: 22
Approximate out of pocket expense: $0.00-Covered by Boys Basketball Booster Fund

Fall Play

Motion by Bonin, seconded by Brown, to approve the fall play – The 39 Steps: A Live Radio Play. All members voted in favor.

PRINCIPAL'S REPORT

TO: William Clark
FROM: Scott Webster
DATE: September 3, 2019

CURRENT ENROLLMENT

GRADE K:	45
GRADE 1:	47
GRADE 2:	57
GRADE 3:	49
GRADE 4:	49
GRADE 5:	51
GRADE 6:	62
Life Skills	0
TOTAL:	360

ACADEMICS

- We had an excellent start to the school year.
- DIBELS and MAP assessments will begin the week of September 9.

NEWS/RECOGNITION

- We had several winners from the United Way Poster Contest:

Ava Hughes (Second Place)
Anaiah Kolesar (Fourth Place)
Alexis Gross (honorable mention)
Eddie Eastman (honorable mention
Ashlyn Brown (honorable mention)

EVENTS

EVENT	LOCATION	DATE
Mobile Ag Lab	**Elementary**	**September 9-11**
Picture Day	**Elementary**	**September 17**
Back to School Night	**Elementary**	**September 17**
Grandparents Breakfast	**Elementary**	**September 24**

Respectfully submitted,

Scott Webster, Elementary School Principal

SUPPORT SERVICES REPORT

TO: William Clark
FROM: Shannon Gorman
DATE: September 9, 2019

PROGRAM UPDATES

Emotional Support- We have been building our emotional support programs at both schools.

PBIS- Tier 2 implementation has begun at the elementary school based on the results of the student risk screening scale teachers completed at the end of last year. Sarah Lehman, Ariana Rife, and Shannon Brink are meeting and planning the delivery of support groups as one piece of our second tier.

ESL- We have developed an English as a Second Language team and are setting up team meetings throughout the year within the high school PLC schedule. Planning will focus on how best to support teachers in the classrooms and accessing resources from PDE, WIDA, and others.

MAP Growth- Our Fall assessment window begins on 9/9 and we intend to close it by 9/30.

New enrollments - we have had several students move into the district including students in Life Skills Support and kindergarten. Additional support will be needed to meet their needs.

New staff- we have had several staff changes this year and are building an outstanding team and a wider spectrum of services and programs for students. I am excited about the future!

Respectfully submitted,

Shannon Gorman
Director of Support Services

CURRICULUM REPORT

TO: William Clark
FROM: Dr. Laura Osenbach
DATE: September 9, 2019

CURRICULUM, INSTRUCTION, ASSESSMENT, AND PROFESSIONAL LEARNING

Professional Learning (Embedded and during Professional Learning Days)

During the first Professional Learning days of the year, all teachers and paraprofessionals learned about Trauma Informed Care, a framework that involves understanding, recognizing, and responding to the effects of the trauma of all types.

High school teachers and paraprofessionals also had a day to discuss types of block schedules and their advantages and challenges, as well as solutions for those challenges. This was the first of many discussions and learning opportunities regarding student centered teaching and learning within a block schedule.

Elementary teachers and paraprofessionals had time to learn more about Eureka Math. As a team of teachers and administrators, we began the work of making this resource fit into our Math curriculum. This will be a process that will take place throughout the year.

21st Century Community Learning Center After School Program

We are in the process of recruiting teachers and paraprofessionals for the program, which will consist of a homework lab, academic enrichment activities, and other theme-based activities.

Teachers, paraprofessionals, and community partners will work with students to provide fun and enriching activities. This is an amazing opportunity that will provide enrichment for every student who attends, and will ultimately result in an increased love of learning an increased academic achievement. Another product of this program will be increased family engagement and community partnerships.

Respectfully submitted,

Dr. Laura Osenbach,
Director of Curriculum, Instruction, and Professional Learning

BUILDING AND GROUNDS REPORT

TO: William Clark
FROM: Michael Cragle
DATE: September 4, 2019

ELEMENTARY SCHOOL

- Summer Cleaning wrap up
- Installed new contactor in kitchen steamer
- Head Start
    - Removed closet doors and shelves per head start directors request

HIGH SCHOOL

- Summer cleaning wrap up
- Water heaters officially out of service
    - Modified school boiler temporarily to heat water using a heat plate exchanger.
    - Removed old water heaters from the basement
- Mr. Pifer's new shop tools hooked up
    - Help from Jim Histand
- Installed new steamer in the kitchen
    - Help from Ed Beckwith heating and plumbing.
- Repaired uninvent leaks
    - Help from Ed Beckwith heating and plumbing
- Fall sports fields maintenance

MAINTENANCE UPDATES

- New maintenance tracking system report attached. It is not perfected yet but will give you an idea of how it works.
- Gave one board member a tour of the facilities.

Respectfully submitted,

Michael Cragle, Supervisor of Buildings and Grounds

BUSINESS OFFICE REPORT

TO: William Clark
FROM: Mary Ann Boardman
DATE: June 10, 2019

FINANCIAL UPDATES

- August Tax Collections $1,521,783.
- August 14th – meeting with transportation contractors - handed out paperwork and preliminary routes.
- August 29th – Midstate Supervisors Drug and Alcohol Training.
- Bond refinancing savings $113,553. Saving spread over eight years.
- August Revenue: General Fund $2,731,580, Capital Fund $790, Café Fund $10,964.
- August Expenditures: $1,168,632.

Respectfully submitted,

Mary Ann Boardman
Business Manager

SUPERINTENDENT'S REPORT

TO: Board of School Directors
FROM: William J. Clark
DATE: August 12, 2019

DISTRICT UPDATES

Federal Programs

- We have opened the Federal Programs portal to apply for Title III funding that will support our ESL population.

Advocacy Efforts

- October 1 - Senator Yaw

School Safety

- Act 67 was passed on July 2, 2019. This Act amends article XIII-C of the Pennsylvania School Code. These changes specifically outline training requirements for School Resource Officers, School Police Personnel, and School Security Guards.
- The Fire Alarm system installation begins on Monday, September 9 as well as completion of the HS Entry way.

Academic

- The elementary school completed preliminary discussions on Math Curriculum (Eureka)
- HS participated in Schedule planning around the concept of Block.

Technology

- New ticket system implemented (Library)
- Waiting for switch installation before we can connect Fiber wires between buildings.

Comprehensive Planning

- Next Meeting is September 19. This meeting will be a review of the plan in preparation for the October Board meeting. The plan will be slated for approval at the October meeting before being made available for public review.

Financial

- Bayer Foundation Grant (25,000) will be used to build a larger Greenhouse.
- Highmark Grant (7,300) SEL Curriculum
- Dollar General Youth Literacy Grant (3,600) Elementary Literacy Camp.

Updates

- Salaries/Stipends are contractual. Employees will be brought before the board for approval.
- I am working on the Board Policy with our solicitor, which includes language on coaching positions as well as supplementary contracts.
- Forms have been created as well as the procedures that will be outlined in the policy.
- Working on the list of scheduled Field Trips.
- Transportation training for those who are required to be involved in the drug testing procedures is scheduled for two business office personnel. One has already been trained and is updating her training.

Respectfully submitted,

William J. Clark
Superintendent

Mission/Vision

Mr. Clark presented the elements of the mission and vision statement and how, when combined, represents the district's purposes, goals, and values. Motion by Williams, seconded by Brown to approve the mission and vision statement as presented. All members voted in favor.

> ***Mission*** – *Our mission is to create a learning environment conducive to growing thinkers, fueled by a tenacious spirit of innovation in pursuit of community-minded solutions to global issues.*
>
> ***Vision*** – *Spark Curiosity, Ignite Passion, Unleash Genius*

Reimbursement of Funds

Mr. Clark asked the board's permission to transfer funds in the amount of $2,269.70 from the proceeds of the recent auction held by the district on August 10 to the class of 2021 for reimbursement of monies previously misplaced. On a roll call vote, all members voted in favor.

Personnel

Motion by Brown, seconded by Williams, to approve the following personnel items as presented. On a roll call vote, all members voted as follows:

Resignations

- Gary Hennip – Assistant Basketball Coach – Girls. Effective date – 2019-2020 school year.
- George Reese – Seasonal Athletic Custodian. Effective date – 2019-2020 school year.
- Sheila Koontz – Health Room Assistant – Effective date – September 20, 2019.

Support Staff Employments

- Rick Heckman – Seasonal Athletic Custodian. Effective – September 10, 2019, with a compensation rate of $11.25 per hour.

Professional Staff Substitutes

- Jessika Davis – Teacher Substitute. Effective – September 10, 2019, with a compensation rate of $90.00 per day.
- Nicholas Potter – Teacher Substitute. Effective - September 10, 2019, with a compensation rate of $90.00 per day.

Support Staff Substitutes

- Colleen Mihalek – Paraprofessional. Effective – September 10, 2019, with a compensation rate of $9.50 per hour.

Volunteers

- Brittany Hakes – Jr. High Volleyball.
- Jared Ford – Boys' Soccer.

Supplemental Contracts

2019-202 Supplemental Contracts		
FALL SPORTS		
NAME	**POSITION**	**COMPENSATION**
Chris Morgan	Play Director	$2,106.00
Chris Morgan	Musical Director	$2,106.00
Karen Kovacs	Co-Cheerleading Coach	$342.00/wk.

The play director/musical director will be paid in full at the conclusion of the activity.

Position Advertisements

Mr. Souto requested to amend the agenda regarding the positon advertisements to advertise for only one (1) paraprofessional and change the health room assistant from part-time to full-time. Motion by Souto, seconded by Rought to amend the position advertisements as requested. Upon a roll call vote, the motion to amend was tied at a 3-3 vote with Souto, Carr, and Rought voting for the amendment and Brown, Bonin and Williams voting against. The motion to amend was unsuccessful. A motion by Bonin, seconded by Brown, to advertise the positons as originally presented was made. On a roll call vote, Souto and Carr voted against, all other members voted in favor. The motion was successful. The advertisements will be posted as follows:

- District Para – Part Time (2)
- Asst. Basketball Coach - Girl's
- Health Room Assistant - Part Time

Contract/Agreement

Blast Curriculum Coordinator - Motion by Brown, seconded by Williams, to approve the curriculum coordinator contract as presented. Carr, Rought, and Souto voted against. Bonin, Brown, and Williams voted in favor. Due to a 3-3 tie, the board agreed to table the contract for further discussion. All members voted in favor.

Programs/Curriculum/Policy

The following policy was presented to the board for a second reading. Motion by Bonin, seconded by Williams, to approve policy 810.3 as presented. On a roll call vote, all members voted in favor.

Policy 810.3 – School Vehicle Drivers

Transportation

Motion by Williams, seconded by Brown, to approve the following transportation items. All votes were obtained by a roll call vote.

Bus Compensation 19/20 – All members voted in favor. *The motion passed 6-0.*

Bus	Contractor	Loaded Miles	Unloaded Miles	Total Miles	Daily Rate	Annual Rate	Per Pay (19 pays)	1st Pick-up Time	School Arrival Time
1	Lawrence	51.80	35.70	87.50	$284.03	$50,273.42	$2,645.97	6:50 AM	7:55 AM
2	Strope	68.80	15.00	83.80	$279.22	$49,421.45	$2,601.13	6:43 AM	7:55 AM
3	Bowen	42.00	26.00	68.00	$233.32	$41,298.13	$2,173.59	7:00 AM	7:58 AM
6	Morse	72.00	22.70	94.70	$307.56	$54,438.40	$2,865.18	6:35 AM	7:51 AM
9	Clearwater	49.70	16.50	66.20	$228.64	$40,469.65	$2,129.98	6:40 AM	7:50 AM
10	Chilson	56.50	20.10	76.60	$260.49	$46,107.50	$2,426.71	6:48 AM	7:55 AM
11	Clearwater	38.00	12.10	50.10	$179.61	$31,790.86	$1,673.20	6:50 AM	7:50 AM
15	Billings	45.00	39.00	84.00	$265.31	$46,960.39	$2,471.60	6:50 AM	7:52 AM
17	Towner	62.20	10.00	72.20	$249.05	$44,082.31	$2,320.12	6:45 AM	7:53 AM
18	Barrett	49.00	14.00	63.00	$220.32	$38,996.78	$2,052.46	7:00 AM	7:55 AM
19	Chilson	47.00	22.00	69.00	$245.54	$43,460.49	$2,287.39	6:41 AM	7:50 AM
20	Manchester	43.40	16.70	60.10	$203.16	$35,959.92	$1,892.63	6:50 AM	7:55 AM
21	LaBarre	50.00	26.00	76.00	$258.93	$45,831.34	$2,412.18	6:53 AM	7:53 AM
22	Billings	68.00	15.00	83.00	$281.95	$49,904.28	$2,626.54	6:42 AM	7:54 AM
23	Lawrence	51.50	27.50	79.00	$266.74	$47,212.15	$2,484.85	6:45 AM	7:54 AM
						$666,207.07	$35,063.53		

8	Carrington	NTCC			$223.27	$39,518.26	$2,079.91

Van Contractors Minimum Daily Rate – A request to implement a minimum daily rate of $90.00 per day for van contractors. The increase will become effective as of September 10, 2019. Williams voted against; all other members voted in favor. *The motion passed by a 5-1 vote.*

NRCS Van Transportation (a.m. only) – A written request was made by a community member for consideration by the board of directors to provide morning transportation to North Rome Christian School. Rought, Souto, Williams, and Bonin voted against; all other members voted in favor. *The motion failed by a 4-2 vote.*

Transportation Transfer Request – A written request was made by Mr. Richard Daum to transfer van 28 and route to Mr. Robert and Angela Billings as of Oct 1, 2019. All members voted in favor. *The motion passed 6-0.*

Bus Contractor for Enrichment Program –All members voted in favor. *The motion passed 6-0.*

Quarter 1	**Bus 17**	**Daniel R. & Jessica A. Towner**	**West Route**
	Bus 21	**Kasey & Laurie LaBarre**	**East Route**
Quarter 2	**Bus 18**	**Jeff M., Heather M., and Dakota J. Barrett**	**West Route**
	Bus 2	**Matthew R. & Cheryl Strope**	**East Route**
Quarter 3	**Bus 19**	**Richard & Jennifer Chilson**	**West Route**
	Bus 3	**Brian J. Bowen & Kathleen Bowen**	**East Route**
Quarter 4	**Bus 20**	**Richard Manchester**	**West Route**
	Bus 6	**Eric & Pamela Morse**	**East Route**

Rate: Monday-Thursday $107.10/day Saturday $214.20

Other

PSBA Election of Officers

Motion by Bonin, seconded by Brown, to approve the following PSBA Slate of Candidates for 2019. All members voted in favor.

Board of School Directors

NAME	President	Vice President	PSBA Insurance trust	Advisor Sec. 3	Ins. Trust	School Board Secretaries Forum			
	Levinowitz	Hein	Preston	Cole	Swope/Miller	Zeigler	Mance	Zimerofsky	Davidson
Mr. Keith Bonin	X	X	X	X	X	X	X		X
Mr. Devin Brown	X	X	X	X	X	X	X		X
Ms. Wendy Carr	X	X	X	X	X	X	X	X	
Mrs. Teresa Edsell	ABS.	ABS.	ABS.	ABS.	ABS.	ABS.	ABS.	ABS.	ABS.
Debra Hicks	ABS.	ABS.	ABS.	ABS.	ABS.	ABS.	ABS.	ABS.	ABS.
Mr. Howard Rought	X	X	X	X	X	X	X	X	
Mr. Thomas Souto	X	X	X	X	X		X	X	X
Mrs. Margaret Williams	X	X	X	X	X	X	X		X
Mrs. Annette Zern	ABS.	ABS.	ABS.	ABS.	ABS.	ABS.	ABS.	ABS.	ABS.

President Elect (one-year term) — By a vote of: 6 to 0 with 3 absent
- Art Levinowitz

Vice President (one-year term) — By a vote of: 6 to 0 with 3 absent
- David Hein

Central At Large (three-year term) — By a vote of: 6 to 0 with 3 absent
- Julie Preston

Section 3 Advisor — By a vote of: 6 to 0 with 3 absent
- Ron Cole

PSBA Insurance Trustee (term ends Dec. 31, 2023) — By a vote of: 6 to 0 with 3 absent
- Kathy Swope
- Mark Miller

School Board Secretaries (Trustees)
- Bethanne Zeigler — By a vote of: 5 to 1 with 3 absent
- Crystal Mance — By a vote of: 6 to 0 with 3 absent
- Jennifer Davidson — By a vote of: 4 to 2 with 3 absent

Public Notice on Screening
Motion by Bonin, seconded by Brown, to approve the Public Notice on Screening and Evaluations as presented. All members voted in favor.

General Board Discussion

- Thomas Souto – Thanked Mr. Richard Daum for his years of service to the district.

Visitor Comment and Question Period

- Diana Dewing – Dollar General Literacy Fund, 21st Century Grant, curriculum coordinator agreement, full-time nurse.
- Angelia Allabaugh – School safety.
- Michelle Haight – Nursing substitute.
- Howard Rought – Nursing substitute.
- Melissa Brown – Thank you on behalf of the class of 2021 for reimbursement of monies.

Adjournment

Motion by Brown, seconded by Williams, to adjourn the meeting and move into executive session, with no business to follow. All members voted in favor. [8:42 p.m.]

Respectfully Submitted,

Sharon A. Goble
Board Secretary