

August 20, 2018

The combined work session/board meeting of the Berwick Area School Board was held on Monday, August 20, 2018, in the Line Street Administrative Office. The meeting was called to order at 7:10 p.m. by President, Mrs. Susy Wiegand.

**PRESENT:** Mrs. Susy Wiegand, Mr. Donald Butz, Mr. Larry Clausen, Mr. Keith Hess, Mrs. Maryann Kovalewski, Mr. Daniel McGann, Mrs. Christy Monico, Mr. Jon Morell, Mrs. Sandra Slavick

**ABSENT:** None

Also **PRESENT:** Mr. Wayne Brookhart, Ms. Renee Gomez, Attorney Bull, Mr. Benton Culver, Mrs. Wendy Kupsky, Ms. Wendy Lupashunski, Mr. Randy Peters, Mr. Christopher Rivera, Mr. Patrick Sharkey, Mr. Philip M. Leinbach, Ms. Crystal Miklowski, Ms. Melissa Strother, Mr. Jason Warner, tax payers

**Lord's Prayer**

**Flag Salute**

**Presentations:**

Philip Leinbach - AEM Architects, Inc. - Handout was given to the Board.

Nescopeck roof proposal. Replace the roof this fall. That is probably one of the most critical things. There are leaks with the system that need to be addressed and trying to band aid it to get it through another year, we feel it is a backwards way to approach this. We can get the roof addressed, then we can get the building dry, have a good environment for students to learn in, then perhaps start in late spring, continue with the rest of items there and do more of a short schedule. Initially, we talked about shutting the building down and moving the students over here to Salem but this is more of a scaled back approach that allows us to address some critical items and keep the school going forward and not have too much interruption to the educational process. The roof, with your agreement, we would like to get that started as soon as possible. We think we can be out to bid in a couple of weeks. If we can have bids for you to review the end of September, beginning of October, get an award in place, I think we can see the roof material being installed later part of October into November. It's just about 42,000 square foot of roof area there that would be involved. We are waiting on core samples to come back from the abatement to make sure there is no hazardous materials in the roof. We want to make sure, so it is taken off properly. That would be the Phase 1. The remaining items we would be looking at would be to try to do as a combination project. The boilers right now are running ok, but this would be a preventive maintenance approach: give the boilers a tune up, identify if there are any major issues and have those addressed immediately. Then, continue with replacing the window air conditioning units. There is a cost in there, but it can probably, most likely, be done by the district rather than making that part of the prevailing wage project. Complete painting of all interior walls, giving it a face lift to the space, replacing all the ceilings that will need to take place after the roof is replaced and then there are some masonry repairs that need to take place. There are some failing mortar areas on the building. One section of the northwest corner of the

1994 wing in room 204 that has settlement there. We would replace the HVAC equipment for the nurse and the library area and put in a new system of the current principal and the main office area. Abatement, we are waiting for test results to come back. With the roof, we are looking at a total cost of about \$1.8 million. If we get that authorized quickly enough, we can do the roof this fall, get the other work bid out hopefully for January. Working with your staff, see how soon some areas of that building, maybe get started in April or May. Work through sequentially a couple classrooms at a time and once the summer hits, then kind of take over the whole building there. Complete those items and have the kids come back to a fresh building that is cleaned up and ready to go for the 2019-2020 school year.

Question: Wayne Brookhart - So if we follow this plan, the kids would never have to come over to Salem? You would do all the work while they were in the building?

Answer: Philip M. Leinbach - Correct. We would look for empty classrooms and start the work in them in the spring, working through those classrooms, working with the Building Administration so that we would have minimal impact rather than having that busing change issue. We would have no interruption in the educational process with having to pick up the entire school and bring them over here for the school year.

Question: Wayne Brookhart - Roof work?

Answer: Philip M. Leinbach - That would go on while the students are in the building. We are looking at bidding several different systems. Right now there is what we refer to a peel and stick system. The glue is on the back of the sheet. The insulation goes down with the glue as well so we can minimize the noise with that. The peel and stick sheet has no odor because it is on the sheet when you put it down. Allegedly, that can go down below 40 degrees. I like 40 degrees and rising with adhesives. We will look at that and see what the best system is. We are going to bid multiple systems.

Question: Maryann Kovalewski - Is there going to be any type of odor? You are saying because of the nature of it, there will not be any noxious odor.

Answer: Philip M. Leinbach - That is one of the alternates that we will bid. The glues that they use now are low odor. They are VOC compliant, but we would look at that and if it is an extremely expensive cost we might work with you in areas of the buildings: lets roof this section of the building, try to minimize the impact where the students are and we might have to shuffle that around but what we are seeing is while the product is more expensive the labor is seriously reduced as far as the cost. We hope to get some competitive pricing.

Question: Christy Monico - How long will it take to do a total tear off and replacement?

Answer: Philip M. Leinbach - I think we are probably looking at about 6 weeks.

Question: Christy Monico - When are you looking at doing it?

Answer: Philip M. Leinbach - As soon as we can get started. I think we can have out documents ready to bid in about 2 weeks. We have to bid for three weeks, then it's the timing of when we can hit a board meeting to have that approved. The sooner we get it done the better off we are.

Comment: Christy Monico - It would have been nice to utilize fair week.

Comment: Keith Hess - It's a little late for that.

Comment: Philip M. Leinbach - I don't need a signed contract. If I get a nod from the board to get started. If the consensus is that you are going to wait and approve it in September at that meeting, we can get started in the meantime and get ahead of this thing and get you all the time. You want to give your roofers as much good weather as possible.

Comment: Christy Monico - Fair week you don't have the kids there.

Comment: Philip M. Leinbach - That may be tough. Here we are it is August and I need a board meeting. I have to order materials, insulation and submittals. I don't think that is a possibility. That would be nice.

Question: Wayne Brookhart - So, the September 10<sup>th</sup> vote would be ok?

Answer: Philip M. Leinbach - For our contract, but if I am getting a nod yes that is what we want to do, we will get started in the meantime and follow up with the paperwork.

Question: Wayne Brookhart - Is that the path you want to follow as a board?

Board members verbalized a consensus of yes.

Question: Wayne Brookhart - What kind of motion do you need from us?

Answer: Philip M. Leinbach - Ben has the contract and it is 6% of the cost of the work and a motion to approve that contract. If you want Attorney Bull to take a look at it. It's our simple letter of agreement.

Question: Wayne Brookhart - Is this for the roof?

Answer: Philip M. Leinbach - Yes, it is only for the roof right now. We have not finalized the scope of the other work. I just had a conversation with Mr. Culver, when we take those ceilings down I am going to have to disconnect the lights and temporary hang them in place. My suggestion would be, if you want the bid to be an alternate to replace the lights in the classrooms and corridors with LED lighting that stuff will probably pay for itself in five years. I don't have that cost in here but we can make that an alternate. We can talk about the boiler pan, we may look at it and find out that you can get it done by a local company. No sense for us to take a fee on that when you can do it directly.

Question: Christy Monico - Did you find out if we can get parts for that?

Answer: Benton Culver - I haven't been down there yet.

Question: Daniel McGann - What are we going to do about security improvements? I don't see anything about security?

Answer: Benton Culver - So, this summer we secured the entryway along the main entrance of the office. We put a door in there. We will have a push button system. Everyone has to stop in the vestibule to get into the building. They will check in with the secretary. As far as all the other doors, they are locked down as is with all the other schools. The office entry is going to be the main point of entry. We do have the door to the right of it. That is our wheelchair access area. That was our main goal to get the main entrance secured.

Question: Daniel McGann - Planning anything else?

Answer: Benton Culver - Moving forward, not at this time. This is something we wanted to do right away. We focused on that.

Philip M. Leinbach - With regard to the balance of the work that is listed there, if that seems to be the scope and that doesn't mean we can't be flexible I will put another contract together for that. It's largely a mechanical project with finishes. I will talk to Mr. Culver and see how we want that and talk to our engineers and I will try have that for you for September 10<sup>th</sup>. That gives you time to review. We need to get going by the end of September if we want to get that thing out to bid for January especially if we are starting somewhere around April. We will need time for submittals and lead time for HVAC equipment. We don't want to wait too long to make sure that, in fact, we have our equipment in hand when the summer hits we can get that critical work done.

Wayne Brookhart - We had bids done on a Gate House here at Salem and another one for the softball field concession stand adjacent to Crispin. Both came in higher than anticipated. We are going to have to make a determination on where we are going with those. I am not asking you to vote on this tonight I don't believe. We do have to check on the grant. We got a grant for around \$250,000. It was facilitated by Senator Gordner from Community Economic Development. We want to see if the scope of that project (Salem) changes. We want to see what happens with the grant. We were forced into bidding at the time we did because it was when we received the grant. We didn't know we were getting it until the spring sometime.

Benton Culver - That was the problem when we did the project. We did it a year ago. We had to wait a year to get the grant awarded to us. We had to get everything submitted and all the paperwork and then we sat waiting about nine months to get approval of the grant. A lot of time had passed in between.

Wayne Brookhart - The money that we had budgeted at this point is for the softball concession only. We budgeted \$150,000. We did not budget for this. We hoped it would stay within the amount of the grant. That is not looking to be likely although Mr. Leinbach did talk about ways we could cut back on some things that were included in the initial bid documents.

Philip M. Leinbach - T. Ross is our low bidder and Attorney Bull should look at that bid form. They did not provide any unit prices. They provided the units prices with the labor and materials allowances. That would be the only thing materially that would affect the value of the bid. The question is the bid non responsive. It doesn't affect the material value of the bid and you have the ability to negotiate or reject unit prices. In the past we have seen that wave. It is not our desire to get a list of unit prices and have them not filled in. Subsequently they did provide us with unit prices that we can attach to the contract. I reviewed them. There was one that was out of line. They did revise that and sent that in. That has been made clear to them, that this does not guarantee that the bid is being accepted. It is up to the decision of the solicitor and the board to discuss. I did want to make that clear to you. There was one typographical error on the Derman bid which was a plumbing contract. It said \$83, it should have been \$830. The math was not indicated correctly but it didn't change the value of their bid. They sent clarification forms both Derman and T. Ross. At present, no decisions have been made.

Question: Christy Monico - When do we need to make a decision on this? Softball and the other field. I understand that the grant is open and it is not going to expire. The money will be available.

Question: Wayne Brookhart - Is that true Mr. Culver or don't we not know that yet?

Answer: Benton Culver - The grant when we first discussed it was open ended. There is no time line. The only issue would be sticking with the project schedule to be done by January or December like we have talked about.

Wayne Brookhart - Remember the grant is actually Salem Township's.

Benton Culver - Correct. By us submitting the documents to them, everything is being handled by them. We are just responsible by putting everything into motion. We couldn't get it as a school district, it was attached to a township grant. We are doing it together.

Philip M. Leinbach - If we don't approve one of the combinations of the projects that are in front of us, I have a hard time recommending a rush to put this out to bid because we are going to find ourselves out to wrap this up smack in the middle of winter. If you would wait or if you decide not to approve one of the combinations of the projects for the Salem Gate House, I would say let's wait, revisit it, put it out in the street in January and look to do it next spring.

Wayne Brookhart - There is a little more extensive planning that we thought that we would need for the softball as well. We should clarify that with the borough.

Philip M. Leinbach - We have met with the borough. We have to go through some modification of land development which initially we were told we wouldn't.

Benton Culver - We finished the high school secure entry. We have to get some cores. We are working on putting an automatic lockdown in the office. We did a modification on the office door and we are doing a modification on the guidance door. So, at present time the secretary can lock down the high school office. Once we get the set up in the guidance office, if there is an emergency she pushes the button and it locks down every room in the office so no one can get in or out. Salem, we did quite a bit of work. The second set of doors when you walk into the office, they will be locked 24/7. There will be a badge system on there. They will go through the office, check in with the secretary and then the secretary will allow them into the building. The office is switched from the front of the building to the back of the building. It houses the secretary, the principal, guidance office and a conference room. It works well and functions well. Nescopack, the door was installed Friday and finished up today. Waiting for the push button to be installed. It's kind of the same in all of our buildings right now. There is going to be a secure vestibule, push button to come in. The secretary will have sliding glass window to protect her in the vestibule. Anyone coming in or out will have to check with her and she will give authorization into the building. The sidewalk to the left is tore up right now. The concrete repair this summer sunk about 2 inches. The contractor didn't get to it throughout the summer. He did other stuff that was going on. We will caution it off and make sure we have a lane for the kids to take. I wasn't comfortable letting it go. Softball field is finished up with the re-sodding.

Question: Wayne Brookhart - Turf down at Crispin? How much longer do we have?

Answer: Benton Culver - Turf Assist was in. The field was groomed and added in fill to it. We did a lot of work down there. The field tested out very well. It was above the expectations that Turf Assist had. He is looking at right now the 2020-2021 football season is when we are going to have to look at it. He said that is worst case scenario. He said there is quite a bit of time left in that field. It's in good shape for the year it is in. Moving forward with that with bringing Tuff Assist in, we are now well aware as well as the team as far as how to maintain this field. How we need to add in fill. How we need to use the groomers. They took the time to sit with the guys and let them know what we need to do. It's in good shape. We will keep an eye on it to make sure it is good for the kids.

Question: Jon Morell - How about Orange Street?

Answer: Benton Culver - They took the fence down today. All compaction reports are in and tested out. We have to put down top soil. We are going to hydro seed it. It's been difficult to get a date of completion. Concrete work will be done on the West side entrance once all the work is done.

### **Reading of the Minutes:**

On motion of Keith Hess, seconded by Maryann Kovalewski, we dispense with the reading of the minutes of the previous meetings on June 11, 2018 and July 30, 2018, as everyone had received copies prior to the meeting. Motion carried. All members voting "Aye". "Nay" - None and no abstentions.

### **Presentation of Bills: Approval**

On motion of Maryann Kovalewski, seconded by Keith Hess, we pay the bills as listed.

ROLL CALL VOTE: “Ayes” – Jon Morell, Keith Hess, Maryann Kovalewski, Larry Clausen except as listed below with abstentions, Sandra Slavick, Daniel McGann, Christy Monico, Susy Wiegand  
 “Nays” – None  
 “Abstaining” – Larry Clausen from checks from Eastern Pennsylvania Supply Company and C&D Waterproofing.  
 Donald Butz stepped out of the room for this motion.

Motion carried.

**Business** – Renee Gomez

- Our district audit began two weeks ago. They have been on site. Presently, they are off site and they are reviewing all the information via a shared portal that we have. Everything is going very well. We are ahead of schedule for the district audit.
- The letters to all parents and guardians went home this week regarding the CEP. We are now a CEP school. We are advertising to the parents that the students will get 1 free breakfast and 1 free lunch during the entire school year as long as they are within the Berwick Area School District. That information is also on our website.
- IT made some changes over the summer with the new website enhancements. We are trying to put a lot of information from Food Services to the Business Office to Human Resources on the website to communicate with the parents and guardians. I would encourage everyone to take a look at the website.

**Superintendent’s Report** – Wayne Brookhart

- Kindergarten enrollment at Nescopeck is at 43 students; West Berwick is at 107. We are proposing an additional kindergarten teacher at each building. We did conduct interviews. We always put out an anticipated vacancy notice in August because we do not know what to expect in terms of how many students are coming in the last 2-3 weeks or so. We have seen more migration into the district this year than we generally do. I talked to the people in Child Accounting and they said within the last 2 weeks we had about 50 additional students. We will have some leaving as well. We are bringing in more than we are losing. Kindergarten at West Berwick is very fluent. Sometimes we will add 10 in the summer and sometimes we will add 30. This year we added quite a few. We are proposing a teacher at each building which you will see tonight.

Question: Jon Morell - Ms. Gomez, did you get all the information that you needed from the clubs that are being audited?

Answer: Renee Gomez - Yes. Every club was timely and some clubs came in to meet with me. Everything was turned over the first day the auditors walked in the door. That was the first thing they started with. Everything looked in order. They did an outstanding job in getting all the documentation. The information will be returned to the clubs once they are finished. They may have it quite some time.

- Act 44 mandates the appointment of a Safety and Security Coordinator by the superintendent of each district. Usually appointments are done by the board, this one is different. Act 44 says the Superintendent makes that appointment. Wendy Kupsy is

going to be the appointment for this role as she already fills many of the duties that is affiliated with the position.

- The PIAA Oversight Council will host a group of Superintendents on September 5<sup>th</sup> in order to hear testimony regarding the possibility of inequities in the PIAA tournament bracketing as it relates to boundary vs. non-boundary schools or traditional public vs. private and charter schools. I've been added to the list of speakers for the event, so at 10 a.m. on the 5<sup>th</sup> in Mechanicsburg I will be talking to PIAA Oversight Council. This has been driven by WPIL in Western PA and Erie. I was a coach out in WPIL area for 5 years so I know some of those guys. They have been looking for people in the east to be involved so I will be speaking. What they are looking for is the transfer legislation, private vs. public schools in separate tournaments. In our position it's been fine, but in the end we want to play for the State Champion. We don't want to be a State Champion without playing everybody. That would be the message that I would deliver. PIAA just passed something that will impact kids that should have this impact upon them. If you transfer after your sophomore year, you will become ineligible for post season competition without a hardship waiver from PIAA. I do not agree with that. I think that is not fair.
- We're requesting a waiver of the 30 day review process for the Japanese textbook. We would like to move as quickly as we can. School Code has changed to relieve some of the restrictions of textbook purchases as well. It used to be that you had to do at a certain time of the year. They opened that up. It is really at the will of the board when you approve it.
- A bill is circulating, which would subject all Basic Education Funds (BF) to the new Fair Funding Formula, instead of the current amount of less than 10%. This change would hurt our area significantly and benefit larger school districts, primarily those around Philadelphia. The new formula is designed to help school districts with significant growth. We don't have that around here. We think it is for larger school districts that are growing but also towards those that don't have the kinds of transportation costs. This is something to watch. The Philadelphia area legislation is really pushing for this. It would remove the Hold Harmless Provision. Hold Harmless Provision says we will get the same as we got the previous year regardless of other factors. We were always protected to get at least what we got before. This would wipe out Hold Harmless. Districts could lose \$700,000, \$1,000,000, \$1,500,000. Some districts could lose more than that. We really need to keep an eye on that. We would be adversely affected here. I think districts like Benton, Millville would probably be affected even more than we would be.

Daniel McGann - When they first calculated this, only one of the districts in Senator Gordner's area would be positively affected, everyone else would be negatively affected. What, about 10 or 11 districts?

Wayne Brookhart - If you remember, it has been quite a while, there were letters written by the superintendents and school boards presidents. We did not sign to support this. That was probably 3-4 years ago. I think everyone in the IU signed it except us.

Daniel McGann - At the annual meeting of the PSBA last year, the lobbying to approve the Fair Funding was defeated by the people in the audience because of the negative effect on most people.

Wayne Brookhart - There is a bill in Harrisburg. It's going to be a political battle too because Governor Wolf made some comments about it and I don't know if he knew exactly what he was saying it at that point. Candidate Wagner is using that against him know.

- The first day of school will be Wednesday, August 22<sup>nd</sup>. We feel like we are in good shape to begin.
- Fall sports practices have begun. First football game is Friday night with Abington Heights here.
- Copies of the proposed athletic eligibility standards are here, if they are not in your packet. It will be part of the high school handbook and the appropriate athletic handbook as well.

#### **Public Comment on Agenda Items:**

Question: Melissa Strother - What did they say was the cost to build the softball stand?

Answer: Wayne Brookhart - We budgeted it at \$150,000.

Answer: Daniel McGann - It came at \$291,000.

#### **Agenda:**

#### **General:**

#### **Approve Items G-1 through G-2 With One Motion**

**G-1 Approval of the contracted agreement with Junko Torii to provide World Language Instruction for 3.5 hours daily at a rate of \$25.00/hourly, pending receipt of appropriate paperwork. Mrs. Torii is a certified Japanese Teacher.**

**G-2 Approval of the exoneration of Parcel #04A04 11700000 (building and penalty only). (enc.)**

On a motion of Daniel McGann, seconded by Larry Clausen and Christy Monico, we approve items G-1 through G-2 with one motion. Motion carried. All members voting "Aye". "Nay" - None and no abstentions.

Comment: Wayne Brookhart - Attorney Bull did put together an agreement for Junko Torii.

#### **Academic Affairs:**

#### **Approve Items AA-1 through AA-4 With One Motion**

**AA-1 Approval of the Elementary School Handbook for the 2018-2019 school term. (enc.)**

**AA-2 Approval of the Middle School Handbook for the 2018-2019 school term. (enc.)**

**AA-3 Approval of the Senior High School Handbook for the 2018-2019 school term. (enc.)**

**AA-4 Approval of both the wavier of the 30 day waiting period/review period and the approval to purchase the textbook in the area of Japanese 1.**

On a motion of Larry Clausen, seconded by Christy Monico, we approve items AA-1 through AA-4 with one motion.

Comment: Larry Clausen - Under AA-3 in the senior high school handbook regarding the athletic eligibility proposal it said, to maintain student athletes must maintain an average of C or higher in all classes. We are changing that to C average overall. We are inserting the word overall.

Comment: Christy Monico - So it would be overall average instead of each class.

Comment: Daniel McGann - Which is what we intended in the first place.

Motion carried. All members voting "Aye". "Nay" - None and no abstentions.

**Extra Curricular:**

**Approve Items EC-1 through EC-4 With One Motion**

**EC-1 Approval to recognize the Berwick Girls Soccer Booster Club for the 2018-19 school term. (enc.)**

**EC-2 Approval to recognize P.I.N.E., Parents Interested in Nescopceck Education, as a Booster Club for the 2018-19 school term.**

**EC-3 Approval of the following fund raising requests for the 2018-2019 school term: (enc.)**

WBE Student Council	Skatetown Spirit Day	October 10, 2018
WBE Student Council	Skatetown Spirit Day	November 14, 2018
WBE Student Council	Skatetown Spirit Day	February 13, 2019
WBE Student Council	Skatetown Spirit Day	March 13, 2019
B.A.M.S.A.	Great American Products	September 5-19, 2018
B.A.M.S.A.	Scholastic Books	October 15-19, 2018
B.A.M.S.A.	Clothing	November 1-16, 2018
B.A.M.S.A.	Incredible popcorn	January 7-23, 2019
B.A.M.S.A.	Krispy Kremes	January 7-23, 2019
B.A.M.S.A.	Scholastic Books	April 1-5, 2019
B.A.M.S.A.	Berlin's Flowers	April 15-26, 2019
B.A.M.S.A.	Spirit Night/Skatetown	September 13, 2018
B.A.M.S.A.	Spirit Night/Skatetown	October 11, 2018
B.A.M.S.A.	Spirit Night/Skatetown	November 8, 2018
B.A.M.S.A.	Spirit Night/Skatetown	December 13, 2018
B.A.M.S.A.	Spirit Night/Skatetown	January 10, 2019
B.A.M.S.A.	Spirit Night/Skatetown	February 14, 2019
B.A.M.S.A.	Spirit Night/Skatetown	March 14, 2019
B.A.M.S.A.	Spirit Night/Skatetown	April 11, 2019

B.A.M.S.A.	Spirit Night/Skatetown	May 9, 2019
Class of 2020	Junior Concession Stand @ Home Football Games	August 24-December 15, 2018
HS Student Council	Homecoming Dance Tickets	October 1-12, 2018
HS Student Council	Homecoming Ceremony Fee	October 13, 2018
HS Student Council	Homecoming Dance Concessions	October 13, 2018
HS Student Council	Pink out T-shirts	October 1-12, 2018
HS Student Council	Ice Cream Sundaes/Breast Cancer Awareness Donation	October 19, 2018
HS Student Council	Snack Sale	October 1-31, 2018
HS Chorus	Cherrydale Farms	August 29-September 29, 2018
HS Chorus	Great American Opportunity	August 29-September 29, 2018
HS Chorus	Gertrude Hawk	November 20-December 1, 2018
HS Chorus	Pixie Soaps	November 20-December 1, 2018
HS Chorus	Initial Outfitters	November 20-December 1, 2018
HS Chorus	Cherrydale Frozen Foods	January 15-February 1, 2019
HS Chorus	Krispy Kremes	March 16-April 1, 2019
HS Chorus	Gertrude Hawk Candy Bars	March 19-May 1, 2019
HS Chorus	Gertrude Hawk Easter	March 20-April 1, 2019
Girls Soccer	Cookie Dough	August 21-September 4, 2018
Girls Soccer	Clothing Sale	August 31-September 14, 2018
Girls Soccer	Food Stand @ Home Games	August 31-October 14, 2018
Girls Soccer	OM Food Stand	March 1, 2019
Cheerleading	Subway Coupons/Giveback Sales	August 25, 2018
Cheerleading	Apparel and Winter Accessories	September 4-18, 2018
FBLA	Snacks	August 27-November 21, 2018
PINE	Spring Carnival	May 10, 2019
PINE	Spring Book Fair	March/April 2019
PINE	Spring Gift Card Bingo	March 10, 2019
PINE	Winter Dance	February 2019
PINE	Dodgeball	January 2019
PINE	Gertrude Hawk	February/March 2019
PINE	Christmas Store	December 2018
PINE	Fall Book Fair	October 2018
PINE	Fall Gift Card Bingo	November 11, 2018
PINE	Box Tops	2018-2019 School Year
PINE	Boyer's Reward Cards	2018-2019 School Year
PINE	Giant A+ Rewards	2018-2019 School Year
PINE	Yearbooks	2018-2019 School Year
PINE	Nescopeck Spiritwear	2018-2019 School Year
Girls Volleyball	Flash Fund	August 21-September 14, 2018
District-wide Students	Walk/Run	September 2018
Field Hockey	Pixie Soaps	August 21-27, 2018
Field Hockey	Mr. Sticky Buns	August 21-24, 2018
BAMSA	Bingo and Raffle	October 1-28, 2018

Cheerleading	Gift Card Bingo	December 15, 2018
HS Boys Soccer	Great American Opportunity Trevis Tumblers	August 21-September 1, 2018
HS Boys Soccer	Concession Stand/Home Games	September 1-October 17, 2018
HS Boys Soccer	Clothing Sale/T-Shirt	September 1-20, 2018
BAMSA	Yearbook Sales	August 21, 2018-June 10, 2019
WBE Student Council	Box Tops	August 22, 2018-June 30, 2019
12 <sup>th</sup> Man	Ken Pollock/Game Ball Tickets	August 24-December 1, 2018
Girls Tennis	Give Back Night/Scoreboard	September 5, 2018
SADD	Give Back Night/Wendy's	September 2, 2018
SADD	Recycled Electronics/Ink Cartridges	November 1-30, 2018
SADD	Boyer's Key Tags	November 1, 2018-June 1, 2019

**EC-4 Approval of the Berwick High School Activity Account and Awards Account Reports from April 1, 2018 - June 30, 2018. (enc.)**

On a motion of Maryann Kovalewski, seconded by Larry Clausen, we approve items EC-1 through EC-4 with one motion. Motion carried. All members voting "Aye". "Nay" – None and no abstentions.

**Transportation:**

**Approve Items T-1 through T-4 With One Motion**

- T-1 Approval of the listed bus stops for the 2018-2019 school term. (enc.)**
- T-2 Approval of the listed bus and van drivers for the 2018-2019 school term. (enc.)**
- T-3 Approval of Roseann Fish as van driver for Fishing Creek Transportation for the 2018-2019 school term.**
- T-4 Approval of Willis Hess as bus driver for Bower Bus Company for the 2018-2019 school term.**

On a motion of Keith Hess, seconded by Maryann Kovalewski, we approve items T-1 through T-4 with one motion. Motion carried. All members voting "Aye". "Nay" - None and no abstentions.

**Personnel:**

**Approve Items P-1 through P-21 With One Motion**

- P- 1 Approval to hire Keith Seely as Odyssey of the Mind Coordinator at a stipend of \$2,750 for the 2018-2019 school year.**

- P-2** Approval to hire Lisa Seely as Assistant Odyssey of the Mind Coordinator at a stipend of \$400 for the 2018-2019 school year.
- P-3** Approval of Rachel Eveland as volunteer assistant cheerleading coach for the 2018-2019 school year.
- P-4** Approval of the below listed Nescopeck Elementary Team Leaders. Each Elementary Team Leader will be compensated \$1,550 for the 2018-2019 school term.
- |                     |                    |                                   |            |
|---------------------|--------------------|-----------------------------------|------------|
| K - 2 <sup>nd</sup> | Elizabeth Nastelli | 3 <sup>rd</sup> - 4 <sup>th</sup> | Dara Scala |
|---------------------|--------------------|-----------------------------------|------------|
- P-5** Approval to accept the resignation of Billie Jo Scott as part-time paraeducator, effective August 7, 2018. (enc.)
- P-6** Approval to accept the resignation of Shelley Woodard as part-time paraeducator in the learning support program at the Middle School, effective August 5, 2018. (enc.)
- P-7** Approval to change the status of Rebecca Davis from substitute paraeducator to part-time paraeducator in the autistic support program at the Salem Elementary School, effective August 21, 2018. Compensation will be at the rate of \$13.12 per hour.
- P-8** Approval to change the status of Kimberly Grasley from substitute paraeducator to part-time paraeducator in the learning support program at the Middle School, effective August 21, 2018. Compensation will be at the rate of \$12.96 per hour.
- P-9** Approval to change the status of Sherry Potter from substitute paraeducator to part-time paraeducator in the learning support program at West Berwick Elementary School, effective August 21, 2018. Compensation will be at the rate of \$13.53 per hour.
- P-10** Approval to hire William Waltman as a part-time school police officer, pending receipt of appropriate paperwork. Compensation will be the rate of \$25.00 per hour.
- P-11** Approval to hire Megan Kiliti as assistant boys' soccer coach for the 2018-2019 school year, pending receipt of appropriate paperwork. Compensation will be at a stipend of \$2,000.
- P-12** Approval of Krista Liotti as volunteer boys' soccer coach for the 2018-2019 school year, pending receipt of appropriate paperwork.
- P-13** Approval to accept the resignation of Kristen Bogash as part-time paraeducator, effective immediately. (enc.)

- P-14 Approval to add Danielle Laubach to the day to day substitute teacher list for the 2018-2019 school year, pending receipt of appropriate paperwork. Compensation will be at the rate of \$12.10 per hour.**
- P-15 Approval for employee #462 to take Family Medical Leave (FMLA) from November 27, 2018 through January 2, 2019. (enc.)**
- P-16 Approval for employee #2527 to take Family Medical Leave (FMLA) from December 7, 2018 through January 16, 2019. (enc.)**
- P-17 Approval of Stephen Swicklick as volunteer assistant football coach for the 2018-2019 school year.**
- P-18 Approval to remove the following from the payroll records effective at the start of the 2018-2019 school term, as they no longer work for the district.**

**Kristina Weigel**

**Jacqueline Czizk**

- P-19 Approval to accept the resignation of Cynthia Trombley as Head Cook at the Nescopeck Elementary School, effective August 13, 2018. (enc.)**
- P-20 Approval to hire Shawn Sheptock to the High School Reassignment Room position. Mr. Sheptock will work 180 days, not to exceed 7 hours per day. Compensation will be at the rate of \$15.40 per hour.**
- P-21 Approval to hire Natalee Shultz as part-time paraeducator in the learning support program at the Middle School, pending receipt of appropriate paperwork. Compensation will be at the rate of 12.96 per hour.**

On a motion of Daniel McGann, seconded by Keith Hess and Maryann Kovalewski, we approve items P-1 through P-21 with one motion. Motion carried. All members voting "Aye". "Nay" - None and no abstentions.

- P-22 Approval to hire Ashley Stratchko as an Elementary Teacher at Bachelor's Step 3, \$39,588 pro-rated with the anticipation that she could be held by her current employer.**

On a motion of Daniel McGann, seconded by Larry Clausen, we hire Ashley Stratchko as an Elementary Teacher at Bachelor's, Step 3 \$39,588 pro-rated.

Comment: Daniel McGann - She does not have to be a temporary.

Comment: Wayne Brookhart - She does not. She is already tenured.

Question: Christy Monico - How long can they hold her?

Answer: Wayne Brookhart - 60 days. Usually they don't. I wouldn't be surprised if they hold her two weeks or so.

ROLL CALL VOTE: “Ayes” – Keith Hess, Maryann Kovalewski, Donald Butz, Larry Clausen, Sandra Slavick, Daniel McGann, Christy Monico, Jon Morell, Susy Wiegand

“Nays” – None

“Abstaining” – None

Motion carried.

**P-23 Approval to hire Kathryn Minemyer as a Temporary Professional Employee. Mrs. Minemyer will be an Elementary Teacher at Master’s Step 1, \$39,418.**

On a motion of Keith Hess, seconded by Daniel McGann, we hire Kathryn Minemyer as a Temporary Professional Employee. Mrs. Minemyer will be an Elementary Teacher at Master’s Step 1, \$39,418.

Comment: Wayne Brookhart - This would be her first professional position. She has done some subbing. She will be a temporary professional employee.

ROLL CALL VOTE: “Ayes” – Maryann Kovalewski, Donald Butz, Larry Clausen, Sandra Slavick, Daniel McGann, Christy Monico, Jon Morell, Keith Hess, Susy Wiegand

“Nays” – None

“Abstaining” – None

Motion carried.

**P-24 Approval to contract with Next Century to provide service in the Berwick Cyber Academy at a rate not to exceed \$25.00 per hour.**

Comment: Wayne Brookhart -This item replaces the earlier item hiring Anne Thomas in this role. Mrs. Thomas is a retiree here. She has to come back within a company to provide that service. She will be paid \$25.00 per hour. She can work no more than 15 hours per week with no benefits.

On a motion of Daniel McGann, seconded by Keith Hess, we contract with Next Century to provide service in the Berwick Cyber Academy at a rate not to exceed \$25.00 per hour.

Motion carried. All members voting “Aye”. “Nay” - None and no abstentions.

**P-25 Approval to recognize Heather Henry as Library Department Head and provide her with a stipend of \$2,700 for the 2018-2019 school year.**

On a motion of Keith Hess, seconded by Daniel McGann, we recognize Heather Henry as Library Department Head and provide her with a stipend of \$2,700 for the 2018-2019 school year.

Comment: Wayne Brookhart - We would also then engage in conversations with our association regarding the other areas that do not have a department head. We want to have it in all areas.

Motion carried. All members voting “Aye”. “Nay” - None and no abstentions.

**P-26 Approval to adjust the hours of the middle school and high school aides to provide full coverage in each building for the 2018-2019 school year.**

On a motion of Keith Hess, seconded by Larry Clausen, we adjust the hours of the middle school and high school aides to provide full coverage in each building for the 2018-2019 school year. Motion carried. All members voting “Aye”. “Nay” - None and no abstentions.

**BG-1 On a motion of Daniel McGann, seconded by Keith Hess and Maryann Kovalewski, we solicit bids for the repair replacement of the roof of the Nescopeck Elementary School.**

Motion carried. All members voting “Aye” except Larry Clausen and Donald Butz. “Nay” – Larry Clausen and Donald Butz and no abstentions.

Comment: Christy Monico - I would ask that they bid out the three different types of roofing.

**Reports:**

**Committee Reports:**

Academic Affairs – Maryann Kovalewski

- We will be meet in September.

Athletic Committee – Larry Clausen

- We met this morning with Ms. Melchiorre and Ms. Scholla. We went over the athletic eligibility proposal.
- We started talking about security. The group that we had last year has folded. However, one member of that group is now setting up to become his own LLC. He is in the process of getting his licensure. They will be taking over that so we will still have some of the same people there. They will be dressed a little bit differently. There will be six people there Friday night. We are waiting for more information on that.
- With the announcement of Wyoming Valley Conference, Wilkes Barre School District is going to merge all three schools. We are now going to take our time and look at all of our options over the next 4-5 months. We are going to look at travel for all athletic teams. We are going to look at opportunities and hopefully sometime in January or February once we get more information, hopefully by then the Wyoming Valley Conference will have come out and said something about their intentions. Frank said this morning as of right now there are no spring schedules out for any of the athletic programs in the conference. We are going to wait and see and do some homework to see what might be out there. We are going to look at travel for all teams and see where we end up.

Comment: Wayne Brookhart - One sport that the other leagues do not have and our programs are very good at is volleyball. It's a big issue for us. The program is doing great and the other leagues don't have it. Wilkes Barre area, there will be no Coughlin, GAR or Myers. It has an impact. These are schools we play in various sports. There are a lot of unanswered questions. We will take a look and do the best for everybody.

Larry Clausen - We are hoping that, at the athletic directors meetings, they start talking and see what other schools do so we can gauge what the conference might look like in six months from

now, a year from now and see who may be coming or who may be leaving. I'm sure we are not the only ones looking at this.

Question: Maryann Kovalewski - How late are they in scheduling with spring sports?

Answer: Larry Clausen - They are usually done by now.

Answer: Sandra Slavick - You usually know by December what's going on in the spring.

Answer: Larry Clausen - You may not have your non-conference games done, but your league schedules should be done by now.

Comment: Wayne Brookhart - Other leagues are out.

Comment: Maryann Kovalewski - This could cause a huge problem for us with spring sports.

Comment: Larry Clausen - We are not alone. That is why I said we are going to take out time and see what plays out.

Question: Maryann Kovalewski - Could we request a letter of intent from them? We need to make some decisions.

Answer: Larry Clausen - We need to first find out who is leaving? That is the problem.

Comment: Christy Monico - If you push, you don't know what you are going to get.

Comment: Wayne Brookhart - There are a lot we value there. We have had great experiences and times, so we don't want them to think we don't want to be there but on the other hand we don't know what the future holds. We have to protect our interest too.

Question: Christy Monico - Did you get a rate for the company that is going to do the security?

Answer: Larry Clausen - I think it is the same as last year. I am under the impression that it is going to be the same, but I will reach out to Mr. Sheptock and get an answer.

Question: Sandra Slavick - Are we committing for this first game?

Question: Jon Morell - If they don't have their LLC and they don't have their documents together then we can't hire them. If they don't have their insurance, then we can't use them.

Comment: Jon Morell - We should talk to the Chief of Police as a backup for Friday night.

Comment: Wayne Brookhart - They are always available and they are always there.

Comment: Daniel McGann - Mr. Sheptock already talked to them.

Comment: Wayne Brookhart - We can keep you informed throughout the week.

#### Budget Committee – Daniel McGann

- We did not have a budget meeting since our last meeting, but we do have a need for one sometime in September. The role of our health benefits consultant going forward and the other thing I would like to discuss is some items I picked up at the CSIU that we may want to take advantage of.

#### Buildings and Grounds Committee – Susy Wiegand

- We met and was discussed earlier by Mr. Culver.

#### CSIU – Daniel McGann

- Ordinary business, nothing special.

#### Vo-tech – Keith Hess

- Mr. Bacher is back.
- A bunch of new hires for this coming school year.
- We hired a new Buildings and Grounds Director for down there.

- Will be starting the school year soon.

**Old Business:** None

**New Business:**

Maryann Kovalewski - I would like the board to consider like a few years ago, we did the Racheal's Challenge anti-bullying program that was very well received. It was geared towards secondary. I have been having a lot of parents approach me and request that we consider doing something geared towards elementary. So, I am going to ask the board to consider their allotting up to \$15,000 to bring in a program geared towards the elementary. There is a program I am researching further that is called The Kind Campaign that's geared towards elementary. I am going to look into it a little more and we can explore whether that would be appropriate for the elementary or should we bring in Racheal's Challenge and their elementary program. I think there is a need. Parents are concerned particularly girl on girl bullying. They are saying it is not as bad with the boys as it is with the girls.

Comment: Wayne Brookhart - And it is getting younger too.

Question: Sandra Slavick - Isn't Mr. Peters involved with the school wide position behavior? We can maybe incorporate that with it.

Answer: Randy Peters - It is certainly something to consider. We have programs that are available that we can use. We should certainly look into it.

Maryann Kovalewski - This is not designed to replace anything.

Sandra Slavick - I mean to coordinate.

Maryann Kovalewski - This is right, we can coordinate. Racheal's Challenge came in. They had a one day program. They did a morning session for the Middle School and an afternoon session for the High School. We had an evening community session and, if we can, do something similar for the elementary schools and have an evening session for the community at large.

Wayne Brookhart - Sound good. We have had Leader In Me for a while as well.

Sandra Slavick - I think you should work with Mr. Peters.

Maryann Kovalewski - I will when I get more information on the programs which I hope I will have in the next two weeks.

Maryann Kovalewski - Should we have a motion?

Jon Morell - We should look at the Wellness Foundation for a Grant.

Wayne Brookhart - Yes, I would think it could go there or maybe it could be a safety issue. We put aside a lot for safety and I don't think we have expended that, have we?

Renee Gomez - The bills are coming in now for all the renovations. I can provide you with an update. I don't have an exact amount.

Sandra Slavick - So, there might be some money there?

Wayne Brookhart - September 10<sup>th</sup>? Can we do it then?

Christy Monico - I know the police departments get coloring books, if you want to do it on the elementary level. They can hand that out too. They get it through grants.

Maryann Kovalewski - You might be able to do a day and include the police in this programing that we do.

Daniel McGann - We talked about this in the Athletic Committee meeting. Every month we have a long list of fund raisers that we approve here. In the long time I have been on the Board here, I

don't think we have ever rejected any, so it would probably be a benefit to our administration if we change the policy so that the approval lies with the building principals that the group supports and that we get an information item in our packet as to what they approved. That way you don't have to worry about retroactive approving of the board to get something done because there was no meeting. If there is something the principal's want or want to object to or further evaluation, they can bring that to us as an individual item.

Larry Clausen - It would go to Ms. Gomez first and then come to us if she couldn't figure out or have a question on that particular fund raiser.

Wayne Brookhart - What prompted this was, we were talking this morning; we had a request for the soccer team and the volleyball team and we changed our meeting and they wanted to get started. Their seasons are short and we only have one meeting a month. Sometimes it is time sensitive and we would like to get things moving and that is where the conversation started. Then it moved into, should it be a principal's responsibility to approved.

Jon Morell - I know when I first started on the board, I asked why we have to all those fund raising requests.

Wayne Brookhart - You brought up about the travel, where I can approve the travel now.

Larry Clausen - It makes sense to not. The building administrators are signing off on them and I know that if there are any questions they are going to ask. They are either going to come to Ms. Gomez or they are going to come to Mr. Brookhart, then if it comes to us then we will take care of it. I don't think we need to get involved with that.

Wayne Brookhart - There were things that they wanted to start on the 8<sup>th</sup> which is before they really get too heavily into practice. As a former coach, I know if you can do this right at the start it works much better. We thought it was more efficient.

Maryann Kovalewski - I think that's a great idea. I think that will expedite the process for the groups and organizations. The only request is that we get a summary of what they signed off on. I think that is a marvelous idea.

Keith Hess - I do too.

Wayne Brookhart - We would need a motion to modify the booster policy.

On motion of Daniel McGann to modify the booster policy.

Donald Butz - I don't think we should be messing more with this. I don't want to go back into changing things again. They are going to think we are harassing these people.

Daniel McGann - We are making it easier for them.

Larry Clausen - It's easier for all of them.

Maryann Kovalewski - This is not changing their meetings.

Larry Clausen - Ms. Gomez, what is your input?

Renee Gomez- The only thing is there are two policies that would have to be modified. The booster policy which is not district controlled and then you have the student out of season athletics which all fall under the districts umbrella regarding the financial reporting. So, those two policies are structured differently. You would have to look at them.

Maryann Kovalewski - Do we need to look into it further in writing or do you want to do this tonight? What do you think is best?

Jon Morell - Why don't we make the proposed changes to the policy and bring it up next month and then we can just approve the changes to the policy?

Wayne Brookhart - Do you want to make a motion to provide the decision making to the building principal under Ms. Gomez's oversight and then authorize us to come back with a modified policy?

Maryann Kovalewski - Yes, the decision with fund raising request. It would be specific to fund raising requests.

Wayne Brookhart - Yes.

On motion of Daniel McGann, seconded by Keith Hess, we provide the fund raising decision making to the building principal under Ms. Gomez's oversight and then authorize to come back with a modified policy.

Motion carried. All members voting "Aye" except Donald Butz. "Nay" – Donald Butz and no abstentions.

**Public Comment:**

Melissa Strother - I'm confused on how the Board can think it is appropriate that you can regulate where booster clubs meet. I don't feel you can tell booster clubs when and where they can meet.

Jason Warner - Has there been any other Wyoming Conference teams talking about leaving? Where will they go?

Larry Clausen - That is the key to the whole thing. They just announced 2-3 months ago that they are going to merge all three schools. Just this past week, they said now they are going to merge two junior high schools programs, Myers and GAR. This is the beginning of an evolving situation. I'm not going to tell you that we are going to move but we are going to look at our options. We are looking at everything. We are looking at all sports. We don't know where our numbers will be.

Wayne Brookhart - That is one of the problems. They have never been willing to assure us of that. We have asked them a few times if we can be guaranteed that we will always be played in the top level and they have never been willing to make that commitment.

Larry Clausen - If we would happen to drop a classification, no one will want to play us. The higher schools will not want to play us. It doesn't benefit them at all.

Question: Crystal Miklowski - I want to thank the Board for their current consideration with Nescopeck Elementary and finally and formally given a vote that will give many parents minds at ease. I wanted to give you that formal thank you.

Summarization of Executive Session: Susy Wiegand – Five items of personnel.

On a motion of Maryann Kovalewski, seconded by Keith Hess we adjourn the meeting. Motion carried. All members voting "Aye." "Nay"- none and no abstentions.

Meeting adjourned at 8:25 p.m.

Janet K. Kovach, Secretary to the Board