

September 10, 2018

The combined work session/board meeting of the Berwick Area School Board was held on Monday, September 10, 2018, in the Line Street Administrative Office. The meeting was called to order at 7:08 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, Attorney Bull, Mr. Steven Christian, Mr. Robert Croop, Mr. Benton Culver, Mrs. Pamela Hegland, Mrs. Janet Kovach, Mrs. Wendy Kupsy, Ms. Wendy Lupashunski, Ms. Amy Melchiorre, Mr. Gregory Michael, Mr. Randy Peters, Mr. Christopher Rivera, Mr. David Robbins, Mr. Patrick Sharkey, Ms. Lori Frey, Ms. Geri Gibbons, tax payers

Lord's Prayer

Flag Salute

Reading of the Minutes:

On motion of Keith Hess, seconded by Maryann Kovalewski, we dispense with the reading of the minutes of the previous meeting on August 20, 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 Keith Hess, seconded by Maryann Kovalewski, we pay the bills as listed.

Question: Jon Morell - North Pocono tuition. I don't see anyone in the North Pocono school district.

Answer: Wayne Brookhart - It could be a private facility that is located in North Pocono, but we would have to pay North Pocono School District. We would not send anyone to the school district on a tuition basis. Sometimes we pay Grove City. Sometimes we pay Shamokin Area because Northwest Academy is there.

Comment: Sandra Slavick - It's probably a Special Education issue.

Question: Christy Monico - Can you research it and make sure it's correct?

Answer: Wayne Brookhart - Yes that is why we would end up paying school districts.

Question: Christy Monico - Under AEM Architects for Nescopeck Elementary Roof Replacement, under description Salem Gateway for \$24,619.84. What's that for?

Answer: Wayne Brookhart and Ben Culver - The architectural and design piece of the Gatehouse.

Comment: Christy Monico - I just wanted to make sure. Last month it was \$72,000.

Comment: Wayne Brookhart - I don't remember that.

Question: Christy Monico - Can I ask why we don't get breakdowns on the bigger stuff?

Answer: Wayne Brookhart - We can get breakdowns. Mr. Culver, can we get them broken down more specifically?

Comment: Ben Culver - We get bills per project. I am not sure how Ms. Gomez is putting them in, towards what bucket she is putting them in.

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

“Nays” – None

“Abstaining” – None

Motion carried.

Superintendent’s Report – Wayne Brookhart

- The opening of the 2018-2019 school year has gone well, with the primary issue being the impact of the high temperatures on our older buildings. Everyone in the region has been feeling this. The temperatures are a bit unseasonable for this late summer. Mr. Culver is watching closely, with other districts having mold issues. Thank goodness we have not had that at this point.
- State Treasurer Joe Torsella of Berwick and State Senator John Gordner, also of Berwick presented the new Keystone Scholars initiative at the McBride Library Friday morning. They did an outstanding job with this. They put money into an account for every child that is born in Pennsylvania that will grow over time and they can use it for educational expenses up to the age of 29. It is a program that started in six other states in the United States. Thank you to our Board members who were able to attend. It is called the Keystone Scholars Program and it is out on line.
- Mrs. Kupsky - Act 44 is the School Safety initiative that we are required to follow. We have hired three school police officers. All three are retired State Police Officers. We have a school police car that they use to travel around from building to building. That meets one of the requirements. Another requirement is to have the entire staff trained in a security program. The program that the school district is using is called the ALICE program. It stands for Alert, Lockdown, Inform, Counter and Evaluate. All the staff is trained, cafeteria, custodial, aides, teachers, administrators. We have administrators who are trained in the instructor piece of it. Our next step we will be doing is inviting the parents in to each of the school buildings to introduce them to the ALICE program and inform them about how we are going to conduct that safety in our schools. From there we will train students at the elementary level; we are using a very kid friendly ALICE book and some ALICE activity books. At the secondary level, it’s similar, not the same, power point group training as we do with the faculty. At the elementary level, the focus is on evacuation. The key point of ALICE is no longer hiding. It is more about getting away and get out and find the safety spot. We will be informing the parents of reunification points of where they will be able to be reunited with their children. There are other components that are more at the State level. There is going to be some grant money, \$60 million that is going to be available to us to apply for. Our school board has already committed money in an account for our safety and security. Some of that money is being used for some of the locking systems on doors. Some of the money is being used for

security personnel and other types of upgrades. There is going to be a survey that is going to be sent out. The survey is going to be for school personnel and then there is another survey that will go out to the students. That is not directed by us. That will come out by the State. We have to have a committee on how we are going to handle threats and safety situations.

Maryann Kovalewski - One thing that we have talked about in Academic Affairs, and I made Mrs. Kupsky aware of this, is a County School System in South Carolina whose Sheriff department is providing funding for a free app for every teacher. It's an emergency app. So if anything happens, the teacher presses the phone and that automatically notifies the office personnel, the resource officers, the State Police, paramedics, fire department and also pin points exactly the location of where that call is coming from. That sheriff's department is providing that free for teachers. We can do some research and see if there is a free app available for our teachers.

Wendy Kupsky - Our Berwick Police Department is aware and they have something as well. It's just a matter of how to make it work together.

- Wayne Brookhart - Last month we did talk about the softball concession stand and the Senator Gordner Gatehouse. Both were bid out and both came in significantly above the anticipated amount of what the grant would cover. We are going to be asking you to reject all bids tonight and put this back into the hands of Buildings and Grounds to come back with something that is more palatable in terms of the costs of the projects. We would still like to see both of these things done. I think some of this is the timing. We had bid at a time when contractors have work but there was no way around it especially with the Gatehouse. We didn't know we were getting the grant until the spring.

Mr. Culver - We waited so long in between with getting the grant and putting it out to bid, we had increases in materials. The costs were significantly higher. I have been getting quite a few notices from companies around the area with increases. I have talked with AEM briefly that we may revisit this and redesign and talk to the committee about it.

Question: Christy Monico - Can we get the actual specs for the next committee meeting? What he wants in it for each building. We see the total figures, but not the break down.

Answer: Mr. Culver - Yes, I can ask him to break it down.

Daniel McGann - Yes, we may need to go back and resign these things to be more functional.

Jon Morell - We have to make sure we comply with what was put in the grant, but beyond that.

Wayne Brookhart - Mr. Culver, you did check and we are ok with making modifications?

Ben Culver - Yes.

Christy Monico - Why are we not just using block instead of drywall. We possibly may have issues because of no heat being in the building?

Jon Morell - Are we doing this backwards? Should we approve a budget for these kind of buildings and design?

Daniel McGann - That is what happened to the baseball field and we still spent a hundred thousand of what was not in the budget.

Larry Clausen - Not with the material costs and the way things are in this market, you will never get to the number you want.

Wayne Brookhart - We budgeted this at \$150,000.

Ben Culver - We did budget this as far as what we wanted to spend on it. The problem is that we did it a year ago and by the time we got the bids in, there was a drastic change at what they were quoting it per square footage at that time to what it came in at. We did have a set budget. We did try to hit it. It's just the matter of what increased in that time. Advertising for the Nescopeck roof will go out tomorrow.

Gym floor at the varsity gym due to be done Friday. We are hoping to use the weekend for the wax to dry and be on it Monday.

- Wayne Brookhart -The audit continues with the Annual Financial Report being due on October 31st.

Public Comment on Agenda Items: None

General:

G-1 Modification to the approval to enter into a five-year contract with Renee Gomez to serve as District Business Manager, effective retroactively to July 1, 2018 to June 30, 2023. (enc.) (ROLL CALL VOTE)

On motion of Keith Hess, seconded by Larry Clausen, to the modification to the approval to enter into a five-year contract with Renee Gomez to serve as District Business Manager, effective retroactively to July 1, 2018 to June 30, 2023.

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

"Nays" – None

"Abstaining" – None

Motion carried.

Comment: Wayne Brookhart - Ms. Gomez is on vacation. She has done a great job. I feel comfortable that you will have her services for the next five years.

G-2 Approval of the revisions to the following policies: (enc.)

Policy #618 Student Activity Funds
Policy #915 Booster Groups

On motion of Larry Clausen, seconded by Daniel McGann, we approve the revisions to the above listed policies.

Question: Maryann Kovalewski - On face value, I originally thought this was good. I have concerns that this places undue burden on our principals.

Comment: Daniel McGann - With the current process, they see them and recommend them to the board. Their activity would stay the same as we have now.

Maryann Kovalewski - I think it would be more beneficial for everyone involved that they come to the board for approval.

Wayne Brookhart - Policy #618 needed to be modified with policy #915. Ms. Gomez looked at both and said if you do one you have to do the other one as well.

Christy Monico - So we are following the same except we don't have to say yes or no? Have we said no to any fund raising request?

Wayne Brookhart - Not that I recall. We had discussions on Krispy Kreme donuts and the Redundant of sales in different buildings. The decision is if you want the principals to do it or do You want to do it?

Christy Monico - Have we had any complaints from the principals?

Donald Butz - Someone should keep a central calendar so there are no redundancies.

Larry Clausen - We are going to see the information in our packets, just not voting on it. The only thing we are doing different is we are not voting to approve something that has already been approved by the principal. I think the way it was presented was if a principal has a question on a fund raiser or feel they should question a fund raiser, it would go to Ms. Gomez and Mr.

Brookhart and if they couldn't figure it out then it would come to us.

Christy Monico - I don't have a problem doing it either way.

Wayne Brookhart - As administrators, we will do however you want us to do it.

Donald Butz - The administrators have enough to deal with, I don't think they need more stuff on them.

Daniel McGann - Mr. Butz, this is not more. This is the same thing that they are doing already.

Maryann Kovalewski - This puts the responsibility on the board where I feel it should be.

Randy Peters - We are approving them, so it goes through us first. One thing this would do is to allow us to have a fund raiser on shorter notice. If something would come up, they won't have to wait for a board meeting for final approval.

Larry Clausen - That is why we did it.

Jon Morell - That is one of the reasons why we did it, plus the board just rubber stamps them any way unless someone goes through every one of them and plots them out on a calendar. I think the principals do a good job.

Larry Clausen - The only issue is when someone wants to have a raffle or Bingo, they just have to ensure that small games of chance license is covered for whatever the time frame is. If that's not with the fund raiser then it shouldn't be approved.

Wayne Brookhart - We check them.

Larry Clausen - I think it is the paperwork after the group does the fund raiser that has been kind of missing and that is the part we need to make sure we get. The other part of it, I am fine with the way we voted to do it last month. I think it makes sense.

Maryann Kovalewski - I agree. I would like to see greater accountability with those reports when they come in.

Motion carried. All members voting "Aye except Maryann Kovalewski." "Nay"- Maryann Kovalewski and no abstentions.

G-3 Approval to hire Legion Security to provide security services for the home football games for the remainder of the 2018 season. (enc.)

On motion of Keith Hess, seconded by Daniel McGann, we hire Legion Security to provide security services for the home football games for the remainder of the 2018 season.

Question: Jon Morell - Is this only for football games?

Daniel McGann - Yes that is what the letter said.

Christy Monico - It says for the season, so we can't use them for other sports?

Susy Wiegand - We will see how they do.

Wayne Brookhart - The group we used went out of business. Mr. Sheptock found this group and wants to try them through the fall. Then, if we are happy and we feel it is a good partnership to be involved with, we can bring them back.

Jon Morell - Is the price what it was before?

Larry Clausen - The cost is very close to what it was last year.

Christy Monico - This is good that they have this information, but do we have their certificate of insurance on file?

Wayne Brookhart - I would have to ask Mr. Sheptock.

Christy Monico - With anyone that we are hiring out, we should have that. They have to be licensed/bonded in the amount we specified.

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

Academic Affairs:

AA-1 Acknowledgement of granting tenure to the following teachers:

Stephanie Hauer

Amy Daniel

Pavan Gadam

Acknowledgement given.

Wayne Brookhart - Tenure is granted by the Pennsylvania Public School Code. That is why you must acknowledge it and it goes on an agenda. It is something that you can't withhold. Three years of satisfactory service, no unsatisfactory evaluations. In Pennsylvania, once you're tenured in one district it transfers to another district, if you only have two years and you transfer to another district you start over.

Extra Curricular:

EC-1 Approval of the by-laws of the Berwick High School Spirit Club (BHS Spirit Club). (enc.)

On motion of Maryann Kovalewski, seconded by Keith Hess, we approve the by-laws of the Berwick High School Spirit Club (BHS Spirit Club). Motion carried. All members voting "Aye." "Nay"- none and no abstentions.

Transportation:

T-1 Approval of the following as van and bus drivers for Gallagher Student Transportation for the 2018-2019 school term:

Robert Evina - van

John Zerance - van

Sabatino DeFebo - bus

Margaret Huttenstine - van

Thomas Nelson - van

Christy Cragle - bus

On motion of Maryann Kovalewski, seconded by Christy Monico, we approve the above listed as van and bus drivers for Gallagher Student Transportation for the 2018-2019 school term. Motion carried. All members voting "Aye." "Nay"- none and no abstentions.

Personnel:

Approve Items P-1 through P-13 With One Motion

- P-1 Approval to accept the resignation of Samantha Milheim as substitute paraeducator, effective August 22, 2018. (enc.)**
- P-2 Approval of Caroline Curry as Student Council co-advisor at the High School. Compensation will be at a stipend of \$550.33.**
- P-3 Approval to hire Angeni Peters as part-time lifeguard, pending receipt of appropriate paperwork. Compensation will be at the rate of \$8.00 per hour.**
- P-4 Approval of Samantha Norton as Acting Coach for the 2018-2019 school year, pending receipt of appropriate paperwork. Compensation will be at a stipend of \$3,500.**
- P-5 Approval of Tara Scholla as volunteer advisor of the Berwick High School Spirit Club (BHS Spirit Club) for the 2018-2019 school year.**
- P-6 Approval of the following as homebound instructors for the 2018-2019 school term. Compensation will be at the instructional rate of \$25.00 per hour.**
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|----------------------|-------------------------|-------------------------|
| Maria Kingery | April Patton | Stella Marinakos |
| Diane Croop | Susan Eisenhauer | Kathryn Terdiman |
- P-7 Approval to add the following to the day to day substitute teacher list for the 2018-2019 school year. Compensation will be at the rate of \$12.10 per hour.**
- Kaylin Richards (pending receipt of appropriate paperwork)**
Brittany Gardner (pending receipt of appropriate clearances)
- P-8 Approval to hire Nicole Nowak as substitute paraeducator, effective September 11, 2018. Compensation will be at the rate of \$8.72 per hour.**
- P-9 Approval to hire Heejung Kang as part-time paraeducator at the High School, effective September 11, 2018. Compensation will be at the rate of \$13.36 per hour.**
- P-10 Approval to remove Rita Bloom from the payroll records effective at the start of the 2018-2019 school term, as she no longer works for the district.**

- P-11 Approval for employee #2734 to take unpaid days from August 17, 2018 through August 31, 2018. (enc.)**
- P-12 Approval of Bridget Lynn as staff member for the Summer 21st Century Grant Program from July 30, 2018 through August 9, 2018. Compensation will be at the rate of \$23.00 per hour.**
- P-13 Approval to accept the resignation of Marisa Rhodes as substitute teacher, effective September 20, 2018. (enc.)**

On motion of Maryann Kovalewski, seconded by Keith Hess, we approve Items P-1 through P-13 with one motion. Motion carried. All members voting “Aye.” “Nay”- none and no abstentions.

Discussion Items:

Band Uniforms

Wayne Brookhart - The band director/music teacher, John Obringer, has approached us about having uniforms purchased for next season. He would be looking at purchasing 140 because of the growth of the band. He believes it will continue to grow. Previous uniforms were \$47,931 for 100 uniforms. He has a proposal for 140 uniforms for \$68,810 which is less per uniform. It would be \$220.76 for a coat, \$95 for pants, \$71 for hats, \$19 for Plume, gauntlets for \$27 and pendants for \$57. If the order is placed by the end of the calendar year, the total cost will not change. If the order is not placed until next calendar year, there will be a 2%-3% price increase. He would like to move forward on this. This first came to the Budget Committee. We would move the cost into next year's budget.

Daniel McGann - Yes the way it was presented, we would be able to order and receive the uniforms and then get the invoice and pay the invoice after July 1st of next year which will come from next year's budget.

Christy Monico - Do we use one company to quote out?

Wayne Brookhart - That is interesting because of the bid threshold. It could be something that is unique and you may only get one company that can actually supply it.

Jon Morell - I disagree there. I think there are probably a couple, at least two, maybe three companies that do band uniforms.

Janet Kovach - He designed this.

Wayne Brookhart - It's specific in the specs. There is certainly more that have band uniforms, but what he has, you may only have one bidder. You still would have to put it out. A lot of times the specifications are so unique. It's been ten years ago and I remember going through this.

Discussion followed.

Jon Morell - Why are we going with a custom uniform?

Christy Monico - We customize out football uniforms. We don't go into a catalog for football and say that's the one we want.

Donald Butz - There is not a generic band uniform.

Larry Clausen - Everything is customized.

Wayne Brookhart - I think these are cheaper, so if you get a cheaper uniform after ten years.

Jon Morell - It was ten years since we got new uniforms?

Daniel McGann - Yes, it was ten.

Keith Hess - It was ten.

Daniel McGann - By the time we get them, it will be eleven.

Donald Butz - Life expectancy is seven years.

Wayne Brookhart - It has definitely grown over the years.

Christy Monico - Does he want to say ok tonight?

Wayne Brookhart - We are going to need your authorization to go forward.

Jon Morell - We have a bid threshold.

Maryann Kovalewski - We have to put it out to bid. We are putting it out to bid.

Christy Monico - I personally am ok with them getting what they need to get. I want to make sure we are following protocol.

Daniel McGann - Put it out to bid with the understanding the bid comes in and we get them designed, ordered and delivered and paid for after July 1, 2019. That has to be part of the agreement.

Wendy Kupsky - According to Mr. Obringer, he specifically designed this with that company. Each company could potentially be a different design. This company has been used by almost every high school marching band and come highly recommended.

Daniel McGann - If he worked with this company, he probably can't take this design to another company.

Wayne Brookhart - That is why I say you will probably only have one company.

Keith Hess - It is proprietary.

Wendy Kupsky - If you went to another company it would be a different design.

Donald Butz - Is it DeMoulin?

Janet Kovach - Yes.

Donald Butz - If its' DeMoulin, they are the best. That is where I got my uniforms too.

Jon Morell - Before we can approve this, we have to make a motion and approve the variances/variation on the bid process.

Maryann Kovalewski - We are making a motion to put it out to bid. We don't know how many people are going to bid.

Keith Hess - We could get ten or you could get one.

Wayne Brookhart - I think your bigger issue is that you are pushing the expense into next fiscal year.

Donald Butz - The only reason we are doing that is because if not, the uniforms will not be here for football season.

Daniel McGann - We have done this for several different things. If the company is agreeable we will hold off the invoicing.

Wayne Brookhart - We have done that with athletics as well.

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

First Keystone Community Bank

Wayne Brookhart - They want to do give a ways at football games likes drinks. It is strictly advertising at a fairly low level. I wanted to get your opinion/ok.

Keith Hess - Bottles of water and stuff like that?

Wayne Brookhart - I think it is more like slushes and that kind of thing.

Attorney Bull - What I heard was they were talking about proposing to give a ticket to everyone who comes to the game and that they could then use that ticket to buy a drink or something, whether it be a soda, a slushy, whatever at any stand/vendor then the bank would pay the vendor per the number of tickets.

Discussion followed.

Attorney Bull - It's not just one vendor, it's any stand. I think that is the only proper way of doing it.

Christy Monico - I think you have to make it uniform. So, if you do a dollar slushy then a dollar drink. If you start doing hot dogs, cheese burgers, whatever, the people at the stands are going to have to keep track of it.

Attorney Bull - It would have to say it on the ticket.

Discussion followed.

Attorney Bull - You don't want to exclude any vendor.

Daniel McGann - The ticket is worth a dollar.

Christy Monico/Keith Hess - That's the easiest way to do it.

Keith Hess - Then it doesn't exclude anyone.

Wayne Brookhart - Are you ok with moving on something like that and has the uniformity that you are asking for?

School board verbalized yes.

Wayne Brookhart - I don't have all the specifics but I wanted to make sure I got to you before the 28th.

Christy Monico - I have seen them do it in different functions and it works out really well.

Attorney Bull - The vendors will turn in their tickets.

Jon Morell - Can the vendor decide not to take the coupon because if they don't want to go through the hassle of going to the bank to get the money? Are we going to allow vendors to say no; I am not going to accept these coupons?

Attorney Bull - I can't imagine a vendor saying no. These are local vendors including the band and junior class. I don't think the bank is going to be writing a check at the end of the football game. They would need to go to the bank.

Wayne Brookhart - This would increase their sales.

Maryann Kovalewski/Larry Clausen - I think it is up to the vendor.

Wayne Brookhart - So, it's the vendor's choice. Ok.

Election of PSBA Slate of Candidates for Governing Board

Wayne Brookhart - You have a slate of candidates that you choose from. Who is the legislative person? They can authorize you to choose if they want to.

Susy Wiegand - I am.

On motion of Maryann Kovalewski, seconded by Keith Hess, we approve for Mrs. Wiegand to choose on behalf of the board. Motion carried. All members voting "Aye." "Nay"- none and no abstentions.

Wayne Brookhart - We did not reject all the bids for the softball concession stand and the Senator Gordner Gatehouse.

BG 1 On motion of Daniel McGann, seconded by Maryann Kovalewski, we reject all bids for the softball concession stand and the Senator Gordner Gatehouse. Motion carried. All members voting “Aye.” “Nay”- none and no abstentions.

Reports:

Committee Reports:

Academic Affairs – Maryann Kovalewski

- Met tonight. I would like to do a shout out to the Teen Center. They are doing marvelous things. I am very impressed with what I have been reading about them.
- We talked about the app for teachers.
- We talked about our SOAR program. This is a record number of 154 students that have signed up for SOAR.
- We talked about possibly doing the KIND campaign and we may or may not need that. I am finding out all the great things that are happening so I will get input from all the principals and bring more information back to you.
- We talked about the syllabus at the high school, possibility of curriculum counsel, CTE update. Mr. Croop is doing great things with that. We have two that are up and running. We are working on approval for the third one and discussions for additional ones.
- We also had a discussion today about the possibility of restructuring the elementary and possibly having a further discussion with the board about moving fifth grade back to elementary from the middle school. We will have more information hopefully in October or November.

Wayne Brookhart - That is a recent development with the fifth grade. We do what is best for the kids. It's a great discussion point. There is a lot of room at Salem since we are keeping Nescopeck open. There is a lot of space there. West Berwick is a little tighter than the other. It is definitely something that we can have discussions about. The Teen Center took out a billboard when we got the National Blue Ribbon School coming into Berwick for a month I think. That was a really neat thing they did. They have partnered with us real well. They are doing great things. I also want to thank Mr. Bull and his law firm for the sign/board that they have on the back of their building for the National Blue Ribbon award.

Athletic Committee – Larry Clausen

- We did not meet since the last meeting.

Budget Committee – Daniel McGann

- We met with BSI who are our consultants regarding health care and health care costs. We had an introductory meeting with them.
- We also talked about the band uniforms.

Buildings and Grounds Committee – Susy Wiegand

- No meeting. Mr. Culver summarized some of the things that are happening.

CSIU – Daniel McGann

- August meeting centered on the hiring of all the people necessary to support the various programs in the districts for the school year.

Vo-tech – Daniel McGann and Keith Hess

Daniel McGann - Initial presentation from the people doing the feasibility study. Looking at the various aspects of the building.

Keith Hess - Update on the physical plan, what things are and where they need to go

Daniel McGann - Their opinion of good, satisfactory, poor. They are going to concentrate on what they find insufficient.

Keith Hess - They are looking at the feasibility study being done by December.

Wayne Brookhart - This is the year we do the reorganization there. We will be there for the reorganizational meeting in December.

Daniel McGann - They might be able to have it ready to do a presentation at that meeting.

Keith Hess - They partnered and got it official with South Center to get a resource officer. The officer is through South Center Township.

Old Business: None

New Business:

Larry Clausen - We are talking about fund raisers. We have a fund raiser sheet here that is from the 12th Man Club regarding the business that's in the stand selling shirts. What kind of system is being used to generate that payment?

Christy Monico - It used to be that we would get a percentage of every item sold but we never ever got a break down. They would give us so much money at the end of the year. We never knew how many things they sold. They tried to give us a credit. They didn't want to give us money and we told them that that doesn't work.

Maryann Kovalewski - This is a vendor that didn't want to give you money?

Christy Monico - This is a vendor that they have been using for years. It came up to do it this way because no one has the time to do it: buy the tee shirts, sell the tee shirts and stay at the games. So, when the vendor said he did not want to do it this way for a set amount of money, we decided that we would go with another vendor. The new vendor said I have hardly any stock, its only two weeks until the season. I have to see how well we do. We said if you do well, we are looking at \$50 a game.

Keith Hess - Is that on par with what the rest of the vendors are paying the district?

Christy Monico - A lot of the vendors are paying a percentage, but Ms. Gomez really don't know what they sell either. It's a problem.

Wayne Brookhart - As long as they are doing cash with sales.

Keith Hess - One thing is we need is contracts. If we have a private vendor, are they registered, are they remitting sales tax?

Christy Monico - I honestly couldn't tell you.

Jon Morell - If they are selling clothes, there is no sales tax.

Keith Hess - If it is tangible personal property its taxable, prepared food is taxable.

Christy Monico - Yes he said he wasn't going to be around for all the games this year, after we told him that we weren't going to do just a percentage of sales.

Larry Clausen - I asked him why and he said they raised the rent.

Christy Monico - No. He didn't want to do a percentage and he never tells us how much he sells and then at the end of the year he said he wanted to give us a \$350 credit towards whatever we buy in his store.

Sandra Slavick - What does he mean by rent?

Larry Clausen - So if you are saying you are charging him or this business \$50 per game, you are subleasing the space. Am I saying that correctly?

Christy Monico - Yes, because it is our space. We own the building and we reinsure it.

Maryann Kovalewski - You own the building but we own the space. Is that correct?

Larry Clausen - Correct.

Christy Monico - We insure the building. BYFL insures the building, with us being on it as a rider, because we allow them to use it.

Larry Clausen - If other outside businesses found out that you are only charging a certain amount for the game and it is less than what they are paying for a game, it has to be the same.

Christy Monico - They are paying a percentage of their sales and we never know how much they are selling.

Larry Clausen - We can average them out. I want to make sure we are all on the same page.

Maryann Kovalewski - I didn't know we were subletting that stand.

Christy Monico - You are not subletting it because you don't own it. It's owned by the club.

Maryann Kovalewski - I didn't know you were subletting the stand.

Christy Monico - We hadn't been subletting the stand. We have been allowing them to use it at an agreement that he would give us the percentage of his sales. We never know how much he sold. We decided, since we are trying to follow all the rules with the board, that we couldn't do that anymore. It needs to be money in and money out, no credits, no extras. This is the way it should work. So, we put it in as a fund raiser. This is how much it is going to cost. It's going to be \$50 a game. He said I don't have a lot of stock. I will have to make the stock. We said ok. Will to be determined by the end of the year. \$50 a game is not a lot of money.

Larry Clausen - So, you are going to get \$250.

Christy Monico - Yes.

Maryann Kovalewski - We don't even know who the vendor is. Who is the vendor?

Christy Monico - It is Ink Freak.

Larry Clausen - It is Ink Freak and I am sure that he has insurance. He has to have insurance as a business.

Christy Monico - He has a website. If you would like that information, we can certainly get that.

Larry Clausen - He should provide his insurance to the district. If he is going to be there, he should have his insurance. Moving forward we should come up with a set fee for each individual stand per game. That way it is easier to track. Each person needs to be accessed to their business. They don't have to be the same. It should be a set fee and go from there.

Sandra Slavick - Appropriate for their business.

Christy Monico - We agreed with him, \$50 a game. The only reason we said we could come down a little bit was because he didn't have any stock. We really didn't have any time to get someone else. The original vendor said I can't be at every game and I don't want to do it the way you want it and that's ok. He is a business person.

Wayne Brookhart - Previous discussions where, who was charged and who wasn't charged because the money was funneled through the kids just like the band stand and the junior stand; where the private entrees it doesn't. Now we are going back a few years.

Christy Monico - This is all tee shirts and sweat shirts

Maryann Kovalewski - I have no problem with them doing this. I just want to make sure that this doesn't open the flood gates for other vendors who want to sublet their stands because then we have no idea who all is going to be down there. We want to be fair to the vendors down there.

Larry Clausen - There are only three down there.

Keith Hess - That is where contracts come in.

Jon Morell - This has been for 5-10 years now.

Maryann Kovalewski - I didn't know. I didn't know they were subletting.

Wayne Brookhart - We knew the stuff was there. We thought they were selling them themselves.

Christy Monico - No. The reason why is because there is no one to work them. The kids don't want to work them for their senior hours because it's a football game. They don't want to stand behind the stand to do it. You have to put out a ton of money to do it. This is for the kids. What happens if we don't sell our stuff? Then the kids are taking a hit on how much money they are getting back into their program, into their academic and football scholarships, so we don't want to do that.

Larry Clausen - Ok. We're good with that.

Public Comment: None

Summarization of Executive Session: Susy Wiegand – Four items: personnel, real estate and safety and security.

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 8:05 p.m.

Janet K. Kovach, Secretary to the Board