

April 8, 2019

The combined work session/board meeting of the Berwick Area School Board was held on Monday, April 8, 2019, in the Line Street Administrative Office. The meeting was called to order at 7:03 p.m. by President, Mr. Donald Butz.

PRESENT: 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: Mrs. Susy Wiegand

Also **PRESENT:** Mrs. Wendy Kupsky, Attorney Bull, Ms. Renee Gomez, Mr. Steven Christian, Mr. Robert Croop, Mr. Benton Culver, Mrs. Wendy Daily, Mrs. Pamela Hegland, Mrs. Janet Kovach, Mrs. Wendy Kupsky, Ms. Amy Melchiorre, Mr. Gregory Michael, Mr. Randy Peters, Mr. Patrick Sharkey, Mrs. Melissa Driscole, Mr. John Obringer, Mrs. Lori Frey, Ms. Susan Swartz, Mrs. Kathy Fedder, Mrs. Melissa Strother, Mr. Larry Massina, tax payers, students

Lord's Prayer

Flag Salute

Recognitions and Presentations:

- **Beauty and the Beast - Cast Members and Advisors**
Maryann Kovalewski - We are working on a plaque that will be placed outside the high school auditorium to honor the first musical. Their names will be there forever.
- **Ryan Hottenstein - Financial Solutions**
General Obligation Note, Series of 2014 and General Obligation Note, Series A of 2016

Reading of the Minutes:

On motion of Maryann Kovalewski, seconded by Christy Monico, we dispense with the reading of the minutes of the previous meeting on March 18, 2019, as everyone had received copies prior to the meeting. Motion carried. All members voting "Aye". "Nay" - none and no abstentions.

Business Manager's Report

Financial Report: Treasurer's Report: Approval

On motion of Keith Hess, seconded by Christy Monico, we approve the financial report and the treasurer's report as presented. Motion carried. All members voting "Aye". "Nay" - None and no abstentions.

Budgetary Transfers: Approval

On motion of Daniel McGann, seconded by Keith Hess, we approve the budgetary transfers as presented, pages 21-24. Motion carried. All members voting “Aye”. “Nay” - None and no abstentions.

Presentation of the Bills:

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

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

“Nays” – None

“Abstaining” – None

Motion carried.

Business: Renee Gomez

- Single audit report for the year ending June 30, 2018 has been filed with the Federal Audit Clearinghouse as well as the Commonwealth and is on our website. The auditors are available to come in and meet with the Board if you choose to review the audit in greater detail.
- Band boosters are inquiring on the status regarding the Board’s permission to recycle the old uniforms to conduct a fund raiser to make pillows out of the old uniforms. We discussed at the January and February meeting and they were wondering and wanted an update because the new uniforms have arrived. We are not required to pay for them until the next fiscal year. They have arrived earlier than expected.
Daniel McGann - Were there any open questions on that? We had questions but I think they were answered.

Renee Gomez - They did but there was never an approval for them to do the fund raiser.

On motion of Maryann Kovalewski, seconded by Daniel McGann to approve the band fund raiser. Motion carried. All members voting “Aye”. “Nay” - None and no abstentions.

Jon Morell - Questioned the inventory. Can we do an annual inventory as the audit suggests?

Renee Gomez - The audit report this year reflects that the inventory finding was resolved. They are required to state the previous year’s finding and its status. This finding was in our audit consecutively for many years and now it has been resolved. It would not be a good use of our resources to physically count all items, such as notebooks, pens, highlighters, etc. Instead I have developed a process to account for the consumables inventory that we have on hand at year end, in which the auditors are comfortable with the methodology and have approved this process so we can properly report our inventory on our financials as opposed to our previous way of reporting.

Superintendent's Report: Wendy Kupsky reporting for Wayne Brookhart

- We've filed for an Act 80 day at the end of the school year. Graduation will remain on June 7, 2019.
- Spring sports are underway. Thank you to Ms. Scholla and Mrs. Hmelak for keeping the department moving in the absence of an Athletic Director.
- Several bills, which would directly impact the district are being discussed in Harrisburg. Most noteworthy is the one that would mandate that Cyber Charter School students would need to participate in the Cyber Program in their home districts if one is available or pay tuition to stay at the independent Cyber School.
- Interviews for Head Varsity Football Coach will be held next week. We have approximately 15 candidates.
- We're entering standardized testing time. The PSSA, AP exams and Keystone Exams are all upcoming.
- Discussions continue regarding a proposed Vo-Tech building project. Our district released a position last month and is waiting for other districts to determine their stance on the proposals that have been released.
- Buildings and Grounds update - Mr. Culver
 - Gateway Project: Bid opening was held March 27, 2019. We did not get electrical bids on the project. We are working with Attorney Audi to extend the bid period for the electrical. We have already contacted a contractor at Nescopeck, Apollo. They picked up on the project but didn't bid. We assume because they got Nescopeck. We already got word that they will put a bid in.
 - Middle School Roof: We put that out to bid. It came in at \$370,000. We are going with the 20 year system with installing 4 ladders due to the changing of roof levels. This morning we held the preconstruction meeting for Nescopeck. We will start the demolition of the Rupp building.
 - Most recently we finished the playground fencing at Salem. We also put in a walkway from the southeast corner of school to crosswalk on west side of school site so the kids don't have to walk along the road.
 - In May, we will be putting padding in the gymnasium.
 - Safety wise we are looking at updating our badge access at Salem and Nescopeck. We are working with NRG right now. We got a grant, with the help of Wendy Kupsky, to do that.
 - Jon Morell - The roof at the middle school, why the decision to only go with the 20 year vs. the 30 year?
 - Benton Culver - It was just the decision in the past five phases that we did. At the end of 20 years, we get an option to add on to the warranty. 20 years is just the one that we picked.
 - Daniel McGann - Does this complete all the work on the middle school roof?
 - Benton Culver - This is the big section that we pushed off from last year.
- C&I update – Mr. Croop
 - At the elementary level, obviously it focuses on the PSSA testing starting next week. We are also looking at our MTSS programs at our elementary. Middle School we are looking at the curriculum; we are looking at math remediation. The high school level we are

working on some new curriculums and some new courses. We received a grant for coding and we are in the stages of what we want to do with that grant.

- **School Safety update – Mrs. Kupsky**
Our school police officers added us to a list for another risk and vulnerability study as part of Act 44. Our police officers are trying to expedite that process at no expense to us. We are in the final stages of the first grant, the \$25,000 that we applied for. We are in the process of having that project completed. We are still waiting to see if we are awarded the other grant.
- There is a proposal for an April 22nd special meeting for the adoption of the 2019-2020 preliminary budget and hiring of a new Head Football Coach.

Public Comment on Agenda Items: None.

General:

Approve Items G-1 through G-5 With One Motion

- G-1 Approval to enter into a food service contract with The Nutrition Group for 2019-2020 school year.**
- G-2 Approval of the 2019-2020 school calendar. (enc.)**
- G-3 Approval to accept a donation from Age Group Swim in the amount of \$200 for the Middle School Pool.**
- G-4 Approval to accept a \$1,000 grant from the Central Susquehanna Community Foundation for S.O.A.R. This grant is funded from Ian C. and Patricia A. Missien and the Berwick Health and Wellness Fund.**
- G-5 Approval to accept a grant in the amount of \$10,217.50 from the Central Susquehanna Community Foundation. The funds will be used to support the Students Overcome and Achieve through Running (SOAR) Program.**

On motion of Keith Hess, seconded by Christy Monico to approve G-1 through G-5 with one motion. Motion carried. All members voting “Aye”. “Nay” - None and no abstentions.

Budget & Finance:

- BF-1 Approval to continue independent financial advising services with Financial S&Lutions LLC for a period of four (4) years. (enc.)**

On motion of Keith Hess, seconded by Christy Monico to approve to continue independent financial advising services with Financial S&Lutions LLC for a period of four (4) years. Motion carried. All members voting “Aye”. “Nay” - None and no abstentions.

BF-2 Approval to authorize the adoption by the Board of School Directors of Berwick Area School District of a Resolution authorizing certain actions to be taken and approve execution of documentation in connection with the issuance of a general obligation bond for the purpose of funding a project consisting of the following: (1) currently refunding the School District's outstanding General Obligation Note, Series of 2014 and General Obligation Note, Series A of 2016; and (2) paying the costs and expenses of issuance of the Bond, all as more fully described in the complete text of the Resolution. (enc.) (ROLL CALL VOTE)

On motion of Keith Hess, seconded by Daniel McGann and Maryann Kovalewski, we authorize the adoption by the Board of School Directors of Berwick Area School District of a Resolution authorizing certain actions to be taken and approve execution of documentation in connection with the issuance of a general obligation bond for the purpose of funding a project consisting of the following: (1) currently refunding the School District's outstanding General Obligation Note, Series of 2014 and General Obligation Note, Series A of 2016; and (2) paying the costs and expenses of issuance of the Bond, all as more fully described in the complete text of the Resolution.

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

"Nays" – None

"Abstaining" – None

Motion carried.

BF-3 Approval of the Resolution of the Berwick Area School District for the usage of the fund balance for the Middle School roof, in the amount not to exceed \$370,000. (enc.) (ROLL CALL VOTE)

On motion of Keith Hess, seconded by Daniel McGann, we approve the Resolution of the Berwick Area School District for the usage of the fund balance for the Middle School roof, in the amount not to exceed \$370,000.

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

"Nays" – None

"Abstaining" – None

Motion carried.

Academic Affairs:

AA-1 Approval of the proposed course changes to the 2019-2020 High School curriculum. (enc.) (ROLL CALL VOTE)

On motion of Daniel McGann, seconded by Keith Hess, we approve the proposed course changes to the 2019-2020 High School curriculum.

ROLL CALL VOTE: “Ayes” – Sandra Slavick, Keith Hess, Larry Clausen, Jon Morell,
Daniel McGann, Maryann Kovalewski, Christy Monico,
Donald Butz
“Nays” – None
“Abstaining” – None

Motion carried.

**AA-2 Approval of the Enrollment Booklet for the 2019-2020 school year. (enc.)
(ROLL CALL VOTE)**

On motion of Keith Hess, seconded by Larry Clausen, we approve the Enrollment Booklet for the 2019-2020 school year.

ROLL CALL VOTE: “Ayes” – Keith Hess, Larry Clausen, Jon Morell, Daniel McGann,
Maryann Kovalewski, Christy Monico, Sandra Slavick,
Donald Butz
“Nays” – None
“Abstaining” – None

Motion carried.

Buildings and Grounds:

BG-1 Approval to award the bid to C&D Waterproofing, Bloomsburg, PA in the amount not to exceed \$370,000 for the Middle School roofing project. (enc.) (ROLL CALL)

On motion of Maryann Kovalewski, seconded by Keith Hess, we award the bid to C&D Waterproofing, Bloomsburg, PA in the amount not to exceed \$370,000 for the Middle School roofing project.

Christy Monico - What happens if there is a problem, will you come back to the Board?

Benton Culver - Yes, I would come back to the Board.

Jon Morell - Were they the low bid?

Benton Culver - They were the low bid with the addition of the ladders.

ROLL CALL VOTE: “Ayes” – Jon Morell, Daniel McGann, Maryann Kovalewski,
Christy Monico, Sandra Slavick, Keith Hess, Donald
Butz
“Nays” – None
“Abstaining” – Larry Clausen

Motion carried.

Transportation:**Approve Items T-1 through T-2 With One Motion**

- T-1 Approval of Stephanie Vera-Rivera as van driver for Fishing Creek Transportation for the remainder of the 2018-2019 school term.**
- ~T-2 Approval of Christopher Reay as school bus driver for Bower Bus Company for the remainder of the 2018-2019 school term.**

On motion of Jon Morell, seconded by Christy Monico to approve T-1 through T-2 with one motion. Motion carried. All members voting "Aye". "Nay" - None and no abstentions.

Personnel:**Approve Items P-1 through P-3 With One Motion**

- P-1 Approval for employee #1068 to take unpaid days from March 1, 2019 through April 30, 2019. (enc.)**
- P-2 Approval for employee #2224 to take Family Medical Leave (FMLA) and unpaid days from March 26, 2019 through April 8, 2019. (enc.)**
- P-3 Approval to accept with regret the retirement of Sylvia Seely as part-time paraeducator, effective at the end of the 2018-2019 school year. (enc.)**

On motion of Keith Hess, seconded by Jon Morell to approve P-1 through P-3 with one motion. Motion carried. All members voting "Aye". "Nay" - None and no abstentions.

- P-4 Approval to hire Joseph "Bo" Orlando as Athletic Director at a salary of \$57,500 pro-rated, pending receipt of appropriate paperwork. (ROLL CALL)**

On motion of Daniel McGann, seconded by Maryann Kovalewski, we hire Joseph "Bo" Orlando as Athletic Director at a salary of \$57,500 pro-rated, pending receipt of appropriate paperwork.

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

"Nays" – None

"Abstaining" – None

Motion carried.

- P-5 Approval to adjust the Assistant Athletic Director's stipend from \$3,000 to \$8,000 for the remainder of the 2018-2019 school year.**

On motion of Christy Monico, seconded by Larry Clausen, we adjust the Assistant Athletic Director's stipend from \$3,000 to \$8,000 for the remainder of the 2018-2019 school year.

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

"Nays" – None

"Abstaining" – None

Motion carried.

Thirty-day review of the below listed proposed text book adoption:

- Essentials of Criminal Justice by Siegel & Worrall

Reports:

Committee Reports:

Academic Affairs – Maryann Kovalewski

- Did not meet.

Athletic Committee – Larry Clausen

- No committee meeting. We did interviews.

Budget Committee – Keith Hess

- Met April 1st. We went over all the options for BF-2. We are in the process of finalizing all the numbers of the preliminary budget. We will have another meeting. The date is not set yet. We will talk about it after the meeting.

Buildings and Grounds Committee – Susy Wiegand

- No update.

CSIU – Daniel McGann

- Routine stuff.
- Mr. McGann handed out the CSIU Program Services Manual to the Board members

Vo-tech - Keith Hess

Ongoing project - three questions that the JOC are asking the sending districts:

- (1) Question #1- Five programs that are included in option 3, 4 and 5: Diesel Mechanics, Logistics, Life Skills and EMT. Are there any of these that the district does not want to have?

Wendy Kupsky - We have done a really good job with our life skills students here.

We have a really great working relationships with our agencies. We don't really have many life skills students that even apply there. Our program does a really good job. I would definitely say that would be questionable.

Maryann Kovalewski - Diesel and logistics are the two highest in demand in this area.

Jon Morell - The EMT, there are a lot of avenues to get that training like community colleges and some of the local fire departments have EMT training programs. There are other avenues to get that training. That would be my recommendation.

- (2) Question # 2 would be 9-12 grades or 10-12 grades?

Jon Morell - Given the fact that we have 31-36 students that didn't get a chance to go to Vo-Tech, I think given the scope of the project we keep the 9th grade here for a year to get their history and English and then let them go to Vo-Tech. Grades 10th-12th will still get their hours in to get their certificates at Vo-Tech. It will help more of the students that want to go.

Larry Clausen - They have to become more streamline. They have to come in the avenue that they want to go in. They don't get that opportunity.

Jon Morell - Right, they don't. There are other ways.

Daniel McGann - Right now they have four choices. So, if they don't get their first choice at least they know there are other choices. My personal opinion would be to leave it 9th-12th. The only way I would reluctantly agree with 10th-12th would be if all the other school districts are saying that to get a program done.

Keith Hess - I agree with Mr. McGann.

Christy Monico - We are not trying to change the Vo-Tech's scope of business. We are responsible for our students and our taxpayers. We want to do the best for our students who attend Vo-Tech. It is extremely important that our students get what they need. That is what we are here for.

Jon Morell - 9th-12th would be optimal but you can't take 10th-12th off the table if it means the project is going to fail.

Daniel McGann - Should we proceed with the 9th-12th project and if the project is not acceptable then you fall back to 10th-12th?

Board verbalized yes.

- (3) Question #3 - They would like to have a dollar amount that we would be comfortable with. We recommended the hybrid option.

Larry Clausen - We also have to have the equipment amount.

Christy Monico - That could fluctuate with different programs. If they are removing those programs, then we may be saving some money.

Keith Hess - It's just a starting point. We are just getting information from all sending districts.

Christy Monico - We are not money driven. We want what is best for the tax payers and to educate the students. We want sound decisions.

Daniel McGann - We have always looked at Vo-Tech as one of our high schools. We have two high schools at Berwick.

Maryann Kovalewski - We have given solid support with Vo-Tech, how about the others? What kind of commitments have they giving?

Daniel McGann - We will tell you that after the next meeting.

Keith Hess - Some are putting out a referendum.

Sandra Slavick - Has anyone else agreed to fund something?

Daniel McGann - Benton and Southern have not.

Christy Monico - What happens if they don't?

Daniel McGann - It has to be approved by five districts and it has to be approved by 32 individuals just like the budget, then the districts have to decide.

Old Business: None

New Business: Maryann Kovalewski

- I am pleased to announce that we have a new sponsor at Crispin Field, Bear, Chrysler, Dodge, Jeep, Ram will be our new press box sponsor. Thank you for your generosity.

Public Comment:

- Kathy Fedder - 9th grade to stay at the Vo-Tech
Donald Butz - Our position right now is the same, to keep it the way it is.
- Freshman student at Vo-Tech - Read a letter in support of Vo-tech and keeping 9th grade at Vo-Tech.
- Melissa Strother - Right to Know request. Booster club audit. Booster club for the football team. Coach Sheptock.
- Student - Coach Sheptock was our coach. He did so much and was a good coach.
Wendy Kupsky - Mr. Brookhart has talked to some players and they will be in the review committee as observers.
- Larry Massina - Vo-Tech 12 students per shop

Summarization of Executive Session:

Wendy Kupsky - Three personnel issues.

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

Meeting adjourned at 7:53 p.m.

Janet K. Kovach, Secretary to the Board