

**SOUTHERN COLUMBIA AREA SCHOOL DISTRICT
800 SOUTHERN DRIVE
CATAWISSA, PA 17820**

The May 12, 2008, Board Meeting of the Southern Columbia Area School District Board of Directors convened in the High School Library at 7:36 p.m. with President Michael Yeager in charge of the meeting.

The Pledge of Allegiance was said by all.

President Yeager welcomed everyone, followed by a roll call of Board Members.

BOARD MEMBERS

Timothy Benner (*Absent*)

Thomas Slusser

David Stellfox (*Absent*)

Charles Porter (*Arrived 7:40 pm*)

Paul Starr

Michael Yeager

Ronald Savitski

Richard Steele

John Yocum

OTHERS PRESENT

Charles Reh, Superintendent; Daniel Rodgers, Business Manager; Tresa Britch, Board Secretary; Roy Clippinger, Joseph Shirvinski, Roger Nunkester, James Becker, Robert Mehalick and Barbara Lombardo, Administrators; district residents and members of the media.

AGENDA HEARING PERIOD

President Yeager announced that the Board Vacancy Item, Fiscal Items B through H, all Personnel Items would be considered action items.

BOARD VACANCY

Mr. Timothy Vought was the only applicant for the Region I vacancy. He had been interviewed previously by the board when Mr. Steele was appointed. On a motion by Slusser and second by Yocum, to appoint Timothy Vought to fill the Region I vacancy on the Southern Columbia Area School District Board of Directors effective May 12, 2008, was presented for approval. The motion carried by unanimous affirmative voice vote. The Board Secretary administered the oath of office and Mr. Vought took a seat on the board at 7:43 p.m.

On a motion by Slusser and second by Yocum, to appoint Rick Steele as the PSBA Liaison effective May 12, 2008, for the 2008 calendar year to replace Ron Savitski, was presented for approval. The motion carried by unanimous affirmative voice vote.

After a brief discussion, the board agreed to appoint Paul Starr as an Alternate Representative on the Columbia-Montour Area Vocational-Technical School Joint Operating Committee effective May 12, 1008.

SUPERINTENDENT'S REPORT

Mr. Reh's report included the following topics:

- 1). Mr. Reh congratulated Mr. Vought on his appointment and welcomed him to the Board.
- 2). He congratulated Mrs. Letha Stone and the cast and crew of Oklahoma for an excellent performance. He also thanked Mr. Joel Thomas and the pit band, and Mrs. Monna Tomtishen,

Board Meeting Minutes

May 12, 2008

Page 2

who played the piano. Mr. Sam Hunsinger and Mr. Joe Danilowicz were also commended for building the set for the performance on their own time.

3). Mr. Barry Brobst of Architectural Studios would be meeting with the building principals on Thursday to perform a thorough walk-thru of each building.

4). He received a letter from Secretary of Education, Gerald Zahorchak, informing Southern Columbia that the first broad-based distribution of the state gaming funds through the Tax Payer Relief Act would take place in the amount of \$287,712, which is broken down to \$116 per household. There were 2,478 approved households for the homestead/farmstead exclusion. The amount will be deducted from the individual tax bills.

5). The administration is looking at the possibility of reducing the number of bus stops for next school year. Fewer stops and starts will help in the efficiency of the runs and also the efficiency of gas mileage.

6). He requested an executive session following the meeting for personnel reasons.

7). He received the "Foundation Footnotes" quarterly publication from the Tri-Chamber Foundation. It featured an article entitled An Educator's Perspective of an Educator in the Workplace written by Mr. Roger Nunkester. Mr. Nunkester reported that it consisted of a 40-hour internship done over the summer. He spent his time with the Bloomsburg Police Department and most of it was done during the Monster Truck Jamboree. He felt that he would get a good perspective of juvenile justice. He and Chief Sokoloski were scheduled to be a guest speakers for the Educator in the Workplace program later that week at Columbia-Montour Vo-Tech.

8). Earlier in the evening, the Cooperative Education Banquet was held. Students work with faculty members and other coops throughout the community. It gives students an excellent experience and opportunity for students to get an idea of what they want to pursue. Lindsey Bell was chosen as Coop Student of the Year. She was working with Kindergarten teacher, Mrs. Hilderbrandt, and has decided to go to Bloomsburg University to major in Early Childhood and Elementary Education. There were 46 students involved in coop this year. Mrs. Chritina Force is in charge of the Coop Program.

9). Mr. Mehalick reported on the Special Education Plan draft. The final plan must be submitted by May 31st. Mr. Yeager asked if the professional development projected in the plan is included in Mr. Clippinger's budget. Mr. Mehalick replied affirmatively and stated that he also relies on ACCESS funds for some of the professional development for his special education staff. He noted that the plan is due every three years and it coincides nicely with the Strategic Plan.

10). Mr. Nunkester reported that Amber Hendricks and Jessica Genovese got certificates for participation from the National Council of Teachers of English. They both submitted two pieces of writing and were recognized for their participation. He publicly thanked S.M.A.R.T. for purchasing t-shirts for all middle school faculty and staff for teacher appreciation day. Next week he will have student presentations regarding the school publication and the computer fair.

11). Mr. Becker reported that the senior class went on a class trip to Washington, D.C. The students got a chance to meet congressman Kanjorski, as well as other congressmen. It was a great experience for the students.

COMMITTEE REPORTS

Activities - The meeting was cancelled.

Facilities & Services - Michael Yeager, Chairperson, reported that the committee met May 1st. Most of the items discussed are on the agenda for approval. Windows over the stairwell in the elementary building are being replaced. The committee is looking at addressing the heating and

Board Meeting Minutes

May 12, 2008

Page 3

air conditioning system problems in the elementary. The Harvest Grant application process is underway. The parking lot sealing/repairing project request for bids will be advertised with a specific deadline to have the work completed. They discussed the Capital Reserve Budget. There are major projects being considered. There will be a balance of about \$850,000 at the end of the school year. They also discussed the district-wide security system, roof project, locker refacing, sealing of the parking lots, an estimate for heat and air conditioning, resurfacing the gym floor purchasing new buses, audit services and the athletic budget.

Finance - Charlie Porter, Chairperson reported that the committee met May 8th. They received a tentative budget. The budget included a \$34,500 budget request for professional development and a one-time special request for \$15,862 for a grand total of over \$50,000 for professional development. Mr. Clippinger reported that the requests for additional amounts were for items that the administrative team has been looking at throughout the year. The major piece is Max Thompson's Learning Solutions, which is being offered throughout the IU. Thirteen districts in the IU expressed interest in the training. It is a three to four year process and is a research based solution to educational difficulties. There are initial initiatives which deal with planning instruction; writing curriculum; and instructional, assessment and management techniques.

With staff turnover, some retraining is needed. Part of the training has to do with implementing the new Power School student information system. All of the training addresses very basic needs. The professional development budget would still be less than it was approximately five years ago. Since that time, the professional development budget had been cut drastically.

Mr. Porter stated that there is an additional \$12,000 in the budget for student tracking software for the Power School program. Also included is \$100,000 for new textbooks. Mr. Clippinger stated that the Social Studies textbooks would probably cost around \$81,000, but some years it may be as high as \$120,000 depending on the subject. An additional custodian is in the budget for \$30,000. It is the final year for computer infrastructure upgrades for which \$25,000 is budgeted, and \$25,000 is budgeted for the final year of major TV Studio upgrades. The athletic budget as proposed is a \$38,288 increase over last year. An increase of \$100,000 for fuel is built into the budget, with \$50,000 of that coming from heating oil and \$50,000 coming from bus fuel. Mr. Rodgers reported that he and other business managers and transportation coordinators met with Jeff Kimble from CSIU and representatives from Farm and Home. Each year the district participates in the Joint Purchasing Council (JPC) to purchase fuel oil and heating oil to take advantage of bulk purchasing. The district has predominately taken advantage of the fixed pricing. Two out of the three vendors that bid on the total fuel package were deemed irresponsible bidders. Farm and Home did not bid any fixed pricing, but they did bid the fluctuating rates. The consensus of the 70 participants in the JPC elected to award the fluctuating bid to Farm and Home because they felt it was a responsible bid. There was a lot of discussion regarding the fixed cost bid. They decided to rebid the fixed cost with locked prices for three, six, nine and twelve months. He noted that there would be a lot more administrative work, but the savings would offset any additional administrative work. Mr. Porter asked for the amount of the fluctuating rate. Mr. Rodgers responded that it was \$3.70, but added that the carrying charge does not vary. It was noted that the district could top off the tanks as long as they did not go over the estimated usage.

Mr. Porter noted that the tentative budget represents a 1.6 mill increase in Northumberland County and a .25 mill increase in Columbia County. With the tax increase, it looks like there would be a \$50,000 surplus. The district received a bid for mowing services of \$54,000. The committee discussed the options of hiring a mowing service or hiring an additional maintenance man. They directed Mr. Rodgers to increase the budgetary reserve by \$50,000 for a total of

Board Meeting Minutes

May 12, 2008

Page 4

\$150,000 and they would discuss the mowing service/additional maintenance man issue at a later date. Originally, the Capital Reserve Budget was projected at \$650,000 going into the upcoming year. Mr. Rodgers projects a \$200,000 surplus this year, which is traditionally carried into the Capital Reserve Budget. That would make an \$850,000 Capital Reserve Budget balance going into the next fiscal year, which put the TREMCO bid for roofing back on the agenda. Mr. Reh is going to report at the June meeting regarding the athletic point system changes and salaries. Part of the increase in the athletic budget was due to the following: 1) an additional Junior High Girls Soccer coach position (two individuals had been sharing one position), 2) Junior High Track and Field and Cross Country teams would be added, 3) an additional \$3,000 for bowling because athletes had been paying their own practice fees and the district would now pick up those costs, 4) new wrestling mats, 5) an Assistant Athletic Director position would be added, and 6) additional football equipment.

Another item discussed was a quick call system called School Reach, which is a voice phone system that notifies parents immediately in the event of weather related or emergency related issues. It can call a specific group of parents or all parents. Mr. Reh reported that the cost of the system through parent connect is \$2.00 per student. Members of PARSS would receive 15 months of service for the price of 12 months.

Mr. Rodgers reiterated that the budget is tentative and it is a working document. He does not anticipate that the board will be approving this same budget in June.

CSIU - Mr. Porter reported that they were presented with an overview of the procurement services which include, PEPPM, Joint Purchasing Council, fuel oil and PennCon. The CSIU has been providing this service for approximately 30 years. They go out and get bids so the districts don't have to go through the bidding process for certain purchases. They estimate that Southern Columbia saved \$25,000 through use of the services last year.

Vo-Tech - Mr. Yeager reported that a meeting would be held the following Tuesday.

President Yeager asked if Mr. Steele would like to change the date of the Policy Committee meetings. It was decided that the next Policy Committee meeting would be changed from May 19th to May 20th at 6:30 p.m. in the District Office conference room.

ITEMS – TREASURER’S REPORTS

ITEMS – MINUTES/INVOICES

Mr. Yocum requested a correction to Page 3 of the April 14, 2008, Minutes. The second sentence of the third paragraph under the Finance Committee report was amended to read that major “recommendations” will be made at the next few Facilities/Finance meetings concerning expenditures.

Mr. Porter asked about the invoice from Air Management and noted that the units in the auditorium were fairly new. Mr. Geffken replied that a brace had broken in one of the units and it was not a warranty issue. Mr. Porter also asked about two checks to HDC. Mr. Geffken replied that the district had missed a payment and the second check brought the account up to date. He questioned the check to Bloomsburg Hospital and noted that the district contracts with Geisinger for school physician services. Mr. Rodgers explained that some of the drivers prefer to go to First Link Occupational Medicine through the Bloomsburg Hospital. The drivers also go to First Link for drug and alcohol testing.

Board Meeting Minutes

May 12, 2008

Page 5

Mr. Slusser asked about the check to Turkey Hill for gas. Mr. Rodgers replied that the district gas pumps were down for a day or two and some drivers had to utilize outside tanks for about two days.

ITEMS – FISCAL

Mr. Porter requested that Item F pertaining to the high School Roof Upgrade Project be pulled from the block vote.

On a motion by Slusser and second by Yocum, the following items were presented for approval:

- B. To approve Schaeffer, Jones, Eichner & Wagner, LLP to audit the financial records of the 2007-2008 through 2009-2010 fiscal not to exceed the following fee schedule for a Single Audit (**Proposal Tabulation per Exhibit B**):
 - 2007-2008 - \$13,700.00
 - 2008-2009 - \$13,900.00
 - 2009-1010 - \$14,100.00
- C. To award Alternate Bid #1 in the amount of \$38,700.00 and Alternate Bid #3 in the amount of \$53,200.00 to NRG Controls North, Inc., Sunbury, for the Security and Access Control System Upgrade Project (**Bid Tabulation per Exhibit C**).
- D. To award the Base Bid in the amount of \$20,893.00 to Antz Energy Systems, Inc., Shenandoah, for the High School Hot Water Heater Replacement Project (**Bid Tabulation per Exhibit D**).
- E. To award the Base Bid in the amount of \$12,594.78 to Disposal Management Services, for Trash Removal and Recycling (**Bid Tabulation per Exhibit E**).
- G. The Southern Columbia Area School District Tentative Budget for the 2008-2009 fiscal year in the amount of \$15,251,773.00 (**per Exhibit F**).
- H. Employment of Shannon Jeffrey as a 7-12 Tech Lead Teacher for the 2007-2008 school year at the contracted rate of \$738.00.

The motion carried by unanimous affirmative voice vote.

On a motion by Steele and second by Starr to award the High School Roof Upgrade Project to TREMCO in the amount of \$115,880 was presented for approval. The project will include various roofs including the Middle School, High School Cafeteria and Library. The project pricing is in accordance with the PAEJPC purchasing program. Prior to voting, Mr. Porter stated that he contacted Jeff Kimball from CSIU. He was informed by Mr. Kimball that TREMCO was the only bidder. Mr. Porter requested a copy of the bid specs. Mr. Kimball told him that they were about 6 ½ inches thick. The specs are written so that smaller companies could not bid. Mr. Porter stated that the bid could be a good price, but it is unknown because there are no other bids. TREMCO did get three bids for the installation of the product, but there is only one bid for the product itself. Mr. Reh reported that Mr. Kimball spoke highly of TREMCO and stated that they

Board Meeting Minutes

May 12, 2008

Page 6

have never had a problem with them and there has never been a change order unless a board has requested it. Mr. Porter stated that he is not questioning the quality of the product. Mr. Steele noted that timing is a concern. Mr. Reh stated that Mr. Benke from TREMCO put Southern on their projects list to be completed over the summer. Mr. Geffken stated that there is a reason for tight specs. The fair bidding was on the installation. He stated that they are offering a product in which they don't have a lot of competition. Mr. Porter disagreed with him and stated that there are a lot of companies that install urethane roofs. Mr. Reh stated that the reason there is a problem with the eight year old roof is because the specs were very loose. Mr. Rodgers added that the 6 ½ inch bid specs are meant to weed out the smaller companies, because they are putting their name behind it. By roll call vote, the motion carried; 6 - Yes, 1 - No (Porter voted No).

ITEMS – PERSONNEL

On a motion by Starr and second by Steele, the following items were presented for approval:

- A. To re-appoint Richard J. Roberts, Jr. as School Solicitor for the period July 1, 2008, through June 30, 2009, with a retainer of \$3,200.00 plus \$95.00 per hour for additional work.
- B. To appoint Richard D. Steele from Region I (Ralpho Township) as Board Treasurer for the term July 1, 2008, through June 30, 2009, at an annual salary of \$240.
- C. The addition of the following individuals to the 2007-2008 Substitute List effective May 8, 2008, (pending completion of all employment requirements):
 - Penny Fetterman (Elementary/Gifted)
 - Greg J. Davis (English 7-12)
 - Tonya Scherer (Aide)
 - Joseph Strahosky (Bus/Van Driver)
 - Kristen Wasileski (Elementary/Special Education)
- D. A salary adjustment of an additional \$1,305.80 for the Junior High Girls Soccer Coach position for the 2007-08 school year; to be shared equally by Jennifer Stine and Erin Snyder.
- E. An FMLA Leave for employee #1711KZ effective April 23, 2008, not to exceed 12 weeks in the next 12-month period.
- F. To acknowledge tenure for the following teachers effective with the end of the 2007-2008 school year:
 - Leslie Bieber
 - Melissa Gessner
 - Matthew Harvey
 - Jessica Singley
 - Jessica Visnosky
- G. To accept the resignation of Sue Thomas from the position of 2nd Shift Custodian effective April 28, 2008. Ms. Thomas has been with the district since June 2005.

Board Meeting Minutes

May 12, 2008

Page 7

The motion carried by unanimous affirmative voice vote.

ITEMS - POLICY AND PROGRAMS

Mr. Nunkester noted that a few changes were made to the handbook to be more consistent with the High School handbook.

On a motion by Porter and second by Vought, a 12th Grade English field trip to Washington, D.C., on May 27, 2008, to visit the Holocaust Museum was presented for approval. District expense to include regular transportation and cost of two substitutes. The motion carried by unanimous affirmative voice vote.

BOARD COMMENTS

Mr. Slusser reported that the father of Kristy Irons (bus driver/aide) had recently passed away. President Yeager asked about the PSSA Science tests. Mr. Clippinger replied that participation was good. All of the make-up testing is done. The Chemistry teacher thought that there were extremely few Chemistry related questions on the test.

Mr. Steele noted that he bumped into Mike Johnston, Brian Davis and some students at the Capitol Building. They had a table set up pertaining to a CFF presentation, which was well received.

Mr. Nunkester congratulated Mrs. Tomtishen and Joel Thomas for a fantastic 5th through 8th grade concert.

RECOGNITION OF THE PUBLIC

Mr. Reh reminded board members that there would be an executive session following the meeting.

ADJOURNMENT

On a motion by Slusser and second by Yocum, the meeting was adjourned at 9:22 p.m. The motion carried by unanimous affirmative voice vote.

Respectfully Submitted,

Tresa J. Britch
Board Secretary