

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

The June 13, 2011, Board Meeting of the Southern Columbia Area School District Board of Directors convened in the High School Library at 7:34 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

Jennifer Oiler
Charles Porter
Eric Stahley

Paul Starr
Richard Steele (*Absent*)
David Stellfox

Timothy Vought
Michael Yeager
John Yocum (*Absent*)

OTHERS PRESENT

Charles Reh, Superintendent; Daniel Rodgers, Business Manager; Tresa Britch, Board Secretary; Richard J. Roberts, Solicitor; Joseph Shirvinski, Roger Nunkester, James Becker, Brenda Monick, Robert Mehalick, Administrators; Timothy George, Supervisor of Buildings and Grounds; district residents and members of the media.

AGENDA HEARING PERIOD

President Yeager announced that Fiscal Items J through Q, all Personnel Items with the exception of E and P, and Policy and Programs Items B and C on the agenda would be considered action items. District resident, Shirley Breech, asked for clarification regarding the changes to the minutes and noted that she felt that the minutes should contain more than just the subject of the public input. District resident, Frank Berger, asked if the floor could be reopened after the Board discussed the item pertaining to the change in the minutes format. The Board agreed. Mr. Berger asked why the Board was considering limiting the information to the taxpayer and expressed his opposition to the change and noted that it would be a step backward. District resident, Florey Guarno, also expressed his opposition to limiting the minutes.

Mr. Guarno asked for clarification regarding a change order. President Yeager stated that it would be part of the superintendent's report. Solicitor Roberts recommended that more public comment be allowed following the superintendent's report. Mr. Guarno asked for clarification on the Business Manager's contract. District resident, Barb Splitt, referred to the change orders and noted that they should be discussion items; not action items. It was clarified that the public could comment following the superintendent's report.

SUPERINTENDENT'S REPORT

Mr. Reh's report included the following topics:

- 1.) He thanked Mr. Nunkester for his service to the district.
- 2.) He thanked Mr. Becker for his organization of the graduation ceremony.
- 3.) He noted that the Memorandum of Understanding with Locust Township Police is required to be approved every two years as part of the Safe Schools report.
- 4.) He reported that Barry Brobst from The Architectural Studio, Russ Albert from Strunk-Albert, and Dave Horn from Architerra were in attendance to discuss and answer questions regarding the change orders and the track. Mr. Reh noted that all of the coaches met with

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Mr. Horn last July, and the limitations on the track were discussed. At that time they discussed the inability to move the track because of the concession stands, and the road and fence. Because of all of the physical limitations of the stadium; the 36 inch, 6-lane track was the option that was discussed out of all five options. He stated that the track would meet all state standards.

Mr. Horn stated that a shop drawing showing a 42-inch lane track was submitted by a contractor for the line painting. Mr. Horne noted that there was very little in error on the drawing except for the 42-inch lanes, so they approved the drawings but noted on the drawing that there would be 36-inch lanes. Mr. Stellfox stated that he felt Mr. Horn's explanation was very concise and answered all of the questions. Mr. Porter asked for clarification regarding the possibility of holding District meets on the track. Mr. Horn noted that at one point he was a PIAA track official and there are many criteria that are considered each year when determining a site for District meets. One of the top items is whether or not the facility has an 8-lane track, as it could cut down the length of the meet considerably. Mr. Reh noted that there would be a need to adjust the width of the current hurdles, as they are 41-inch hurdles.

Mr. Porter stated that Mr. Horn designed the track and noted that the district has recently received bills from Architerra. He asked for what services they were being billed. Mr. Horne explained that once the drawings for bidding purposes were completed by his firm, they remain active in the project assisting The Architectural Studio and the school district in reviewing the bids specifically for the track component. Beyond that, once a contractor was selected, there were quite a number of shop drawings that needed to be reviewed and acted upon. Once construction began, they come to the site when asked either by the school, the architect or the contractor when they are needed on-site during construction. They have been providing services and have documented their services in reports. Mr. Stahley stated that he wants to make sure they can control costs if they are being called excessively. Mr. Horn stated that they wanted to minimize their cost and involvement, so at the beginning of the construction process they were asked for the critical times when they should be on-site to catch potential errors before construction proceeds. He gave them a list of seven or eight key milestones in the project where they should be present based on their trained eye to make sure things are going as planned, and noted that they have been basically hitting only those milestones.

Mr. Brobst stated that the running track is a highly technical product. It really takes a specialist. When it becomes part of a building project, a specialist must be called in. Mr. Porter stated that the track bids were actually higher from the approved general contractor, but Mr. Brobst convinced them to keep the track part of the project. He noted that it most likely would not have been cheaper if it had been bid out separately. Mr. Porter stated that The Architectural Studio is getting six percent of the track project. Mr. Stellfox stated that Mr. Brobst knew upfront that they were going to use Architerra to build the track, and the bills look to be additional fees. He stated that he should have known a good ballpark figure at the front end of the job. Mr. Brobst stated that at the beginning of the project, it was unclear if the track project would take place. It was determined that the contract was written before the decision was made to go ahead with the track. Mr. Porter stated in a previous invoice there was a bill for an associate principal and a project manager, and asked if the bill came from The Architectural Studio. Mr. Porter asked that since they were working on a percentage basis, why they would be getting additional per-hour billings on the track. Mr. Brobst stated that he would check into the invoice.

Mr. Stellfox asked if the relocation of the oil tank is related to the relocation of the transformer. Mr. George replied affirmatively. Mr. Stellfox stated that they have two issues; the \$931 and the \$41,000 plus the \$2,000 due to the fact that PPL's location of the transformer is different than it was from the bid documents. Mr. Albert stated that a letter would be going to the

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Board members explaining the situation, and he proceeded to read the letter (**see Attachment 1**). Mr. Stahley asked if Mr. Albert assumed everything was alright when he heard nothing from PPL after sending the information to them on September 14, 2010. Mr. Albert replied affirmatively. Mr. Brobst stated that PPL will no longer provide information until they know there is a contractor involved. Mr. Albert stated that they attempt to contact people at PPL, but are told that no technician has been assigned. Mr. Albert stated that in this particular case, because the service had been upgraded sixteen years before the start of the project, the equipment is in very good condition. He noted that the conductors are not very old, so they felt there was no reason to believe that PPL would want to change their equipment other than move the transformer out of the footprint of the building. Mr. Porter asked what expenses would have been incurred if it had been part of the original bid. Mr. Albert replied that if they had designed it at the spot where it is presently located, all of the costs would have been incurred, because no construction had begun. Mr. Albert stated that they verified all of the material costs, and the markups are contractual, so they felt the price was reasonable.

Mr. Porter referred to the change order regarding changing the copper feeders to aluminum, and expressed concern as to whether the district was getting enough credit due to the increased cost of copper. He noted that the cost of copper has gone up considerably since Lecce Electric submitted their bid. Mr. Stellfox stated that if the Board doesn't like the cost they are giving them, then they need to go with copper. Mr. Stellfox stated that he understands how the credit works and he feels it is fair. Mr. Porter asked why the aluminum wasn't bid as an alternate. Mr. Albert stated that contractors don't like complicated bid forms, and they didn't want to complicate the bidding process to drive away bidders.

District resident, David Splitt, asked why they were installing an inferior product. Mr. Stellfox stated that it is not an inferior product if it is installed with the proper conductors. Mr. Stellfox stated that the problem is being eliminated by using a compression fitting.

On a motion by Stellfox and second by Vought, Change Order P-01 (**per Exhibit F-2**) was presented for approval. By roll call vote, the motion carried; 6-Yes, 1-No (Stahley voted No). (*Item O*)

On a motion by Vought and second by Starr, Change Order E-02 (**per Exhibit F-3**) was presented for approval. By roll call vote, the motion carried; 5-Yes, 2-No (Porter and Stahley voted No). (*Item P*)

On a motion by Starr and second by Oiler, Change Order E-03 (**per Exhibit F-4**) was presented for approval. By roll call vote, the motion carried; 6-Yes, 1-No (Stahley voted No). (*Item Q*)

Mr. Porter asked Mr. Brobst if change orders in a positive or negative would change his fee. Mr. Brobst stated that if they go strictly by the contract, it would; but traditionally The Architectural Studio just bills based on the original contract. If they start spending a significant amount of time on change orders, they would need to go by the contract. It was clarified that if the change order has something to do with what the architect did, there won't be a charge, but if it is an owner change or a contractor change, there may be a charge. Mr. Porter referred to the bid forms and noted that there are unit costs for extras that are part of the base bid. Mr. Brobst stated that by building those costs into the project, it keeps that number fair. Mr. Brobst stated that if the money isn't used, it would go back to the district. Mr. Porter asked if that money could be used

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before going to the change orders. Mr. Brobst stated that he wouldn't advise it. He noted that it is set aside, because they know historically that when people see things under construction, they know there will be changes. Mr. Brobst stated that he would gladly not build in the fees and go by the contract and bill for the additions.

Mr. Mehalick thanked Mr. Nunkester for his service and noted that he would be missed.

COMMITTEE REPORTS

Activities – Paul Starr, Chairperson, reported that the committee met earlier in the evening. They directed the administration to interview the top three candidates for the Assistant Athletic Director position and make a recommendation to the Board. Jim Roth is trying to change the salary basis for coaches, which will be discussed further. Mr. Porter stated that he would like to see last year's salaries with years of service. Mr. Rodgers stated that the exhibit is showing last year's salaries as there is no increase recommended for this year.

Facilities & Services - Dave Stellfox, Chairperson, reported that the majority of the discussion was regarding the change orders, which were already discussed earlier in the meeting.

Finance - Eric Stahley, Chairperson reported that they met May 25th. Kathy Holleran was present to discuss increased meal pricing and replacement of some convection ovens. They had a technology presentation regarding needs for the upcoming year. They had a report on the Capital Reserve account. The athletic budget was the same. A local auditor appointment was discussed and the change order from copper to aluminum was also discussed. At the meeting on June 6th, Coach Roth talked about increasing the ticket prices to \$3 for students and \$5 for adults. The extra funds would help pay for new restrooms. The 2011 athletic schedule was discussed, as well as the Capital Reserve and athletic budgets. The 2011-2012 General Fund budget will be part of Mr. Rodgers' report.

Policy – Eric Stahley stated that they continued to discuss what type of clearances they will require from chaperones. The consensus was that they would draft a policy for chaperones for overnight trips.

CSIU – No report.

Vo-Tech - Eric Stahley reported that the JOC met May 17th. They elected Dan McGann from Berwick as treasurer, they approved their Act 93 Agreement, and Mr. Bacher talked about graduation. The NOCTI scores were outstanding. Mr. Dunkelberger gave a report regarding the planning of summer activities and how they are using Bloomsburg University students. The Special Education Director would be visiting the home schools to complete IEPs. The adult education classes and some potential calendar changes were discussed. The next meeting of the JOC will be held June 21st and all Board members are invited to attend.

CS Trust – Dan Rodgers was in attendance and asked if he could delay his report until the next meeting.

ITEMS – TREASURER'S REPORTS

ITEMS – MINUTES/INVOICES

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ITEMS – FISCAL

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

- J. To reject all bids for Fuel Products pertaining to 87 Octane and Ultra Low Sulfur Diesel (per Exhibit F).
- K. To adopt a Resolution authorizing the District to participate in the MIU IV SMART Contract (per Exhibit F-1).

L. The purchase of the following technology services and equipment from PrismWorks pursuant to the MIU IV Smart Contract:

➤ vSphere Server Upgrade and Equipment	-	\$18,476.
➤ Server Preparation/Set-up and Upgrade of Power School and Moodle	-	2,800.
➤ Mac Server Authentication	-	2,800
➤ MDF Switch upgrade and equipment	-	10,040.
➤ Compass Odyssey Migration Project	-	1,800.
➤ Upgrade/Migrations Exchange E-mail Project	-	8,000.
Total	-	\$43,916.

M. *(Item M was pulled from the block vote.)*

- N. The following Breakfast and Lunch prices effective with the beginning of the 2011-2012 school year:
 - Breakfast - \$1.25
 - Elementary Lunch (K-6) - \$2.00
 - High School Lunch (7-12) - \$2.25
 - Adult Lunch - \$3.25

The motion carried by unanimous affirmative voice vote.

On a motion by Stellfox and second by Vought, to approve Schaeffer, Eichner & Wagner, LLP to audit the financial records of the 2010-2011 through 2011-2012 fiscal years not to exceed the following fee schedule for a Single Audit, was presented for approval:

- 2010-2011 - \$14,100.
- 2011-2012 - \$14,400.

Prior to voting, Mr. Porter stated that it was good business practice to change auditors, and he would be voting no. By roll call vote, the motion carried; 5-Yes, 2-No (Porter and Stahley voted No.) *(Item M)*

ITEMS – PERSONNEL

On a motion by Oiler and second by Stellfox, the following items were presented for approval:

- A. To correct the effective date of resignation for retirement of Peggy Mattivi to June 3, 2011.

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- B. An Addendum to the Act 93 Administrator Compensation Plan **(per Exhibit G)**.
- C. Employment of the following student clerical workers effective June 9, 2011, at minimum wage (maximum of 35 hours per week for approximately 9 weeks during the summer):
- Renee Rhoades (High School Office)
 - Shannon Manetti (Middle School Office/shared)
 - Colin Heitzman (Middle School Office/shared)
- D. The 2011 Southern Columbia Summer Programs and staff (pending completion of all employment requirements) **(per Exhibit H)**.
- E. *(Item E was pulled from the block vote.)*
- F. An Amendment to the contract of the Business Manager **(per Exhibit J)**.
- G. The revised Job Description of Middle School Principal **(per Exhibit K)**.
- H. *(Item H was pulled from the block vote.)*
- I. To note satisfactory evaluations and accept the recommendations (pending completion of all employment requirements) for approval/re-approval of the Athletic/Activities positions and salaries for the 2011-2012 school year **(per Exhibit M)**.
- J. To accept the resignation of Roger W. Nunkester, Jr. from the position of Middle School Principal effective July 8, 2011. Mr. Nunkester has been in the position since July 2006.
- K. To adopt a Resolution pertaining to the furlough of three (3) part-time paraprofessionals **(per Exhibit N)**.
- L. To adopt a Resolution pertaining to the alteration or curtailment of the District's educational program and the elimination of one Special Education Teacher **(per Exhibit O)**.
- M. To accept the resignation of Danielle Jacukowicz from the position of Half-time Paraprofessional effective June 8, 2011. Ms. Jacukowicz has been in the position since September 2009.
- N. To change the employment status of Amelia Schetroma from 5-hour Cafeteria Worker to Assistant Head Cook effective August 23, 2011; salary and benefits per the Collective Bargaining Agreement.
- O. To accept the resignation of Matthew Diltz from the position of Assistant Varsity Boys Basketball Coach effective June 8, 2011. Mr. Diltz has been in the position since September 2009.

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The motion carried by unanimous affirmative voice vote.

On a motion by Vought and second by Stellfox, a Memorandum of Agreement between the District and the Southern Columbia Area Education Association (per Exhibit L) was presented for approval. By roll call vote, the motion carried; 6-Yes, 1-No (Stahley voted No). (*Item H*)

On a motion by Oiler and second by Vought, an Amendment to the contract of the District Superintendent (per Exhibit I) was presented for approval. Prior to voting, President Yeager opened the motion for comment from the public. By roll call vote, the motion carried; 6-Yes, 1-No (Porter voted No). (*Item E*)

President Yeager requested that the Board meet in executive following the regular meeting session to discuss personnel; specifically the Non-union Support Staff salaries.

ITEMS - POLICY AND PROGRAMS

On a motion by Oiler and second by Stellfox, Homebound Instruction for a middle school student (#48261) effective May 27, 2011, until further evaluation by a physician; not to exceed 5 hours per week, was presented for approval. The motion carried by unanimous affirmative voice vote.

On a motion by Vought and second by Oiler, to direct the Board Secretary to include the following information only in the minutes of public meetings of the Board of School Directors, was presented for approval:

1. Date, time and place of meeting.
2. Board members present.
3. Substance of all official actions, including votes taken.
4. Names of citizens who appeared and subject of their commentary.
5. Reference to any notice of an executive session and the reason given therefor.
6. Any other information required by law.

Prior to voting, Mr. Stellfox stated that he felt that something needed to be done to shorten the minutes, but he wasn't sure where to limit the information. Mr. Porter stated that he realizes that the minutes have become a burden, but he does not want to see them changed. Mr. Stellfox questioned how many people actually read the minutes. Mr. Stahley stated that he is all for transparency and doesn't want to limit the information given to the taxpayer. Mr. Berger stated that the minutes are a history of what happened and should not be limited. Mrs. Breech stated her opposition to changing the minutes. Mrs. Splitt stated that a lot of people have told her that they read the minutes online. By roll call vote, the motion carried; 5-Yes, 2-No (Porter and Stahley voted No).

BOARD COMMENTS

Ms. Oiler stated that Mr. Nunkester's resignation was accepted with regret. She also announced that she would be regretfully resigning from the Board of Directors following the next Board meeting, primarily because of her employment situation.

Mr. Stellfox stated that he voted in favor of the last motion, but he will be watching to make sure there is enough information included in the minutes.

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Mr. Rodgers thanked Mr. Nunkester for his service to the district and his assistance with the budget process.

RECOGNITION OF THE PUBLIC

Mr. Guarno stated that the district spent \$500,000 to hold four track meets at the district each year outside of practice, and asked if the Board felt that was a little excessive. President Yeager stated that the track will also be used by classes and the community. Mr. Stellfox stated that he approved it because of the safety factor.

District resident, Lori Kriebel, asked if PowerSchool would stay up and running due to the new computer upgrades. Mrs. Monick stated that the district is currently undergoing a major upgrade to PowerSchool. She noted that PowerSchool had to be brought down during the upgrade, and there were also electricity interruptions that caused issues with PowerSchool. Mrs. Kriebel asked how the absence of a Middle School Principal would affect students going into middle school. President Yeager stated that someone would be in place in July. Mr. Porter stated that the Board should be involved in the process. Mr. Reh stated that any Board member who would like to be involved in the interviews should contact Mrs. Monick.

ADJOURNMENT

On a motion by Oiler and second by Stellfox, the meeting was adjourned at 10:42 p.m. The motion carried by unanimous affirmative voice vote.

Respectfully Submitted,

Tresa J. Britch
Board Secretary