

**NORTHERN BEDFORD COUNTY SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
Agenda for October 8, 2019**

Opening

1. Call to order
2. Pledge to Flag and Prayer. (Led by Steve Cottle)
3. Roll Call of Board Members
4. Review of the agenda by Superintendent Beatty

Public Comment and Reports

5. Recognize citizens who wish to address the board.
6. Report from Student Board Representative Ian Sherlock.
Ian Sherlock gave the Student Board Representative report. He informed the board on various fundraisers by various student organizations such as: FBLA – Peanut Butter Meltaway Fundraisers; FFA – Beef stick fundraiser. The Student council held a blood drive recently and collected 16 units of blood. He reported that the Fall sports teams are performing very well. Public speaking class introduced “Panther TV” every Friday morning.
7. Communications: Resignation Andrea Wertz
8. Announcements: The November school board meeting will be held November 12, 2019 beginning at 6 pm in the high school building Room 136.
9. Approve the minutes from the September 10, 2019 board meeting. ESHELMAN COTTLE
10. Appoint the Negotiation Committee for Teacher Collective Bargaining Agreement and the Transportation Committee. NEGOTIATION COMMITTEE – CHAD MICKLE, STEVE COTTLE. TRANSPORTATION COMMITTEE – JOHN ESHELMAN. MORE MEMBERS CAN BE ADDED A LATER TIME.

PERSONNEL CONSENT MOTION 11 AND 11A – MICKLE COTTLE

11. Accept the resignation of Andrea Wertz, Elementary Instructional Assistant, as of October 24, 2019.
11A) Grant permission to advertise for the Elementary Instructional Assistant.

APPROVALS CONSENT MOTION 12-29 ESHELMAN MICKLE

12. Approve Science in Motion participation with Juniata College for the 2019/20 school year. Annual cost of \$1,750. This is a budgeted expenditure.
13. Approve agreement with Personal Solutions Inc. for the district to participate in the Student Assistance Program (SAP) for the 2019/20 school year.
14. Approve an agreement with Pennsylvania Department of Transportation Safety Inspection Mechanic Training Program.

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15. Acknowledge the 2019/20 Transportation Contracts per the terms outlined for year 5 of the 5-year contract adopted January of 2015. The van rate mileage is \$1.50/mile for alternative education and non-public students. One level of the fuel adjustment chart was removed making the starting rate \$3.50-\$3.74/gallon for a fuel adjustment to be paid. The rate for late bus/van for Athletics, After School and Activity runs is \$1.85/mile plus layover at \$9/hour.
16. Approve Maxwell Transportation LLC to do van run on as needed basis at a rate of \$97.79/day or \$.98/mile and if over 100 miles/day. If time exceeds 3 hours, then rate of \$12.23/hour.
17. Approve the attached listing as members of the Occupational Advisory Committee and Local Advisory Committee for Northern Bedford County School District for the 2019/20 school year.
18. Approve Stacy Pressel to attend the ACAPA Conference at the Hotel Hershey to be held November 13-15, 2019 at a district cost of \$975. This is a budgeted expenditure.
19. Recognize the second and final reading of the following policies and Attachments.

Policy 004	Local Board Procedures
Policy 006	Meetings
Policy 103	Nondiscrimination in School and Classroom Practices
Policy 103.1	Nondiscrimination – Qualified Students with Disabilities
Policy 104	Nondiscrimination in Employment/Contract Practices
Policy 108	Adoption of Textbooks
Policy 208	Withdrawal From School
Policy 209	Health Examinations/Screenings
Policy 210.1	Possession/Use of Asthma Inhalers/Epinephrine Auto-Injectors
Policy 220	Student Expression/Distribution and Posting Materials
Policy 222	Tobacco/Nicotine
Policy 246	School Wellness
Policy 247	Hazing
Policy 249	Bullying/Cyberbullying
Policy 311	Reduction of Staff
Policy 323	Tobacco Use
Policy 335	Family and Medical Leaves
Policy 612	Purchases not Budgeted
Policy 626	Federal Fiscal Compliance
Policy 704	Maintenance
Policy 707	Use of School Facilities
Policy 806	Child Abuse
Policy 810	Transportation
Policy 810.3	School Vehicle Drivers
Policy 818	Contracted Services
Policy 904	Public Attendance at School Events

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Policy 906	Public Complaints
Policy 913	Non-school Organizations/Groups/Individuals
Policy 918	Title I Parental Involvement

20. Approve the purchase of three track protection coverings at the cost of \$2,405 dollars to be paid from the Activity fund.
21. Approve the transfer of \$7,100 from Budgetary Reserve to equipment purchases for building construction and auto mechanics program for the 2019/20 school year to be paid with the Perkins Grant.
22. Approve the transfer of \$2,158 from Budgetary Reserve for Irrigation Reel replacement for the 2019/20 school year.
23. Approve the transfer of \$1,000,000 from the M&T account to the PLGIT to maximize interest earnings.
24. Approve the revised job description for Technology Assistant.
25. Grant permission to advertise for Technology Assistant position.
26. Approve the attached contract for the Technology Assistant position.
27. Approve the following as substitute van drivers for Carbaugh Bus Company for 2019/20 school year.

Kelly Baker
Deborah Clouse

28. Approve the following as bona fide volunteers for the positions listed at the nominal payment for 2019/20 as recommended by the Administration. The classification may be subject to further clarification upon solicitor's recommendations.

Brian Dutchcot	Varsity Wrestling Head Coach	\$3,880
Shawn Claar	Asst Varsity Wrestling Coach	\$3,250
Andrew Sollenberger	Jr. High Wrestling Head Coach	\$2,710
Dennis Douglas	Asst Jr. High Wrestling Coach	\$1,840
Scott Bollman	Asst Boy Varsity Basketball	\$2,570
Randy Meck	Head Boys Varsity Basketball	\$3,670
Barry Crawford	Asst Girls JV/Varsity Basketball	\$3,220
Jon Ewart	Head Girls Varsity Basketball Coach	\$3,530
Eric Slagenweight	Head JH Boys Basketball Coach	\$2,710
Rob Reed	Asst JH Boys Basketball Coach	\$1,310
Todd England	Head JH Girls Basketball Coach	\$2,710
TBA	Assistant JH Girls Basketball Coach	
Trisha Lingenfelter	Winter Cheerleading Head Coach	\$1,300

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Patricia Bollman

Winter Cheerleading Assistant Coach

\$830

29. Approve the following as volunteer coaches for the Winter Sports.

Daniel Sollenberger	Volunteer Varsity Wrestling Coach
Drew Gartland	Volunteer Varsity Wrestling Coach
Wayne Sherlock	Volunteer Elementary Wrestling Coach
Mike Brode	Volunteer Elementary Wrestling Coach
Brandon Snider	Volunteer Elementary Wrestling Coach
Ryan Hall	Volunteer Elementary Wrestling Coach
Clay Corle	Volunteer Elementary Wrestling Coach
Mike Cottle	Volunteer Elementary Wrestling Coach
Chad Bowers	Volunteer Elementary Wrestling Coach
Marl Clark	Volunteer Elementary Wrestling Coach
Ethan Boyd	Volunteer Elementary Wrestling Coach
Kevin Brennan	Volunteer Elementary Wrestling Coach
Dave Fouse	Volunteer Elementary Wrestling Coach
Brody Reininger	Volunteer Elementary Wrestling Coach
Ronald Snider	Volunteer Elementary Wrestling Coach
Zach Clark	Volunteer Elementary Wrestling Coach
Jared Mellott	Volunteer Elementary Wrestling Coach
Onjoli Boyd	Volunteer Elementary Wrestling Coach
Chris Sipes	Volunteer Elementary Wrestling Coach
Shane Suter	Volunteer Elementary Wrestling Coach
David McIlnay	Volunteer Boys Varsity Basketball
Christa Moyer	Volunteer Boys Varsity Basketball
Lucas Miller	Volunteer Girls Varsity Basketball
Janine England	Volunteer Girls JH Basketball
Kevin Gable	Volunteer Elementary Boys Basketball
Ryan Cherry	Volunteer Elementary Boys Basketball
Kristie Young	Volunteer Elementary Girls Basketball
Matti Verbit	Volunteer Elementary Girls Basketball
Andy Barton	Volunteer Elementary Girls Basketball
Mandi Cottle	Volunteer Elementary Girls Basketball
Terisha Mitchell	Volunteer Elementary Girls Basketball
Lindsay Ewart	Volunteer Elementary Girls Basketball
Hannah Drenning	Volunteer Elementary Girls Basketball
Shalonne Sipes	Volunteer Elementary Girls Basketball
Emily Yeatts	Volunteer Elementary Girls Basketball
Jacob Dasher	Volunteer Elementary Boys Basketball
Tim Drenning	Volunteer Elementary Boys Basketball
Jason Free	Volunteer Elementary Boys Basketball
Randy Vasas	Volunteer Elementary Boys Basketball
Matt Mellott	Volunteer Boys Varsity and Elementary Basketball
Blake Over	Volunteer Elementary Boys Basketball

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ADMINISTRATIVE REPORTS – SCOTT MICKLE

30. Approve the following reports and invoices

- Administrative Reports
- Federal Programs
- Athletic Report
- Financial Reports and Budgetary Transfers
- Approve payment of invoices

31. Report from Building and Grounds Committee.

32. Approve to do a request for proposal of architectural services for the selection of an architect. MOTION JOHN ESHELMAN SECONDED RALPH SCOTT

33. Adjournment – ESHELMAN MILLER 7:41 PM

**NORTHERN BEDFORD COUNTY SCHOOL DISTRICT
OCCUPATIONAL AND LOCAL ADVISORY COMMITTEE**

Todd Beatty	Administrative	OAC and LAC
Michael O'Dellick	Administrative	OAC and LAC
Gregg Carbaugh	Agriculture	OAC and LAC
Ryan Carbaugh	Agriculture	OAC and LAC
Seth Clapper	Agriculture	OAC and LAC
Taylor Conley	Agriculture	OAC and LAC
Cody Eller	Agriculture	OAC and LAC
John Eshelman	Agriculture	OAC and LAC
Tammy Furry	Agriculture	OAC and LAC
Kevin Grubb	Agriculture	OAC and LAC
Melinda Heckman	Agriculture	OAC and LAC
Tom Mellott	Agriculture	OAC and LAC
JC Norris	Agriculture	OAC and LAC
Jeff Norris	Agriculture	OAC and LAC
James Over	Agriculture	OAC and LAC
Randy Wiand	Agriculture	OAC and LAC
Nicole Wyles	Agriculture	OAC and LAC
Kenneth Dibert	Automotive	OAC and LAC
Pat Hagstrom	Automotive	OAC and LAC
Eugene Holsinger	Automotive	OAC and LAC
Brandon Hoover	Automotive	OAC and LAC
Loren Keith	Automotive	OAC and LAC
Bob Thompson	Automotive	OAC and LAC
Randy Wiand	Automotive	OAC and LAC
Pete Wojcik	Automotive	OAC and LAC
Bob Yingling	Automotive	OAC and LAC
Pat Albright	Building Construction	OAC and LAC
Mike Browell	Building Construction	OAC and LAC
Charles Byers	Building Construction	OAC and LAC
Charles Doutt	Building Construction	OAC and LAC
Brian Frederick	Building Construction	OAC and LAC
Jeff Hite	Building Construction	OAC and LAC
Colby Horton	Building Construction	OAC and LAC
Bob Johnson	Building Construction	OAC and LAC
Derek Keith	Building Construction	OAC and LAC
Roger Keith	Building Construction	OAC and LAC
Steve Mellott	Building Construction	OAC and LAC
Brad Martin	Building Construction	OAC and LAC
Shawn Musselman	Building Construction	OAC and LAC
Robert Reighard	Building Construction	OAC and LAC
Robert Rhodes	Building Construction	OAC and LAC
Michael Shaffer	Building Construction	OAC and LAC
Susan Whisler	Building Construction	OAC and LAC

**NORTHERN BEDFORD COUNTY SCHOOL DISTRICT
OCCUPATIONAL AND LOCAL ADVISORY COMMITTEE**

Randy Wiand	Building Construction	OAC and LAC
Shawn Wyles	Building Construction	OAC and LAC
Josh Zelanko	Building Construction	OAC and LAC
Kyle Brown	Horticulture	OAC and LAC
Morgan Coho	Horticulture	OAC and LAC
Wayne Feight	Horticulture	OAC and LAC
Cierra Horton	Horticulture	OAC and LAC
Bethany Kensinger	Horticulture	OAC and LAC
Kay Kring	Horticulture	OAC and LAC
Steve Martin	Horticulture	OAC and LAC
Derrick Matthews	Horticulture	OAC and LAC
Jeffrey Mellott	Horticulture	OAC and LAC
Sam Mohr	Horticulture	OAC and LAC
Abby Ritchey	Horticulture	OAC and LAC
Chris Ritchey	Horticulture	OAC and LAC
Travis Russell	Horticulture	OAC and LAC
Jamie Turner	Horticulture	OAC and LAC
Randy Wiand	Horticulture	OAC and LAC
Kelli Wyles	Horticulture	OAC and LAC
Lissa Long	Horticulture	OAC and LAC

2019/20 Bus Contract Analysis

Contractor	2018/19	2019/20	Change
Carbaugh Transportation LLC	\$185,668.38	\$177,284.32	-\$8,384.06
Leidy Transportation LLC	\$304,842.39	\$292,301.46	-\$12,540.93
Total	\$490,510.77	\$469,585.78	-\$20,924.99

Each Contractor reduced 1 bus for a total of 2 reductions; annual combined miles reduced was 15,586.62. Overall the formula is also based on the age of buses, number of pupils and miles with and miles without students. Overall students increased by 27 from last years calculation basis. There were two new buses in the calculation.

The index set by the state for 2018/19 was 5.8 and is 5.91 for 2019/20. This is an increase of 1.89% for 2019/20.

The rate for late bus/van for Athletics and After School and Activity Runs is \$1.85/mile with \$9/hour layover.

Transportation Van runs for Alternative education and non public students is \$1.50/mile with any van run with less than 15 miles will have a minimum of \$25/trip.

The fuel adjustment chart will be the same for 2018/19 and 2019/20 per the transportation contract with the beginning tier at \$3.50/gallon for any fuel adjustment to be paid.

Fiscal Year	Fuel Adjustments Paid
2015/16	\$0
2016/17	\$0
2017/18 (January thru May 2018)	\$2,022.84
2018/19 (October and November 2018)	\$602.89

Job Description – Technology Assistant

Job Title: Technology Assistant

Qualifications: Associate Degree in Technology
Industry-Recognized Certification
Alternatives to the above qualifications as the Board may find appropriate and acceptable.

Reports to: Technology Director

Primary Function/General Description:

IT Assistant is responsible for the installation, operation, and maintenance of computer systems and other technologies, such as communication systems. IT assistant's duties include configuring hardware and software, setting up peripherals such as printers or routers, repairing equipment, and providing daily support for computer network users. IT assistant may work as user support, answering calls and e-mails regarding the computer support, computer network or communication systems. This position may also be responsible for writing reports, tracking inventory, evaluating new technologies, negotiating contracts with vendors, and developing contingency plans in case of network failure. IT assistant may also work in other technological specialties, such as Web design or Internet security.

Major: Responsibilities and Duties (but not limited to):

1. Demonstrates regular and consistent attendance and punctuality.
2. Provides technical support and training to staff.
3. Provide technical assistance to teachers, students and/or staff for hardware, software and peripherals.
4. Works with district staff to more effectively utilize resources and materials which promote the use of technology.
5. Assists with the development and implementation of department records/procedures.
6. Maintains inventories of computer-related hardware and software.
7. Diagnoses malfunctions and arranges procedures for the maintenance of equipment.
8. Maintains and records all computer technology repair and maintenance.
9. Evaluates technology and makes recommendations.
10. Assists in implementing the district's technology initiatives.
11. User/Email account creation/modification in Windows Active Directory environment.
12. Maintenance of phone system. (voice mail backups, extension settings, troubleshooting)
13. Maintain communication. (Users, call lists, troubleshoot)
14. Maintain records of all equipment serviced.
15. Maintains Telecor paging/clock/bell system.
16. Maintain AV equipment/connections.
17. Maintain and troubleshoot cabling systems. (Fiber optic, cat5 data, phone, coax, security video)

Job Description – Technology Assistant

18. Maintain door access system. (Change schedules as required, troubleshoot, create and update door access cards for employees)
19. Maintain security camera system. (Troubleshoot, extract video when needed)
20. Provide technical assistance and guidance to the district's faculty and staff.
21. Parent/Student/Teacher Portal maintenance. (Uploads, user accounts, etc.)
22. Assist in equipment/room set up for meetings, teleconferences and videoconferences.
23. Serve in the capacity specified in the Safe School's Crisis Response Plan in the event of a school emergency.
24. Conforms to safety standards as prescribed.
25. Perform related duties consistent with job description and assignment.
26. Perform other duties as assigned.

Position Specifications:

Physical Demands

- Frequent visits to school buildings, classrooms, and other areas on the school campus.
- Frequent travel for meetings in IU 08 service area, Central PA region, throughout PA, and PDE in Harrisburg.
- Must be able to sit, stand, and walk for intermittent/or extended periods throughout the workday with occasional twisting, bending, carrying, squatting, climbing, pushing, grasping as necessary to carry out job duties.
- Dexterity requirements range from coordinated repetitive movements of hands/fingers to operate computer to simple movements of feet/legs and torso necessary to carry out job duties and use office equipment.
- Sedentary work with occasional lifting and carrying of objects with weights of approximately ten to twenty pounds.

Sensory Abilities

- Ability to speak clearly and distinctly.
- Visual acuity to read correspondence, computer screen.
- Auditory acuity to be able to use telephone, interview job candidates, conduct staff meetings, in-service programs, and greet visitors.
- Ability to reason in drawing conclusions and making sound judgments in order to carry out the duties of the job.

Work Environment

- General office setting year round.
- Works indoors in adequate workspace, lighting, ventilation, and temperatures.
- Provided with appropriate staff assistance necessary to perform duties.
- Works with average indoor exposure to noise and stress.
- Works indoors with normal indoor exposure to dust/dirt.
- Periodically exposed to varying temperaments of employees, parents, or other visitors.

Job Description – Technology Assistant

Temperament

- Ability to work as a member of a team.
- Must be courteous and able to effectively deal with people.
- Must be cooperative, congenial and service-oriented, and promote these qualities with staff.
- Ability to work in an environment with frequent interruptions.

Cognitive Ability

- Excellent problem solving skills with client/server software, PC and networking.
- Ability to work efficiently with and provide appropriate training for employees of all classifications.
- Ability to exercise judgement as to when to act independently and when to refer situations to an administrator.
- Ability to read building designs and blueprints as they relate to technology and network requirements.
- Ability to contribute effectively to the work unit goals, objectives, and activities.
- Ability to use various methods, procedures, techniques and program languages used in implementing, maintaining, and fine-tuning hardware, software, communications and databases.
- Ability to maintain current knowledge of technology and new computer customer applications.
- Ability to access operate and maintain various software applications; ability to read, update and maintain various records and files.
- Ability to perform duties with a professional and cooperative work ethic.
- Ability to maintain confidentiality.
- Ability to work flexible hours as necessary for the efficient operation of the department.
- Must be able to speak and understand the English language in order to carry out essential function of job.
- Ability to follow written and verbal directions and give direction to others.
- Ability to complete assigned task with minimal supervision.
- Ability to pay close attention to details and concentrate on work.
- Ability to read, write and do advanced computation.
- Ability to use correct grammar, sentence structure and spelling.
- Ability to compose clear, concise sentences and paragraphs.
- Ability to organize office setting to efficiently accomplish tasks.
- Ability to work independently and make work-related decisions.
- Ability to exercise good judgment in prioritizing tasks, and directing staff.
- Ability to communicate effectively at all organizational levels.
- Ability to record, convey, and present information, and explain policies and procedures.

Specific Skills

Job Description – Technology Assistant

- Ability to operate office equipment and other job related equipment.
- Ability to use computer technology efficiently.
- Must appropriately handle confidential information
- Demonstrate an attitude toward continual self-improvement in the skills and philosophy of the job.
- Positive attitude toward the position, its duties, and its day-to-day work and interactions.

Experience Requirements:

- Proficient knowledge in Microsoft Desktop Operating systems such as Windows 7, Windows 10
- Proficient knowledge in Server Operating Systems such as Microsoft Server 2008, 2012, and 2016.
- Experience with Active Directory and DNS
- Experience with general networking equipment such as switches, routers, patch panels, and cabling
- Experience in drive mappings
- Experience in wireless technologies
- Familiar with RFC 1918 and NAT (Network Address Translation)
- Experience with desktop/workstation troubleshooting
- Experience with hardware (replacing parts on desktops, servers, or laptops)
- Experience with removing viruses, and malware

The position specifications described above are representative of those that must be met by an employee to successfully perform the major responsibilities and duties of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the major responsibilities and duties.

The information contained in this job description is for compliance with the Americans with Disabilities Act and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individual currently holding this position and additional duties may be assigned.

Terms of Employment:

As per the Technology Assistant Contract

TECHNOLOGY ASSISTANT COMPENSATION PLAN

This Compensation Plan is adopted by the Board of School Directors for the Northern Bedford County School District, located in Bedford County, Commonwealth of Pennsylvania, for the position of Technology Assistant, under the authority of the Board and its successors, and subject to the supervision of the properly authorized Superintendent:

NOW, THEREFORE, the Board determines as follows:

1. The term of this employment shall commence January 1, 2020 and end June 30, 2022.
2. The position is a 10-month position (210 day); Must work during the summer; one-week exception.
3. The Technology Assistant shall be responsible for all items within the approved job description or as directed by administration and with the guidelines established by Board policy.
4. The starting salary will be \$23,520 dollars prorated for the 19-20 FY.
5. Technology Assistant shall receive two (2) personal day and ten (10) sick days.
6. Compensation in future years will be determined by the Board based on performance and may include such additional modifications, additions, or deletions as determined by the Board in its discretion.
7. The Technology Assistant position is required to work the necessary hours to maintain the technology structure of the district as directed by the Technology Director or Superintendent, but no less than eight (8) hours per work day.
8. During the term of this employment, the parties will adhere to regulations of the Pennsylvania School Code and policies of the Northern Bedford County School District.
9. A performance evaluation shall be completed annually by the Technology Director and Superintendent.
10. Employment can be terminated by the District prior to the expiration of the Plan for unsatisfactory performance or other good cause, and none of the provisions of the Plan may be waived either orally, or in writing, except by mutual consent.

IN WITNESS WHEREOF, the parties named have hereunto set their hands and seal.

TECHNOLOGY ASSISTANT
DISTRICT

NORTHERN BEDFORD COUNTY SCHOOL

TBD DATE

BY _____
President/NBCSD School Board

(Witness) DATE

BY _____
Secretary/NBCSD School Board

School Board Minutes – August 13, 2019

The Board of Directors of the Northern Bedford County School District met on Tuesday, September 10, 2019 at 6:00 pm in Room 136 of the high school building in Loysburg, PA.

The following board members were present: David Chisholm, Steve Cottle, John Eshelman, Chad Mickle, Mike Miller, David Potchak, Tammy Reasy, Ralph Scott, Randy Wiand. Also present were Mr. Todd B. Beatty, Superintendent; Mr. Trevor Replogle, Elementary School Principal; Mr. Wayne Sherlock, Middle School Principal; Mrs. Lindsay Cherry, Special Education Supervisor; Ms. Teri Biddle, Business Manager/Board Secretary.

Public in attendance at the pre-session and/or the public session of the September 10, 2019 meeting included: Christa Albright; Hannah Miller; Christie Sweigart representing Morrisons Cove Herald; Kaitlin Grimes; Randi Koontz; Jason Musselman; Bonnie Musselman; Randy Meck; Jade Miller; Jennifer Stoltzfus; Ian Sherlock and Katie Smolen representing the Bedford Gazette.

1. Randy Wiand, Board President, called the meeting to order.
2. Mike Miller led the Pledge to the flag and prayer.
3. Roll call of the board members showed all members present.
4. Mr. Beatty, Superintendent, reviewed the agenda.
5. There were no items of communication read.
6. It was announced that the October school board meeting will be held October 8, 2019 beginning at 6 pm in the high school building Room 136.
7. Mr. Eshelman moved, seconded by Mr. Potchak, to approve the minutes from the August 13, 2019 board meeting. All members present voted "yes".
8. Mr. Miller moved, seconded by Mr. Mickle, to do the following items as a consent motion. All members present voted "yes".
 - Rescind the approval of Emily Eutin as Special Education Teacher from the August 13, 2019 meeting.
 - Approve the resignation of Hannah Drenning as Assistant Junior High Girls Basketball.
 - Approve the following as substitute support employee:

Colleen Marsella
 - Approve the following people as substitute employees provided each candidate has on file a valid teaching certificate (professional), criminal background check, child abuse history clearance, FBI fingerprinting, required health examination and TB test, and Federal form I-9.

Jessica Veverka
Colleen Marsella
Kerstin Pyle

PK - 4
Elementary Counseling
PK – 4

School Board Minutes – August 13, 2019

Bryn Keller	IU08
Brent Houpp	IU08
Theresa Sewalk	IU08
Joseph Detwiler	IU08

9. Mr. Mickle moved, seconded by Mr. Eshelman, to hire Jennifer Amick for Elementary Food Service position at \$11.40/hour. All members present voted "yes".
10. Mr. Potchak moved, seconded by Mr. Eshelman to approve retroactively to hire Lisa Clapper for the After School Aide for the secondary program beginning September 3, 2019 at the starting rate of \$11.40/hour. Mrs. Reasy abstained. Vote was 7 "yes" and Mr. Mickle voting "no".
11. Mrs. Reasy moved, seconded by Mr. Eshelman, to approve retroactively the hourly rate for substitute support staff to \$9/hour from the state minimum wage of \$7.25/hour effective with the 2019/20 school year. All members present voted "yes".
12. Mr. Mickle moved, seconded by Mr. Miller, to approve a Panther statue committee to move forward with fundraising. The fund is to be established as an Activity Fund in the High School Account. Vote was 8 "yes" and 1 "no" cast by Mr. Cottle.
13. Mr. Cottle moved, seconded by Mr. Mickle, to approve the following items in a consent motion with all members present voting "yes".

- Approve Makenzie Ford as the After School Coordinator for the Elementary program pending on all clearances. MICKLE ESHELMAN
- Approve the following substitute drivers for Carbaugh Transportation LLC.

Mary Eckenroad	Van
Brian Hinkle	Bus

- Approve the following fundraisers.

Girls Softball Boosters	Spaghetti Dinner on May 2
Elementary PTO	Texas Roadhouse

- Approve Gun Safety Situational Awareness Concepts utilizing weapons as demonstration tools to Grade 6 students.
- Approve the wood chip bid for the 2019/20 heating season to D&D Wood Sales Inc. at a cost of \$52/ton. One other bid was received from Brumbaugh Lumber LLC at \$59/ton.
- Approve an agreement with Reschini Agency Inc. for the engagement of their services in completion and compliance of the Affordable Care Act submission of 1094 and 1095 processes for the 2018/19 school year at a contracted cost of \$500/year. The fee is paid by Bedford-Somerset Health Consortium.

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- Approve a request to Bloomfield Township for school bus turn around signs to be located on Sproul Mountain Road.
- Approve transfer 10 ill days for Christa Albright.
- Approve transfer of 7 ill days for Brittany Smith.
- Recognize the first reading of the following policies and Attachments.

Policy 004	Local Board Procedures
Policy 006	Meetings
Policy 103	Nondiscrimination in School and Classroom Practices
Policy 103.1	Nondiscrimination – Qualified Students with Disabilities
Policy 104	Nondiscrimination in Employment/Contract Practices
Policy 108	Adoption of Textbooks
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Policy 210.1	Possession/Use of Asthma Inhalers/Epinephrine Auto-Injectors
Policy 220	Student Expression/Distribution and Posting Materials
Policy 222	Tobacco/Nicotine
Policy 246	School Wellness
Policy 247	Hazing
Policy 249	Bullying/Cyberbullying
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Policy 626	Federal Fiscal Compliance
Policy 704	Maintenance
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Policy 810.3	School Vehicle Drivers
Policy 818	Contracted Services
Policy 904	Public Attendance at School Events
Policy 906	Public Complaints
Policy 913	Nonschool Organizations/Groups/Individuals
Policy 918	Title I Parental Involvement

14. Mr. Eshelman moved, seconded by Mr. Mickle, to approve the following reports and invoices

School Board Minutes – August 13, 2019

Administrative Reports
Federal Programs
Athletic Report
Financial Reports and Budgetary Transfers
Approve payment of invoices

15. Meet and Greet Reception for newly hired staff for 2019/20 was held.
16. Executive session was called for the purposes of school safety with the board to not return with any further voting action.
17. Mr. Mickle moved, seconded by Mr. Cottle to adjourn the meeting at 6:45 pm.

Teri L. Biddle, Business Manager/Board Secretary

NORTHERN BEDFORD COUNTY BOARD OF SCHOOL DIRECTORS



Administrative Reports

Superintendent Administrative Report

Todd Beatty
Superintendent

Elementary School Report

Trevor Replogle
Elementary Principal

Middle School Report

Wayne Sherlock
Middle School Principal

High School Report

Michael O'Dellick
High School Principal

Athletics Report

Michael O'Dellick
High School Principal

SUPERINTENDENT

PANTHER COMMUNITY STADIUM TRACK PROJECT

The track resurfacing has been completed. The lines are set to be painted within the next two weeks. Many thanks to Eddie from the track company. As they were pressure washing the track the realized it needed to be sealed in order for the material to have a solid bond with the existing area. The project was delayed in completion for a few days, but the put sealant on the entire track surfaces with no additional costs.

CYBER SCHOOL

Representative Sonney has introduced House Bill 1897 that would require school districts to offer three different full-time options for students who wish to attend a cyber school if it were to pass. At our Bedford County Superintendents' meeting on Monday, we were told that cyber school executives are extremely concerned about the trend in Harrisburg to correct the financial disparity. We were told the idea of a cyber school would cease and they would become vendors vying for a school district's business as one of three options.

STUDENT RECOGNITION

Once again our students were recognized for their respectful behavior. Mr. O'Dellick received a phone call from a Berlin SD parent who was attending a soccer game. When the National Anthem was played prior to the soccer game, they noticed that the football team and coaches stopped what they were doing and saluted the flag. Mr. O'Dellick and I stopped in on the team Monday and let them know how the little things are a big deal. I am proud of our students!

PERKINS

Mr. O'Dellick has worked diligently on the Perkins Grant. It was "another thing" that was put on his plate. His work provides our CTC teachers with the ability to purchase equipment, tools, etc. that we may not have been able to do without the extra \$15,700 dollars.

PSER RETIREMENT CHANGES

Since the politicians have changed the retirement system for new hires, it has created additional work for Teri and Tina. It has taken a great deal of extra time for them to work through the different options and make sure all employees choose appropriately. Once again, it is "another thing" added to their plate.

SUPERINTENDENT (cont'd)

MANDATE RELIEF UPDATES

- Rep. Garth Everett introduced House Bill 163; legislation that would repeal the state Separations Act which requires the use of multiple prime contractors for school construction projects. Relieving districts of the mandate and allowing them to use single prime contractors would drastically decrease construction costs, project delays and save local taxpayer dollars -- ensuring that more resources are directed to the classroom.
- Lancaster County school and health officials on Monday expressed concerns with the cost of special education, an underfunded mandate, they say, that is increasing at an unsustainable rate. They did so at Pennsylvania's recently reconstituted special education funding commission's third public hearing at the Manheim Township School District office.

"Safety is something between your ears not something you hold in your hand."—
John Cooper

ELEMENTARY

Fire Prevention Week

Fire Prevention Week is held during the Week of October 6-12. On Tuesday, October 8 the Southern Cove Volunteer Fire Company and EMS will visit the school to share fire prevention information with our Preschool and Kindergarten students. We appreciate the time that these volunteers take to share valuable and memorable information with our youngest students.

Interim Reports

Student interim grade reports were sent home to parents on September 26. Students earning grades less than an 80% receive reports at the mid-point of each marking period. This important home/school communication provides data and suggestions to help students improve their academic achievement.

School Pictures

Individual student pictures for the elementary school are scheduled for Thursday, October 16. Make-ups are scheduled for November 20.

Red Ribbon Week

Elementary students will participate in Red Ribbon Week activities the week of October 28. One of the highlights will be when students from the high school SADD chapter provide lessons to our Little Panthers.

Response to Intervention and Instruction (RtII)

RtII meetings are scheduled for October 17 and 18. The RtII team will meet with each classroom and reading teacher to review, monitor and revise students' support programs for reading instruction.

Religious Release

Religious release time for our primary grade students began on Thursday, October 10 and will run through Thursday, November 7. Students will be transported each Thursday to the New Enterprise Church of the Brethren to receive religious instruction by volunteers organized through the Southern Cove/Yellow Creek Ministerium. Students will depart from the elementary school at 1:30 and will return by 2:30. We have 74 students in grades K-2 participating. Grades 3-5 will have their release time in the spring.

Recycling

Mr. Meck and several fifth grade students will once again be running our elementary recycling program. Recycled paper from the school is taken to the South Woodbury Township building one time each month.

FEDERAL PROGRAMS REPORT

Title I, II and IV Allocations

2018-19 Allocations Title I	\$231,044	(+\$250)
Title II	\$41,213	(+\$375)
Title IV	\$17,272	(+\$459)

Parent Workshop

A Title I Parent Workshop is being planned for the elementary school. Parents will be invited to attend a presentation about NBC's Title I Program and give input and suggestions. Invitations will be sent home with students in the near future.

Home/School Compact

Teachers shared the Home/School Compact with students and parents. This is an agreement between the school, parents, and students on how to best support the children in becoming successful students.

MIDDLE SCHOOL

Middle School Students of the Month

Grade 6	Justina Thomas	Daughter of Lorain Thomas
	Ian Bithell	Son of David and Elizabeth Bithell
Grade 7	Avery Aungst	Daughter of Kellie and Jennifer Aungst
	Xander Clark	Son of Christopher and Jamie Clark
Grade 8	Aliana Sipes	Daughter of Chris and Shalonne Sipes
	Nate Blackburn	Son of Justin and Lisa Blackburn

Red Ribbon Week

Along with the high school students, the middle school students will be participating in the Red Ribbon Week activities scheduled October 28 through November 1. Red Ribbon Week activities are organized by Mrs. Crawford and sponsored by the Students Against Destructive Decisions (SADD).

Upcoming Presentations

We have two very timely presentations on Monday, October 28. For Grade 7, we do an annual presentation on decision making in regard to alcohol, tobacco, and other drugs. This presentation is provided by Erin Reese, a Northern Bedford graduate, who is employed by Personal Solutions, Inc.

Also, the Altoona Lung Specialists are going to present the dangers of vaping, juuling, and using eCigarettes to each grade level in the middle school and high school. This information is very important for the students to hear with the rising number of health issues attributed to using these devices. Unfortunately, students are receiving incorrect information about these devices and many parents see this as a safe alternative to the use of tobacco products.

Mid-term Reports

Friday, September 20 marked the mid-point of the first marking period. Mid-term reports were sent to the parents of students for each course the student was achieving below an 80%. These reports were mailed on Thursday, September 26.

Spirit Week/Homecoming

The week of September 23 was a very busy week in the middle school beginning with the spirit week activities and homecoming parade coordinated by, Mrs. Musselman, Mrs. Cherry, Mrs. Swanseen and the varsity football cheerleaders.

MIDDLE SCHOOL (cont'd)

Upcoming Events

October 9	Dental Screenings
October 11	No School for Students—Teacher In-service
October 14	No School - Columbus Day
October 16	Work Place Safety Committee
October 18	Strawbridge Fall Pictures
October 18	Last day for Yankee Candle fundraiser
October 21	MS Faculty Meeting
October 23	End of 1 st Marking Period
October 23 & 24	JH County Chorus
October 25	PRIDE Volleyball Tournament – AM Fundraiser Reward Movie - PM
October 28	Presentation on the Dangers of Vaping, Juuling, and eCigarettes Presentation on making Good Decisions (Grade 7) Report Cards Distributed
November 11	No School - Veteran's Day

HIGH SCHOOL

Class Officers

Elections for class officers were held on Monday, September 16th. The following students were elected by their peers to represent their class:

	<u>9th Grade</u>	<u>10th Grade</u>
President	Jacob Sensenig	Clay McIlnay
VP	Evan Coffey	Damion Miller
Secretary	Lydia Ritchey	Matt Hall
Treasurer	Emilee Sherlock	Emilee Koontz
	<u>11th Grade</u>	<u>12th Grade</u>
President	Sydney Coffey	Sarah Bowser
VP	McKayla Kochara	Madison Johnson
Secretary	Bella Snyder	Heyleigh Wilkins
Treasurer	Aylisa Morral	Gabrianne Miller

Mid-term Reports

Friday, September 20th marked the mid-point of the first marking period. Mid-term reports were sent to the parents of students for each course the student was achieving below an 80%. These reports were mailed on Tuesday, September 24th.

Spirit Week/Homecoming

The week of September 23rd was a very busy week in the high school beginning with the spirit week activities and homecoming parade coordinated by Mrs. Swansen, Mrs. Kristi Musselman and the varsity football cheerleaders. The week ended with the annual dance held on Saturday, September 28th, in the high school cafeteria sponsored by the Student Council under the supervision of Mrs. Snyder, Mrs. Gartland, Mrs. Martin and Mr. Black. I would like to thank Mrs. Snyder, with the help of Mrs. Gartland and Mrs. Martin, as they were instrumental in coordinating the homecoming ceremony during the football game.

The homecoming court consisted of the following students:

Grade 9	Emilee Sherlock	Evan Coffey
Grade 10	Alexis Bollman	Brooks Snider
Grade 11	Ella Gable	Logan College
Grade 12	Veronica Griffith	Brodi Dietz
	Sarah Heck	Colby Imler
	Madison Johnson	Thad Kraucz
	Taylor Nycum	Ian Sherlock
	Kelsey Over	Kyler States
	Allie Snider	Luke Wiedemann

In pre-game ceremonies the court was announced at the Friday September 27th football game versus Bellwood. Veronica Griffith was crowned Queen and Kyler States was crowned King.

HIGH SCHOOL (cont'd)

Guidance Update

A college fair was held on Tuesday, October 1 at the Bedford Springs for any student that signed up to participate. Additionally, several college representatives have visited the school this year to meet with prospective students who are planning on furthering their high school education.

Pennsylvania Youth Survey

Our school is taking part in the 2019 Pennsylvania Youth Survey (PAYS) sponsored by the Pennsylvania Commission on Crime and Delinquency, the Pennsylvania Department of Education, and the Pennsylvania Department of Drug and Alcohol Programs. The survey will ask questions about the behaviors of students in the 6th, 8th, 10th, and 12th grades, including questions about school climate, violence, depression, bullying, and substance abuse. The information we receive will assist us and our community partners in working to prevent adolescent drug use and other problem behaviors.

Preliminary SAT®/National Merit Scholarship Qualifying Test

This year PSAT/NMSQT test is scheduled for Wednesday, October 16th during periods 1-5. This is a standardized test that provides firsthand practice for the SAT reasoning test. It also gives students a chance to enter the National Merit Scholarship Corporation scholarship programs. There are approximately 43 junior and 36 sophomore students scheduled to take the test this year.

Red Ribbon Week

Red Ribbon Week is held annually to educate our students on the dangers of substance abuse. This year, the high school will sponsor Red Ribbon Week activities October 28 through November 1. Students Against Destructive Decisions (SADD) under the direction of Mrs. Crawford will coordinate these activities. On Monday, October 28 we will have a presenter from the Altoona Lung Specialists to provide training to all students in grades six through twelve. The primary purpose of the training is to education students on the dangers of e-cigarettes and vaping.

HIGH SCHOOL (cont'd)

UPCOMING EVENTS

Oct. 11	No School—Teacher In-Service (Act 80)
Oct. 14	No School - Columbus Day
Oct. 16	PSAT – Junior & Sophomore University Prep Students (pds. 1-5)
Oct. 17	PBIS Student Summit
Oct. 18	NHS to Food Bank Fall Pictures - Strawbridge Jostens Class Ring and Graduation Orders taken during lunch periods
Oct. 23	End of first Marking Period Senior Project Completion Deadline
Oct. 25	Football – Senior Night
Oct. 28 – Nov. 1	Red Ribbon Week
Oct. 29	Current Issues Field Trip Open Heart Surgery Field Trip – A&P II students
Nov. 4	SADD Conference
Nov. 5	Faulty Meeting (129) Student PRIDE Meeting
Nov. 6	Faculty PRIDE Meeting
Nov. 7	FAFSA Completion Program (4:00-6:00pm) NHS Induction & Banquet (6:30pm)
Nov. 8	Veterans' Day Assembly (am)

ATHLETIC REPORT

Team Records

<u>SPORT</u>	<u>VARSITY</u>	<u>JV</u>	<u>Jr. HIGH</u>
Football	3-3	4-2	5-0
Volleyball	2-10	4-7	5-6
Boys' Soccer	4-7	n/a	
Girls' Soccer	3-10	n/a	7-3
Cross Country	Boys 11-0 Girls 8-3	n/a	n/a

Homecoming

Friday September 27th, the entire student body of the district enjoyed the Homecoming Pep Rally parade around the campus. The parade was organized by the Panther Football Cheerleaders. Following the introductions of the homecoming court, spirit competitions were held in Panther Community Stadium.

The football game at 7:00 pm played against Bellwood followed the crowning of the Queen, Veronica Griffith and King, Kyler States. Runners-up were Taylor Nycum and Ian Sherlock. Congratulations to all students chosen for the court. Mrs. Ashley Snyder, and Mrs. Jodi Gartland with the assistance of the Homecoming committee were the organizers for this year's events.

Senior Night

Our annual senior night recognition for the football team, band, and cheerleaders will be Friday, October 25th versus Glendale. The senior participants in these activities and their parents will be recognized prior to the game.

SPECIAL RECOGNITION

On September 28th the Cross Country team competed at the Carlisle Invitational. The team finished 18th out of the 54 predominately AA and AAA teams. Senior Ian Sherlock crossed the finish line in second place with junior Ian Zimmerman fifth in the field of 372 runners.