



PASBO Board of Directors Meeting

Friday, January 26, 2024

8:30 a.m.

PASBO Office

MEETING MINUTES

1. **CALL TO ORDER**, Jeff Mummert, PCSBA, President—8:30 a.m.
President Mummert called the meeting to order at 8:28am
2. **APPOINTMENT OF SECRETARY**, Jeff Mummert, PCSBA, President—8:31 a.m.
 - a. *Action Item: Approval of Diane Richards, PCSBA, CPA, Immediate Past President, to serve as board secretary for the January 26, 2024, board of directors meeting. Motion made by Sam Kirk and seconded by Matt Shields*
3. **ROLL CALL**, Diane Richards, PCSBA, CPA, Immediate Past President—8:32 a.m.
 - President Mummert
 - President-Elect Ciaciulli--Absent
 - Vice President Pawling
 - Immediate Past President Richards
 - Director Kirk
 - Director Reger
 - Director Stabile
 - Director Jaffee
 - Director Scott--Absent
 - Director Cooney
 - Director Shields
 - Director Todd*All Directors present, except for President-Elect Ciaciulli and Director Scott*
4. **APPROVAL OF AGENDA**, Jeff Mummert, PCSBA, President—8:33 a.m.
 - a. *Action Item: Approval of the agenda for the January 26, 2024 board of directors meeting. Motion made by Mike Stabile and seconded by Sherri Jaffe*
5. **NOMINATIONS & ELECTIONS COMMITTEE REPORT**, Diane Richards, PCSBA, CPA Immediate Past President—8:35 a.m.
 - Update on 2024 PASBO elections
 - Virtual meeting with all candidates
 - Candidate information published in January 2024 *PASBO Report*
 - Voting booth schedule being developed

- Filling of the director vacancy
 - Review of process—Hannah Barrick
 - Review of eligible candidates
 - [Brian Borosh, PCSBO](#)
 - [Tracey Kerr](#)
 - [Craig Neiman, PCSBA](#)
 - [Bob Reger, PCSBA](#)
 - [Dr. Jeremy Sawicki, PCSBA](#)
 - [Brandy Smith, PCSBA](#)
 - [Jill Spence, PCSBO](#)
 - [Randy S. Williams, Sr., PCSBA, PCSTP](#)
 - Conduct secret ballot process
 - Discuss process of notifying elected candidate, PASBO membership, etc.
 - *Action Item: Approve elected candidate, Bob Reger, to serve on the PASBO Board of Directors through June 30, 2025.*
 - *Motion made by Matt Shields and seconded by Mike Stabile*

It was decided to look at Policy 300 for potential board opening for director and suggest some changes such as a vacancy can only be for a period of 3 months without action taken by the Board.

6. AWARDS COMMITTEE REPORT, Amy Todd, PCSBA—9:35 a.m.

- a. Report on PASBO Award review process
- b. School Business Impact Award
 - **Recommendation:** Present the 2024 School Business Impact Award to Upper St. Clair School District for their application titled: BOLT (Building Operations Leadership Team): Tangible Impact of a Student-Centered Operating Model Focused on Proactive Prevention
 - *Action Item: Approve Awards Committee recommendation to present the 2024 School Business Impact Award to Upper St. Clair School District.*
Motion made by Amy Todd and seconded by Brian Pawling
- c. Award of Excellence in School Food Service Operations
 - **Recommendation:** Present the Award of Excellence in School Food Service Operations to the following:
 1. South Fayette Township School District
 2. Tulpehocken Area School District
 - *Action Item: Approve the committee recommendations to present the 2024 Award of Excellence in School Food Service Operations to the recipients listed above.*
Motion made by Amy Todd and seconded by Sam Kirk
- d. Awards of Excellence in Transportation

- **Recommendation:** Present the Award of Excellence in School Transportation Operations to North Penn School District.
 - *Action Item: Approve the committee recommendations to present the 2024 Award of Excellence in School Transportation Operations to North Penn School District.*
- Motion made by Sam Kirk and seconded by Sherri Jaffe*

7. GARY REESER MEMORIAL AWARD COMMITTEE, Kathy Ciaciulli, PCSBA, President-Elect, 10:00 a.m./Brian Pawling did in Kathy's absence

- a. Report on Reeser Award review process
- b. **Recommendation:** Approve recommendations of the Gary Reeser Memorial Award Committee to award to recipients at the Annual Conference.
- c. *Action Item: Approve recommendations of the Gary Reeser Memorial Award Committee.*

Motion made by Mike Stabile and seconded by Matt Shields

8. ANNUAL CONFERENCE REPORT, Brian Pawling, PCSBA, Vice President—10:15 a.m.

- a. Registration, exhibitor, and sponsorship progress
- b. Tuesday night event: [Cocoa Packs](#)
- c. Program update
- d. Board schedule, scripts forthcoming

9. EXECUTIVE DIRECTOR'S REPORT, Hannah Barrick—10:45a.m.

- a. Staffing update
- b. Operations update (building, AMS, etc.)
- c. [Sponsorship program update](#)
- d. [PETE&C update](#)
- e. Legislative update (BEFC reports, budget, etc.)
 - [BEFC Majority report](#)
 - [BEFC Minority report](#)

10. MENTORSHIP PROGRAM DISCUSSION, Bob Reger, PCSBA—11:15 a.m.

- a. Final Mentoring guide developed and will be distributed, sessions being offered at conference. Assessment checklist of items to cover in different areas. Forms to become involved. Training being offered for mentor (hour session).

11. PRESIDENT'S REPORT, Jeff Mummert, PCSBA, President—11:45 a.m.

12. CONSENT ACTION ITEMS—11:55 p.m.

- a. *Action Item: Approval of [Minutes of November 2023 Board of Directors meeting](#)*
- b. *Action Item: Approval of [Treasurer's Report](#)*
- c. *Action Item: Approval of [Membership Report](#)*
- d. *Action Item: Approval of [Interim Services Report](#)*

- e. Action Item: Approval of [Professional Development Report](#)
 - f. Action Item: Approval of [Professional Certification Report](#)
- Motion made by Amy Todd and seconded by Brian Pawling*

13. ADJOURNMENT

Motion made by Mike Stabile and seconded by Sam Kirk