



PASBO Board of Directors Meeting

Friday, January 24, 2025

8:30 a.m., PASBO Office

MEETING SUMMARY

1. CALL TO ORDER, Kathy Ciaciulli, PCSBA, President at 8:31 am

2. ROLL CALL, Bobbi Billman, PASBO

The following board members were present:

- President Ciaciulli
- President-Elect Pawling
- Vice President Kirk
- Immediate Past President Mummert
- Director Cooney
- Director Shields
- Director Todd
- Director McCoy
- Director Meiser

The following board members were absent:

- Director Jaffee - absent
- Director Reger - absent
- Director Scott - absent
- Director Campolongo - absent

3. APPROVAL OF AGENDA, Kathy Ciaciulli, PCSBA, President

- a. *Action Item: Approval of the agenda for the January 24, 2025 board of directors meeting.* Motion by Amy Todd, second by Bill Meiser; motion passed

4. REVIEW OF BOARD NORMS, Kathy Ciaciulli, PCSBA, President

- a. Board norms were reviewed: [2024-25 PASBO Board of Directors Norms](#)

5. STRATEGIC DISCUSSION: SBO Pipeline Challenges – Hannah Barrick provided an overview of where we are now with the SBO pipeline work and noted the challenges that lay ahead. The group engaged in small group discussion and discussed ideas as a large group. Next steps will be for PASBO staff to review and for conversation to continue in April.

6. BYLAWS COMMITTEE REPORT, Jeff Mummert, PCSBA, Immediate Past President

- a. Review of [proposed Bylaws changes](#)
- b. *Action Item: Approve proposed bylaws changes to be presented to the membership at the Annual Conference* – Motion by Matt Shields, second by Brian Cooney; motion passed
- c. Review of process for bylaws changes

7. AWARDS COMMITTEE REPORT, Amy Todd, PCSBA, Director

- a. Report on PASBO Award Committee review process
- b. School Business Impact Award Recommendation: Present the 2025 School Business Impact Award to Brandywine Heights School District for their submission: Feeding Futures: Brandywine Heights' First Grab & Go Summer Meal Program Serves Over 22,000 Student Meals
- c. *Action Item: Approve Awards Committee recommendation to present the 2025 School Business Impact Award to Brandywine Heights School District* – Motion by Sam Kirk, second by Brian Pawling; motion passed

8. GARY REESER MEMORIAL AWARD COMMITTEE, Brian Pawling, PCSBA, President-Elect

- a. Report on Reeser Award Committee review process
- b. Recommendation: Approve recommendation of the Gary Reeser Memorial Award Committee for the 2025 Gary Reeser Memorial Award Recipient
- c. *Action Item: Approve recommendation of the Gary Reeser Memorial Award Committee* – Motion by Amy Todd, second by Jeff Mummert; motion passed

9. AUDIT REVIEW COMMITTEE REPORT, Brian Pawling, PCSBA, President-Elect

- a. Review of 2023-24 independent auditor's report
 - [Audit Report](#)
 - [Audit Letter](#)
- b. *Action Item: Approve independent auditors report for 2023-24* – Motion by Bill Meiser, second by Sam Kirk; motion passed

10. NOMINATIONS & ELECTIONS COMMITTEE REPORT, Jeff Mummert, PCSBA, Immediate Past President

- a. An update on 2025 PASBO elections was provided, including the meeting with candidates, information published in *PASBO Report*, and the development of the voting booth schedule.

11. ANNUAL CONFERENCE REPORT, Sam Kirk, PCSBA, Vice President

- a. Rebecca Odotei provided an update on Annual Conference planning and preparations.

12. EXECUTIVE DIRECTOR'S REPORT, Hannah Barrick, PASBO

- a. Hannah Barrick reviewed the 2025-26 PASBO budget process and timeline and provided a brief update on the upcoming PETE&C Conference.
 - [2025 PETE&C report](#)

13. PRESIDENT'S REPORT, Kathy Ciaciulli, PCSBA, President

- a. Committee Chair reports - none
- b. Board comments/concerns - none

14. CONSENT ACTION ITEMS

- a. Action Item: Approval of [Minutes of November 2024 Board of Directors meeting](#)
- b. Action Item: Approval of [Treasurer's Report](#)
- c. Action Item: Approval of [Membership Report](#)
- d. Action Item: Approval of [Professional Development Report](#)
- e. Action Item: Approval of [Professional Certification Report](#)
- f. Action Item: Approval of [Sponsorship Report](#)
- g. Action Item: Approval of [Mentorship Report](#)
- h. Action Item: Approval of [Interim and Consulting Report](#)
- i. Action Item: Approval of 2025 Awards of Excellence in School Facilities as recommended:
 - Donegal SD (Gold Award)
 - Owen J. Roberts SD (Gold Award)
 - West Chester Area SD (Gold Award)
- j. Action Item: Approval of 2025 Award of Excellence in School Pupil Transportation as recommended:
 - Pennsbury SD

Motion to approve all consent agenda items by Jeff Mummert, second by Bill Meiser, motion passed

15. ADJOURNMENT at 12:17 pm