

# BOARD OF SCHOOL DIRECTORS

SEPTEMBER 9, 2019

## APPROVED MINUTES

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### 1. Pledge of Allegiance

#### Minutes

The West Perry School District Board of School Directors met on Monday, September 9, 2019 in the West Perry High School Auditorium. The Board met in executive session prior to the start of the regular meeting for legal and personnel matters. President Charles Thiemann called the meeting to order at 7:30 PM. The meeting opened with Board members and audience members standing and reciting the Pledge of Allegiance.

### 2. Roll Call

#### Minutes

Mrs. Adams - Here

Mr. Boose - Absent

Mrs. Dell - Here

Mrs. Fry - Here

Mrs. Rice - Here

Mr. Sheffer - Here

Mrs. Smiley - Here

Mr. Thiemann - Here

Mr. Wagner - Here

Members present: 8 Members absent: 1( Boose )

Others present: Mr. Zula, Dr. Snyder, Stevie Jo Davis, Karen Sheaffer, Lenny Jumper, Lucas Clouse, Chris Young, Steve White, Chris Rahn, Paula Jones, Renee LeDonne, Kevin Deane, Stephanie States, Scott Kelley, Luke Roman-PCT, 8-10 students/teachers/parents.

### 3. Superintendent's Report

#### Minutes

Mr. Zula reported on the following:

1. PCCD Safety Grant opened for the 2019-2020 school year: The grant is broken into two specific grants for the upcoming school year. Part A is a guarantee of \$40,000.00 for West Perry. Part B is a competitive grant with a cap of \$450,000.00. Both deadlines are November 4th.
2. Perry County Health Coalition and the United Way: They would like to fund a Community Health Worker to assist school teams in finding services for students outside of school. Some of the services they will help provide are finding food, clothing, medical care, etc. This would be a free service to the district.
3. Loysville Village Sewer project is on the September 16th Committee of the Whole agenda to discuss the submitted plans.
4. All buildings had a great opening to the school year. Thanked all district staff for their part in making sure the school year opened smoothly.
5. Middle School/High School Dismissal: Thanked Ms. LeDonne, Mr. Rahn, and their staff for a great transition. Parent pick-up is going smoothly in the new location.

### 4. Special Presentations

#### Minutes

1. Staff Spotlight - Mr. Jumper spotlighted Diana Shunk, Maintenance secretary. Mr. Jumper noted that Diana is also the Transportation secretary and makes sure things run smoothly in both departments. Mr. Jumper thanked Diana for all she does for not only Maintenance, but for the Transportation department.

2. Building Principal Presentations:

Mr. Young shared information on the changes to the drop-off and pick-up procedures for the vans and for parents this year; turnout at orientation and open house was great; the building leadership team revised and refreshed Blain's Schoolwide Behavior Plan with an emphasis on proactive approaches regarding student

behavior rather than reactive; focus on safety (drills, crisis plan, evacuation and reunification plans, and Ident-a-kid); Smore Newsletters twice a month: beginning of the month will focus on building information and the middle of the month will focus on Character Education traits; there are social media outlets to keep parents and the community informed on what is happening at Blain Elementary.

Mr. White shared information on the new procedures for bus dismissal and parent pick-up at Carroll Elementary; great turnout at orientation and open house; teachers are implementing a new program called Responsive Classroom and are noticing an increase in positive attitudes and interactions among the students; focus on safety (drills, crisis plan, Ident-a-kid, building checks); using the Seesaw application in all classrooms; Smore Newsletter and social media outlets to inform parents and community members on what is taking place at Carroll Elementary.

Mr. Clouse shared a presentation and pictures of PTO sponsored events, positive messages that were waiting for students the first day of school; activities that are taking place in the classrooms daily; New Bloomfield will be using the app Bloomz this year to keep parents/guardians informed on what is taking place in their child/children's classroom; focusing on safety; shared information on the importance of regular attendance at school and how excessive absences can affect students in multiple ways.

Ms. LeDonne shared information on upcoming events that middle school students will be participating in: September 19th is Walk with a Vet for the 8th grade; October 9th the middle school and high school REACH student will attend the Renaissance Faire with Mr. Dittmer; October 17th the 8th grade will visit Cumberland-Perry Area Vocational Technical School; November 14th or 15th The Giver (HACC) will be presented to the 6th grade.

Mr. Rahn thanked the Board for all their support on the high school construction project; shared a presentation on the Keystone Exams which included information on Keystone Proficiency Pathway, Keystone Composite Pathway, Alternate Assessment Pathway, Evidence Based Pathway and CTE Pathway.

## 5. Recognition of Visitors

### Minutes

1. West Perry Education Association: Mrs. Dittmer had nothing to report.
2. West Perry Education Support Professional Association: No one present
3. Other:

Kristen Rush - After hour entry: Mrs. Rush noted youth wrestling uses the middle school and high school building for after hour practices. The former president, who was an employee, is no longer helping with the club and Kristen wanted information on what forms needed to be completed to use these facilities.

Mr. Thiemann noted a Facilities Usage form would need to be completed and given to the building principal and Mr. Jumper.

## 6. Approval of Minutes

### Minutes

Mrs. Fry moved, seconded by Mrs. Rice, to approve the minutes of the August 12, 2019 and August 19, 2019 Board meetings as presented.

All members present voted in the affirmative. Motion carried: 8 Yes 0 No

## 7. Board Committee Reports

### Minutes

A. Capital Area Intermediate Unit: Mrs. Rice reported the CAIU met on August 22nd; was a very busy summer with transitions; building and technology upgrades were made; auditors are coming; still need around 10 new employees; administration and board are reaching out to the staff to give positive feedback; potential program changes; career pathways.

B. Cumberland-Perry Area Vocational Technical School: Mrs. Rice reported Vo-Tech met on August 26th; new health professional program is up and running; Automation, Robotics and Electronics program is in its second year and the number of students taking this program is growing; added 10 seats to some different classrooms; performance report on the programs offered at Vo-Tech was completed; teaching staff went out to their occupational advisory committee partners and toured their plants to get a perspective of what the students need to become productive employees.

C. Harrisburg Area Community College: Mrs. Dell had nothing to report.

D. Pennsylvania School Boards Association: Mrs. Dell reported PA has a lot of platform items that will be voted on in October; more talk recently about the reauthorization of the former committee to address special education funding; sign onto PSBA's website and participate in the trainings; these trainings are mandatory for Board members starting in December; new Board members must complete five hours of training.

E. Athletic Committee: The next athletic committee meeting will be November 21st.

F. President's Report: Mr. Thiemann noted that the monthly Board meetings have now been moved to the high school auditorium; this allows more space for special building presentations that involves large groups of students and parents; the order of the agenda items has been reorganized to allow students to attend the Board meetings but be able to leave before it gets late; very smooth start to the school year; no major transportation issues have been reported to the board.

## 8. Treasurer's Report

### Minutes

Mrs. Smiley received and reviewed the reports from Mrs. Davis on Thursday, September 5, 2019.

As of the end of August 2019:

Total revenue balance is approximately \$29.6 million

Total revenue in this period was \$8,631,871.07

Year to date revenue is approximately \$11,603,765.97

We have received 28.18% of our budgeted revenue, whereas by the end of August, 2018 we had received 32.83%.

Total expenditures this period is approximately \$4.7 million

Year to date expenditures are approximately \$5.7 million

By the end of August, we disbursed 17.56% of budgeted expenses, whereas by the end of August, 2018 we disbursed 11.15%

## 9. Approval of Bills

### Minutes

Mr. Sheffer moved, seconded by Mr. Wagner, to approve the regular monthly bills from August 1, 2019 to August 31, 2019 as presented.

All members present voted in the affirmative. Motion carried: 8 Yes 0 No

## 10. New Business

### Minutes

Mrs. Adams moved, seconded by Mrs. Smiley, to approve New Business items 1-3:

1. Election of PSBA Officers:

a. President Elect (one-year term):

- Art Levinowitz, Upper Dublin School District (Montgomery Co.)

b. Vice President (one-year term):

- David Hein, Parkland School District (Lehigh Co.)

c. Central At Large:

- Julie Preston, Northern Tioga School District (Tioga Co.)

d. Section 7 Advisor:

- Tricia Steiner, Derry Township School District (Dauphin Co.)

e. Trustee (term ends December 31, 2022) Choose up to two candidates for a 3-year term

- Kathy Swope, Lewisburg Area School District
- Mark B. Miller, Centennial School District

f. PSBA School Board Secretaries Forum Steering Committee (term ends December 31, 2021) Choose up to three incumbents for a 2-year term

- Bethanne Zeigler - Shikellamy School District
- Crystal Mance - Cheltenham Township School District

- Jaime Lynn Zimerofsky - Schuylkill Intermediate Unit 29 and Schuylkill Technology Center
  - Jennifer Davidson - Manheim Township School District
2. The Administration is recommending approval of the 2019-2020 Transportation Bus/Van Routes.
3. The Administration is recommending approval of the Operation and Maintenance agreement between the Capital Area Intermediate Unit (CAIU) and the West Perry School District for district classroom space for instructional purposes in the Early Intervention (EI) and PreSchool Program for the 2019-2020 school year. All members present voted in the affirmative. Motion carried: 8 Yes 0 No

## 11. Personnel Items

### a. Resignation

#### Minutes

1. Mrs. Rice moved, seconded by Mr. Sheffer, to approve Employee 001048, Carroll Elementary, Fourth Grade Teacher, resignation effective August 23, 2019.

All members present voted in the affirmative. Motion carried: 8 Yes 0 No

### b. Leave of Absence

#### Minutes

1. Mrs. Rice moved, seconded by Mrs. Adams, to approve an unpaid leave of absence for employee 303747 to be taken Monday, September 9, 2019 and Tuesday, September 10, 2019. Employee 303747 will be using two personal days on Thursday, September 5, 2019 and Friday, September 6, 2019 in conjunction with this leave.

All members present voted in the affirmative. Motion carried: 8 Yes 0 No

### c. Tenure

#### Minutes

1. Mrs. Smiley moved, seconded by Mrs. Dell, to approve the following teachers be awarded tenure:

- Sarah Rice - Blain Elementary
- BobbiJo Zeigler - New Bloomfield Elementary

All members present voted in the affirmative. Motion carried: 8 Yes 0 No

### d. Employment - All Pending Receipt of Required Documentation

#### Minutes

Mr. Sheffer moved, seconded by Mrs. Fry, to approve Employment items 1-2:

1. The Administration is recommending approval of the following as New Teacher Mentors. Each mentor will be paid a stipend of \$275.00 per year for each teacher. New teachers will be mentored for two years, tenured teachers and non-teaching professionals new to West Perry will be mentored for one year:

- Blain Elementary - Elizabeth Stone and Melinda Weller
- Carroll Elementary - Stephanie Saylor
- New Bloomfield Elementary - Lisa Kennedy
- West Perry Middle School - Brooke Dyer
- West Perry High School - Cristen Urich

2. The Administration is recommending the following staff be approved as Building Technology Representatives for the 2019-2020 school year (2019-2020 Co-Curricular Salaries, Item 11.e.8 of the June 10, 2019 Board agenda):

- Abbey Ebersole - Blain Elementary: Stipend \$350.00
- David Morning - Carroll Elementary: Stipend \$350.00
- Daniel Palopoli - New Bloomfield Elementary: Stipend \$350.00
- Robert Sheaffer - West Perry Middle School: Stipend \$350.00
- Michael Eddy - West Perry Middle School: Stipend \$350.00
- Mark Easterday - West Perry High School: Stipend \$350.00
- Bill Armstrong - West Perry High School: Stipend \$350.00

All members present voted in the affirmative. Motion carried: 8 Yes 0 No

## 12. Education

### Minutes

1. Federal Programs Update: Dr. Snyder had nothing new to report.
2. Mrs. Rice moved, seconded by Mrs. Adams, to approve the Agreement for Title I NonPublic Programs and Services between the Capital Area Intermediate Unit (CAIU) and West Perry School District for the 2019-2020 school year.  
All members present voted in the affirmative. Motion carried: 8 Yes 0 No

## 13. Fiscal

### Minutes

- Mr. Wagner moved, seconded by Mrs. Adams, to approve Fiscal items 1-3:
1. The Administration is recommending approval of the Permanent Exoneration list for the 2019-2020 school year.
  2. The Administration is recommending unused/unwanted equipment-furniture at Blain Elementary be declared surplus.
  3. The Administration is recommending unused/unwanted books at Carroll Elementary be declared surplus.  
All members present voted in the affirmative. Motion carried 8 Yes 0 No
  4. The Administration and Board acknowledged and thanked Mr. and Mrs. Carl Myers for the donation of a spirit flag and pole to enhance school spirit at athletic functions. The cost of the spirit flag and pole was \$458.75. Informational item only, no action required.
- The Board appreciates all donations, which help support the programs of our students.

## 14. Adjournment

### Minutes

With no further business to discuss, Mrs. Smiley moved, seconded by Mr. Wagner, to adjourn the regular meeting.  
All members present voted in the affirmative. Motion carried: 8 Yes 0 No  
The meeting adjourned at 8:56 PM  
Respectfully submitted,

Stevie Jo Davis  
Board Secretary