

BOARD OF SCHOOL DIRECTORS

OCTOBER 14, 2019

APPROVED MINUTES



1. Pledge of Allegiance

Minutes

The West Perry School District Board of School Directors met on Monday, October 14, 2019 in the West Perry High School Auditorium. The Board met in executive session prior to the start of the regular meeting and toured the high school. President Charles Thiemann called the meeting to order at 7:34 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 - Here

Mrs. Dell - Here

Mrs. Fry - Absent

Mrs. Rice - Here

Mr. Sheffer - Here

Mrs. Smiley - Here

Mr. Thiemann - Here

Mr. Wagner - Absent

Members present: 7 Members Absent: 2 (Fry, Wagner)

Others present: Mr. Zula, Dr. Snyder, Stevie Jo Davis, Karen Sheaffer, Renee LeDonne, Stephanie States, Lucas Clouse, Steve White, Chris Young, Kevin Deane, Liz Derr, Luke Roman-PCT, Lenny Jumper, Chris Rahn, Paula Jones, 30-35 students/parents/teachers.

3. Superintendent's Report

Minutes

Mr. Zula reported on the following:

1. Professional Development Day - Each Building facilitated many activities for their staff today i.e. interpreting CDT data, Eureka Math, Responsive Classrooms, Writers Workshop, and TDA's, etc.

2. Perry County Chamber of Commerce - Thursday, October 10th the Perry County Superintendents and HS guidance Counselors met with the Chamber to discuss expanding opportunities for HS students in local career fields.

3. Safety - Speed bumps were installed on the back road and it has greatly reduced the speeding. I would like to thank maintenance for their assistance.

4. Act 178 - Safety drills are being conducted with emergency personnel across the school district. I would like to thank the emergency personnel that are giving up their time to come and help our staff keep our students safe.

5. ESS - Fill rate at the elementary schools is much lower than the Middle and High Schools. Even though the amount of subs has increased, the days that people have taken off has also increased. We are going to add a daily sub at Blain. This sub is in the contract for \$110/day.

4. Special Presentations

Minutes

1. West Perry High School Baseball Team - Spring 2020 Field Trip to Williamsburg, VA (March 6, 2020 to March 11, 2020)

West Perry baseball players Aidan Zerby, Kaden Robinson, Dylan Reisinger, Nick Fulton, Quinn Dum, and Jonathan Lentvorsky gave the Board members a presentation on the educational and team-building benefits they receive while on the trip to Williamsburg, VA. Each member shared daily itinerary and what is expected and required by each player. They also shared a photo album from last year's trip for the Board members to review. The baseball team expressed their appreciation to the Board for approving this trip in past years and asked for the Boards approval for the Spring 2020 trip.

Mrs. Dell moved, seconded by Mrs. Adams, to approve the Spring 2020 Field Trip to Williamsburg, VA from March 6, 2020 to March 11, 2020.

All members present voted in the affirmative. Motion carried: 7 Yes 0 No

2. Student/Staff Spotlight: Mr. Rahn spotlighted Mr. Currili, Mrs. Urich, Mr. Kembring, Mr. Weibley, and the students who attended the STEM Camp this summer. Mr. Rahn noted the school received a grant last year, which allowed the four staff members to attend training at NASA's Goddard Space Center, which in turn, allowed the district to run a STEM Camp this past summer at New Bloomfield Elementary. Mr. Rahn thanked the staff members for giving up their time to run the camp and thanked the students who came to the camp. Each student and instructor received a spotlight certificate.

3. Building Principal Presentations

West Perry Middle School: Ms. LeDonne noted the first middle school dance is this Friday from 3-5 PM; invited each Board member to come and see what a middle school dance is all about.

West Perry High School: Mr. Rahn noted a homecoming pep rally, homecoming football game, and homecoming dance took place last week. The homecoming dance was very well attended.

Blain Elementary: Mr. Young noted grandparents' day would change a little this year at Blain with new safety and security measures. Blain will hold "Goodies with Grandparents".

New Bloomfield Elementary: Mr. Clouse noted attendance is at 96% right now for this school year.

Carroll Elementary: Mr. White noted staff completed responsive classroom training today.

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: Ally Schlegel- Students of WPHS: Suggested adding changing stations at the stadium bathrooms and the main floor outside of the high school gym.

Mr. Thiemann asked Mr. Jumper if during the high school project, was there a changing station added to the family bathroom outside of the gym. Mr. Jumper noted there was a changing station added to the new family bathroom outside of the gym area.

Mr. Thiemann thanked Ally for bringing this to their attention. The Board will need to look into it to make sure there are no code issues and would get back to the high school to let her know what the Board found out.

6. Approval of Minutes

Minutes

Mr. Boose moved, seconded by Mrs. Smiley, to approve the minutes of the September 9, 2019 and September 16, 2019 Board meetings as presented.

All members present voted in the affirmative. Motion carried: 7 Yes 0 No

7. Board Committee Reports

Minutes

A. Capital Area Intermediate Unit: Mrs. Rice reported the CAIU met on September 26th; Board spotlight was on Board Relationship Building; the importance of relationship building and how it results in increased engagement, improved teamwork/collaboration, improved moral, and employee retention; audits are going on right now; normal meeting for business items.

B. Cumberland-Perry Area Vocational Technical School: Mrs. Rice reported the Vo-Tech met on September 26th; presentation from a Vo-Tech student in the ECM (Electrical, Construction, and Maintenance) Program, the student was from Big Spring School District; he is in the apprenticeship program and works on co-op; sponsorship opportunity with The Goodwill Keystone Area; looking to do renovations to the former cafeteria area in the future.

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

D. Pennsylvania School Boards Association: Mrs. Dell reported the PSBA conference is taking place the end of this week; concerned about equity in education funding; vaping concerns among all students; reminded Board members they need to sign up for the PSBA trainings.

E. Athletic Committee: Nothing to report.

F. President's Report: Mr. Thiemann reported the start to the school year has been very smooth and no issues; thanked the administrative team for all their hard work; asked the high school students present about their thoughts to the improvements that were completed during the construction project. Students noted they like the new cafeteria style, and said the renovations make it look like a small university and not like a high school.

Mr. Thiemann also noted the finance committee met before the meeting and there was a question concerning the timeline for the budget process. The preliminary budget would need to be approved a month earlier (January) instead of February. If going for the exceptions, the Board would need to approve the preliminary budget in January. Ask if the Board members had any thoughts on this process:

Mrs. Dell noted she felt the whole Board should discuss this; she feels it would be better to go through the whole budget timeline process before the budget is presented to the whole Board.

Stevie noted she would need to present the preliminary budget to the Board at the December 2nd Reorganization meeting. This is if the Board is going to file for exceptions.

Mr. Thiemann noted new Board members coming in would need to vote on a \$40 million budget as one of their first actions as a Board member.

Mrs. Rice does not want the community or anyone who looks at that budget, to perceive that the board is hiding anything.

8. Treasurer's Report

Minutes

Mrs. Smiley received and reviewed the reports from Mrs. Davis on Thursday, October 3, 2019.

As of the end of September, 2019:

Total revenue balance is approximately \$24.1 million

Total revenue in this period was \$5,424,865.33

Year to date revenue is approximately \$17,032,748.94

We have received 41.37% of our budgeted revenue, whereas by the end of September, 2018 we had received 38.72%.

Total expenditures this period is approximately \$2 million

Year to date expenditures are approximately \$7.7 million

By the end of September, we disbursed 22.30% of budgeted expenses, whereas by the end of September, 2018 we disbursed 15.75%

9. Approval of Bills

Minutes

Mr. Boose moved, seconded by Mr. Sheffer, to approve the regular monthly bills from September 1, 2019 to September 30, 2019.

Mrs. Dell asked questions concerning the following checks:

Page 4; Check #108956 for \$2,894.40; payable to Carolina Biological Supply Company for Hot Plates: Mrs. Dell asked which building the hot plates were for.

Mrs. Davis noted they were for the high school.

Page 5; Check #108964 for \$3,159.43; payable to Flinn Scientific Inc. for Electronic Balances: Mrs. Dell asked if the high school needed additional balances.

Mrs. Davis asked Mr. Rahn if he could answer Mrs. Dell's questions. Mr. Rahn noted he would need to look into those purchase orders.

All members present voted in the affirmative. Motion carried: 7 Yes 0 No

10. New Business

Minutes

Mr. Boose moved, seconded by Mrs. Adams, to approve New Business items 1-6:

1. The Administration is recommending approval of the Deed of Easement between Loysville Village Municipal Authority and the West Perry School District for the Wastewater Treatment Plant project.

2. The Administration is recommending approval of the contract between Pennsylvania School Boards Association (PSBA) and the West Perry School District to provide professional consultation and clerical services in the amount of \$3,800.00.
3. The Administration is recommending approval of the Memorandum of Understanding (MOU) between New Bloomfield Ward of the Church of Jesus Christ of Latter Day Saints and West Perry School District to use this facility in the event an immediate evacuation of the New Bloomfield Elementary campus.
4. 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 Autism Support program for the 2019-2020 school year.
5. The Administration is recommending approval of the Authorized Provider License Agreement between The American National Red Cross and the West Perry School District for the purpose of licensing Red Cross training materials and curriculum in order to permit district employees, who are Red Cross certified instructors, to deliver training courses to district employees.
6. The Administration is recommending approval of the constitution and by-laws for the FBLA (Future Business Leaders of America) beginning the 2019-2020 school year. Ms. Amanda Rothrock, Business Education Teacher, will be the advisor for this club.
All members present voted in the affirmative. Motion carried: 7 Yes 0 No

11. Personnel Items

a. Resignation

Minutes

Mr. Boose moved, seconded by Mr. Sheffer, to approve Resignation items 1-2:

1. Employee 000825, West Perry High School, Mathematics Teacher, resignation due to retirement, effective the end of the 2019-2020 school year.
2. Employee 013300, Blain Elementary, Custodian-Evening, resignation due to retirement, effective November 22, 2019.

All members present voted in the affirmative. Motion carried: 7 Yes 0 No

b. Leave of Absence

Minutes

Mr. Sheffer moved, seconded by Mrs. Smiley, to approve Leave of Absence items 1-3:

1. The Administration is recommending a paid leave of absence for employee 304867 from approximately October 21, 2019 through approximately November 20, 2019 to be followed by an unpaid leave of absence from approximately November 21, 2019 through January 31, 2020. Employee 304867 has met all requirements for said leave in accordance with the agreement between West Perry School District and the West Perry Education Association.
2. The Administration is recommending a paid leave of absence for employee 300985 from approximately January 28, 2020 through approximately February 28, 2020, if available. Family Medical Leave (FMLA) benefits will run concurrent with paid leave, after which time the employee will continue FMLA unpaid leave until approximately May 1, 2020, days thereafter per article 5.11 of the West Perry Education Association negotiated agreement. Employee has met all requirements for said leave.
3. The Administration is recommending an unpaid leave of absence for employee 012887 for Monday, November 18, 2019. Employee 012887 will be using four personal days from Tuesday, November 12, 2019 through Friday, November 15, 2019 in conjunction with the leave.

All members present voted in the affirmative. Motion carried: 7 Yes 0 No

c. Employment - All Pending Receipt of Required Documentation

Minutes

Mr. Boose moved, seconded by Mrs. Adams, to approve Employment items 1-5:

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

- Charles Kembring - Business, STEM
- Jody Frey – Science
- Lindsay Ewing - Foreign Language
- Roger Austin – HPE
- Harold Weaver - Social Studies
- Joseph Cirulli – Math
- Nathan Grippin – English
- Jeff Sims - Fine Arts K-12
- Mandy Zeigler – Counselors
- Lindsay Anderson – Counselors
- April Amos - Counselors

2. 2019-2020 West Perry High School Club Advisors (2019-2020 Co-Curricular Salaries, Item 11.e.8 of the June 10, 2019 Board agenda):

Advisor(s)

Position

Chris Salinetto	Yearbook Club Advisor
Brad Dittmer	National Honor Society Advisor
Vacant	Varsity Club Advisor
Ashley McMillen	School Newspaper Advisor
Harold Weaver	Student Senate Advisor
John Hines/Ayla Miller	FFA Club Advisors
Brad Dittmer	Shakespeare Festival Advisor
Matthew Wieseman	Chorus Club Advisor
Jennifer DiLissio	Mustang Chorale (Show Choir) Advisor
Matthew Wieseman	Choral Director
Matthew Wieseman	Concert Band Director
Matthew Wieseman	Jazz Band Director
Jodi Heberlig	Art Club Advisor
Lori Ellerman	Cheerleading Club Advisor
Nathan Grippin	Drama Club Advisor
Nathan Grippin/Lindsay Ewing/Patrick Guyer	Musical Directors
Ashley McMillen	Class of 2020 Advisor
Celia Elmes/Madison Casper	Class of 2021 Advisors
Jackie Guido/Leah Willochell	Class of 2022 Advisors
Vacant	Class of 2023 Advisors
Lindsay Ewing/Kendall Pankake	Spanish Travel Club Advisors
Brad Dittmer	REACH Out Club Advisor
Leah Willochell	Environmental Stewardship Club Advisor
Mary Courage-Knoll	Science and Engineering Club Advisor
Charles Kembring	TSA Club Advisor
Chad Shipp	Family Consumer Science Club Advisor
Patrick Guyer/Joe O'Toole	Horizons Club Advisors
Alexa Maier	Student Council Advisor
Joseph Cirulli	Outdoor Adventures Club Advisor
Joseph Cirulli	Ultimate Frisbee Club Advisor
Harold Weaver	Strategy and Tactics Advisor
Jesse Stone	Student Christian Fellowship Advisor
Amanda Rothrock	Future Business Leaders of America Club Advisor
Lynne Reeder	Creative Writing/Literacy & Arts Magazine Advisor
Emily Harne	Community Service Club Advisor
Jessica Fisk	Poetry Club Advisor

3. 2019-2020 West Perry Middle School Club Advisors (2019-2020 Co-Curricular Salaries, Item 11.e.8 of the June 10, 2019 Board agenda):

Advisor(s)

DaleLynn Prokop/ Donna Campbell
 Donna Campbell/Kylee Brown
 Jeffrey Sims
 Andrea Jezewski

Position

Student Council Advisors
 Yearbook Advisors
 Middle School Band Advisor
 Middle School Chorus Advisor

4. 2019-2020 Middle School Indoor Guard Instructors:

- Emily Cramer
- Alexandra Umberger, volunteer coach

5. The Administration is recommending approval of the 2019-2020 Supervising and Non-Supervising Volunteer list.

All members present voted in the affirmative. Motion carried: 7 Yes 0 No

12. Education

Minutes

1. Federal Programs Update: Dr. Snyder attended the federal programs coordinator meeting at the CAIU. Dr. Snyder mentioned that in the Federal budget right now, Title II and IV are scheduled to be zeroed out. This is something she wanted the Board members to be aware of.

2. Mr. Boose moved, seconded by Mr. Sheffer, to approve the Future Business Leaders of America (FBLA) Advisor and approximately four (4) FBLA members to attend the 2019 Pennsylvania FBLA State Leadership Workshop, at Kalahari Resort, Pocono Manor, PA., from November 3, 2019 to November 4, 2019.

All members present voted in the affirmative. Motion carried: 7 Yes 0 No

13. Policy

Minutes

Mrs. Smiley moved, seconded by Mrs. Adams, to approve the First Reading of Policies 1-4:

1. First Reading of Policy 335 - Family and Medical Leaves
2. First Reading of Policy 705 - Facilities and Workplace Safety
3. First Reading of Policy 709 - Building Security
4. First Reading of Policy 818 - Contracted Services Personnel

All members present voted in the affirmative. Motion carried: 7 Yes 0 No

14. Fiscal

Minutes

1. Student Activity Funds' Report as of September 30, 2019 (informational item only)

Mr. Boose moved, seconded by Mr. Sheffer, to approve Fiscal items 2-3:

2. The Administration is recommending unused/unwanted books at West Perry Middle School be declared surplus.
3. The Administration is recommending unused/unwanted equipment-furniture at West Perry Middle School be declared surplus.

All member present voted in the affirmative. Motion carried: 7 Yes 0 No

15. Adjournment

Minutes

With no further business to discuss, Mr. Boose moved, seconded by Mr. Sheffer, to adjourn the regular meeting.

All members present voted in the affirmative. Motion carried: 7 yes 0 NO

The meeting adjourned at 8:28 PM

Respectfully submitted,

Stevie Jo Davis
 Board Secretary