

BOARD OF SCHOOL DIRECTORS

MAY 11, 2020

APPROVED MINUTES



1. Pledge of Allegiance

Minutes

The West Perry School District Board of School Directors held a virtual meeting on Monday, May 11, 2020 due to COVID-19. President Angela Smiley called the meeting to order at 7:30 PM. The meeting opened with Board members and virtual members standing and reciting the Pledge of Allegiance.

2. Roll Call

Minutes

Mrs. Adams - Here

Mrs. Bidwell - Here

Mr. Fishel - Here

Mrs. Rice - Here

Mr. Sheffer - Here

Mrs. Smiley - Here

Mrs. Summers - Here

Mr. Thiemann - Here

Mr. Wagner - Absent

Members Present: 8

Members Absent: 1 (Wagner)

Others virtually present: Mr. Zula, Dr. Snyder, Stevie Davis, Karen Sheaffer, Chris Rahn, Paula Jones, Steve White, Lucas Clouse, Chris Young, Renee LeDonne, Ryan Anderson, Lenny Jumper, Stephanie States, Scott Kelley, Luke Roman-PCT, 5-10 students/teachers/public logged in virtually.

President Angela Smiley stated members of the community who would like to speak during the public comment section of the agenda should follow the procedures, which are outlined in the chat box. These procedures detail how members of the public can be unmuted in order to address the board.

Mrs. Smiley also noted that the Board met virtually in executive session at 7:00 PM to discuss personnel matters.

3. Superintendent's Report

Minutes

Mr. Zula reported on the following:

WPSD Lunch Distribution:

- 15,695 Lunches served to date.
- Last lunch distribution date will be June 1st.
- Thanked Metz Corporation, Lori Deselms, Scott Kelley, Lisa Dodson, Administration, and all the volunteers.

Coronavirus Aid, Relief and Economic Security (CARES) Act:

- Amount proportionate to Federal Title 1 Funds that were received in 2019.
- WPSD will receive \$392,222.00.
- Monies can be used for a wide range of purposes, including food service; professional training, technology purchases, etc.
- CARES Money is one-time monies.

Mr. Zula also thanked the professional and administrative staff for their continued efforts during this new way of educating our students.

4. Special Presentations

Minutes

1. Building Principals:

Blain Elementary: Mr. Young reported Blain is serving lunches and the process has been going very smoothly; Thanked all the volunteers who have been helping distribute the lunches; The backpack program is still being

distributed; Thanked Mr. Kelley for his help in distributing the work packets to students who were unable to pick them up; Continue to meet with teachers and teachers are also in cleaning up their rooms; looking ahead to June to make a plan to get technology resources back to Blain Elementary; Thanked Mr. Zula, Administrators, and the teachers for their support and effort during this time.

Carroll Elementary: Mr. White echoed Mr. Young's acknowledgements; Noted packet distribution is going very smoothly; He has been getting positive feedback from the community; very proud of staff members who are stepping up to help families who may be having some troubles; Thanked the technology department for all their help in responding to requests for help; Also thanked Scott Kelley for his help; This has been a group effort and wanted to thank all those that have helped out.

New Bloomfield Elementary: Mr. Clouse also echoed Mr. Young and Mr. White's comments; Everything is going very well and teachers have been working very hard; Several support staff have been into the building to help with different things; Teachers have been coming in to clean out their rooms; There will be a pick-up so students can come and get their personal belongings; Mr. Kelley has been very helpful; Technology department has been very helpful with issues.

West Perry Middle School: Ms. LeDonne reported the following: Mandy Dittmer, Emily Henry, Angie Grove participated in LMS demos with Secondary Admin & Dr. Snyder on May 1st. Feedback was provided to support choosing an LMS for the District; Teachers continue to offer Google Meetings 2x's/day, (T-F) to accommodate students who need assistance with posted activities/assignments; Teachers continue to provide feedback to the Administration in support of the CoE; Ongoing conversations continue weekly to address issues via Google Meetings; Parents received an email on May 11th linking them to a Locker Clean-out Sign Up form; Beginning to work on 2020-21 SY including scheduling, transition opportunities for grades 5-6 and 8-9; Karen Magee, school nurse, beginning to organize summer mailings for physicals (grade 6) and dentals (grade 7); Only one 8th grade student has not picked up his 1:1 Chromebook; Dates for classroom clean-up and closing were provided to teachers who have been coming into the Middle School from May 5-22 to close out classrooms for the year.

West Perry High School: Mr. Rahn reported the following: CoE Plan - While most of our students continue to be engaged, we have seen a slight decrease in engagement; Office hours are being held Tuesdays - Fridays. Limited student engagement in this optional support; We reached out to 60-70 students and families to offer an early start to summer school; We have heard back from 20 students; Department meetings today consisted of staff check-in and planning for Fall of 2020; Staff preparing for summer cleaning starting May 4th and to be completed by May 22nd; Stagger when staff are entering the building in order to continue safe social distancing practices; Students personal items will be placed in bags and placed inside individual student lockers; Students will sign-up for a designated time to pick up their belongings.

5. Recognition of Visitors

Minutes

1. West Perry Education Association - Mrs. Dittmer was virtually present.
2. West Perry Education Support Professional Association - No one present.
3. Other - None

6. Approval of Minutes

Minutes

Mrs. Adams moved, seconded by Mr. Thiemann, to approve the April 20, 2020 minutes as present. 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 meeting took place via Zoom on April 23rd; There was 100% attendance; All teams expressed gratitude for how everyone stepped in to meet the needs of students; Classrooms not occupied by students are receiving some cosmetic care by the custodial and maintenance staff; Employees are still being paid and transportation contracts are being re-negotiated; Each team has been holding weekly meetings; Technology department is working with districts to help with any technology issues; Very appreciative of what the districts are doing and being partners with the CAIU.

B. Cumberland-Perry Area Vocational Technical School: Mrs. Adams reported the Vo-Tech met virtually on April

27th; Appreciation for the teachers and congratulations to the students who are continuing education online; Awards night is rescheduled for late July; Staffing updates, budget updates, and calendar updates.

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

D. Pennsylvania School Boards Association: Mrs. Summers reported PSBA will be holding a virtually advocacy day on May 11th; Board members can sign up for a Zoom meeting; Will be going over talking points and ways to communicate with Legislators about different items the School Board Association is advocating for.

E. Athletic Committee: Mr. Anderson reported the May meeting has been postponed, will possibly meet in June.

F. President's Report: Mrs. Smiley thanked Mr. Zula, Dr. Snyder, and the entire Administrative team for all they have done during this tough time.

8. Treasurer's Report

Minutes

Mrs. Adams received and reviewed the reports from Mrs. Davis on Monday, May 4, 2020.

As of the end of April 2020:

Total revenue balance is approximately \$7.6 million.

Total revenue in this period was \$2,044,857.52.

Year to date revenue is approximately \$33,544,231.69.

We have received 81.47% of our budgeted revenue, whereas by the end of April 2019 we had received 81.66%.

Total expenditures this period is approximately \$3 million.

Year to date expenditures are approximately \$32.4 million

By the end of April, we disbursed 78.52% of budgeted expenses, whereas by the end of April 2019 we disbursed 77.59%

9. Approval of Bills

Minutes

Mrs. Summers moved, seconded by Mrs. Bidwell, to approve the regular monthly bills from April 1, 2020 to April 30, 2020 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. Rice, to approve New Business items 1-2:

1. The Administration is recommending approval of the food service management contract to Metz Culinary Management for the 2020-2021 fiscal year at a guaranteed loss of no greater than \$166,445.25. The contract may be renewed by mutual agreement for up to three additional one-year periods.

2. The Administration is recommending approval of the Everase Whiteboard Recovering Project for Blain Elementary, Carroll Elementary, New Bloomfield Elementary, and West Perry Middle School. Total project cost of \$25,652.00 to be paid from 2019-2020 Building and Curriculum and Instruction Budgets.

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

11. Personnel Items

a. Leave of Absence

Minutes

1. Mrs. Rice moved, seconded by Mr. Thiemann, to approve the leave of absence for Employee 304344, West Perry Middle School, Mathematics Teacher, is requesting a paid leave of absence from August 18, 2020 through approximately September 22, 2020, if available. Family Medical Leave (FMLA) benefits will run concurrently with paid leave, after which time the employee will continue FMLA unpaid leave from approximately September 23, 2020 through approximately November 10, 2020. Thereafter per article 5.11 of the West Perry Association negotiated agreement the employee will be on an unpaid leave from approximately November 11, 2020 through December 22, 2020. Employee has met all requirements for said leave.

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

b. Transfer

Minutes

1. Mrs. Bidwell moved, seconded by Mrs. Adams, to approve the transfer of Employee 015640, Blain Elementary, Custodian - Evening, transfer to New Bloomfield Elementary, Custodian - Evening, effective May 18, 2020; Salary: \$15.65. Employee 015640 will be filling the vacant position of employee 304239 due to resignation, Board agenda item 11.a.5 of the March 9, 2020 agenda.

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

c. Tenure

Minutes

1. Mrs. Adams moved, seconded by Mrs. Rice, to approve the following teacher be awarded tenure:

- Leah Willochell - West Perry High School

Mrs. Rice noted it would have been nice to congratulate Leah on obtaining tenure in person.

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

d. Employment - All Pending Receipt of Required Documentation

Minutes

Mrs. Bidwell moved, seconded by Mrs. Summers, to approve Employment items 1-2:

1. Brittany Lowe, New Bloomfield Elementary, Pre-K Paraprofessional, effective August 21, 2020; Salary: \$10.50 per hour. Ms. Lowe will be filling the vacant position of employee 303780 due to resignation, Board Agenda item 11.a.1 of the February 10, 2020 agenda.

2. 2020-2021 Fall Coaches (All stipends have been appropriately budgeted and calculated based on the Board-approved formula).

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

12. Education

Minutes

1. Federal Programs Update - Dr. Snyder noted we would receive funds from the Federal CARES Act Grant to help the district with relief from COVID-19 emergencies in the amount \$392,222.00.

Mr. Thiemann moved, seconded by Mrs. Bidwell, to approve Education items 2-6:

2. The Administration is recommending approval to operate a summer school program for eligible students in grades 9-12 who require credit recovery. Costs to be covered by the district and student registration fees.

3. The Administration is recommending approval of the contract between West Perry School District and Yellow Breeches Education Center, Inc., to provide educational services for the 2020-2021 school year in the amount of \$295,984.00.

4. The Administration is recommending approval of the Capital Area Intermediate Unit Special Education Contract for the 2020-2021 school year.

5. The Administration is recommending approval of the agreement between West Perry School District and Capital Area Online Learning Association (CAOLA) Advisor Services for the 2020-2021 school year in the amount of \$10,000.00 (funds to be paid from the 2020-2021 Curriculum and Instruction Budget).

6. The Administration is recommending approval of the agreement with PowerSchool Group for Learning Management System subscription services in the amount of \$12,500.00 to be paid from Federal Elementary and Secondary School Emergency Relief funds.

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

13. Policy

Minutes

Mrs. Adams moved, seconded by Mr. Thiemann, to approve the Second Reading of Policies 1-5:

1. Second Reading of Policy 222 - Tobacco and Vaping Products
2. Second Reading of Policy 233 - Suspensions and Expulsions
3. Second Reading of Policy 323 - Tobacco and Vaping Products
4. Second Reading of Policy 808 - Food Service
5. Second Reading of Policy 904 - Public Attendance at School Events

A roll call vote was taken:
Mrs. Summers - Yes
Mr. Sheffer - Yes
Mrs. Rice - Yes
Mrs. Bidwell - Yes
Mrs. Adams - Yes
Mr. Thiemann - Yes
Mr. Fishel - Yes
Mrs. Smiley - Yes
Motion carried: 8 Yes 0 No

14. Fiscal

Minutes

1. District Student Activity Funds Report as of April 30, 2020 (informational item only).
2. Mrs. Bidwell moved, seconded by Mrs. Adams, to approve the adoption of the 2020-2021 Proposed Final Budget.

A roll call vote was taken:

Mr. Thiemann - Yes
Mrs. Summers - Yes
Mr. Sheffer - Yes
Mr. Fishel - Yes
Mrs. Rice - Yes
Mrs. Bidwell - Yes
Mrs. Smiley - Yes
Mrs. Adams - Yes
Motion carried: 8 Yes 0 No

Mrs. Rice moved, seconded by Mrs. Bidwell, to approve Fiscal items 3-4:

3. 2019-2020 Budgetary Transfer Requests

4. The Administration is recommending the appointment of Trout CPA (formally Greenawalt & Company P.C.) as the District Auditor for the year ending June 30, 2020.

Mrs. Rice noted Greenawalt & Company P.C. has merged with Trout CPA. Asked that the minutes reflect the new name.

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

15. Adjournment

Minutes

With no further business to discuss, Mrs. Adams moved, seconded by Mrs. Bidwell, to adjourn the regular meeting. All members present voted in the affirmative. Motion carried: 8 Yes 0 No

The meeting adjourned at 8:08 PM.

Respectfully submitted,

Stevie Jo Davis
Board Secretary