

BOARD OF SCHOOL DIRECTORS

AUGUST 12, 2019

APPROVED MINUTES



1. Pledge of Allegiance

Minutes

The West Perry School District Board of School Directors met on Monday, August 12, 2019 in the West Perry Middle School Library. President Charles Thiemann called the meeting to order at 7:33 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 - Here

Mrs. Rice - Here

Mr. Sheffer - Here

Mrs. Smiley - Here

Mr. Thiemann - Here

Mr. Wagner - Absent

Members present: 8 Members absent: 1 (Wagner)

Others present: Mr. Zula, Lucas Clouse, Chris Young, Steve White, Chris Rahn, Paula Jones, Renee LeDonne, Stephanie States, Scott Kelley, Luke Roman-PCT, 6 teachers.

3. Approval of Minutes

Minutes

Mr. Sheffer moved, seconded by Mr. Boose, to approve the minutes of the July 8, 2019 Board meeting as presented.

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

4. Treasurer's Report

Minutes

Mrs. Smiley received and reviewed the reports from Mrs. Davis on Tuesday, August 6, 2019.

As of the end of July, 2019:

Total revenue balance is approximately \$38.1 million

Total revenue in this period was \$2,972,154.90

Year to date revenue is approximately \$2,972,154.90

We have received 7.22% of our budgeted revenue, whereas by the end of July, 2018 we had received 7.00%.

Total expenditures this period is approximately \$1 million

Year to date expenditures are approximately \$1 million

By the end of July, we disbursed 4.91% of budgeted expenses, whereas by the end of July, 2018 we disbursed 4.85%

5. Board Committee Reports

Minutes

A. Capital Area Intermediate Unit: Mrs. Rice reported the CAIU met on July 25th; highlighted the development of a draft Strategic plan; looking to put into place a new mission statement; starting a new initiative called CAIU Compliments, which is a means to celebrate the good work of the CAIU staff; new format of the Executive Director's report called CAIU: ALL IN; busy with classroom moves and additions.

B. Cumberland-Perry Area Vocational Technical School: Mrs. Rice noted Vo-Tech did not meet in July.

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

D. Pennsylvania School Boards Association: Mrs. Dell shared information on the Keystone Exams (Act 158); the Class of 2022 has to have composite scores of 4452 from the three exams; must score proficient in at least one of the exams and score basic in the other two; Act 67 was passed which allows schools to have their security personnel carry a firearm; a study was done regarding cyberbullying showing girls report a much higher level of bullying than boys do; PSBA is holding trainings this fall; there was an Act passed for schools to have Flexible Instructional Days in place of snow days.

E. Athletic Committee: Mr. Anderson reported there was no meeting in August and the next meeting will be in November.

F. President's Report: Mr. Thiemann reported school will be starting very shortly; noted there are a lot of things that need to be done and completed before school can start; thanked everyone for all they have done to help get the district ready for the start of school; the high school project is scheduled for the final inspection; Board meetings will be held in the high school auditorium starting with the September 9th meeting; new furniture for the high school library and cafeteria are being delivered; looking forward to the start of another great school year.

6. Approval of Bills

Minutes

Mrs. Adams moved, seconded by Mrs. Smiley, to approve the regular monthly bills from July 1, 2019 to July 31, 2019 as presented.

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

7. Special Presentations

Minutes

1. Karen Devine - PSBA: School Board Service certificates and PSBA Update: Ms. Devine gave a brief update and handed out information on events and trainings that PSBA is holding. Ms. Devine also presented certificates to Mrs. Fry and Mr. Boose for 8 years of service as a school board member. She thanked the Board members for all they do and reminded them she is available if they ever need anything.

2. Elementary Back to School Information: Mr. Young, Mr. White, and Mr. Clouse: The Elementary Principals gave an update which included dates for orientation, open house dates; the Summer Reading Program has been going great; there have been school improvements throughout the summer months; Responsive Classroom training is taking place at Carroll Elementary; Carroll Elementary will be the pilot school for this program. If the program seems to work, the other elementary schools will start using it; New Bloomfield PTO will be hosting a "Back to School Bash" on Saturday, August 24th from 3PM-6PM.

3. Secondary Back to School Information: Mr. Rahn reported the high school schedules were mailed out by August 5th; students and parents can also view their schedules online; Open house at the high school will be August 26th; a PA Smart Target Grant was attained at the end of last year which allowed the school to send a few teachers to the Goddard Space Center, in Washington, DC. This allowed the district to offer a STEM camp for middle and high school students free of charge last week; the camp was held at New Bloomfield Elementary school; there were about 47 students who participated.

Ms. LeDonne reported 6th grade visitation will be August 12th and August 13th; WPMS Open House will be August 26th from 2PM-5:30PM; Current enrollment numbers are 575 (6th Grade-195; 7th Grade-198; 8th Grade-182); the middle school has four new staff members: Judean Finkenbinder-Computer Science, Brittany Shull-Language Arts, Shana Snyder-Social Studies, and Renate Berger-Social Studies; Change in dismissal time for the middle school will now be 2:45PM; a press release will be sent to all the Perry County papers so the community and parents are aware of the new dismissal procedures and the stopping of traffic on Route 274 so the busses can move between the middle school and the high school. Traffic will also be stopped when the busses leave the high school campus at the end of the day.

8. Superintendent's Report

Minutes

Mr. Zula reported on the following:

1. West Perry is a phase two school district and will start working on the Comprehensive Plan in January. Dr. Snyder and Mr. Zula attended a meeting at Pattan to go over the new process. The district will be forming committees in the future which will include Board members, stakeholders, parents, students, staff and so forth. West Perry will need to submit their three-year plan for the 2021 school year.
2. Thanked Mr. Jumper and his staff for all their effort and hard work in each building during the summer months getting them ready for the start of the school year.
3. Thanked the Administrative team for all they have done preparing the buildings so when staff arrives back they are ready to start the new year, getting schedules out to parents, and communicating transportation schedules.
4. Invited the Board members to the all staff breakfast on August 26th at 8:00 AM in the high school cafeteria. The PSP will be presenting a "Run - Hide - Fight" presentation and Hershey Medical Center will be conducting "Stop the Bleed" training. With this training, the district has secured a donation of \$5,500.00 from the Children's Miracle Network. The acceptance of this donation will be on the September agenda for the purchase of Stop the Bleed kits. This will provide the district with about 65 kits. The district needs approximately 300 kits so a kit can be placed in every classroom and space where a student and/or adult would be. The remaining funds will come from the state grant once it is released. The district is guaranteed \$40,000.00 from the state grant.

9. 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: None

10. New Business

Minutes

1. Mrs. Adams moved, seconded by Mr. Boose, to approve the revised 2019-2020 District Academic Calendar. All members present voted in the affirmative. Motion carried: 8 Yes 0 No

Mr. Boose moved, seconded by Mr. Sheffer, to approve New Business items 2-6:

2. The Administration is recommending approval of the Transportation Fee Schedule for the 2019-2020 school year.
3. The Administration is recommending approval of the agreement between ESS Northeast, LLC. to provide substitute teacher staffing services for the West Perry School District during the 2019-2020 school year.
4. The Administration is recommending approval of the 2019-2020 ESS Northeast, LLC. contracted substitute teacher rates:
 - Substitute Teacher (day-to-day) \$100.00 per day
 - Long-Term Substitute Teacher \$180.00 per day
5. The Administration is recommending approval of the agreement between West Perry School District and the Capital Area Intermediate Unit (CAIU) to participate in the 2019-2020 Guest Teacher Program.
6. The Administration is recommending approval of the agreement between Benjamin L. Stewart, II, D.O. and the Family Practice Center, P.C. and West Perry School District to provide the services of an athletic team physician during the 2019-2020 sports season.

11. Personnel Items

a. Resignations

Minutes

1. Mrs. Smiley moved, seconded by Mrs. Fry, to approve Employee 303682, West Perry Middle School, Social Studies Teacher, resignation effective the end of the 2018-2019 school year.

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

b. Leave of Absence

Minutes

1. Mrs. Fry moved, seconded by Mr. Boose, to approve Employee 012660, West Perry High School, Industrial Arts Teacher, request for an unpaid military leave of absence from August 22, 2019 through approximately September 30, 2019. Employee 012660 has met all requirements for said leave in accordance with the agreement between West Perry School District and the West Perry Education Association.

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

c. Transfer

Minutes

Mr. Boose moved, seconded by Mrs. Adams, to approve Transfer items 1-3:

1. Employee 015820, West Perry High School, Learning Support Teacher, transfer to District-Wide, Dean of Students/Security; Salary: \$73,539.00, Step 15 of the Masters +15 Scale, effective the 2019-2020 school year. Employee 015820 will be filling the vacant position of employee 303801 due to transfer, Board agenda item 9.c.1 of the July 8, 2019 agenda.

2. Employee 015770, Carroll Elementary, Kindergarten Teacher, transfer to West Perry School District, Elementary, Literacy/Intervention Coach, effective the 2019-2020 school year. Employee 015770 will be filling the vacant position of employee 009630, due to resignation, Board agenda item 9.a.3 of the July 8, 2019 agenda.

3. Employee 300802, Blain Elementary, Second Grade Teacher, transfer to Carroll Elementary, Special Education Teacher, effective the 2019-2020 school year. Employee 300802 will be filling the vacant position of employee 300837, due to resignation, Board agenda item 9.a.1 of the July 8, 2019 agenda.

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

d. Employment - All Pending Receipt of Required Documentation

Minutes

Mr. Boose moved, seconded by Mrs. Adams, to approve Employment items 1-11:

1. Erin Zeiders, Blain Elementary, Third Grade Teacher, effective August 22, 2019; Salary: \$47,780.00, Step 1 of the Masters scale. Ms. Zeiders will be filling the vacant position of employee 001550, due to internal transfer and realignment of staff.

2. Katelyn Egolf, Carroll Elementary, Third Grade Teacher, effective August 22, 2019; Salary: \$43,125.00, Step 1 of the Bachelors scale. Ms. Egolf will be filling the vacant position of employee 302767, due to internal transfer and realignment of staff.

3. Renate Berger, West Perry Middle School, Social Studies Teacher, effective August 22, 2019; Salary: \$43,572.00, Step 2 of the Bachelors scale. Ms. Berger will be filling the vacant position of employee 303682 due to resignation, Board agenda item 11.a.1 of the August 12, 2019 agenda.

4. Angela Suder, New Bloomfield, Elementary, Special Education Paraprofessional, 5 1/2 hours, no benefits, effective August 26, 2019; Salary: \$10.50 per hour. Mrs. Sauder will be filling the vacant position of employee 304522 due to resignation, Board agenda item 11.b.2 of the June 10, 2019 agenda.

5. The Administration is recommending approval of the 2019 Summer Extended School Year (ESY) Program (funds to be paid from IDEIA).

- The following staff shall be paid at the per diem rate based upon individual salary step (max rate \$29 per hour):

- Amanda Davis, ESY Nurse

6. The Administration is recommending approval of Megan Parfitt, as a Guaranteed Daily Substitute for the 2019-2020 school year, Salary: \$228.17 daily rate. Ms. Parfitt will be grandfathered as a Guaranteed Daily Substitute for the 2019-2020 school year with no obligation for continuation of employment thereafter.

7. 2019-2020 Day-to-Day Substitutes:

- Teacher Aides
- Custodians
- Receptionist
- Nurses

8. 2019-2020 Game Workers/Athletic Event Security Personnel

9. 2019-2020 Volunteer Coaches

10. 2019-2020 Supervising and Non-Supervising Volunteers

11. 2019-2020 Bus Contractors/Drivers

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

12. Education

Minutes

1. Federal Programs update: Mr. Zula acknowledged, Dr. Snyder stated there were no updates for tonight's meeting.

Mr. Boose moved, seconded by Mr. Sheffer, to approve Education items 2-6:

2. The Administration is recommending approval of the Agreement for English as a Second Language (ESL) Services with the Capital Area Intermediate Unit (CAIU) for the 2019-2020 school year.

3. The Administration is recommending approval of the 2019-2020 Susquenita School District contract to provide Special Education Services.

4. The Administration is recommending approval of the Diakon Youth Services contract for student placements for the 2019-2020 school year.

5. The Administration is recommending approval of the contract with Laurel Life to provide school-based counseling services for qualifying students during the 2019-2020 school year. Cost not to exceed the amount of \$7,000.00 (funded through Ready to Learn Grant).

6. The Administration is recommending approval of the contract between All Hands Interpreting Services and West Perry School District to provide sign language interpreter services for the 2019-2020 school year.

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

13. Policy

Minutes

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

1. Second Reading of Policy 006 - Meetings

2. Second Reading of Policy 222 - Tobacco/Nicotine

3. Second Reading of Policy 323 - Tobacco/Nicotine

4. Second Reading of Policy 707 - Use of School Facilities

5. Second Reading of Policy 824 - Maintaining Professional Adult/Student Boundaries

A roll call vote was taken:

Mr. Boose - Yes

Mrs. Dell - Yes

Mrs. Fry - Yes

Mrs. Rice - Yes

Mr. Sheffer - Yes

Mrs. Smiley - Yes

Mr. Thiemann - Yes

Mrs. Adams - Yes

Motion passed: 8 Yes 0 No

6. Mr. Sheffer moved, seconded by Mr. Boose, to amend the agenda to show item 6 as a Second Reading of Policy 904 - Public Attendance at School Events

A roll call vote was taken:

Mrs. Dell - Yes

Mrs. Fry - Yes

Mrs. Rice - Yes

Mr. Sheffer - Yes

Mrs. Smiley - Yes

Mr. Thiemann - Yes

Mrs. Adams - Yes

Mr. Boose - Yes

Motion passed: 8 Yes 0 No

14. Fiscal

Minutes

Mr. Sheffer moved, seconded by Mrs. Rice, to approve Fiscal items 1-3:

1. The Administration is recommending textbooks no longer used at Blain Elementary be declared surplus.

2. The Administration is recommending textbooks no longer used at New Bloomfield Elementary be declared surplus.

3. The Administration is recommending equipment-furniture no longer used at the District Office be declared surplus.

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

15. Adjournment

Minutes

Mr. Thiemann noted the Board met in executive session prior to the meeting for personnel and legal matters.

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

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

The meeting adjourned at 8:17 PM.

Respectfully submitted,

Stevie Jo Davis

Board Secretary