

# BOARD OF SCHOOL DIRECTORS

**DECEMBER 13, 2021**  
**APPROVED MINUTES**



## 1. Pledge of Allegiance

### Minutes

The West Perry School District Board of School Directors met on Monday, December 13, 2021 in the West Perry High School Auditorium. President Crystal Summers called the meeting to order at 7:34 PM. The meeting opened with Board members, audience members, and virtual members standing and reciting the Pledge of Allegiance.

## 2. Roll Call

### Minutes

Mrs. Bidwell - Here

Mr. Fishel - Here

Mr. McKee - Here

Mrs. Miller - Here

Mrs. Morris - Here

Mrs. Rice - Here

Ms. Rogers - Here

Mrs. Summers - Here

Ms. Wills - Here

Members present: 9 Members absent: 0

Other present: Dr. Snyder, Stevie Davis, David Walker-Appel, Yost, Zee, LLC., Karen Sheaffer, Scott Kelley, Lucas Clouse, Paula Jones, Steve White, Stephanie States, Renee LeDonne, Kevin Deane, Amanda Dittmer-WPEA, Chris Rahn, Cory Hoffman, Ryan Anderson, Luke Roman-PCT, 15-20 teachers/public/virtual.

## 3. Superintendent's Report

### Minutes

Dr. Snyder reported on the following:

1. Elementary Chess Club - Mr. Dittmer and Mr. Weibley have started an elementary Chess Club as a reach-out club by the high school. The club meets a few hours after school a couple times a week. The students are really enjoying learning to play the game of chess. Dr. Snyder also shared pictures of students learning to play chess.

2. CPACTC Students of the Quarter - Recognized students who attend Cumberland-Perry Career and Technical Center for being chosen as "Students of the Quarter": Alexander Gardner-World Studies, Sarah Hardy-Cosmetology1, Kelsi Hess-World Studies, Shaylee Hurrell-Cosmetology 3, Zachary Loy-Diesel Technology 3, Hawken May-Automotive Technology 3, Emily McCurdy-Healthcare Pathways 2, Sabrina Nicholl-Healthcare Pathways 3, Jayden Parrish-Criminal Justice 3, Beth Reisinger-Early Childhood Education 3, Christopher Reynolds-Horticulture and Landscaping 3, Holden Ross-Diesel Technology1, Julianne Rudy-Advanced Manufacturing 2, Dayton Seidel-Automotive Technology2, Robert Sheffer-Masonry 2

3. Board Member Recognition - Mrs. Rice was recognized by PSBA and West Perry School District for her service of 32 years as a School Board member to West Perry School District.

4. Gratitude - Thanked everyone for their gratitude and sympathy for the district as we grieve the sudden loss of Dena Gibney, Accounts Payable/Purchasing Clerk. Dena worked for the school district for over 20 years. Dena was very meticulous and very dedicated to the taxpayers and community. Dena will be missed by many.

Also thanked the Administration, West Perry Education Association, and the entire staff and Board for their support over the past month during these difficult times.

## 4. Special Presentations

## Minutes

**Staff/Student Spotlight** - Mr. Anderson spotlighted Co-Head Cross Country coaches Julie Shelley and Michelle Orris. Mr. Anderson started by recognizing Ron Shields for his work as our cross-country coach. Long time cross country and track coach Ron Shields passed away in July. Ron was a staple of our athletic department and committed to rebuilding our cross-country program in 2018. We had 6 boys and 3 girls compete that year. He brought the program to a sustainable level over the last three seasons. Julie and Michelle were able to carry on that legacy and take it to another level this year. We had 21 athletes out for Cross Country and 9 of the runners were girls. Our program was competitive week in and week out and both teams finished over 500. The girls went 8-4 and boys were 8-6. We had 9 total runners qualify for districts, which is by far a record in recent seasons. Their effort and commitment made an immediate impact. They have continued to train with the returning athletes into the winter and have plans for the rest of the school year. Mr. Anderson thanked them for stepping up to run the program and hope they continue to work with the program.

### 2. Building Principal Presentations

**Elementary Principals** - Mr. Clouse, Mrs. Jones, and Mr. White: Mr. White reported for the three buildings noting the 12 days of Christmas have started in each building; Mr. Weibley and the Reach program are sponsoring a Chess Club program at all three buildings; New Bloomfield and Carroll have already taken place and were a big success; Blain will be having their first session on Wednesday; Blain Elementary will have special treats on December 21st for all students; Teachers will be reading their favorite Christmas stories; Gingerbread house kits are being sent home with students on December 14th; New Bloomfield Elementary PTO sponsored Cookies with Santa and was very well attended; Grade level holiday events on December 21st; Carroll Elementary will hold a Holiday PJ and breakfast on December 21st; Cookies with Santa and a Christmas-themed walk through will take place on December 17th; Teachers and students have decorated the halls and PTO is also decorating the hallways; Teachers and staff members have volunteered to stay and entertain students and their families; 12 Days of Christmas Read-aloud links will be shared over the holiday break; Teachers will be reading their favorite Christmas stories

**West Perry Middle School Principal** - Ms. LeDonne reported West Perry Middle School Holiday concerts will be performed on Wednesday, December 15th- 6th grade Band/Chorus, Thursday, December 16th- 7th/8th grade Band/Chorus; Both concerts will be performed and recorded during the school day; A link to the recording will be shared with parents via Schoolmessenger email for viewing through Sunday, December 19th; All music groups will perform for WPMS students and staff on the morning of December 21st in the middle school gymnasium; Student council members are filling out Christmas cards for veterans.

**West Perry High School Principal** - Mr. Rahn handed out a timeline for developing the high school 2022-2023 master schedule; January 14th Course Catalog edits from Department Chairs; January 26th Course catalog finalized; February 4th Teacher recommendations due; February 7th Portal open for grades 9-11; February 8th Scheduling night; February 10th Scheduling meetings; February 14th Counselors begin student meetings; March 11th Student scheduling meetings completed; March 16th Course request numbers to Department Chairs; March 21st Department Chairs section recommendations due; April 20th Review tentative master schedule with counselors and Department Chairs; June 10th Print schedules/distribute.

## 5. Recognition of Visitors

### Minutes

1. West Perry Education Association - Amanda Dittmer Membership Chairperson for WPEA noted the association would like to thank Dr. Snyder for her work as our Substitute Superintendent and the ongoing commitment of our administrators and board members to communicate regularly with our organization. Open and ongoing dialogue helps all of us better manage concerns that pop up in our district so we can best help our students and staff.

Mrs. Dittmer highlighted some holiday fun that is happening throughout the district:

- High school students and staff are participating in 12 days of Christmas spirit days which included an ugly sweater contest! Staff also donated items and set up a holiday store for students to shop for loved ones.
- Middle school student council members are selling candy grams, advisory and flex groups are decorating doors, and we are all dressing up for spirit week! 6th grade teachers are planning an extravaganza for our kids and we are all looking forward to our holiday concert and fun classroom activities next week!
- Mr. White shared much of the Elementary news but a quick shout out to the New Bloomfield Cookies with Santa night.

- Lots of learning is happening in our buildings too. Elementary kids are working on STEM challenges by building rubber band cars, 6th graders are working on procedural writing practices by creating an ornament and then writing about the process. Kids throughout the district are excited about the Elementary Chess clubs and Middle School and High School Chess Tournaments!
- Thanked staff and community members who make our schools a great place to learn!
- Wished a great night and a safe holiday season to all!

2. West Perry Education Support Professional Association - No one present

3. Other -

- Gabrielle Brandt - Health and Safety plan update
- Ashley Weaver - Board policy and Q&A
- Rich Kitner - Mental Health awareness

## 6. Approval of Minutes

### Minutes

1. Mrs. Morris moved, seconded by Mr. Fishel, to approve the November 8, 2021 minutes as presented.

All members present voted in the affirmative. Motion carried: 9 Yes 0 No

## 7. Board Committee Reports

### Minutes

A. Capital Area Intermediate Unit - Mrs. Rice noted the CAIU met on November 18th; Highlighted was the Sensory Walk which is located in a hallway of the Enola office; Discussion about AgendaManager took place; In the process of collecting cybersecurity insurance policies from all of our school districts so this information can be used as data points in developing a cybersecurity solution to assist districts moving forward; Developed a program called TRACK which supports our Nonpublic school programs for tracking teacher schedules, student information, the services they receive, reporting and billing; Partnered with Bishop McDevitt to run a successful food campaign over November and December; Also a coat donation for Perry County, over 12,000 coats were given out; Working to complete the Lower Allen Elementary project; Anticipated opening is February 1, 2022; Enola remodel will kick off on January 3, 2022 to upgrade the meeting and public spaces; YDC students are putting together communication boards to be placed in community parks.

B. Cumberland-Perry Area Career and Technical Center - Mrs. Rice noted the meeting took place this morning (12/13) for breakfast and a meeting; Reorganization took place; New set of officers were elected; Discussion about the upcoming bargaining agreement which expires in June 2022; Occupational reporting process has gotten better for student reporting.

C. Harrisburg Area Community College - Mrs. Morris reported she attended a virtual meeting; Nationwide 34% decrease in enrollment to community colleges; HACC has seen a 5% decrease in enrollment this past fall, however, their dual enrollment has increased; Due to the decrease, HACC has been able to offset cost due to remote learning; As well as office supplies and utility cost are down due to remote learning; PA has 15 community colleges, one just opened in Erie; lease for Harrisburg Downtown expires June 30th; Registration will open for Spring semester, anticipating a lot of online and virtual classes.

D. Pennsylvania School Boards Association - Ms. Wills reported PSBA is on break during December and will come back in session in January.

E. Athletic Committee - Mr. Anderson noted the next meeting will take place in February.

F. President's Report - Mrs. Summers noted the Board met in executive session prior to tonight's meeting for personnel matters.

## 8. Treasurer's Report

### Minutes

Mrs. Bidwell received and reviewed the reports from Mrs. Davis on Thursday, December 9, 2021

As of the end of November 2021:

Total revenue balance is approximately \$19 million.

Total revenue in this period was \$1,314,670.40.

Year to date revenue is approximately \$24,173,847.31.

We have received 55.64% of our budgeted revenue, whereas by the end of November 2020 we had received 54.93%.

Total expenditures this period is approximately \$4.5 million.

Year to date expenditures are approximately \$15 million.

By the end of November 2021, we disbursed 36.83% of budgeted expenses, whereas by the end of November 2020 we disbursed 38.87%.

## 9. Approval of Bills

### Minutes

1. Ms. Wills moved, seconded by Mr. Fishel, to approve the regular monthly bills from November 1, 2021 to November 30, 2021 as presented.

All members present voted in the affirmative. Motion carried: 9 Yes 0 No

## 10. New Business

### Minutes

Mrs. Bidwell moved, seconded by Ms. Wills, to approve New Business items 1-2:

1. The Administration is recommending approval of the agreement with PowerSchool Group LLC. in the amount of \$15,138.58 from December 2021 to December 2022. This agreement is for applicant portal, digital personnel files and job board. The agreement will be for an additional two years (2022-2023 and 2023-2024) at an annual cost of \$12,137.15 per year.

2. The Administration is recommending approval of the agreement with StormWind Studios in the amount of \$1,490.00. This agreement is for 24 months of access to the IT training courses including live and recorded courses, labs, practice exams and study guides. The cost of this agreement will be paid from the Technology Budget.

All members present voted in the affirmative. Motion carried: 9 Yes 0 No

Mrs. Morris moved, seconded by Mr. Fishel, to approve New Business items 3-5:

3. The Administration is recommending approval of the estimate from Cauffman Construction in the amount of \$6,352.58 for repairs to the softball dugouts.

4. The Administration is recommending approval of the Constitution and By-Laws for the Chess Club beginning the 2021-2022 school year. Ms. Nicole Kline, Social Studies Teacher, will be the advisor for this club.

5. The Administration is recommending approval of the Constitution and By-Laws for the Military Club beginning the 2021-2022 school year. Mr. Mark Easterday, Social Studies Teacher, will be the advisor for this club.

All members present voted in the affirmative. Motion carried: 9 Yes 0 No

## 11. Personnel Items

### 11.a. Leave of Absence

#### Minutes

Mrs. Rice moved, seconded by Mrs. Bidwell, to approve Leave of Absence items 1-3:

1. The Administration is recommending a paid leave of absence for Employee 304344 from approximately April 19, 2022 through approximately April 28, 2022, if available. Family Medical Leave (FMLA) benefits will run concurrent with paid leave, after which time the employee will continue unpaid FMLA and unpaid leave until the end of the 2021-2022 school year. Employee has met all requirements for said leave.

2. The Administration is recommending a paid leave of absence for Employee 304417 from approximately January 27, 2022 through approximately March 9, 2022, if available. Family Medical Leave (FMLA) benefits will run concurrent with paid leave, after which time the employee will continue unpaid FMLA and unpaid leave until approximately April 29, 2022. Employee has met all requirements for said leave.

3. The Administration is recommending a paid leave of absence for Employee 300772 from approximately January 3, 2022 through approximately February 3, 2022, if available. Family Medical Leave (FMLA) benefits will run

concurrent with paid leave, after which time the employee will continue unpaid FMLA and unpaid leave until approximately May 6, 2022. Employee has met all requirements for said leave.  
All members present voted in the affirmative. Motion carried: 9 Yes 0 No

## **11.b. Tenure**

### **Minutes**

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

- Amanda Miller - West Perry Middle School

The Board congratulated Mrs. Miller on achieving tenure.

All members present voted in the affirmative. Motion carried: 9 Yes 0 No

## **11.c. Employment - All Pending Receipt of Required Documentation**

### **Minutes**

Mrs. Morris moved, seconded by Mrs. Rice, to approve Employment items 1-4:

1. Linnet Myers, Carroll Elementary, Learning/Emotional Support Teacher, effective upon release from current district; Salary: \$51,115.00, Bachelors Scale Step 2 (prorated for the 2021-2022 school year at \$270.45 per day). Ms. Myers will be filling the vacant position of Employee 300802, due to resignation, Board agenda item 11.a.2 of the September 13, 2021 agenda.
2. Corrinne Bennett, West Perry School District, Administrative Office, Home and School Visitor, effective January 10, 2022; Salary: \$51,401.00, Master Scale Step 1 (prorated for the 2021-2022 school year at \$271.63 per day). Ms. Bennett will be filling the vacant position of Employee 304018, due to resignation, Board agenda item 10.a.4 of the November 8, 2021 agenda.
3. Crystal Shultz, New Bloomfield Elementary, Special Education Paraprofessional, 181 days, 5 1/2 hours per day, no benefits, effective December 14, 2021; Salary: \$11.25 per hour. Ms. Shultz will be filling the vacant position of Employee 015810, due to retirement, Board agenda item 11.a.5 of the May 10, 2021 agenda.
4. Haylee Liddick, New Bloomfield Elementary, Special Education Paraprofessional, 181 days, 5 1/2 hours per day, no benefits, effective December 14, 2021; Salary: \$11.25 per hour. Ms. Liddick will be filling the position Board approved agenda item 10.3 of the October 18, 2021 agenda.

All members present voted in the affirmative. Motion carried: 9 Yes 0 No

Mrs. Bidwell moved, seconded by Mrs. Rice, to approve Employment items 5-14:

5. 2021-2022 West Perry High School After-School Detention Supervisors (2021-2022 Co-Curricular Salaries, Item 11.c.14 of the June 14, 2021 Board agenda):
  - Jesse Stone
  - Ayla Miller
  - Sheena Haas
6. The Administration is recommending the following staff be approved as West Perry High School, After School Tutoring Staff, for the 2021-2022 school year. The following professional staff will be paid an hourly rate of \$30.00 per hour and paraprofessional staff will be paid at their 2021-2022 hourly rate.
  - Jessica Fisk
  - Tiffany Gannon
  - Lynne Reeder
  - Jacob Warner
  - Russ Feeney
  - Christine Salinetto
7. The Administration is recommending the following students be approved as West Perry High School, After School Tutoring Staff, for the 2021-2022 school year. The following students will be paid \$10.00 per hour.
  - Angela Arnold
  - Zachary Byers
  - Veranda Campbell
  - Anna Horn
  - Kelsey Kline
  - Vera Innerst

- Brianna Stewart
- Emily Zeiders

8. 2021-2022 West Perry High School Club Advisors (2021-2022 Co-Curricular Salaries, Item 11.c.14 of the June 14, 2021 Board agenda):

STAFF	POSITION
Heather Shumaker/Jacob Warner/Patricia Wagner	Class of 2023 Co-Advisors

9. Day-to-Day Substitute Aide:

- Cassidy Jo Grove

10. Bus/Van Driver:

- Shanna Trout for Dum's Bus Service

11. 2021-2022 Supervising and Non-Supervising Volunteers

12. 2021-2022 Game Workers/Athletic Event Staff Personnel

- Jacob Warner

13. 2021-2022 Volunteer Coaches

- Jake Quaker, Volunteer Wrestling Coach
- Cody Smith, Volunteer Baseball Coach
- Molly Knisely, Volunteer Track Coach

14. 2021-2022 Spring Coaches

All members present voted in the affirmative. Motion carried: 9 Yes 0 No

## 12. Education

### Minutes

1. Federal Programs Update - Dr. Snyder noted ESSER funds will be used for remediation to address learning loss; working on planning a summer school program, transportation and salaries for staff; working with department chairs at the high school for credit recovery options; Reading Specialist are working on offering after-school sessions; Meeting with the district nurses to review the Health and Safety Plan; The plan is to be updated every six month, the Board will be working on this in January; sending survey to staff and parents to receive feedback as the district prepares to update the Health and Safety Plan.

2. Ms. Wills moved, seconded by Mrs. Bidwell, to approve the acceptance of the Special Education Settlement Agreement to amicably resolve an education matter in accordance with a confidential agreement between the District and the minor child/parents.

All members present voted in the affirmative. Motion carried: 9 Yes 0 No

Mrs. Rice moved, seconded by Mrs. Bidwell, to approve Education items 3-5:

3. The Administration is recommending approval of the 2021-2022 Newport School District agreement to provide Special Education Services.

4. The Administration is recommending approval of the Title I Contract for Nonpublic Services Addendum with the Capital Area Intermediate Unit (CAIU).

5. The Administration is recommending approval of *Science Dimensions Biology* (Houghton Mifflin Harcourt, 2018) textbook for the high school Biology course. To be paid by the 2021-2022 Curriculum and Instruction Budget.

All members present voted in the affirmative. Motion carried: 9 Yes 0 No

## 13. Fiscal

### Minutes

1. Mrs. Rice moved, seconded by Ms. Rogers, to approve the 2020-2021 Budgetary Transfer Request.

All members present voted in the affirmative. Motion carried: 9 Yes 0 No

Mrs. Bidwell moved, seconded by Mrs. Miller, to approve Fiscal items 2-4:

2. The Administration is recommending the unused/unwanted equipment-furniture at West Perry High School be declared surplus.



3. The Administration is recommending the unused/unwanted books at West Perry Middle School be declared surplus.

4. The Administration is recommending the unused/unwanted equipment-furniture at West Perry Middle School be declared surplus.

All members present voted in the affirmative. Motion carried: 9 Yes 0 No

5. The Board acknowledged and thanked Crystal Summers for the donation of five pair of wrestling shoes for the wrestling program in the amount of \$375.00 (informational item only, no action required).

## 14. Adjournment

### Minutes

Mrs. Summers congratulated the Girls Basketball team for winning the PECO tournament and bringing the trophy back to West Perry.

With no further business to discuss, Mrs. Bidwell moved, seconded by Ms. Wills, to adjourn the regular meeting.

All members present voted in the affirmative. Motion carried: 9 Yes 0 No

The meeting adjourned at 8:23 PM.

Respectfully submitted,

Stevie Jo Davis  
Board Secretary