



## TULPEHOCKEN AREA SCHOOL DISTRICT

### BOARD OF SCHOOL DIRECTORS

April 18, 2023

Voting Session Board Meeting

District Office Board Room

7:00 P.M.

AGENDA

### MISSION STATEMENT

When we **expect** the most of ourselves and our community – and we **believe** in the inborn ability of all children to attain the knowledge and skills necessary to realize their full potential in life – we will **achieve** great things.

#### Public Participation - Policy #006:

A member of the public present at a Board meeting may address the Board in accordance with law and Board policy and procedures.

Presentations by members of the public are limited to a maximum of five (5) minutes per person, unless extended by majority vote of the Board.

**Recording of Meeting:** Any recording of this meeting must be disclosed prior to the start of the meeting.

1.0 Call to Order/Pledge of Allegiance..... President

Prayer ..... Board Member

2.0 Roll Call ..... Recording Secretary

### Junior High – Mr. Nev Lynch – Junior High Principal

#### Junior High Students of the Month:

##### December:

###### 7th Grade

Rowen Hall

Aniyah Gray

###### 8th Grade

Colin Kaulback

Claudia Zadeh

##### January:

###### 7th Grade

Samuel Lutz

Valeria Teran

###### 8th Grade

Logan Coderre

Caedence Thomas

**February:**

**7th Grade**

Landen Hoffert

Zoe White

**8th Grade**

Salma Elmarzouki

Zachary Crampton

**March:**

**7th Grade**

Caleb Schaffer

Lilliana Franklin

**8th Grade**

Braelynn Lemon

Chance Palm-Rittle

3.0 Acceptance of Minutes

3.1 03/21/2023 Board Voting Session Meeting Minutes

4.0 Approve the following financial reports for March 4.1 through 4.12:

- 4.1 Treasurer's Report
- 4.2 Investment Report
- 4.3 Tax Collection Report
- 4.4 Monthly Account Status
- 4.5 General Fund Bills Payable
- 4.6 Cafeteria Report
- 4.7 Cafeteria Fund Bills Payable
- 4.8 Capital Reserve Fund Bills Payable
- 4.9 Special Revenue Accounts Payable
- 4.10 Budgetary Transfers
- 4.11 Jr./Sr. High Activity Bills Payable
- 4.12 Arbiter Pay Payable

5.0 Board Reports – no items

6.0 Citizen/Student Participation (Pertaining to Agenda items only)

7.0 Reports and Recommendations of the Superintendent .....Superintendent

A. Kindergarten Registration Follow Up – Dr. Quirk

8.0 Notice and Communications.....Secretary

9.0 Items for Board Action

9.0.1 Approve the following Job Descriptions

- High School Principal
- Middle School Principal
- Elementary School Principal
- Director of Teaching & Learning
- Secondary School Counselor
- Controller

- Administrative Assistant to Pupil Services/Access Coordinator/Admin Assistant to the Chief Operating Officer
- Administrative Assistant to Transportation/Athletics

## 9.1 Finance

### A. 2023/2024 Budget Timeline – Mr. Kowalonek

## 9.2 Buildings and Grounds/Technology

- 9.2.1 Approve the awarding of the JSHS Asbestos Project contract to EHC Associates at a base bid of \$487,078.00 with work to begin summer of 2023.
- 9.2.2. Approve the authorization of the administration in coordination with Crabtree Rohrbaugh & Associates to advertise the bidding of the JSHS Renovation project when documents are ready.
- 9.2.3 Approve the lock-in price of \$2.5738 per gallon of heating oil for the 2023/2024 school year with World Fuel Services for 84,000 gallons.

## 9.3 Transportation

## 9.4 Policy

### 9.4.1 Give second reading and final approval to the following policies:

- #137 Home Education Programs
- #137.1 Extracurricular Participation by Home Education Students
- #137.2 Participation in Co-Curricular Activities & Academic Courses by Home Education Students
- #137.3 Participation in Career & Technical Education Programs by Home Education Students
- #151 Electronic Data Storage

## 9.5 Curriculum

- 9.5.1 Approve the Dual Enrollment Agreement with Reading Area Community College for the 2023/2024 Academic Year.
- 9.5.2 Approve an agreement with Mental Health First Aid to provide professional development for 16 staff members during the summer of 2023 at a cost of \$26,000.

## 9.6 Legislative

## 9.7 Extra-Curricular

## 9.8 Personnel

### 9.8.1 Approve the following Resignation:

- Kyra Seiders as a part time Special Education Autistic Support Paraprofessional at the Bethel Elementary effective March 31, 2023.
- Clifford Yeakley as full-time Grounds/Maintenance effective April 17, 2023.

### 9.8.2 Approve the following employment:

- Kimberly Freymoyer as a Part time Cafeteria Worker at the Junior Senior High School at an hourly rate of \$12.50, effective April 19, 2023. Pending completion of employment paperwork and online trainings.

### 9.8.3 Approve a medical sabbatical for Melinda Davis from March 19, 2023 through October 25, 2023.

### 9.8.4 Approve the job title change for Dawn Weiss from Administrative Assistant for Accounts Payable/Purchasing/Food Service Financial Director to Controller to better fit her current job responsibilities.

### 9.8.5 Approve the following substitute classified staff/event staff for remainder of the 2022-2023 school year:

- Devin Bucks                      Event Staff

### 9.8.6 Volunteers for the remainder of the 2022-2023 School Year.

- Larry Raifsnider              Field Trips
- Melissa Miranda              Field Trips/Classroom/School Events
- Rita Geesaman                Classroom
- Travis Unger                  Field Trips/Classroom/School Events
- Kacie Shifflett                Field Trips/School Events
- William Bricker                Athletics/Coaching/Field Trips/Classroom/School Events
- Shelly Kraatz                  Field Trips/Classroom/School Events
- Angela Gibson                Field Trips
- Paul Betz                        Field Trips

**DISCUSSION ITEMS: New Business / Old Business**

10.0 Information Items

11.0 Calendar of Events

- Saturday, April 15, 2023 – Grad Project Presentations
- Tuesday, April 18, 2023 – Board Work Session Meeting – District Office Board Room – 7:00 p.m.
- Friday, April 21, 2023 – JH Spring Dance – JSHS Café 7:00 p.m. – 10:00 p.m.
- Friday, April 21, 2023 – Fun & Games Night – Grades 4-6 – 4:00 p.m. – 5:30 p.m.
- Friday, April 21, 2023 – Music in the School Assembly – Bethel Elementary – 10:00 a.m.
- Friday, April 21, 2023 – Music in the School Assembly – Penn – Bernville – 2:00 p.m.
- Saturday, April 22, 2023 – Jr./Sr. High School Prom – Berkshire Country Club – 5:00 p.m. – 10:00 p.m.
- Saturday, April 22, 2023 – PTO Yard Sale
- Monday, April 24, 2023 – Friday, April 28, 2023 – PSSA English/LA for Grades 3-8.
- Wednesday, April 26, 2023 – Administrative Professionals’ Day
- Friday, April 28, 2023 – Sophomore Class Trip to Washington D.C. – 5:30 a.m. – 11:00 p.m.

12.0 Citizens Participation

13.0 Adjournment

**RIGHT-TO-KNOW REQUESTS: (January 2023 through Current)**

- Chase Majewski requested our postage meter contract & Supply Breakdown.
- Lisa Hassler requested a copy of the school calendar, CRA Addendum, Policy 800.1, Policy 828, and a copy of the letter received from the PA Attorney General stating there was no fault found in providing free haircuts for those who want it at Bethel Elementary. These items were on and discussed at the 02/21/2023 board meeting.
- Lisa Hassler requested all board minutes regarding SSM and Design of the Sewer Treatment Plant.