

## **September 19, 2017 – General Board Meeting Minutes**

The General Board Meeting of the Tulpehocken Area School Board of Directors was called to order at 7:00 p.m. in the District Office Board Room on Tuesday, September 19, 2017 with Mr. Oscar Manbeck, Board President presiding. The Pledge of Allegiance and prayer followed.

### **2.0 ROLL CALL**

**PRESENT:** Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

**ABSENT:** Mr. William T. Palmer, Jr.

#### **ADMINISTRATORS PRESENT:**

Dr. Robert Schultz, Superintendent  
Mr. Thomas Kowalonek, Business Manager  
Mr. Brian Boland, Solicitor  
Mrs. Mimi Shade, Recording Secretary

**And the following interested citizens and staff:** Ms. Lisa Hassler, Ms. Elaine Fernandez, and Mr. Tom Moorhead

### **3.0 ACCEPTANCE OF MINUTES**

3.1 A resolution was offered by Mr. Klopp, seconded by Mr. Heck, to accept the minutes of the following meetings:

3.1 08/15/2017 Board Voting Session Minutes

3.2 09/05/2017 Special Board Work Session Minutes.

**AYES:** Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

**NAYS:**

**ABSENT:** Mr. William T. Palmer, Jr.

**ABSTAINED:**

This motion was carried 8-0.

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### **4.0 FINANCIAL REPORTS**

4.1-4.13 A resolution was offered by Mr. Klopp, seconded by Mr. Heck, to accept the following financial reports:

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. High Activity Bills Payable
- 4.12 Sr. High Activity Bills Payable
- 4.13 Bond Fund Bills Payable

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. William T. Palmer, Jr.

ABSTAINED:

This motion was carried 8-0.

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## **5.0 BOARD REPORTS**

## **6.0 CITIZEN/STUDENT PARTICIPATION**

## **7.0 REPORTS AND RECOMMENDATIONS OF THE SUPERINTENDENT**

*Dr. Schultz reported that they are hoping to have a ribbon cutting very soon and was hoping to have the board come out to take a look before the board meeting on October 3, 2017. We will be in touch once the date is confirmed.*

*Dr. Schultz also wanted to publically recognize Jackie Yoder for recognizing that a student was having an allergic reaction and reacting quickly to get her help.*

## **8.0 NOTICES AND COMMUNICATIONS**

## **9.0 ITEMS FOR BOARD ACTION**

### **9.1 FINANCE**

- 9.1.1 A resolution was offered by Mr. Klopp, seconded by Mr. Heck, to approve the 2-year extension of the audit services agreement between TASD and Herbein + Co Inc. through the 2018-2019 school year as presented.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. William T. Palmer, Jr.

ABSTAINED:

This motion was carried 8-0.

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9.1.2 A resolution was offered by Mr. Klopp, seconded by Mr. Heck, to approve Tax Appeal Resolution #2017-02 as presented at the September 5, 2017 board meeting.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. William T. Palmer, Jr.

ABSTAINED:

This motion was carried 8-0.

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## **9.2 BUILDINGS AND GROUNDS**

9.2.1 A resolution was offered by Mr. Steinhauer, seconded by Mr. Heck, to approve the change order for Eastern Environmental Contractors to expand pole building pier footings in the amount of \$8,804.00.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. William T. Palmer, Jr.

ABSTAINED:

This motion was carried 8-0.

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9.2.2 A resolution was offered by Mr. Steinhauer, seconded by Mr. Heck, to approve the change order for Eastern Environmental Contractors to provide bentonite water stop between concrete walls in the amount of \$440.00.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. William T. Palmer, Jr.

ABSTAINED:

This motion was carried 8-0.

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### **9.3 TRANSPORTATION**

9.3.1 A resolution was offered by Mr. Steinhauer, seconded by Mr. Heck, to approve the transportation contract between Tulpehocken Area School District and Assemblies of Yahweh.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. William T. Palmer, Jr.

ABSTAINED:

This motion was carried 8-0.

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### **9.4. POLICY**

### **9.5. CURRICULUM**

9.5.1 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve the West Chester Honors Field Trip as presented at the September 5, 2017 board meeting.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. William T. Palmer, Jr.

ABSTAINED:

This motion was carried 8-0.

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### **9.6 LEGISLATIVE**

### **9.7 EXTRA-CURRICULAR**

### **9.8 PERSONNEL**

9.8.1 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve Michelle Huey as substitute support staff in the areas of secretarial and custodial for the remainder of the 2017-2018 school year, pending completion of paperwork.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. William T. Palmer, Jr.

ABSTAINED:

This motion was carried 8-0.

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9.8.2 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve Sandra Eggers as a substitute aide for the remainder of the 2017-2018 school year, pending completion of paperwork.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. William T. Palmer, Jr.

ABSTAINED:

This motion was carried 8-0.

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9.8.3 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve the following professional staff salary adjustments based on credit attainment according to the collective bargaining agreement:

- Matthew Schrack from 8M to 8M+15 effective August 3, 2017
- Heidi Messner from 1M to 1M+15 effective September 12, 2016
- Heather Innes from 11B+24 to 11M effective August 26, 2017

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. William T. Palmer, Jr.

ABSTAINED:

This motion was carried 8-0.

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9.8.4 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve the following mentors:

- Tara Gorman for Bethel Elementary First Grade Teacher (Kristin Zerbe) - \$375
- Jamie Shesniak for Bethel Elementary Third Grade Teacher (Kristin Orndorf)- \$375
- Jennifer Engelbert for STEM Teacher Kylene Sanders - \$187.50
- Erika Kindoll for STEM Teacher Kylene Sanders - \$187.50

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS: Mr. Anthony Rodig

ABSENT: Mr. William T. Palmer, Jr.

ABSTAINED:

This motion was carried 7-1.

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9.8.5 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve a childbearing/childrearing leave of absence for Ashley Gassert, Language Arts teacher at the JSHS from approximately October 27, 2017 through approximately April 3, 2018.

9.8.6 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve a childbearing/childrearing leave of absence for Erin Dietrich, fourth grade teacher at Bethel Elementary from approximately October 17, 2017 through approximately December 22, 2017.

9.8.7 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve a childbearing/childrearing leave of absence for Heather Martin, second grade teacher at Penn Bernville Elementary from approximately January 18, 2018 through approximately April 12, 2018.

9.8.8 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve a childbearing/childrearing leave of absence for Rebecca Schlegel, Kindergarten teacher at Penn Bernville Elementary from approximately December 8, 2017 through approximately March 5, 2018.

9.8.9 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve a childbearing/childrearing leave of absence for Victoria Kramer, Special Education LSS teacher at the Junior Senior High School from approximately November 15, 2017 through approximately April 3, 2018.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. William T. Palmer, Jr.

ABSTAINED:

This motion was carried 8-0.

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9.8.10 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to accept the resignation of Caitlyn Manmiller as full-time Elementary Autistic Support 1:1 Paraprofessional at Bethel Elementary effective September 15, 2017.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. William T. Palmer, Jr.

ABSTAINED:

This motion was carried 8-0.

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9.8.11 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to accept the resignation of Jessica Pietruch as part-time Emotional Support Paraprofessional at Penn-Bernville Elementary effective August 21, 2017.

9.8.12 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to accept the resignation of Susan Berkheiser as custodian effective October 7, 2017.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. William T. Palmer, Jr.

ABSTAINED:

This motion was carried 8-0.

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9.8.13 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve Tabitha Sprentall as a part-time Emotional Support 1:1 Paraprofessional at an hourly rate of \$12.00.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. William T. Palmer, Jr.

ABSTAINED:

This motion was carried 8-0.

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9.8.14 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve Ann Binner as a part-time Cafeteria worker for Penn Bernville Elementary at an hourly rate of \$9.00.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. William T. Palmer, Jr.

ABSTAINED:

This motion was carried 8-0.

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9.8.15 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve Bobbi Mellen as Event Staff for the remainder of the 2017-2018 School Year.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. William T. Palmer, Jr.

ABSTAINED:

This motion was carried 8-0.

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9.8.16 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve Jim Cox as Junior High Head Girls' Basketball Coach for the 2017-2018 season at a stipend of \$1,600.00.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. William T. Palmer, Jr.

ABSTAINED:

This motion was carried 8-0.

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9.8.17 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve the transfer of Rebecca Kline from full-time Elementary 1:1 AS Para to part-time Elementary AS Para.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. William T. Palmer, Jr.

ABSTAINED:

This motion was carried 8-0.

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9.8.18 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve the transfer of Crystal McGeary from Guest Teacher to full-time Elementary Autistic Support 1:1 Paraprofessional at Bethel Elementary at a rate of \$13.00 per hour.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. William T. Palmer, Jr.

ABSTAINED:

This motion was carried 8-0.

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9.8.19 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve an unpaid leave for Kelly McComsey full-time Head Cook at Bethel Elementary beginning September 19, 2017 for approximately 8 weeks.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. William T. Palmer, Jr.

ABSTAINED:

This motion was carried 8-0.

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9.8.20 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve Andrew Beilhart as Classroom Teacher Grade 4 at Bethel Elementary at Step 1B \$48,043, pro-rated to the number of days worked.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. William T. Palmer, Jr.

ABSTAINED:

This motion was carried 8-0.

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9.8.21 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve Giulia Voletto as Classroom Teacher Grade 6 at Bethel Elementary at Step 1B \$48,043, pro-rated to the number of days worked.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. William T. Palmer, Jr.

ABSTAINED:

This motion was carried 8-0.

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9.8.22 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve Teresa Burns as a RN Nurse's Assistant .6 position at a salary of \$16,981 pro-rated to the number of days worked.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. William T. Palmer, Jr.

ABSTAINED:

This motion was carried 8-0.

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9.8.23 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve Pamela Marsh as a long-term substitute English teacher at the Junior/Senior High School from approximately September 20,2017 through January 18,2018 at Step 1B \$48,043 prorated to the number of days worked.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. William T. Palmer, Jr.

ABSTAINED:

This motion was carried 8-0.

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9.8.24 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve Tabitha Wesner as a cafeteria substitute for the remainder of the 2017-2018 school year.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. William T. Palmer, Jr.

ABSTAINED:

This motion was carried 8-0.

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9.8.25 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve the following volunteers for the remainder of the 2017-2018 School year:

AYES:	<b>Ashley Swanson</b>	<b>Jason Manbeck</b>	<b>Kirstin Gorman</b>
	<b>Elaan Honicker</b>	<b>Vance Gradwell</b>	<b>Amy Stauffer</b>
	<b>Jonelle Azar</b>		<b>Colleen Bye</b>
			<b>Christopher Ritter</b>
			<b>Crystal Stoltz</b>
			<b>Stephanie Erb</b>
			<b>Abigail Koch</b>

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. William T. Palmer, Jr.  
ABSTAINED:  
This motion was carried 8-0.

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## **9.9 TECHNOLOGY**

9.9.1 A resolution was offered by Mr. Rodig, seconded by Mr. Heck, to approve the agreement between Teksystems, Inc. and Tulpehocken Area School District for technology services.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. William T. Palmer, Jr.  
ABSTAINED:  
This motion was carried 8-0.

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DISCUSSION ITEMS: OLD BUSINESS/NEW BUSINESS

## **10.0 INFORMATION ITEMS**

## **11.0 CALENDAR OF EVENTS**

## **12.0 CITIZENS PARTICIPATION**

## **13.0 ADJOURNMENT**

Mr. Heck made a motion to adjourn the meeting, seconded by Mr. Klopp.  
The meeting adjourned at 7:26 p.m.

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Mrs. April Klopp, Board Secretary