

September 19, 2023 – 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, 2023, with Mr. Kyle Batz, Board President presiding. The Pledge of Allegiance and prayer followed.

2.0 ROLL CALL

PRESENT: Mr. Kyle Batz, Mr. Christopher Beitler (7:02 p.m.), Mr. Harry Fox, Mr. Matthew Hetrick, Mr. Carl Kauffman, Mrs. April Klopp, and Mr. William T. Palmer Jr.(7:17 p.m.), and Mrs. Kristan Rissmiller.

ABSENT: Mr. Chris Heck

ADMINISTRATORS PRESENT:

Dr. Andrew Netznik, Superintendent
Dr. Denis Quirk, Assistant to the Superintendent
Mr. Thomas Kowalonek, Chief Financial Officer
Mr. Matthew Shirk, Chief Operating Officer
Ms. Brian J. Boland, Solicitor
Ms. Mimi Shade, Recording Secretary

And the following interested citizens and staff: Ms. Lisa Hassler, Mr. Tom Moorhead, Ms. Diane Moorhead, Ms. Jennifer Kester, Mr. Robert Sattazahn, Ms. Jocelyn Gross, Ms. Jennifer Becker, and Mr. Chris Kraemer

There was a moment of silence held for the Heck family with the loss of Rebecca Heck, Board member Chris Heck's wife and an employee of the district.

3.0 ACCEPTANCE OF MINUTES

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

- 3.1 08/15/2023 Board Voting Session Meeting Minutes
- 3.2 09/05/2023 Board Work Session Meeting Minutes

AYES: Mr. Kyle Batz, Mr. Harry Fox, Mr. Matthew Hetrick, Mr. Carl Kauffman, Mrs. April Klopp, and Mrs. Kristan Rissmiller

NAYS:

ABSENT: Mr. Christopher Beitler, Mr. Chris Heck, and Mr. William T. Palmer Jr.,

ABSTAINED:

This motion was carried 6-0.

4.0 FINANCIAL REPORTS

4.1- 4.12 A resolution was offered by Mr. Palmer, seconded by Mrs. Klopp, 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./Sr. High Activity Bills Payable
- 4.12 Arbiter Pay Payable

AYES: Mr. Kyle Batz, Mr. Christopher Beitler, Mr. Harry Fox, Mr. Matthew Hetrick, Mr. Carl Kauffman, Mrs. April Klopp, and Mrs. Kristan Rissmiller

NAYS:

ABSENT: Mr. Chris Heck, and Mr. William T. Palmer Jr.

ABSTAINED:

This motion was carried 7-0.

5.0 BOARD REPORTS

6.0 CITIZEN/STUDENT PARTICIPATION (PERTAINING TO AGENDA ITEMS ONLY)

7.0 REPORTS AND RECOMMENDATIONS OF THE SUPERINTENDENT

- A. Music Department Field Trip/Dollywood (05/01/2024 – 05/05/2024) – Ms. Jocelyn Gross

Ms. Gross presented the music department field trip to Dollywood to the board. The proposed trip will be from May 1, 2024 to May 5, 2024. They will perform in a competition and be given feedback on their performance.

Dr. Netznik read a statement from board member Mr. Heck. Mr. Heck thanked everyone for their kindness and generosity while they are dealing with the death of his wife. Mrs. Heck was also an employee of the district.

8.0 NOTICES AND COMMUNICATIONS

9.0 ITEMS FOR BOARD ACTION

9.0.1 A resolution was offered by Mrs. Klopp, seconded by Mr. Fox, to approve the Music Department Field Trip to Dollywood from May 1, 2024 through May 5, 2024 as presented.

AYES: Mr. Kyle Batz, Mr. Christopher Beitler, Mr. Harry Fox, Mr. Matthew Hetrick, Mr. Carl Kauffman, Mrs. April Klopp, and Mrs. Kristan Rissmiller

NAYS:

ABSENT: Mr. Chris Heck, and Mr. William T. Palmer Jr.

ABSTAINED:

This motion was carried 7-0.

9.1 FINANCE

9.1.1 A resolution was offered by Mr. Kaufman, seconded by Mrs. Klopp, to approve a transportation agreement between the Tulpehocken Area School District and student #303458.

AYES: Mr. Kyle Batz, Mr. Christopher Beitler, Mr. Harry Fox, Mr. Matthew Hetrick, Mr. Carl Kauffman, Mrs. April Klopp, and Mrs. Kristan Rissmiller

NAYS:

ABSENT: Mr. Chris Heck, and Mr. William T. Palmer Jr.

ABSTAINED:

This motion was carried 7-0.

9.2 BUILDINGS AND GROUNDS/TECHNOLOGY

9.2.1 A resolution was offered by Mr. Palmer, seconded by Mrs. Klopp, to approve to make a motion to amend the agenda to add a motion regarding the Land Development & Maintenance Agreement and the Stormwater Controls and Best Management Practices Operations & Maintenance Agreement.

AYES: Mr. Kyle Batz, Mr. Christopher Beitler, Mr. Harry Fox, Mr. Matthew Hetrick, Mr. Carl Kauffman, Mrs. April Klopp, Mr. William T. Palmer Jr., and Mrs. Kristan Rissmiller

NAYS:

ABSENT: Mr. Chris Heck

ABSTAINED:

This motion was carried 8-0.

9.2.2 A resolution was offered by Mr. Palmer, seconded by Mrs. Klopp, to resolve that the Board of School Directors approve the Land Development & Maintenance Agreement and the Stormwater Controls & Best Management Practices Operations & Maintenance Agreements between

the Tulpehocken Area School District & Jefferson Township for the Middle/Senior High School project as presented & to authorize the Appropriate Officers to execute the same.

AYES: Mr. Kyle Batz, Mr. Christopher Beitler, Mr. Harry Fox, Mr. Matthew Hetrick, Mr. Carl Kauffman, Mrs. April Klopp, Mr. William T. Palmer Jr., and Mrs. Kristan Rissmiller

NAYS:

ABSENT: Mr. Chris Heck

ABSTAINED:

This motion was carried 8-0.

The above motions 9.2.1 and 9.2.2 where voted on the end of the board meeting.

9.3 TRANSPORTATION

9.4. POLICY

9.4.1 A resolution was offered by Mr. Kauffman, seconded by Mrs. Klopp, to give second reading and final approval following policies:

- #311 Reduction of Staff
- #312 Performance Assessment of Superintendent/Assistant Superintendent – *New Policy*
- #313 Evaluation of Employees
- #314 Physical Examination
- #314.1 HIV Infection
- #317 Conduct/Disciplinary Procedures
- #317.1 Educator Misconduct
- #318 Attendance & Tardiness
- #319 Outside Activities
- #320 Freedom of Speech in Non-School Settings
- #601 Fiscal Objectives
- #602 Budget Planning
- #603 Budget Preparation
- #604 Budget Adoption
- #605 Tax Levy
- #606 Tax Collection
- #607 Tuition Income
- #608 Bank Accounts
- #609 Investment of District Funds
- #610 Purchases Subject to Bid/Quotation
- #611 Purchases Budgeted
- #612 Purchases Not Budgeted
- #613 Cooperative Purchasing

#614 Payroll Authorization
#615 Payroll Deductions

AYES: Mr. Kyle Batz, Mr. Christopher Beitler, Mr. Harry Fox, Mr. Matthew Hetrick,
Mr. Carl Kauffman, Mrs. April Klopp, and Mrs. Kristan Rissmiller

NAYS:

ABSENT: Mr. Chris Heck, and Mr. William T. Palmer Jr.,

ABSTAINED:

This motion was carried 7-0.

9.4.2 A resolution was offered by Mr. Kauffman, seconded by Mrs. Klopp, to give first reading with the intent to give second reading and final approval on October 17, 2023 to the following policies:

#321 Political Activities
#322 Gifts
#323 Tobacco & Vaping Products
#324 Personnel Files
#325 Dress & Grooming
#326 Complaint Process
#328 Compensation Plans/Salary Schedules
#330 Overtime
#331 Job Related Expenses
#332 Working Periods
#333 Professional Development
#334 Sick Leave
#335 Family & Medical Leaves
#336 Personal Necessity Leave
#337 Vacation
#338 Sabbatical Leave
#338.1 Compensated Professional Leaves
#339 Uncompensated Leave
#340 Responsibility for Student Welfare
#341 Benefits for Part-Time Employees
#342 Jury Duty
#343 Paid Holidays
#347 Workers' Compensation Transitional Return-to-Work Program –
New Policy
#351 Drug & Substance Abuse
#616 Payment of Bills
#617 Petty Cash
#618 Student Activity Funds
#619 District Audit
#620 Fund Balance
#621 Local Taxpayer Bill of Rights
#622 GASB Statement 34 – ***New Policy***

#624	Taxable Fringe Benefits – <i>New Policy</i>
#625	Procurement Cards – <i>New Policy</i>
#626	Federal Fiscal Compliance
#626.1	Travel Reimbursement
#827	Conflict of Interest

AYES: Mr. Kyle Batz, Mr. Christopher Beitler, Mr. Harry Fox, Mr. Matthew Hetrick, Mr. Carl Kauffman, Mrs. April Klopp, and Mrs. Kristan Rissmiller

NAYS:

ABSENT: Mr. Chris Heck, and Mr. William T. Palmer Jr.,

ABSTAINED:

This motion was carried 7-0.

9.4.3 A resolution was offered by Mr. Kauffman, seconded by Mrs. Klopp, to Approve the deletion of the following Policies:

#327	Management Team
#329	Substitute Compensation
#348	Unlawful Harassment

AYES: Mr. Kyle Batz, Mr. Christopher Beitler, Mr. Harry Fox, Mr. Matthew Hetrick, Mr. Carl Kauffman, Mrs. April Klopp, and Mrs. Kristan Rissmiller

NAYS:

ABSENT: Mr. Chris Heck, and Mr. William T. Palmer Jr.,

ABSTAINED:

This motion was carried 7-0.

9.5. CURRICULUM

9.6 LEGISLATIVE

9.7 EXTRA-CURRICULAR

9.8 PERSONNEL

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

- Amber Myers from 5B+24 to 5M effective the beginning of the 2023-2024 School Year.
- Guilia Hummel from 7B to 7B+24 effective the beginning of the 2023-2024 School Year
- Molly Ruiz from 7M+30 to 7M+45 effective the beginning of the 2023-2024 School Year

- Kristen Overley from 4B to 4B+24 effective September 18, 2023.

AYES: Mr. Kyle Batz, Mr. Christopher Beitler, Mr. Harry Fox, Mr. Matthew Hetrick, Mr. Carl Kauffman, Mrs. April Klopp, and Mrs. Kristan Rissmiller

NAYS:

ABSENT: Mr. Chris Heck, and Mr. William T. Palmer Jr.,

ABSTAINED:

This motion was carried 7-0.

9.8.2 A resolution was offered by Mrs. Klopp seconded by Mr. Fox, to approve the following Employment:

- Belinda Yorty as a part-time instructional support paraeducator at Penn-Bernville Elementary at an hourly rate of \$16.00, effective September 20, 2023, pending completion of employment paperwork.
- Michelle Hartranft as a part-time learning support paraeducator at the Middle School at an hourly rate of \$16.00, effective September 20, 2023, pending completion of employment paperwork.
- Lynda Tomicich as a part-time emotional support paraeducator at Penn-Bernville Elementary at an hourly rate of \$16.00 (plus a \$2.00 position differential), effective September 20, 2023, pending completion of employment paperwork.

AYES: Mr. Kyle Batz, Mr. Christopher Beitler, Mr. Harry Fox, Mr. Matthew Hetrick, Mr. Carl Kauffman, Mrs. April Klopp, Mr. William T. Palmer Jr., and Mrs. Kristan Rissmiller

NAYS:

ABSENT: Mr. Chris Heck

ABSTAINED:

This motion was carried 8-0.

9.8.3 A resolution was offered by Mrs. Klopp seconded by Mr. Fox, to approve the following substitute classified staff/event staff:

- Cornelia Dix Secretary
- Sherry Walther Cafeteria, Lunch Recess Aide

AYES: Mr. Kyle Batz, Mr. Christopher Beitler, Mr. Harry Fox, Mr. Matthew Hetrick, Mr. Carl Kauffman, Mrs. April Klopp, Mr. William T. Palmer Jr., and Mrs. Kristan Rissmiller

NAYS:

ABSENT: Mr. Chris Heck

ABSTAINED:

This motion was carried 8-0.

9.8.4 A resolution was offered by Mrs. Klopp seconded by Mr. Fox, to approve the following unpaid leave:

- Cierra Etchberger Autistic Support Teacher, Bethel Elementary for November 1, 2023.

AYES: Mr. Kyle Batz, Mr. Christopher Beitler, Mr. Harry Fox, Mr. Matthew Hetrick, Mr. Carl Kauffman, Mrs. April Klopp, Mr. William T. Palmer Jr., and Mrs. Kristan Rissmiller

NAYS:

ABSENT: Mr. Chris Heck

ABSTAINED:

This motion was carried 8-0.

9.8.5 A resolution was offered by Mrs. Klopp seconded by Mr. Fox, to approve the following Volunteers for the remainder of the 2023-2024 School Year.

- Irene Lynch Athletics/Coaching/Field Trips/Classroom/School Events
- Pun (Kay) Hartranft Classroom/School Events
- Krystle Kreider Athletics/Coaching/Field Trips/Classroom/School Events
- Carol Sims Field Trips/School Events
- Nikki Rae – Hurst Field Trips/Classroom/School Events
- Francisco Baez School Events

AYES: Mr. Kyle Batz, Mr. Christopher Beitler, Mr. Harry Fox, Mr. Matthew Hetrick, Mr. Carl Kauffman, Mrs. April Klopp, Mr. William T. Palmer Jr., and Mrs. Kristan Rissmiller

NAYS:

ABSENT: Mr. Chris Heck

ABSTAINED:

This motion was carried 8-0.

9.9 TECHNOLOGY

DISCUSSION ITEMS: OLD BUSINESS/NEW BUSINESS

Mr. Kauffman inquired if we have heard anything from Penn Dot regarding the Penn-Bernville 183 intersection. Dr. Netznik informed him that we had not heard anything yet, but they restructured drop off and pick up and it has been working great.

Mr. Fox Inquired how the elementary playgrounds are coming along. Dr. Netznik and Mr. Shirk responded that it is going slowly. The wrong turf was delivered, and we are dealing with some drainage issues.

10.0 INFORMATION ITEMS

11.0 CALENDAR OF EVENTS

12.0 CITIZENS PARTICIPATION

Mrs. Hassler informed the board that October is Dyslexia awareness month. She read statistics and stated that kids with unidentified dyslexia get bullied, have behavior issues, and can even be the class clown. She stated that one in five people have Dyslexia. She offered her services to help to make sure students in our district do not go unidentified. She reiterated that the Wilson Reading Program is a great asset to determine this.

13.0 ADJOURNMENT

Mrs. Rissmiller made a motion to adjourn the meeting, seconded by Mrs. Klopp. The meeting adjourned at 7:41 p.m.

Mrs. April Klopp, Board Secretary