

October 17, 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, October 17, 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, Mr. Harry Fox, Mr. Chris Heck, Mr. Matthew Hetrick, Mrs. April Klopp, and Mrs. Kristan Rissmiller.

ABSENT: Mr. Carl Kauffman, and Mr. William T. Palmer Jr.

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: Mr. Daniel Steinhauer, Ms. Lisa Hassler, Mr. Tom Moorhead, Ms. Diane Moorhead, and Mr. Brian Foreman.

3.0 ACCEPTANCE OF MINUTES

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

- 3.1 09/19/2023 Board Voting Session Meeting Minutes
- 3.2 10/03/2023 Board Work Session Meeting Minutes

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

NAYS:

ABSENT: Mr. Carl Kauffman, and Mr. William T. Palmer Jr.

ABSTAINED:

This motion was carried 7-0.

4.0 FINANCIAL REPORTS

4.1- 4.12 A resolution was offered by Mr. Heck, seconded by Mr. Fox, 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. Chris Heck, Mr. Matthew Hetrick, Mrs. April Klopp, and Mrs. Kristan Rissmiller

NAYS:

ABSENT: Mr. Carl Kauffman, 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)

Mrs. Hassler asked about motion 9.1.1 and what the monies set aside for curriculum are being used for. Dr. Quirk fielded her questions, and stated it is to be used towards the curriculum cycle and replacing and updating our curriculum.

7.0 REPORTS AND RECOMMENDATIONS OF THE SUPERINTENDENT

- A. Reminder** - 11/07/2023 Board Meeting – BCTC West

Dr. Netznik reminded the board that the 11/07/2023 Board Meeting will be held at BCTC West.

Dr. Netznik reported that we have added another community event. We currently hold an Easter Egg Hunt for the community and now we are going to offer Track and Treat, which will be held this Friday from 6:00 p.m. to 8:00 p.m. The staff, students, and community have come together to offer an event that the community can come and enjoy together.

Dr. Netznik reported that the golf team is playing for the state title. Congratulations!!

Dr. Netznik also reported that the soccer team is currently in the playoffs. Congratulations!!

8.0 NOTICES AND COMMUNICATIONS

9.0 ITEMS FOR BOARD ACTION

9.0.1 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve the following Job Descriptions:

- Certified School Nurse
- School Nurse – RN/LPN
- Club & Class Advisor

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

NAYS:

ABSENT: Mr. Carl Kauffman, 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. Heck, seconded by Mrs. Klopp, to approve the commitment of the following fund balances in accordance with GASB 54 and Board Policy 620 effective June 30, 2023:

Special Education	\$200,000
Curriculum	\$250,000
Athletic Facility Improvements	\$1,550,000*

**Replacement of turf, resurfacing of track, and options for tennis courts*

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

NAYS:

ABSENT: Mr. Carl Kauffman, and Mr. William T. Palmer Jr.

ABSTAINED:

This motion was carried 7-0.

9.1.2 A resolution was offered by Mr. Heck, seconded by Mrs. Klopp, to approve the transfer of \$2,000,000 from the General Fund to the Capital Reserve Fund as budgeted in the 2023/2024 fiscal year for the MS/HS Renovation Project and capital improvement project in accordance with the District Operational Plan.

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

NAYS:

ABSENT: Mr. Carl Kauffman, and Mr. William T. Palmer Jr.

ABSTAINED:

This motion was carried 7-0.

9.2 BUILDINGS AND GROUNDS/TECHNOLOGY

A. Property Purchase & Options Discussion

Discussion was held regarding the possible purchase of the property next to Penn-Bernville and the possibility of the property next to Bethel Elementary. The property next to Penn-Bernville is currently owned by the Kissling's. It is 39 acres and would include the ball field. Different options were discussed, including the opportunity it would give the Ag program. The property next to Bethel Elementary has the possibility of being purchased and for it be used commercially. This is a concern regarding the kids and safety. Different options were discussed. There were no decisions made. Different options will be investigated.

Mr. Steinhauer asked the board to make sure we are a proficient district regarding testing before we add something like this for the students. Discussion was held and questions were asked and fielded.

9.3 TRANSPORTATION

9.4. POLICY

9.4.1 A resolution was offered by Mr. Heck, seconded by Mrs. Klopp, to give second reading and final approval 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 – <i>New Policy</i>
#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 – <i>New Policy</i>
#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. Chris Heck, Mr. Matthew Hetrick, Mrs. April Klopp, and Mrs. Kristan Rissmiller

NAYS:

ABSENT: Mr. Carl Kauffman, and Mr. William T. Palmer Jr.

ABSTAINED:

This motion was carried 7-0.

9.4.2 A resolution was offered by Mr. Heck, seconded by Mr. Fox, to give first reading with the intent to give second reading and final approval on November 21, 2023 to the following policies:

#701	Facilities Planning
#702	Gifts, Grants, Donations
#702.1	Crowdfunding
#703	Sanitary Management
#704	Maintenance
#705	Facilities & Workplace Safety
#706	Property Records
#707	Use of School Facilities
#708	Lending of Equipment & Books
#709	Building Security
#710	Use of Facilities by Staff
#711	Naming Rights
#716	Integrated Pest Management
#717	Cellular Phones – <i>New Policy</i>
#718	Service Animals in Schools – <i>New Policy</i>

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

NAYS:

ABSENT: Mr. Carl Kauffman, and Mr. William T. Palmer Jr.

ABSTAINED:

This motion was carried 7-0.

9.4.3 A resolution was offered by Mr. Heck, seconded by Mrs. Klopp, to approve the retiring of the following Polices:

#713	Prohibited Use of School Grounds
#713.1	Prohibited Use of Unlicensed or Unregistered Motor Vehicles
#715	Use of Fax Machines

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

NAYS:

ABSENT: Mr. Carl Kauffman, 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. Heck, to accept the resignation of Deborah Miller as a Middle School Art Teacher, for the purpose of retirement, effective January 11, 2024.

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

NAYS:

ABSENT: Mr. Carl Kauffman, 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. Heck, to approve the appointment of Krystal Thompson to serve as "Student Risk and Threat Assessment Interventionist" in addition to her role as a school psychologist at an annual stipend of \$4,000.00, effective October 18, 2023.

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

NAYS:

ABSENT: Mr. Carl Kauffman, and Mr. William T. Palmer Jr.

ABSTAINED:

This motion was carried 7-0.

9.8.3 A resolution was offered by Mrs. Klopp seconded by Mr. Heck, to approve the following coach resignation:

- Assistant Middle School Cross Country Coach Jason Manbeck for the 2023-2024 sports season effective October 16, 2023.

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

NAYS:

ABSENT: Mr. Carl Kauffman, and Mr. William T. Palmer Jr.

ABSTAINED:

This motion was carried 7-0.

9.8.4 A resolution was offered by Mrs. Klopp seconded by Mr. Heck, to approve a supplemental contract for the following Coach position for the 2023-2024 sports season:

- Malcolm Wertz Assistant Boys' Basketball Coach \$3,364.00

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

NAYS:

ABSENT: Mr. Carl Kauffman, and Mr. William T. Palmer Jr.

ABSTAINED:

This motion was carried 7-0.

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

- Carrie Romanus Classroom/School Events
- Nicole Deshong Field Trips/School Events
- Melissa Long Field Tips/Classroom/School Events

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

NAYS:

ABSENT: Mr. Carl Kauffman, and Mr. William T. Palmer Jr.

ABSTAINED:

This motion was carried 7-0.

9.9 TECHNOLOGY

DISCUSSION ITEMS: OLD BUSINESS/NEW BUSINESS

Mr. Beitler Thanked the following people and everyone who helped with homecoming.

- *Mr. Manbeck*
- *Mr. Palmer*
- *Mr. Hamrick*

Mr. Batz thanked Mr. Beitler for all of his involvement and work regarding homecoming.

10.0 INFORMATION ITEMS

11.0 CALENDAR OF EVENTS

12.0 CITIZENS PARTICIPATION

Mr. Steinhauer inquired about the District Operational Plan. He was informed that it is a plan with so much budgeted every year for maintenance and needed repairs to keep up with the maintenance and repairs of the district.

13.0 ADJOURNMENT

Mrs. Rissmiller made a motion to adjourn the meeting, seconded by Mr. Heck. The meeting adjourned at 8:01 p.m. Executive Session followed for Real Estate.

Mrs. April Klopp, Board Secretary