

## **November 21, 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, November 21, 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. Oscar J. Manbeck, Mr. William T. Palmer, Jr., Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

**ABSENT:** Mr. Scott W. Klopp

#### **ADMINISTRATORS PRESENT:**

Dr. Robert Schultz, Superintendent  
Mr. Thomas Kowalonek, Business Manager  
Ms. Amanda Cipolla, Penn-Bernville Elementary Principal  
Mr. Andrew Netznik, JSHS Principal  
Mr. Brian Boland, Solicitor  
Mrs. Mimi Shade, Recording Secretary

**And the following interested citizens and staff:** Ms. Roxanne McMurtry, and Mr. Tom Moorhead

### **3.0 ACCEPTANCE OF MINUTES**

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

3.1 10/17/2017 Board Voting Session Minutes

3.2 11/07/2017 Special Board Work Session Minutes.

**AYES:** Mr. Chris Heck, Mrs. April Klopp, Mr. Oscar J. Manbeck, Mr. William T. Palmer, Jr., Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

**NAYS:**

**ABSENT:** Mr. Scott W. Klopp

**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. Werst, 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. Oscar J. Manbeck, Mr. William T. Palmer, Jr., Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. Scott W. Klopp

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**

A. Herbein & Company Audit Presentation – Roxanne McMurtry

*Roxanne McMurtry presented the audit to the board. It was a successful audit with no findings.*

*Dr. Schultz asked Mr. Netznik to update the board on all of the community outreach the JSHS is doing. Mr. Netznik informed the board that they are currently doing a Turkey bowl and a Turducken bowl to raise funds to help out some needy families. They are also participating in an Angel Tree.*

## **8.0 NOTICES AND COMMUNICATIONS**

## **9.0 ITEMS FOR BOARD ACTION**

- 9.0.1 A resolution was offered by Mr. Rodig, seconded by Mr. Heck, to approve the Sophomore Class Field Trip to Washington D.C. as presented at the November 7, 2017 Board Meeting.
- 9.0.2 A resolution was offered by Mr. Rodig, seconded by Mr. Heck, to approve the 8<sup>th</sup> Grade Field Trip to Gettysburg as presented at the November 7, 2017 Board

Meeting.

9.0.3 A resolution was offered by Mr. Rodig, seconded by Mr. Heck, to approve the FBLA Field Trip as presented at the November 7, 2017 Board Meeting.

9.0.4 A resolution was offered by Mr. Rodig, seconded by Mr. Heck, to approve the FFA ACES Conference Field Trip as presented at the November 7, 2017 Board Meeting.

9.0.5 A resolution was offered by Mr. Rodig, seconded by Mr. Heck, to approve the Franklin Institute Field Trip as presented at the November 7, 2017 Board Meeting.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Oscar J. Manbeck, Mr. William T. Palmer, Jr., Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. Scott W. Klopp

ABSTAINED:

This motion was carried 8-0.

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9.0.6 A resolution was offered by Mr. Palmer, seconded by Mr. Heck, to approve the following from Berks County Workforce to be members of the Tulpehocken Ag Advisory Committee:

- Connie Skipper
- Dan Fogarty

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Oscar J. Manbeck, Mr. William T. Palmer, Jr., Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. Scott W. Klopp

ABSTAINED:

This motion was carried 8-0.

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## **9.1 FINANCE**

9.1.1 A resolution was offered by Mr. Werst, seconded by Mr. Heck, to approve the transfer of \$770,000 to Capital Reserve effective June 30, 2017.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Oscar J. Manbeck, Mr. William T. Palmer, Jr., Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. Scott W. Klopp

ABSTAINED:

This motion was carried 8-0.

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9.1.2 A resolution was offered by Mr. Werst, seconded by Mr. Heck, to Per Capita Exonerations as attached.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Oscar J. Manbeck, Mr. William T. Palmer, Jr., Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. Scott W. Klopp

ABSTAINED:

This motion was carried 8-0.

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9.1.3 A resolution was offered by Mr. Werst, seconded by Mr. Heck, to approve the parent/school district transportation contract for student # 302099 as presented.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Oscar J. Manbeck, Mr. William T. Palmer, Jr., Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. Scott W. Klopp

ABSTAINED:

This motion was carried 8-0.

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9.1.4 A resolution was offered by Mr. Werst, seconded by Mr. Heck, to approve the Memorandum of Understanding between Lebanon County CYS and Tulpehocken Area School District as presented.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Oscar J. Manbeck, Mr. William T. Palmer, Jr., Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. Scott W. Klopp

ABSTAINED:

This motion was carried 8-0.

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9.1.5 A resolution was offered by Mr. Werst, seconded by Mr. Heck, to approve the Transportation Plan between Lebanon County CYS and Tulpehocken Area School District as presented.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Oscar J. Manbeck, Mr. William T. Palmer, Jr., Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. Scott W. Klopp

ABSTAINED:

This motion was carried 8-0.

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## **9.2 BUILDINGS AND GROUNDS**

## **9.3 TRANSPORTATION**

## **9.4. POLICY**

## **9.5. CURRICULUM**

## **9.6 LEGISLATIVE**

## **9.7 EXTRA-CURRICULAR**

## **9.8 PERSONNEL**

9.8.1 A resolution was offered by Mr. Palmer, seconded by Mr. Heck, to approve Amber Taggart as a long-term substitute Kindergarten teacher at Penn Bernville Elementary from approximately December 8, 2017 thru approximately March 5, 2018 at Step 1B \$48,043 pro-rated to the number of days worked.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Oscar J. Manbeck, Mr. William T. Palmer, Jr., Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. Scott W. Klopp

ABSTAINED:

This motion was carried 8-0.

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9.8.2 A resolution was offered by Mr. Palmer, seconded by Mr. Heck, to approve the following Secretary Substitutes for the remainder for the 2017-2018 school year:

- Josie Wilson
- Heather Spencer

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Oscar J. Manbeck, Mr. William T. Palmer, Jr., Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. Scott W. Klopp

ABSTAINED:

This motion was carried 8-0.

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9.8.3 A resolution was offered by Mr. Palmer, seconded by Mr. Heck, to approve Dane Huntzinger as a Substitute Teacher for the remainder of the 2017-2018 school year:

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Oscar J. Manbeck, Mr. William T. Palmer, Jr., Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. Scott W. Klopp

ABSTAINED:

This motion was carried 8-0.

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9.8.4 A resolution was offered by Mr. Palmer, seconded by Mr. Heck, to approve Scott Klopp as Event Staff for the remainder of the 2017-2018 school year effective December 6, 2017.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Oscar J. Manbeck, Mr. William T. Palmer, Jr., Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. Scott W. Klopp

ABSTAINED:

This motion was carried 8-0.

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9.8.5 A resolution was offered by Mr. Palmer, seconded by Mr. Heck, to approve Bobbi Mellen as Assistant Junior High Boys' Basketball Coach for the 2017-2018 season at a stipend of \$1,362.00.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Oscar J. Manbeck, Mr. William T. Palmer, Jr., Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. Scott W. Klopp

ABSTAINED:

This motion was carried 8-0.

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9.8.6 A resolution was offered by Mr. Palmer, seconded by Mr. Heck, to accept the resignation of Stephanie Kramer as Part-time Life Skills Para at Penn Bernville Elementary effective December 1, 2017.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Oscar J. Manbeck, Mr. William T. Palmer, Jr., Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. Scott W. Klopp

ABSTAINED:

This motion was carried 8-0.

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9.8.7 A resolution was offered by Mr. Palmer, seconded by Mr. Heck, to approve the following volunteers for the remainder of the 2017-2018 school year.

Danette Berg

Jennifer Schmehl

**Melanie Farrell**

**Joshua Daub**

Jeremy Hurwitz

Samantha Hurwitz

**Vanessa Hetrick**

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Oscar J. Manbeck, Mr. William T. Palmer, Jr., Mrs. Kristan Rissmiller, Mr. Anthony Rodig, Mr. Daniel Steinhauer, and Mr. Arlan Werst

NAYS:

ABSENT: Mr. Scott W. Klopp

ABSTAINED:

This motion was carried 8-0.

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9.8.8 A resolution was offered by Mr. Palmer, seconded by Mr. Heck, to accept the resignation of Dr. Robert K. Schultz as Superintendent of Schools effective February 19, 2018, or on an earlier date as mutually agreed upon between the parties, in accordance with the terms of his employment agreement dated June 30, 2015.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Oscar J. Manbeck, Mr. William T. Palmer, Jr., Mrs. Kristan Rissmiller, Mr. Anthony Rodig, and Mr. Arlan Werst

NAYS: Mr. Daniel Steinhauer

ABSENT: Mr. Scott W. Klopp

ABSTAINED:

This motion was carried 7-1.

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## **9.9 TECHNOLOGY**

DISCUSSION ITEMS: OLD BUSINESS/NEW BUSINESS

**10.0 INFORMATION ITEMS**

**11.0 CALENDAR OF EVENTS**

**12.0 CITIZENS PARTICIPATION**

**13.0 ADJOURNMENT**

Mr. Manbeck made a motion to adjourn the meeting, seconded by Mr. Heck.  
The meeting adjourned at 7:40 p.m. Executive Session was held after the board meeting for personnel matters.

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Mrs. April Klopp, Board Secretary