

## **February 07, 2023 – Board Work Session Minutes**

President Mr. Kyle Batz called this Work Session of the Tulpehocken Area School District Board of Directors to order in the District Office Board Room at 7:01 p.m. Pledge of Allegiance and opening Prayer followed.

**PRESENT:** Mr. Kyle Batz, Mr. Christopher Beitler, Mr. Harry Fox, Mr. Chris Heck, Mr. Carl Kauffman, Mrs. April Klopp Mr. William T. Palmer Jr.(7:02 p.m.), and Mrs. Kristan Rissmiller (7:16 p.m.)

**ABSENT:** Mr. Matthew Hetrick

### **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  
Dr. Timothy Matlack, Director of Teaching & Learning  
Mr. Taylor Charles, Director of Pupil Services  
Ms. Caitlyn Brice, District Coordinator of Special Education  
Mr. Christopher Hamrick, HS Principal  
Mr. Nev Lynch, JH Principal  
Mr. Andrew Guers, Bethel Elementary Principal  
Ms. Lindsey Babczak, Penn-Bernville Elementary Principal  
Ms. Mimi Shade, Recording Secretary

**And the following interested citizens and staff:** Mr. Jeff Strayer, Mr. Brian Foremen, Ms. Lisa Hassler, Mr. Tom Moorhead, Ms. Kristin Orndorf, Ms. Michelle Schneck, Ms. Tamara Ritter, The Light Family, The Zeller Family, Ms. Stacie Graupp, Ms. Rowena Miller, Ms. Kaylyn Harring, Mr. Keith Harring, Ms. Kaylyn Harring, Ms. Denice Dodge, Ms. Judith Coots, Ms. Erin Chiveral, Ms. Nadine Dove, Ms. Amanda Horst, The Donkel Family, Ms. Adrienne Balthaser, Ms. Roxanne Snyder, Mr. Timothy Smith, Ms. Sierra Clouser, Mr. Rodney Stauffer, Mr. Anthony Rodig, and Ms. Jennifer Kester

Call to Order ..... President

Pledge of Allegiance.....President

Prayer.....Board Member

Roll Call .....Recording Secretary

### **Students of the Month – Bethel Elementary – Mr. Andrew Guers, Principal**

#### **Students of the Month:**

**Mrs. Dodge**                      Abigail Smith  
   Karver Horst

**Mrs. Clouser**            Alexa Zeller  
                                  Quentin Light

**Mr. Strayer**            Olivia Donkel  
                                  Alexander Balthaser

*The above students were recognized for being students of the month and for their hard work. Parents and guardians were also thanked for their support.*

**I.        Discussion Items**

**1.    Superintendent's Report – Dr. Netznik**

**A.        Prom Committee Presentation – Ms. Kaylyn Harring**

*Ms. Kaylyn Harring asked the board to establish a Prom Committee so the funds that are raised are kept for the Prom and there would be seed money every year. This will be voted on at the 02/21/2023 board meeting.*

**B.        2021-2022 District PSSA & Keystone Assessment Scores**

*The instructional administrative staff presented the 2021/2022 PSSA & Keystone results. The results showed that we are making progress and are on track to meet the state goals.*

**C.        2023-2024 School Calendar**

*The board reviewed the 2023/2024 school calendar. There were not any changes. This will be voted on at the 02/21/2023 board meeting.*

**D.        Elementary Libraries Proposal – Dr. Quirk**

*Dr. Quirk presented updating the libraries and some outside areas to be collaborative and work areas using ESSER II funding. He was given permission to get quotes, and this will be an item to be voted on in the future.*

**2.    Citizen/Student Participation (Pertaining to Agenda items only)**

**3.    Buildings & Grounds/Technology**

**A.        JSHS Renovation Project – Asbestos Abatement Proposal**

*Mr. Shirk presented the cost of the Asbestos Abatement and discussion was held and it will be voted on at the 02/21/2023 board meeting.*

**B.        Approve the recommendation to award the Comcast Enterprise Services for district Wide Area Network services at a monthly cost of \$1,450.92 (pre-eRate funding).**

*The above was recognized and will appear on the 02/21/2023 board meeting.*

- C. Camera & Security System Upgrade Proposal – Mr. Shirk

*Mr. Shirk presented the camera & security upgrade to the board. This will be an item on the 02/21/2023 board agenda*

#### **4. Finance**

- A. Approve the 2021/2022 School Year Herbein + Company, Inc. audit as presented.

*Ms. McMurtry is scheduled to be at the 02/21/2023 board meeting to present the audit. This motion will be on the 02/21/2023 board agenda.*

- B. Approve the 2023/2024 Berks County Intermediate Unit Mandated Services Budget as presented to the board. (Vote to be taken twice)

*The above motion was recognized and will be voted on at the 02/21/2023 board meeting.*

- C. Award the 2023-2024 oil bid to \_\_\_\_\_ at a cost of \_\_\_\_\_.

*There were not any bids received. We will go back to the drawing board.*

- D. Approve the Rick Shirk Honorary Scholarship as Presented  
E. Approve the Kathy Shirk Honorary Scholarship as Presented

*The above motions were recognized and will be voted on at the 02/21/2023 board meeting.*

#### **5. Personnel**

- A. Approve the following Resignation:
- Tanya Hiester as a Custodian at Bethel Elementary effective February 1, 2023.

*The above motion was recognized and will be voted on at the 02/21/2023 board meeting.*

- B. Approve the following employment:

- Alivia Hirn as a part time Education Paraprofessional at Bethel Elementary, at an hourly rate of \$13.50 effective February 08, 2023. Pending completion of employment paperwork and online trainings.
- Kaitlyn Harman as a part-time Cafeteria Worker at Bethel Elementary at an hourly rate of \$12.50, effective January 23, 2023.

- **Autumn Tworkoski as a part time Library Paraprofessional, at an hourly rate of \$13.50 effective February 8, 2023. Pending completion of employment paperwork and online trainings.**
- **David Heckard as a Full-time Custodian at Bethel Elementary at an hourly rate of \$15.50 effective February 8, 2023. Pending completion of all employment paperwork and online trainings.**

*The above motions were voted on as stated below.*

5B      **A resolution was offered by Mr. Palmer, seconded by Mr. Heck, to approve the following employment:**

- **Alivia Hirn as a part time Education Paraprofessional at Bethel Elementary, at an hourly rate of \$13.50 effective February 08, 2023. Pending completion of employment paperwork and online trainings.**
- **Kaitlyn Harman as a part-time Cafeteria Worker at Bethel Elementary at an hourly rate of \$12.50, effective January 23, 2023.**
- **Autumn Tworkoski as a part time Library Paraprofessional, at an hourly rate of \$13.50 effective February 8, 2023. Pending completion of employment paperwork and online trainings.**
- **David Heckard as a Full-time Custodian at Bethel Elementary at an hourly rate of \$15.50 effective February 8, 2023. Pending completion of all employment paperwork and online trainings.**

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

NAYS:

ABSENT:      Mr. Matthew Hetrick

ABSTAINED:

This motion was carried 8-0.

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C.      Approve supplemental contracts for the Fall Coach positions for the 2023-2024 sports season.

- Desiree Frantz      Head High School Cross Country Coach      \$4,019.00
- Ryan Gehris      Assistant High School Cross Country Coach      \$2,662.00
- Joel Jackson      Head Junior High Cross Country Coach      \$2,244.00

- Jason Manbeck      Assistant Junior High Cross Country Coach      \$1,418.00
- Coryn Rank      Head High School Field Hockey Coach      \$4,324.00
- Jessica Harle      Assistant High School Field Hockey Coach      \$3,763.00
- JD Ricapito      Golf Coach      \$3,652.00
- Tim Frantz      Assistant Golf Coach      \$2,631.00
- Trevor Brown      Head High School Boys' Soccer Coach      \$4,819.00
- Eric Kolar      Assistant High School Boys' Soccer Coach      \$3,471.00
- Melvin Fansler      Head Junior High Boys' Soccer Coach      \$2,571.00
- Eric Balthaser      Assistant Junior High Boys' Soccer Coach      \$1,438.00
- Paul Zerbe      Head High School Girls' Soccer Coach      \$6,206.00
- Kyle Zellers      Assistant High School Girls' Soccer Coach      \$3,471.00
- Jeremy Conner      Head Junior High Girls' Soccer Coach      \$1,892.00
- Michael Boltz      Head Girls' Tennis Coach      \$3,528.00
- Susan Schwartz      Assistant Girls' Tennis Coach      \$2,693.00

*The above motion was recognized and will be voted on at the 02/21/2023 board meeting.*

**D.      Approve the following Volunteers for the remainder of the 2022-2023 School Year.**

- Adam Mays      Field Trips, Classroom, School Events
- Michael Joy      Baseball
- Jeremy Konoza      Field Trips
- Marc Dries      Field trips, Classroom, School Events
- Tara Wolf      Field Trips

*The above motions were voted on as stated below.*

**5D      A resolution was offered by Mr. Palmer, seconded by Mr. Heck, to the following Volunteers for the remainder of the 2022-2023 School Year.**

- Adam Mays                      Field Trips, Classroom, School Events
- Michael Joy                     Baseball
- Jeremy Konoza                Field Trips
- Marc Dries                      Field trips, Classroom, School Events
- Tara Wolf                        Field Trips

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

NAYS:

ABSENT:        Mr. Matthew Hetrick

ABSTAINED:

This motion was carried 8-0.

## **6. Programs**

## **7. Policy**

- A.            Give first reading with the intent to give second reading and final approval on March 21, 2023 to the following policies:

#200	Enrollment of Students
#202	Eligibility of Nonresident Students
#204	Attendance
#217	Graduation
#221	Dress & Grooming
#233	Suspension & Expulsion
#251	Students Experiencing Homelessness, Foster Care, and Other Educational Instability
#801	Electronic Signature

*The above motion was recognized and will be voted on at the 02/21/2023 board meeting.*

## **8. Curriculum**

## **9. Items for Board Action**

## **10. Transportation**

## **11. Legislative**

## **12. Administrative Reports**

- Mr. Christopher Hamrick – High School Principal

*Mr. Hamrick reported that they have been busy with data meetings. They have been busy working on the schedule for the 2023/2024 school year. The FFA Breakfast is held on February 24<sup>th</sup>. All are invited.*

- Mr. Nev Lynch, Junior High Principal

*Mr. Lynch reported that Mrs. Hamrick was voted pride teacher of the month. The Junior High dance is coming up on the 10<sup>th</sup>.*

- Ms. Lindsey Babczak – Penn-Bernville Elementary Principal

*Ms. Babczak reported that the P-B nurse is heading up a fundraiser for the American Heart Association. It is National School Counseling Week.*

- Mr. Andrew Guers – Bethel Elementary Principal

*Mr. Guers reported that he was involved in custodian interviews for Bethel Elementary and was thankful to be involved.*

- Mr. Taylor Charles – Director of Pupil Services

*Mr. Charles reported that they held family training for ESY. He was glad to report that six families attended, which was more than last time. Kristen Parsons received a mini grant in the amount of \$500.00.*

- Ms. Caitlyn Brice – Coordinator of Special Education

*Ms. Brice reported that she was able to spend some time in classrooms. She was able to give a life skills teacher some thoughts and ideas and she was very receptive and collaborated.*

- Dr. Timothy Matlack – Director of Teaching & Learning

*Dr. Matlack reported that North Penn School District wanted to see CKLA in action, so they paid us a visit. They were very impressed and were complimentary of our teachers and staff.*

- Ms. Jillian Bergman – Director of Food Services

*Ms. Bergman reported that Rachel Blackwell deserves the spotlight. She came in and made sure an event that we were having did not have any needs and came back to make sure things were closed. They were able to play Looney Tunes cartoons in the cafeteria during lunch. They will announce the coloring contest winner next week. We still have two positions open at the JSHS.*

- Mr. Matthew Shirk – Chief Operating Officer

*Mr. Shirk gave a shout out to Mr. Zerbe for all his help with the purse Bingo basketball fundraiser. They are working on the Bethel Gym lights.*

## **13. Old Business**

## **14. New Business**

## **15. Public Comment**

*Ms. Nadine Dove addressed the board and stated that IEP's are not being followed, teachers are bullying other teachers, there needs to be protection for PARA's. She asked the board to check in to it and to do something about it.*

*Ms. Roxanne Snyder addressed the board with some JH Baseball Team concerns. The coaches quit because of a situation with a parent. She asked the board to focus on the whole team not*

*just one parent. She asked the board to check into it.*

II. Adjournment

*Mrs. Rissmiller made a motion to adjourn the meeting, seconded by Mr. Beitler. The meeting adjourned at 10:28 p.m. Executive Session followed for personnel.*

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*Mrs. April Klopp*  
*Board Secretary*