

## **March 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 7:00 p.m. Pledge of Allegiance and opening Prayer followed.

**PRESENT:** Mr. Kyle Batz, Mr. Christopher Beitler, Mr. Harry Fox, Mr. Chris Heck, Mr. Matthew Hetrick, Mrs. April Klopp Mr. William T. Palmer Jr., and Mrs. Kristan Rissmiller

**ABSENT:** Mr. Carl Kauffman

### **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. Michael Leister, JSHS Assistant Principal  
Mr. Andrew Guers, Bethel Elementary Principal  
Ms. Lindsey Babczak, Penn-Bernville Elementary Principal  
Ms. Jillian Bergman, Director of Food Services  
Ms. Mimi Shade, Recording Secretary

**And the following interested citizens and staff:** Mr. Scot Snyder, Ms. Michelle Snyder, Ms. Nadine Dove, Mr. Brian Foreman, Ms. Lisa Hassler, The Walter Family, Ms. Karen Alton, Ms. Lindsay Rothenberger, Ms. Jessica Moyer, Mr. Joe Opalenick, Ms. Judith Coots, Ms. Jennifer Kester, Ms. Becky Pfenning, Mr. Erik Pfenning, Ms. Tina Campbell, Mr. Jason Campbell, Ms. Kathleen Petrie, Mr. Britan Hall, and Ms. Harper Hall

Call to Order .....President

Pledge of Allegiance .....President

Prayer ..... Board Member

Roll Call .....Recording Secretary

### **Students of the Month – Penn – Bernville Elementary – Ms. Lindsey Babczak, Principal**

#### **Mrs. Kercher:**

Jocelyn Opalenick  
Jett Walter

#### **Mrs. Moyer:**

Ayva Campbell  
Persephone Dietrich

#### **Mrs. M. Snyder:**

Harper Hall  
Alexa Setlock

*The above students were recognized for being students of the month and were congratulated for all their hard work. The parents/guardians were also thanked for all their hard work.*

I. Discussion Items

1. Superintendent's Report – Dr. Netznik

*Dr. Netznik thanked Ms. Bergman and Mr. Guers for hosting a luncheon for the Berks County Retired Teacher Association.*

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

*Ms. Hassler inquired about the polices and asked how they changed. Dr. Netznik answered her questions.*

*Ms. Coots inquired why the outside lights are on all the time. Mr. Shirk answered and said they needed to be fixed and they should be working properly now.*

3. Buildings & Grounds/Technology

A. Bethel Elementary & District Office Lighting Project Proposal – Mr. Shirk

*Mr. Shirk presented the Bethel Elementary and District Office lighting proposal to replace all the lights to LED at both Bethel Elementary and the District Office. This will be an item on the March 21, 2023 voting session agenda.*

B. Elementary Library & Outdoor Classroom Proposal – Dr. Quirk

*Dr. Quirk presented the elementary library proposal. This will be an item on the March 21, 2023 voting session agenda.*

C. Approve the reconfiguration of the Tulpehocken Area Junior-Senior High School, effective July 1, 2023, into a high school consisting of grades 9-12 and a middle school consisting of grades 7-8. Upon the completion of the Junior-Senior High School Renovation project, sixth grade will be moved from the elementary schools to the middle school to create a grade 6-8 middle school. The reconfigured Junior-Senior High School shall be renamed as follows:

- Tulpehocken Area High School, Grades 9-12
- Tulpehocken Area Middle School, Grades 7-8

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

4. Finance

A. Approve donating the stipend for the Board Treasurer of \$500 and the Board

Secretary of \$900 to be donated as the Board of Director's Scholarship Award.

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

- B. Approve the 2023/2024 Berks County Career and Technology Center Operating Budget as presented to the Board.

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

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

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

*Ms. McMurtry will be at that meeting to present the audit.*

## **5. Personnel**

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

- A. Approve the following employment:

- **Amber Miller as a Long-term substitute Grade 2 Teacher at Penn Bernville Elementary from January 3, 2023, thru approximately April 21, 2023. Step 1B \$52,143 pro-rated to the number of days worked. Pending completion of employment paperwork.**
- **Logan Livingood as a Full time Custodian at Bethel Elementary at an hourly rate of \$15.50, effective March 8, 2023. Pending completion of employment paperwork and online trainings.**
- **Judy Werner as a Part time Cafeteria Worker at the Junior/Senior High School at an hourly rate of \$12.50, effective March 16, 2023. Pending completion of employment paperwork and online trainings.**

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

- Amber Miller as a Long-term substitute Grade 2 Teacher at Penn Bernville Elementary from January 3, 2023, thru approximately April 21, 2023. Step 1B \$52,143 pro-rated to the number of days worked. Pending completion of employment paperwork.
- Logan Livingood as a Full time Custodian at Bethel Elementary at an hourly rate of \$15.50, effective March 8, 2023. Pending completion of employment paperwork and online trainings.
- Judy Werner as a Part time Cafeteria Worker at the Junior/Senior High School at an hourly rate of \$12.50, effective March 16, 2023. Pending completion of employment paperwork and online trainings.

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

NAYS:

ABSENT: Mr. Carl Kauffman

ABSTAINED:

This motion was carried 8-0.

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**B. Approve the following unpaid leave:**

- **Jennifer Becker Kindergarten Teacher, Bethel Elementary for March 13, 2023.**

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

- Jennifer Becker Kindergarten Teacher, Bethel Elementary for March 13, 2023.

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

NAYS:

ABSENT: Mr. Carl Kauffman

ABSTAINED:

This motion was carried 8-0.

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**C. Approve the following substitute classified staff/event staff for remainder of the 2022-2023 school year:**

- **Jonathan Yenser Event Staff**
- **Brayden Kiebach Event Staff**

5C A resolution was offered by Mr. Palmer, seconded by Mr. Heck, to approve the following substitute classified staff/event staff for remainder of the 2022-2023 school year:

- Jonathan Yenser Event Staff
- Brayden Kiebach Event Staff

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

NAYS:

ABSENT: Mr. Carl Kauffman

ABSTAINED:

This motion was carried 8-0.

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**D. Approve a supplemental contract for the Spring Coach position for the 2022-2023 sports season.**

- **Clara Hardick    Assistant High School Track Coach        \$1,350.00**

5D    A resolution was offered by Mr. Palmer, seconded by Mr. Heck, to approve a supplemental contract for the Spring Coach position for the 2022-2023 sports season.

- Clara Hardick    Assistant High School Track Coach    \$1,350.00

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

NAYS:

ABSENT:     Mr. Carl Kauffman

ABSTAINED:

This motion was carried 8-0.

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**E. Approve the following volunteers for the remainder of the 2022-2023 School Year.**

- **Jodie Hudock                      Field Trips, School Events**
- **Billie-Jo Seward                Field Trips, School Events**
- **Jodi Patricola                  Field Trips, Classroom, School Events**
- **Diane Hubler                    School Events**
- **Rebecca Winchester          Athletics, Coaching, Field Trips, Classroom, School Events**

5E    A resolution was offered by Mr. Palmer, seconded by Mr. Heck, to approve the following volunteers for the remainder of the 2022-2023 School Year.

- Jodie Hudock                      Field Trips, School Events
- Billie-Jo Seward                Field Trips, School Events
- Jodi Patricola                  Field Trips, Classroom, School Events
- Diane Hubler                    School Events
- Rebecca Winchester          Athletics, Coaching, Field Trips, Classroom, School Events

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

NAYS:

ABSENT: Mr. Carl Kauffman

ABSTAINED:

This motion was carried 8-0.

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## **6. Programs**

## **7. Policy**

A. Give second reading and final approval 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
#800.1	Electronic Signature
#828	Fraud

B. Give first reading with the intent to give second reading and final approval on April 18, 2023 to the following policies:

#137	Home Education Programs
#137.1	Extracurricular Participation by Home Education Students
#137.2	Participation in Co-Curricular Activities & Academic Courses by Home Education Students
#137.3	Participation in Career & Technical Education Programs by Home Education Students
#151	Electronic Data Storage

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

## **8. Curriculum**

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

A. Approve the following Job Descriptions

- Administrative Assistant to the Assistant to the Superintendent/CFO
- Building Administrative Assistant – 12 Months

- Administrative Assistant to Athletics/Career Services
- Cafeteria General Worker
- Chief Financial Officer
- Data Specialist
- Head Cook – Manager
- Head Custodian
- High School Assistant Principal
- Suspension Monitor

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

## **10. Transportation**

## **11. Legislative**

## **12. Administrative Reports**

- Mr. Christopher Hamrick – High School Principal

*Mr. Hamrick reported that 7<sup>th</sup> grade is in first place, 11<sup>th</sup> grade is in second place and 12<sup>th</sup> grade is in third place for PRIDE Points and the Pride Point High School Students of the month are Kaylyn Harring and Giselle Taveras, Spring Sports are underway. It is great to see the back at it athletically. Shout out to a fantastic FFA Breakfast. We had a huge amount of people come out for the event. A big thanks to Allyson and Amy and all the FFA kids for all their hard work preparing it. Also, another big shout out to Allyson Balmer for winning the FFA Golden Owl Award, which means she is a regional finalist for the PA FFA Educator of the year. We surprised her with the award at the check at the breakfast.*

- Mr. Nev Lynch, Junior High Principal

*Mr. Lynch reported that the PRIDE points students and teacher of the month are Daniel Bryant and Valeria Teran for 7<sup>th</sup> grade, Cheyenne Ream and Haley Watts for 8<sup>th</sup> grade, and PRIDE teacher of the month is Mr. Joseph Strain. The junior high dance is on March 17, 2023. Over the last couple of weeks, he has made it a point to visit Bethel and Penn-Bernville elementary to start establishing relationships to make the transition to Jr. High easier.*

- Mr. Michael Leister – Assistant High School Principal

*Mr. Leister reported that the Senior Citizens pot pie dinner is and musical is on 03/08/2023 @ 4:00 p.m. The musical Beauty & the Beast will be shown on Friday, @ 7:00 p.m. and Saturday @ 1:00 p.m. and 7:00 p.m., NOCTI test are coming up. Shout out to Jocelyn Gross, Matt Shirk, and everyone else involved for all their hard work on the musical.*

- Ms. Lindsey Babczak – Penn-Bernville Elementary Principal

*Ms. Babczak reported that the elementary schools visited the JSJS for a preview of their musical and loved it. Our Kids Heart Challenge raised \$3200.00 for the American Heart Association. We got a small amount in return for athletic equipment. Thank you to the members of the leadership team for coming, and to Mrs. Kershner for organizing a wonderful event. Read Across America – Students participated in a spirit week and high school readers came down to read to our students. Our Reading Specialist, Karin Bonner, coordinated author Kevin McCloskey to visit for assemblies. Mr. Foreman helped students create themed artwork to flood the hallways for a warm welcome.*

- Mr. Andrew Guers – Bethel Elementary Principal

*Mr. Guers reported that they had their second recognition dinner last Thursday with 56 students and family members attending. Thanked Dr. Quirk for finding the funds Science Explorers night. Goggle works artist, Rebecca Ross was our first visiting artist to work with our students during our lunches. Berks retired teachers visited today and we had 19 former educators from Western Berks County, with four of them being from Tulpy.*

- Mr. Taylor Charles – Director of Pupil Services

*Mr. Charles reported that he attended a great professional development opportunity at the PDE Conference in Hershey. There were great ideas and resources to bring back and provide professional development for staff. Kristen is an Annie Sullivan Nominee. The Annie Sullivan Award recognizes outstanding individuals who encourage the understanding and promotion of students with disabilities in their school or community. The winner will be announced at 5:00 p.m. on Wednesday, April 5, 2023.*

- Ms. Caitlyn Brice – Coordinator of Special Education

*Ms. Brice reported that she had the opportunity to read aloud for a Kindergarten and 1<sup>st</sup> grade class. She went over the March and April awareness's.*

- Dr. Timothy Matlack – Director of Teaching & Learning

*Dr. Matlack recognized a three-month effort to revamp Kindergarten registration as a collaborative effort, involving Mr. Guers, Ms. Babczak, Mrs. Sanders, Mrs. Schlegel, Mrs. Keller, Mrs. Cox, and Mrs. Becker. Registration at each building will be conducted in two sessions, and afternoon and evening session. It will provide the chance for parents to meet the building principal and to get more information about the district regarding things like transportation and food services. We will provide some materials if parents would like to take such as books and games. Mrs. Sanders and Ms. Engelbert have also put together a picture book for each building that will allow incoming Kindergartners to see some faces and places they will experience daily as they join us.*

- Ms. Jillian Bergman – Director of Food Services

*Ms. Bergman gave a shout out to Sherry Haller and Katlyn Diehl for planning to help at the Food Service table for kindergarten orientation. On May 12<sup>th</sup> "New York Strip Steak Sandwich" is on the menu as part of a partnership with PA Beef Council. The Beef council is covering 50% cost of the steak as part of eth "PA Beef to Schools" program. Wednesday 3/8 at Bethel, Lolly Leshner will be visiting with her Smoothie Bike to provide smoothie samples. Wednesday night is our Senior Citizens Pot Pie dinner. The JSJS staff has been preparing for several days now and we are expecting around 60 seniors for the mela and show.*

- Mr. Matthew Shirk – Chief Operating Officer

*Mr. Shirk reported that it looks like they scared the snow away. They are busy with the musical. Sean and Sean made a robot to help with the lighting. There was a big youth wrestling event at the JSJS. 5-6 custodians were in to clean the building.*

### 13. Old Business

### 14. New Business

### 15. Public Comment

## II. Adjournment



*Mr. Palmer made a motion to adjourn the meeting, seconded by Mr. Heck. The meeting adjourned at 8:05 p.m. Executive Session followed for personnel.*

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*Mrs. April Klopp  
Board Secretary*