

**BOARD OF SCHOOL DIRECTORS**  
**FEBRUARY 13, 2023**  
**APPROVED MINUTES**

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## 1. Pledge of Allegiance

### Minutes

The West Perry School District Board of School Directors met on Monday, February 13, 2023 in the West Perry Middle School Cafeteria. President Jean Rice called the meeting to order at 7:34 PM. The meeting opened with Board members, audience members, and virtual members standing and reciting the Pledge of Allegiance.

## 2. Roll Call

### Minutes

Mrs. Bidwell - Absent

Mr. Fishel - Here (Online)

Mrs. Johnson - Here

Mr. Kitner - Here

Mr. McKee - Here

Mrs. Miller - Here

Mrs. Morris - Here

Mrs. Rice - Here

Ms. Wills - Here

Members present: 8 Members Absent: 1 (Bidwell)

Other Present: Mr. Kuhns, Mrs. Dubaich, David Walker-Stock and Leader, LLP., Kristi Coble, Daniel Emanuelson, Tonya Kepner, Scott Kelley, Lenny Jumper, Renee LeDonne, Cory Hoffman, Kenn Medina, Paula Jones, Lucas Clouse, Joan Adams, Jody Frey-WPEA Co-President, Luke Roman-PCT, public/teachers/virtual members 70-75.

## 3. Approval of February 13, 2023 Agenda

### Minutes

Ms. Wills moved, seconded by Mr. Kitner, to approve the February 13, 2023 agenda as presented.

All members present voted in the affirmative. Motion carried: 8 Yes 0 No

## 4. Superintendent's Report

### Minutes

Mr. Kuhn introduced himself and thanked everyone for being so welcoming. He has been around to all the buildings to meet the staff, students, and a few families.

Mr. Kuhns reported the on the following:

#### 1. Cumberland Perry Area CTC - Students of the Quarter

Tyler Brill	Automation Robotics & Electronics I
Eric Gergely	Diesel Technology 2
Abigail Herd	World Studies
Alyssa Hockenberry	Emerging Health Professionals

Kayle Hopkins	Early Childhood Education 3
Kennah Hostetter	Healthcare Pathways/Into to Healthcare
MacKenzie Jones	Welding 2
Layla Lauver	American Studies
Austin Lyons	HVAC 1
Justin Taggart	American Studies
Kylee Trump	Criminal Justice 2
Teague Zakis	Logistics and Warehouse Management1
Noah Zeigler	Carpentry 1

2. Aavidum - Mr. Kuhns noted that the High School Aavidum group advanced to the final rounds for the PA's Youth PSA Prevent Youth Suicide Contest. Voting could be done online.

## 5. Special Presentations

### Minutes

1. Staff/Student Spotlight - Mrs. Kepner spotlighted Mary Shenk, Blain Elementary office aide, for going above and beyond her daily duties and helps assist with many different areas within the building. Mrs. Shenk has been with the district for 37 years. Mrs. Kepner also spotlighted the Pre-K buddies: Greyson Blumenschein, Waylon Petersheim, Sadie Zelenky, Anna Lightner, Lauryl Fedder, Katelyn Casner, Maddisyn Stone, Maycie Stone, Brooklyn Roush, Lyvia Deiter, Austyn Holtry, Cole Dillman, Emilie Meglio, Knox Ellison. The Pre-K buddies help the students with morning routines, build relationships, and give the students a feeling of belonging to Blain Elementary.

2. Building Principal Presentations:

- Elementary Principals - Ms. Coble, Mr. Emanuelson, and Mrs. Kepner: Mrs. Kepner reported for the elementary principals:
  - February has proven to be a very eventful month with:
  - School Messenger alerts will soon be coming out for families to sign up for parent-teacher conferences (which will take place on March 14 and 16)
  - Kindergarten Registration packets will soon be mailed to anyone who has a student who turns five before September 1<sup>st</sup> (according to the census); Anyone expecting a packet should have it by March 1st.
  - Pre-K Registration will go live in the near future & will be shifting to online registration this year.
  - Brian Griffith was able to meet with all elementary staff this month to share information on the Mustang Foundation. We are excited to have this support moving forward.
- West Perry Middle School Principal- Ms. LeDonne report on two items for the middle school:
  1. Changes to Policy 122 incurred over 20 hours of additional work for office secretaries. 69 parents needed to be called. Additional tasks are now needed with every new student enrolled at the middle school. The MS would like the community to know that the GSA club had previously instituted a parental permission form at the beginning of the year. Additionally, the MS administration honored any parent or student request to change clubs due to change in interest. We will continue to provide club activities during period 7 two days per week because it is a great way for middle school students to explore other interests. We will also continue to evaluate whether or not clubs will be maintained in the middle school schedule for the 23-24 SY.
  2. POSITIVITY. The little things never go unnoticed at the middle school! Below, and I apologize for the lengthy read, is a list of all the positive things we see going on at the middle school.
    - Paras conquering tasks/support for students, even with being short staffed.
    - Student Leaders and Speakers – getting students involved in preparing and closing out the day, giving them more responsibility roles.
    - Secretaries/office staff helping with additional laminating and clerical.
    - Lessons/slides prepared and easily accessible for Advisory.
    - Many teachers utilizing brain breaks and students responding positively to them.

- Lunch games and rewards to promote positive behavior.
  - Behavioral choices being addressed right away.
  - Janitorial staff working hard to keep our building clean and provide help with fixing items in the classroom.
  - Students saying hi and accepting special needs students in the hallways and classrooms.
  - Teachers accommodating student and colleagues when paras are absent and/or we are short staffed.
  - Staff being flexible with schedule changes to benefit students.
  - Student (and staff) excitement with Orchid (our therapy dog) being in the building. Their eagerness to see her to feel calmness and for her to provide them the opportunity for that simple smile.
  - Clubs are peaking more interests and have students excited for the end of the day on Tuesday and Friday.
  - Peers helping others with schoolwork during flex
  - Students lending a helping hand around the classroom
  - Peers recognizing academic accomplishments when assignments make it onto the “fridge” in teacher classrooms
  - Peers assisting the multitude of students on crutches, carrying belongings, assisting them in classrooms
  - Teachers and students finding value in the intentional practice to build community through the implementation of Responsive classroom focusing on the arrival welcome, class announcements, class acknowledgements and a warm-up activity. (Win for the Weekend, Monday Moan, Last Man Standing, Joke of the day, Thankful Thursday)
- West Perry High School Principal - Mr. Hoffman reported on the following:

### **23-24 Scheduling Process:**

#### Teacher Recommendations

#### Scheduling Night

- 100 families
- Presentations (Act, 158, Chapter 339, Dual enrollment)
- Department presentations/open house
- College & career fair
- Positive shares
  - o College in the classroom
  - o Flex
  - o PS grad tracker
- Thank you – especially to the counseling center

#### School counselors individual scheduling meetings

### **Students**

Winter Sports: Bocce, Wrestling

Q2 Honors – 115

Q2 Distinguished Honors – 75

CPACTC Student of the Qtr - 13

Nikita Milliken has been selected to participate in the Pennsylvania Music Educators Association District 7 AND All-State Vocal Jazz Festivals! These are both firsts for West Perry and the second student to make the All-State Festival in as many years. She is one of only four sopranos in the All-State Vocal Jazz Ensemble and she finished first at the District Vocal Jazz Auditions.

Mrs. Rice introduced Senahid Zahirovic from Boyer and Ritter LLC. Mr. Z gave an update on the audit for the 2021-2022 fiscal year. Each board member was given a financial report, listing detailed information about the audit.

## 6. Recognition of Visitors

### Minutes

1. West Perry Education Association - Jody Frey, WPEA Co-President remarked on the comments a community member made at the last school board meeting. She emphasized that her response is truly meant to be taken in a positive manner by all.

The comment was made that the two largest expenses within the school budget are teacher salaries and cyber school billing and that the district should look at those two categories or expenses.

I think we all can agree that our concern is for the best education we can provide for our students here at West Perry. First, research shows that most students learn best in a brick and mortar classroom with a teacher. In order to compete for very good teachers, we as a school district need to be competitive with neighboring school districts in terms of salary and benefits. Secondly, if we look at a school district as a business, then naturally your largest overall budgeted expense should be the salary and benefits of your employees that make up the network that educates every child in this district. That network includes not only teachers, but all the employees of a school district. We- parents and school employees- are the village educating our children to be well rounded productive citizens.

Cyber schools – Cyber schools are like private and charter schools in that they are not held to the same standards as public schools and therefore should not be a school district’s burden to pay for since every child is guaranteed and education through public school. Therefore, it seems a reasonable solution would be for school districts to unite and lobby state government to classify cyber schools as nonpublic school entities, eliminating that cost to public school districts.

Thank you for listening and hopefully pondering what I had to say.

2. West Perry Education Support Professional Association - No one present

3. Public Comments - Agenda Items

- Gabrielle Brandt- Audit
- Robbyn Metz- Preliminary audit for fiscal year 2021-2022
- Robbyn Metz- Audit recommendations for fiscal year 2022-2023
- Ashley Weaver- Health and safety plan
- Ashley Weaver- Audit

## 7. Approval of Minutes

### Minutes

Ms. Wills moved, seconded by Mr. Fishel, to approve the January 16, 2023 minutes as presented.

All members present voted in the affirmative. Motion carried: 8 Yes 0 No

## 8. Board Committee Reports

### Minutes

A. Capital Area Intermediate Unit- Mrs. Rice reported the CAIU met on January 26; a budget presentation for 2023-2024 was given; no increase to districts contribution; Major construction is now complete in the building; a pilot service with Ascend Career Services to generate hiring; trainings are taking place between February and March; there is going to be a virtual job fair from March-June; cyber security grant being worked on using Albert Sensor; Information on donating to Champion for Children's non-profit; Use account #10213 at Community Aide locations.

B. Cumberland-Perry Area Career and Technical Center- Mrs. Rice reported the CFACTC met on January 23; A Cumberland Valley student in the Horticulture Program was spotlighted; The 2023-2026 Comprehensive Plan was discussed; Two- year induction plan for teachers was shared; Culinary students competed at the Farm Show; Carpentry students are working on projects for the Home Builders Show; 16 students in the Health Care Field Pathways Program completed their nurse aid

certification; Over 100 students in the Co-Op Program out in the work force learning their trade; 800 students applied for the 2023-2024 year, interviews are being held; Grants have been submitted for CTC; West Perry is the last district to decide approval of building project.

C. Harrisburg Area Community College- Mrs. Miller did not have a report.

D. Pennsylvania School Boards Association- Mrs. Johnson reported PSBA was pleased that this week's ruling in the school funding trial acknowledgment, or acknowledges the fact that states have not fulfilled its obligation to provide the resources needed to ensure every student can succeed academically socially and civically, even as public schools continue to innovate and adopt, to meet the evolving needs of students; As their members experience, first hand, fair and adequate state funding would alleviate much of the burden on local taxpayers by providing additional resources to serve the needs of students and staff in their school community under the current funding system; As the court noted districts are forced to rely on local taxpayers and balance numerous, unfunded, or underfunded mandates, both of which take away from the shared goal of providing a high quality education to all of Pennsylvania students; The court ruling is a recognition that every single child deserves a comprehensive effective and contemporary education from their local public school district, and that every taxpayer deserves to reside in an area with great public schools; While the decision is a step in the right direction, what happens next remains to be unseen; PSBA will continue to monitor the proceedings related to the case, and we'll keep numbers apprised of how their districts may be impacted.

E. Athletic Committee- Mr. Anderson was not present.

F. President's Report- Mrs. Rice reported we did have several executive sessions over the last month; Thanked everyone for attending; Executive sessions were held on January 30th, February 6th, and before tonight's meeting for personnel items.

Mrs. Johnson asked if there was an update on the West Perry Mustang Foundation.

Mrs. Morris noted Mr. Griffith has visited each building; Foundation is moving forward, waiting on IRS paperwork; Looking into the National Association of Educational Foundations for resources for the foundation

## 9. Treasurer's Report

### Minutes

Mrs. Rice noted that the December 2022 treasures report and revenue and expense report were attached to the agenda.

## 10. Approval of Bills

### Minutes

Mrs. Morris moved, seconded by Mrs. Johnson, to approve the regular monthly bills from January 1, 2023 to January 31, 2023 as presented.

All members present voted in the affirmative. Motion carried: 8 Yes 0 No

## 11. New Business

### Minutes

1. Mrs. Miller moved, seconded by Ms. Wills, to approve the 2023-2024 District Academic Calendar.

All members present voted in the affirmative. Motion carried: 8 Yes 0 No

2. Ms. Wills moved, seconded by Mrs. Morris, to approve the official social media accounts list for West Perry School District.

All members present voted in the affirmative. Motion carried: 8 Yes 0 No

3. Mrs. Morris moved, seconded by Mrs. Johnson, to approve the Memorandum of Understanding (MOU) between West Perry School District and the West Perry Education Support Professional Association.

All members present voted in the affirmative. Motion carried: 8 Yes 0 No

4. Ms. Wills moved, seconded by Mrs. Johnson, to approve the revised West Perry School District Health and Safety Plan.

This was a roll call vote:

Mr. Fishel - Yes

Mrs. Johnson - Yes

Mr. Kitner - Yes

Mr. McKee - Yes

Mrs. Miller - Yes

Mrs. Morris - Yes

Mrs. Rice - Yes

Ms. Wills - Yes

Motion carried: 8 Yes 0 No

5. Mrs. Morris moved, seconded by Ms. Wills, to approve the Constitution and By-Laws for the Girls Wrestling Club beginning the 2022-2023 school year. Mr. Zach Kell and Mr. Cody Ebersole, will be the advisors for this club.

All members present voted in the affirmative. Motion carried: 8 Yes 0 No

## 12. Personnel Items

### 12.a. Resignation

#### Minutes

1. Ms. Wills moved, seconded by Mr. McKee, to approve Employee 015950, West Perry High School, Principal, resignation effective April 28, 2023. Employee 015950 will be on a leave of absence from January 23, 2023 through April 28, 2023.

All members present voted in the affirmative. Motion carried: 8 Yes 0 No

### 12.b. Leave of Absence

#### Minutes

Mrs. Morris moved, seconded by Ms. Wills, to approve Leave of Absence items 1-5:

1. The Administration is recommending a paid leave of absence for Employee 021975, from January 17, 2023 through approximately March 14, 2023. Family Medical Leave of Absence (FMLA) benefits will run concurrent with this leave request. Employee 021975 has met all requirements for said leave.

2. The Administration is recommending a paid leave of absence for Employee 305030, from approximately May 5, 2023 through the end of the 2022-2023 school year. Family Medical Leave of Absence (FMLA) benefits will run concurrent with this leave request. Employee 305030 has met all requirements for said leave.

3. The Administration is recommending an unpaid leave of absence for Employee 303453, for Tuesday, February 28, 2023 and Wednesday, March 1, 2023. Employee will be using four personal days from Wednesday, February 22, 2023 through Monday, February 27, 2023 in conjunction with said leave.

4. The Administration is recommending an unpaid leave of absence for Employee 302740, from Tuesday, January 3, 2023 through Friday, January 6, 2023 for restoration of health.

5. The Administration is recommending an unpaid leave of absence for Employee 302740 for Tuesday, February 21, 2023 for the support of a family members college endeavor.

All members present voted in the affirmative. Motion carried: 8 Yes 0 No

## 12.c. Transfer

### Minutes

Ms. Wills moved, seconded by Mrs. Miller, to approve Transfer items 1-3:

1. Employee 305553, West Perry School District, Custodian-Evening, voluntary transfer from West Perry Middle School to Carroll Elementary, Custodian-Evening, effective January 16, 2023.
2. Employee 305987, West Perry School District, Custodian-Daylight, transfer to Custodian-Evening, effective February 14, 2023. Employee 305987 will be replacing the vacant position of Employee 305553, due to transfer.
3. Employee 301000, Carroll Elementary, Special Education Paraprofessional, transfer to West Perry School District, District Custodian-Daylight, effective February 17, 2023. Employee 301000 will be replacing Employee 305987, due to transfer, Board item 12.c.2 of the February 13, 2023 Board agenda.

All members present voted in the affirmative. Motion carried: 8 Yes 0 No

## 12.d. Employment - All Pending Receipt of Required Documentation

### Minutes

Ms. Wills moved, seconded by Mrs. Morris, to approve Employment items 1-7:

1. Chloe Wagner, West Perry School District, Elementary Wellness and Fitness Teacher, effective upon release from current employer; Salary: \$49,188.00 (prorated for the 2022-2023 school year at \$260.26 per day), Bachelors Step 1. Ms. Wagner will be filling the vacant position of Employee 303917, due to resignation, Board item 11.a.2 of the November 11, 2022 Board agenda.
2. Kasie Morgan, West Perry School District, Administrative Office, Secretary to the Superintendent, effective upon release from current employer; Salary: \$16.00 per hour. Mrs. Morgan will be filling the vacant position of Employee 017875, due to transfer, Board item 11.d.2 of the November 14, 2022 Board agenda.
3. Glenn C. Miller Sr., West Perry School District, Custodian-Floater, effective February 14, 2023; Salary: \$12.00 per hour. Mr. Miller will be replacing the vacant position of Employee 305987, due to transfer, Board item 12.c.1 of the January 16, 2023 Board agenda.
4. The Administration is recommending the following coach for approval: (Title IX note: The filling of this previously Board-approved position does not imbalance gender equity.)
  - Tyler Avery, 7th Grade Boys Soccer Coach; Stipend: \$1,012.60. Mr. Avery is replacing Charles Enck who resigned.
5. Day-to-Day Substitute Nurse
  - Kelly Farrell
6. Bus/Van Drivers:
  - Andrew Brubaker for Lauer Transportation
  - Amanda Middleton for Dum's Bus Service
7. 2022-2023 Supervising and Non-Supervising Volunteers

All members present voted in the affirmative. Motion carried: 8 Yes 0 No

## 13. Education

### Minutes

1. Federal Programs Update - Mrs. Dubaich reported on a grant that we received. The district had applied in September for a PCCD School Mental Health and Safety and Security Grant, we just found out that we were awarded that Grant for

\$270,518.00. If you recall, we were looking forward to using this for the school-based counselor safety training, and some other things.

## 14. Policy

### Minutes

Mrs. Miller moved, seconded by Ms. Wills, to approve the Second Reading of Policies 1-7:

1. Second Reading of Policy 200 - Enrollment of Students
2. Second Reading of Policy 202 - Eligibility of Nonresident Students
3. Second Reading of Policy 204 – Attendance
4. Second Reading of Policy 217 – Graduation
5. Second Reading of Policy 221 - Dress and Grooming
6. Second Reading of Policy 251 - Students Experiencing Homelessness, Foster Care and Other Educational Instability
7. Second Reading of Policy 810 – Transportation

This was a roll call vote:

Mrs. Johnson - Yes

Mr. Kitner - Yes

Mr. McKee - Yes

Mrs. Miller - Yes

Mrs. Morris - Yes

Mrs. Rice - Yes

Ms. Wills - Yes

Mr. Fishel - Yes

Motion carried: 8 Yes 0 No

Ms. Wills moved, seconded by Mrs. Miller, to approve the First Reading of Policies 8-12:

8. First Reading of Policy 100 - Comprehensive Planning
9. First Reading of Policy 220 - Student Expression/Dissemination of Materials and Attachment
10. First Reading of Policy 227 - Controlled Substances/Paraphernalia
11. First Reading of Policy 233 - Suspension and Expulsion
12. First Reading of Policy 237 - Electronic Devices

All members present voted in the affirmative. Motion carried: 8 Yes 0 No

## 15. Fiscal

### Minutes

1. Ms. Wills moved, seconded by Mr. McKee, to accept the 2021-2022 West Perry School District audit as presented by Boyer & Ritter LLC. at the February 6, 2023 Committee of the Whole meeting.

A roll call vote was taken:

Mr. Kitner - Yes

Mr. McKee - Yes

Mrs. Miller - Yes

Mrs. Morris - Yes

Mrs. Rice - Yes

Ms. Wills - Yes

Mr. Fishel - Yes

Mrs. Johnson - Yes

Motion carried: 8 Yes 0 No

Mrs. Morris moved, seconded by Ms. Wills, to approve Fiscal items 2-4:

2. The Administration is recommending approval of the unused/unwanted equipment/furniture at Blain Elementary be declared surplus.



3. The Administration is recommending approval of the unused/unwanted equipment/furniture at New Bloomfield Elementary be declared surplus.

4. The Administration is recommending approval of the unused/unwanted equipment/furniture at West Perry High School be declared surplus.

All members present voted in the affirmative. Motion carried: 8 Yes 0 No

## 16. Old Business

### Minutes

1. Mrs. Johnson moved, seconded by Ms. Wills, to approve the resolution to appoint Jeffrey Kuhns and Elizabeth Derr to serve as Trustees to the South Central Trust for the West Perry School District.

All members present voted in the affirmative. Motion carried: 8 Yes 0 No

## 17. Good of the Order

### Minutes

There were no Good of the Order items.

## 18. Public Comment Non-Agenda Items

### Minutes

- Gavin Neff - West Perry High School Dress Code
- Gabrielle Brandt- Budget and board self assessment
- Robbyn Metz- Revised budget from January public meeting

## 19. Adjournment

### Minutes

With no further business to discuss, Mr. McKee moved, seconded by Mrs. Morris, to adjourn the regular meeting.

All members present voted in the affirmative. Motion carried: 8 Yes 0 No

The meeting adjourned at 9:13 PM.

Respectfully submitted,

Kenneth Medina

Board Secretary