

# BOARD OF SCHOOL DIRECTORS

## MARCH 13, 2023

### APPROVED MINUTES

---



## 1. Pledge of Allegiance

### Minutes

The West Perry School District Board of School Directors met on Monday, March 13, 2023 in the West Perry High School Auditorium. President Jean Rice called the meeting to order at 7:31 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

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, Kasie Morgan, Karen Sheaffer, Kristi Coble, Daniel Emanuelson, Tonya Kepner, Lenny Jumper, Renee LeDonne, Cory Hoffman, Kenn Medina, Paula Jones, Lucas Clouse, Joan Adams, Jody Frey-WPEA Co-President, Luke Roman-PCT, Ryan Anderson, public/teachers/virtual members 95-100.

## 3. Approval of March 13, 2023 Agenda

### Minutes

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

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

## 4. Superintendent's Report

### Minutes

Mr. Kuhns reported on the following:

1. Virtual participation in Public Board Meetings - Mr. Kuhns noted starting next month, Board Meetings will still be live feed, public comment will only be allowed in person. Regarding Sunshine Act, starting at the April meeting, if technology goes down, the whole meeting will not need to be stopped until the technology is back up. This is allowing everyone to participate in the discussions.

2. Mr. Kuhns gave a shout out to the musical, which was very impressive; 76 students participated, around 2,000 tickets were sold for 4 nights, this is the highest attendance West Perry has ever had.
3. Mr. Kuhns gave a shout out to Cory Hoffman, acting High School Principal, for doing an incredible job. Mr. Kuhns also gave a shout out to Mr. Quaker and the High School Staff for putting in a lot of hours, this is very appreciated.

## 5. Special Presentations

### Minutes

1. Staff/Student Spotlight - Ms. Coble stated that she is beyond grateful for all of the students and staff that she gets to work with daily. Ms. Coble spotlighted the New Bloomfield office staff for being amazing; Miss Richelle, a part of the district for 16 years, and Miss Penny, a part of the district for 30 years, for providing guidance, trust, and support to so many students.

- Ms. Coble spotlighted the New Bloomfield Elementary, fourth and fifth grade Student Council members: Olivia McMurtie, Marius Comp, Saydee Henry, Julia Forlizzi, Nate Spease, Josh Foy, Grace Tressler, Jerrica Paden, Maverick Durbec, Rayna Yohn, Aria Turner, Gianna Kindig, Kyla Leshner, Kellan Burd, Macie Neal, Addyson Kline, Sean Schmincke, Marshall Stacknick, Sheldon Putt, Nakari Sharrow, Luna Parson, Dana Smith, Raelynne Dillman, Chase Kopchik, Emma McCluskey, Xavian Martyn and Ava Ward for stepping up and out, becoming positive leaders, and Mrs. Columbus, a fifth-grade teacher, who serves as their fearless leader.

2. Building Presentations:

- Elementary Principals- Ms. Coble, Mr. Emanuelson and Mrs. Kepner: Ms. Coble reported for the Elementary Principals:
  - Read Across America was celebrated the week of February 27th. It was a great success! We would like to give a shout out to our instructional coaches Erin Monn and Angie Grove for setting up one of the highlights of the week that included 8th grade students coming to each elementary school to read aloud to the students.
  - Spring parent / teacher conferences begin tomorrow. We are looking forward to meeting with families who have signed up for a conference.
  - We are gearing up for PSSAs for grades 3 through 5.
  - We are looking forward to Field Day in May.
  - Reminder that this Friday, March 17th, is a snow make-up day and is a Cycle Day 3.
- West Perry Middle School- Renee LeDonne shared a presentation regarding Workforce Development, Meeting Career Readiness through Career Education and Work Standards. The presentation showed information on the four strands, five themes, smart futures, 2022-2023 counselor pushes into classes to complete lessons, 2023-2024 lessons will be completed during activity period.
- West Perry High School - Cory Hoffman reported on the following:
  - Winter Keystones:
    - Algebra (153) AOV/PRO 16
      - Improved score 75
    - Biology (63) AOV/POV 7
      - Improved score 40
    - LIT (16) AOV/POV 4
      - Improved score 7
  - Next available testing window
  - Tested students who has attempted but not yet earned ADV/PRO on the test.

- 1st attempt at structured supplemental instruction during flex time.
- Spring Keystones:
  - 3rd week of May
  - preparations for Administration underway
  - Identification of students in need of supplemental instruction in addition to regular prep
- HS Schedule:
  - On track- course requests in- dept chairs
- 8th Grade tours
  - 4/12
- Graduation:
  - Planning is beginning.
- Shout out to students and staff involved in the musical and thank you to those who supported the students by attending

## 6. Recognition of Visitors

### Minutes

1. West Perry Education Association- Jody Frey, WPEA Co-President, echoed the comments made from Jeff Kuhns and Cory Hoffman regarding the musical with how impressive it was.
2. West Perry Education Support Professional Association- No one present.
3. Public Comment - Agenda Items
  - Robbyn Metz- February 13, 2023 meeting minutes inconsistencies
  - Robbyn Metz- 5-year maintenance money
  - Robbyn Metz- Audit as discussed on February 13, 2023 meeting minutes
  - Robbyn Metz- Turf Funding
  - Ashley Weaver- Public speaking during zoom, sunshine act

## 7. Approval of Minutes

### Minutes

Mr. Fishel moved, seconded by Mrs. Morris, to approve the February 13, 2023 minutes as presented.

Mrs. Johnson asked Mrs. Rice for clarification regarding the wording pertaining to the West Perry School District audit presented by Boyer & Ritter LLC, as to why the minutes state approved, when the Board was accepting the audit.

Mrs. Rice responded to Mrs. Johnson that they voted to accept the audit as the third-party vendor. Mrs. Rice asked Mrs. Johnson if that was what she was referring to.

Mrs. Johnson responded to Mrs. Rice that this had been gone over many times in previous meetings, amending the wording will not take back the actions that were proceeded.

Mrs. Rice asked that a motion be made to amend the wording in the February 13, 2023 minutes, from approved to accepted.

Mrs. Johnson moved, seconded by Ms. Wills, to amend the minutes to note accurate wording stating the audit for Boyer & Ritter LLC was accepted, not approved by the Board.

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

Mrs. Rice asked that a motion be made to approve the February 13, 2023 minutes.

Mr. Mckee moved, seconded by Mrs. Johnson, to approve the February 13, 2023 minutes as amended.

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

Mr. Mckee asked if anyone had looked into the student handbook regarding the dress code concerns.

Mrs. Rice answered that she had not had any other discussions regarding this topic and that it was passed onto the Administration for further review.

Ms. Wills asked that they receive an update regarding the dress code and that this be added to the next COW meeting along with other items.

## 8. Board Committee Reports

### Minutes

A. Capital Area Intermediate Unit- Mrs. Rice reported the CAIU met on February 23; Health and safety plan was reviewed with minimal changes to dates; several retirees were acknowledged, Holly Briskie was awarded the individual excellence in digital learning, this is the first time anyone in this region has received this; Business Managers in the CAIU Footprint met for their quarterly meeting, they're looking to put together a consortium to create buying power to drive down rising costs for things such as copiers and our new Assistant Directors on Board, plan to create a Superintendent's Advisory Committee for the CAOLA 3.0, enhancements are being worked on, IU Budget will be brought up in a later agenda to be voted on.

B. Cumberland-Perry Area Career and Technical Center- Mrs. Rice reported the CPACTC met on February 27, 2023; presentation was given from a Cosmetology student who attended the New York City fashion show as a participant; home and garden show attendees were from Carpentry, Horticulture and Masonry teams, they built sheds, dog houses, and other items that could be purchased, skills U.S.A. team also competed at the home show, a student is running for a State Officer position, Board Members were sent an invite for a breakfast and tour at CPACTC on March 28, 2023.

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

D. Pennsylvania School Boards Association- Mrs. Johnson did not have a report.

E. Athletic Committee- Mr. Anderson reported that the Athletic Committee met on 02/16/2023. The committee will be meeting again in May to vote on Hall of Fame candidates. We just finished the PIAA State Wrestling Tournament and had 6 wrestlers attend. Justice Hockenberry-Folk finished 7<sup>th</sup> at 160lbs, Tyler Morrison finished 6<sup>th</sup> at 139 pounds, Marty Morrison finished 7<sup>th</sup> at the State Girls Wrestling Tournament.

F. West Perry Mustang Foundation- Mrs. Morris reported the West Perry Mustang Foundation Meeting was last month, Mr. Kuhns was introduced, logo and branding were discussed, waiting on the 501 C3 status.

G. President's Report- Mrs. Rice reported that there have been several executive sessions over the last month regarding negotiation discussion and personnel matters; attended the musical and was very impressed by the talented students; recognized the wrestling team for how well they have done this season.

## 9. Treasurer's Report

### Minutes

Mrs. Bidwell received and reviewed the reports from Kenn Medina on March 10th 2023

As of the end of January 2023

Total revenue balance is approximately \$15 Million

Total revenue this period was \$1 Million

Year to date revenue is approximately \$30 Million

We have received 66.96% of our budgeted revenue whereas by the end of January 2022 we had received 67.25% revenue.

Total expenditures this period is approximately \$2 Million

Year to date expenditures is approximately \$20 Million

By the end of January 2023. We disbursed 44.44% of budgeted expenses, whereas by the end January 2022 we disbursed 52.50%

## 10. Approval of Bills

### Minutes

1. Mrs. Miller moved, seconded by Ms. Wills, to approve the regular monthly bills - February 1, 2023 to February 28, 2023.

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

Ms. Wills questioned if there were any update on bills, if they can separate into what has been paid and what has not been paid.

Mrs. Rice responded that this has been unsuccessful before. The bills are done in batches and there is no real way to separate paid or unpaid, they are all in one file presented to the board to ratify.

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

At 8:44 PM, Mrs. Morris moved, seconded by Mrs. Johnson, to take a 5-minute recess due to technology being down.

The meeting was back in session at 8:49 PM.

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

## 11. New Business

### Minutes

1. Ms. Wills moved, seconded by Mrs. Miller, 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

Mrs. Morris moved, seconded by Mrs. Johnson, to approve New Business items 2-3:

2. The Administration is recommending approval of the revised High School Principal job description.

3. The Administration is recommending approval of the revised Mathematic Teacher job description.

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

4. Ms. Wills moved, seconded by Mrs. Miller, to approve the nomination of Jean Rice, to serve as a director of the Capital Area Intermediate Unit (CAIU) for the term July 1, 2023 through June 30, 2026.

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

5. Mrs. Morris moved, seconded by Ms. Wills, to approve the contract with Comcast Business Communications, LLC for Ethernet Virtual Private Line Service for elementary WAN connectivity. The contract is for July 1, 2023 – June 30, 2026 at a cost of \$4,140.93 per month, paid from the Technology Budget.

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

6. Ms. Wills moved, seconded by Mr. Kitner, to approve the contract with IntegraONE for closet switches. This contract is contingent upon E-rate funding. After e-rate funding is applied, the discounted cost of the switches is \$38,676.49, paid for from the Technology Budget.

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

7. Mr. Mckee moved, seconded by Mr. Fishel, to approve the proposal from SSM Industries Inc. in the amount of \$63,100.00 for renovations at the stadium concession stand building restrooms. Funds to be paid from the 5-year maintenance money.

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

8. Ms. Wills moved, seconded by Mr. Mckee, to approve the bid from ATURF in the amount of \$642,064.00 for the stadium turf replacement project at West Perry High School. Funds to be paid from the 5-year maintenance money.

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

## 12. Personnel Items

### 12.a. Resignation

#### Minutes

Mrs. Miller moved, seconded by Mr. Mckee, to approve Resignation items 1-3:

1. Employee 012065, Carroll Elementary, Fourth Grade Teacher, resignation due to retirement, effective the end of the 2022-2023 school year.
2. Employee 006500, West Perry Middle School, Learning Support Teacher, resignation due to retirement, effective end of the 2022-2023 school year.
3. Employee 005278, West Perry High School, Cafeteria Manager, resignation due to retirement, effective the end of 2022-2023 school year.

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

### 12.b. Leave of Absence

#### Minutes

1. Ms. Wills moved, seconded by Mrs. Johnson, to approve an unpaid leave of absence for Employee 303119, from Thursday April 27, 2023 through the end of the 2022-2023 school year.

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

### 12.c. Transfer

#### Minutes

1. Mrs. Morris moved, seconded by Mrs. Miller, to approve Employee 304875, Carroll Elementary, Special Education Paraprofessional, 5 1/2 hours, no benefits, transfer to Special Education Paraprofessional, 7 hours, with benefits, effective March 14, 2023. Employee 304875 will be filling the vacant position of Employee 301000, due to transfer, Board item 12.c.3 of the February 13, 2023 agenda.

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

### 12.d. Administrative Recommendation

#### Minutes

Mr. Kitner moved, seconded by Ms. Wills, to approve Administrative Recommendation items 1-2:

1. The Administration is recommending approval of Employee 008250, West Perry High School, Assistant Principal, as West Perry High School, Acting Principal, effective January 23, 2023 through June 30, 2023, or until the position is filled; Salary; \$95,000.00 (prorated for the 2022-2023 school year at \$387.76 per day).
2. The Administration is recommending approval to extend Employee 306231, New Bloomfield Elementary, Long-Term Substitute Pre-K Paraprofessional, 5 hours per day, no benefits, until the end of the 2022-2023 school year.

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

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

### Minutes

Mrs. Morris moved, seconded by Ms. Wills, to approve Employment items 1-3:

1. Bus/Van Drivers:

- Tina Cless for Dum's Bus Service, LLC.
- Kelsi Bailey for Dum's Bus Service LLC.

2. 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.)

- Colby Lupfer, Volunteer Boys Soccer Coach
- Dan Santopietro, Volunteer Softball Coach

3. The Administration is recommending approval of the 2022-2023 Supervising and Non-Supervising Volunteer list.

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

## 13. Education

### Minutes

1. Federal Programs Update - Mrs. Dubaich did not have a report.

2. Mr. Kitner moved, seconded by Mrs. Morris, approval of the 2023-2024 Ag. Local Advisory Committee (LAC) and Occupational Advisory Committee (OAC) members.

#### Committee Member Career

Hunter Stambaugh	County Executive Director for FSA
Dylan Matter	Duck/Crop Farmer & Forester
Kristie Smith	Perry Conservation District
Mark Adair	Ag Mechanic Technician
Liza Loy	Dairy/Crop Farmer
Cole McLaughlin	Dairy/Crop Farmer
Patti McLaughlin	Chief Credit Officer
Becky Reisinger	Insurance Agent
Robert O'Toole	Dairy Farmer



Donny Bartch	Dairy Farmer
Amanda Kresge	Veterinarian
Dennis Weller	Dairy/Crop Farmer
John Ewing	Penn State Professor

**Ex-Officio Members**

Shawna Weller	FFA Alumni President
Renee LeDonne	Middle School Principal
Jeff Kuhns	Superintendent of Schools
Cory Hoffman	Acting High School Principal
Jean Rice	School Board President
Vera Innerst	FFA President
Jody Frey	West Perry High School Science Department Chair
Ayla Miller	West Perry Agricultural Instructor
John Hines	West Perry Agricultural Instructor

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

3. Mrs. Morris moved, seconded by Mrs. Miller, for two FFA Advisor and eleven FFA members to attend the National FFA Convention in Indianapolis, Indiana, from October 31, 2023 to November 4, 2023.

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

## 14. Policy

### Minutes

Ms. Wills moved, seconded by Mr. Mckee, to approve the Second Reading of Policies 1-5:

1. Second Reading of Policy 100 - Comprehensive Planning
2. Second Reading of Policy 220 - Student Expression/Dissemination of Materials and Attachment
3. Second Reading of Policy 227 - Controlled Substances/Paraphernalia
4. Second Reading of Policy 233 - Suspension and Expulsion
5. Second Reading of Policy 237 - Electronic Devices

This was a roll call vote:

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

6. Mrs. Morris moved, seconded by Ms. Wills, approval regarding the retirement of Board Policy 255 Educational Stability for Children in Foster Care. (On 2-13-2023 the board approved Board Policy 251 Students Experiencing Homelessness, Foster Care and Educational Instability, which combined the previous versions of Policy 251 and 255).

This was a roll call vote:

Mr. Mckee- Yes

Mrs. Miller- Yes

Mrs. Morris- Yes

Mrs. Rice- Yes

Ms. Wills- Yes

Mr. Fishel- Yes

Mrs. Johnson- Yes

Mr. Kitner- Yes

Motion carried: 8 Yes 0 No

## 15. Fiscal

### Minutes

1. Ms. Wills moved, seconded by Mrs. Miller, approval of the Capital Area Intermediate Unit (CAIU) General Operating Budget for the 2023-2024 Fiscal year.

This was a roll call vote:

Mrs. Miller- Yes

Mrs. Morris- Yes

Mrs. Rice- Yes

Ms. Wills- Yes

Mr. Fishel- Yes

Mrs. Johnson- Yes

Mr. Kitner- Yes

Mr. Mckee- Yes

Motion carried: 8 Yes 0 No

2. Mrs. Morris moved, seconded by Ms. Wills, approval of 2022-2023 Budgetary Transfer Requests

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

Mrs. Morris moved, seconded by Mr. Fishel, approval for Fiscal items 3-4:

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

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

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

## 16. Old Business

### Minutes

1. There were no Old Business items.

## 17. Good of the Order

### Minutes

1. There were no Good of the Order Items.

## 18. Public Comment Non-Agenda Items

### Minutes

- Jen Bidoli- General
- Gavin Neff- School dress code, Code of conduct

## 19. Adjournment

### Minutes

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

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

The meeting adjourned at 9:28 PM.

Respectfully submitted,

Kenneth Medina

Board Secretary