

BOARD OF SCHOOL DIRECTORS
JUNE 12, 2023
APPROVED MINUTES



1. Pledge of Allegiance

Minutes

The West Perry School District Board of School Directors met on Monday, June 12, 2023 in the West Perry High School Auditorium. President Jean Rice called the meeting to order at 7:38 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 - Here
Mr. Fishel - Here
Mrs. Johnson - Here
Mr. Kitner - Absent
Mr. McKee - Here
Mrs. Miller - Here
Mrs. Morris - Virtual
Mrs. Rice - Here
Ms. Wills - Here

Members present: 8 Members 1 Absent

Other Present: Mr. Kuhns, Dr. Dubaich, Kasie Morgan, Daniel Emanuelson, Jenna Krinjeck, Cory Hoffman, Paula Jones, Lucas Clouse, Joan Adams, Ryan Anderson, Lenny Jumper, Luke Roman- PCT, public/teachers/virtual members 50-55 .

3. Approval of June 12, 2023 Agenda

Minutes

Ms. Wills moved, seconded by Mrs. Johnson, to approve the June 12, 2023 agenda as presented.

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

4. Superintendent's Report

Minutes

Mr. Kuhns recognized an exceptional graduation West Perry had and thanked everyone for all of their hard work as he thought everything went flawlessly. Mr. Kuhns also wanted to thank the entire staff for their time and hard work with the interviewing processes that have been going on. Wednesday, June 14, 2023, we will be hosting a meet and greet with Senator Rothman along with all of the other Superintendents of Perry County.

5. Special Presentations

Minutes

1. Building Principal Presentations:

- **Elementary Principals - Mr. Emanuelson reported:**

- Summer Cleaning- All of the buildings are being cleaned. The maintenance and custodial staff have been working diligently to make sure the rooms are clean and safe for the students to return in the fall.
- The elementary and middle school teams, in conjunction with Mr. Kelly, have worked recently to ensure that the Summer School Program is ready to go. The children will be attending the middle school this Summer and we hope that along with the teaching staff, we have planned a productive Summer for our children. Summer school begins June 13.
- The elementary team, along with the middle and high school, participated in a professional learning opportunity two days last week at the Capital Area Intermediate Unit. The training was designed to help district teams plan effective initiatives. It was great to work as a team and to meet the new high school principal.
- The Summer plans for the elementary administrative team include:
 - Interviewing candidates for multiple positions across the buildings.
 - Scheduling meetings to discuss topics and bring more continuity and consensus amongst the buildings. Some of the topics include:
 - Building master schedules
 - Updating the student handbook
 - Curriculum planning
 - Ordering curriculum materials
 - Planning calendar events
 - Preplanning some PD initiatives
 - Setting dates for data meetings
 - Discussing building supports

- **West Perry Middle School Principal-- Mrs. Krinjeck reported:**

- Strong finish to the '22-'23 school year - both staff and students greatly enjoyed their last days
 - **Summer Program Enrollment**
 - 70 students at the middle school - ESY & K-8 programs
 - **Girls on the Run**
 - 11 girls successfully completed the program
 - Practices were held twice a week for 10 weeks
 - All girls participated in the 5K run in May
 - A huge thanks to the MS coaches: Jeannie Weaver, Stephanie Miller & Brittany Shull
 - **Mannsville Lutheran Church** - graciously donated \$500 in gift cards to support our Summer backpack program
 - Throughout the length of the summer program, students will go home with grab and go food bags each Thursday - students will return bags the next week to be refilled

- **West Perry High School Principal - Mr. Hoffman reported**

- Final Grades sent 6/12
- Counseling center preparing final 23-24 schedules
- Credit Recovery begins 6/13/23
- A TSI – final draft ready for committee review

- **Athletic Director - Mr. Anderson reported:**

- The baseball team finished their season at Northern Lebanon. They lost a close game on the road 7-6 with a very young team.
- The track teams had a competitive showing at the DIII tournament and two state qualifiers. Trevor Albright ran in the 400 at the State Meet. Marcus Quaker finished 9th in the 200m hurdles at the State Meet.
- Athletes are training throughout the summer in their sports throughout the summer.

6. Recognition of Visitors

Minutes

1. West Perry Education Association - No one present.
2. West Perry Education Support Professional Association - No one present.
3. Public Comments - Agenda Items
 - Ashley Weaver - Solicitor

7. Approval of Minutes

Minutes

Ms. Wills moved, seconded by Mr. Fishel, to approve the May 8, 2023 and the May 22, 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 that the Capital Area Intermediate Unit met on May 25, 2023; A program is being piloted through bloom board, which is a pathway to a teachers program to address some of the educator shortage; It is graduation season at the CAIU- the Hilltop Academy, Loysville- YDC, and Keystone Academy; Salary and job description analysis is ongoing, pay factor system is going to go online July 1, 2023, Paycom is also being implemented as part of the overhaul of the HR and business functions to help ease duplicate entries and jobs.

B. Cumberland-Perry Area Career and Technical Center- Mrs. Rice reported that CPACTC met on May 22, 2023, two year induction plan was reviewed; A career fair was held with 50 employers represented; CPACTC students earned 351 college in high school credits during the 2022-2023 year; Safety day was the largest event to this point; Signing day is an event of signing for employment; Military and post-secondary education had 131 students who signed commitments on that date; June 13, 2023 is the beginning of the Summer Academy Day, district educators can go to CPACTC for a day of trades, exploration, and opportunity; 19 emerging health student graduates are all attending post-secondary education to continue their healthcare careers in 2023-2024, the class size for this program will double because of a need for a second cohort; NOCTI scores have increased after a decline during COVID.

C. Harrisburg Area Community College- Mrs. Miller reported HACC met on May 17, 2023; Prior five year sponsoring school district agreement expired on June 30, 2022, the first year of 2022-2023 will remain the same as last year, there will not be an increase, but next year, the next four years, 2023-2024 to 2026-2027, will increase by 2.5%; April 4, 2023, the Board of Trustees at HACC approved a \$116 million budget for 2023-2024 school year; Some academic affairs going on now: expanding the mechatronics program to include modern robots for training students, revision of the culinary and hospitality learning space to include demonstration classroom and kitchen, they are aligning the crosswalk credit and non-credit programs for public safety and transportation; Tuition is having to be increased for cost saving measurements to offset the projected \$400,000.00 deficit, budget does not include layoffs or furloughs this year, they are projecting an 8% decrease in enrollment, some of the other surrounding schools have seen a bigger decline between 10-11%, budget includes 5% increase in tuition for non-sponsored and sponsored college in high school students, out of state tuition will increase \$325.00 per student, per credit, and dual enrollment tuition will increase to \$175.00 per credit- this does not include increase college fees; HACC needed to increase cost to keep up with inflation; Ways they are going to try and lower their costs are: decreasing overtime when they can, there are about 23 vacancies that they are unable to fill, classes that only have 6 to 8 students are being discontinued or trying to merge classes together to have 12 students in a class (only for credit courses), union is fighting this, but they do not have the means to do it; Tuition increases for non-sponsored student is \$11.75 a credit, sponsored students it's increasing \$9.50 a credit, and college in high school has been increased \$4.00 per credit, tuition for out-of-state students has been increased \$41.75 a credit and dual enrollment students has been increased \$42.50 per credit; the 23 open positions are either being frozen or eliminated to help save funds, Summer enrollment was up 4%, so hopefully it'll start to increase in the future.

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

E. Athletic Committee- Mr. Anderson reported that the Athletic Committee met in May and voted on the Hall of Fame nominees. John Alvanitakis, Hunter Stambaugh, Ashley Miller, and Zach Kell will be recognized at the October 13, 2023 football game during half time.

F. West Perry Mustang Foundation- Mrs. Morris did not have a report at this time.

G. President's Report- Mrs. Rice reported that they had an executive session May 8th, May 15th, May 22nd, June 5th, and tonight to discuss personnel issues and gathering of information.

9. Treasurer's Report

Minutes

Mrs. Bidwell received and reviewed the reports from Jeff Kuhn's on June 6th 2023

As of the end of April 2023

Total revenue balance is approximately \$7.7 Million

Total revenue this period was \$2.5 Million

Year to date revenue is approximately \$37.9 Million

We have received 83% of our budgeted revenue whereas by the end of April 2022 we had received 84.5% of our revenue.

Total expenditures this period is approximately \$2.7 Million

Year to date expenditures are approximately \$32 Million

By the end of April 2023. We disbursed 67.92% of budgeted expenses, whereas by the end April 2022 we disbursed 78.03%

Ms. Wills moved, seconded by Mrs. Bidwell, to approve the Treasurers Report and the Revenue and Expense Report for April and May 2023.

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

10. Approval of Bills

Minutes

Mrs. Bidwell moved, seconded by Ms. Wills, to approve the regular monthly bills- May 1, 2023- May 31, 2023.

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

11. New Business

Minutes

Mrs. Rice asked for a motion to approve New Business item 1.

Mr. Fishel stated at the last meeting, this item was voted down by a figure of five to four and that the only way this item could be brought back, is if someone from the prevailing vote introduces this as a reconsideration of this payment.

Mrs. Rice stated this was being presented as New Business so the other one was done and finished, this is a new proposal even though it is exactly the same.

Mr. Fishel stated if it was going to be presented this way, it would more than likely get voted down by others and himself.

Mrs. Johnson stated this is how items do not pass, because they get voted down and keep coming back up in next meetings as new business. It is part of Robert's Rules that one of those five people, need to reconsider their vote in order to bring it back up to be voted on.

Mr. Fishel brought up all the names of those who voted against this item at the last meeting and stated one of them would need to bring it up as a motion to reconsider this bill.

Mrs. Rice asked if any of those five members wished to reconsider this item.

Mrs. Johnson moved, seconded by Ms. Wills, to reconsider New Business item 1.

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

1. Mrs. Miller moved, seconded by Ms. Wills, to approve the proposal for the roof restoration project from Waterproofing Technologies, Inc. in the amount of \$556,942.78, to be completed at New Bloomfield Elementary. Funds will be taken from the 2023-2024 general fund 5-year Maintenance monies.

Mrs. Johnson asked if this were to pass this evening, if there is a start date in place.

Mr. Jumper stated he is not sure of the actual start date yet and that he would be finding out tomorrow morning. The project may be off a few days or a week, but it will get done this summer.

Mrs. Johnson asked Mr. Kuhns, that when this start date is finalized, if the Board members could be made aware of this.

This was a roll call vote:

Mr. Fishel - Yes

Mrs. Johnson - Yes

Mr. McKee - Yes

Mrs. Miller - Yes

Mrs. Morris - Yes

Mrs. Rice - Yes

Ms. Wills - Yes
Mrs. Bidwell - Yes
Motion carried: 8 Yes 0 No

2. Mrs. Miller moved, seconded by Mrs. Bidwell, to approve the proposal from McNaughton Paving and Excavating Services, Inc., to mill and overlay the existing asphalt parking lots and roadways at New Bloomfield Elementary.

Ms. Wills asked where this item is in the budget.

Mr. Jumper stated that it is in the same money that was pulled out by Kenn and out of the audit.

Mrs. Johnson confirmed with Mr. Jumper that \$225,000.00 was pulled out in the audit and this amount is for \$150,000.00.

Mr. Jumper agreed and stated the budget is under.

Mrs. Johnson asked if there was a start date for this project.

Mr. Jumper stated no, there is not a start date yet, but that it would have to be after the carnival.

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

3. Mrs. Bidwell moved, seconded by Mr. Fishel, to approve the contract with GDC for Server/Network Managed Services for a period beginning July 1, 2023 and ending June 30, 2024 in the amount of \$21,600.00, paid from the Technology Budget.

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

4. Ms. Wills moved, seconded by Mrs. Bidwell, to approve Stock and Leader for legal services from July 1, 2023 through June 30, 2024. David Walker will serve as the lead education solicitor.

This was a roll call vote:

Mrs. Johnson - No
Mr. McKee - Yes
Mrs. Miller - Yes
Mrs. Morris - Yes
Mrs. Rice - Yes
Ms. Wills - Yes
Mrs. Bidwell - Yes
Mr. Fishel - Yes
Motion carried: 7 Yes 1 No

5. Mrs. Bidwell moved, seconded by Mrs. Miller, to approve the following 2023-2024 salary increases:

A. Support Staff

- Secretarial Staff \$1.50
- Aides/Paraprofessional \$1.50

B. Professional Support Staff

- Application Support Specialist 2.5%

- Technology Support Technician I 2.5%
- Technology Support Technician II 2.5%
- Registered/LPN Nurse 2.5%
- Accountant 2.5%
- Attendance Liaison 2.5%

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

6. Ms. Wills moved, seconded by Mrs. Bidwell, to approve the following 2023-2024 medical insurance cost sharing premiums (premium amounts for individual, two-part, and family coverage will be distributed to each employee).

- Secretaries and Aides/Paraprofessional, Medical Insurance Cost Sharing Premium will be 6% of the premium cost
- Professional Support Staff, Medical Insurance Cost Premium will be 12% of the premium cost
- Assistant Superintendent, Medical Insurance Cost Premium will be 15% of the premium cost

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

7. Mrs. Bidwell moved, seconded by Ms. Wills, to approve the following 2023-2024 starting and substitute salaries.

<u>Classification</u>	<u>Hourly/Daily Rate</u>
● Building Level Administrative Support	\$ 14.50 per hour
● District Level Administrative Support	\$ 17.25 per hour
● Aides/Paraprofessionals	\$ 14.00 per hour

***Note: Substitute/Building Base Substitute Teacher rates approved May, 2023**

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

8. Ms. Wills moved, seconded by Mrs. Miller, to approve the paraprofessional staff vacant positions shall be filled based on the established paraprofessional chart attached, effective for the 2023-2024 school year. The chart will be reviewed annually, to ensure staffing requirements meet student needs.

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

12. Personnel Items

12.a. Resignation

Minutes

Mrs. Bidwell moved, seconded by Ms. Wills, to approve Resignation items 1-2:

1. Employee 305839, Carroll Elementary, Learning Support Paraprofessional, resignation effective the end of the 2022-2023 school year.
2. Employee 303119, New Bloomfield Elementary, PreK Paraprofessional, resignation effective the end of the 2022-2023 school year.

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

12.b. Leave of Absence

Minutes

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

1. The Administration is recommending a paid leave of absence for Employee 303291, from Monday, August 21, 2023 through Tuesday, October 3, 2023. Family Medical Leave (FMLA) benefits will run concurrent with paid leave, after which time the employee will continue FMLA unpaid leave from October 4, 2023 through November 15, 2023. Employee 303291 will be extending unpaid leave benefits from November 16, 2023 through January 19, 2024, as per article 5.11 of the West Perry Education Association agreement. Employee 303291 has met all requirements for said leave(s).
2. The Administration is recommending a paid leave of absence for Employee 303593, from Monday, August 21, 2023 through Monday, September 18, 2023 (1/2 day). Family Medical Leave (FMLA) benefits will run concurrent with paid leave, after which time the employee will continue FMLA unpaid leave from Monday, September 18, 2023 (1/2 day) through approximately Friday, October 20, 2023. Employee 303593 has met all requirements for said leave(s).
3. The Administration is recommending a paid leave of absence for Employee 304344, from approximately Monday, September 11, 2023 through Monday, September 25, 2023. Family Medical Leave (FMLA) benefits will run concurrent with paid leave, after which time the employee will continue FMLA leave from approximately Tuesday, September 26, 2023 through December 8, 2023. Employee 30433 will be extending unpaid leave benefits from Monday, December 11, 2023 through Friday, December 22, 2023, as per article 5.11 of the West Perry Education Association agreement. Employee 304344 has met all requirements for said leave(s).

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

12.c. Administrative Recommendation

Minutes

1. Mrs. Bidwell moved, seconded by Mrs. Johnson, to approve the resolution to appoint Cory Hoffman 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

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

Minutes

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

1. Angela Palfalvi, West Perry Middle School, Mid-Level Science Teacher, effective August 21, 2023, salary: \$49,188.00 (as per the WPEA contract which expires August 20, 2023), Bachelors, Step 1. Ms. Palfalvi will be filling the vacant position of Employee 011350, due to retirement, Board agenda item 12.a.2 of the January 16, 2023 agenda.
2. Amanda Reisinger, New Bloomfield Elementary, Fourth Grade Teacher, effective August 21, 2023, salary: \$49,188.00 (as per the WPEA contract which expires August 20, 2023), Bachelors, Step 1. Mrs. Reisinger will be filling the vacant position of Employee 015710, due to transfer, Board agenda item 6.b.4 of the May 22, 2023 agenda.
3. Elizabeth DeFluri, New Bloomfield Elementary, Learning Support Teacher, effective August 21, 2023, salary: \$49,188.00 (as per the WPEA contract which expires August 20, 2023), Bachelors, Step 1. Ms. DeFluri will be filling

the vacant position of Employee 007240, due to retirement, Board agenda item 12.a.1 of the April 17, 2023 agenda.

4. LidiaAnn Edwards, West Perry Middle School, Learning Support Teacher, effective August 21, 2023, salary: \$49,188.00 (as per the WPEA contract which expires August 20, 2023), Bachelors, Step 1. Ms. Edwards will be filling the vacant position of Employee 006500, due to retirement, Board agenda 12.a.2 of the March 13, 2023 agenda.

5. The Administration is recommending the following coaches for approval: (Title IX note: The filling of these previously Board-approved positions does not imbalance gender equity.) Please see attached document.

6. 2023-2024 Support and Co-Curricular Salaries

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 - Dr. Dubaich reported the consolidated application opened up, so it is anticipated that those title grants will be applied for and submitted by the June 30th deadline, as typically we do. As mentioned, tomorrow our Summer School Program starts and a reminder that it is a result of ESSER funding for this year.

2. Ms. Wills moved, seconded by Mrs. Miller to approve the Capital Area Online Learning Association (CAOLA) Advisor Services Agreement for the 2023-2024 school year in the amount of \$14,000.00. Costs to be paid from the Curriculum and Instruction Budget.

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

3. Ms. Wills moved, seconded by Mr. McKee, to approve the Agreement for English as a Second Language (ESL) Services with the Capital Area Intermediate Unit (CAIU) for the 2023-2024 school year.

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

4. Mrs. Bidwell moved, seconded by Ms. Wills, to approve the contract between West Perry School District and Care Solace, Inc. for the 2023-2024 school year in the amount of \$8,248.00.

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

5. Mrs. Bidwell moved, seconded by Mrs. Miller, to approve the Memorandum of Understanding (MOU) between United Way of the Capital Region and West Perry School District for the 2023-2024 school year.

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

6. Ms. Wills moved, seconded by Mrs. Bidwell, to approve the Perry County Consortium contract with River Rock Academy for the 2023-2025 school year in the amount of \$821,400.00.

Mrs. Miller confirmed with Mr. Kuhns that the school does not get reimbursed if we do not use all of the seats for students.

Mr. Kuhns confirmed that, that is correct.

Mrs. Johnson asked if West Perry housed River Rock again, if the price would be cheaper.

Mr. Kuhns stated he has been in touch with Mr. Fry in regards to this and more information is to come.

Mrs. Miller asked if any other academies have been looked into that are maybe cheaper.

Mr. Kuhns stated this has been investigated, but no other academies have this low of cost. This cost does include transportation as well.

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

7. Mrs. Miller moved, seconded by Ms. Wills, to approve the agreement between West Perry School District and Vista Adult Services Organization from June 13, 2023 to July 14, 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 First Reading of Policies 1-3:

1. First Reading of Policy 800 - Records Management
2. First Reading of Policy 830 - Security of Computerized Personal Information/Breach Notification
3. First Reading of Policy 830.1 - Data Governance, Storage/Security

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

15. Fiscal

Minutes

Mrs. Miller moved, seconded by Ms. Wills, to approve Fiscal items 1-2:

1. The Administration is recommending the unused/unwanted equipment-furniture at West Perry High School be declared surplus.
2. The Administration is recommending the unused/unwanted books at West Perry Middle School be declared surplus.

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

16. Board Officers

Minutes

1. Mrs. Miller moved, seconded by Mr. McKee, to approve the resignation from Mr. Rich Kitner as School Board Member at the conclusion of the June 5, 2023 Committee of the Whole meeting.

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

17. Old Business

Minutes

1. Mrs. Miller moved, seconded by Ms. Wills, to approve to purchase a new 2023 Ford Transit T150 School Van from Brightbill Body Works of Lebanon in the amount of \$69,688.00. Funds will be taken from the 2022-2023 general fund 5-year Maintenance monies.

Mr. Fishel asked Mr. Jumper if this van was originally bid on state contract and why this van is so expensive.

Mr. Jumper stated yes, this was originally bid on state contract through CO-STARs, but then Mr. Medina had it changed. Mr. Jumper stated that he has called and looked around for cheaper prices of vans and cannot seem to find anything. CO-STARs no longer give more than \$500.00 per vehicle, so we are paying a lot more for vehicles now than we did last year.

Mr. Fishel stated he called Roher's and was told they had vans cheaper and that he is opposed to buying this van.

Mr. Jumper stated that he too has called Roher's, as well as visited them, and was told that he cannot get any other vans cheaper.

This was a roll call vote:

Mr. McKee - No

Mrs. Miller - No

Mrs. Morris - No

Mrs. Rice - No

Ms. Wills - No

Mrs. Bidwell - No

Mr. Fishel - No

Mrs. Johnson - No

Motion failed. 0 Yes 8 No

18. Good of the Order

Minutes

Mrs. Johnson - Personnel Items.

19. Public Comment Non-Agenda Items

Minutes

1. Gabrielle Brandt - Committee 2

2. Gabrielle Brandt - Parent/ Community Committee

20. Adjournment

Minutes

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

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

The meeting adjourned at 8:46 PM.

Respectfully submitted,

Dr. Lucas Clouse
Board Secretary