

BOARD OF SCHOOL DIRECTORS
JUNE 26, 2023
APPROVED MINUTES



1. Pledge of Allegiance

Minutes

The West Perry School District Board of School Directors met on Monday, June 26, 2023 in the West Perry High School Auditorium. President Jean Rice called the meeting to order at 7:30 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 - Virtual

Mr. Fishel - Virtual

Mrs. Johnson - Here

Mr. McKee - Here

Mrs. Miller - Here

Mrs. Morris - Here

Mrs. Rice - Here

Ms. Wills - Virtual

Members present: 8 Members Absent: 0

Other Present: Mr. Kuhns, Dr. Dubaich, Kasie Morgan, Cory Hoffman, Daniel Emanuelson, Christopher Kasian, Lucas Clouse, Paula Jones, Joan Adams, Ryan Anderson, David Walker, public/teachers/virtual members 80-85.

3. Approval of June 26, 2023 Agenda

Minutes

Mrs. Miller moved, seconded by Mr. McKee, to approve the June 26, 2023 agenda as presented.

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

4. 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

- Kathy Stover - Vacant school director position
- Ashley Weaver - Vacancy
- Robbyn Metz - Board Vacancy
- Robbyn Metz- Budget
- Robbyn Metz - HUDL

- Krista Hess - Support for Gabby Brandt
- Kathy Garman - School Board nominee

5. Treasurer's Report

Minutes

Mrs. Bidwell received and reviewed the reports from Jeff Kuhns on June 20th 2023

As of the end of May 2023

Total revenue balance is approximately \$6 Million Total revenue this period was 51.7 million

Year to date revenue is approximately \$39.6 Million

We have received 86.76% of our budgeted revenue whereas by the end of May 2023 we had received 86.72% revenue.

Total expenditures this period is approximately \$3.4 Million Year to date expenditures are approximately \$35.4 Million

By the end of May 2023. We disbursed 74.72% of budgeted expenses, whereas by the end May 2022 we disbursed 82.50%

6. New Business

Minutes

1. Mrs. Miller moved, seconded by Mrs. Johnson, to appoint Gabrielle Brandt to fill the Board position of Richard Kitner for Region I.

Mrs. Miller stated not only is Mrs. Brandt the most qualified, but we see how the people voted in the election, and voting against that is very telling.

Mrs. Johnson expressed that she had to agree with Mrs. Miller's statement. Mrs. Brandt has repeatedly, for over 2 years now, come to just about every Monday meeting, is involved in and on multiple teams within our school district, and involved in discussions with the Administration. Mrs. Johnson stated that she thinks during the May election results, the people spoke in region one of who they wanted to be sitting in the seat.

Mr. McKee stated that he can concur to everything that was just said and he thanked everyone that came out to be interviewed. Mr. McKee also stated that he was for Gabby at the first voting and his decision has not changed.

Ms. Wills stated she wanted to follow suit with others. She had previously voted for Gabby and although she appreciates everyone that has come out, she is going to be voting for Gabby as well again.

This was a roll call vote:

Mr. Fishel - Gabrielle Brandt

Mrs. Johnson - Gabrielle Brandt

Mr. McKee - Gabrielle Brandt

Mrs. Miller - Gabrielle Brandt

Mrs. Morris - George Rosch

Mrs. Rice - George Rosch

Ms. Wills - Gabrielle Brandt

Mrs. Bidwell - George Rosch

Motion carried: 5 Gabrielle Brandt 3 George Rosch

Mr. Nicholas Lippincott came to swear in Gabrielle Brandt as a Board member during the meeting.

Mrs. Rice stated she appreciated the other candidates for coming out and supporting the process.

2. Mrs. Morris moved, seconded by Mr. Fishel, to approve the contract between West Perry School District and Business Manager, Cory Hoffman.

All members present voted in the affirmative. Motion carried: 9 Yes 0 No

3. Mrs. Morris moved, seconded by Mrs. Bidwell, to approve the HUDL contract.

Mrs. Miller expressed because the budget is tight already and this contract is not educational, this is going to be a no for her. However, if the Booster Club wanted to pay for this, then that would be fine.

Mrs. Johnson asked Mr. Anderson when the school began to use HUDL.

Mr. Anderson stated the video editing software has been used starting with the Football program about eight or nine years ago and over the past eight or nine years, the entire Athletic Department has used it in terms of breaking down film. Basketball and Football exchange film; Soccer and other sports upload their film and coaches analyze it. Athletes have access to review practice film, game film, create and highlight the film.

Mrs. Johnson asked Mr. Anderson who began paying for HUDL and confirmed that all sports are using it.

Mr. Anderson responded that the Booster Club started paying for this and that all sports have access to HUDL, some use it more than others.

Mrs. Johnson asked if the documentation provided tonight was old with the cost only being \$1,999.00.

Mr. Anderson stated yes this is an old document and next year we will be paying a little over \$5,000.00, in which the Booster Club is prepared to pay again even with the price increase. HUDL is now offering a camera package which is something fundamental for all our programs. This has been a core thing to help coaches coach our kids and make our teams better.

Mrs. Johnson asked what the difference in pricing was since the Booster Club is prepared to pay a little over \$5,000.00 and the requested amount was for \$8,700.00.

Mr. Anderson stated the program includes 2 cameras that are installed and a software system that records and uploads the game films in the editing system. So for the film to get in there, we have to record it and upload it. The new package includes cameras that are stationed in the gym and the stadium.

Mrs. Johnson confirmed with Mr. Anderson that it sounds like the Booster Club is not going to move forward with the camera package, they are going to continue to pay the additional cost with the package they have been using over time.

Mr. Anderson confirmed that is correct and that the plan right now was to hopefully get this contract approved for the \$8,700.00 package for next season, but if it was not approved, then we would continue with our current plan.

Mrs. Rice asked Mr. Anderson if the funds for the upgrade are already in the athletic budget.

Mr. Anderson stated he had presented the professional services line with the upgraded package of \$8,700.00, if this were to be approved, then that was in what he had.

Mrs. Johnson questioned if there has been discussion of fundraising ideas or current fundraisers going on to help cover the cost of something like HUDL.

Mr. Anderson stated that yes, the teams do fundraising and have goals, camps, and things they want to support financially. As the Athletic Committee evaluates items, HUDL has just become something that majority of our teams use. Our athletes can create and highlight film. It is an online system that has become fundamental to our Athletic Department and something we felt that as a district, wanted to support so that the Booster Club could really focus on supplemental items to help our student athletes.

Mrs. Johnson questioned if there was a difference between the Athletic Committee and the Booster Club.

Mr. Anderson stated the Athletic Committee is run by the Athletic Director while the Booster Club did get a 501C3 status and have their own agenda and Board Officers.

Mrs. Morris questioned Mr. Anderson if HUDL could be used by the Arts Programs.

Mr. Anderson stated this was correct. Winter guard, Cologuard, band, and chorus could use the system, that they would just need access.

Mrs. Morris stated she thought this would be strictly for athletics, but if the district would purchase it, then it would be more readily available for other programs within our arts as well.

Mrs. Johnson confirmed with Mr. Anderson that even with the current package in which the Booster Club would pay for, that the Winter Guard, Marching Band, anyone else could use this, not just athletics.

Mr. Anderson communicated that to his acknowledge, they have no need to use the system, but he is sure they do some film review. The staff prepare for their meets and have no coordination with Mr. Anderson, so this has not been something that has come across his desk.

Mrs. Rice expressed that she is sure if they had the availability, they would definitely use it to help with planning, scheduling, and critiquing their own shows. Mrs. Rice also stated that this contract is within the budget.

Mrs. Johnson confirmed with Mr. Kuhns that this was a special request that came from the Athletic Department.

Mr. Kuhns stated yes, he pulled this contract out to be voted by the Board as a special request, but that it was still embedded in the budget as presented.

Mrs. Johnson confirmed with Mr. Anderson that it is being asked that the Board approve this contract for the full \$8,700.00.

Mr. Anderson responded with yes and he expressed that he feels this is something that is needed for all of our programs.

Mrs. Johnson brought up that in the March meeting, there were a lot of items brought up as special requests that were asked to be paid for as well.

This was a roll call vote:

Mrs. Johnson - No

Mrs. Brandt - No

Mr. McKee - No

Mrs. Miller - No

Mrs. Morris - Yes

Mrs. Rice - Yes

Ms. Wills - No

Mrs. Bidwell - Yes

Mr. Fishel - No

Motion Failed.

4. Mrs. Morris moved, seconded by Mrs. Johnson, to approve the Tax Rate and Adoption of the 2023-2024 Budget.

Mrs. Johnson asked Mr. Kuhns to explain the different funds presented and their balance amounts.

Mr. Kuhns stated the numbers that are seen are a little different than on the final page of 2028. Mr. Medina would have done that, he would have been using rough numbers, and Mrs. Miller would have pulled this directly out of what those account balances are. So, there is a little bit of difference in the money, as it is more exact than what was in the rough number budget.

Mrs. Johnson confirmed that these are more exact numbers written out than what are shown on page 26.

Mrs. Rice confirmed.

Mrs. Brandt wanted to address the taxpayer that brought up questions and concerns about the budget. Mrs. Brandt stated that we know that when our Business Manager last gave us a more in depth look at the proposed budget, the tax increase was at 4.9% and the one that we're looking at now is at 1.5%. The 4.9% did not take into consideration using capital reserve for the turf, which she thinks is the plan to do. It was a very turbulent time with new Administration and the Business Manager dealing with a lot of audit issues. Moving forward, we should definitely start talks earlier so that everyone understands what's happening with the numbers.

This was a roll call vote:

Mrs. Brandt - Yes

Mr. McKee - Yes

Mrs. Miller - Yes

Mrs. Morris - Yes

Mrs. Rice - Yes

Ms. Wills - Yes

Mrs. Bidwell - Yes

Mr. Fishel - No

Mrs. Johnson - Yes

Motion carried: 8 Yes 1 No

5. Mrs. Miller moved, seconded by Mr. McKee, to approve the 2023 Homestead and Farmstead Exclusion Resolution.

All members present voted in the affirmative. Motion carried: 9 Yes 0 No

6. Mrs. Johnson moved, seconded by Mrs. Miller to approve the General Fund District Depository for 2023-2024: The Bank of Landisburg

All members present voted in the affirmative. Motion carried: 9 Yes 0 No

7. The Administration is recommending approval of the Memorandum of Understanding (MOU) between West Perry School District and Keystone Service Systems, Inc. dba Capital Area Head Start for a period of three (3) years.

Mrs. Miller requested more information regarding this MOU.

Dr. Dubaich stated we no longer have a head start classroom, however, this MOU basically states that if someone comes to us for PreK, that we make them aware of this option and that it's part of the transition plan. The reason the Board is approving it this evening is because it's a three year MOU and ours was expired. There is not a cost and it is a partnership that we have to speak to in our PreK counts grant and also our federal programs.

All members present voted in the affirmative. Motion carried: 9 Yes 0 No

7. Personnel Items

7.a. Resignation

Minutes

Mrs. Miller moved, seconded by Mr. McKee, to approve Personnel Items A,B,C:

1. Employee 305162, West Perry School District, District Wide, Application Support Specialist, resignation effective upon filling position, but no later than July 31, 2023.
2. Employee 003068, West Perry High School, Mathematics Teacher, resignation effective the end of the 2022-2023 school year.
3. Employee 303569, West Perry High School, Science Teacher, resignation effective the end of the 2022-2023 school year.
4. Employee 304336, New Bloomfield Elementary, Third Grade Teacher, resignation effective the end of the 2022-2023 school year.

7.b. Transfer

Minutes

1. Employee 002987, New Bloomfield Elementary, Fifth Grade Teacher, transfer to West Perry School District, District Wide, Instructional Coach, Grades 2-5, effective August 21, 2023. Employee 002987 will be filling the vacant position of Employee 013480, due to transfer, Board item 6.b.5 of the May 22, 2023 agenda.

7.c. Employment- All Pending Receipt of Required Documentation

Minutes

1. Clark McCready, West Perry High School, Assistant Principal, effective upon release of current employer, Salary: \$77,500.00 (prorated for the 2023-2024 school year at \$316.33 per day). Mr. McCready will be filling the vacant position of Employee 008250, due to transfer, Board agenda item 12.c.1 of the May 8, 2023 agenda.
2. Dena Deprospero, West Perry High School, Mathematics Teacher, effective August 21, 2023; salary: \$59,100.00 (as per the WPEA contract which expires August 20, 2023), Bachelors +15, Step 9. Ms. Deprospero will be filling the vacant position of Employee 305464, due to resignation, Board agenda item 12.a.4 of the January 16, 2023 agenda.
3. Daniel Fiscus, West Perry School District, District Wide, Technology Support Technician I, effective upon release of current employer, Salary: \$41,500.00 (prorated for the 2023-2024 school year at \$169.39 per day.) Mr. Fiscus will be filling the vacant position of Employee 302686, due to resignation, Board agenda item 6.a.3 of the May 22, 2023 agenda.

4. Olivia Wood, Carroll Elementary, PreK Teacher, effective August 21, 2023, Salary: \$49,188.00 (as per the WPEA contract which expires August 20, 2023), Bachelors, Step 1. Ms. Wood will be filling the vacant position of Employee 302945, due to transfer, Board agenda item 6.b.1 of the May 22, 2023 agenda.

5. Marching Band and Indoor Program staff for the 2023-2024 school year:

- Marching Band Director - Matthew Wieseman
- Color Guard Designer/Instructor - Nicole Wood
- Percussion Instructor - Matthew Wieseman
- HS Indoor Guard Instructor - Nicole Wood

All members present voted in the affirmative. Motion carried: 9 Yes 0 No

The School Board members recognized Mr. McCready and welcomed him to the West Perry School District.

8. Education

Minutes

1. Federal Programs Update- Dr. Dubaich stated she is working on our consolidation application and intends to have it finished this week for the early deadline.

Mrs. Miller moved, seconded by Mrs. Morris, to approve Education items 2-4:

2. The Administration is recommending approval of the agreement with New Story, LLC. and West Perry School District for the 2023-2024 school year.

3. The Administration is recommending approval to extend the Addendum agreement between ESS Northeast, LLC and the West Perry School District to provide substitute teachers for 2023-2024. This agreement is effective July 1, 2023.

4. The Administration is recommending approval of the contract with Capital Region Partnership for Career Development (CRPCD) for the 2023-2024 school year.

All members present voted in the affirmative. Motion carried: 9 Yes 0 No

9. Policy

Minutes

1. Mrs. Morris moved, seconded by Mr. McKee, to approve Second Reading of Policy 800 - Records Management

This was a roll call vote:

Mr. McKee - Yes

Mrs. Miller- Yes

Mrs. Morris - Yes

Mrs. Rice - Yes

Ms. Wills - Yes

Mrs. Bidwell - Yes

Mr. Fishel - Yes

Mrs. Johnson - Yes

Mrs. Brandt – Yes

Motion carried: 9 Yes 0 No

2. Mrs. Miller moved, seconded by Mrs. Morris, to approve Second Reading of Policy 830 - Security of Computerized Personal Information/Breach Notification

This was a roll call vote:

Mrs. Miller - Yes

Mrs. Morris - Yes

Mrs. Rice - Yes

Ms. Wills - Yes

Mrs. Bidwell - Yes

Mr. Fishel - Yes

Mrs. Johnson - Yes

Mrs. Brandt - Yes

Mr. McKee - Yes

Motion carried: 9 Yes 0 No

3. Mrs. Morris moved, seconded by Mrs. Miller, to approve Second Reading of Policy 830.1 - Data Governance, Storage/Security

This was a roll call vote:

Mrs. Morris - Yes

Mrs. Rice - Yes

Ms. Wills - Yes

Mrs. Bidwell - Yes

Mr. Fishel - Yes

Mrs. Johson - Yes

Mrs. Brandt - Yes

Mr. McKee - Yes

Mrs. Miller - Yes

Motion carried: 9 Yes 0 No

10. Fiscal

Minutes

1. Mrs. Johnson moved, seconded by Mrs. Miller, to approve the following breakfast and lunch prices for the 2023-2024 school year:

- Elementary Breakfast - \$.10 increase from \$1.45 to \$1.55
- Elementary Lunch - \$.10 increase from \$2.80 to \$2.90
- Secondary Breakfast - \$.10 increase from \$1.70 to \$1.80
- Secondary Lunch - \$.10 increase from \$3.25 to \$3.35 and all tiered lunch prices increase by \$.10

All members present voted in the affirmative. Motion carried: 9 Yes 0 No

2. District Use of facilities report for the 2022-2023 school year (informational item only)

Mrs. Rice gave an announcement that an executive session would be held after the meeting to continue evaluations of the Superintendent and Assistant Superintendent. This session was held in the high school conference room.

11. Good of the Order

Minutes

Gabrielle Brandt- regular attendance of all students; incentives program; social and emotional learning.

12. Public Comment Non-Agenda Items

Minutes

- Tiffany Shumaker - Unanswered questions to the School Board at the meeting held on 05/08/2023
- Robbyn Metz - Maintenance plan - roofing repairs

Mrs. Rice announced again that there will be an executive meeting following the Board Meeting tonight.

13. Adjournment

Minutes

Mrs. Brandt questioned if the other public comment was going to be addressed.

Mrs. Rice stated no, it is public comment, not public discussion.

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

This was a roll call vote:

Mrs. Rice - Yes

Ms. Wills - No

Mrs. Bidwell - Yes

Mr. Fishel - Yes

Mrs. Johnson - No

Mrs. Brandt - No

Mr. McKee - No

Mrs. Miller - No

Mrs. Morris – Yes

Motion Failed.

Mrs. Rice stated there was nothing else on the agenda and that this meeting needed to go into executive session.

Mrs. Johnson brought up that a 5-year maintenance plan keeps being stated but she as a Board Member, has yet to recall ever seeing one. Mrs. Johnson asked Mrs. Rice what she was referring to when she stated there was a 5-year maintenance plan provided.

Mrs. Rice expressed that she was not going to address this because she did not have anything in front of her, but there was a general idea of what needed to be done to the buildings. Mrs. Rice stated she cannot say if there is or is not anything in writing and she is not going to address this topic as she does not have enough information to give accurately.

Mrs. Miller brought up that Mrs. Rice said she had one.

Mrs. Rice responded that it was a feasibility study that indicated things that needed to be done throughout the years and have been done.

Mrs. Brandt stated PSBA guiding principals says that the Board should have its own facilities management plan.

Mrs. Rice responded that what PSBA says is a guideline and every Board can choose to do whatever they want with that.

Mrs. Brandt stated that it sounded like a COW Meeting should be held sooner than later.

Mrs. Rice stated that some of these projects are long range conversations that are not going to happen in a COW Meeting as they are going to have to take time over the next years as the business office gets more familiar with each other and comes up with a plan.

Mrs. Johnson stated she respectfully hears Mrs. Rice; however, it has been stated to the Board members that we currently have a 5-year maintenance plan, which we do not. Mrs. Johnson asked when the Board would hear about this plan.

Mrs. Rice responded that she could not answer that as she is unsure when or how quickly the business office and Mr. Jumper will be able to put everything together.

Mr. Hoffman stated that he could speak generally about the 5-year maintenance plan as he has not had the opportunity to step into his new role yet. Mr. Hoffman stated he was here when the 5-year maintenance plan was instituted, over a decade ago, and it was beneficial for the district because it allowed some flexibility with completing larger projects that would take more than that \$575,000.00 in a particular year, but that it was able to be scheduled out. It is very important to have that plan and have that money set aside, but as he understands it, this information hasn't maybe been communicated as well as it should have been and his goal, although he cannot specifically speak in terms of a timeline, is to meet with Mr. Jumper along with the head of the custodial staff at each of the buildings and have those discussions about what our infrastructure needs are now, immediately, and then long term so that we can put together a plan and share that with the board for the next five years.

Mrs. Rice brought up that while the 5-year maintenance monies was the impetus for creating projects that needed to be done, range out in a 5-year block. Every year there was \$557,000.00 line item set forth 4-5 years and that helped fund some of those big projects which was sort of the basis for those projects.

Mr. McKee came forth with a suggestion as far as having life cycle spread sheets put together for each building as far as life expectancies with everything that has been done, so that we know when things are due to be upgraded.

Mrs. Miller asked if Mr. Kuhns could get back to Mrs. Shumaker's public comment.

Ms. Wills stated she was going to ask the same thing. She realizes this was public comment, but Mrs. Shumaker has now come to the Board twice with her concerns and she is not the only parent who they have heard concerns from regarding this topic.

Mrs. Brandt questioned when the Board last completed a self-assessment.

Mrs. Johnson responded that this is one of the Board policies and this should be done.

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

This was a roll call vote:

Ms. Wills - No

Mrs. Bidwell - Yes

Mr. Fishel - Yes

Mrs. Johnson - No

Mrs. Brandt - No

Mr. McKee - Yes

Mrs. Miller - Yes

Mrs. Morris - Yes

Mrs. Rice - Yes

Motion carried: 6 Yes 3 No

The meeting adjourned at 9:05 PM.

Executive session was held directly after the meeting in the high school conference room.

Respectfully submitted,

Dr. Lucas Clouse
Board Secretary