

September 06, 2022 – Board Work Session Minutes

President Mr. Kyle Batz called this Work Session of the Tulpehocken Area School District Board of Directors to order in the District Office Board Room at 7:01 p.m. Pledge of Allegiance and opening Prayer followed.

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

ABSENT:

ADMINISTRATORS PRESENT:

- Dr. Andrew Netznik, Superintendent
- Mr. Denis Quirk, Assistant to the Superintendent
- Mr. Thomas Kowalonek, Chief Financial Officer
- Mr. Taylor Charles, Director of Pupil Services
- Mr. Timothy Matlack, Director of Teaching & Learning
- Ms. Caitlyn Brice, District Coordinator of Special Education
- Mr. Christopher Hamrick, HS Principal
- Mr. Michael Leister, Assistant HS Principal
- Mr. Andrew Guers, Bethel Elementary Principal
- Mr. Matthew Shirk, Director of Technology
- Mr. Heston Frey, Director of Operations
- Ms. Mimi Shade, Recording Secretary

And the following interested citizens and staff: Ms. Jennifer Kester, Ms. Jessica Moyer, Ms. Lisa Hassler, Mr. Tom Moorhead, Mr. Brian Foreman, Ms. Heather Joy, and Ms. Sophia Joy

- Call to Order President
- Pledge of Allegiance.....President
- Prayer.....Board Member
- Roll CallRecording Secretary

I. Discussion Items

1. Superintendent's Report – Dr. Netznik

A. Results from the Specials Survey

Dr. Netznik reported the results from the elementary specials survey to the board as follows:

- **STEM** 25%
- **Physical Education** 18%
- **Music** 27%
- **Library** 8%
- **Art** 8.5%

- *Agriculture* 9%

The board decided that they would like the survey narrowed down and sent out again.

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

Mrs. Hassler asked about the Wilson Reading Program. She wanted to know if the training was the 3-day training or the certification. It was verified that it was the training for the certification.

3. Buildings and Grounds

Mr. Palmer asked how we were with fuel oil and if we were going to need some soon. Mr. Frey stated that we will be needing some soon. The board inquired if we could purchase 42,000 gallons @ \$3.50 per gallon until we get a price that is decent to lock-in at. Mr. Kowalonek will check into it.

4. Finance

5. Personnel

A. Approve the employment of the following:

- **Mitch Tracey as Head of Grounds at an hourly rate of \$21.00 effective September 19, 2022.**
- **Keirstan Edris as Coordinator of Student and Family Support Services at a salary of \$60,000 effective September 7, 2022, prorated to the number of days worked.**
- **Michelle Yenser as Junior Senior High School 7-9 School Counselor at a salary of \$55,363, Step 1M, effective September 7, 2022, prorated to the number of days worked.**
- **Heather Kerschner as School Nurse at Penn-Bernville Elementary at a salary of \$52,143, effective September 7, 2022, prorated to the number of days worked.**
- **Kyra Seiders as an Autistic Support Paraprofessional at Bethel Elementary at an hourly rate of \$14.50 (plus \$2.00 position differential) effective August 24, 2022.**
- **Krysten Tyrrell as a Learning Support Paraprofessional at Bethel Elementary at an hourly rate of \$14.50 effective September 7, 2022.**
- **Sara Lott as a Life Skills Support Paraprofessional at the Junior Senior High School at an hourly rate of \$14.50 (plus \$2.00 position differential) effective September 6, 2022.**

- **Jennifer Weiner as a Life Skills Support Paraprofessional at Penn-Bernville Elementary School at an hourly rate of \$14.50 (plus \$2.00 position differential) effective September 7, 2022.**
- **Cathy Olesh as a Lunch/Recess Aide at Bethel Elementary School at an hourly rate of \$12.00, effective September 7, 2022.**

The above motion was voted on as stated below:

- 5A. A resolution was offered by Mr. Palmer, seconded by Mr. Heck, to approve the employment of the following:**
- **Mitch Tracey as Head of Grounds at an hourly rate of \$21.00 effective September 19, 2022.**
 - **Keirstan Edris as Coordinator of Student and Family Support Services at a salary of \$60,000 effective September 7, 2022, prorated to the number of days worked.**
 - **Michelle Yenser as Junior Senior High School 7-9 School Counselor at a salary of \$55,363, Step 1M, effective September 7, 2022, prorated to the number of days worked.**
 - **Heather Kerschner as School Nurse at Penn-Bernville Elementary at a salary of \$52,143, effective September 7, 2022, prorated to the number of days worked.**
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 - **Sara Lott as a Life Skills Support Paraprofessional at the Junior Senior High School at an hourly rate of \$14.50 (plus \$2.00 position differential) effective September 6, 2022.**
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 - **Cathy Olesh as a Lunch/Recess Aide at Bethel Elementary School at an hourly rate of \$12.00, effective September 7, 2022.**

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

NAYS:

ABSENT:

ABSTAINED:

This motion was carried 8-0.

B. Approve tenure for the following professional staff:

- Amber Myers

C. Approve the following professional staff salary adjustments based on credit attainment according to the collective bargaining agreement:

- Adrienne Troutman from 2M to 2M+15 effective the beginning of the 2022-2023 School year.

D. Approve the following mentors:

- Douglas Molhoek for JSHS Autistic Support Teacher (William Hall) - \$250

The above motions were recognized and will be voted on at the September 20, 2022 board meeting.

E. Rescind the supplemental contract for the Winter Coach position for the 2022-2023 sports season.

- Head High School Boys' Basketball Coach JD Ricapito \$4,800

The above motion was voted on as stated below:

5E. A resolution was offered by Mr. Palmer, seconded by Mr. Heck, to rescind the supplemental contract for the Winter Coach position for the 2022-2023 sports season.

- Head High School Boys' Basketball Coach JD Ricapito \$4,800

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

NAYS:

ABSENT:

ABSTAINED:

This motion was carried 8-0.

F. Adjust supplemental contracts for the Fall Coach position for the 2022-2023 sports season.

- **Jeremy Connor from Assistant Junior High Girls' Soccer Coach to Co-Head Junior High Girls' Soccer Coach at a new stipend of \$1,598.**

The above motion was tabled. The board had questions about the rate.

G. Approve supplemental contracts for the Fall Coach positions for the 2022-2023 sports season.

- **Assistant Fall/Winter Cheerleading Coach Tylar VanLeuven \$2,925**
- **Head Girls' Tennis Coach Michael Boltz \$3,400**

The above motion was voted on as stated below:

5G. A resolution was offered by Mr. Palmer, seconded by Mr. Heck, to approve supplemental contracts for the Fall Coach positions for the 2022-2023 sports season.

- **Assistant Fall/Winter Cheerleading Coach Tylar VanLeuven \$2,925**
- **Head Girls' Tennis Coach Michael Boltz \$3,400**

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

NAYS:

ABSENT:

ABSTAINED:

This motion was carried 8-0.

The following was removed prior to the above vote due to the board having questions about the rate.

- **Co-Head Junior High Girls' Soccer Coach Jenna Wentling \$1,598**

H. Approve the following substitute staff for the remainder of the 2022-2023 School Year.

- **Michelle Snyder Custodial**

The above motion was recognized and will be voted on at the September 20, 2022 board meeting.

I. Approve the Job Description for Coordinator of Student & Family Support Services as presented.

The above motion was voted on as stated below:

5I. A resolution was offered by Mr. Palmer, seconded by Mr. Heck, to approve the Job Description for Coordinator of Student & Family Support Services as presented.

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

NAYS:

ABSENT:

ABSTAINED:

This motion was carried 8-0.

J. Approve the following Volunteers for the remainder of the 2022-2023 School Year.

- **Jessica Wolf** Field Trips, Classroom, School events
- **Jessica Slish** Field Trips, Classroom, School events
- **Stacia Waren** Field Trips, Classroom, School events
- **Eleanor Stickler** Field Trips, Classroom, School events
- **Stacia Layser** Field Trips, Classroom, School events
- **Jennifer Schmidt** Field Trips, Classroom, School events
- **Laura Stupp** Field Trips, Classroom, School events
- **Judith Coots** Field Trips, Classroom, School events
- **Jenna Baez** Field Trips, Classroom, School events
- **Wayne Kramer** Fieldtrips, Classroom
- **Austin Mace** Classroom
- **Dean Evans** Soccer
- **Brandi Light** Girls' Soccer
- **Julie Burkhart** JH Field Hockey

The above motion was voted on as stated below:

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

- **Jessica Wolf** Field Trips, Classroom, School events
- **Jessica Slish** Field Trips, Classroom, School events
- **Stacia Waren** Field Trips, Classroom, School events
- **Eleanor Stickler** Field Trips, Classroom, School events
- **Stacia Layser** Field Trips, Classroom, School events
- **Jennifer Schmidt** Field Trips, Classroom, School events
- **Laura Stupp** Field Trips, Classroom, School events
- **Judith Coots** Field Trips, Classroom, School events

- Jenna Baez Field Trips, Classroom, School events
- Wayne Kramer Fieldtrips, Classroom
- Austin Mace Classroom
- Dean Evans Soccer
- Brandi Light Girls' Soccer
- Julie Burkhart JH Field Hockey

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

NAYS:

ABSENT:

ABSTAINED:

This motion was carried 8-0.

6. Programs

7. Policy

A. Give second reading and final approval to the following policies:

- #109.1 Resource Materials - Library
- #200 Enrollment of Students
- #202 Eligibility of Nonresident Students
- #203.1 HIV Infection
- #204 Attendance
- #205 Postgraduate Students
- #206 Assignment within District
- #206.1 Classroom Assignment
- #207 Confidential Communications of Students
- #208 Withdrawal from School
- #209 Health Examinations/Screenings
- #209.1 Food Allergy Management
- #209.2 Diabetes Management
- #209.3 Head Lice
- #210 Medications
- #210.1 Possession/Administration of Asthma Inhalers/Epinephrine /Epinephrine/Auto Injectors
- #210.2 Emergency Care/First Aide
- #212 Reporting Student Progress
- #214 Class Rank
- #215 Promotion & Retention
- #216 Student Records
- #217 Graduation
- #218 Student Discipline
- #218.1 Weapons
- #218.2 Terroristic Threats

- #218.3 Discipline of Student Convicted/Adjudicated of Sexual Assault – New
- #219 Student Complaint Process
- #221 Dress & Grooming
- #222 Tobacco & Vaping Products
- #223 Use of Bicycles & Motor Vehicles
- #224 Care of School Property
- #226 Searches
- #227 Controlled Substances/Paraphernalia

B. Give first reading with the intent to give second reading and final approval on October 18, 2022 to the following policies:

- #220.1 Signage & Decoration

The above motions were recognized and will be voted on at the September 20, 2022 board meeting.

8. Curriculum

- A. **Approve the contract between the Tulpehocken Area School District and Linked In Literacy, LLC to provide Wilson Reading services on a case by case situation.**

The above motion was voted on as stated below:

- 8A. A resolution was offered by Ms. Rissmiller, seconded by Mr. Heck, to approve the contract between the Tulpehocken Area School District and Linked In Literacy, LLC to provide Wilson Reading services on a case by case situation.**

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

NAYS:

ABSENT:

ABSTAINED:

This motion was carried 8-0.

9. Items for Board Action

- A. **Accept the resignation of Matthew Lytle as a Board Member, effective August 13, 2022.**

The above motion was voted on as stated below:

- 9A. A resolution was offered by Mr. Batz, seconded by Mr. Heck, to accept the resignation of Matthew Lytle as a Board Member, effective August 13, 2022.**

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

NAYS:

ABSENT:

ABSTAINED:

This motion was carried 8-0.

- B. Appoint Christopher Beitler to fulfill the empty school board position due to Mr. Lytle's resignation. The appointee will fulfill the remaining term of Mr. Lytle.**

The above motion was voted on as stated below:

- 9B. A resolution was offered by Mr. Batz, seconded by Mr. Heck, to appoint Christopher Beitler to fulfill the empty school board position due to Mr. Lytle's resignation. The appointee will fulfill the remaining term of Mr. Lytle.**

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

NAYS:

ABSENT:

ABSTAINED:

This motion was carried 8-0.

- 9C. A resolution was offered by Mr. Batz, seconded by Mr. Heck, to amend the agenda and add a motion to vote on Mr. Heck becoming the Treasurer to fulfill Mr. Lytle's term.**

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

NAYS:

ABSENT:

ABSTAINED:

This motion was carried 8-0.

- 9D. A resolution was offered by Mr. Batz, seconded by Mrs. Klopp, to appoint Christopher Heck as the Treasurer to fulfill Mr. Lytle's term.**

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

NAYS:

ABSENT:

ABSTAINED:

This motion was carried 8-0.

Mr. Beitler was sworn in and took his out of office.

10. Technology

11. Transportation

12. Legislative

13. Administrative Reports

- Mr. Timothy Matlack – Director of Teaching & Learning

Mr. Matlack reported that he has visited the classrooms in all the buildings and have met with teachers and students. He has met one on one with some staff and will continue. He is continuing to gather data.

- Mr. Andrew Guers – Bethel Elementary Principal

Mr. Guers reported that it has been a great start of the school year. The focus is on rules right now. Thursday will be a make-up session from meet the teacher night for the ice-cream truck. They were not able to attend that night. September 30th is grandparents' night. They have scheduled the barber night again this year.

- Mr. Christopher Hamrick – High School Principal

Mr. Hamrick reported that they had a huge turnout for the Pep Rally. Their focus is pride and community.

- Mr. Michael Leister – Assistant High School Principal

Mr. Leister reported that back to school night had a great turnout. The start of school had a great start. The culture is positive, and the energy is great.

- Mr. Taylor Charles – Director of Pupil Services

Mr. Charles thanked the board for approving the Wilson Reading contract. He thanked some LTS teachers for their help and involvement

- Ms. Caitlyn Brice – District Coordinator of Special Education

Ms. Brice reported that it is exciting to have para-Kyra Seiders who is a Tulpy grad working for us. She is glad to have the kids back. The Psychologist is doing a great job. The pep rally was great. Two of our new hires are cheerleading coaches. It was great to see.

- Mr. Heston Frey – Director of Operations

Mr. Frey thanked Steve and Ellie for their time they were here at Tulpy. The Penn-Bernville water heater should be in this week. We are looking forward to having Mitch come on board. We are going to work and focus on a team environment and working together. They are looking at needing some roof repairs at the JSHS.

- Mr. Matthew Shirk – Director of Technology

Mr. Shirk reported that it was one of the best starts of the school year yet. All of the iPads and computers were distributed between 9 and 10. They are working on CDT testing.

14. Old Business

15. New Business

16. Public Comment

II. Adjournment

Mr. Heck made a motion to adjourn the meeting, seconded by Mrs. Rissmiller. The meeting adjourned at 8:13 p.m. Executive followed for real estate and personnel.

*Mrs. April Klopp
Board Secretary*