

## **September 20, 2016 – General Board Meeting Minutes**

The General Board Meeting of the Tulpehocken Area School Board of Directors was called to order at 7:04 p.m. in the District Office Board Room on Tuesday, September 20, 2016 with Mr. Oscar Manbeck, Board President presiding. The Pledge of Allegiance and prayer followed.

### **2.0 ROLL CALL**

**PRESENT:** Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, and Mr. Daniel Steinhauer

**ABSENT:** Mr. William T. Palmer, Jr., and Mr. Arlan Werst

#### **ADMINISTRATORS PRESENT:**

Dr. Robert Schultz, Superintendent  
Mrs. Barbara Davis, Assistant to the Superintendent  
Mr. Thomas Kowalonek, Business Manager  
Mr. Brian Boland, Solicitor  
Mrs. Mimi Shade, Recording Secretary

**And the following interested citizens and staff:** Ms. Lisa Hassler, Mr. George Field, Ms. Tammy Field, Mr. Tom Moorhead, and Mr. David Dye

### **3.0 ACCEPTANCE OF MINUTES**

3.1 A resolution was offered by Mr. Klopp, seconded by Mr. Heck, to accept the minutes of the following meetings:

- 3.1 08/16/2016 Board Voting Session Minutes
- 3.2 08/25/2016 Special Board Meeting Minutes
- 3.3 09/06/2016 Board Work Session Minutes

**AYES:** Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, and Mr. Daniel Steinhauer,

**NAYS:**

**ABSENT:** Mr. William T. Palmer, Jr., and Mr. Arlan Werst

**ABSTAINED:**

This motion was carried 7-0.

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### **4.0 FINANCIAL REPORTS**

4.1-4.13 A resolution was offered by Mr. Klopp, seconded by Mr. Heck, to accept the following financial reports:

- 4.1 Treasurer's Report
- 4.2 Investment Report
- 4.3 Tax Collection Report

- 4.4 Monthly Account Status
- 4.5 General Fund Bills Payable
- 4.6 Cafeteria Report
- 4.7 Cafeteria Fund Bills Payable
- 4.8 Capital Reserve Fund Bills Payable
- 4.9 Special Revenue Accounts Payable
- 4.10 Budgetary Transfers
- 4.11 Jr. High Activity Bills Payable
- 4.12 Sr. High Activity Bills Payable
- 4.13 Bond Fund Bills Payable

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, and Mr. Daniel Steinhauer,

NAYS:

ABSENT: Mr. William T. Palmer, Jr., and Mr. Arlan Werst

ABSTAINED:

This motion was carried 7-0.

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## **5.0 BOARD REPORTS**

## **6.0 CITIZEN/STUDENT PARTICIPATION**

## **7.0 REPORTS AND RECOMMENDATIONS OF THE SUPERINTENDENT**

*Dr. Schultz reported that armed services night is on September 27, 2016 starting at 5:45 p.m. and encouraged the board to attend.*

*Dr. Schultz reported that the board building tour of the JSJS will take place on September 26, 2016 starting at 4:00 p.m.*

*Dr. Schultz reported that Chase Miller was recognized as WEEU's Athlete of the Week.*

## **8.0 NOTICES AND COMMUNICATIONS**

## **9.0 ITEMS FOR BOARD ACTION**

### **9.1 FINANCE**

- 9.1.1 A resolution was offered by Mr. Klopp, seconded by Mr. Heck, to approve resolution #2016-05 that all classified, paraprofessional, clerical, and other non-professional employees hired after September 20, 2016 shall only be eligible for single health insurance coverage paid for and provided by the School District, subject to any premium share as determined from time to time by the Board of Directors. All current classified, paraprofessional, clerical and other non-professional employees shall retain the level of health insurance coverage they are currently receiving, subject to the premium share

contributions as set by the Board of Directors, as long as they remain employed by the School District without a break in service.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, and Mr. Daniel Steinhauer,

NAYS:

ABSENT: Mr. William T. Palmer, Jr., and Mr. Arlan Werst

ABSTAINED:

This motion was carried 7-0.

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## **9.2 BUILDINGS AND GROUNDS**

### **9.3 TRANSPORTATION**

9.3.1 A resolution was offered by Mr. Klopp, seconded by Mr. Heck, to approve the transportation contract between Tulpehocken Area School District and Assemblies of Yahweh from July 1, 2016 through June 30, 2017.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, and Mr. Daniel Steinhauer,

NAYS:

ABSENT: Mr. William T. Palmer, Jr., and Mr. Arlan Werst

ABSTAINED:

This motion was carried 7-0.

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## **9.4. POLICY**

9.4.1 A resolution was offered by Mr. Heck, seconded by Mrs. Klopp, to give second reading and final approval to the following polices & Attachments:

- 246 Student Wellness – (Revised)
- 609 Investment of District Funds – (Revised)
- 626 Federal Fiscal Compliance – (New)
  - Grant Sub-Recipient Monitoring Procedures – Federal Programs
  - Procurement – Federal Programs
  - Cash Management – Federal Programs
  - Allowability of Costs – Federal Programs
  - Administration of Federal Funds – Type of Costs, Obligations and Property Management
- 626.1 Travel Reimbursement – Federal Programs – (New)
- 808 Food Services – (Revised)
- 820 Antifraud Programs & Procedures – (New)
- 827 Conflict of Interest – (New)

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, and Mr. Anthony Rodig  
NAYS: Mr. Daniel Steinhauer  
ABSENT: Mr. William T. Palmer, Jr., and Mr. Arlan Werst  
ABSTAINED:  
This motion was carried 6-1.

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## **9.5 CURRICULUM**

9.5.1 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve the Philadelphia Art Museum Field trip as presented at the 09/06/2016 board meeting.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, and Mr. Daniel Steinhauer,  
NAYS:  
ABSENT: Mr. William T. Palmer, Jr., and Mr. Arlan Werst  
ABSTAINED:  
This motion was carried 7-0.

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9.5.2 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve the Penn State College of Agriculture Science Field Trip as presented at the 09/06/2016 board meeting.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, and Mr. Daniel Steinhauer,  
NAYS:  
ABSENT: Mr. William T. Palmer, Jr., and Mr. Arlan Werst  
ABSTAINED:  
This motion was carried 7-0.

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9.5.3 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to Give first reading with the intent to give second reading and final approval on October 18, 2016 to the following curriculum:

Math Grade K	Math Grade 1
Math Grade 2	Math Grade 3
Math Grade 4	Math Grade 5
Math Grade 6	Pre-Algebra Honors
Pre-Algebra	Academic Geometry
Concept Algebra II	Personal Finance
Financial Algebra	Calculus Honors

Academic Algebra II	Algebra IA
Algebra I Honors	Algebra I Grade 8
Keystone Algebra	Algebra II Honors
Pre-Calculus	Pre-Calculus Honors
Geometry Honors	AP Calculus
Child Development	Food for Fitness
Interior Design	

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, and Mr. Anthony Rodig

NAYS: Mr. Daniel Steinhauer

ABSENT: Mr. William T. Palmer, Jr., and Mr. Arlan Werst

ABSTAINED:

This motion was carried 6-1.

## **9.6 LEGISLATIVE**

9.6.1 A resolution was offered by Mr. Klopp, seconded by Mr. Heck, to appoint Board Secretary, April Klopp, as the designated voter on behalf of the Board, to cast the Board's vote (electronically) for the following PSBA Offices:

President Elect: Michael Faccinetto (one-year term)

Vice President: David Hutchinson (one-year term)

Trustee (term ends December 31, 2018)

William S. LaCoff

Trustee (term ends December 31, 2019)

Kathy K. Swope

Mark B. Miller

Trustee (term ends December 31, 2017)

Marianne L. Neel

Michael Faccinetto

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, and Mr. Daniel Steinhauer,

NAYS:

ABSENT: Mr. William T. Palmer, Jr., and Mr. Arlan Werst

ABSTAINED:

This motion was carried 7-0.

## **9.7 EXTRA-CURRICULAR**

### **9.8 PERSONNEL**

9.8.1 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve the following professional staff salary adjustments based on credit attainment according to the collective bargaining agreement:

- Lauren Oswald from 6B+24 to 6M effective May 15, 2016.
- Ashleigh Mowrer from 2B to 2B+24 effective 16-17 school year.
- Lindsay Dries from 5B+24 to 5M effective May 22, 2016.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, and Mr. Daniel Steinhauer,

NAYS:

ABSENT: Mr. William T. Palmer, Jr., and Mr. Arlan Werst

ABSTAINED:

This motion was carried 7-0.

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9.8.2 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve Barbara Moyer as an elementary emotional support teacher effective September 21, 2016 at Step 1M.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, and Mr. Daniel Steinhauer,

NAYS:

ABSENT: Mr. William T. Palmer, Jr., and Mr. Arlan Werst

ABSTAINED:

This motion was carried 7-0.

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9.8.3 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve the following mentors:

- Rebecca Travaglini for Elementary ESL Teacher (Heidi Messner) - \$250
- Rachel Heim for Elementary Emotional Support Teacher (Barbara Moyer) - \$500 pro-rated to the number of days remaining

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, and Mr. Daniel Steinhauer,

NAYS:

ABSENT: Mr. William T. Palmer, Jr., and Mr. Arlan Werst

ABSTAINED:

This motion was carried 7-0.

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9.8.4 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve an unpaid childbearing/childrearing leave of absence for Allyson Zimmerman, Speech and Language teacher from approximately December 19, 2016 through approximately February 20, 2017.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, and Mr. Daniel Steinhauer,

NAYS:

ABSENT: Mr. William T. Palmer, Jr., and Mr. Arlan Werst

ABSTAINED:

This motion was carried 7-0.

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9.8.5 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve Gina Gettle as a part-time lunch/recess aide at Penn-Bernville Elementary effective the beginning of the 2016-2017 school year at an hourly rate of \$9.25.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, and Mr. Daniel Steinhauer,

NAYS:

ABSENT: Mr. William T. Palmer, Jr., and Mr. Arlan Werst

ABSTAINED:

This motion was carried 7-0.

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9.8.6 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve Nichole Diem as a part-time Title I paraprofessional at Bethel Elementary effective September 21, 2016 at an hourly rate of \$9.25

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, and Mr. Daniel Steinhauer,

NAYS:

ABSENT: Mr. William T. Palmer, Jr., and Mr. Arlan Werst

ABSTAINED:

This motion was carried 7-0.

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9.8.7 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to Caitlyn Manmiller as a full-time student assigned elementary autistic support paraprofessional at an hourly rate of \$12.00 effective September 21, 2016.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, and Mr. Daniel Steinhauer,

NAYS:

ABSENT: Mr. William T. Palmer, Jr., and Mr. Arlan Werst

ABSTAINED:

This motion was carried 7-0.

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9.8.8 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve the transfer of Sherry Haller from part-time cafeteria worker to full-time cafeteria worker at an hourly rate of \$12.95 effective September 21, 2016.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, and Mr. Daniel Steinhauer,

NAYS:

ABSENT: Mr. William T. Palmer, Jr., and Mr. Arlan Werst

ABSTAINED:

This motion was carried 7-0.

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9.8.9 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve Marcia Wink as the Administrative Assistant to the Junior/Senior High School principal at an hourly rate of \$13.50 effective September 26, 2016 pending completion of paperwork.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, and Mr. Daniel Steinhauer,

NAYS:

ABSENT: Mr. William T. Palmer, Jr., and Mr. Arlan Werst

ABSTAINED:

This motion was carried 7-0.

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9.8.10 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to Approve the following individual as substitute teacher for the 2016-2017 school year:

- Erin Butz-Tobias
- Amy Boyer (pending completion of paperwork)

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, and Mr. Daniel Steinhauer,

NAYS:

ABSENT: Mr. William T. Palmer, Jr., and Mr. Arlan Werst

ABSTAINED:

This motion was carried 7-0.

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9.8.11 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve the following substitute teachers for the 2016-2017 school year through Berks County Intermediate Unit's Guest Teacher Program:

- Carol Jenkins
- Michael Misterkiewicz



- Timothy Moll

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, and Mr. Daniel Steinhauer,

NAYS:

ABSENT: Mr. William T. Palmer, Jr., and Mr. Arlan Werst

ABSTAINED:

This motion was carried 7-0.

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9.8.12 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve the following coaches for the 2016-2017 seasons:

- Ashley Count Junior High Assistant Field Hockey \$1,335
- Bryan Mellen Junior High Co-Head Boys' Basketball \$1,468
- Dominique Alspaugh Junior High Basketball Cheerleading \$1,335 (Pending completion of paperwork)

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, and Mr. Daniel Steinhauer,

NAYS:

ABSENT: Mr. William T. Palmer, Jr., and Mr. Arlan Werst

ABSTAINED:

This motion was carried 7-0.

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9.8.13 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve Mike Berry as event staff for the 2016-2017 school year.

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck, Mrs. Kristan Rissmiller, Mr. Anthony Rodig, and Mr. Daniel Steinhauer,

NAYS:

ABSENT: Mr. William T. Palmer, Jr., and Mr. Arlan Werst

ABSTAINED:

This motion was carried 7-0.

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9.8.14 A resolution was offered by Mrs. Klopp, seconded by Mr. Heck, to approve the following volunteers for the remainder of the 2016-2017 school year:

Grace Summy	Kimberly Smith	Jamie Vazquez
Beatrice Bennett	Anita Gundersen	
	Douglas Woll	
	Amy Groff	
	Richard Fowler	
	<b>Julie Burkhart</b>	
	<b>Lori Klonis</b>	

**Kristin Beissel  
Angelic Horne  
Cori Livingstone**

AYES: Mr. Chris Heck, Mrs. April Klopp, Mr. Scott W. Klopp, Mr. Oscar J. Manbeck,  
Mrs. Kristan Rissmiller, Mr. Anthony Rodig, and Mr. Daniel Steinhauer,

NAYS:

ABSENT: Mr. William T. Palmer, Jr., and Mr. Arlan Werst

ABSTAINED:

This motion was carried 7-0.

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## **9.9 TECHNOLOGY**

DISCUSSION ITEMS: OLD BUSINESS/NEW BUSINESS

## **10.0 INFORMATION ITEMS**

## **11.0 CALENDAR OF EVENTS**

## **12.0 CITIZENS PARTICIPATION**

## **13.0 ADJOURNMENT**

Mr. Klopp made a motion to adjourn the meeting, seconded by Mr. Heck.

The meeting adjourned at 7:20 p.m. Executive Session was held after the board meeting.

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Mrs. April Klopp, Board Secretary