**FAIRFIELD AREA SCHOOL DISTRICT**

**BOARD OF SCHOOL DIRECTORS**

**MEETING June 24, 2024**

**A G E N D A**

**I. Call to Order**

**II. Pledge of Allegiance**

**III. Roll Call**

**IV. Minutes**

A. Move to approve the minutes of the [Regular Board Meeting May 20, 2024](#MinutesMay202024) and the [June 10, 2024 Board Study Session](#MinutesJune102024).

**V. Presentations/Reports** (For information only --- No action to be taken)

* Superintendent
* Ass’t to the Superintendent
  + - Business Manager
    - District Technology Coordinator
    - Principal’s Update

**VI.** **Public Comment** – **Agenda Items** (3 min. each / 30 min. max)

**Policy 903 – Public Participation at Board Meetings**

....Each participant shall be limited to three (3) minutes total duration for their public comment. No participants may donate their public comment allotment to another participant.

All statements shall be directed to the presiding officer; no participant may address or question Board members individually. The presiding officer may interrupt or terminate a participant's statement when the statement exceeds the time limit established by the Board, reveals confidential information about a minor child, or physically threatens harm. Participants are strongly encouraged to avoid comments that are personally directed, abusive or obscene.

The portion of the meeting during which the public is invited to speak shall be limited to thirty (30) minutes. The Board reserves the right to extend the time allotment….

**VII. 2024-2028 Collective Bargaining Agreement**

A. Move to approve a new Collective Bargaining Agreement between Fairfield Area School District and Fairfield Education Association effective July 1, 2024 to June 30, 2028.

**VIII. Consent Agenda:**

Background: The following routine operational matters are presented for action by the Board of School Directors. Items that require special attention may be removed from the consent agenda upon request of a Board member.

**Administrative**

**Actions** A. Move to approve a recommendation from the administration to approve the purchase of Twig Science for K-8 instruction beginning with the 2024-2025 school year.

B. Move to approve the Second Step Curriculum, K-8, beginning with the 2024-2025 school year.

**Budget**  C. Move to approve expenditures of the General Fund in the amount of $2,028,191.54; Food Service in the amount of $4,622.25; Student Activities in the amount of $12,896.47; and the Payroll Fund in the amount of $362,337.77; for total expenditures of $2,408,048.03 for the period of May 16, 2024 through June 18, 2024.

D. Move to approve the bank reconciliations as presented.

E. Move to approve FY24 Budget Transfer numbers as presented.

F. Move to adopt the 2024-2025 final budget with operating expenditures of $22,800,012 and revenues adjusted from a millage of 11.5757 to a millage of 11.9958 which represents a 3.63 % increase, for revenues of $22,162,472. The difference to be funded from assigned Fund Balance.

G. Move to approve a 3-year contract extension with ESS Northeast, LLC, to provide substitute staffing effective July 1, 2024 through June 30, 2027.

H. Move to approve a contract between Krise Transportation and Fairfield Area School District for field trips, athletic trips, and home-to-school transportation services for the 2024-2025 school year.

I. Move to approve the purchase and installation of the High School basketball hoop winches and safety straps from C.M. Eichenlaub for a cost of $29,875.

J. Move to approve the Sports Medicine and Medical Services Agreement between Wellspan Medical Group and Fairfield Area School District for athletic trainer services effective July 1, 2024 through June 30, 2029.

K. Move to approve a letter of agreement between TrueNorth Wellness Services and Fairfield Area School District for Student Assistance Program (SAP) School-Based Clinical Services, 1 day per week, effective June 22, 2024 through August 20, 2024.

L. Move to approve a letter of agreement between TrueNorth Wellness Services and Fairfield Area School District for Student Assistance Program (SAP) School-Based Clinical Services, 2 days per week, effective August 21, 2024 through June 30, 2025.

M. Move to approve a letter of agreement between TrueNorth Wellness Services and Fairfield Area School District for Student Assistance Program (SAP) Drug and Alcohol Liaison Services, 1 day per week, effective August 20, 2024 through August 20, 2025.

N. Move to approve a letter of agreement between TrueNorth Wellness Services and Fairfield Area School District for one therapist to provide Outpatient Therapy Services within the district effective August 2, 2024 through August 2, 2025.

O. Move to approve an Educational Consultant Agreement with Christine Denayer for speech/language services, assessments, and training effective August 21, 2024 through May 30, 2025.

P. Move to approve an Educational Consultant Agreement with Jamie   
Yetzer for speech/language services, assessments, and training effective August 21, 2024 through May 29, 2025.

Q. Move to approve an agreement between Merakey Pennsylvania and Fairfield Area School District to provide in-district therapeutic services to students with Autism and/or Emotional Disturbances, on an as needed basis, effective August 1, 2024 through July 31, 2025.

R. Move to approve a service agreement between New Story Schools and Fairfield Area School District to purchase educational and autistic related services described in a student’s IEP effective August 15, 2024 through August 14, 2025.

S. Move to approve an agreement between River Rock Academy and Fairfield Area School District to reserve a secondary pupil placement, at $150 per day; and an elementary pupil placement, $180 per day, for the 2024-2025 school year.

T. Move to approve a Request to Establish a Student Activity Fund under the name of Class of 2028.

U. Move to approve a Request to Close a Student Activity Fund under the name of Class of 2024. An ending fund balance of $371.69 will be donated equally to the Class of 2025, 2026, and 2027.

**Personnel** V. Move to approve Lacy Keller for ESY (Extended School Year) in the Elementary Autism Support Classroom throughout the summer 2024, not to exceed 60 hours of service.

W. Move to approve Jared Donmoyer for ESY (Extended School Year) in the Elementary Autism Support Classroom throughout the summer 2024, not to exceed 60 hours of service.

X. Move to approve the following part-time employees for additional summer hours in the Buildings / Grounds Department.

Shaun Denney - 10 hours or less weekly

Francesca Tomiano - 10 hours or less weekly

Deb Valentine - 10 hours or less weekly

Cary Shirley - 25 hours or less weekly

Bonnie Whitney - 25 hours or less weekly

Y. Move to accept a resignation from John Ridge, HS Special Education Teacher, submitted May 30 and effective August 15, 2024.

Z. Move to accept a resignation from Noel Robinson, HS Special Education Teacher, submitted May 28 and effective May 28, 2024.

AA. Move to accept a resignation from Brandon Lingenfelter, HS Health & Physical Education Teacher, and HS Head Baseball coach, submitted June 17 and effective August 15, 2024.

BB. Move to accept a resignation from Amy Hyder as the MS Head Girls’ Basketball Coach effective immediately.

CC. Move to accept a resignation from Tonya Roberts as the HS Varsity Cheerleading Coach (Fall / Winter) effective immediately.

DD. Move to approve contracts for the following individuals as coaches for the 2024-2025 school year.

Matt Peck

HS Ass’t Varsity Football Coach $2,779

Amy Hyder

HS Head Varsity Girls’ Basketball Coach $3,325

Cathryn Campbell

HS Varsity Ass’t Volleyball Coach $2,506

Michael Ball

MS Head Girls’ Basketball Coach $2,779

EE. Move to approve a supplemental contract for Robert Olyphant as the HS Ass’t Drama Director with salary per the Collective Bargaining Agreement for the 2024-2025 school year. ($2,330)

FF. Move to approve the employment of Emily M. Tempel as a full-time Elementary Intervention Specialist effective August 16, 2024 with salary and benefits per the Collective Bargaining Agreement pending all certification and paperwork is complete. Bachelors - Step 3 / $58,680.

GG. Move to approve the employment of Victoria C. Temple as a full-time Elementary Teacher effective August 16, 2024 with salary and benefits per the Collective Bargaining Agreement pending all certification and paperwork is complete. Bachelors - Step 2 / $57,552.

HH. Move to approve the employment of Ashley M. Kaas as a full-time Elementary Teacher effective August 16, 2024 with salary and benefits per the Collective Bargaining Agreement pending all certification and paperwork is complete. Bachelors - Step 2 / $57,552.

II. Move to approve the employment of Heather E. Jones as a full-time Middle School Intervention Specialist effective August 16, 2024 with salary and benefits per the Collective Bargaining Agreement pending all certification and paperwork is complete. Masters - Step 10 / $70,166.

JJ. Move to approve the employment of Emily M. Sanders as a full-time Long-Term Substitute Elementary Special Teacher, ILS Classroom, effective August 16, 2024 through May 20, 2025 with salary and benefits per the Collective Bargaining Agreement pending all certification and paperwork is complete. Bachelors – Step 1 / $56,952.

KK. Move to approve the conditional employment of Bridget E. Runk as a full-time HS Special Education Teacher effective August 16, 2024 with salary and benefits per the Collective Bargaining Agreement pending all emergency certification and paperwork is complete. Masters - Step 7 / $66,029 Continued employment is contingent upon receipt of permanent certification.

LL. Move to approve the conditional employment of Kaydee A. Neterer as a full-time HS Special Education Teacher effective August 16, 2024 with salary and benefits per the Collective Bargaining Agreement pending all emergency certification and paperwork is complete. Bachelors - Step 1 / $56,952 Continued employment is contingent upon receipt of permanent certification.

MM. Move to approve the employment of Angela Smith as a part-time food services aide at $14.54 per hour, effective August 19, 2024.

NN. Move to approve support staff increases for the 2024-2025 fiscal year at a rate of 4.95%, effective July 1, 2024.

OO. Move to approve support staff health insurance premium share at a rate of 8% for the 2024-2025 fiscal year, effective July 1, 2024.

PP. Move to adopt the Superintendent’s annual performance assessment, rated as distinguished in 2023-2024, and increase his salary by 3%, effective July 1, 2024, as provided in Section 5(A)(2) of the Employment Contract.

QQ. Move to approve Act 93 increases for the 2024-2025 fiscal year at $3,500, effective July 1, 2024.

**Policy** RR. Move to approve the revisions to Policy 339, Uncompensated Leave, on a second reading.

SS. Move to approve the revisions to Policy 913, Non-school Organizations / Groups / Individuals on a second reading.

**IX. Other Action Items:**

A.Board Treasurer Appointment

**Motion:** Move to appoint a treasurer for a one-year term beginning July 1, 2024 through June 30, 2025.

Background: This is a yearly request as per Pennsylvania School Code 24 PS 4-404.

**X. Other Discussion Items:** (No action to be taken)

A.In accordance with School Code, tenure is granted to Aeriel M. Buss who has completed three years of satisfactory service in the Fairfield Area School District.

Background: The School Code automatically grants tenure to any professional that has completed 3 years of satisfactory service.

B. The District recognizes and honors the following individuals for their dedicated years of service to the Fairfield Area School District. These individuals will be acknowledged at the beginning of the 2024-2025 school year.

20 Years 25 Years 30 Years

Susan Donaldson Deborah Valentine Brian McDowell

Marcie Kozack Barb Hoffacker

Marc Mclean Cathy Mentzer

Kristine Sheffer

Tammy Keller

Dawn Shugart

C. Reassignments / Transfers –

* + Tammy Heitmuller voluntary reassignment from elementary classroom aide K-4 to elementary special education aide, ILS classroom, inclusive of a .50 per hour differential for special education, effective August 19, 2024.
  + Leann Hazlett voluntary reassignment from elementary teacher to elementary intervention specialist effective August 16, 2024.
  + Emily Solalinde-Cernas involuntary reassignment from elementary Grade 2 classroom teacher to elementary Kindergarten classroom teacher effective August 16, 2024.

**XI. Public Comment** – (3 min. each / 30 min. max)

**XII. Adjournment**

**Informational items:**

A. Next Board Meeting dates:

The Board will meet for a Study Session on August 5, 2024 at 6:00 p.m. in the District Board Room.

B. The board met for an Executive Session on June 10, 2024 for personnel and legal matters.

C. The District received a donation of $100 from the Fairfield Lions Club to be used by the HS Chorus for their performance at the Lions Club Student of the Month Dinner.

[May 20, 2024](#TOP)

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The Fairfield Area School Board met on Monday evening, May 20, 2024 at 7:01 p.m. in the district boardroom for a regular Board Meeting. The following members were in attendance, Mrs. Candace Ferguson-Miller, presiding; Mrs. Erica Bollinger, Mr. Matthew DeGennaro, Mr. James Fisher, Mrs. Jennifer Holz, Mrs. Melissa Kearchner, Mr. Tedd Sayres, Mrs. Lisa Sturges, and Mr. Jack Liller. Also present were Mr. Thomas Haupt, Superintendent; Mr. Aaron Taylor, Assistant to the Superintendent; Mr. Scott Wilt, Business Manager; Mrs. Nicole Steele-Zepp, Technology Coordinator; Mr. Brian McDowell, High School Principal; and Attorney Gareth Pahowka, Solicitor.

**Minutes**

A motion was made by Mr. James Fisher to approve the minutes of the Regular Board Meeting of April 22, 2024 and Board Study Session of May 13, 2024. Motion was seconded by Mr. Matthew DeGennaro. Motion carried (9-0).

**Presentations/Reports:**

The following individuals are responsible for updating the board on the current operations of their supervised areas. If you would like their full report, please follow this link:

https://www.youtube.com/playlist?list=PLEPDJP9udALGyQSlPPBEbCvcT-62mW2sY

* Superintendent
* Assistant to the Superintendent
* Business Manager
* District Technology Coordinator
* Principal’s Update

**Public Comment** **Agenda Items** – No public comments.

Background: The following routine operational matters are presented for action by the Board of School Directors. Items that require special attention may be removed from the

consent agenda upon request of a Board member.

Mr. Jack Liller made a motion to approve the consent agenda, items A through EE except for CC. Motion was seconded by Mr. Tedd Sayres. Motion carried (9-0).

May 20, 2024

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**Administrative**

**Actions** A. Approved an Agreement with Allegany College of Maryland (ACM) to establish a cooperative academic program for the 2024-2025 school year.

B. Approved a request to establish a High School Student Club under the name “Knights Fitness Club” with teacher / advisor Brandon Lingenfelter beginning in the 2024-2025 school year.

C. Approved a field trip request from the HS Envirothon Team with Advisors Craig Baugh and Jocelyn West to travel to Camp Mount Luther, Mifflinburg, PA for the State Envirothon Competition May 21-22, 2024.

D. Approved a field trip request from Susan Donaldson & FCCLA students, Savannah Kahler & Karina Miller to travel to State College, PA, July 8-10 2024 to continue developing leadership skills to become good state officers.

E. Approved a Field Trip request from Jen Fleener and FFA to travel to Penn State University, July 11-24, 2024 for the FFA Summer Convention.

F. Approved a Use of Facilities request from the High School Volleyball Team to hold a Volleyball Clinic on Sunday, June 9, 2024 in conjunction with Gettysburg College.

**Budget**  G. Approved expenditures of the General Fund in the amount of $595,250.95; Food Service in the amount of $34,676.28; Student Activities in the amount of $22,810.30; and the Payroll Fund in the amount of $233,511.44; Memorial / Scholarship Fund $2,577.78 for total expenditures of $888,826.75 for the period of April 13, 2024 through May 15, 2024.

H. Approved the April bank reconciliations as presented.

I. Approved FY24 Budget Transfer numbers 0058, 0059, 04212024 and 24001 through 24042 as presented.

J. Approved an Extended School Year Educational Consultant Agreement between FASD and Christine Denayer, Virtual Speech Pathologist, beginning July 8-25, 2024. This would only be half days, Monday through Thursdays.

May 20, 2024

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K. Approved an agreement with Aveanna Healthcare to provide substitute healthcare personnel & services effective July 1, 2024 through June 30, 2025.

L. Approved the addition of the following individual(s) to the van / bus driver list for the 2023-2024 school year. The contractor is noted.

Steven Black - Krise Transportation

M. Approved a recommendation from the administration to eliminate the student athletic participation fees beginning July 1, 2024.

N Approved Raptor Technologies as the vendor for our visitor and emergency management systems at a cost of $9,201.80 paid by the PCCD Grant.

O. Approved an agreement for the Special Education Consortium between Bermudian Springs School District, Upper Adams School District and Fairfield Area School District beginning school year 2024-2025 through school year 2027-2028.

P. Approved the attached resolution implementing the Homestead and Farmstead exclusion for the 2024-2025 fiscal year in accordance with the Homestead Property Exclusion Program Act (Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006).

**Personnel** Q. Accepted a resignation from Seth Zimmann, HS Teacher, effective August 15, 2024.

R. Accepted a resignation from Patricia Barnhouse, Elementary Special Education Aide, ILS classroom, effective May 30, 2024.

S. Accepted a resignation from Tracy Winkler, MS/HS Library Aide / Building Aide, effective May 30, 2024.

T. Accepted a resignation from Gabriella Guzman, HS/MS Cafeteria Aide, effective May 29, 2024.

U. Approved the administration’s recommendation to not extend supplemental contracts for the 2024-2025 school year for Cole Nease, HS Ass’t Football Coach; and Payton Stadler, HS Ass’t Boys’ Basketball Coach effective immediately.

V Accepted a resignation from Tonya Roberts as the Middle School Winter Cheerleading Coach effective immediately.

W. Approved Amber (Toms) Martin’s resignation request for deployment effective May 3, 2024 and follow all guidelines under the USERRA – Uniformed Services Employment and Reemployment Rights Act.

May 20, 2024

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X Appointed Scott Wilt, Business Manager, as the Fairfield Area School District’s Right to Know Officer.

Y. Approved a request from Dana Whalen, Elementary Special Ed. Teacher, ILS classroom, for childrearing leave effective May 21, 2024 through May 20, 2025.

Z. Approved a request for Intermittent Family Medical Leave for employee # 000332 effective April 29, 2024 through the last day of the 2023-2024 school year.

AA. Approved a supplemental contract for Gabriel Jackson as the HS Varsity Head Football Coach with salary per the Collective Bargaining Agreement for the 2024-2025 school year.

BB. Approved an agreement with the Office of Vocational Rehabilitation (OVR) for temporary employment of a FASD student in the buildings & grounds department. This position will be 90 days paid at minimum wage. OVR will fully reimburse the district for hours worked.

**Policy**  DD. Approved the revisions to Policy 913, Non-school Organizations / Groups / Individuals on a first reading.

**Proposed Final Budget**

EE. Adopted the 2024-2025 proposed final budget with operating expenditures of $22,800,012 and revenues adjusted from a millage of 11.5757 to a millage of 11.9958 which represents a 3.63 % increase, for revenues of $22,162,472. The difference to be funded from assigned Fund Balance.

Background: Final budget adoption is anticipated to be at the June 24, 2024 board meeting allowing the required days for advertising and public inspection.

CC. **Removed from the consent agenda to be discussed and voted on separately** - Move to approve the revisions to Policy 339, Uncompensated Leave, on a second reading.

Mr. Jack Liller moved to accept item CC as presented. Mr. Matthew DeGennaro seconded the motion. Motion failed (3–6).

After a brief discussion concerning item CC, Mrs. Ferguson-Miller called an executive session at 7:19 pm, reconvening the meeting at 7:45 pm.

Mr. Jack Liller moved to place item CC on the next voting agenda meeting as presented. Mr. Matthew DeGennaro seconded the motion. The motion failed (3-6).

May 20, 2024

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Mrs. Ferguson-Miller moved to ask the administration to share the uncompensated leave policy with all district employees, ask the employees for any feedback or concerns and provide that information to the board. Mrs. Lisa Sturges seconded the motion. Motion carried (5-4).

Mr. James Fisher moved to have the administration send the policy out to all staff within the next two days. The Board will review the policy at their June 10, 2024 study session and will vote on the policy at the June 24, 2024 regular meeting. No motion needed.

**Adjournment**

All were in favor following a motion by Mr. Jack Liller and a second by Mr. Matthew DeGennaro to adjourn the Regular Board meeting at 8:06 p.m.

Respectfully Submitted:

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Mrs. Candace Ferguson-Miller Mr. Scott Wilt

Board President Board Recording Secretary

[June 10, 2024](#TOP)

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The Fairfield Area School Board met on Monday evening, June 10, 2024 at 6:01 p.m. in the district boardroom for a Board Study Session. The following members were in attendance, Mrs. Candace Ferguson-Miller, presiding; Mr. Matthew DeGennaro, Mrs. Jennifer Holz, Mrs. Melissa Kearchner, Mr. Tedd Sayers, Mrs. Lisa Sturges, and Mr. Jack Liller. Mrs. Erica Bollinger and Mr. James Fisher were absent. Also present were Mr. Thomas Haupt, Superintendent; Mr. Aaron Taylor, Assistant to the Superintendent; Mr. Scott Wilt, Business Manager; and Mrs. Nicole Steele-Zepp Technology Coordinator.

**Presentations/Reports:**

The following individuals are responsible for updating the board on the current operations of their supervised areas. If you would like their full report, please follow this link:

https://www.youtube.com/playlist?list=PLEPDJP9udALGyQSlPPBEbCvcT-62mW2sY

* Assistant to the Superintendent
* Business Manager
* Technology Director

There were no reports at this meeting.

**Public Comment** **Agenda Items** – No public comment. No visitors.

**Study Session Topic(s)**

A. Draft Policy 339 Uncompensated Leave – Mr. Haupt

Mr. Haupt presented Staff Feedback quotes regarding uncompensated pay. Mr. Haupt presented the data for uncompensated leave for 10-month and 12-month employees. Additionally, he presented sick leave data for 10-month and 12-month employees.

B. STEELS Curriculum Recourses – Mr. Taylor

Mr. Taylor presented the district textbook selection process and timeline for STEELS curriculum. He also presented the *Twig Next Generation* textbooks, which align to the STEEL standards. The total cost of the program will be $80,037.08. Total annual, recurring cost: $20,000. Questions about STEELS and Twig were answered.

June 10, 2024

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C. Second Step – Mr. Taylor

Mr. Taylor presented on the Second Step program. The presentation highlighted the importance of mental health and behavior. He recommends using Second Step as a core curriculum resource for teachers for grades K-8. The cost, approximately $8,500, is covered by the PCC Grant. Questions about Second Step were answered.

**Other Items:**

Mrs. Jennifer Holz brought up the ACTI Building project, she addressed the board to keep an eye out for any sites or potential opportunities for the location.

**Adjournment**

All were in favor following a motion by Mr. Tedd Sayers and a second by Mrs. Jennifer Holz to adjourn the Study Session at 7:11 p.m.

Respectfully Submitted:

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Mrs. Candace Ferguson-Miller Mr. Scott Wilt

President Board Recording Secretary