**FAIRFIELD AREA SCHOOL DISTRICT**

**BOARD OF SCHOOL DIRECTORS**

**MEETING August 19, 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 June 24, 2024](#Minutes06242024) and the [Board Study Session August 5, 2024](#August052024).

**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. 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 grant permission for the Superintendent to approve any requested Saturday-Sunday Pippinfest activities for September 28-29, 2024.

Background: This is an annual event where school activity groups request to use the outside facilities for fundraising activities.

B. Move to approve teacher assignments for elementary, middle school and high school for the 2024-2025 school year, as attached.

C. Move to approve the following revised job descriptions.

Board Certified Behavior Analyst (BCBA)

Buildings & Grounds Supervisor

Health Room Nurse

Intervention Specialist

District School Nurse

School Counselor

Teacher (K-12)

School Psychologist

Speech & Language Pathologist

**Budget**  D. Move to approve the updated bus routes / bus stops for the 2024-2025 school year.

E. Move to approve the bus driver list for the 2024-2025 school year.

Background: Most drivers listed will never drive Fairfield students. They are on the list as substitute drivers that the contractor could pull from another school district to fill in at Fairfield, however, that normally would not occur.

F. Move to approve the following additional individual(s) as bus / van drivers for the 2024-2025 school year. The contractor is noted.

Tara Seymore - Jacoby Transportation

Georgianna Smith - Krise Transportation

Sherry Christian - Krise Transportation

Robert Jordan - Krise Transportation

JoAnn Demmick - Krise Transportation

Pauline Pearce - Krise Transportation

Wesley Lowe - Krise Transportation

Kenneth Daugherty - Krise Transportation

Gordon Miles - Krise Transportation-Monitor Only

G. Move to approve expenditures of the General Fund in the amount of $974,637.40; Food Service in the amount of $6,984.50; Student Activities in the amount of $399.42; and the Payroll Fund in the amount of $1,405,987.25; for total expenditures of $2,388,008.57 for the period of June 19 through August 14, 2024.

H. Move to approve the bank reconciliations as presented.

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

J. Move to grant permission to spend capital project committed fund balance in the amount of $43,521.72 for new Combi Ovens in the Elementary School Cafeteria.

K. Move to approve a request from the administration to employ a full-time, Board Certified Behavior Analyst (BCBA) at the start of the 2024-2025 school year.

L. Move to approve an agreement with Bermudian Springs School District to purchase Board Certified Behavior Analyst (BCBA) support and services from Fairfield Area School District for the 2024-2025 school year.

M. Move to approve a request from the administration to employ two additional part-time Elementary Personal Care Assistants (PCA) for the 2024-2025 school year.

N. Move to approve an agreement with Supplemental Psychologist Services to provide school psychology services to students effective August 23, 2024 through June 30, 2025.

O. Move to approve the agreement in the matter of #262062-2024-25-01.

P. Move to approve an agreement with Amergis Healthcare Staffing to provide supplemental healthcare staffing services effective July 18, 2024 for the 2024-2025 school year.

Q. Move to approve an agreement with Hoffman Academy, to provide student educational services for one student placed by Fairfield Area School District August 22, 2024 through June 4, 2025.

R. Move to approve an agreement with Specialized Education of Pennsylvania, Inc., with Fairfield Area School District for Regular School Year for the 2024-2025 at High Road School of Southern York.

S. Move to approve a service agreement with Phoenix Counseling Services, LLC, to provide a mental health counselor for individual therapy 10 hours per week for the 2024-2025 school year.

T. Move to approve an education service contract with Diakon Youth Services / Center Point Day Treatment for special education services for the 2024-2025 school year.

U. Move to approve an Information Technology Consultant Agreement with Creekside Technologies, LLC for professional information technology support effective August 16, 2024 through the last day of the 2024-2025 school year.

V. Move to approve the Athletic Coaches’ Salary Matrix effective at the start of the 2024-2025 school year.

W. Move to approve the revised Athletic Worker Compensation Chart for the 2024-2025 school year.

**Personnel** X. Move to accept a resignation from Sierra Coakley, MS/HS Music – Band Teacher, effective August 15, 2024.

Y. Move to accept a resignation from Charles Engel, HS Science Teacher and HS Ass’t Varsity Softball Coach, effective August 15, 2024.

Z. Move to accept a resignation from Jason Thurston, MS Social Studies Teacher, effective August 15, 2024.

AA. Move to accept a resignation from Holly McElwee, Food Services Supervisor, effective July 16, 2024.

BB. Move to accept a resignation from Kelley Estes, Elem Building Secretary, effective August 2, 2024.

CC. Move to accept a resignation from Alyssa Farace, Elem Personal Care Assistant, effective July 19, 2024.

DD. Move to accept a resignation from Jackie Barker, as the HS/MS Cafeteria Head Cook, effective August 9, 2024.

EE. Move to accept a resignation from William Mooney, Buildings & Grounds Supervisor and Safety & Security Coordinator, effective August 23, 2024.

FF. Move to accept the resignation of the following coaches / advisors effective immediately.

Terry Weikert - HS Head Softball Coach

Megan Horrell - HS Head Volleyball Coach

Abby Krstanovic - HS Ass’t Girls’ Basketball Coach

Angie Wallace - MS Head Track Coach

Megan Kovalevich - HS Class of 2027 Advisor

Megan Kovalevich - HS Class of 2026 Advisor

Steven Kovalevich - HS Class or 2026 Advisor

Jeffrey Hickok - HS Head Wrestling Coach

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

Kaylee King

HS Cheerleading Coach Fall / Winter $2,506

John Horrell

HS Head Volleyball Coach $3,052

Tyler Grace

HS Ass’t Girls’ Basketball Coach $2,779

Guy Sullivan

HS Ass’t Football Coach $2,779

Daniel Goetz

HS Head Softball Coach $3,052

HH. Move to approve supplemental contracts for the following individuals as advisors with pay per the Collective Bargaining Agreement for the 2024-2025 school year.

Tara Phillips

HS Class of 2026 Class Advisor $2,893

Justine Gibbon / Alison Hess

Elem PTO Liaison $2,074 / Split

Kayla Martin

Cyber Program Coordinator $2,620

Susan Donaldson

HS FCCLA Advisor $2,347

Tara Phillips

HS Foreign Language Club Advisor $2,074

Ute Cline

HS Foreign Language Club Advisor $2,074

Rebecca Abell

HS Musical Backstage Manager $2,151

Jason Cebulski

MS/HS Music Concerts / Festivals & Band Director $2,970

II. Move to approve the employment of Jason A. Cebulski, as the full-time MS/HS Music - Band Teacher effective August 16, 2024 with salary and benefits per the Collective Bargaining Agreement pending all certification and paperwork is complete. Bachelors - Step 1 / $56,952.

JJ. Move to approve the employment of Zachary W. Woodward, as the full-time HS Health & Physical Education Teacher effective August 16, 2024 with salary and benefits per the Collective Bargaining Agreement pending all certification and paperwork is complete. Bachelors - Step 5 / $60,785.

KK. Move to approve the employment of Alex B. Weigle as the full-time Board-Certified Behavior Analyst (BCBA) effective August 16, 2024 with salary and benefits per the Collective Bargaining Agreement pending all certification and paperwork is complete. Masters - Step 7 / $66,029.

LL. Move to approve the conditional employment of Kristyn D. Cales as the full-time HS Earth & Space Science Teacher effective August 16, 2024 with salary and benefits per the Collective Bargaining Agreement pending all certification and paperwork is complete. Masters - Step 4 / $62,218.

MM. Move to approve the conditional employment of Joel Garza as the full-time MS Social Studies Teacher effective August 16, 2024 with salary and benefits per the Collective Bargaining Agreement pending all certification and paperwork is complete. Bachelors - Step 1 / $56,952.

NN. Move to approve the employment of Dalton Sponaugle as a full-time Food Services Supervisor, effective August 1, 2024 with an annual prorated salary of $58,000.

OO. Move to approve the employment of Jessica Adams as a part-time elementary personal care assistant (PCA) at $15.07 per hour, effective August 19, 2024.

PP. Move to approve the employment of Juliette Wilson as a part-time elementary personal care assistant (PCA) at $15.07 per hour, effective August 19, 2024.

QQ. Move to approve the employment of Bailey Long as a part-time HS/MS Library – Building Aide at $14.54 per hour, effective August 19, 2024.

RR. Move to approve the employment of Adrienne Harman as a part-time HS/MS Food Services Aide at $14.54 per hour, effective August 19, 2024.

SS. Move to approve the employment of Joe E. Herman as the full-time Buildings & Grounds Supervisor with an annual prorated salary of $72,000 and benefits per the Act 93 Agreement effective September 12, 2024.

TT. Move to approve the appointment of Deborah Kane as the Safety & Security Coordinator effective August 25, 2024 for the 2024-2025 school year.

UU. Move to approve the addition of Alyssa Farace to the Support Staff Substitute List beginning the 2024-2025 school year.

**VIII. Other Action Items:**

A. Move to approve the employment of Michelle Liller as a full-time elementary building secretary, effective August 16, 2024 with an annual prorated salary of $40,062.

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

A. Reassignments / Transfers –

* Ernest Hockenberry from Second Shift Lead-Custodian to Maintenance effective July 22, 2024. No change in pay.
* Dawn Shuhgart from HS/MS Cafeteria Head Cashier to Elementary Classroom Aide K-4 effective August 19, 2024. No change in pay.
* Noah Schaeffer Elementary Spanish to include an additional assignment of MS Spanish.
* Christina Smith from Elementary Cafeteria Cook to HS/MS Cafeteria Cook. No change in pay.

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

**XI. Adjournment**

**Informational items:**

A. Next Board Meeting dates:

The Board will meet for a Study Session on September 9, 2024 at 6:00 p.m. in the District Board Room.

B. The Board met for an Executive Session prior to this evening’s board meeting for personnel and legal matters.

[June 24, 2024](#TOP)

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The Fairfield Area School Board met on Monday evening, June 24, 2024 at 7:03 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. Melissa Kearchner, Mr. Tedd Sayers, 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; and Attorney Gareth Pahowka, Solicitor.

**Minutes**

A motion was made by Mr. Tedd Sayers to approve the minutes of the Regular Board Meeting of May 20, 2024 and the Board Study Session of June 10, 2024. Motion was seconded by Mr. Matthew DeGennaro. Motion carried (7-0) with no discussion.

**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.

Mr. Haupt thanked the Board for FEA negations.

Mr. Taylor introduced two Special Ed Teachers. He noted that June 3rd and 4th will start professional development training for teachers.

Mr. Matthew DeGennaro moved to approve the new Collective Bargaining Agreement between the Fairfield Area School District and the Fairfield Education Association effective July 1, 2024 through June 30, 2028. Mr. Tedd Sayres seconded the motion. The motion carried (7-0) with no discussion.

June 24, 2024

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Mr. Jack Liller made a motion to approve the consent agenda, items A through SS. Motion was seconded by Mr. Tedd Sayres. Motion carried (7-0) with no discussion.

**Administrative**

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

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

**Budget**  C. Approved 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.

D. Approved the bank reconciliations as presented.

E. Approved FY24 Budget Transfer numbers as presented

F. Adopted the 2024-2025 final budget with operating expenditures of $22,800,012 and revenues adjusted from a mileage of 11.5757 to a mileage of 11.9958 which represents a 3.63% increase, for revenues of $22,162472. The difference to be funded from assigned Fund Balance.

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

H. Approved 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. Approved 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. Approved 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.

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

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

Q. Approved 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. Approved 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. Approved 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.

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

U. Approved 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. Approved 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. Approved 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. Approved the following part-time employees for additional summer hours in the Buildings / Grounds Department.

Shaun Denney - 10 hours or less weekly

Francesca Tomaino - 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. Approved to accept a resignation from John Ridge, HS Special Education Teacher, submitted May 30 and effective August 15, 2024.

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

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

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

DD. Approved contracts for the following individuals as coaches for the 2024-2025 school year.

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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. Approved 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. Approved 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. Approved 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. Approved 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. Approved 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.

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

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

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

PP. Approved 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. Approved Act 93 increases for the 2024-2025 fiscal year at $3,500, effective July 1, 2024.

**Policy**  RR. Approved the revisions to Policy 339, Uncompensated leave, on a second reading.

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

June 24, 2024

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**Other Action Items:**

1. Board Treasurer Appointment

**Motion:** Appointed a treasurer for a one-year term beginning July 1, 2024 through June 30, 2025. Mr. Jack Liller made a motion to approve other action items. Motion was second by Mr. Ted Sayers. (7-0).

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

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

A. 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.

**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 7:13 p.m. (7-0).

**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.

June 24, 2024

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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.

Respectfully Submitted:

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Mrs. Candace Ferguson-Miller Mr. Scott Wilt

Board President Board Recording Secretary

[August 5, 2024](#TOP)

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The Fairfield Area School Board met on Monday evening, August 5, 2024 at 6:02 p.m. in the district boardroom for a regular Board Study Session. The following members were in attendance: Mr. Jack Liller, presiding; Mrs. Erica Bollinger, Mr. Matthew DeGennaro, Mr. James Fisher, Mrs. Jennifer Holz, Mrs. Melissa Kearchner, Mr. Tedd Sayres, and Mrs. Lisa Sturges. Absent was Candace Ferguson-Miller. Also present were Mr. Scott Wilt, Business Manager; Mrs. Nicole Steele Zepp, Technology Director; and Mr. Aaron Taylor, Assistant to the Superintendent.

**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
* Technology Director

**Public Comment** **Agenda Items** – no public comment.

**Study Session Topics:**

Mr. Aaron Taylor updated the board on the new math and reading curriculum that will be used in elementary and middle schools in the upcoming school year.

He also provided information about the agencies that have been contracted to provide mental health services for the district. Mr. Taylor also informed the board that a BCBA has been hired.

Mr. Taylor also briefed the board on how curriculum writing, and development will be managed this year.

Mrs. Nicole Steele Zepp provided an update to the board. She shared with the board that student devices will be distributed in home rooms. She informed the board of the replacement program for the devices.

Mrs. Steele Zepp informed the board of the cybersecurity efforts that are in place to reduce our risk and other attempts to prevent exposure.

She also updated the board on all the tasks that need to be completed before the opening of the upcoming school year.

August 5, 2024

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**Adjournment**

All were in favor following a motion by Mr. Matthew DeGennaro and a second by Ms. Jennifer Holz to adjourn the Study Session meeting at 6:55 p.m.

Respectfully Submitted:

Mr. Jack Liller Mr. Scott Wilt

Board President Board Recording Secretary

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