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The Fairfield Area School Board met on Monday evening, June 8, 2020 at 7:01 p.m. via Zoom meeting. The following members were in attendance: Mrs. Marcy Van Metre, Presiding; Mr. Earl Shutt, Mr. Greg Murray, Mr. Josh Laird, Mrs. Becky Bequette, Mrs. Lashay Kalathas, Mrs. Lauren Clark, Mrs. Jennifer Holz, and Mrs. Rhonda Myers. Also present were Mr. Michael Adamek, Superintendent; Mrs. Amy Simmons, Business Manager; Mr. Nathan Makar, Coordinator of Computer Services and Technology; Mr. Dan Watkins, Special Education Supervisor; Mr. Brian McDowell, High School Principal; Mr. Bill Mooney, Buildings and Grounds Supervisor, Mrs. Patti Weber, Middle School Principal; Ms. Crystal Heller, Athletic Director; and Mrs. Barb Richwine, Elementary Principal.

**Presentations**

Mrs. Simmons, Business Manager, reported the business office continues to look at the 1:1 program and what polices we need to put into place. We also started the business software conversion for Skyward and a new vendor for online lunch payments. This new vendor also allows us to put other fees online and allows credit card payments. Mrs. Simmons also stated she has volunteered to help LIU with the safety and health plan. We also discussed that there was an increase in student lunches served the last couple of days we served lunch. Our total for the last week was 250.

Mr. McDowell, High School Principal, reported that the high school was able to get a few things accomplished. Students were able to come pick up their locker and desk items. Academic awards were also taped last week. The majority of the students were able to get their personal items. Principals have also been working on professional development items for this week and over the summer. We are still planning on doing something in July for graduation. A decision will be made in early July and communication will be sent out to parents.

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Mrs. Weber, Middle School Principal, reported that roughly 100 vehicles stopped and picked up items. The board was provided with the annual library report with her week in review and also included a link for Mr. Thurston’s year-end review. Also, report cards were mailed today.

Mrs. Richwine stated that 52 bags were left for student pick up, and 12 families picked up medicine and 6 student’s spring pictures. She also wanted to mention that some teachers are transferring grade levels due to a bubble class. Mrs. Richwine wants to revisit the classroom sizes in August after more guidelines are released on how to return to school. She also spoke about the research concerning the need for small classes at the elementary level. There will be a teacher teaching an extra math class to help with math testing scores.

Mr. Watkins, Special Education Supervisor, continues to participate with Stock and Leader to get the latest on reopening and COVID guidance. He is also part of a fellowship that will allow him to network with other district special education directors to compare reopening ideas. Mr. Watkins also reported that he is having parent meetings and end of year discussions with teachers. The career plan he is working on for the district is now at Pattan in Harrisburg for review. He continues to have IEP and gifted IEP meetings. The IU is hosting their extended school year remotely; Upper Adams was hoping for face-to- face but with the most recent guidance, not sure that is going to be possible.

Ms. Crystal Heller, Athletic Director, continued to provide updates on the athletic physicals and coordination with WellSpan. Dates are July 15 and 29, 5-7 p.m. at WellSpan, there will be sign ups and a One Call will go out to notify everyone. Some of the screening may be able to be completed outside, it depends on the weather. Friday PIAA sent out a press release, they are working with PDE for guidelines, and encouraged schools to make their own. Mrs. Heller and the athletic trainer are working on our plan and will have it ready by July 1. These plans may change as guidelines change or are updated.

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Mr. Bill Mooney, reported that there isn’t much going on. The Trane project is moving along nicely. The elementary staff is working on their normal summer activities. Our truck was ordered and the road signs we order prior to the closure will be completed shortly. Mr. Mooney was asked about spraying the buses in the fall, he reported that we are in que to purchase more of the sprayers but we plan on spraying them before and after each run.

Mr. Adamek, thanked the parents, and the teachers and staff, with how they have completed the year and dealt with the changes we had to adopt. He also spoke about the guidance we are getting from the CDC and PDE. We have a safety committee meeting tomorrow that we will be going over the required state health and safety plan that needs to be written. This plan covers operations in each color – yellow, green, red. All areas of the district are covered, transportation, food services, social distancing in the hallways, taking temperatures (staff and students) etc. This plan must be Board approved prior to submission to the state. Thanks again for the Board members giving up for time to work through this and create the plan. Mr. Laird has agreed to rejoin our committee for this endeavor. The administration will have a July admin retreat to further discuss how we are going to educate the students next year and what is best for Fairfield.

There were no public comments at this time.

**Minutes**

1. Move to approve the minutes of the May 11, 2020 and the May 26, 2020 regular School Board meetings and the [June 2, 2020](#Minutes06022020BudgetMeeting) Budget Meeting.

A motion was made to approve the minutes by Mr. Murray and seconded by Mrs. Myers. A roll call vote was taken, with all board members casting assenting votes. Motion carries 9-0.

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**Consent Agenda:**

After some discussion, a motion was made by Mrs. Bequette and seconded by Mr. Shutt to pull items D, F and H from the consent agenda. A roll call vote was taken with Mr. Greg Murray, Mrs. Lashay Kalathas, Mrs. Marcy Van Metre, Mrs. Rhonda Myers, Mrs. Lauren Clark, Mr. Earl Shutt, Mrs. Becky Bequette, Mrs. Jennifer Holz and Mr. Josh Laird casting assenting votes. The motion passed 9-0.

A second roll call vote was completed to approve the remaining items, A-K, minus items pulled – D, F and H on the consent agenda. A motion was made by Mrs. Bequette and seconded by Mr. Shutt. A roll call vote was taken with Mr. Greg Murray, Mrs. Lashay Kalathas, Mrs. Marcy Van Metre, Mrs. Rhonda Myers, Mrs. Lauren Clark, Mrs. Jennifer Holz, Mrs. Bequette, Mr. Earl Shutt and Mr. Josh Laird casting assenting votes. The motion passed 9-0.

**Administrative**

**Actions** A. Approved honoring those individuals with 20, 25, 30, 35, and 40 years of service in the Fairfield Area School District. Individuals will be invited to attend a future board meeting.

1. Approved a 10-hour day schedule with Friday’s off for all 12-month essential employees starting June 15, 2020.

**Budget** C. Approved settlement of the tax assessment appeal for 2560 Bullfrog Road, *tax parcel number 25D16-0007-000,* whereby the property will be assessed according to its municipal boundary lines, resulting in 127.36 acres being assessed in Freedom Township, and 205.28 acres being assessed in Liberty Township effective for the 2021 tax year.

E. Approved submitting PlanCon Part K to the State for refunding of the 2012, 2012 2A, and 2015 bonds.

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G. Approved a Use of Facilities request from the YWCA to use one classroom in the elementary school for the YWCA Fairfield Clubhouse Program held before and after school throughout the school year.  They also request to use this classroom for full days when school is not in session, provided there are administrators or teachers in the building.  The negotiated rate for the 2020-2021 fiscal year is $40.50 per room per day.

Background:  This is an annual request from the YWCA and the rate is increased year over year.  In 2019-2020 the room rate was $39.50 per room per day.

**Personnel** I. Approved the addition of Jacqueline Barker to the Support Staff Substitute List.

J. Approved the removal of Patsy Burns from the Support Staff Substitute List.

K. Approved supplemental contracts for the following individuals as coaches / advisors for the 2020-2021 school year per the Collective Bargaining Agreement.

Mr. Owen Phelan

High School Head Girls’ Soccer Coach

Mr. Kevin Dorsey

High School Head Cross Country Coach

1. Approved a Chromebook Lease / Purchase Agreement with Lenovo Financial Services for 640 teacher and student computers for the 2020-2021 school year.

Following a discussion about item D, a motion was made by Mr. Shutt and seconded by Mrs. Holz. A roll call vote was taken with Mr. Greg Murray, Mrs. Lashay Kalathas, Mrs. Marcy Van Metre, Mrs. Rhonda Myers, Mrs. Lauren Clark, Mrs. Jennifer Holz, Mrs. Bequette, Mr. Earl Shutt, and Mr. Josh Laird casting assenting votes. The motion passed 9-0.

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F. Pulled purchasing 5 additional Emergency County Radios at $800 each through the CARES Act.

Following a discussion, it was decided to send this back to the safety committee for further investigation in the current system and capability with local emergency services systems. A motion was made by Mrs. Rhonda Myers, and seconded by Mr. Earl Shutt. A roll call vote was taken with Mr. Greg Murray, Mrs. Lashay Kalathas, Mrs. Marcy Van Metre, Mrs. Rhonda Myers, Mrs. Lauren Clark, Mrs. Jennifer Holz, Mrs. Bequette, Mr. Earl Shutt and Mr. Josh Laird casting assenting votes. The motion passed 9-0.

**Personnel** H. Granted permission for the administration to advertise and recommend for hire a part-time middle school building office aide and a part-time high school library / copier aide for the 2020-2021 school year.

Following a discussion about item H, a motion was made by Mrs. Bequette and seconded by Mr. Shutt. A roll call vote was taken with Mr. Greg Murray, Mrs. Lashay Kalathas, Mrs. Rhonda Myers, Mrs. Lauren Clark, Mrs. Jennifer Holz, Mrs. Bequette, Mr. Earl Shutt, and Mr. Josh Laird casting assenting votes. Mrs. Marcy Van Metre cast dissenting vote. The motion passed 8-1.

**Other Discussion Items:**

(No action to be taken)

1. Transfers -

* Ms. Brenda Miller from Middle School full-time Office Secretary to High School full-time Guidance / Athletics Secretary effective June 9, 2020.
* Ms. Shelly Wheeler from High School part-time library / copy aide to Middle School full-time Office Secretary effective June 9, 2020.
* A voluntary transfer for Ms. Kara McCauslin from Middle School 7th grade English to High School English effective August 31, 2020.

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* A. voluntary transfer for Ms. Marcie Kozack from Elementary 4th grade to Middle School 5th grade effective August 31, 2020.
* A voluntary transfer for Ms. Shelly Mahoney from Elementary 4th grade to Elementary 1st grade effective August 31, 2020.
* An ~~in~~voluntary transfer for Emily Makar from Elementary Kindergarten to Elementary 3rd grade effective August 31, 2020.

Mrs. Van Metre commented that a correction needed to be made from involuntary to voluntary.

**Adjournment**

On a motion made by Mrs. Van Metre and seconded by Mrs. Bequette, the meeting unanimously adjourned at 8:40 p.m.

Respectfully Submitted:

Mrs. Marcy Van Metre Mrs. Amy Simmons

Board President Recording Secretary

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