December 6, 2021

Page 4799

The Fairfield Area School Board met on Monday evening, December 6, 2021 at 7:20 p.m. in the district boardroom for the regular December Board Meeting. The following members were in attendance: Mrs. Jennifer Holz, Presiding; Mrs. Kelly Christiano, Mrs. Lauren Clark, Mr. Matthew DeGennaro, Mrs. Lashay Kalathas, Mr. Jack Liller, Mrs. Candace Ferguson-Miller, Mr. Richard Phillip and Mr. Ted Sayers. Also present were Dr. Larry Redding, Interim Superintendent; Mr. Thomas Weaver, Business Manager; Mr. Kaleb Crawford, Coordinator of Tech Services, Mr. Brian McDowell, HS Principal, Mr. Justin Hoffacker, MS Principal; Ms. Colleen Rebert, Elem School Principal; Mr. Dan Watkins, Special Ed Supervisor, Mr. Andrew Kuhn, Athletic Director, Mr. William Mooney, Building and Grounds Supervisor, and Mr. Mike Weaver, Safety and Security Coordinator.

**Minutes**

A motion was made by Mr. DeGennaro and seconded by Mr. Phillip to approve the regular board meeting minutes from the November 8, 2021 board meeting and was unanimously approved by the board. (9-0).

**Presentations/Reports**

A. Elementary teacher Mrs. Sarah Baugh and students presented to the Board the Elementary Embryotic Program.

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
* Business Manager – Budget / Cafeteria – not present
* Principals
* Special Education Supervisor
* Athletic Director
* Building & Grounds Supervisor
* Safety Coordinator (once a month) -
* Student Representatives –

**Public Comment –Agenda Items** - None

December 6, 2021

Page 4800

**Tabled Items**

A. Approved a Use of Facilities Request from Candace Ferguson-Miller and the Fairfield Youth Wrestling to use the Wrestling Room and High School Gym on Sundays beginning January 9, 2022 through April 3, 2022.

Background: Fairfield Youth Wrestling is trying to change leagues and need to request Sunday usage in the event that they host tournaments. Currently, they do not have a schedule because they have not officially joined the new league, however, the new league requires tournaments be held on Sundays. Sunday’s will allow them to reschedule easily without needing to go through the board approval process in the event there is weather or illness related reasons for moving the tournaments.

A motion was made by Mr. Liller to approve the use of facilities request and to waive the facility use fee and was seconded by Mr. Phillip and approved on a roll call vote of 8-0 with Mrs. Ferguson-Miller abstaining.

B. Approved a Memo of Understanding between Fairfield Education Association and Fairfield Area School Board to hire a temporary Elementary Interventionist for the 2021-2022 school year.

A motion to approve the MOU was made by Mrs. Christiano and seconded by Mr. DeGennaro and approved by the Board.

**Administrative**

**Actions**

C. Approved submitting the District Comprehensive Plan 7/1/21 – 6/30/24 to PDE for final approval.

Background: The 30-day review was granted on October 25, 2021 and now complete.

A motion to submit the plan was made by Mrs. Kalathas and seconded by Mr. Liller and approved by the Board.

**Budget**

D. Approved the general fund bill list in the amount of $720,190.45 from October 19, 2021 through November 30, 2021.

A motion to approve the general fund bill list was made by Mr. DeGennaro and seconded by Mr. Phillip and approved by the Board.

December 6, 2021

Page 4801

E. Approved the food service fund bill list in the amount of $52,545.90 from October 19, 2021 through November 30, 2021.

A motion to approve the food service fund bill list was made by Mrs. Kalathas and seconded by Mrs. Christiano and approved by the Board.

F. Approved the journal entries, budget adjustments and bank reconciliations as presented.

A motion to approve the journal entries, budget adjustments and back reconciliations was made by Mr. Liller and seconded by Mrs. Kalathas and approved by the Board.

G. Approved the addition of the following individuals to the van / bus driver list for the 2021-2022 school year. The contractor is noted

Colton Hollingsworth - Jacoby Transportation

Connie Smith - Jacoby Transportation

Larry Rodgers - Jacoby Transportation

A motion to approve the additions to the bus driver list was made by Mr. Degennaro and seconded by Mrs. Ferguson-Miller and approved by the Board.

H. Adopted the attached Act 1 resolution indicating the Fairfield Area School District’s intent to not raise taxes by more than the 3.5% adjusted index for the 2022-2023 fiscal year.

Background: School districts are required by January 31, 2022 to adopt a resolution if it is their intent to not raise taxes by more than the index. If not, a preliminary budget must be completed and available for public inspection by this date. Making this decision now allows time to complete this process. It is important to note that we will not know Basic Education and other subsidies until late February. For our district the adjusted index is 3.5% or .3895 mills which equates to approximately $351,453 in additional revenue should the Board decide to raise taxes to the index. The resolution is presented in its formality as required by the Pennsylvania Department of Education. In the 2021-2022 fiscal year, the Board authorized this resolution in October which allowed us to produce a budget with valid information and time to discuss and process. This authorization allows the district budget timeline to revert to the original timelines, pre Act 1, with a preliminary due in May and final due in June.

A motion to adopt the Act 1 resolution was made by Mr. Liller and seconded by Mrs. Kalathas and approved by the Board.

December 6, 2021

Page 4802

I. Approved an Industrial Appraisal proposal from Industrial Appraisal Company at a cost of $7,630.

Background: The Industrial Appraisal Program will provide the District with a complete listing of fixed assets valued from $500 up, including major capital assets like buildings and equipment. Schedule of fixed assets is required for two reasons. 1. The renewal of insurance requires values of all fixed assets be provided. This allows underwriters to properly insure assets. 2. GASB-(Government Accounting Standards Board) requires government entities to properly account for the value of fixed assets, as well as depreciation of assets on audited financial statements. Each year, Industrial Appraisals will update the schedule of fixed assets that will allow for annual accounting and insurance activity with current and accurate values.

A motion to approve the industrial appraisal proposal was made by Mr. Degennaro and seconded by Mrs. Kalathas and approved by the Board on a roll call vote. (8-1)

**Personnel**

J. Approved the official start date for Mr. Thomas Haupt, Superintendent, as January 19, 2021 and grant health insurance to begin on January 1, 2022.

A motion to approve Mr. Haupt’s start date and health insurance was made by Mrs. Clark and seconded by Mrs. Kalathas and approved by the Board on a roll call vote. (9-0)

K. Approved the employment of Holly F. Joyner as a full-time Middle School Special Education Teacher for the 2021-2022 school year with salary and benefits per the Collective Bargaining Agreement pending all certification and paperwork is complete. (Step 5)

L. Approved the employment of Seth M. Zimmann as a full-time High School Physics / Math Teacher for the 2021-2022 school year with salary and benefits per the Collective Bargaining Agreement pending all certification and paperwork is complete. (Step 1)

M. Approved the employment of Constance L. Warner as a full-time second shift custodian with salary and benefits per the Support Staff Policy.

N. Approved the employment of Isabel C. Rummel as a full-time second shift custodian with salary and benefits per the Support Staff Policy.

O. Accepted a resignation from Dawn Hagemeyer, LPN, as the part-time elementary health room nurse effective December 1, 2021.

P. Granted permission for the administration to advertise and recommend for hire a part-time elementary health room nurse for the 2021-2022 school year.

December 6, 2021

Page 4803

Q. Approved the addition of Whitney Smyth to the Support Staff Substitute List K-12.

R. Approved the employment of Dawn Kuti as a part-time Elementary Personal Care Aide (PCA) for the 2021-2022 school year with salary and benefits per the Support Staff Policy.

Items K through R were approved as consent agenda items on a motion by Mr. DeGennaro and a second by Mr. Liller and approved by the Board.

**Other Action Items**

S. Approved the revisions to the 2021-2022 District Calendar.

A motion to approve the 21-22 District Calendar was made by Mr. Phillip and seconded by Mr. DeGennaro and approved by the Board.

T. Health & Safety Plan -

1. Revision to the current Fairfield Area School District Health and Safety Plan.

2. Indoor Concerts / Performances and Large Group Meeting Areas Procedures.

A motion by Mrs. Clark to adopt the plan revisions was seconded by Mr. Liller. After some detailed discussion, an amended motion by Mr. Liller to remove the capacity restrictions in the plan was seconded by Mrs. Ferguson-Miller. The amendment failed on 5-4 roll call vote. A second amendment offered by Mrs. Ferguson-Miller to remove items A & B of the policy relative to masking requirements during high and moderate transmission rates was seconded by Mr. Phillip. The amendment failed on a 6 to 3 vote. Following more discussion, the Board approved the revisions on a roll call vote. (6-3)

**Other Discussion Items**

Mrs. Holz inquired about the upgrade of the sound system in the auditorium. Kaleb Crawford indicated he was working on the problem. Mrs. Holz also asked for a volunteer to serve with her on the Adams County Tech Program, suggesting that Mrs. Ferguson-Miller consider the appointment.

Interim Superintendent Redding reminded the Board that FASD along with Gettysburg and Upper Adams Districts share a seat on the LIU Board that is currently vacant.

December 6, 2021

Page 4804

Dr. Redding also mentioned it would be his practice to place meeting documents on the website and disseminate same to Board members when the agenda is posted.

**Public Comment** – (3 min. each / 30 min. max) None

Mrs. Holz announced the next meeting date. She also indicated that the Board held an executive session on November 10, 2021 for legal and personnel matters.

**Adjournment**

On a motion made by Mr. DeGennaro and seconded by Mr. Sayers, the regular board meeting was adjourned at 9:20 p.m. and unanimously approved.

Respectfully Submitted:

Mrs. Jennifer Holtz Mr. Thomas J. Weaver

Board President Board Recording Secretary

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