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The Fairfield Area School Board met on Monday evening, May 19, 2025 at 7:05 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. Jack Liller, and Mr. Tedd Sayres. Mrs. Lisa Sturges was absent. Also, present were Mr. Thomas Haupt; Superintendent, Mr. Aaron Taylor, Assistant to the Superintendent; Mr. Scott Wilt, Business Manager; Mrs. Nicole Steele Zepp; Technology Director and Gareth Pahowka, Solicitor.

**Minutes**

A motion was made by Mr. Tedd Sayres to approve the minutes of the Regular Board Meeting on April 28, 2025, and Study Session on May 12, 2025. The motion was seconded by Mr. Jack Liller. Motion carried (8-0).

**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=PLEPDJP9udALGyQSlPPBEbCvcT62mW2sY

* Superintendent
* Assistant to the Superintendent
* Business Manager
* District Technology Coordinator
* Principal Report

**Public Comment Agenda Items** – Public comment was heard concerning the 2025-2026 budget.

**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.

Mr. Tedd Sayres made a motion to approve the consent agenda, items A through S. Motion was seconded by Mr. Matthew DeGennaro. Motion carried (8-0).

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**Administrative**

**Actions** A. Move to approve the LIU 12 Master Services Agreement effective through June 30, 2026.

B. Move to approve a service agreement with The PIMS People, LLC, to manage the district’s PIMS reporting data and provide professional development to data entry and administrative staff effective June 1, 2025 through June 30, 2026, at a yearly fee not to exceed $18,000.

C. Move to approve a service agreement with the Birch Agency to provide an on-site School Psychologist at the rate of $90 per hour for the 2025-2026 school year.

D. Move to approve a job description for a District Administrative Support position that will provide essential assistance to the Business Office, Technology Department, and Buildings / Grounds Department.

**Budget**  E. Move to approve expenditures of the General Fund in the amount of $266,296.69; Food Services in the amount of $18,488.82; Student Activities in the amount of $2,188.58; and Payroll Fund in the amount of $259,074.67 for total expenditures of $549,148.76 for the period of April 26, 2025 through May 9, 2025.

F. Move to approve Budget Transfer numbers 25061 through 25065.

Background: Transfers were processed by the Business Office. These transfers reflect transfers between accounts with no overall change in the General Fund.

G. Move to approve April bank reconciliations, as presented.

H. Move to approve the attached resolution implementing the Homestead and Farmstead exclusion for the 2025-2026 fiscal year in accordance with the Homestead Property Exclusion Program Act (Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006).

I. Move to approve the General Operating Budget of the Adams County Technical Institute for the fiscal year July 1, 2025 to June 30, 2026.

J. Move to approve ACNB (Adams County National Bank) and PSDLAF/PNC as the depositories for school funds for the 2025-2026 fiscal year. This represents no change from the current year.

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K. Move to exonerate the local tax collectors from further collection of the 2024-2025 taxes due to verification being complete, as of April 30, 2025, and the delinquent taxes have been turned over to the County and signature verification has been received.

**Personnel** L. Move to accept a resignation for retirement from Patrick Andrews, full-time MS Learning Support Teacher, effective August 14, 2025.

M. Move to accept a resignation for retirement from Kristine Sheffer, full-time MS English Teacher, effective August 14, 2025.

N. Move to accept a resignation from Adam Kozack, full-time 2nd shift custodian, effective April 29, 2025.

O. Move to approve the employment of Alyssa Sanders as a full-time Elem/MS Art Teacher effective August 15, 2025 with salary and benefits per the Collective Bargaining Agreement pending all certification and paperwork is complete. Bachelors - Step 1 / $58,142.

P. Move to approve the conditional employment of Brookelynn Grinder as a full-time MS Learning Support Teacher effective August 15, 2025 with salary and benefits per the Collective Bargaining Agreement pending all emergency certification and paperwork is complete. Bachelors - Step 1 / $58,142. Continued employment is contingent upon receipt of permanent certification.

Q. Move to approve the conditional employment of Michael Lysiak as a full-time Elementary Autism Support Teacher effective August 15, 2025 with salary and benefits per the Collective Bargaining Agreement pending all emergency certification and paperwork is complete. Bachelors - Step 2 / $58,742. Continued employment is contingent upon receipt of permanent certification.

R. Move to approve uncompensated leave, in accordance with Board Policy 339, for the following individuals.

Katie Gilbert May 1 1 day

Adrienne Harman April 29 1 day

Tammy Heitmuller May 1 1 day

Tammy Heitmuller May 9 1 day

Michelle Molock April 13 1 day

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Michelle Molock May 7 1 day

Michelle Molock May 9 1 day

Michelle Molock May 12 1 day

Michelle Molock May 15 1 day

Nichole Pressley May 6 1 day

Erin Rines April 29 1 day

Erin Rines April 30 1 day

Erin Rines May 2 1 day

Erin Rines May 5 1 day

Erin Rines May 6 1 day

Erin Rines May 9-10 2 days

Erin Rines May 12 1 day

Erin Rines May 13-16 4 days

Jane Windell May 16 1 day

Carrie Wren May 2 1 day

Carrie Wren May 23 1 day

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

Deb Valentine - 25 hours or less weekly

Cary Shirley - 25 hours or less weekly

Bonnie Whitney - 25 hours or less weekly

Kellie Cool - 25 hours or less weekly

Ashley Alexander - 25 hours or less weekly

**VIII. Other Action Items:**

Mr. Tedd Sayres moved to adopt the 2025-2026 proposed final budget with operating expenditures of $23,349,181 and revenues adjusted from a millage of 11.9958 to a millage of 12.2357 which represents a 2.00% increase, for revenues of 22,812,181. The difference to be funded from assigned fund balance. Mr. James Fisher seconded the motion. The motion carried. (8-0).

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

Assignments/ Transfers

* A voluntary assignment change for Justine Gibbon from Elementary Kindergarten to Elementary Reading Specialist effective 8/15/2025.

Public Comment – There were no public comments.

**Adjournment**

Mr. Matthew DeGennaro made a motion to adjourn the Regular Board meeting at 7:26 p.m. Motion was seconded by Mr. Tedd Sayres. Motion carries.

Respectfully Submitted:

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Mrs. Candace Ferguson-Miller Mr. Scott Wilt

President Board Recording Secretary