**FAIRFIELD AREA SCHOOL DISTRICT**

**BOARD OF SCHOOL DIRECTORS**

**MEETING October 28, 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 [September 23, 2024](#Sept23Minutes), the Special Board Meeting [October 9, 2024](#October9Minutes), and the Board Study Session [October 14, 2024](#October14Minutes).

**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 approve a Field Trip Request from Coach Brad Haugh and golfer Isabell Studli to travel to State College, PA, from October 20-22, 2024, to participate in the PIAA state golf championship.

B. Move to approve a field trip request from Susan Donaldson & FCCLA students, Savannah Kahler & Karina Miller to travel to Altoona, PA, February 21-23, 2025 to continue developing leadership skills and plan for the State Leadership Conference.

C. Move to approve a request to establish a HS Student Club under the name “Medicine4Youth” to educate and provide resources for students who are interested in going into the medical field. Mr. Baugh will be the advisor for the 2024-2025 school year.

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

Dakota Hopkins - Krise Transportation

Chelsea Wileman - Krise Transportation

Walter Tuchalski - Jacoby Transportation

Andrea Bauserman - Jacoby Transportation

Krista Bobo - Jacoby Transportation

E Move to approve expenditures of the General Fund in the amount of $823,539.95; Food Service in the amount of $44,802.64; Student Activities in the amount of $10,641.50; and the Payroll Fund in the amount of $1,041,548.15; for total expenditures of $1,920,532.24 for the period of September 18 through October 22, 2024.

F. Move to approve the bank reconciliations as presented.

G. Move to approve an agreement with Amergis Healthcare Staffing to provide supplemental healthcare staffing services effective September 27, 2024 for the 2024-2025 school year.

**Personnel** H. Move to accept a resignation from Brett Barnes, MS Student Council Advisor, effective October 17, 2024.

I. Move to accept a resignation from Tanner Byers, HS Head Baseball Coach, effective immediately.

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

Danielle Martin

MS Ass’t Girls’ Basketball Coach $2,194

Kristi Ebaugh / Justine Gibbon

MS Winter Cheerleading Co-Coaches $2025 / Split

K. Move to approve a supplemental contract for Ute Cline as the Class of 2025 Advisor with pay per the Collective Bargaining Agreement for the 2024-2025 school year ($3,166).

L. Move to approve a supplemental contract for Kaydee Neterer as the Class of 2027 Advisor with pay per the Collective Bargaining Agreement for the 2024-2025 school year ($2,074).

M. Move to accept a resignation from Christina Smith, HS/MS Cafeteria Cook, effective September 23, 2024.

N. Move to approve the employment of Violet Johns as a part-time HS/MS Food Services Aide at $14.54 per hour, effective October 7, 2024.

O. Move to approve the employment of Ashley Alexander as a part-time HS/MS Food Services Aide at $14.54 per hour, effective October 28, 2024.

P. Move to approve the employment of Nicole Pressley as a part-time elementary personal care assistant (PCA) at $15.60 per hour, effective October 24, 2024.

Q. Move to approve the employment of Dustin Speelman as a full-time 2nd Shift Lead Custodian at $16.15 per hour, effective October 29, 2024.

R. Move to approve the addition of Stacey Harbaugh, RN, and Jessica McGlaughlin, RN, to the Support Staff Substitute List effective October 3, 2024.

S. Move to approve a request for Uncompensated Leave from Cathryn Campbell October 24, 25, and 28, 2024.

T. Move to approve a Memorandum of Understanding to the CBA dated July 2024 – June 30, 2028 between the Fairfield Education Association and Fairfield Area School District “pending final Solicitor review and approval”.

U. Move to approve a salary increase for Aaron Taylor, Ass’t to the Superintendent, of 3.3% effective November 1, 2024 through October 31, 2025 in accordance with his employment contract.

V. Move to approve the following food services personnel increases effective October 28, 2024.

Bonnie Whitney $15.29

Francesca Tomaino $15.29

Cary Shirley $15.29

Shaun Denney $15.29

Deborah Valentine $16.56

Debby Kennedy $18.07

W. Move to approve the new entry level rate for the HS/MS Cook and ES Cook of $17.00 per hour effective October 28, 2024.

**Policy** X. Move to approve the revisions to Policy 222, Tobacco, and Vaping Products – Students, on a Second Reading.

Y. Move to approve the revisions to Policy 323, Tobacco, and Vaping Products – Employees, on a Second Reading.

Z. Move to approve the revisions to Policy 706, Property Records, on a Second Reading.

AA. Move to approve the revisions to Policy 706.1, Disposal of Equipment, on a Second Reading.

**VIII. Other Action Items:**

A. Move to approve a time change for the November 11, 2024 regular board meeting to begin at 6 PM.

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

1. Reassignments / Transfers –

* Shaun Denney from HS/MS Food Services aide to Food Services Head Cashier effective October 29, 2024.

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

**XI. Adjournment**

**Informational items:**

A. Next Board Meeting dates:

The Board will meet for a Regular Board Meeting on November 11, 2024 at 6:00 p.m. in the District Board Room.

B. A Community Forum (Fairfield Athletics 25-26 and Beyond) will be held on November 4, 2024 at 5:30 p.m. in the High School Auditorium.

C. The Board met for an Executive Session on October 24, 2024 for personnel and legal matters.

D. The District received the following donations for the HS Courtyard Project and Butterfly Garden.

* Franziska Wagner and Family - 30 bags of mulch valued at $80.
* Vicky Barnhart and Family - 10 bags of mulch valued at $27.
* Sara Laird and Family - 30 bags of mulch valued at $80.
* Jason Brady and Family  - 2 bags of mulch valued at $6.
* Eric Payne and Family - Cash donation of $50.
* Lowe’s of Waynesboro, PA, c/o Beth Gaines, 30 bags of white marble rock, 300 block stones, bird bath, discounted mulch and free delivery for the donations valued at approximately $1,070.

[September 23, 2024](#TOP)

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The Fairfield Area School Board met on Monday evening, September 23, 2024 at 7:04 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, Mr. Tedd Sayers, Mrs. Lisa Sturges. 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 Gareth Pahowka, District Solicitor.

**Minutes**

A motion was made by Mr. Tedd Sayres to approve the minutes of the Regular

Board Meeting of August 19, 2024 and the Board Study Session September 9, 2024. The Motion was seconded by Mr. Matthew DeGennaro. The 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

Mr. Haupt recognized the following employees for their years of service to the district as of 2023-2024.

Brian McDowell 30 Years of Service

Cathy Mentzer 25 Years of Service

Debbie Valentine 25 Years of Service

Barb Hoffacker 25 Years of Service

Tammy Keller 20 Years of Service

Dawn Shughart 20 Years of Service

Susan Donaldson 20 Years of Service

Marcie Kozack 20 Years of Service

Marc Mclean 20 Years of Service

Kristine Sheffer 20 Years of Service

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

September 23, 2024

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

Public comment was heard relating to the proposed facility use fees and the football program.

**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 Z. The motion was seconded by Mrs. Jennifer Holz. The motion carries (9-0).

**Administrative**

**Actions** A. Approved an Independent Study Contract request from Rae Skoczen for German IV during the first semester of the 2024-2025 school year.

B. Approved a Field Trip request from the Band/Chorus, HS Chamber Singers, and Concert Band Ensembles to travel to Carroll Valley Park on Sunday, September 22, 2024 to perform for the community.

C. Approved a Field Trip request from Jen Fleener and FFA students to travel to Indianapolis, IN, for the National FFA Convention from October 21-25, 2024.

D. Approved a Field Trip request from the sixth-grade students and teachers to travel to Camp Eder, Fairfield, PA, May 7-9, 2025 for Sixth Grade Camp teaching PA STEELS through outdoor education.

E. Approved a Use of Facilities request from Fairfield Football, Inc., to use the stadium on the following Sundays for rain dates: September 8, 22, 29 and October 13, 2024.

F. Approved a Use of Facilities request from Fairfield Youth Soccer to use the stadium for games on the following Sundays: September 8, 29, October 20, and November 3, 2024.

Background: If the stadium is not available, they will use the girls’ soccer practice field.

September 23, 2024

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**Budget**  G. Approved the following additional individual(s) as bus / van drivers for the 2024-2025 school year. The contractor is noted.

Brandy Spangler - Krise Transportation

Christina Sponsler - Krise Transportation

Angie Boyers - Krise Transportation

Mark Hughbanks - Krise Transportation

Richard McKinley - Krise Transportation

H. Approved expenditures of the General Fund in the amount of $876,261.69; Food Service in the amount of $25,612.97; Student Activities in the amount of $3,387.20; and the Payroll Fund in the amount of $607,353.98; for total expenditures of $1,512,615.84 for the period of August 15 through September 17, 2024.

I. Approved the bank reconciliations as presented.

**Personnel** J. Accepted a resignation from Angela Smith, EL/MS/HS Breakfast Aide, effective September 6, 2024.

1. Accepted a resignation from Tina Keeney, EL/MS/HS Breakfast Aide, effective September 20, 2024.

L. Accepted resignations of the following coaches / advisors effective immediately.

Jody Wilt

MS Ass’t Field Hockey Coach

Darian Mort

HS Ass’t Baseball Coach

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

Briton Shelton

HS Ass’t Varsity Football Coach $2,925

Tanner Byers

HS Head Baseball Coach $3,500

Briton Shelton

HS Head Wrestling Coach $3,500

Lily Kapfhammer

HS Ass’t Softball Coach $2,625

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N. Approved the employment of Heather Crum as a part-time elementary personal care assistant (PCA) at $15.07 per hour, effective August 26, 2024.

O. Approved the employment of Erin Rines as a part-time elementary personal care assistant (PCA) at $15.07 per hour, effective August 26, 2024.

P. Approved the employment of Katie Gilbert as a part-time personal care assistant (PCA) at $16.00 per hour, effective August 26, 2024.

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

R. Approved the removal of the following individuals from the Support Staff Substitute List.

Adrienne Harman Karin Young

Tammy Kurtz Sandra Pryor

S. Approved the addition of Sherrie Trimmer to the Support Staff Substitute List.

T. Approved student-athlete Samantha Lawler, 9th grade, as a “Non-Swim School Participant” and approve Meredith Lawler and Kevin Hardy as designated volunteer swim coaches.

1. Approved a request for Intermittent Family Medical Leave from Carrie Wren beginning October 31, 2024 through February 1, 2025.
2. Approved a request for Uncompensated Leave from Bridget Munsee October 23, 24 and 25, 2024.

**Policy** W. Approved the revisions to Policy 222, Tobacco, and Vaping Products – Students, on a First Reading.

X. Approved Move to approve the revisions to Policy 323, Tobacco, and Vaping Products – Employees, on a First Reading.

Y. Approved the revisions to Policy 706, Property Records, on a First Reading.

Z. Approved the revisions to Policy 706.1, Disposal of Equipment, on a First Reading.

September 23, 2024

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**Other Action Items:**

1. Approved a supplemental contract for Michelle Liller as the Class of 2026 Advisor with pay per the Collective Bargaining Agreement for the 2024-2025 school year ($2,347).
2. Approved a Use of Facilities request from Jack Liller and the Fairfield Black Sox to use the baseball field on Sundays, September 22, 29 and October 13, 20, 2024 for double header baseball games.

Mr. James Fisher moved to approve Other Action Items A & B and Mr. Matthew DeGennaro seconded the motion. The motion carries (8-0), with Mr. Jack Liller abstaining.

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

1. Reassignments / Transfers –

* Christina Smith from Elementary Cafeteria Head Cook to HS/MS Cafeteria Head Cook – 6 hours per day – no change in pay and effective August 21, 2024.
* Adrienne Harman from HS/MS Cafeteria Aide to Elementary Personal Care Assistant (PCA) – 6.5 hours per day - $15.07 per hour and effective August 26, 2024.

Mrs. Candace Ferguson-Miller, Board President, moved to form a committee of board members and community members to provide input into the development of a facility use fee schedule. Mr. Sayres seconded the motion. The motion carried 9-0.

**Adjournment**

All were in favor following a motion by Mrs. Jennifer Holz and a second by Mr. James Fisher to adjourn the regular boarding meeting at 8:02 p.m.

September 23, 2024

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**Informational items:**

A. Next Board Meeting dates:

The Board will meet for a Study Session on October 14, 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.

Respectfully Submitted:

Mrs. Candace Ferguson-Miller Mr. Scott Wilt

Board President Board Recording Secretary

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[October 9, 2024](#TOP)

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The Fairfield Area School Board met on Monday evening, October 9, 2024, at 5:35 p.m. in the district boardroom for a special board meeting. The following members were in attendance: Mrs. Candace Ferguson-Miller, presiding; Mrs. Erica Bollinger, Mr. James Fisher, Mrs. Melissa Kearchner, Mr. Tedd Sayers, Mr. Jack Liller and Mrs. Lisa Sturges. Mr. Matthew DeGennaro and Mrs. Jennifer Holz were absent. Also present were Mr. Thomas Haupt, Superintendent; Mr. Scott Wilt, Business Manager; Mrs. Nicole Steele-Zepp, Technology Coordinator and Mr. Aaron Taylor, Assistant to the Superintendent.

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

Mrs. Ferguson-Miller explained to the attendees the procedure for public comment. The floor was opened to the public for comment. The comments were heard supporting both sides (positive and negative) regarding continuing football in the district.

**Consent Agenda**

A. As directed by the school board, at its September 23 meeting, the Administration arranged a junior varsity game schedule for the remainder of the 2024-2025 football season. The Board may now vote on changing the program from Varsity to JV and approving the related game schedule.

Mr. Sayres moved to change the remainder of the 2024-2025 football season from varsity to JV. Mr. Fisher seconded the motion. The motion carries (6-1).

**Adjournment**

All were in favor following a motion by Mr. Jack Liller and a second by Mr. James Fisher to adjourn the special board meeting at 6:19 p.m.

Respectfully Submitted:

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Mrs. Candace Ferguson-Miller Mr. Scott Wilt

Board President Board Recording Secretary

[October 14, 2024](#TOP)

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The Fairfield Area School Board met on Monday evening, October 14, 2024 at 6:07 p.m. in the district boardroom for a board study session. The following members were in attendance, Mrs. Candace Ferguson-Miller, presiding; Mrs. Erica Bollinger, Mr. Matthew DeGennaro, Mr. James Fisher, Mr. Jack Liller, Mr. Tedd Sayres, Mrs. Lisa Sturges. Mrs. Jennifer Holz and Mrs. Melissa Kearchner were 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 Coordinator, and Mr. Brian McDowell, High School Principal.

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>.

**Public Comment –** No comments

**Study Session Topic(s):**

A. Policy 707 Use of School Facilities Fee Schedule

Mr. Haupt presented an update on the school facilities fee schedule process and shared information from the committee meeting that was held earlier that evening.

B. Raptor Visitor Management System Presentation – Nicole Steele-Zepp

Mrs. Steele-Zepp updated the Board on the implementation of the visitor management system.

**Adjournment**

All were in favor following a motion by Mr. Matthew DeGennaro and a second by Mr. Tedd Sayers to adjourn the study session meeting at 7:03 p.m. The motion was unanimously approved.

October 14, 2024

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**Informational items:**

A. Next Board Meeting dates:

The Board will meet for a regular Board Meeting on October 28, 2024 at 7:00 p.m. in the District Board Room.

The Board will meet for a Study Session Sports Meeting on November 4, 2024 at 5:30 p.m. in the HS/MS Auditorium.

Respectfully submitted,

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Mrs. Candace Ferguson-Miller Mr. Scott Wilt

Board President Board Recording Secretary