

**CENTRAL FULTON SCHOOL DISTRICT
BOARD OF DIRECTORS MEETING**

Our Mission Statement:

CF SPARTANS: Continually Focused on Student Preparation And Readiness To Achieve Next Steps

**Tuesday, January 9th, 2024
Regular Board Meeting Minutes**

The Board of School Directors of the Central Fulton School District held their work session on Tuesday, January 9th at 7:30pm in the District Board/Conference Room.

The meeting was called to order at 7:35pm by Board President Cory Gress.

The Pledge of Allegiance and a Moment of Silence were observed.

Veronica Shearer, board secretary, took a roll call of members.

Present were: Cory Gress, Jason Sharpe, Jason Carbaugh, Jeffery DeShong, Julia Dovey, Brent Pistner, Greg Strait, Donald Truax and Brandon Tucker.

Also present were: Dr. Christina Ramsey, Raquel Ritter, Veronica Shearer, Alicia Mellott, Billie Jo Beatty, Terry Bard, Holly Varner, Brent Seville and Colton Strait.

Virtual was: Krystal Edwards

V. ROLL CALL VOTING - Cory L. Gress, Board President

On a Dovey/Sharpe motion, The board voted to approve the roll call voting procedures as follows: *As the President of the Board conducts this meeting, it is not necessary to announce each director's name for each roll call vote. If, however, a director or directors wish to comment or have his/her comment or vote specifically recorded, the director(s) shall have the opportunity to so state. The President of the Board should announce before each roll call vote, that if he hears no objections from any member of the Board present, the vote will be considered a unanimous roll call vote and will be recorded as such.*

The motion was unanimously approved

VI. MINUTES OF PREVIOUS BOARD/COMMITTEE MEETINGS - Cory L. Gress, Board President

On a Pistner/Deshong motion the board voted to approve the minutes from the following meetings:

1. Reorganization Meeting Minutes - December 5th, 2023
2. Regular Board Meeting Minutes - December 5th, 2023

The motion was unanimously approved

VII. DISCUSSION ITEMS

A. Budget and Finance Discussion

Mrs. Raquel Ritter, Business Manager, presented the board with a budget overview for the 2024-2025 school year. The presentation covered grants used by the district, big purchases by each department, and an update on the current year's expenditure and budget. Mrs. Ritter also included information on millage rates, health insurance increases and gave a budget overview from 2022 onwards.

Dr. Ramsey commended the administration team for their responsible ordering and purchasing. They remained within their budget, knew what they were spending, and spent the money responsibly to benefit the district.

VIII. PUBLIC COMMENTS - Cory L. Gress, Board President

Colton Strait, CFSD Bus Contractor - Shared his concerns about certain transportation issues. Item A under Athletics and Activities concerned him, as a contractor. Using CFSD owned buses to transport students from other districts should not be the first choice. Contractors from that District should be offered the opportunity before buses owned by another district are used. Mr. Strait was concerned that if he had not brought attention to this particular issue that the board would not have been made aware. Additionally, Mr. Strait shared with the board his concern over a parent transport contract that was made in the fall for a parent to transport two students to and from school until the end of the year. Mr. Strait informed the board of the cost of this, presented in the expense summary, and the money the district would save if these children were placed back onto the van route. The board questioned why this contract was created. Veronica Shearer, Director of Transportation, and Holly Varner, Director of Special Education clarified to the board why this contract was made. These students would not be able to ride a regular bus, due to behavioral issues, and instead were placed on a van route. These students were then removed from two van routes for concerns involving lateness of the van in the morning and behavior issues with both children.

IX. PRESENTATIONS - Cory L. Gress, Board President

Dr. Ramsey, along with the building principals, presented updated data on Keystone exams from last year. Dr. Ramsey explained to the board how the data is measured, and how each student's specific scores are measured and interpreted. Each principal showed the percentage data for each subject area compared to the state average and the state goal. The principals also presented their future goals in each subject.

Dr. Ramsey informed the board that January is Board Appreciation Month, and thanked the members for their continued dedication to Central Fulton School District. Additionally, Terri Rader's Social Skills class created wildflower bombs and homemade lip balm for the Board Members. A special thanks to Julie Ramsey and the Metz staff for their preparation of the special meal showing our appreciation to our board members.

X. OLD BUSINESS - Cory L. Gress, Board President

XI. ATHLETICS AND ACTIVITIES

On a Strait/Deshong motion, the board voted to remove Item A from the agenda.

The motion was unanimously approved, and the item was removed.

- A. The field trip request submitted by Kristen Earley for the FCCCT to use CFSD Buses to transport the Southern Fulton 9th grade class to Forbes Road School District and Central Fulton School District on 1/23/2024 to tour the FCCCT programs at both schools. The bus will depart Southern Fulton School District at 8:10AM and return by 12:45pm. Transportation will be paid for by the FCCCT.

On a Pistner/Sharpe motion, the board voted to approve items B and C 1-22.

The motion was unanimously approved.

- B. The field trip request from Greg Strine to take the MHS Chorus and MHS Band to Toby's Dinner Theater in Columbia Maryland. The band and chorus will be transported by CFSD buses and transportation will be paid for by the music boosters.
- C. The following coaches for Spring Sports, pending paperwork* pending clearances**

Baseball

1. Robert Koontz ** as Varsity Baseball Head Coach at Step 5-\$3,470
2. Jason Funk** as Varsity Baseball Assistant Coach at Step 5-\$2,620
3. Zeb Fix as Varsity Baseball Volunteer, unpaid
4. Walker Funk as Varsity Baseball Volunteer, unpaid
5. Timothy Fowler as Varsity Baseball Volunteer, unpaid
6. Jeffrey Richards** as Baseball Volunteer, unpaid
7. Buck Fix* **as Jr. High Baseball Head Coach at Step 1-\$1,945
8. Tyler Smith* ** as Jr. High Baseball Assistant Coach at Step 1-\$1,845

Softball

9. Dana Winters as Varsity Softball Head Coach at Step 5-\$3,470
10. Kassandra Wilson as Varsity Softball Assistant Coach at Step 2-\$1,995
11. Justice Seville as Varsity Softball Volunteer, unpaid
12. Nancy Shearer as Varsity Softball Volunteer, unpaid
13. Nicole Hoffman as Varsity Softball Volunteer, unpaid
14. Levi Ritter* ** as Jr. High Softball Head Coach at Step 1-\$1,945
15. Julia Lafferty as Jr. High Softball Assistant Coach at Step 2-\$1,945

Track & Field

16. Kellyn Perry as Varsity Track and Field Head Coach at Step 3-\$3,245
17. Veronica Shearer as Varsity Track and Field Assistant Coach at Step 2-\$2,245
18. Catherine Washabaugh as Varsity Track and Field Assistant Coach at Step 2-\$2,245
19. Dorothy Doyle** as Varsity Track and Field Assistant Coach at Step 3-\$2,445
20. Tonya Angle as Varsity Track and Field Assistant Coach at Step 5- \$2,370

Basketball

21. Mary Buterbaugh as Jr. High Girls Basketball Head Coach at Step 5- \$2,670; retroactive to 11/17/2023
22. Dinah Chamberlain as Jr. High Girls Basketball Assistant Coach at Step 3- \$2,045; retroactive to 11/17/2023

On a Carbaugh/Strait motion the board voted to approve item D.

The motion was unanimously approved.

D. The field trip request from Dee Johnston to take the FFA to the PA Farm Show in Harrisburg, PA on 1/12/2024.

The date was changed from 1/10/2024 to 1/12/2024 on account of bad weather.

On a Pistner/Tucker motion the board voted to amend the agenda to include item F and change the verbiage in item E.

The motion was unanimously approved.

E. The field trip request from Joyce Kirsch for FCCCT students to travel using CFSD buses to Mid Atlantic Timberframes in Paradise, PA on 1/26/2024 at our cost of \$1.68 per mile.

F. The field trip request from Joyce Kirsch for FCCCT students to travel using CFSD buses to Altoona PA for the Skills USA Competition on 1/16/2024 at our cost of \$1.68 per mile.

The board discussed the rate that should be charged per mile for the FCCCT to use CFSD buses. Veronica Shearer, Director of Transportation, presented a breakdown of expenses to provide a price per mile. This price includes fuel cost, insurance cost, driver wages, and bus maintenance for the 2022-2023 school year divided by the total miles the CFSD buses traveled. The total cost per mile to use CFSD buses amounts to \$1.68 per mile. The

board decides that policies and regulations should be put into place regarding the usage of district owned buses.

On a Dovey/Tucker motion the board voted to approve items E and F.

A roll call vote was taken and the motion was [approved](#).

Yes - 7 (Carbaugh, Deshong, Dovey, Gress, Pistner, Sharpe, Tucker)

No - 2 (Truax, Strait)

XII. BUDGET & FINANCE

On a Sharpe/Deshong motion, the board voted to approve item A 1-10.

The motion was unanimously [approved](#).

A. The financial reports are presented in the agenda.

The board discussed the organization of reports 1-5. These reports are separate accounts for the Elementary School and the records are kept similar to a checkbook, with the most recent date being at the bottom of the page.

On a Strait/Sharep motion, the board voted to approve item B 1-5

B. Reports from the Fulton County Family Partnership for the Fulton County Early Head Start and Family Center Program.

1. Early Head Start Monthly Report December 2023
2. Early Head Start Policy Council Minutes November 2023
3. Early Head Start Annual Report 2022-2023
4. Early Head Start Refunding Application Year 1
5. Early Head Start Funding Guidance Letter

A roll call vote was taken, and the motion was [approved](#).

Yes - 8 (Carbaugh, Deshong, Gress, Pistner, Sharpe, Strait, Tucker, Truax)

No - 0

Abstain - 1 (Dovey)

On a Truax/Strait motion, the board voted to approve item C.

The motion was unanimously [approved](#).

C. Act 1 Tax Resolution for the 2024-2025 School Year.

The board discussed the timeframe for approval of the tax resolution. In order for the tax to be raised, reports showing that the District has overpassed its budget allowance needs to be posted for public view.

XIII. BUILDING AND GROUNDS

On Carbaugh/Deshong motion the board voted to approve items A and B.

The motion was unanimously approved.

- A. The building usage request from the FCCTC for Leanna Dupstadt to host the Penn State Extension for a pesticide continuing education course on 2/15/2024 at 6:00pm in the High School Cafeteria. This is a Class One usage and there is no fee.
- B. The building usage request from Michael Hess the Enterprise Pr Wrestling Show to take place in the Elementary Gym on 2/24/24 at 1:00pm. This event is a fundraiser for a child fighting cancer. This is a Class Two usage and the fee will be \$15.00/hour for setup, tear down, and/or custodial assistance. There is a minimum of 1 hour custodial fee for each Class 2 event.

The board discussed the Class system and the amount owed for each Class.

XIV. CURRICULUM/INSTRUCTION & TECHNOLOGY

On a Dovey/Pistner motion the board voted to approve item A.

The motion was unanimously failed.

- A. The School Calendar for the 2024-2025 School Year.

The board discussed the last day of school as presented on this calendar. The last day of school would be a Monday, with the students being off school the previous Friday. The board deliberated adding two days to Christmas break to extend the school year and have the last day of school on a Wednesday. Dr. Ramsey will be working with the other Superintendents of Fulton County to correct the calendar and ensure that the graduation dates for all three schools are on appropriate days.

XV. PERSONNEL

On a Strait/Deshong motion the board voted to approve items A-I, excluding item D.

The motion was unanimously approved.

- A. Lainnie Glenn as a substitute paraeducator and teacher, retroactive to 12/15/2023.
- B. Porter McMath as a substitute teacher, retroactive to 12/21/2023.
- C. The resignation of Dustin Peffer as Middle School Science Teacher.
- E. FMLA leave for employee #476, beginning on March 28th
- F. Stephen Smith as a substitute paraeducator.
- G. Amber Souders as the Administrative Assistant to the Superintendent.
- H. Advertising for a long term Middle School Science Substitute, retroactive to 12/27/2023.
- I. Madison Roof as the Middle School Science Substitute to the remainder of the school year.

The board entered executive session for personnel reasons.

On a Dovey/Carbaugh motion, the board voted to remove item D from the agenda.

The motion was unanimously **approved** and the item was **removed**.

D. Dustin Peffer as a Day to Day teacher substitute.

XVI. POLICY

On a Carbaugh/Sharpe motion the board voted to approve item A 1-14.

The motion was unanimously **approved**.

A. Approval of the following policies:

1. Policy 907 - School Visitors
2. Policy 827 - Conflict of Interest
3. Policy 200 - Enrollment of Students
4. Policy 200-AR-0 - Enrollment of Students
5. Policy 200-AR-3 - Student Classifications for Enrollment
6. Policy 202 - Eligibility of Nonresident Students
7. Policy 202-AR-0 - Nonresident Students
8. Policy 203 - Immunizations and Communicable Disease
9. Policy 103.1 - Nondiscrimination - Qualified Students with Disabilities
10. Policy 113 PSBA Policy Guide - Special Education
11. Policy 113.1 - Discipline of Students with Disabilities
12. Policy 113.2 - Behavior Support
13. Policy 113.3 PSBA Policy Guide - Screenings and Evaluations for Students With Disabilities
14. Policy 113.4 - Confidentiality of Special Education Student Information

The board discussed the difference between policies labeled with just a number and policies labeled 'AR' along with a number. Dr. Ramsey clarified that the policies presented with only a number code are the policies presented to the board and the public. The AR policies, or Administrative Regulation policies, are the guidelines as to how a policy is enacted by the school administration.

XVII. SAFETY

XVIII. TRANSPORTATION

On a Carbaugh/Deshong motion the board voted to approve item A under transportation.

A. Mileage change for bus route #025B K4, retroactive to 11/1/2023

A roll call vote was taken and the motion was **approved**.

Yes - 8 (Carbaugh, Deshong, Dovey, Gress, Pistner, Sharpe, Truax, Tucker)

No - 0

Abstain - 1 (Strait)

Dr. Ramsey informed the board that the correct date for the mileage change is 11/1/2023.

The board discussed the process of mileage changes for bus contracts. Bus contracts are calculated with a formula provided by the state of Pennsylvania. This formula uses information that includes vehicle age, pupil capacity, current cost index information, and the daily mileage for the vehicle with and without pupils. When a notable change in mileage is made for a route an odometer reading sheet will be filled out to calculate the new daily mileage for that vehicle. That information is then used to update the daily rate.

On a Carbaugh/Sharpe motion, the board voted to approve item B 1-2.

The motion was unanimously approved.

- B. The contract changes (the addition of a \$100 no-show fee) for the following alternative education transportation routes; retroactive to 12/6/2023:
 - 1. Van #017
 - 2. Van #019

XXI. OTHER

XIX. INFORMATION- Jason M. Sharpe, Board Vice President

XXII. REPORTS - Jason M. Sharpe, Board Vice President

Terry Bard, High School Principal, informed the board that in addition to his report Keystone exams have been rescheduled to January 10th and 11th due to inclement weather. Mr. Bard also informed the board that the High School is preparing for Winter Spirit Week.

Billie Jo Beatty, Middle School Principal, gave an update of her report.

Alicia Mellott, Elementary Principal, informed the board that in addition to her report eleven families in the Elementary have a truant child, and that attendance has been an increasing issue this year.

Holly Varner, Director of Special Education, informed the board that in addition to her report the access report for December has been completed. Mrs. Varner also thanked Dr. Ramsey, Mrs. Ritter, and Mrs. Glee for their assistance with the Medical Access budget.

Veronica Shearer, Director of Transportation and Registration, informed the board that in addition to her report that the previously ordered bus radios have been placed on backorder.

Brent Seville, Director of Building and Grounds, informed the board that in addition to his report that efforts for snow removal are in full swing due to the recent winter weather storms. Mr. Seville also informed the board that contactors on steamers in the elementary were recently replaced.

XXIII. MEETING DATES

February 6th, 2024 @ 7:30pm Work Session

February 13th, 2024 @ 7:30pm Regular Board Meeting

XXIV. ADJOURNMENT - Board President

On a Strait/Carbaugh motion, the board voted to adjourn the January 9th, 2024 regular board meeting.

The motion was unanimously **approved**.

The meeting adjourned at 10:09pm

The Board entered executive session for negotiation and personnel reasons.

The Executive Session adjourned at 11:41pm