

**AVELLA AREA SCHOOL DISTRICT
1000 AVELLA ROAD
AVELLA, PA 15312**

BOARD OF EDUCATION MINUTES

December 6, 2023

The Reorganization Meeting of the Avella Area School District Board of Education was held in the Avella Jr. Sr. High School Library on Wednesday, December 6, 2023. Mr. Corey McConn, Board President, called the Reorganization Meeting to order at 7:00 p.m. Debra Bentz, Board Secretary, held roll call and the following board members were present:

BOARD MEMBERS: Phoebe Armstrong, Melissa Dryer, James Gagich, Terry Jacobs, Corey McConn, Emanuel Paris, Tia Shore, Scott Willyerd
Absent: Suzanne Colilla

ADMINISTRATION: Cyril Walther, Superintendent
John Galvin, Business Manager
Heather Zalar, JSHS Principal
Carrie Graff, Elementary Principal
Debra L. Bentz, Board Secretary

OTHERS: Barbara Graham, District Solicitor
Rachel Lozosky, District Solicitor

A. GENERAL PROCEDURES

Roll Call

Pledge of Allegiance

Presentations/Recognitions - None

Request to Speak at the Board Meeting - None

Visitor's Request to Speak on Agenda Items - None

B. REORGANIZATION

1. NOMINATIONS FOR TEMPORARY PRESIDENT

Moved by Ms. Dryer, seconded by Mr. McConn, to nominate Scott Willyerd as the Temporary President for the purpose of reorganization.

ROLL CALL: Ms. Armstrong, Ms. Dryer, Mr. Gagich, Mr. Jacobs, Mr. McConn, Mr. Paris, Ms. Shore and Mr. Willyerd said "aye". Motion carried 8-0.

No other nominations were made for Temporary President.

Moved by Ms. Dryer, seconded by Mr. McConn, to close the nominations and appoint Mr. Willyerd as Temporary President.

ROLL CALL: Ms. Armstrong, Ms. Dryer, Mr. Gagich, Mr. Jacobs, Mr. McConn, Mr. Paris, Ms. Shore and Mr. Willyerd said "aye". Motion carried 8-0.

Mr. Willyerd takes the chair as Temporary President.

B. REORGANIZATION

Melody Singer, Notary/HR Manager, administered the Oath of Office to Phoebe Armstrong, James Gagich, Terry Jacobs, Emanuel Paris and Tia Shore.

2. NOMINATIONS FOR BOARD PRESIDENT

Moved by Ms. Paris, seconded by Mr. Willyerd, to nominate Mr. Corey McConn as Board President.

ROLL CALL: Ms. Armstrong, Ms. Dryer, Mr. Gagich, Mr. Jacobs, Mr. McConn, Mr. Paris, Ms. Shore and Mr. Willyerd said "aye". Motion carried 8-0.

No other nominations were made for Board President.

Moved by Ms. Dryer, seconded by Mr. Paris, to close the nominations for Board President.

ROLL CALL: Ms. Armstrong, Ms. Dryer, Mr. Gagich, Mr. Jacobs, Mr. McConn, Mr. Paris, Ms. Shore and Mr. Willyerd said "aye". Motion carried 8-0.

Moved by Ms. McConn, seconded by Mr. Willyerd, to appoint Mr. Corey McConn as Board President.

ROLL CALL: Ms. Armstrong, Ms. Dryer, Mr. Gagich, Mr. Jacobs, Mr. McConn, Mr. Paris, Ms. Shore and Mr. Willyerd said "aye". Motion carried 8-0.

Mr. Corey McConn takes over the chair as Board President.

3. NOMINATIONS FOR BOARD VICE-PRESIDENT

Moved by Mr. McConn, seconded by Ms. Armstrong, to nominate Mr. Emanuel Paris as Board Vice-President.

ROLL CALL: Ms. Armstrong, Ms. Dryer, Mr. Gagich, Mr. Jacobs, Mr. McConn, Mr. Paris, Ms. Shore and Mr. Willyerd said "aye". Motion carried 8-0.

No other nominations were made for Board Vice-President.

Moved by Mr. Willyerd, seconded by Ms. Armstrong, to close the nominations for Board Vice-President.

ROLL CALL: Ms. Armstrong, Ms. Dryer, Mr. Gagich, Mr. Jacobs, Mr. McConn, Mr. Paris, Ms. Shore and Mr. Willyerd said "aye". Motion carried 8-0.

Moved by Ms. Dryer, seconded by Mr. McConn, to appoint Mr. Emanuel Paris as Board Vice-President.

ROLL CALL: Ms. Armstrong, Ms. Dryer, Mr. Gagich, Mr. Jacobs, Mr. McConn, Mr. Paris, Ms. Shore and Mr. Willyerd said "aye". Motion carried 8-0.

4. BOARD TREASURER

Moved by Ms. Dryer seconded by Mr. McConn, to appoint Tia Shore as Board Treasurer, effective December 6, 2023 through June 30, 2024, according to PA School Code Section 404, setting bond at \$50,000 (remainder of Jeffrey Devenney's term).

ROLL CALL: Ms. Armstrong, Ms. Dryer, Mr. Gagich, Mr. Jacobs, Mr. McConn, Mr. Paris, Ms. Shore and Mr. Willyerd said "aye". Motion carried 8-0.

B. REORGANIZATION

5. DISTRICT SOLICITOR

Moved by Mr. Paris, seconded by Mr. McConn, to approve Rachel Lozosky, Law Offices of Peacock Keller, LLP, to continue as the District's Solicitor for the 2024 year, per attached proposal letter dated November 29, 2023. (Attachment "A")

ROLL CALL: Ms. Armstrong, Ms. Dryer, Mr. Gagich, Mr. Jacobs, Mr. McConn, Mr. Paris, Ms. Shore and Mr. Willyerd said "aye". Motion carried 8-0.

6. BOARD MEETINGS

Moved by Mr. McConn, seconded by Mr. Paris, to approve a tentative list of the 2024 meeting dates with meeting times beginning at 7:00 p.m. All meetings are regular meetings. The committee meetings will be non-voting and meet as needed and advertised. (Attachment "B")

ROLL CALL: Ms. Armstrong, Ms. Dryer, Mr. Gagich, Mr. Jacobs, Mr. McConn, Mr. Paris, Ms. Shore and Mr. Willyerd said "aye". Motion carried 8-0.

7. FACSIMILE SIGNATURES

Moved by Mr. Paris, seconded by Mr. Willyerd, to approve permission for application to the Secretary of the Commonwealth to use facsimile signatures for the following bank accounts:

Cafeteria Fund Checks:	President and Secretary
General Fund Checks:	President, Treasurer and Secretary
Payroll Fund Checks:	Treasurer and Secretary

ROLL CALL: Ms. Armstrong, Ms. Dryer, Mr. Gagich, Mr. Jacobs, Mr. McConn, Mr. Paris, Ms. Shore and Mr. Willyerd said "aye". Motion carried 8-0.

8. AUTHORIZATION FOR PAYMENTS

Moved by Mr. Paris, seconded by Mr. Willyerd, to approve the Officers of the Board to be authorized to draw orders for payrolls and for payments of bonds, interest, utilities and other pertinent bills as they come due.

ROLL CALL: Ms. Armstrong, Ms. Dryer, Mr. Gagich, Mr. Jacobs, Mr. McConn, Mr. Paris, Ms. Shore and Mr. Willyerd said "aye". Motion carried 8-0.

9. BOARD COMMITTEES

Moved by Mr. Paris, seconded by Mr. Willyerd, to approve the Board Committee List for the 2024 year.

ROLL CALL: Ms. Armstrong, Ms. Dryer, Mr. Gagich, Mr. Jacobs, Mr. McConn, Mr. Paris, Ms. Shore and Mr. Willyerd said "aye". Motion carried 8-0.

C. ADJOURNMENT

With no further business before the Board, moved by Ms. Dryer, seconded by Mr. Paris, to adjourn the Reorganization Meeting at 7:15 p.m. Motion carried.

ROLL CALL: Ms. Armstrong, Ms. Dryer, Mr. Gagich, Mr. Jacobs, Mr. McConn, Mr. Paris, Ms. Shore and Mr. Willyerd said "aye". Motion carried 8-0.

Respectfully submitted,

Debra L. Bentz
Board Secretary

**AVELLA AREA SCHOOL DISTRICT
1000 AVELLA ROAD
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BOARD OF EDUCATION MINUTES

December 6, 2023

The Regular Board Meeting of the Avella Area School District Board of Education was held in the Avella Jr. Sr. High School Library on Wednesday, December 6, 2023. Mr. Corey McConn, Board President, called the meeting to order at 8:23 p.m., following the Reorganization Meeting. An Executive Session was held prior to the meeting regarding personnel and contracts. Debra Bentz, Board Secretary, held roll call and the following board members were present:

BOARD MEMBERS: Phoebe Armstrong, Melissa Dryer, James Gagich, Terry Jacobs, Corey McConn, Emanuel Paris, Tia Shore, Scott Willyerd
Absent: Suzanne Colilla

ADMINISTRATION: Cyril Walther, Superintendent
John Galvin, Business Manager
Heather Zalar, JSHS Principal
Carrie Graff, Elementary Principal
Debra L. Bentz, Board Secretary

OTHERS: Barbara Graham, District Solicitor
Rachel Lozosky, District Solicitor

A. GENERAL PROCEDURES

Roll Call

Pledge of Allegiance

Presentations/Recognitions

The administration held a presentation on student achievement data.

Request to Speak at the Board Meeting – None

Visitor's Request to Speak on Agenda Items - None

GENERAL PROCEDURE ITEMS

1. APPROVAL OF MINUTES

ATTACHMENT "A"

Board Members were furnished copies of the November 2023 Regular Board Meeting Minutes.

Moved by Mr. Paris, seconded by Mr. Willyerd, to approve the November 2023 Regular Board Meeting Minutes.

ROLL CALL: Ms. Armstrong, Ms. Dryer, Mr. Gagich, Mr. Jacobs, Mr. McConn, Mr. Paris, Ms. Shore and Mr. Willyerd said "aye". Motion carried 8-0.

2. APPROVAL OF ACCOUNTS PAYABLE

ATTACHMENT "B"

Board Members were furnished copies of the Accounts Payable for the November and December 2023 General Fund.

Moved by Mr. Willyerd, seconded by Mr. Paris, to approve the Accounts Payable for the November and December 2023 General Fund.

ROLL CALL: Ms. Armstrong, Ms. Dryer, Mr. Gagich, Mr. Jacobs, Mr. McConn, Mr. Paris, Ms. Shore and Mr. Willyerd said "aye". Motion carried 8-0.

3. FINANCIAL/BUDGET REPORTS

ATTACHMENT "C"

4. SOLICITOR'S REPORT

ATTACHMENT "D"

B. NEW BUSINESS

1. ATHLETIC & ACTIVITIES COMMITTEE

a. Amber Ripley, Assistant Softball Coach - Resignation

Moved by Mr. Willyerd, seconded by Mr. Paris, to accept the resignation of Amber Ripley as Assistant Softball Coach for the 2023-2024 school year.

ROLL CALL: Ms. Armstrong, Ms. Dryer, Mr. Gagich, Mr. Jacobs, Mr. McConn, Mr. Paris, Ms. Shore and Mr. Willyerd said "aye". Motion carried 8-0.

b. Dana Hammond, Assistant Softball Coach

Moved by Mr. Willyerd, seconded by Mr. Paris, to approve Dana Hammond as the Assistant Softball Coach for the 2023-2024 school year, pending receipt of required clearances and employment documents.

ROLL CALL: Ms. Armstrong, Ms. Dryer, Mr. Gagich, Mr. Jacobs, Mr. McConn, Mr. Paris, Ms. Shore and Mr. Willyerd said "aye". Motion carried 8-0.

2. COMMUNICATIONS COMMITTEE – No Report

3. CURRICULUM & TECHNOLOGY COMMITTEE

a. Western Area Career & Technology Center Update – No Report

B. NEW BUSINESS

4. FACILITIES & TRANSPORTATION COMMITTEE

a. Transportation Services Agreement

Moved by Mr. Willyerd, seconded by Mr. Paris, to approve the Transportation Services Agreement between the Avella Area School District and Fort Cherry School District regarding transporting wrestling students for the 2023-2024 school year, per Attachment Facilities & Transportation "A".

ROLL CALL: Ms. Armstrong, Ms. Dryer, Mr. Gagich, Mr. Jacobs, Mr. McConn, Mr. Paris, Ms. Shore and Mr. Willyerd said "aye". Motion carried 8-0.

5. FINANCE COMMITTEE

a. AMCA Systems, LLC

Moved by Mr. Willyerd, seconded by Mr. Paris, to approve the ACA TaxTrack Software License Agreement between the Avella Area School District and AMCA Systems, LLC, per Attachment Finance "A".

ROLL CALL: Ms. Armstrong, Ms. Dryer, Mr. Gagich, Mr. Jacobs, Mr. McConn, Mr. Paris, Ms. Shore and Mr. Willyerd said "aye". Motion carried 8-0.

6. NEGOTIATIONS COMMITTEE – No Report

7. PERSONNEL & POLICY COMMITTEE

a. Substitute Teacher List

Moved by Ms. Dryer, seconded by Mr. Willyerd, to approve the following to the Substitute Teacher List for the 2023-2024 school year:
Amanda Greene

ROLL CALL: Ms. Armstrong, Ms. Dryer, Mr. Gagich, Mr. Jacobs, Mr. McConn, Mr. Paris, Ms. Shore and Mr. Willyerd said "aye". Motion carried 8-0.

b. Evelyn Breitigan, JSHS Science Teacher - Retirement

Moved by Ms. Dryer, seconded by Mr. Willyerd, to accept the retirement of Evelyn Breitigan, JSHS Science Teacher, effective at the end of the first semester of the 2025-2026 school year (two year notice).

ROLL CALL: Ms. Armstrong, Ms. Dryer, Mr. Gagich, Mr. Jacobs, Mr. McConn, Mr. Paris, Ms. Shore and Mr. Willyerd said "aye". Motion carried 8-0.

c. Part-Time Cafeteria Position

Moved by Ms. Dryer, seconded by Mr. Willyerd, to eliminate one part-time cafeteria position (4 hours per day/180 days per year) due to the increase in cafeteria employee hours.

ROLL CALL: Ms. Armstrong, Ms. Dryer, Mr. Gagich, Mr. Jacobs, Mr. McConn, Mr. Paris, Ms. Shore and Mr. Willyerd said "aye". Motion carried 8-0.

d. Michelle Conner, Social Counseling

Moved by Ms. Dryer, seconded by Mr. Willyerd, to approve the contract of Michelle Conner for social counseling services for the 2023-2024 school year, per Attachment Personnel & Policy "A".

ROLL CALL: Ms. Armstrong, Ms. Dryer, Mr. Gagich, Mr. Jacobs, Mr. McConn, Mr. Paris, Ms. Shore and Mr. Willyerd said "aye". Motion carried 8-0.

B. NEW BUSINESS

7. PERSONNEL & POLICY COMMITTEE

- e. Cheryl Rush, Elementary Special Education Teacher's start date is January 8, 2024.**

- f. Early Graduation Policy**
Moved by Mr. Paris, seconded by Mr. Willyerd, to approve the adoption of the Early Graduation Policy, per Attachment Personnel & Policy Attachment "B".

ROLL CALL: Ms. Armstrong, Ms. Dryer, Mr. Gagich, Mr. Jacobs, Mr. McConn, Mr. Paris, Ms. Shore and Mr. Willyerd said "aye". Motion carried 8-0.

- g. Meghan Cottle – Family Medical Leave**
Moved by Ms. Dryer, seconded by Mr. Paris, to approve Meghan Cottle, Elementary Guidance Counselor's request for an intermittent Family Medical Leave.

ROLL CALL: Ms. Armstrong, Ms. Dryer, Mr. Gagich, Mr. Jacobs, Mr. McConn, Mr. Paris, Ms. Shore and Mr. Willyerd said "aye". Motion carried 8-0.

- h. Added Motion - Allison Wherry, Behavior Specialist Services**
Moved by Ms. Dryer, seconded by Mr. Paris, to add the following motion to this evening's agenda. It is being added at this time because the contract was only recently finalized, and there is a need to retain these services as soon as possible.

Motion to retain Allison Sherry to provide Behavior Specialist Services to the Avella Area School District in accordance with the terms of the Independence Contractor Agreement.

ROLL CALL: Ms. Armstrong, Ms. Dryer, Mr. Gagich, Mr. Jacobs, Mr. McConn, Mr. Paris, Ms. Shore and Mr. Willyerd said "aye". Motion carried 8-0.

- i. Allison Wherry, Behavior Specialist Services - Contract**
Moved by Mr. Paris, seconded by Ms. Dryer, to retain Allison Sherry to provide Behavior Specialist Services to the Avella Area School District in accordance with the terms of the Independence Contractor Agreement.

ROLL CALL: Ms. Armstrong, Ms. Dryer, Mr. Gagich, Mr. Jacobs, Mr. McConn, Mr. Paris, Ms. Shore and Mr. Willyerd said "aye". Motion carried 8-0.

- j. Added Motion – Shauntae Post - Resignation**
Moved by Mr. Willyerd, seconded by Ms. Armstrong, to add the following motion to this evening's agenda. It is being added at this time because it relates to a letter of resignation from Shauntae Post, Accounts Payable/Receivable employee, effective immediately.

Motion to accept the resignation of Shauntae Post, Accounts Payable/Receivable employee, effective immediately, and to advertise for a part-time Accounts Payable/Receivable Specialist.

ROLL CALL: Ms. Armstrong, Ms. Dryer, Mr. Gagich, Mr. Jacobs, Mr. McConn, Mr. Paris, Ms. Shore and Mr. Willyerd said "aye". Motion carried 8-0.

B. NEW BUSINESS

7. PERSONNEL & POLICY COMMITTEE

- k. Shauntae Post, Accts Payable/Receivable Employee - Resignation**
Moved by Ms. Dryer, seconded by Mr. Willyerd, to accept the resignation of Shauntae Post, Accounts Payable/Receivable Employee, effective immediately, and to advertise for a part-time Accounts Payable/Receivable Specialist.

ROLL CALL: Ms. Armstrong, Ms. Dryer, Mr. Gagich, Mr. Jacobs, Mr. McConn, Mr. Paris, Ms. Shore and Mr. Willyerd said "aye". Motion carried 8-0.

8. SAFETY COMMITTEE

- a. Safety Committee meeting is scheduled January 4, 2024 at 9:00 a.m.**

C. ADJOURNMENT

With no further business before the Board, moved by Mr. Paris, seconded by Ms. Armstrong, to adjourn the meeting at 8:57 p.m. Motion carried.

ROLL CALL: Ms. Armstrong, Ms. Dryer, Mr. Gagich, Mr. Jacobs, Mr. McConn, Mr. Paris, Ms. Shore and Mr. Willyerd said "aye". Motion carried 8-0.

Respectfully submitted,

Debra L. Bentz
Board Secretary