

**Held at Bristol**

**Regular Meeting**

**September 13, 2023**

The President, Scott Chapman, called the meeting to order at 6:00 p.m.

The board met on September 13, 2023 for a regular meeting with the following roll call:

Misty Berry-Present  
 Don Mickel-Present  
 Kristina Stephens-Present  
 Brooke Vondrasek-Present  
 Scott Chapman-Present

Motion by Mrs. Stephens, seconded by Mr. Mickel, to approve the minutes of the August 9, 2023 regular board meeting.

Roll Call: Stephens, Mickel, Berry, Vondrasek, Chapman-Ayes—Motion Carried.

Motion by Mrs. Berry, seconded by Mrs. Vondrasek, to approve the Financial Reports as presented by the Treasurer.

Roll Call: Berry, Vondrasek, Mickel, Stephens, Chapman, -Ayes-Motion carried

**SERS-Revised Amount**

Motion by Mrs. Berry, seconded by Mr. Mickel, to revise the amount approved at the August 9, 2023 board meeting for Motion III from \$16,556.23 to \$8,922.99.

Roll Call: Berry, Mickel, Stephens, Vondrasek, Chapman,-Ayes—Motion Carried.

**Ohiopyle Prints, Inc. License Agreement (Exhibit 2023-21)**

Motion by Mrs. Stephens, seconded by Mrs. Berry, to enter into a proposed license agreement with Ohiopyle Prints, Inc. (Exhibit 2023-21).

Roll Call: Stephens, Berry, Mickel, Vondrasek, Chapman-Ayes—Motion Carried.

**Amended Certificate of Revenue and Appropriations (Exhibit 2023-22)**

Motion by Mrs. Vondrasek, seconded by Mr. Mickel, to approve the Amended Certificate of Revenue and to set Annual Appropriations for FY2024 (Exhibit 2023-22).

Roll Call: Vondrasek, Mickel, Berry, Stephens, Chapman-Ayes—Motion Carried.

**American Fidelity Section 125**

Motion by Mrs. Stephens, seconded by Mrs. Vondrasek, to approve American Fidelity Assurance Company to administer our Section 125 plan including flexible spending amounts, effective January 1, 2024. There are no fees to the district.

Roll Call: Stephens, Vondrasek, Berry, Mickel, Chapman,-Ayes—Motion Carried.

**K-12 Consultants**

Motion by Mrs. Berry, seconded by Mrs. Stephens, to approve the contract with K-12 Consultants for the 2023-2024 school year.

Roll Call: Berry, Stephens, Mickel, Vondrasek, Chapman-Ayes—Motion Carried.

**Bristol Public Library**

Motion by Mr. Mickel, seconded by Mrs. Stephens, to approve a contract with the Bristol Public Library for services for the 2023-2024 school year in the amount of \$6,000.

Roll Call: Mickel, Stephens, Berry, Vondrasek, Chapman,-Ayes—Motion Carried.

Motion by Mr. Mickel, seconded by Mrs. Stephens, to approve Shirley Price as Library Board Trustee for the term beginning January 1, 2024 and ending December 31, 2030.

Roll Call: Mickel, Stephens, Berry, Vondrasek, Chapman,-Ayes—Motion Carried.

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**Activity Budget**

Motion by Mrs. Vondrasek, seconded by Mrs. Stephens, to approve the following revised Purpose Statements and Budgets for the 2023-2024 school year:

1. Sophomore Class
2. Spanish Club

Roll Call: Vondrasek, Stephens, Berry, Mickel, Chapman,-Ayes—Motion Carried

**Personnel**

Motion by Mrs. Vondrasek, seconded by Mrs. Berry, to accept the following supplemental resignations for the 2023-2024 school year:

1. **Brian Armour** - Assistant Girls’ Basketball
2. **Anthony Tisone** - Saturday Detention

Roll Call: Vondrasek, Berry, Mickel, Stephens, Chapman,-Ayes—Motion Carried.

Motion by Mrs. Stephens, seconded by Mrs. Vondrasek, to hire **Tammy Church** as part-time Learning Loss Teacher at MA STEP 5 effective September 1, 2023 for the 2023-2024 school year, provided she meets all state and local requirements.

Roll Call: Stephens, Vondrasek, Berry, Mickel, Chapman,-Ayes—Motion Carried.

Motion by Mrs. Vondrasek, seconded by Mrs. Stephens, to hire **Alithia Atchison** as a part-time Educational Assistant at STEP 0, effective August 30, 2023, provided she meets all state and local requirements.

Roll Call: Vondrasek, Stephens, Berry, Mickel, Chapman,-Ayes—Motion Carried

Motion by Mrs. Vondrasek, seconded by Mrs. Stephens, to hire **Heidi Bates** as an Educational Assistant at STEP 0, effective September 6, 2023, provided she meets all state and local requirements.

Roll Call: Vondrasek, Stephens, Berry, Mickel, Chapman,-Ayes—Motion Carried

Motion by Mrs. Berry, seconded by Mrs. Stephens, to hire **Matthew Vadas** as a part-time Payroll Clerk/Assistant to the Treasurer, effective September 5, 2023 for the 2023-2024 school year.

Roll Call: Berry, Stephens, Mickel, Vondrasek, Chapman,-Ayes—Motion Carried.

Motion by Mr. Mickel, seconded by Mrs. Vondrasek, to hire **Matt Stephens** as a substitute teacher for the 2023-2024 school year, provided he meets all state and local requirements.

Roll Call: Mickel, Vondrasek, Berry-Ayes, Stephens-Abstain, Chapman-Aye—Motion Carried.

Motion by Mrs. Vondrasek, seconded by Mrs. Stephens, to approve the following supplemental positions for the 2023-2024 school year, provided they meet all state and local requirements:

1. **Heather Bielik** - National Honor Society
2. **Maggie Little** - Junior Class Advisor
3. **Katherine Synnestvedt** - Saturday Detention

Roll Call: Vondrasek, Stephens, Berry, Mickel, Chapman,-Ayes—Motion Carried

Motion by Mr. Mickel, seconded by Mrs. Vondrasek, to approve **Ryan Mansfield** as Assistant Girls’ Basketball coach for the 2023-2024 school year, provided he meets all state and local requirements.

Roll Call: Mickel, Vondrasek-Ayes, Berry-Abstain, Stephens, Chapman-Ayes—Motion Carried.

**Field Trip-1<sup>st</sup> Grade**

Motion by Mrs. Berry, seconded by Mrs. Stephens, to approve the 1<sup>st</sup> grade field trip to Irons Mill Farmstead in New Wilmington, PA that will take place on September 29, 2023.

Roll Call: Berry, Stephens, Mickel, Vondrasek, Chapman-Ayes—Motion Carried.

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**Donations**

Motion by Mrs. Stephens, seconded by Mrs. Vondrasek, to accept the donation of thirty-nine travel size toiletry products for the pantry from Bristol Library’s Cares for Kids campaign in August.

Roll Call: Stephens, Vondrasek, Berry, Mickel, Chapman,-Ayes—Motion Carried.

Motion by Mrs. Berry, seconded by Mrs. Stephens, to accept the donation of eighteen zipper pouches filled with school supplies from Bristol Clean, West Farmington Assembly, and Sarah’s Totes and Bags VIP Group.

Roll Call: Berry, Stephens, Mickel, Vondrasek, Chapman-Ayes—Motion Carried.

**Executive Session**

Motion by Mrs. Vondrasek, seconded by Mrs. Berry, to move to executive session for the purpose of evaluation, compensation, and employment of personnel at 6:41 p.m. with Christopher Dray and Carla Click.

Roll Call: Vondrasek, Berry, Mickel, Stephens, Chapman, -Ayes-Motion Carried.

The board came out of executive session at 7:39 p.m.

Motion by Mrs. Vondrasek, seconded by Mrs. Stephens, to adjourn this regular meeting at 7:40 p.m.

Roll Call: Vondrasek, Stephens, Berry, Mickel, Chapman,-Ayes—Motion Carried

SIGNED: \_\_\_\_\_  
President

\_\_\_\_\_  
Date Approved

ATTESTED: \_\_\_\_\_  
Treasurer