

Conrad Weiser Area School District  
Robesonia, PA 19551

Agenda – January 15, 2020

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**ANNOUNCEMENTS**

**APPROVAL OF MINUTES** – Mark D. Leidich

- A. Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_,  
RESOLVED, that the reading of the Minutes of the regular meeting of the Board of School Directors for the month of December held on December 18, 2019 and the agenda of the committee meetings held on December 4, 2019; and a special reorganization meeting held on December 4, 2019, be dispensed with and that the same be approved by voice vote.

Minutes

**APPROVAL OF FINANCIAL REPORTS** – Mark D. Leidich

Financial Reports

- A. Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_,  
RESOLVED, that the financial reports be approved, as presented.

(Attachment Fa-1)

**APPROVAL OF PAYMENT OF BILLS** – Francis J. Kaczmarczyk

- A. Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_,  
RESOLVED, that by roll call vote the General Account bills be approved in the amount of \$440,857.99 and ratified in the amount of \$3,952,319.08 as presented, and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$4,393,177.07;

General Bills

and further,

RESOLVED, that the Cafeteria Account bills be approved in the amount of \$45,369.28 and ratified in the amount of \$73,128.05 as presented, and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$118,497.33.

Cafeteria Bills

- B. Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_, RESOLVED, that by roll call vote the Construction Account bills be approved in the amount of \$41,749.82 as presented and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$41,749.82.

Construction Bills

### **PRESENTATIONS**

- A. PSBA
- B. Requests to speak to the Board of School Directors

PSBA

Requests to Speak

### **COMMUNICATIONS**

- A. Reports
1. Solicitor – Leah Rotenberg, Esquire
  2. Student Council
  3. Berks County Intermediate Unit – William T. Carl, Jr.
  4. Berks Career & Technology Center– William T. Carl, Jr.
  5. Tax Collection Committee – Robin L. Robertson

Communications

### **OLD BUSINESS**

Old Business

### **NEW BUSINESS**

New Business

### **BUDGET & FINANCE COMMITTEE** – Francis J. Kaczmarczyk, Chairperson

RESOLVED, that on the recommendation of the Administration and the Budget & Finance Committee, the Board of School Directors of the Conrad Weiser Area School District:

#### Consent Agenda

1. RGG authorizes a Senior Class Commencement Party account in the Student Activity Fund with this activity fund account to be closed on or before June 30, 2020.

Sr Class Party Account

#### Discussion Agenda

1. JLH approves a special education agreement with Learn Well Education for instruction up to 10 hours/day, for the maximum of 2 hours/week, in the amount of \$44.00/hour, effective for the remainder of the 2019-2020 if needed.

Learn Well Ed Agreement

**CURRICULUM COMMITTEE** – Bret A. B. Sabold, Chairperson

RESOLVED, that on the recommendation of the Administration and the Curriculum Committee, the Board of School Directors of the Conrad Weiser Area School District:

Consent Agenda

1. RGG approves the 2020-21 Program of Studies booklet for Grades 9 through 12 which will be attached to the Official Minutes. HS Program of Studies  
  
Note: Copies of the Program of Studies booklet will be distributed to students in Grades 8 and be on file in the high school office.
2. RRG approves the 2020-21 Conrad Weiser Area School District Academic Calendar. CWASD Calendar  
  
(Attachment A-1)
3. RRG approves the following student teacher for the second semester of the 2019-20 school year: Student Teacher
  - a. Kelsie Fowler, Kutztown University, with Jen Potthoff at the middle school from March 16 through May 7, 2020.

Discussion Agenda

1. RGG approves a Science Program Agreement with Wilson School District for Nakita Patel, Grade 8, as a non-resident student with pro-rated tuition paid by Wilson School District to the Conrad Weiser Area School District for the 2019-20 school year. ScienceTuition Student  
  
Note: Nakita will attend the high school 1 block.
2. RGG approves a Memorandum of Understanding between the Board of School Directors of Conrad Weiser Area School District and the Conrad Weiser Area Education Association to utilize flexible instructional days approved by the Department of Education. MOU FID

**EXTRA-CURRICULAR COMMITTEE** – Chairperson

RESOLVED, that on the recommendation of the Administration and the Extra-Curricular Committee, the Board of School Directors of the Conrad Weiser Area School District:

Discussion Agenda

1. RGG approves the Key Club field trip, under the direction of Stacey Osman, to the Key Club Convention at The Penn Stater Hotel Key Club

and Conference Center, State College, PA from March 13-15, 2020.

Note: The cost to the district will be for one substitute teacher for a half day. The students will be funding the transportation costs.

2. RGG approves the following middle school extra-curricular non-paid position and personnel for the 2019-20 school year:

Unpaid Extra-curricular Advisors - MS

<u>Advisor</u>	<u>Yrs</u>	<u>Activity</u>
Phleane Kissling	1	Archery Club

3. RGG approves the request of Ag/FFA, under the direction of Adam Serfass and John Siefert to participate in the State FFA CDE and Activities Week at Penn State University (State College) on June 2, 3 and 4, 2020.

FFA Field Trip

Note: The cost to the District will be for two vans and registration fees for the advisors. Money has been budgeted for this trip from the Ag budget.

4. WSH approves laundry services in the amount of \$1,300.00 to Alan Moyer for the 2019 football season.

Laundry Services

#### **FACILITIES/PROPERTY COMMITTEE** - Dennis J. Manbeck, Chairperson

RESOLVED, that on the recommendation of the Administration and the Facilities/Property Committee, the Board of School Directors of the Conrad Weiser Area School District:

##### Discussion Agenda

1. EAL authorizes Muhlenberg Greene Architects, Ltd. to complete the Final Construction Documents and to solicit Bids for the construction contracts required for the Conrad Weiser Area School District High School Facilities Improvements project and for the Roof Replacement projects at the High School and Middle School.

Master Plan Project

Note: MGA Project Number 4381A.

#### **HUMAN RELATIONS COMMITTEE** - Gary G. Neider, Chairperson

RESOLVED, that on the recommendation of the Administration and the Human Relations Committee, the Board of School Directors of the Conrad Weiser Area School District:

##### Consent Agenda

1. RAG approves tuition reimbursement for faculty. (Attachment A-2)

Tuition Reimbursement-Faculty

2. RLR approves tuition reimbursement for staff. (Attachment A-3) Tuition Reimbursement-Staff
3. RAG approves the following changes in the salary status of Professional Employees, effective on the first day of the second semester of the 2019-20 school year (currently January 21, 2020): Salary Adjustment
- |                | <i>From</i>                | <i>To</i>                  |
|----------------|----------------------------|----------------------------|
| Erin Aregood   | M – Step 13<br>\$67,197    | M+15 – Step 13<br>\$70,149 |
| Julie Bennick  | M – Step 2<br>\$52,722     | M+15 – Step 2<br>\$55,676  |
| Melissa Bowser | M+15 – Step 13<br>\$70,149 | M+30 – Step 13<br>\$72,774 |
| Shawna Farmer  | B+24 – Step 5<br>\$52,620  | M – Step 5<br>\$55,595     |
| Carina Garcia  | B+24 – Step 5<br>\$52,620  | M – Step 5<br>\$55,595     |
| Colleen Holt   | M+15 – Step 18<br>\$77,691 | M+30 – Step 18<br>\$80,316 |
| Ernest Woolf   | M+30 – Step 8<br>\$64,821  | 2M – Step 8<br>\$66,374    |
| Dane Yuengel   | M – Step 5<br>\$55,595     | M+15 – Step 5<br>\$58,548  |
4. RAG accepts, with regret, the irrevocable letter of retirement from John Levan, Grade 6 Teacher at the middle school, at the end of the 2019-20 school year, and approves payment of the Buyout at the end of the 2019-20 school year in accordance with the provisions of Appendix B, Section B.14.a. of the 2016-2021 Collective Bargaining Agreement. Intent to Retire – Gr. 6 at MS
5. RAG accepts, with regret, the irrevocable letter of retirement from Cynthia Weller, Language Arts Teacher at the middle school, at the end of the 2019-20 school year, and approves payment of the Buyout at the end of the 2019-20 school year in accordance with the provisions of Appendix B, Section B.14.a. of the 2016-2021 Collective Bargaining Agreement. Intent to Retire – Lang Arts at MS
6. RAG accepts, with regret, the irrevocable letter of retirement from Cathy Mason, Grade 5 Teacher at the middle school, at the end of the 2019-20 school year, and approves payment of the Buyout at the end of the 2019-20 school year in accordance with the provisions of Appendix B, Section B.14.a. of the 2016-2021 Collective Bargaining Agreement. Intent to Retire – Gr. 5 at MS

7. RAG accepts, with regret, the irrevocable letter of retirement from Barbara Troutman, Grade 2 Teacher at the West Elementary School, at the end of the 2019-20 school year, and approves payment of the Buyout at the end of the 2019-20 school year in accordance with the provisions of Appendix B, Section B.14.a. of the 2016-2021 Collective Bargaining Agreement. Intent to Retire – Gr. 2 at West
8. RAG accepts, with regret, the letter of retirement from Robin Robertson, Director of Business and Administrative Services, at the end of the 2019-20 school year. Intent to Retire – Dir of Bus and Admin Svcs
9. RAG approves the employment of William Sellars, 573 Woodrow Court, Wernersville, PA 19565, as an academic year Professional Employee in the Conrad Weiser Area School District at a yearly salary of \$68,607 (Masters, Step 14) in accordance with the 2019-20 salary schedule, pending receipt of all required documentation. Hire- Tech Ed Teacher at MS

Note: Education Level: Masters  
 School: Wilkes University  
 Certification: Technology Education (K-12), Middle School Science (7-9), Middle School Citizenship Education (7-9), Elementary Education (K-6)  
 Experience: Muhlenberg School District – 13 yrs, BCIU Alternative Ed. – 2 yrs  
 Employment: TBD  
 Initial Assignment: Technology Education, Middle School

Note: This is a replacement for Douglas Rogers (resigned).

Discussion Agenda

1. RAG approves a crossover day for Kristen Overley, Long-term Substitute Art Teacher at East Elementary School. Crossover Day LTS Art Teacher
2. RAG approves the return of Tracy Ash, part-time health and physical education teacher at the high school, from a parental leave of absence, beginning January 21, 2020. Parental Leave Return
- Note: Second semester salary (two blocks) is \$12,293.32.
3. RAG authorizes the following temporary professional employees, having completed three years of satisfactory service, to be granted the status of professional employee: Tenure

<i>Name</i>	<i>Date Hired as a 10-month Employee</i>
Mary James	October 2016
Carrie Mastruzzo	October 2016

4. RAG approves the transfer of Jonathan Holota from Middle School Assistant Principal, 10-month, to Middle School Co-Principal, at a starting salary of \$88,000 (pro-rated). Trans MS Asst Prin to MS Co-Prin

Note: Education Level: Masters  
School: Kutztown University  
Certification: Social Studies 7-12, Principal Certificate PK-12  
Experience: CWASD MS Assist. Principal- 2 yrs  
Employment: January 16, 2020  
Initial Middle School Co-Principal  
Assignment:

Note: This is a partial replacement for Ken Buck (resigned).

5. RAG approves the transfer of Nicole Moore from West Elementary Principal, to Middle School Co-Principal, at a starting salary of \$97,517.94 (pro-rated). Trans West Elem Prin to MS Co-Prin

Note: Education Level: Masters  
School: Gratz College  
Certification: Elementary K-6, Elementary School Counselor K-6, Secondary School Counselor 7-12, Principal PK-12  
Experience: CWASD West Elementary Principal- 2 yrs  
Employment: TBD  
Initial Middle School Co-Principal  
Assignment:

Note: This is a partial replacement for Ken Buck (resigned).

6. JLH approves the employment of Tara Kohl, 385 Laurel Ridge Road, Reinholds, PA 17569, as a full-time(7 hours/day) academic year special education instructional aide at Conrad Weiser East Elementary, at an hourly rate of \$11.00, pending receipt of all required documentation. Hire- Sp Ed Instr Aide at East

Note: This is a new position.

7. JLH approves the number of hours worked per day as a transportation aide for the following personnel for the 2019-20 school year: Transportation Aides

Sandy Schaeffer - 6.25 hrs/day  
Ioana Pancu - 4.50 hrs/day

Note: Hours may fluctuate from day to day throughout the school year, but any significant change in hours that effects payroll/benefits will be brought to the Board for approval.

8. JLH approves the transfer of Paulene McNeill from a part-time special education instructional aide (4.5 hours/day) to a full-time special education instructional aide (7 hours/day) at the high school, at her current hourly rate, effective January 21, 2020.

Trans PT to FT Sp  
Ed Instr Aide at HS

Note: This is a replacement for Melissa Gartner (deceased).

*Information Items:*

1. RAG The first day of employment for Chloe Olszewski, long-term substitute for Rebecca Neiheiser, was November 21, 2019.
2. JLH The first day of employment for Meghan Harnish, teacher at East Elementary, was December 3, 2019.
3. RAG The last day of employment for Douglas Rogers, Technology Education Teacher at the Middle School, will be January 14, 2020.
4. RAG The last day of employment for Dr. Janet Heilman, Principal at East Elementary, will be January 17, 2020.

**SUPERINTENDENT'S REPORT**

Supt Report

**ADMINISTRATION REPORTS**

Adm Reports

- |    |                                      |                   |
|----|--------------------------------------|-------------------|
| A. | Enrollment                           | (Attachment S-1)  |
| B. | Assistant Superintendent             | (Attachment AS-1) |
| C. | Director of Business                 | (Attachment Ca-1) |
|    | 1. Director of Food Services         | (Attachment Cb-1) |
|    | 2. Director of Facilities            | (Attachment Cc-1) |
| D. | West Elementary Principal            | (Attachment EI-1) |
| E. | East Elementary Principal            | (Attachment EI-2) |
| F. | Middle School Principal              | (Attachment MS-1) |
|    | 1. Assistant Middle School Principal | (Attachment MS-2) |
| G. | High School Principal                | (Attachment HS-1) |
|    | 1. Assistant High School Principal   | (Attachment HS-2) |
|    | 2. Assistant High School Principal   | (Attachment HS-3) |



- H. Assistant Principal Weiser Decisions (Attachment WD-1)
- I. Director of Special Education (Attachment Sp-1)
- J. Director of Athletics (Attachment DA-1)
- K. Director of Technology (Attachment T-1)

**Calendar of Events**

Wednesday	02/12/20	Curriculum Committee, Facilities/Property Committee and Extra-Curricular Committee	7:00 p.m.
		Budget & Finance Committee and Human Relations Committee	7:30 p.m.
Wednesday	02/19/20	Regular Board Meeting	7:30 p.m.