

Conrad Weiser Area School District  
Robesonia, PA

Minutes – May 20, 2020

At 7:30 p.m., President Francis J. Kaczmarczyk called to order the regular meeting for the month of May of the Board of School Directors of the Conrad Weiser Area School District.

**Present for the Meeting**

*Board Members*

William T. Carl Jr., James Dotzenroth, , Denise Kohl, Dennis J. Manbeck, Neal McNutt, Gary G. Neider, Bret A.B. Sabold, Joshua Speirs and Francis J. Kaczmarczyk

*Solicitor*

Leah Rotenberg, Esquire

*School Personnel*

Randall A. Grove, Ryan R. Giffing, Robin L. Robertson, Steven Ritter, Jessica L. Head, Robert G. Galtere, Jonathan Holota, Nicole C. Moore, Melissa Rhoads, Christy Hoffman, Eric A. Lutz, William R. Knapper and Heather M. Stricker

**APPROVAL OF POLICY GUIDELINES –**

- A. Motion by Kaczmarczyk, Seconded by Carl, RESOLVED, to suspend the guidelines in Policy 006.1, “Attendance at Meetings Via Electronic Communications” regarding physical attendance and prior notice by board members for the May 20, 2020 school board meeting.

Policy 006.1

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kohl, Manbeck, McNutt, Neider,  
Sabold, Speirs and Kaczmarczyk ..... 9

**ANNOUNCEMENTS**

Announcements

Dr. Grove mentioned there will be an executive session following tonight’s meeting to discuss legal and personnel negotiation items.

**APPROVAL OF MINUTES –**

- A. Motion by Kaczmarczyk, Seconded by Sabold, RESOLVED, that the reading of the Minutes of the regular meeting of the Board of School Directors for the month of April held on April 15, 2020 be approved by voice vote.

Minutes

This resolution was duly adopted by the following voice vote:

Aye: Carl, Dotzenroth, Kohl, Manbeck, McNutt, Neider,  
Sabold, Speirs and Kaczmarczyk ..... 9

**APPROVAL OF FINANCIAL REPORTS –**

Financial Reports

- A. Motion by Kaczmarczyk, Seconded by Manbeck, RESOLVED, that the financial reports be approved, as presented.  
(Attachment Fa-1)

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kohl, Manbeck, McNutt, Neider,  
Sabold, Speirs and Kaczmarczyk ..... 9

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

- A. Motion by Kaczmarczyk Seconded by Sabold, RESOLVED, that by roll call vote the General Account bills be approved in the amount of \$190,960.49 and ratified in the amount of \$1,940,903.30 as presented, and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$2,131,863.79;

General Bills

and further,

RESOLVED, that the Cafeteria Account bills be approved in the amount of \$18,700.04 and ratified in the amount of \$82,323.70 as presented, and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$101,023.74.

Cafeteria Bills

This resolution was duly adopted by the following rollcall vote:

Aye: Carl, Dotzenroth, Kohl, Manbeck, McNutt, Neider,  
Sabold, Speirs and Kaczmarczyk ..... 9

- B. Motion by Kaczmarczyk Seconded by Sabold, RESOLVED, that by roll call vote the Construction Account bills be approved in the amount of \$29,820.43 and ratified in the amount of \$1,000.00 as presented, and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$30,820.43.

Construction Bills

This resolution was duly adopted by the following rollcall vote:

Aye: Carl, Dotzenroth, Kohl, Manbeck, McNutt, Neider,  
Sabold, Speirs and Kaczmarczyk ..... 9

**PRESENTATIONS**

- A. Requests to speak to the Board of School Directors
- B. Mrs. Robertson and Mr. Ritter provided a budget overview.

Requests to Speak

Budget

**COMMUNICATIONS**

Communications

A. Reports

- 1. Solicitor – Ms. Rotenberg had no report.
- 2. Student Council- No representative present.
- 3. Berks County Intermediate Unit – Mr. Carl reported they are having their second Zoom meeting tomorrow.
- 4. Berks Career & Technology Center– Mr. Carl reported they are having their second Zoom meeting next week.
- 5. Tax Collection Committee – Mrs. Robertson had no report.

**OLD BUSINESS**

Old Business

**NEW BUSINESS**

New Business

**BUDGET & FINANCE COMMITTEE** – Bret A. B. Sabold, Chairperson

*Discussion Agenda*

- 1. RLR Motion by Sabold, Seconded by Carl, 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 authorizes the proposed tentative budget of \$53,463,360 and sets June 24, 2020 for the final adoption of the 2020-21 budget.

Tentative Budget

Note: This represents a .97 mill tax increase.

This resolution was duly adopted by the following vote:

Aye:	Kohl, Manbeck, McNutt, Neider, Sabold, and Kaczmarczyk .....	6
Nay:	Carl, Dotzenroth and Speirs.....	3

- 2. RAG Motion by Sabold, Seconded by Manbeck, appoints Leah Rotenberg, Esquire, and Mays, Connard & Rotenberg, of 1235 Penn Avenue, Suite 202, Wyomissing, PA 19610, as solicitor for the Conrad Weiser Area School District beginning July 1, 2020, for a one-year term ending June 30, 2021, at an annual retainer fee of \$5,000.00; with additional work at a rate of \$148.00 per hour; and the rate of \$155.00 per hour for any possible negotiation services;

Solicitor Agreement

and further,

RESOLVED, that the Board of School Directors for the Conrad Weiser Area School District and the solicitor shall enter into the attached agreement.

(Attachment A-1)

Motion by Speirs, Seconded by Kohl,  
To amend the agreement above to a two-year term ending June  
30, 2022.

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kohl, Manbeck, McNutt, Neider,  
Sabold, Speirs and Kaczmarczyk ..... 9

3. RLR Motion by Sabold, Seconded by Carl,  
approves the Berks County Joint Purchasing Agreement  
between Conrad Weiser Area School District and the Berks  
County Joint Purchasing Board for the purchase of materials,  
supplies, services, and equipment pursuant to Section 521 and  
Section 1859.1 of the Public School Code. Berks Cty Joint  
Purch Agreement

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kohl, Manbeck, McNutt, Neider,  
Sabold, Speirs and Kaczmarczyk ..... 9

4. RLR Motion by Sabold, Seconded by Manbeck,  
awards bids for art and general supplies for 2020-2021 school  
year. Art and General  
Supplies  
Note: Money is already in the 2020-2021 budget.  
(Attachment A-2)

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kohl, Manbeck, McNutt, Neider,  
Sabold, Speirs and Kaczmarczyk ..... 9

5. RLR Motion by Sabold, Seconded by Carl,  
rescinds the authorization of Janet Heilman and Nicole Moore  
representing the elementary administration to sign for the  
payment of any expenditures. Elementary Activity  
Funds

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kohl, Manbeck, McNutt, Neider,  
Sabold, Speirs and Kaczmarczyk ..... 9

6. RLR Motion by Sabold, Seconded by Carl,  
authorizes Melissa Rhoads and Christy Hoffman, representing  
the elementary administration, and Randall A. Grove and Robin  
L. Robertson representing central office, to sign for the payment  
of any expenditure from the activity funds of Conrad Weiser  
East and West Elementary for the remainder of the 2019-2020  
school year. Elementary Activity  
Funds

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kohl, Manbeck, McNutt, Neider,  
Sabold, Speirs and Kaczmarczyk ..... 9

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

*Discussion Agenda*

- 1. RGG Motion by Sabold, Seconded by Speirs, RESOLVED, that on the recommendation of the Administration and the Curriculum Committee, the Board of School Directors of the Conrad Weiser Area School District approves Alexander Dreyer from Germany as a foreign exchange student for the 2020-21 school year while he resides with Kevin and Stephanie Kurtz, 38 Homestead Lane, Robesonia, PA 19551. HS Exchange Student

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kohl, Manbeck, McNutt, Neider,  
Sabold, Speirs and Kaczmarczyk ..... 9

*Information Items*

- 1. JLH Extended School Year program will be conducted completely online this summer. ESY Program

**EXTRA-CURRICULAR COMMITTEE** – Joshua Speirs, Chairperson

*Discussion Agenda*

- 1. WSH Motion by Speirs, Seconded by Manbeck, 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 approves the donation of a brand new NEVCO scoreboard for the stadium from Caron Treatment Centers in the amount of \$49,176.80. Stadium Scoreboard

Note: Caron will pay Conrad Weiser Area School District 50% of the cost in June and 50% of the cost in July for the scoreboard. Conrad Weiser Athletic Boosters/Athletics will cover the cost of installation and removal of old board in the amount of \$8,600.

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kohl, Manbeck, McNutt, Neider,  
Sabold, Speirs and Kaczmarczyk ..... 9

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

*Discussion Agenda*

1. EAL Motion by Manbeck, Seconded by Neider, 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 authorizes Muhlenberg Greene Architects, Ltd. to proceed with design development and to complete the Final Construction Documents in preparation to solicit Bids for the following Phase 2 Master Plan projects:
- High School – Phase 2 Facility Upgrades and Alterations
  - District Administration Offices – Renovations to Decisions Building
  - Middle School – Phase 2 Facility Upgrades and Alterations
  - East Elementary School – Phase 2 Alterations
  - West Elementary School – Phase 2 Improvements
  - District Services – Phase 2 Alterations and Improvements
- Services shall be performed as defined under the Owner-Architect Agreement dated June 19, 2019 approved for the District Facilities Upgrades at Conrad Weiser Area School District.

Phase 2 Master Plan

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs and Kaczmarczyk ..... 9

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

*Discussion Agenda*

1. RAG Motion by Neider, Seconded by Carl, 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 approves tuition reimbursement for faculty. (Attachment A-3)

Tuition Reimbursement – Faculty

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs and Kaczmarczyk ..... 9

2. RLR Motion by Neider, Seconded by Carl, approves tuition reimbursement for staff. (Attachment A-4)

Tuition Reimbursement – Staff

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kohl, Manbeck, McNutt, Neider,  
Sabold, Speirs and Kaczmarczyk ..... 9

3. EAL Motion by Neider, Seconded by Carl,  
approves the following summer custodial personnel with a total  
cost not to exceed the budgeted amount of \$60,000.00:

Summer Custodians

Debra J. Staudt 306 Dogwood Lane Womelsdorf, PA 19567	Terri L. Groff 101 Mountain Road Robesonia, PA 19551
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Julie Hobschaidt 281 Diplomat Drive Robesonia, PA 19551	Tiffany Lipsky 116 Park Place Circle Womelsdorf, PA 19567
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Patsy A. Witman 1211 West Penn Avenue Womelsdorf, PA 19567	Karen Roth 3421 Arlington St Laureldale, PA 19605
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Nathan Dobb 33 Chestnut Avenue Robesonia, PA 19551	Ann Sayers 15 Summit Circle Womelsdorf, PA 19567
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Kristen Stoltzfus 448 Kricks Mill Road Robesonia, PA 19551	Connie Petersen 37 Evergreen Road Robesonia, PA 19551
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Barbara Ramsay 17 Main Street Womelsdorf, PA 19567	Karen Trout 615 Hill Road Wernersville, PA 19565
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Kennedy Lutz 200 Roxberry Drive Sinking Spring, PA 19608	Steve Long 21 Dallas Lane Sinking Spring, PA 19608
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Nou Koch 299 Honeysuckle Lane Robesonia, PA. 19551	Monica Roth 11 Roxberry Drive Sinking Spring, 19608
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Marie Scheel 33 Chestnut Ave. Robesonia, PA. 19551	Julie Werner 645 Route 419 Womelsdorf, PA 19567
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Aaron Miller 123 Shire Lane Wernersville, PA 19565	Sherrie Long 151 Lamms Mill Road Wernersville, PA 19565
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* Kallie Lutz 200 Roxberry Drive Sinking Spring, PA 19608	*Brandon Kunder 10 Jay Bee Drive Robesonia, PA 19551
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Note: \* = Pending receipt of all required documentation.

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kohl, Manbeck, McNutt, Neider,  
Sabold, Speirs and Kaczmarczyk ..... 9

4. JLH Motion by Neider, Seconded by Carl, approves the following teachers to instruct approximately 75 eligible Conrad Weiser special education students services for the 2020 Extended School Year Program at an hourly rate of \$25.00: ESY Teachers

Joanne Flemming	Carrie Mastruzzo
Julia Snyder	Laura Shuman
Mary Ellen Ebeling	Ernest Woolf
Alicia Labuski	Deborah Pride
Kristen Dagnone	

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs and Kaczmarczyk ..... 9

5. JLH Motion by Neider, Seconded by Carl, approves Carrie Coleman, instructional aide at the middle school, to provide summer clerical support in the special education office for up to 20 hours a week for six weeks, at her current hourly rate, for the 2019-20 school year, start date to be determined. Summer Clerical

Note: Paid through Access Funds.

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs and Kaczmarczyk ..... 9

6. JLH Motion by Neider, Seconded by Manbeck, approves Kelly Cox, instructional aide at the high school, to provide summer clerical support in the special education office for up to 20 hours a week for six weeks, at her current hourly rate, for the 2019-20 school year, start date to be determined. Summer Clerical

Note: Paid through Access Funds.

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs and Kaczmarczyk ..... 9

7. RAG Motion by Neider, Seconded by Carl, approves the request for a military leave of absence for Anna Schmeck, Grade 3 Teacher at West Elementary, beginning June 11, 2020 through the 2020-21 school year. Military Leave

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs and Kaczmarczyk ..... 9



8. RLR Motion by Neider, Seconded by Manbeck, accepts, with regret, the letter of retirement from Pattie Bashore, part-time food service worker at East Elementary School, effective May 26, 2020. Retirement

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs and Kaczmarczyk ..... 9

9. RLR Motion by Neider, Seconded by McNutt, accepts with regret the resignation of Tracey Dennis, part-time food service worker at East Elementary School, effective June 2, 2020. Resignation

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs and Kaczmarczyk ..... 9

10. RAG Motion by Neider, Seconded by Maneck, approves summer employment for the following personnel: Summer Days

*Elementary Nurses*

Mrs. Kristin Herbein - 1 day  
Mrs. Beverly Yoder - 1 day

*Secondary Nurses*

Mrs. Louise Snyder-Ocepek - 1 day  
Mrs. Maryann Ligenza - 1 day

*Elementary Librarians*

Mrs. Sandra Pearsall - 5 days  
Mrs. Bridget Yourkawitch - 5 days

*Elementary Counselors*

Mrs. Heather Kreider - 10 days  
Mrs. Lisa Oxenreider - 10 days

*Middle School Librarian*

Mrs. Allison Swoyer - 5 days

*Middle School Counselors*

Mrs. Kelly Pearsall - 15 days  
Mr. Thomas Hoover - 10 days

*High School Librarian*

Ms. Ann Schmidt - 5 days

*High School Counselors*

Mrs. Courtney Zickler - 10 days  
Ms. Kristen Simons - 10 days  
Mrs. Denise Rathman - 15 days

*Bethany Coordinator*

- Mr. Scott Michael - 10 days
- SAP Coordinator*  
Mrs. Barbara Boland - 10 days
- School Psychologists*  
Mrs. Kara Small - 15 days  
Mrs. Amanda Weidner - 15 days  
Ms. Kristen Bender - 15 days
- Itinerant Consultants*  
Ms. Heather Wamsher - 8 days  
Mr. Robert Dunmoyer - 8 days
- Transition Teachers*  
- up to 10 days combined
- Transition Coordinator*  
Mr. Dean Zampelli - up to 8 days
- Agriculture Teacher*  
Mr. Adam Serfass - 15 days
- Public Relations Coordinator*  
Mrs. Kathleen Mohn - 10 days

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kohl, Manbeck, McNutt, Neider,  
Sabold, Speirs and Kaczmarczyk ..... 9

Information Items

- 1. RAG The first day of parental leave for Rebecca Miller was April 20, 2020. Parental Leave
- 2. RAG The last day of employment for Meghan Harnish was April 24, 2020. Last Day
- 3. RAG The first day for Nicole Moore as Middle School Co-Principal was Monday, April 27, 2020. Co-Principal
- 4. RAG The first day for Christy Hoffman as West Elementary Principal was Monday, April 27, 2020. West Elem Principal
- 5. RAG The first day of employment for Steven Ritter, Director of Business, was May 4, 2020. Director of Business

**SUPERINTENDENT’S REPORT** Supt Report

Dr. Grove had three items: Reminder that Monday is Memorial Day, this is the final week of instruction and June we will have clean-up to do. He also thanked everyone for their professionalism throughout the past few months. Mr. Carl mentioned CW has set the standard of long range instruction during the past few months and everyone should be proud, Mr. Manbeck agreed.

## ADMINISTRATION REPORTS

- A. Enrollment Reports Enrollment
- B. Assistant Superintendent Asst. Superintendent
- Dr. Giffing no report this month.
- C. Director of Business Director of Business
- Mrs. Robertson prepared a written report that was distributed prior to the meeting.
1. Director of Food Services Dir. Food Service
- Ms. Nagle prepared a written report that was distributed prior to the meeting.
2. Director of Facilities Dir of Facilities
- Mr. Lutz prepared a written report that was distributed prior to the meeting.
- D. West Elementary Principal West Principal
- Ms. Moore prepared a written report that was distributed prior to the meeting.
- E. East Elementary East Elementary
- Mrs. Rhoads prepared a written report that was distributed prior to the meeting.
- F. Middle School Principal MS Principal
- Mr. Holota no report this month.
- G. High School Principal HS Principal
- Mr. Galtere prepared a written report that was distributed prior to the meeting.
1. Assistant High School Principal Asst. HS Principal
- Mrs. Sweigart prepared a written report that was distributed prior to the meeting.

2. Assistant High School Principal Asst HS Principal
- Mr. Neider prepared a written report that was distributed prior to the meeting.
- H. Assistant Principal Weiser Decisions Asst Principal WD
- Mrs. Estrada prepared a written report that was distributed prior to the meeting.
- I. Director of Special Education Director of Special Ed.
- Mrs. Head no report this month.
- J. Director of Athletics Director of Athletics
- Mr. Harrison prepared a written report that was distributed prior to the meeting.
- K. Director of Technology Director of Technology
- Mr. Knapper prepared a written report that was distributed prior to the meeting.

#### **Calendar of Events**

Wednesday	06/10/20	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	06/17/20	Regular Board Meeting	7:30 p.m.

#### **ADJOURNMENT**

Motion by Carl, Seconded by Speirs,  
Adjourned 8:14 p.m.

CONRAD WEISER AREA SCHOOL DISTRICT  
Robesonia, PA

ADDENDUM

**BUDGET & FINANCE COMMITTEE** – Bret A. B. Sabold, Chairperson

6a. RAG Motion by Kaczmarczyk, Seconded by Neider, 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 approves the Interim Agreement Contract for the Transportation of School Pupils between the District and Brandywine CW Transportation for transportation services during the 2019-20 school year due to COVID-19.

Transportation Services - Brandywine CW Transportation

(Attachment A-5)

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs and Kaczmarczyk ..... 9

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

1a. EAL Motion by Manbeck, Seconded by Neider, 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 accepts the quote provided by Musco Sports Lighting, LLC, for the stadium lighting upgrade to replace the existing light fixtures with Musco's Retrofit Light-Structure System with Total Light Control for LED technology in the amount of \$197,950.00. Products and installation are to be purchased through the existing Costars Contract # 008-119 MRO currently in effect. The products and installation accepted with this resolution shall be as defined in the May 13, 2020 Quote from Musco Sports Lighting, LLC provided to the School District.

Master Plan Project

This resolution was duly adopted by the following vote:

Aye: Dotzenroth, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs and Kaczmarczyk ..... 8  
Nay: Carl..... 1