

Conrad Weiser Area School District
Robesonia, PA 19551

Agenda – January 20, 2021

PLEDGE OF ALLEGIANCE

ROLL CALL

ANNOUNCEMENTS

APPROVAL OF MINUTES – Francis J. Kaczmarczyk

- 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 16, 2020 and the agenda of the
committee meetings held on January 13, 2021, be dispensed
with and that the same be approved by voice vote.

Minutes

APPROVAL OF FINANCIAL REPORTS – Francis J. Kaczmarczyk

Financial Reports

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

(Attachment Fa-1)

APPROVAL OF PAYMENT OF BILLS – Bret A. B. Sabold

- A. Motion by _____, Seconded by _____,
RESOLVED, that by roll call vote the General Account bills be
approved in the amount of \$207,902.39 and ratified in the
amount of \$6,454,870.10 as presented, and the Treasurer be
authorized to issue checks in the amounts indicated for the total
amount of \$6,662,772.49;

General Bills

and further,

RESOLVED, that the Cafeteria Account bills be approved in the
amount of \$24,058.66 and ratified in the amount of \$82,145.40
as presented, and the Treasurer be authorized to issue checks
in the amounts indicated for the total amount of \$106,204.06;

Cafeteria Bills

- B. Motion by _____, Seconded by _____,
RESOLVED, that by roll call vote the Construction Account bills
be approved in the amount of \$132,352.43 as presented, and
the Treasurer be authorized to issue checks in the amounts
indicated for the total amount of \$132,352.43.

Construction Bills

PRESENTATIONS

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

Requests to Speak

COMMUNICATIONS

Communications

- A. Reports
 - 1. Solicitor – Leah Rotenberg, Esquire
 - 2. Student Council
 - 3. Berks County Intermediate Unit – James H. Dotzenroth
 - 4. Berks Career & Technology Center – Neal McNutt
 - 5. Tax Collection Committee – Mark P. Moyer

OLD BUSINESS

Old Business

NEW BUSINESS

New Business

BUDGET & FINANCE COMMITTEE – Joshua Speirs, 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. JLH approves an agreement with Pediatric Therapeutic Services (PTS), 525 Fayette Street, Conshohocken, PA 18428, for contracted Physical Therapy Assistant services, effective January 6, 2021 through June 30, 2023.

Agreement PTS

Note: This is an addendum to the district’s current contract with PTS. Starting annual rate is listed below:
Physical Therapy Assistant- \$53.00/hour

- 2. 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, 2021.

Sr Class Party Account

Discussion Agenda

- 1. MPM adopts the attached resolution certifying that it will not raise the rate of any tax for the 2021-22 fiscal year by more than its index. (Attachment A-1)

2021-22 Budget

2. RAG ratifies and approves Philhaven, 283 South Butler Road, Mt. Gretna, PA 17064, to provide homebound instruction for a high school student for up to four weeks and for a maximum of five hours a week at the rate of \$25.00 per hour, effective January 14, 2021. [Philhaven Homebound](#)

3. RAG ratifies and approves Philhaven, 283 South Butler Road, Mt. Gretna, PA 17064, to provide homebound instruction for a high school student for up to four weeks and for a maximum of five hours a week at the rate of \$25.00 per hour, effective January 14, 2021. [Philhaven Homebound](#)

Information Items

1. MPM This year the census information will be sent to residents of Marion Township, Robesonia Borough, South Heidelberg Township and Womelsdorf Borough. [Census](#)

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. RRG approves the following student teachers for the second semester of the 2020-21 school year: [Student Teacher](#)
- a. Hannah Bilak, Albright College, Math with Susan Schneck at the middle school from February 22 through May 7, 2021.
 - b. Samantha Phillips, Albright College, Math with Natalie Fisher at the middle school from February 22 through May 7, 2021.
 - c. Moises Burgos, Albright College, Art with Brittany Lazer-Gheer at East Elementary School from January 26 through May 7, 2021.
2. RRG approves the updated Emergency Instructional Time Template attached to School Health and Safety Plan. [Emerg Instr Time](#)
(Attachment A-2)
3. RRG approves the 2021-22 Conrad Weiser Area School District Academic Calendar. [CWASD Calendar](#)
(Attachment A-3)

4. RGG approves an updated 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

Discussion Agenda

1. RGG approves the 2021-22 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.

EXTRA-CURRICULAR COMMITTEE – Joshua Speirs, 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:

Consent Agenda

1. WSH approves laundry services in the amount of \$1,300.00 to Alan Moyer for the 2020 football season. Laundry Services
2. WSH approves the following personnel for contracted services for athletic events for the 2020-21 school year: Contracted Services
- Bill Price Jill Gattens

Discussion Agenda

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 approves the Award of Contract in the amount of \$5,181,000.00 to Perrotto Builders, Ltd. of Reading, PA, for the work of the General Construction Contract for the High School Renovations and Additions project. The contract amount is based on the base bid amount of \$4,824,000.00 submitted and selection of Alternate GC-02 add of \$357,000.00. MGA HS Project

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|----|-----|---|---|
| 2. | EAL | approves the Award of Contract in the amount of \$518,300.00 to Jay R. Reynolds, Inc. of Willow Street, PA, for the work of the Plumbing Construction Contract for the High School Renovations and Additions project. The contract amount is based on the base bid amount of \$518,300.00 submitted. | <u>MGA HS Project</u> |
| 3. | EAL | approves the Award of Contract in the amount of \$1,738,326.00 to The Warko Group of Reading, PA, for the work of the HVAC Construction Contract for the High School Renovations and Additions project. The contract amount is based on the base bid amount of \$1,738,326.00 submitted. | <u>MGA HS Project</u> |
| 4. | EAL | approves the Award of Contract in the amount of \$1,312,400.00 to Hirneisen Electric, Inc. of Reading, PA, for the work of the Electrical Construction Contract for the High School Renovations and Additions project. The contract amount is based on the base bid amount of \$1,312,400.00 submitted. | <u>MGA HS Project</u> |
| 5. | 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 Middle School Facility Upgrades and Alterations project. | <u>MGA MS Project</u> |
| 6. | EAL | <p>approves the following change order for the district phone system upgrade project:</p> <p>PA5A Frontier Communications deduct \$5882.14
 Less devices and labor required.</p> | <u>Change Order</u>
<u>Phone Upgrade</u> |

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

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|----|-----|---|---|
| 1. | JLH | accepts with regret the resignation of Kelly Border, part-time special education instructional aide at the Middle School, effective January 5, 2021. | <u>Resign SP ED Intr.</u>
<u>Aide</u> |
| 2. | JLH | accepts with regret the resignation of Mary Ocepek, full-time special education instructional aide at West Elementary School, effective January 15, 2021. | <u>Resign SP ED Instr.</u>
<u>Aide</u> |

- | | | | |
|-----|-----|--|---|
| 3. | RAG | approves tuition reimbursement for faculty.

(Attachment A-4) | <u>Tuition
Reimbursement-
Faculty</u> |
| 4. | MPM | approves tuition reimbursement for staff.

(Attachment A-5) | <u>Tuition
Reimbursement-
Staff</u> |
| 5. | RAG | accepts, with regret, the irrevocable letter of retirement from Holly Swanson-Baim, special education Teacher at the high school, at the end of the 2020-21 school year, and approves payment of the Buyout at the end of the 2020-21 school year in accordance with the provisions of Appendix B, Section B.14.a. of the 2016-2022 Collective Bargaining Agreement. | <u>Intent to Retire –
SP ED at HS</u> |
| 6. | RAG | accepts, with regret, the irrevocable letter of retirement from Susan Stull, Grade 2 Teacher at East Elementary School, at the end of the 2020-21 school year, and approves payment of the Buyout at the end of the 2020-21 school year in accordance with the provisions of Appendix B, Section B.14.a. of the 2016-2022 Collective Bargaining Agreement. | <u>Intent to Retire – Gr
2 at East</u> |
| 7. | MPM | accepts, with regret, an irrevocable letter of retirement from Donna Balthaser, special education instructional aide at the East Elementary School, at the end of the 2020-21 school year, and approves payment in accordance with the Early Retirement Incentive for Full-Time Support Staff approved by the Board of School Directors on June 1, 2020. | <u>Intent to Retire –
SP ED at East</u> |
| 8. | MPM | accepts, with regret, an irrevocable letter of retirement from Janice Reber, special education instructional aide at West Elementary School, at the end of the 2020-21 school year, and approves payment in accordance with the Early Retirement Incentive for Full-Time Support Staff approved by the Board of School Directors on June 1, 2020. | <u>Intent to Retire –
SP ED at West</u> |
| 9. | EAL | accepts with regret the resignation of Harry Reinhold, groundskeeper, effective January 22, 2021. | <u>Resign
Groundskeeper</u> |
| 10. | RAG | approves Lisa Oxenreider as the Elementary Counselor of the Scout Virtual Academy at a yearly stipend of \$7,700 (pro-rated), effective at the beginning of the second semester through the end of the 2020-21 school year. | <u>SVA Elem
Counselor</u> |

Discussion Agenda

1. JLH accepts with regret the resignation of Janell Gravitt, full-time special education instructional aide at the Middle School, effective January 29, 2021. [Resign SP ED Instr Aide](#)

2. JLH accepts with regret the resignation of Leslie Hafer, full-time special education instructional aide at East Elementary School, effective January 27, 2021. [Resign SP ED Instr Aide](#)

3. JLH accepts with regret the resignation of Jennifer Baker, full-time transportation aide, effective January 29, 2021. [Resiq Trans Aide](#)

4. RAG approves a crossover day for Gwen Weiser, long-term substitute for Melissa Griffith, Grade 1 at West Elementary School. [Crossover Day](#)

5. RAG approves the request of Rebecca Miller, family and consumer science teacher at the middle school, to extend the end date of her parental leave of absence through the end of the 2020-21 school year. [Parental Leave Extension](#)

6. RAG ratifies and approves Matthew Duong, Sinking Spring, PA 19608, as a long-term substitute for Katie Ciemiewicz, social studies teacher at the high school, at a daily rate of \$262.37 (B – Step 1) in accordance with the 2020-21 salary schedule, effective January 11, 2021. [Hire LTS HS Social Studies](#)

Note: Education Level: Bachelors
Undergraduate School: Temple University
Certification: Social Studies 7-12
Experience: Student Teaching
Employment: January 11, 2021
Initial Assignment: LTS Social Studies
Teacher, High School

Note: Should the regular employee return prior to the end of the leave, the long-term employment is terminated.

7. RAG ratifies and approves Kristy Vassallo, Blandon, PA 19510, as a long-term substitute for Joyce Miller, teacher at East Elementary School, at a daily rate of \$262.37 (B – Step 1) in accordance with the 2020-21 salary schedule, pending receipt of all required documentation. [Hire LTS Elem Teacher](#)

Employment: TBD
 Initial Assignment: LTS Teacher, East Elementary

Note: Should the regular employee return prior to the end of the leave, the long-term employment is terminated.

8. EAL approves the employment of Michael Peters, Wernersville, PA 19565, as a full-time evening custodian at East Elementary School, at an hourly rate of \$12.50, pending receipt of all required documentation.

Hire Evening Custodian

Note: This is a replacement for Tammy Schmeer (resigned).

9. RAG approves the following changes in the salary status of Professional Employees, effective on the first day of the second semester of the 2020-21 school year (currently February 1, 2021):

Salary Adjustment

	<i>From</i>	<i>To</i>
Jessica Alexander	M – Step 11 \$66,723	M+15 – Step 11 \$69,675
Jill Fidazzo	B+24 – Step 15 \$69,384	M – Step 15 \$72,359
Stephanie Gattens	M – Step 9 \$62,781	M+15 – Step 9 \$65,734
Melissa Griffith	M – Step 7 \$60,179	M+15 – Step 7 \$63,131
Melissa Keck	M – Step 14 \$70,950	M+15 – Step 14 \$73,903
Stefanie Schneck	M – Step 13 \$69,542	M+15 – Step 13 \$72,494

10. RAG elects Dr. Ryan R. Giffing as Superintendent of the Conrad Weiser Area School District for a term running July 1, 2021 through June 30, 2025;

Supt Contract

and further resolved,

that the Board and Superintendent shall enter into the attached Employment Contract.

(Attachment A-6)

Information Items:

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|-----|-----|--|--|
| 1. | MPM | The first day of employment for Stephene Koch, evening custodian, was August 20, 2020. | <u>Employment Date</u> |
| 2. | RAG | The first day of employment for Cindy Rumpf, high school nurse, was August 24, 2020. | <u>Employment Date</u> |
| 3. | RAG | The first day of employment for Brandon Monk, long-term substitute grade 4 teacher, was August 24, 2020. | <u>Employment Date</u> |
| 4. | RAG | The first day of employment for Michael Wagner, long-term substitute English teacher, was August 24, 2020. | <u>Employment Date</u> |
| 5. | RAG | The first day of employment for Emma Price, biology teacher, was August 24, 2020. | <u>Employment Date</u> |
| 6. | RAG | The first day of employment for Scott Bennick, emotional support teacher, was August 24, 2020. | <u>Employment Date</u> |
| 7. | RAG | The first day of employment for Kristin Barata, kindergarten teacher, was August 24, 2020. | <u>Employment Date</u> |
| 8. | MPM | The first day of employment for Melanie Aiman, special education instructional aide, was September 8, 2020. | <u>Employment Date</u> |
| 9. | MPM | The first day of employment for Victoria Ziemba, certificated instructional aide, was October 20, 2020. | <u>Employment Date</u> |
| 10. | RAG | The first day of employment for Melissa Reber, learning support teacher, was October 21, 2020. | <u>Employment Date</u> |
| 11. | MPM | The first day of employment for Ellen Cerasoli, part-time secretary to the Athletic Director and Director of Facilities, was October 22, 2020. | <u>Employment Date</u> |
| 12. | JLH | The first day of employment for Cassey Buchta, special education instructional aide, was November 23, 2020. | <u>Employment Date</u> |
| 13. | JLH | The first day of employment for Elaine Royko, special education instructional aide, was December 2, 2020. | <u>Employment Date</u> |
| 14. | JLH | Kelly Border returned from her uncompensated leave of absence on January 4, 2021. | <u>Employment Date</u> |
| 15. | JLH | The first day of employment for Lori Mosser, Secretary to the Director of Special Education, was January 7, 2021. | <u>Employment Date</u> |
| 16. | JLH | The first day of employment for Greta Sprecher, special education instructional aide, will be January 25, 2021. | <u>Employment Date</u> |
| 17. | RAG | The first day of employment for Gwen Weiser, long-term substitute for Melissa Griffith Grade 1, was January 8, 2021. | <u>Employment Date</u> |

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	2/10/21	Board Reorganization Meeting	7:00 p.m.
		Curriculum Committee, Facilities/Property Committee and Extra-Curricular Committee	
		Budget & Finance Committee and Human Relations Committee	7:30 p.m.
Wednesday	2/17/21	Regular Board Meeting	7:30 p.m.