

Conrad Weiser Area School District
Robesonia, PA

Minutes – September 18, 2019

At 7:30 p.m., President Mark D. Leidich called to order the regular meeting for the month of September of the Board of School Directors of the Conrad Weiser Area School District, followed by the pledge to the flag of the United States of America.

Present for the Meeting

Board Members

William T. Carl Jr., James Dotzenroth, Francis J. Kaczmarczyk, Dennis J. Manbeck, Bret A.B. Sabold, Joshua Speirs, Keegan K. Worley, and Mark D. Leidich

Solicitor

Leah Rotenberg, Esquire

School Personnel

Randall A. Grove, Ryan R. Giffing, Jessica L. Head, Robert G. Galtere, R. Kenneth Buck Jr., Marci Nagle, Eric A. Lutz, William R. Knapper, Stacy L. Miller, Kathleen A. Mohn and Heather M. Stricker

Student Council Members

Kylee Grosch

ANNOUNCEMENTS

Announcements

Dr. Grove announced there will not be an executive session at the end of the evening's meeting.

APPROVAL OF MINUTES – Mark D. Leidich

Minutes

- A. Motion by Worley, Seconded by Carl, RESOLVED, that the reading of the Minutes of the regular meeting of the Board of School Directors for the month of August held on August 21, 2019 and the agenda of the committee meetings held on August 14, 2019 be dispensed and approved by voice vote.

This resolution was duly adopted by the following voice vote:

Aye:	Carl, Dotzenroth, Kaczmarczyk, Manbeck, Sabold, Speirs, Worley, and Leidich.....	8
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APPROVAL OF FINANCIAL REPORTS – Mark D. Leidich

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, Kaczmarczyk, Manbeck, Sabold,
Speirs, Worley, and Leidich..... 8

APPROVAL OF PAYMENT OF BILLS – Francis J. Kaczmarczyk

A. Motion by Kaczmarczyk, Seconded by Worley, General Bills
RESOLVED, that by roll call vote the General Account bills be approved in the amount of \$691,664.22 and ratified in the amount of \$2,842,326.52 as presented, and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$3,533,990.74;

And be it further,

RESOLVED, that the Cafeteria Account bills be approved in the amount of \$46,910.53 and ratified in the amount of \$26,241.90 as presented, and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$73,152.43. Cafeteria Bills

This resolution was duly adopted by the following rollcall vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Sabold,
Speirs, Worley, and Leidich..... 8

B. Motion by Kaczmarczyk, Seconded by Worley, Construction Bills
RESOLVED, that by roll call vote the Construction Account bills be approved in the amount of \$365,343.38 as presented and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$365,343.38.

This resolution was duly adopted by the following rollcall vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Sabold,
Speirs, Worley, and Leidich..... 8

PRESENTATIONS

A. Presentation- Mr. Galtere recognized Austina Stong, Kellie Callahan, and Erin Koch for placing in the FCCLA National Conference in Anaheim California winning silver and bronze medals for advocating car seat safety, child abuse/neglect and bully prevention. Presentation

B. Master Plan- Muhlenberg Greene provided a handout and presented an overview about initiating the next part of the design phase for the site improvements and maintenance needs, mechanical designs, and Dept. of Ed. Directives. Master Plan

C. Requests to speak to the Board of School Directors Requests to Speak

COMMUNICATIONS

A. Reports

- 1. Solicitor – Ms. Rotenberg had no report.
- 2. Student Council- Kylee Grosch, 12th Grade Representative, on November 20th they will be hosting the board dinner, more information will be coming next month.
- 3. Berks County Intermediate Unit – Mr. Carl reported the meeting is tomorrow.
- 4. Berks Career & Technology Center– Mr. Carl reported they will be meeting next Wednesday.
- 5. Tax Collection Committee – Mrs. Robertson was not present.

EXTRA-CURRICULAR COMMITTEE – Keegan K. Worley, Chairperson

Consent Agenda

Mr. Worley asked for requests to move items from the Consent Agenda to the Discussion Agenda, and there were none.

- 1. RGG Motion by Worley, Seconded by Kaczmarczyk, 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 Ski Club members, under the direction of John Rohm and Zachary Musser to attend a skiing trip at Stratton Mountain, Vermont on Thursday, January 9 through Sunday, January 12, 2020.

Ski Club Trip

Note: There is no cost to the district; students will pay for all costs.

- 2. WSH ratifies and approves the following personnel for contracted services for athletic events for the 2019-20 school year, effective August 31, 2019:

Contracted Personnel for Athletic Events

Andrew George	Sally Lamm
Kira Akana	William Price

These resolutions were duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Sabold, Speirs, Worley, and Leidich..... 8

Discussion Agenda

- 1. RGG Motion by Worley, Seconded by Kaczmarczyk, approves the establishment of the Puzzle Club.

Activity Acct- HS

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Sabold, Speirs, Worley, and Leidich..... 8

- 2. RGG Motion by Worley, Seconded by Manbeck, approves the following high school extra-curricular non-paid positions and personnel for the 2019-20 school year:

Unpaid Extra-curricular Advisors – HS

<u>Advisor</u>	<u>Yrs</u>	<u>Activity</u>
Sarah McGrory	1	Fellowship for Christian Students Advisor
Beverly Wolfe	1	Puzzle Club

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Sabold, Speirs, Worley, and Leidich..... 8

BUDGET & FINANCE COMMITTEE – Francis J. Kaczmarczyk, Chairperson

- 1. RGG Motion by Kaczmarczyk, Seconded by Manbeck, 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 rescinds the board approval on August 21, 2019 for the transfer of the balance of the Newspaper activity account in the amount of \$2.52 and the balance of the Wellness activity account in the amount of \$3.75 to the Student Council Activity fund.

Rescind Board Approval

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Sabold, Speirs, Worley, and Leidich..... 8

- 2. RGG Motion by Kaczmarczyk, Seconded by Sabold, rescinds the board approval on August 21, 2019 for the transfer of the balance of the Algos activity account fund balance in the amount of \$110.13 to the activity account of Operation Smile.

Rescind Board Approval

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Sabold, Speirs, Worley, and Leidich..... 8

- 3. RGG Motion by Kaczmarczyk, Seconded by Sabold, approves the transfer of the balance of the Newspaper activity account in the amount of \$2.58 and the balance of the Wellness activity account in the amount of \$3.84 to the Student Council Activity fund.

Transfer Activity Acct Funds

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Sabold, Speirs, Worley, and Leidich..... 8

4. RGG Motion by Kaczmarczyk, Seconded by Sabold, approves the transfer of the balance of the Algos activity account fund balance in the amount of \$115.43 to the activity account of Operation Smile. Transfer Activity Acct Funds

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Sabold, Speirs, Worley, and Leidich..... 8

5. RGG Motion by Kaczmarczyk, Seconded by Sabold, approves the establishment of a student activity account for the high school Puzzle Club, under the direction of Beverly Wolfe. Club Acct Establishment

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Sabold, Speirs, Worley, and Leidich..... 8

CURRICULUM COMMITTEE – Bret A. B. Sabold, Chairperson

Consent Agenda

Mr. Sabold asked for requests to move items from the Consent Agenda to the Discussion Agenda, and there were none.

1. RGG Motion by Sabold, Seconded by Manbeck, 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 the FBLA Club members, under the direction of Michael Noss and Fran Williams, to attend the FBLA State Leadership Workshop at the Kalahari Resort, Pocono Manor, PA, on Sunday, November 3 and Monday, November 4, 2019. FBLA State Leadership Workshop

Note: Students will pay approximately \$50 towards registration and hotel costs. The remainder of the costs will be paid from the FBLA Activity account.

2. RGG approves approximately 100 social studies students, under the direction of Kenneth Bright and John Rohm to visit Washington, DC on May 15, 2020. Washington DC Trip

Note: There is no cost to the district; students will pay for all costs.

3. RGG approves the request of the Agriculture Department and FFA, under the direction of Adam Serfass and Tabitha Meredith, to attend the National FFA Convention in Indianapolis, IN from October 29 to November 2, 2019. National FFA Convention

Note: The anticipated cost of the trip is \$2,750. Costs for the two chaperones will come from the HS Ag budget. Two substitute teachers will be needed for four instructional days. Students will be responsible for paying their own costs (\$400 each); the state

FFA reimburses students up to \$250 for expenses incurred during the trip.

- 4. RGG approves the 8th Grade class trip, under the direction of the 8th grade teachers, to Washington, D.C. on May 27, 2020. 8th Grade Class Trip

Note: Itinerary includes touring Memorials, Monument, Museum, National Mall and Smithsonian.

- 5. RRG approves the following student teacher(s) for the first semester of the 2019-20 school year: Student Teachers

- a. Catherine Achenbach, Lebanon Valley College, Music with Nicole Natale at the middle school.
- b. Beth Rineholt, Lebanon Valley College, Music with Nicole Natale at the middle school.
- c. Moriah Newnam, Western Governors University, Special Education with Elizabeth Schrack at the high school, for 8 weeks beginning September 2019.
- d. Moriah Newnam, Western Governors University, Elementary Education with TBD, for 8 weeks.

- 6. RRG approves the Elementary STEM Trip under the direction of Jennifer Gossert and Jeffrey Showalter to Washington, DC on April 24, 2020. Elementary STEM Trip

Note: Total cost to the District will be for two substitute teachers, transportation is paid by the families attending.

These resolutions were duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Sabold, Speirs, Worley, and Leidich..... 8

Discussion Agenda

- 1. RRG Motion by Sabold, Seconded by Kaczmarczyk, authorizes the administration to implement Flexible Instructional Days in accordance with Act 64 of 2019, section 1506 of the Pennsylvania School Code. Flexible Instructional Days

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Sabold, Speirs, Worley, and Leidich..... 8

- 2. RGG Motion by Sabold, Seconded by Kaczmarczyk, approves a Science Program Agreement with Wilson School District for William Hill, Grade 9, 1404 Springhouse Rd., Sinking Spring, PA 19608, 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. Sciences Tuition Student

Note: William will attend the high school 1 block per semester.

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Sabold,
Speirs, Worley, and Leidich..... 8

FACILITIES/PROPERTY COMMITTEE – Dennis J. Manbeck, Chairperson

- 1. RAG Motion by Manbeck, Seconded by Kaczmarczyk, 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 approves official bus stops for the 2019-20 school year as attached to the Official Minutes. Bus Stops

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Sabold,
Speirs, Worley, and Leidich..... 8

- 2. EAL Motion by Manbeck, Seconded by Kaczmarczyk, approves the Design Services Proposal Agreement of Muhlenberg Greene Architects, Ltd., 955 Berkshire Blvd., Suite 101, Wyomissing, PA 19610, for design services for the master plan priority projects at an estimated cost of \$761,180 as attached to the Official Minutes. Master Plan
Priority Projects

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Sabold,
Speirs, Worley, and Leidich..... 8

HUMAN RELATIONS COMMITTEE – Gary G. Neider, Chairperson

Consent Agenda

Mr. Kaczmarczyk asked for requests to move items from the Consent Agenda to the Discussion Agenda, and there were none.

- 1. RAG Motion by Kaczmarczyk, Seconded by Worley, 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. Faculty Tuition
Reimbursement
(Attachment A-1)
- 2. RLR approves the employment of substitute support staff personnel for the 2019-20 school year at the rate of \$10.00/hour. Substitute
Support Staff
(Attachment A-2)

3. RAG ratifies and approves personnel contracted through the Brandywine CW Transportation to provide transportation services to the District, effective August 26, 2019. Bus Drivers
 (Attachment A-3)

4. RAG ratifies and approves the following changes in the salary status of Professional Employees, effective August 21, 2019: Salary Adjustments

	<i>From</i>	<i>To</i>
Shauna Farmer	B – Step 5 \$51,528	B ⁺²⁴ – Step 5 \$52,620
Mary James	B – Step 3 \$49,437	M – Step 3 \$53,506
Ashley Moore	M – Step 10 \$61,846	M ⁺¹⁵ – Step 10 \$64,799
Deborah Pride	M ⁺¹⁵ – Step 11 \$67,332	2M – Step 11 \$71,638
Lisa Reggiani	B – Step 4 \$50,481	M – Step 4 \$54,551
Ashley Snyder	B – Step 7 \$53,873	B ⁺²⁴ – Step 7 \$54,967
Casey Yenser	M ⁺¹⁵ – Step 9 \$63,498	2M – Step 9 \$67,708

5. RRG approves the following mentor for the 2019-20 school year at an additional salary of \$500.00 (or \$250.00 per semester): Mentors

<i>Protégé</i>	<i>Mentor</i>
Alicia Labuski	Heather Sellars

These resolutions were duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Sabold, Speirs, Worley, and Leidich..... 8

Discussion Agenda

1. JLH Motion by Kaczmarczyk, Seconded by Worley, approves the number of hours worked per day as a transportation aide for the following personnel for the 2019-20 school year: Transportation Aide Hours

Martene Firestine	-	5.25 hrs/day
Sandy Schaeffer	-	5.00 hrs/day
Ioana Pancu	-	5.25 hrs/day
Jacklyn Nudy	-	5.00 hrs/day
Cindy Oxenreider	-	5.25 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.

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Sabold,
Speirs, Worley, and Leidich..... 8

2. RLR Motion by Kaczmarczyk, Seconded by Worley,
approves tuition reimbursement for staff. (Attachment A-4) Staff Tuition Reimbursement

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Sabold,
Speirs, Worley, and Leidich..... 8

POLICY

Policy

1. RAG RESOLVED, that on the recommendation of the Administration, the Board of School Directors of the Conrad Weiser Area School District receives the following policies (1st reading):

- a. 707 Use of Facilities– 1st Reading

Note: See District PSBA Board Policy website for review.

SUPERINTENDENT’S REPORT

Supt Report

Dr. Grove had nothing else to report.

ADMINISTRATION REPORTS

- A. Enrollment Reports

Enrollment

- B. Assistant Superintendent

Asst. Superintendent

Dr. Giffing prepared a written report that was distributed prior to the meeting.

- 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 Principal East Principal
- Mrs. Heilman prepared a written report that was distributed prior to the meeting.
- F. Middle School Principal MS Principal
- Mr. Buck prepared a written report that was distributed prior to the meeting.
1. Assistant Middle School Principal Asst MS Principal
- Mr. Holota prepared a written report that was distributed prior to the meeting.
- 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. Director of Special Education Director of Special Ed.
- Mrs. Head prepared a written report that was distributed prior to the meeting.
- I. Director of Athletics Director of Athletics
- Mr. Harrison prepared a written report that was distributed prior to the meeting.

J. Director of Technology

Director of Technology

Mr. Knapper prepared a written report that was distributed prior to the meeting.

ADJOURNMENT

Motion by Carl, Seconded by Worley,
Adjourned 8:25 p.m.

CONRAD WEISER AREA SCHOOL DISTRICT
Robesonia, PA

ADDENDUM

HUMAN RELATIONS COMMITTEE - Gary G. Neider, Chairperson

2a. JLH Motion by Kaczmarczyk, Seconded by Worley, RESOLVED, that on the recommendation of the Administration, the Board of School Directors of the Conrad Weiser Area School District approves the employment of Rebecca Richard, 1 Forest Road, Robesonia, PA 19551, as a part-time (4.5 hours/day) academic year special education instructional aide at Conrad Weiser East Elementary School, at an hourly rate of \$11.00, pending receipt of all required documentation.

Hire-PT SP
ED Instr Aide

Note: This is a replacement for Nicole Tucker (resigned).

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Sabold,
Speirs, Worley, and Leidich..... 8

2b. JLH Motion by Kaczmarczyk, Seconded by Worley, approves the employment of Elyse Hehnlly, 220 Telford Avenue, Reading, PA 19609, as a full-time (7 hours/day) academic year special education instructional aide at Conrad Weiser East Elementary School, at an hourly rate of \$11.00, pending receipt of all required documentation.

Hire-FT SP
ED Instr Aide

Note: This is a new position.

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Sabold,
Speirs, Worley, and Leidich..... 8

2c. RAG Motion by Kaczmarczyk, Seconded by Worley, approves the employment of Meghan Harnish, 2818 Kingston Drive, Sinking Spring, PA 19608, as an academic year Professional Employee in the Conrad Weiser Area School District at a yearly salary of \$49,437 (B-Step 3) in accordance with the 2019-20 salary schedule, pending receipt of all required documentation.

Hire-
Emotional
Support
Teacher

Note: Education Level: Bachelors
School: Indiana University of Pennsylvania
Certification: Early Childhood N-3, Special Education PK-8
Experience: Reading School District – 3 yrs.
Employment: TBD
Initial: Emotional Support, East Elementary
Assignment: School

Note: This is a replacement for Bradley Mehl (resigned).

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Sabold,
Speirs, Worley, and Leidich..... 8

Information Items:

- | | | | |
|----|-----|---|--------------------------------|
| 1. | JLH | The following changes in assignments and/or building/grade level changes were made: <ul style="list-style-type: none">• Sarah Devore, part-time special education instructional aide at the high school transferred to the middle school on September 17, 2019. This is to replace Janell Gravitt, (transferred). | <u>Chgs in
Assign/Bldg</u> |
| 2. | JLH | The first day of employment for Lori Ferrari, instructional coach at East Elementary, was September 17, 2019. | <u>Employment
Date</u> |
| 3. | JLH | The first day of employment for Patricia LeMaster, middle school special education teacher, was September 18, 2019. | <u>Employment
Date</u> |