

Conrad Weiser Area School District  
Robesonia, PA

Minutes – November 20, 2019

At 7:30 p.m., President Mark D. Leidich called to order the regular meeting for the month of November 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, Gary G. Neider, 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, Robin L. Robertson, Jessica L. Head, Robert G. Galtere, Alissa Sweigart, Randy V. Neider, R. Kenneth Buck Jr., Janet C. Heilman, Nicole C. Moore, William S. Harrison, Eric A. Lutz, William R. Knapper, Stacy L. Miller and Heather M. Stricker

*Student Council Members*

Kylee Grosch

**ANNOUNCEMENTS**

Announcements

Dr. Grove announced that the Board of School Directors will hold a short executive session at the end of the evening's meeting to discuss legal matters.

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

Minutes

- A. Motion by Carl, Seconded by Worley, RESOLVED, that the reading of the Minutes of the regular meeting of the Board of School Directors for the month of October held on October 16, 2019 and the agenda of the committee meetings held on October 9, 2019 be dispensed with and that the same be approved by voice vote.

This resolution was duly adopted by the following voice vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Neider,  
 Sabold, Speirs, Worley, and Leidich..... 9

**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.

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Neider, Sabold, Speirs, Worley, and Leidich..... 9

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

A. Motion by Kaczmarczyk, Seconded by Sabold, General Bills  
RESOLVED, that by roll call vote the General Account bills be approved in the amount of \$435,361.38 and ratified in the amount of \$2,001,765.31 as presented, and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$2,437,126.69;

and further,

RESOLVED, that the Cafeteria Account bills be approved in the Cafeteria Bills  
amount of \$70,500.57 and ratified in the amount of \$86,111.95 as presented, and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$156,612.52.

This resolution was duly adopted by the following rollcall vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Neider, Sabold, Speirs, Worley, and Leidich..... 9

B. Motion by Kaczmarczyk, Seconded by Sabold, Construction Bills  
RESOLVED, that by roll call vote the Construction Account bills be approved in the amount of \$119,043.21 as presented and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$119,043.21.

This resolution was duly adopted by the following rollcall vote:

Aye: Dotzenroth, Kaczmarczyk, Manbeck, Neider, Sabold, Speirs, Worley, and Leidich..... 8  
Nay: Carl..... 1

**PRESENTATIONS**

A. Flexible Instructional Days- Dr. Grove, administrators and FID  
teachers from the high school, middle school, and elementary schools presented information and details on assignments for flexible instructional days.

B. Audit Presentation – Chris Turtell, audit manager, presented the Local Audit  
annual audit for 2018-19 school year which had no findings.

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

**COMMUNICATIONS**

Communications

A. Reports

1. Solicitor – Ms. Rotenberg had no report.
2. Student Council- Ms. Grosch thanked the board members for attending the dinner this evening and invitations will be coming out for the Christmas Breakfast.
3. Berks County Intermediate Unit – Mr. Carl reported the last meeting of the year will be tomorrow.
4. Berks Career & Technology Center– Mr. Carl reported they do not have a meeting in November and the last meeting of the year will be on December 12<sup>th</sup>.
5. Tax Collection Committee – Mrs. Robertson had no report.

**OLD BUSINESS**

Old Business

**NEW BUSINESS**

New Business

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

Consent Agenda

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

1. RRG 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 approves a License Agreement for in-school services with The Progressions Company, Inc., 144 North Sixth Street, Reading, PA 19601, to provide mental health services for eligible District students, families or groups from August 31, 2019 through August 31, 2020, at no cost to the District.

Progressions Agreement

2. RLR approves an agreement with the Lincoln Intermediate Unit for E-rate processing and consulting services for Categories 1 and 2, at a cost of \$1,275 for the first Funding Request and \$1,025 for each additional Funding request plus an additional 2% of approved Category 2 reimbursements, for the 2020 E-rate funding year from July 1, 2020 through June 30, 2021. E-Rate Agreement

These resolutions were duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Neider, Sabold, Speirs, Worley, and Leidich..... 9

Discussion Agenda

1. RLR Motion by Kaczmarczyk, Seconded by Carl, accepts the 2018-19 audit of Herbein & Company, Inc., as attached to the Official Minutes. 2018-19 Audit

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Neider, Sabold, Speirs, Worley, and Leidich..... 9

2. RLR Motion by Kaczmarczyk, Seconded by Sabold, approves an agreement with Frontier Communications Corporation, 100 CTE Dr., Dallas, PA 18612, for district phone upgrades and training as attached to the Official Minutes. Frontier Communications Agreement

Note: This is to be paid from the Construction Fund.

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Neider, Sabold, Speirs, Worley, and Leidich..... 9

**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. RRG Motion by Sabold, Seconded by Carl, 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 PCCD grant application and letter of support. Student Intern

2. RRG approves the Latin/JCL Club field trip, under direction of Diane Rurode and Ryan Zeitzer, to the PA JCL State Convention at Penn State University from May 22 to May 24, 2020. Field Trip-Latin/JCL Club

Note: The cost to the District will be approximately \$2,650.00 for transportation and one substitute teachers for one day. These costs are covered by the World Languages Department budget. Students will be paying \$170.00 each towards expenses.

- 3. RRG approves the following student teacher(s) for the first semester of the 2019-20 school year:
  - a. Catherine Achenbach, Lebanon Valley College, Music with Nicole Natale at the middle school.

Student Teachers

These resolutions were duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Neider, Sabold, Speirs, Worley, and Leidich..... 9

Discussion Agenda

**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.

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 following volunteer coaches for the 2019-20 school year:

- 1. WSH

Volunteer Coaches

*Wrestling*  
Brandon Neviero

- 2. WSH rescinds the approval on October 16, 2019 for the following high school extra-curricular paid position, personnel and salaries for the 2019-20 school year:

Rescind Paid Position

Name	Position	Yrs	Salary
Jarel Gallman	Boys' Basketball – JV SH	3	\$3,349.96
Brenda Morgan	Girls' Basketball – Asst. SH	5	\$2,035.78

- 3. WSH approves the following winter extra-curricular athletic positions, personnel and salaries for the 2019-20 school year:

Winter Coaches

Name	Position	Yrs	Salary
Doug Myer*	Boys' Basketball – JV SH	25	\$3,721.77
Brenda Morgan	Girls' Basketball – JV SH	20	\$3,513.47
Aubree Hall*	Girls' Basketball – Asst. SH	1	\$1,606.74

Note: The salaries reflect a 2% increase in pay for returning personnel and no increase in the experience pay. \*- Pending receipt of all required documentation.

4. WSH approves the following personnel for contracted services for athletic events for the 2019-20 school year:

Contracted Personnel for Athletic Events

Erin Aregood

5. RGG approves extended pay for the following Marching Band advisors for the 2019-20 school year:

Extended Season Pay

Neal Lutz, Marching Band Head	1 day	-	\$25.72
Liz Werner, Marching Band, Asst. Color Guard	1 day	-	\$9.08
Alexis Perrone, MB Assistant	2 days	-	\$51.42
Brandon Perrone, MB, Assistant	2 days	-	\$51.42
Janelle Youse, MB Color Guard Instructor	2 days	-	\$40.30
RC Youse, MB Percussion Head	2 days		\$35.54

These resolutions were duly adopted by the following vote:

Aye:	Dotzenroth, Kaczmarczyk, Manbeck, Neider, Sabold, Speirs, Worley, and Leidich.....	8
Nay:	Carl.....	1

Discussion Agenda

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

Discussion Agenda

1. RRG Motion by Manbeck, Seconded by Worley, 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 complete the Final Construction Documents and to solicit Bids for the construction of the Stadium Turf Field and Lighting Upgrades including an Alternate Bid for replacement of the Stadium’s sound system.

MGA

Note:(MGA Project Number 4388A)

This resolution was duly adopted by the following vote:

Aye:	Dotzenroth, Kaczmarczyk, Manbeck, Neider, Sabold, Speirs, Worley, and Leidich.....	8
Nay:	Carl.....	1

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

Consent Agenda

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

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.
1. RAG (Attachment A-1) Tuition Reimbursement-Faculty
  2. RLR approves the employment of substitute support staff personnel for the 2019-20 school year at the rate of \$10.00/hour. (Attachment A-2) Substitute Support Staff
  3. RRG ratifies and approves Elizabeth Schrack, to provide homebound instruction for a high school student, beginning approximately November 1, 2019 for a period of approximately six weeks, at \$25.00 per hour, plus mileage, for a maximum of five hours per week. Homebound Instruction
  4. RKB ratifies and approves Ryan Moraski, to provide homebound instruction for a middle school student, beginning approximately November 11, 2019 for a period of approximately six weeks, at \$25.00 per hour, plus mileage, for a maximum of five hours per week. Homebound Instruction
  5. RAG ratifies and approves the SVA Teachers for the 2019-20 school year: (Attachment A-3) SVA Teachers
  6. RKB ratifies and approves the employment of Cindy Rumpf, 513 Huntsinger Road, Wernersville, PA 19565, as a long-term substitute for Louise Snyder-Ocepek, school nurse at the middle school, at a daily rate of \$253.28 in accordance with the 2019-20 salary schedule, effective October 22, 2019. LTS MS Nurse

Note: Education Level: Registered Nursing Diploma  
 School: University of Delaware  
 Certification: None  
 Experience: DTD Sub at CWASD  
 Employment: October 22, 2019  
 Initial Assignment: School Nurse at MS

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

These resolutions were duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Neider, Sabold, Speirs, Worley, and Leidich..... 9

Discussion Agenda

1. RAG Motion by Neider, Seconded by Manbeck, approves the employment of substitute teachers for the 2019-20 school year at the rate of \$115.00 per day. (Attachment A-4) Substitute Teachers

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Neider, Sabold, Speirs, Worley, and Leidich..... 9

- 2. NCM Motion by Neider, Seconded by Kaczmarczyk, accepts with regret the resignation of Brittany Schenck, LTS certificated instructional aide position at West Elementary School, effective October 17, 2019.

Resign LTS Cert Aide

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Neider, Sabold, Speirs, Worley, and Leidich..... 9

- 3. NCM Motion by Neider, Seconded by Kaczmarczyk, approves the employment of Chloe Olszewski, 1606 Delaware Ave., Wyomissing, PA 19610, as a long-term substitute for Rebecca Neiheiser, certificated instructional aide at West Elementary School, at an hourly rate of \$13.00, pending receipt of all required documentation.

Hire LTS Cert Instr Aide

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Neider, Sabold, Speirs, Worley, and Leidich..... 9

- 4. RLR Motion by Neider, Seconded by Kaczmarczyk, approves tuition reimbursement for staff. (Attachment A-5)

Tuition Reimbursement-Staff

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Neider, Sabold, Speirs, Worley, and Leidich..... 9

- 5. RAG Motion by Neider, Seconded by Kaczmarczyk, approves the request of Mandy Derfler, learning support teacher at the high school, to extend the end date of her parental leave of absence until March 2, 2020.

Parental Leave Extension

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Neider, Sabold, Speirs, Worley, and Leidich..... 9

- 6. RAG Motion by Neider, Seconded by Kaczmarczyk, approves the request of Brittany Lazer-Gheer, art teacher at East Elementary School, for a parental leave of absence from approximately January 29, 2020 and continuing through the end of the 2019-20 school year.

Parental Leave Request

This resolution was duly adopted by the following vote:



Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Neider, Sabold, Speirs, Worley, and Leidich..... 9

- 7. RAG Motion by Neider, Seconded by Kaczmarczyk, approves the request of Molly Fick, Grade 1 Teacher at West Elementary School, to extend the end date of her parental leave of absence through the end of the 2019-20 school year. Parental Leave Extension

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Neider, Sabold, Speirs, Worley, and Leidich..... 9

- 8. NCM Motion by Neider, Seconded by Kaczmarczyk, approves the request of Rebecca Neiheiser, certificated instructional aide at West Elementary School, for a parental leave of absence from approximately March 2, 2020 and continuing through the end of the 2019-20 school year. Parental Leave Request

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Neider, Sabold, Speirs, Worley, and Leidich..... 9

Information Items: Info Items

- 1. RLR The first day of parental leave for Mary Jo Freeborn, Intervention Specialist at East Elementary, was October 21, 2019.
2. RLR The first day of employment for Elizabeth Hickey, long-term substitute teacher for Mary Jo Freeborn, was October 21, 2019.
3. RLR Amber Rowdon, certificated instructional aide at East Elementary, returned from a parental leave of absence on November 4, 2019.

SUPERINTENDENT'S REPORT Supt Report

Dr. Grove noted this weekend is the NHS Induction Program as well as the Distinguished Alumni. Parent/Teacher Conferences will be this week prior to the Thanksgiving break. The Board Reorganization Meeting will be December 4th and the Christmas Dinner will follow the December 18th meeting. He also mentioned that the Board of School Directors will hold an executive session at the end of the evening's meeting to discuss legal and personnel matters.

ADMINISTRATION REPORTS

- A. Enrollment Reports Enrollment
B. Assistant Superintendent Asst. Superintendent

Dr. Giffing no report prepared.

- 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. 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 prepared.
- 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.

**ADJOURNMENT**

Motion by Carl, Seconded by Manbeck,  
Adjourned 7:50 p.m.

CONRAD WEISER AREA SCHOOL DISTRICT  
Robesonia, PA

ADDENDUM

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

8a. RAG Motion by Neider, Seconded by Kaczmarczyk, RESOLVED, that on the recommendation of the Administration, the Board of School Directors of the Conrad Weiser Area School District accepts with regret the resignation of Janet C. Heilman, Principal at East Elementary School, effective November 22, 2019. Resign East  
Elem Principal

Note: The district reserves the right to hold Dr. Heilman for sixty days from November 22, 2019.

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Neider, Sabold, Speirs, Worley, and Leidich..... 9

8b. RKB Motion by Neider, Seconded by Kaczmarczyk, accepts with regret the resignation of Douglas Rogers, Technology Education Teacher at the Middle School, effective November 19, 2019. Resign MS  
Tech Ed  
Teacher

Note: The district reserves the right to hold Mr. Rogers for sixty days from November 19, 2019.

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, Manbeck, Neider, Sabold, Speirs, Worley, and Leidich..... 9