

Conrad Weiser Area School District
Robesonia, PA

Minutes – December 18, 2019

At 6:30 p.m., President Mark D. Leidich called to order the regular meeting for the month of December 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, Neal McNutt, Gary G. Neider, Bret A.B. Sabold, Joshua Speirs 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, Randy V. Neider, Lindsay Estrada, Jonathan Holota, 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

Mr. Leidich announced that the Board of School Directors held an executive session before the meeting for personnel and legal matters and the Christmas dinner will be held after the evening's meeting.

APPROVAL OF MINUTES – Mark D. Leidich

Minutes

- A. Motion by Carl, Seconded by Kaczmarczyk, RESOLVED, that the reading of the Minutes of the regular meeting of the Board of School Directors for the month of November held on November 20, 2019 and the agenda of the committee meetings held on November 6, 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, McNutt, Neider, Sabold, Speirs and Leidich.....

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APPROVAL OF FINANCIAL REPORTS – Mark D. Leidich

Financial Reports

- A. Motion by Kaczmarczyk, Seconded by Carl, 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, McNutt, Neider, Sabold, Speirs and Leidich.....	9
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APPROVAL OF PAYMENT OF BILLS – Francis J. Kaczmarczyk

General Bills

- A. Motion by Kaczmarczyk, Seconded by Sabold, RESOLVED, that by roll call vote the General Account bills be approved in the amount of \$291,377.99 and ratified in the amount of \$2,266,481.59 as presented, and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$2,557,859.58;

and further,

RESOLVED, that the Cafeteria Account bills be approved in the amount of \$44,221.99 and ratified in the amount of \$85,256.01 as presented, and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$129,478.00.

Cafeteria Bills

This resolution was duly adopted by the following rollcall vote:

Aye:	Carl, Dotzenroth, Kaczmarczyk, Manbeck, McNutt, Neider, Sabold, Speirs and Leidich.....	9
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- B. Motion by Kaczmarczyk, Seconded by Manbeck, RESOLVED, that by roll call vote the Construction Account bills be approved in the amount of \$119,929.86 as presented and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$119,929.86.

Construction Bills

This resolution was duly adopted by the following rollcall vote:

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

COMMUNICATIONS

Communications

- A. Reports
 - 1. Solicitor – Ms. Rotenberg had no report.

2. Student Council- Ms. Grosch had no report.
3. Berks County Intermediate Unit – Mr. Carl reported there is no meeting this month the next meeting will be in January.
4. Berks Career & Technology Center– Mr. Carl reported they met last week and the next meeting will be in January.
5. Tax Collection Committee – Mrs. Robertson had no report.

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.

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|----|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------|
| 1. | RLR | Motion by Kaczmarczyk, Seconded by Sabold, 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 CAFCO Participation Agreement between Conrad Weiser Area School District and the Lancaster-Lebanon Intermediate Unit 13 for Food Service Department purchases pursuant to Section 521 and Section 1859.1 of the Public School Code. | <u>CAFCO Agreement</u> |
| 2. | 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. | <u>Learn Well Agreement</u> |

These resolutions were duly adopted by the following vote:

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

Discussion Agenda

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|----|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|
| 1. | RLR | Motion by Kaczmarczyk, Seconded by Manbeck, approves salary adjustments for qualified support staff based on Continuing Education Units (CEU's), effective January 1, 2020. | <u>Support Staff – CEU's</u> |
|----|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|

<u>Last Name</u>	<u>First Name</u>	<u>Annual Adjustment to Salary</u>
Baker	Jennifer	\$85.05
Barata	Kristin	\$270.20
Carneal	Julie	\$202.65
Cox	Kelly	\$202.65
Drobeck	Sandra	\$135.10
Fischer	Deborah	\$202.65
Foley-Troup	Gloria	\$209.60
Gosch	Laurie	\$337.75
Gravitt	Janell	\$405.30

Groff	Terri	\$129.50
Hawley	Christine	\$202.65
Hernley	Bart	\$209.60
Hobschaidt	Julie	\$74.00
Hoffman	Linda	\$209.60
Hoffmaster	Janell	\$202.65
Hummel	Bradley	\$405.30
Kasprowicz	Donna	\$209.60
Kendall	Winston	\$209.60
Kline	Matthew	\$209.60
Koch	Nou	\$117.94
Kunder	Kathleen	\$129.50
Kupper	Amber	\$270.20
Lamm	Robert	\$209.60
Lipsky	Tiffany	\$129.50
Manley	George	\$209.60
Noecker	Kelley	\$314.40
Oberly	Michael	\$209.60
Oxenreider	Cynthia	\$291.38
Pressley	Kathy	\$127.58
Ramsey	Barbara	\$129.50
Rick	Brenda	\$314.40
Roeder	Sandra	\$255.15
Sayer	Ann	\$111.00
Schaeffer	Virginia	\$202.65
Sclesky	Linda	\$202.65
Skovera	Marlo	\$202.65
Smith	Debra	\$405.30
Smith	Kendra	\$208.13
Smith	Krista	\$85.05
Stoltzfus	Kristin	\$405.30
Straub	Patricia	\$85.05
Stricker	Heather	\$524.00
Stone	Eva	\$405.30
Swoyer	Patricia	\$209.60
Vandegriff	Amber	\$405.30
Wagner	Brenda	\$209.60
Wenrich	Carolyn	\$135.10
Wright	Angela	\$202.65
Zechman	Lee	\$135.10

This resolution was duly adopted by the following vote:

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

Motion by Sabold, Seconded by Kaczmarczyk,
 RESOLVED, that on the recommendation of the Administration
 and the Curriculum Committee, the Board of School Directors of

1. RRG the Conrad Weiser Area School District approves the following student teachers for the second semester of the 2019-20 school year:
- a. Michael Wagner, Alvernia University, with Steven Heffner at the high school from January 22 through May 1, 2020.
 - b. Noel Fedeli, Kutztown University, with Ashley Snyder at the high school from March 16 through May 7, 2020.
 - c. Rachel Waugh, Kutztown University, with Anne Buckwalter at the middle school from March 16 through May 7, 2020.
 - d. Cali Heath, Kutztown University, with Pamela Light at the middle school from March 16 through May 7, 2020.
 - e. Robert McGowen, Kutztown University, with Matthew Esser at the middle school from March 16 through May 7, 2020.
 - f. Natalie Schrantz, Kutztown University, with Dan Yuengel at the middle school from March 16 through May 7, 2020.

Student Teachers

This resolution was duly adopted by the following vote:

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

EXTRA-CURRICULAR COMMITTEE – , Chairperson

Consent Agenda

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

Motion by Speirs, 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 extended season pay for the following fall sports coaches for the 2019-20 school year:

1. WSH

Extended Season Pay – Fall

Golf

Mark Owens 7 days - \$188.93

Girls' Soccer

Doug Miller 15 days - \$511.36

Keith Malone 15 days - \$358.72

Kennedy Lutz 15 days - \$358.72

Cross Country

Lauren Ressler	16 days	-	\$303.51
Steve Young	16 days	-	\$208.00

Football

Alan Moyer	12 days	-	\$628.89
Robert Tranquillo	12 days	-	\$440.22
Dan Browne	12 days	-	\$440.22
Mike Robinson	12 days	-	\$440.22
Brett Skovera	12 days	-	\$440.22
Nate Luckenbill	12 days	-	\$157.22
Tony Dianna	12 days	-	\$157.22

Girls' Tennis

Ryan Knarr	21 days	-	\$495.25
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Boys' Soccer

Derek Long	5 days	-	\$175.57
Josh Keck	5 days	-	\$123.16
Nate Moyer	5 days	-	\$123.16

Cheerleading

Ashley Gartner	10 days	-	\$176.57
Kaitlyn Mensch	10 days	-	\$146.95

2. WSH approves the following volunteer coaches for the 2019-20 school year:

Volunteer Coaches

Swimming
Ann Moyer

Wrestling
Dylan Shumaker

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

Game Help

Zach Meredith

Dave McPherson

These resolutions were duly adopted by the following vote:

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

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FACILITIES/PROPERTY COMMITTEE – Dennis J. Manbeck, Chairperson

Consent Agenda

Mr. Manbeck mentioned there were no items on the agenda this evening.

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 Kaczmarczyk,
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-1)
1. RAG 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. NCM accepts with regret the resignation of Amber Rowdon, certificated instructional aide position at East Elementary School, effective December 31, 2019. Resign Cert Instr Aide
4. RRG ratifies and approves Debra Boor, to provide homebound instruction for a high school student, beginning approximately November 21, 2019 for a period of approximately six weeks, at \$25.00 per hour, plus mileage, for a maximum of five hours per week. Homebound
5. JLH ratifies and approves the transfer of Jeremy Loudon from part-time special education instructional aide (4.5 hours/day) to a full-time special education instructional aide (7 hours/day) at Conrad Weiser High School, effective December 3, 2019, at his current hourly rate. Trans PT to FT
- Note: Part-time position converted to full-time.
6. JLH ratifies and approves the transfer of Shannon Kramer from a part-time special education instructional aide (4.5 hours/day) to a full-time special education instructional aide (7 hours/day) at Conrad Weiser West Elementary, effective December 3, 2019, at her current hourly rate. Trans PT to FT
- Note: Part-time position converted to full-time.

These resolutions were duly adopted by the following vote:

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

Discussion Agenda

1. RLR Motion by Neider, Seconded by Kaczmarczyk, approves tuition reimbursement for staff. (Attachment A-3) Tuition Reimbursement-Staff

This resolution was duly adopted by the following vote:

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

2. JCH Motion by Neider, Seconded by Kaczmarczyk, approves the employment of Kristen Overlay, 6 Quail Ridge Drive, Reading, PA 19607, as a long-term substitute for Brittany Lazer-Gheer, art teacher at East Elementary School, at a daily rate of \$253.28 in accordance with the 2019-20 salary schedule, effective approximately January 29, 2020, pending receipt of all required documentation.

Hire LTS Art Teacher

Note: Education Level: Bachelors
Undergraduate School: Albright College
Certification: Instr. I – Art PK-12
Experience: Skills Tutor Wilson SD
Employment: January, 29, 2020
Initial Assignment: LTS Art Teacher at East
Note: Should the regular employee return prior to the end of the leave, the long-term employment is terminated.

This resolution was duly adopted by the following vote:

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

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SUPERINTENDENT'S REPORT

Supt Report

Dr. Grove noted there is one more concert the high school choral concert at 7:30 p.m. this week prior to the Christmas break. The Holiday break will begin Friday afternoon and we will return on January 2nd.

ADMINISTRATION REPORTS

A. Enrollment Reports

Enrollment

B. Assistant Superintendent

Asst. Superintendent

Dr. Giffing- No report

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- No report
1. Assistant Middle School Principal Asst MS Principal
 Mr. Holota- No report
- G. High School Principal HS Principal
 Mr. Galtere- No report
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
- 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- No report

ADJOURNMENT

Motion by Carl, Seconded by Manbeck,
 Adjourned 6:39 p.m.

CONRAD WEISER AREA SCHOOL DISTRICT
Robesonia, PA

ADDENDUM

CURRICULUM COMMITTEE – Bret A. B. Sabold, Chairperson

- 1a. RRG Motion by Sabold, Seconded by Kaczmarczyk, 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 following student teachers for the second semester of the 2019-20 school year:
- Student Teachers
- g. Amanda Gagne, The Pennsylvania State University, with Adam Serfass at the high school from January 6 through April 24, 2020.

This resolution was duly adopted by the following vote:

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

HUMAN RELATIONS COMMITTEE - Gary G. Neider, Chairperson

- 2a. 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 approves the resignation and settlement agreement for R. Kenneth Buck, Principal at the Middle School, effective December 18, 2019.
- Resign MS Principal

This resolution was duly adopted by the following vote:

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

- 2b. RAG Motion by Neider, Seconded by Manbeck, consents to the assignment of its agreement for School Resource Officer services to South Heidelberg Township from Heidelberg Township.
- MOU Heidelberg Township SRO

(Attachment A-4)

This resolution was duly adopted by the following vote:

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