

Conrad Weiser Area School District
Robesonia, PA

Minutes – January 20, 2021

At 7:30 p.m., President Francis J. Kaczmarczyk called to order the regular meeting for the month of January 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., Dennis J. Manbeck, Neal McNutt, Gary G. Neider, Bret A.B. Sabold, Joshua Speirs and Francis J. Kaczmarczyk

Denise Kohl at 7:49 p.m.

Solicitor

Leah Rotenberg, Esquire

School Personnel

Randall A. Grove, Ryan R. Giffing, Mark P. Moyer, Jessica L. Head, Robert G. Galtere, Nicole C. Moore, Christy J. Hoffman, Melissa Rhoads, William R. Knapper, Eric A. Lutz, Kathleen Mohn and Heather M. Stricker

ANNOUNCEMENTS

Announcements

Mr. Kaczmarczyk announced that the Board of School Directors held executive sessions on January 5th and 6th and that the board will hold another one at the end of the evening’s meeting to discuss personnel.

APPROVAL OF MINUTES – Francis J. Kaczmarczyk

Minutes

- A. Motion by Carl, Seconded by Sabold, 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.

This resolution was duly adopted by the following voice vote:

Aye:	Carl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk	7
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APPROVAL OF FINANCIAL REPORTS – Francis J. Kaczmarczyk

Financial Reports

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

(Attachment Fa-1)

This resolution was duly adopted by the following vote:

Aye: Carl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 7

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

A. Motion by Sabold, Seconded by Manbeck, General Bills
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;

and further,
RESOLVED, that the Cafeteria Account bills be approved in the Cafeteria Bills
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;

This resolution was duly adopted by the following rollcall vote:

Aye: Carl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 7

B. Motion by Sabold, Seconded by McNutt, Construction Bills
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.

This resolution was duly adopted by the following rollcall vote:

Aye: Carl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 7

PRESENTATIONS

A. 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- No representative present.
 - 3. Berks County Intermediate Unit – Mr. Dotzenroth was not present.

4. Berks Career & Technology Center–. Mr. McNutt had no report.
5. Tax Collection Committee – Mr. Moyer reported they had a meeting December 17, 2020 and the next meeting is March 25, 2021.

BUDGET & FINANCE COMMITTEE – Joshua Speirs, Chairperson

Consent Agenda

- | | | | |
|----|-----|---|----------------------|
| 1. | JLH | <p>Motion by Speirs, 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 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.</p> | <u>Agreement PTS</u> |
|----|-----|---|----------------------|

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

This resolution was duly adopted by the following vote:

Aye: Carl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 7

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|----|-----|---|-------------------------------|
| 2. | RGG | <p>Motion by Speirs, Seconded by Neider, 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.</p> | <u>Sr Class Party Account</u> |
|----|-----|---|-------------------------------|

This resolution was duly adopted by the following vote:

Aye: Carl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 7

Discussion Agenda

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|----|-----|--|-----------------------|
| 1. | MPM | <p>Motion by Speirs, Seconded by Neider, 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)</p> | <u>2021-22 Budget</u> |
|----|-----|--|-----------------------|

This resolution was duly adopted by the following vote:

Aye: Carl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 7

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|----|-----|--|----------------------------|
| 2. | RAG | <p>Motion by Speirs, Seconded by Sabold, ratifies and approves Philhaven, 283 South Butler Road, Mt. Gretna, PA 17064, to provide homebound instruction for a high</p> | <u>Philhaven Homebound</u> |
|----|-----|--|----------------------------|

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.

This resolution was duly adopted by the following vote:

Aye: Carl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 7

- 3. RAG Motion by Speirs, Seconded by Sabold, 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

This resolution was duly adopted by the following vote:

Aye: Carl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 7

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

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 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 the following student teachers for the second semester of the 2020-21 school year:

- 1. RRG a. Hannah Bilak, Albright College, Math with Susan Schneck at the middle school from Febraury 22 through May 7, 2021. b. Samantha Phillips, Albright College, Math with Natalie Fisher at the middle school from Febraury 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.

Student Teacher

These resolutions were duly adopted by the following vote:

Aye: Carl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 7

Discussion Agenda

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 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

This resolution was duly adopted by the following vote:

Aye: Carl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 7

- 2. EAL Motion by Manbeck, Seconded by Speirs, 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. MGA HS Project

This resolution was duly adopted by the following vote:

Aye: Carl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 7

- 3. EAL Motion by Manbeck, Seconded by McNutt, 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. MGA HS Project

This resolution was duly adopted by the following vote:

Aye: Carl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 7

4. EAL Motion by Manbeck, Seconded by Neider, 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. MGA HS Project

This resolution was duly adopted by the following vote:

Aye: Carl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 7

5. EAL Motion by Manbeck, Seconded by McNutt, 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. MGA MS Project

This resolution was duly adopted by the following vote:

Aye: Carl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 7

6. EAL Motion by Manbeck, Seconded by McNutt, approves the following change order for the district phone system upgrade project: Change Order
Phone Upgrade

PA5A Frontier Communications deduct \$5882.14
Less devices and labor required.

This resolution was duly adopted by the following vote:

Aye: Carl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 7

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.

1. JLH 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 accepts with regret the resignation of Kelly Border, part-time special education instructional aide at the Middle School, effective January 5, 2021. Resign SP ED Intr
Aide

2. JLH accepts with regret the resignation of Mary Oceppek, full-time special education instructional aide at West Elementary School, effective January 15, 2021. Resign SP ED INstr
Aide

- | | | | |
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| 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> |

These resolutions were duly adopted by the following vote:

Aye: Carl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 7

Discussion Agenda

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|----|-----|--|--------------------------------|
| 1. | JLH | Motion by Neider, Seconded by Manbeck, accepts with regret the resignation of Janell Gravitt, full-time special education instructional aide at the Middle School, effective January 29, 2021. | <u>Resign SP ED Instr Aide</u> |
|----|-----|--|--------------------------------|

This resolution was duly adopted by the following vote:

Aye: Carl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 7

- 2. JLH Motion by Neider, Seconded by Speirs, 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

This resolution was duly adopted by the following vote:

Aye: Carl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 7

- 3. JLH Motion by Neider, Seconded by Speirs, accepts with regret the resignation of Jennifer Baker, full-time transportation aide, effective January 29, 2021. Resig Trans Aide

This resolution was duly adopted by the following vote:

Aye: Carl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 7

- 4. RAG Motion by Neider, Seconded by Speirs, approves a crossover day for Gwen Weiser, long-term substitute for Melissa Griffith, Grade 1 at West Elementary School. Crossover Day

This resolution was duly adopted by the following vote:

Aye: Carl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 7

- 5. RAG Motion by Neider, Seconded by Speirs, approves the request of Rebecca Miller, family and consumer science teacher at the high school, to extend the end date of her parental leave of absence through the end of the 2020-21 school year. Parental Leave Extension

This resolution was duly adopted by the following vote:

Aye: Carl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 7

- 6. RAG Motion by Neider, Seconded by Speirs, 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.

This resolution was duly adopted by the following vote:

Aye: Carl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 7

- 7. RAG Motion by Neider, Seconded by Speirs, 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

Note: Education Level: Bachelors
Undergraduate School: Kutztown University
Certification: Instr. I Elem. K-6
Experience: Student Teaching
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.

This resolution was duly adopted by the following vote:

Aye: Carl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 7

- 8. EAL Motion by Neider, Seconded by Speirs, 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).

This resolution was duly adopted by the following vote:

Aye: Carl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 7

- 9. RAG Motion by Neider, Seconded by Speirs, 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

This resolution was duly adopted by the following vote:

Aye: Carl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 7

10. RAG Motion by Neider, Seconded by Carl, 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)

This resolution was duly adopted by the following vote:

Aye: Carl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 7

Mr. Speirs stated that even though Mr. Dotzenroth is not here, he informed Mr. Speirs he gave his unofficial vote in support of your new role.

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> |

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|-----|-----|--|--|
| 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](#)

Dr. Grove congratulated Dr. Giffing on his new upcoming role and stated that Dr. Giffing has a good background, skillset, and temperament for this position including being a parent and community member.

He also congratulated the School Board on their decision because he understands it is difficult to find the next leader who will fit and has the leadership skills. He thanked them and stated he looks forward to working with Dr. Giffing to help him prepare over the next few months.

He announced January is School Board Recognition Month and presented each of the board members with a certificate of appreciation for the many hours they volunteer and the decisions that they make.

He reminded everyone that the board will hold an executive session at the end of the evening's meeting to discuss personnel.

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
- Mr. Moyer 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. Hoffman prepared a written report that was distributed prior to the meeting.
- E. East Elementary Principal East Principal
- Mrs. Rhoads prepared a written report that was distributed prior to the meeting.
- F. Middle School Principals MS Principal
- Mr. Holota and Ms. Nicole Moore 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 High School Principal- Weiser Decisions

Assistant HS Principal- WD

Mrs. Estrada 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 Manbeck,
Adjourned 8:04 p.m.