

Conrad Weiser Area School District  
Robesonia, PA

Minutes – September 16, 2020

At 7:30 p.m., President Francis J. Kaczmarczyk called to order the regular meeting via Zoom 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 H. Dotzenroth Jr., Denise Kohl, Dennis J. Manbeck, Neal McNutt, Gary G. Neider, Bret A.B. Sabold, Joshua Speirs and Francis J. Kaczmarczyk

*Solicitor*

Leah Rotenberg, Esquire

*School Personnel*

Randall A. Grove, Ryan R. Giffing, Jessica L. Head, Jonathan Holota, Nicole C. Moore, Christy Hoffman, Melissa Rhoads, William Harrison, William R. Knapper, Eric A. Lutz, Alissa Sweigart, Lindsay Estrada and Heather M. Stricker

**APPROVAL OF POLICY GUIDELINES** – Francis J. Kaczmarczyk

- A. Motion by Kaczmarczyk, Seconded by McNutt, RESOLVED, to suspend the guidelines in Policy 006.1, “Attendance at Meetings Via Electronic Communications” regarding physical attendance and prior notice by board members for the September 16, 2020 school board meeting.

Policy 006.1

This resolution was duly adopted by the following vote:

Aye:	Carl, Dotzenroth, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs and Kaczmarczyk .....	9
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**ANNOUNCEMENTS**

Dr. Grove announced they had an executive session last Wednesday evening to discuss personnel and legal matters. He also mentioned they will have another executive session following tonight’s meeting to discuss personnel and legal matters.

**APPROVAL OF MINUTES** – Francis J. Kaczmarczyk

- A. Motion by Carl, Seconded by McNutt, 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 19, 2020 and the agenda of the committee meetings held on August 12, 2020, be dispensed with and be approved by voice vote.

Minutes

This resolution was duly adopted by the following voice vote:

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

**APPROVAL OF FINANCIAL REPORTS** – Francis J. Kaczmarczyk

Financial Reports

- A. Motion by Sabold, 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, Kohl, Manbeck, McNutt, Neider,  
Sabold, Speirs and Kaczmarczyk ..... 9

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

- A. Motion by Sabold, Seconded by Manbeck, RESOLVED, that by roll call vote the General Account bills be approved in the amount of \$709,341.47 and ratified in the amount of \$2,482,811.50 as presented, and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$3,192,152.97;

General Bills

and further,

RESOLVED, that the Cafeteria Account bills be approved in the amount of \$31,478.04 ratified in the amount of \$17,006.29 as presented, and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$48,484.33;

Cafeteria Bills

This resolution was duly adopted by the following rollcall vote:

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

- B. Motion by Sabold, Seconded by McNutt, RESOLVED, that by roll call vote the Construction Account bills be approved in the amount of \$2,559,768.89 and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$2,559,768.89.

Construction Bills

This resolution was duly adopted by the following rollcall vote:

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

## **PRESENTATIONS**

### Requests to Speak

- A. Requests to speak to the Board of School Directors  
Mr. Kirk Sattazahn, Womelsdorf, PA, discussed the issues and holes in virtual learning and different abilities and capabilities of students during these trying times. He mentioned now that we know more about the situation to allow great professionals to do what they do best and students safely learn in the classroom.

Ms. Anita Hoffa, Womelsdorf, PA, informed the board about the anxiety and frustration of the students do independent work including internet issues within the district. She was asking to allow the students to come back to in-person learning who want to and give those other parents/students the option of SVA if they do not want to return at this time.

Stacey Osman, Womelsdorf, PA, she understands the desire to return to school but feels doing it prematurely is not a good option. It will be difficult to socially distance with the number of students during lunches, classes and hallways. She also feels the lack of supervision on the bus can also be an issue.

Jason Miller, Robesonia, PA, he mentioned we are in uncharted waters and that decisions are difficult at this time. He was asking about knee jerk reactions and about changing decisions three times within the last month. He has concerns with the board meeting online versus in-person but students coming to school.

## **COMMUNICATIONS**

### Communications

- A. Reports
1. Solicitor – Ms. Rotenberg had no report.
  2. Student Council- No representative present.
  3. Berks County Intermediate Unit – Mr. Dotzenroth reported the meeting is tomorrow via Zoom.
  4. Berks Career & Technology Center – Mr. McNutt reported they are meeting next week and CW/BCTC students are reporting on Thursdays and Fridays.
  5. Tax Collection Committee – Mr. Moyer reported the next meeting will be on October 29, 2020.

## **OLD BUSINESS**

### Old Business

## **NEW BUSINESS**

### New Business

**EXTRA-CURRICULAR COMMITTEE** – Joshua Speirs, Chairperson

Discussion Agenda

1. RGG Motion by Speirs, Seconded by Sabold, 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 establishment of the Dungeons and Dragons Club. Establishment of Club

This resolution was duly adopted by the following vote:

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

2. WSH Motion by Speirs, Seconded by Sabold, approves the following personnel for contracted services for athletic events for the 2020-21 school year: Contracted Services

Jan Sweitek

This resolution was duly adopted by the following vote:

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

3. JTH/ NCM Motion by Speirs, Seconded by Manbeck, approves the following middle school extra-curricular paid positions, personnel and salaries for the 2020-21 school year: Paid Extra-curricular Advisors – MS

<u>Advisor</u>	<u>Yrs.</u>	<u>Activity</u>	<u>Salary</u>
Natalie Fisher	31	Student Council Advisor	\$1,484.49
Tabitha Meredith	22	FFA Advisor	\$3,402.08
Nicole Natale	21	Musical Director	\$1,148.91
Nicole Natale	4	Yearbook Advisor	\$ 324.73
Alexis Perrone	2	Jazz Band	\$1,020.00
Nicole Natale	2	Select Chorus	\$1,020.00

Note: The salaries reflect a 2% increase in pay for returning personnel and no increase in the experience pay.

This resolution was duly adopted by the following vote:

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

4. JTH/ NCM Motion by Speirs, Seconded by McNutt, approves the following middle school extra-curricular non-paid positions and personnel for the 2020-21 school year: Unpaid Extra-curricular Advisors – MS

<u>Advisor</u>	<u>Yrs</u>	<u>Activity</u>
Phleane Kissling	28	Science Olympiad
Cynthia Murdough	21	Science Olympiad
Matthew Esser	7	Science Olympiad
Craig Matthew	18	Stage Crew
Natalie Fisher	24	Math Counts
Jill Fidazzo	14	Spelling Bee
Allison Swoyer	8	Reading Olympics
Kelly Snyder	11	Musical (Tickets)
Peter Chamberlain	20	Harvest Run
Cynthia Murdough	20	Harvest Run
Phleane Kissling	1	Archery Club
Nicole Natale	21	Chorus Club
Alexis Perrone	6	Band Club
Tabitha Meredith	12	Jr. Envirothon
Ryan Moraski	3	Jr. Envirothon
Karen Matthew	2	Builder's Club
Jessica Stahler	3	Student Stars
Matthew Esser	2	MS Ski Club

5. RGG Motion by Speirs, Seconded by Manbeck, approves the following high school extra-curricular paid positions, personnel and salaries for the 2020-21 school year:

Paid Extra-curricular  
Advisors –  
HS

Note: The salaries below include a 2% increase.

<u>Advisor</u>	<u>Yrs</u>	<u>Activity</u>	<u>Salary</u>
Krysta Reber	6	AP Coordinator	\$1,324.89
Neal Lutz	12	AV/Stage Crew Head	\$2,641.28
Eric Rothenberger	3	AV/Stage Crew Asst.	\$1,224.00
Adam Serfass	11	FFA Advisor	\$4,657.78
John Siefert	10	FFA Assistant Advisor	\$4,117.05
Misty Witman	9	Junior Class Advisor	\$909.67
Hope O'Pake	11	Musical Head	\$2,098.36
Laura Moyer	7	Renaissance Advisor	\$2,175.76
John Rohm	13	Senior Class Advisor	\$1,376.47
TBD		Sr. Project Coordinator	
Paula Prohaska	15	Student Council Advisor	\$1,669.39
Sandra Grajewski	23	Yearbook Co-Advisor	\$1,922.88
Scott Wert	23	Yearbook Co-Advisor	\$1,922.88
Scott Wert	23	Yearbook Financial Mgr.	\$1,435.85
Sarah McGrory	2	Choraleers	\$1,326.00
Neal Lutz	16	Jazz Band	\$1,069.85
TBD		CWTV	
Beverly Wolfe	2	National Honor Society	\$382.50
Nicole Krick	2	National Honor Society	\$382.50
Michael Noss	9	FBLA Co-Advisor	\$531.42
Elizabeth Wissinger	11	FBLA Co-Advisor	\$587.72
Landon Heimbach	6	Drama Club Advisor	\$2,097.75

This resolution was duly adopted by the following vote:

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

6. RGG Motion by Speirs, Seconded by Carl, approves the following high school extra-curricular non-paid positions and personnel for the 2020-21 school year:

Unpaid Extra-curricular Advisors – HS

<u>Advisor</u>	<u>Yrs</u>	<u>Activity</u>
Stacey Osman	12	Academic Challenge Advisor
Jed Schweigert	4	ACSL Advisor
Barbara Boland	9	Aavidum Program Co-Advisor
Ashley Proietto	7	Aavidum Program Co-Advisor
Jessica Alexander	13	Art Club Advisor
Steve Heffner	5	Chess Club Advisor
Ashley Proietto	6	CW Dance Team Advisor
Eric Rothenberger	3	eSports Co-Advisor
Ryan Zeitzer	2	eSports Co-Advisor
John Clauss	5	Fantasy Genre Club Advisor
Sarah McGrory	2	Fellowship of Christian Students Advisor
Kathy Mohn	14	GaSA Co-Advisor
Kristen Simons	14	GaSA Co-Advisor
Ashley Snyder	10	German Club Advisor
Ryan Zeitzer	2	JCL Co-Advisor
Diane Rurode	33	JCL Co-Advisor
Deb Boor	5	Key Club Co-Advisor
Stacey Osman	5	Key Club Co-Advisor
Katie Ciemiewicz	5	Make It Happen Club Advisor
Christina Ruoss	3	March for our Lives Advisor
Denise Rathman	6	Meditation Club Advisor
Lindsay Gerhart	4	Mini-Thon Co-Advisor
Ashley Moore	4	Mini-Thon Co-Advisor
Krysta Reber	4	Mini-Thon Co-Advisor
Adam Serfass	4	Mini-Thon Co-Advisor
Carina Garcia	3	Operation Smile Advisor
David Zdancewic	5	Outdoor Club Advisor
Lindsay Gerhart	3	PA Math League Advisor
Chris Koper	14	Physics Club Advisor
Bev Wolfe	2	Puzzle Club Advisor
Ann Schmidt	5	Reading Olympics Advisor
Ashley Proietto	3	Relay for Life Advisor
Sandra Grajewski	6	Science Olympiad Advisor
John Siefert	4	Science Research Institute Club Advisor
Steve Heffner	3	Shakespeare Club Advisor
Zach Musser	6	Ski Club Co-Advisor
John Rohm	13	Ski Club Co-Advisor
Christie Roldán	4	Spanish Club Advisor
Heidi Luckenbill	2	Strategy Game Club Advisor
Mel Byma	5	TABS Advisor
Michelle Strunk	2	Textile Club Advisor
Courtney Zickler	4	Weiser Ambassadors Advisor
Stacey Osman	1	Dungeons and Dragons Club Advisor

This resolution was duly adopted by the following vote:

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

**BUDGET & FINANCE COMMITTEE** – Bret A. B. Sabold, Chairperson

*Discussion Agenda*

1. RGG Motion by Sabold, Seconded by Speirs,  
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 establishment of a student activity account for the high  
school Dungeons and Dragons Club, under the direction of  
Stacey Osman. Club Acct  
Establishment

This resolution was duly adopted by the following vote:

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

**CURRICULUM COMMITTEE** – Bret A. B. Sabold, Chairperson

*Discussion Agenda*

1. RRG 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 approval of Title I  
Schoolwide Plan for East Elementary. Title I Plan East

This resolution was duly adopted by the following vote:

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

2. RRG Motion by Sabold, Seconded by Carl,  
approval of Title I Schoolwide Plan for West Elementary. Title I Plan West

This resolution was duly adopted by the following vote:

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

3. RRG Motion by Sabold, Seconded by Speirs,  
approval of Emergency Instructional Time Template for  
Remote Learning. Emergency Instr  
Time Template

This resolution was duly adopted by the following vote:

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

4. RRG Motion by Sabold, Seconded by Manbeck, approves the following student interns/teachers for the 2020-21 school year: Student Intern/teachers
- a. Scarlett McMullan, New York University, speech pathology intern with Kerry Gable, effective September 21, 2020 through December 23, 2020.

This resolution was duly adopted by the following vote:

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

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

*Discussion Agenda*

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

*Discussion Agenda*

1. RAG Motion by Speirs, Seconded by Manbeck, 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)

This resolution was duly adopted by the following vote:

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

2. RRG Motion by Speirs, Seconded by Carl, approves tuition reimbursement for staff. Staff Tuition Reimbursement
- (Attachment A-2)

This resolution was duly adopted by the following vote:

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

3. MPM Motion by Speirs, Seconded by McNutt, approves the employment of substitute support staff personnel for the 2020-21 school year at the rate of \$10.50/hour. Substitute Support Staff
- (Attachment A-3)



This resolution was duly adopted by the following vote:

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

- 4. RAG Motion by Speirs, Seconded by Manbeck, authorizes the following temporary professional employees, having completed three years of satisfactory service, to be granted the status of professional employee: Tenure

<i>Name</i>	<i>Date Hired as a 10-month Employee</i>
Shauna Farmer	August 2017
Carina Garcia	August 2017
Julia Snyder	August 2017

This resolution was duly adopted by the following vote:

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

- 5. RAG Motion by Speirs, Seconded by McNutt, ratifies and approves the Lead Learners for the 2020-21 school year, effective August 24, 2020. Lead Learners  
(Attachment A-4)

This resolution was duly adopted by the following vote:

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

**POLICY** Policy

- 1. RAG Motion by Carl, Seconded by Manbeck, RESOLVED, that on the recommendation of the Administration, the Board of School Directors of the Conrad Weiser Area School District adopts the following policies (2<sup>nd</sup> readings):

- a. 800.1 Electronic Records/Signatures – 2<sup>nd</sup> Reading

Note: See District PSBA Board Policy website for review.

This resolution was duly adopted by the following vote:

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

**SUPERINTENDENT’S REPORT** Supt Report

Dr. Grove said it has been an exciting few weeks and challenging but that they are keeping in mind the health and safety of all. He has also mentioned athletics has begun as well.

### **ADMINISTRATION REPORTS**

A. Enrollment Reports

Enrollment

### **ADJOURNMENT**

Motion by Carl, Seconded by Sabold,  
Adjourned 9:05 p.m.

CONRAD WEISER AREA SCHOOL DISTRICT  
Robesonia, PA

ADDENDUM

**CURRICULUM COMMITTEE** – Bret A. B. Sabold, Chairperson

- 4a. RRG 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 updated  
School Safety and Re-entry Plan for Elementary Students.  
(Attachment A-5)
- Updated School &  
Safety Re-Entry  
Plan

This resolution was duly adopted by the following vote:

Aye: Dotzenroth, Kohl, McNutt, Neider, and Speirs ..... 5  
Nay: Carl, Manbeck, Sabold and Kaczmarczyk..... 4

- 4a. RRG Motion by Dotzenroth, 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 updated  
School Safety and Re-entry Plan for Secondary Students.  
(Attachment A-5)
- Updated School &  
Safety Re-Entry  
Plan

This resolution was duly adopted by the following vote:

Aye: Dotzenroth, Kohl, McNutt, Neider, Sabold, Speirs and  
Kaczmarczyk ..... 7  
Nay: Carl and Manbeck..... 2

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

- 1a. WSH Motion by Manbeck, Seconded by Dotzenroth,  
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 following quote from Berkshire Systems Group, Inc. for a  
new sound system at the stadium in the amount of \$27,480.
- Stadium Project  
Sound System

Note: This is part of the stadium renovation and construction  
funds will be used that were previously allocated by the board.  
(Attachment A-6)

This resolution was duly adopted by the following vote:

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

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

5a. RAG Motion by Speirs, Seconded by Sabold, 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 the following mentors for the 2020-21 school year at an additional salary of \$500.00 (or \$250.00 per semester): Mentors

<i>Protégé</i>	<i>Mentor</i>
Kylie Lewars	Deena Alexander
Emma Price	John Siefert

This resolution was duly adopted by the following vote:

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

5b. RAG Motion by Speirs, Seconded by Sabold, ratifies and approves the following changes in the salary status of Professional Employees, effective August 24, 2020: Salary Adjustments

	<i>From</i>	<i>To</i>
Dane Yuengel	M <sup>+15</sup> – Step 5 \$60,528	2M – Step 5 \$64,639

This resolution was duly adopted by the following vote:

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

5c. MAN The following item was pulled from the addendum. approves an increase in hours for Kimberly Lewis, part-time food service worker at the Middle School, from 3.5 hours/day to 6 hours/day, at her current hourly rate, effective September 28, 2020. FSW Hours Increase

Note: This increase is due to the coverage of hours for Donna Zeigler, full-time food service worker at the Middle School.

5d. MAN The following item was pulled from the addendum. approves an increase in hours for Heather Hackman, part-time food service worker at the Middle School, to include 4.25 hours/day on Tuesday and Thursday, at her current hourly rate, effective September 28, 2020. FSW Hours Increase

Note: Heather Hackman is in a job-sharing position and currently works 4.25 hours/day on Monday, Wednesday and Friday. The increase in hours is due to the coverage of hours for Donna Zeigler, full-time food service worker at the Middle School.

5e. MAN The following item was pulled from the addendum. approves an increase in hours for Jenny Plassio, part-time food service worker at the Middle School, to include 4.25 hours/day FSW Hours Increase

on Monday, Wednesday and Friday, at her current hourly rate, effective September 28, 2020.

Note: Jenny Plassio is in a job-sharing position and currently works 4.25 hours/day on Tuesday and Thursday. This increase in hours is due to the coverage of hours for Donna Zeigler, full-time food service worker at the Middle School.

5f. RAG Motion by Speirs, Seconded by McNutt, ratifies and approves the SVA Teachers for the 2020-21 school year: SVA Teachers

Kylie Lewars- Case Management  
Gabrielle Smith- Case Management  
Heather Wamsher- Case Management

This resolution was duly adopted by the following vote:

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

5g. MPM Motion by Speirs, Seconded by Sabold, ratifies and approves the following support staff members to be transferred from their regular position within the District to a substitute, effective September 8, 2020. Support Staff to Substitute

(Attachment A-7)

This resolution was duly adopted by the following vote:

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