

Conrad Weiser Area School District
Robesonia, PA

Minutes – November 18, 2020

At 7:30 p.m., President Francis J. Kaczmarczyk 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, Dennis J. Manbeck,
Neal McNutt, Gary G. Neider, Bret A.B. Sabold and Francis J.
Kaczmarczyk

Denise Kohl arrived at 8:00 for the meeting.

Solicitor

Todd Mays, 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 Harrison, William R. Knapper, Eric
A. Lutz, Kathleen Mohn and Heather M. Stricker

ANNOUNCEMENTS

Dr. Grove announced there will be an executive session following tonight’s meeting to discuss legal matters.

APPROVAL OF MINUTES – Francis J. Kaczmarczyk

- 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 October held on October 21, 2020, a special meeting held on October 14, 2020 and the agenda of the committee meetings held on October 14, 2020 be dispensed with and that the same be approved by voice vote.

Minutes

This resolution was duly adopted by the following voice vote:

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

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, Dotzenroth, Manbeck, McNutt, Neider, Sabold
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 \$488,599.11 and ratified in the
amount of \$3,366,078.24 as presented, and the Treasurer be
authorized to issue checks in the amounts indicated for the total
amount of \$3,854,677.35;

and further,

RESOLVED, that the Cafeteria Account bills be approved in the Cafeteria Bills
amount of \$37,652.37 and ratified in the amount of \$41,318.02
as presented, and the Treasurer be authorized to issue checks
in the amounts indicated for the total amount of \$78,970.39;

This resolution was duly adopted by the following rollcall vote:

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

B. Motion by Sabold, Seconded by Neider, Construction Bills
RESOLVED, that by roll call vote the Construction Account bills
be approved in the amount of \$75,004.89 and ratified in the
amount of \$608,227.20 as presented, and the Treasurer be
authorized to issue checks in the amounts indicated for the total
amount of \$683,232.09.

This resolution was duly adopted by the following rollcall vote:

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

PRESENTATIONS

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

B. Audit Presentation – Herbein & Co. Local Audit
Mr. Chris Turtell, Audit Manager, presented the annual audit
for 2019-20 school year which had no findings.

COMMUNICATIONS

Communications

- A. Reports
 - 1. Solicitor – Mr. Mays had no report.
 - 2. Student Council- No representative present.

3. Berks County Intermediate Unit – Mr. Dotzenroth informed the board there would be a meeting tomorrow night.
4. Berks Career & Technology Center– Mr. McNutt mentioned that CWASD has 83 students attending BCTC. He requested that that the students who attend be able to take advantage of the 2.5 hours per day schedule there.
5. Tax Collection Committee – Mr. Moyer noted that October 29th was the meeting and that collections are behind 30% due to extension allotted due to COVID-19. Also the borough will be receiving new software.

OLD BUSINESS

Old Business

NEW BUSINESS

New Business

BUDGET & FINANCE 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.

Discussion Agenda

- | | | | |
|----|-----|---|---------------------------------------|
| 1. | MPM | <p>Motion by Sabold, 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 ratifies and approves a 1-year agreement, Plan A – “All Interscholastic Sports Programs” (sports, band, cheerleading), in the amount of \$8,182.00 Bollinger Insurance, PO Box 1515, Morristown, NJ 07962, and makes available to all students K-12 voluntary student accident insurance at \$30.00 for “school-time rate” and \$113.00 for “24-hour rate” for the 2020-21 school year.</p> <p>Note: This includes a one-time COVID-19 credit of \$1,444.</p> | <u>Student Accident Ins Agreement</u> |
| 2. | JLH | <p>approves a special education agreement with the Berks County Intermediate Unit for programs and services for the 2020-2021 school year in the amount of \$19, 270.00, effective September 08, 2020.</p> | <u>BCIU Agreement</u> |
| 3. | JLH | <p>approves a special education agreement with Children’s Hospital of Philadelphia for instruction 1 hour of instruction/day, for the maximum of 5 hours/week in the amount of \$59.44/hour, as needed, effective for the 2020-2021school year.</p> | <u>CHOP Agreement</u> |
| 4. | JLH | <p>agrees to reimburse the Fredericksburg Community Health Center, P.C., at a rate of \$35.00 per IEP, for the review and authorization of students IEPs that require a PCA for the purpose of CWASD being able to bill Medical Assistance for the School Based Access Program (SBAP) for the 2020-2021 school year.</p> | <u>FCHC Agreement</u> |

5. RAG approves a two-year agreement with River Rock Academy, 2124 Ambassador Circle, Lancaster, PA 17603 for 10 student slots at the Sinking Spring Campus for the 2020-21 and 2021-22 school years, at an annual cost of \$190,309.50 for the 2020-21 school year and \$246,623.50 for the 2021-22 school year. RRA Agreement

Note: This is a savings of \$65.29/day.

These resolutions were duly adopted by the following vote:

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

Discussion Agenda

1. MPM Motion by Sabold, Seconded by Manbeck, accepts the 2019-20 audit of Herbein & Company, Inc., as attached to the Official Minutes. 2019-20 Audit

This resolution was duly adopted by the following rollcall vote:

Aye: Carl, Manbeck, McNutt, Neider, Sabold and
Kaczmarczyk 6
Nay: Dotzenroth..... 1

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 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 the adjustment of the 2020-2021 Academic Calendar. Academic Calendar

2. RRG approves the following student intern for the 2020-21 school year: Student Intern
- a. Cindy Rumpf, Cedar Crest College, certified school nurse with all certified school nurses in all CWASD buildings, from January 25 through April 30, 2021.

These resolutions were duly adopted by the following vote:

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

Discussion Agenda

EXTRA-CURRICULAR COMMITTEE – Josh Speirs, Chairperson

Consent Agenda

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

Consent Agenda

Motion by Kaczmarczyk, Seconded by Neider, 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 2020-21 school year:

1. WSH

Volunteer Coaches

<i>Bowling</i>	<i>Wrestling</i>
Lisa Marderness*	Brandon Neviero
Chris Marderness*	Owen Dautrich*
Brandi Krick*	Owen McDermott*
Nicholas Reis*	Pete Chamberlain
Jessica Lutz*	
	<i>Girls' Basketball</i>
<i>Swimming</i>	Keith Malone
Ann Moyer	

Note: *pending receipt of all required documentation.

2. WSH

Rescind Coach

rescinds the approval on October 21, 2020 for the following winter extra-curricular athletic positions, personnel and salaries for the 2020-21 school year:

<i>Name</i>	<i>Position</i>	<i>Yrs</i>	<i>Salary</i>
Keith Malone	Girls' Basketball – Asst. SH	6	\$1,773.96

3. WSH

Winter Coaches

approves the following winter extra-curricular athletic positions, personnel and salaries for the 2020-21 school year:

<i>Name</i>	<i>Position</i>	<i>Yrs</i>	<i>Salary</i>
Joe Templin*	Girls' Basketball – JV SH	1	\$3,263.17
Kennedy Lutz	Girls' Basketball – Asst. SH	2	\$1,656.73

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

4. JTH/
NCM

MS Advisor

approves the following middle school extra-curricular paid positions, personnel and salaries for the remainder of the 2020-21 school year, effective September 26, 2020.

<u>Advisor</u>	<u>Yrs.</u>	<u>Activity</u>	<u>Salary</u>
Pamela Light	7	Renaissance Club	\$2,086.86

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

These resolutions were duly adopted by the following vote:

Aye:	Dotzenroth, Manbeck, McNutt, Neider, Sabold and Kaczmarczyk	6
Nay:	Carl	1

Discussion Agenda

FACILITIES/PROPERTY COMMITTEE – Dennis J. Manbeck, Chairperson

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 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 High School Renovations and Additions project.

MGA Const Docs and Solicit Bids

Note: (MGA Project Number 4381B).

This resolution was duly adopted by the following vote:

Aye:	Carl, Dotzenroth, Manbeck, McNutt, Neider, Sabold and Kaczmarczyk	7
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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. RAG Motion by Neider, 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. (Attachment A-2)
2. RRG approves tuition reimbursement for staff. (Attachment A-3)
3. MAR ratifies and approves the transfer of Melanie Aiman from a full-time(7 hours/day) Special Education Instructional Aide to a full-time(7 hours/day) Instructional Aide at Conrad Weiser East Elementary, effective November 16th 2020.

Faculty Tuition Reimbursement

Staff Tuition Reimbursement

Transfer FT East Instructional Aide

Note: This is a new position Funded by Title I.

4. MPM accepts with regret the resignation of Bradley Hummel, full-time special education instructional aide at West Elementary School, effective October 31, 2020.

Resign- FT SP ED Instr Aide

- | | | | |
|-----|-------------|--|--|
| 5. | MPM | ratifies and approves the following support staff members to be transferred back from a substitute to their regular position within the District, effective October 26, 2020.

(Attachment A-4) | <u>Return to Regular Schedule</u> |
| 6. | RAG | approves the request of Melissa Griffith, Grade 1 Teacher at West Elementary School, for a parental leave of absence from approximately January 8, 2021 and continuing through the end of the 2020-21 school year. | <u>Parental Leave</u> |
| 7. | RAG | accepts the irrevocable letter of retirement from Colleen Holt, Physical Education Teacher at West Elementary School, effective January 31, 2021, 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>Retirement- West Health & Phys ED Teacher</u> |
| 8. | RAG | accepts with regret the resignation of Tiffany Smith, instructional coach at the middle school, effective October 20, 2020.

Note: The district reserves the right to hold Ms. Smith for sixty days from October 20, 2020. | <u>Resign- MS Instructional Coach</u> |
| 9. | JTH/
NCM | ratifies and approves Kelly Snyder, to provide homebound instruction for a middle school student, beginning approximately October 23, 2020 for a period of approximately six weeks, at \$25.00 per hour, plus mileage, for a maximum of two hours per week. | <u>Homebound Instruction</u> |
| 10. | MPM | approves an uncompensated leave of absence for Kelly Border, part-time special education instructional aide at the middle school, effective November 4, 2020. | <u>Uncompensated Leave</u> |
| 11. | MAH | ratifies and approves an increase in hours for Kristen Macchione, part-time food service worker at East Elementary School, from 3.0 hours/day to 4.5 hours/day, at her current hourly rate, effective October 26, 2020.

Note: This increase is due to coverage of hours for Sue Hatt, part-time Food Service Worker who has been transferred. | <u>Hours Increase</u> |
| 12. | MAH | ratifies and approves an increase in hours for Kimberly Lewis, part-time food service worker at the Middle School, from 3.5 hours/day to 7 hours/day, at her current hourly rate, effective October 26, 2020.

Note: This increase is due to the coverage of hours for Terri Groff, full-time food service worker at the Middle School. | <u>Hours Increase</u> |
| 13. | CJH | ratifies and approves the transfer of Gwen Weiser, certificated instructional aide to a long-term substitute for Christine Goodhart, Art Teacher at West Elementary School, at a daily | <u>Transfer Cert Aide to LTS West Art Teacher</u> |

rate of \$262.37 (B – Step 1) in accordance with the 2020-21 salary schedule, effective October 13, 2020.

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

14. JLH approves the employment of Cassey Buchta, 7 North Arthur Road, Sinking Spring, PA 19608, as a full-time (7 hours/day) academic year special education instructional aide at Conrad Weiser East Elementary, at an hourly rate of \$13.50, pending receipt of all required documentation. Hire- FT SP ED Aide at East

Note: This is a replacement for Melanie Aiman (transferred).

15. JLH ratifies and approves the employment of Meghan Patterson, 328 East Penn Ave, Robesonia, PA 19551, as a full-time (7 hours/day) academic year special education instructional aide at Conrad Weiser West Elementary, at an hourly rate of \$11.50, effective November 16, 2020. Hire- FT SP ED Aide at East

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

These resolutions were duly adopted by the following vote:

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

Discussion Agenda

1. RAG Motion by Neider, Seconded by Carl, approves the employment of substitute teachers for the 2020-21 school year at the rate of \$115.00 per day. Substitute Teachers
(Attachment A-5)

This resolution was duly adopted by the following vote:

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

2. MPM Motion by Neider, Seconded by Manbeck, 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-6)

This resolution was duly adopted by the following vote:

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

3. EAL Motion by Neider, Seconded by Manbeck, accepts with regret the resignation of Tammy Schmeer, full-time evening custodian at East Elementary School, effective November 10, 2020. Resign- East Custodian

This resolution was duly adopted by the following vote:

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

- 4. MAH Motion by Neider, Seconded by Manbeck, accepts with regret the resignation of Tiffany Lipsky, full-time food service worker at the Middle School, effective November 13, 2020.

Resign- MS FT FSW

This resolution was duly adopted by the following vote:

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

- 5. CJH Motion by Neider, Seconded by McNutt, ratifies and approves the employment of Sheila Sweigart, 306 Kricks Mill Road, Robesonia, PA 19551, as a part-time (2.25 hours/day) noon-time aide at West Elementary, at an hourly rate of \$11.35, effective November 16, 2020.

Hire-NTA at West

Note: For the 2020-21 school year she will be working 3.5 hours/day due to COVID-19.

This resolution was duly adopted by the following vote:

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

- 6. RAG Motion by Neider, Seconded by Manbeck, approves a transfer of Tracy Ash from 5/8th time Health and Physical Education Teacher at the High School to Health and Physical Education Teacher at West Elementary School, effective February 1, 2021.

Change in Status
PT to FT PE
Teacher

Note: This is a replacement for Colleen Holt, retiring.

This resolution was duly adopted by the following vote:

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

- 7. MPM Motion by Neider, Seconded by Manbeck, approves an agreement with GAGE Personnel, 101 N. 7th Avenue, West Reading, PA 19611, to provide substitute/hiring custodians.

GAGE Agreement

This resolution was duly adopted by the following vote:

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

Information Items:

- 1. RRG Donna Zeigler returned from her uncompensated leave of absence on November 2, 2020.
- 2. MAH The following changes in assignments and/or building/grade level changes will occur at the beginning of the 2020-21 school year:
 - Sue Hatt, PT FSW, transferred from East Elementary School to the high school, effective October 26, 2020.
 - Barbara Lush, PT FSW, transferred from the high school to West Elementary School, effective October 26, 2020.
 - Tiffany Lipsky, FT FSW, transferred from the high school to the middle school, effective November 2, 2020.
 - Donna Zeigler, FT FSW, transferred from the middle school to the high school, effective November 2, 2020.

OTHER BUSINESS

Other Business

Mr. Kaczmarczyk made a Motion to have students go to full virtual December 1, 2020 through December 4, 2020 for K-12 students. His Motion was Seconded by Mr. Manbeck.

This resolution was not adopted by the following vote:

Aye:		0
Nay:	Carl, Dotzenroth, Kohl, Manbeck, McNutt, Neider, Sabold and Kaczmarczyk	8

Ms. Kohl made a Motion to have students go to full virtual December 1, 2020 through December 4, 2020 for K-12 students except Wave 1 special education students. Her Motion was Seconded by Mr. Carl.

This resolution was not adopted by the following vote:

Aye:	Kohl	1
Nay:	Carl, Dotzenroth, Manbeck, McNutt, Neider, Sabold and Kaczmarczyk	7

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. Director of Special Education

Director of Special Ed.

Mrs. Head- No Report

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.

CONRAD WEISER AREA SCHOOL DISTRICT
Robesonia, PA

ADDENDUM

HUMAN RELATIONS COMMITTEE - Gary G. Neider, Chairperson

7a. JLH Motion by Neider, 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 the employment of Elaine Royko, 3317 Regency Drive, Sinking Spring, PA 19608, as a full-time (7 hours/day) academic year special education instructional aide at Conrad Weiser East Elementary, at an hourly rate of \$11.50/hour, pending receipt of all required documentation.

Hire- FT SP ED
Instr Aide at East

Note: This is a new position.

This resolution was duly adopted by the following vote:

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

7b. JLH Motion by Neider, Seconded by McNutt, approves the employment of Mary Ocepek, 64 Ginna B Drive, Robesonia, PA 19551, as a full-time (7 hours/day) academic year special education instructional aide at Conrad Weiser West Elementary, at an hourly rate of \$11.50/hour, pending receipt of all required documentation.

Hire- FT SP ED
Instr Aide at West

Note: This is a new position.

This resolution was duly adopted by the following vote:

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

ADJOURNMENT

Motion by Carl, Seconded by Sabold,
Adjourned 8:13 p.m.