

Conrad Weiser Area School District
Robesonia, PA

Minutes – December 16, 2020

At 6:35 p.m., President Francis J. Kaczmarczyk called to order the regular meeting for the month of December of the Board of School Directors of the Conrad Weiser Area School District.

Present for the Meeting

Board Members

William T. Carl Jr., Denise Kohl, Dennis J. Manbeck, Neal McNutt, Gary G. Neider, Bret A.B. Sabold, Joshua Speirs and Francis J. Kaczmarczyk

Solicitor

Leah Rotenberg, Solicitor

School Personnel

Randall A. Grove, Ryan R. Giffing, Mark P. Moyer, Jessica L. Head, Robert G. Galtere, Jonathan Holota, Nicole C. Moore, Christy J. Hoffman, Melissa Rhoads, Alissa B. Sweigart, Randy V. Neider, Lindsay Estrada, William Harrison, William R. Knapper, Eric A. Lutz, Stacy Miller, Kathleen Mohn and Heather M. Stricker

ANNOUNCEMENTS

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

APPROVAL OF POLICY GUIDELINES –

- A. Motion by Kaczmarczyk, Seconded by Carl, 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 December 16, 2020 school board meeting.

Policy 006.1

This resolution was duly adopted by the following vote:

Aye: Carl, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs,
and Kaczmarczyk 8

APPROVAL OF MINUTES – Francis J. Kaczmarczyk

- A. Motion by Kaczmarczyk, Seconded by Carl, 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 18, 2020, a special meeting held on November 11, 2020; and the agenda of the committee meetings held on December 2, 2020 and a special reorganization meeting held on December 2, 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, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs,
and Kaczmarczyk 8

APPROVAL OF FINANCIAL REPORTS – Francis J. Kaczmarczyk

Financial Reports

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

(Attachment Fa-1)

This resolution was duly adopted by the following vote:

Aye: Carl, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs,
and Kaczmarczyk 8

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

- A. Motion by Sabold, Seconded by Speirs,
RESOLVED, that by roll call vote the General Account bills be
approved in the amount of \$317,475.24 and ratified in the
amount of \$2,003,631.49 as presented, and the Treasurer be
authorized to issue checks in the amounts indicated for the total
amount of \$2,321,106.73;

and further,

General Bills

RESOLVED, that the Cafeteria Account bills be approved in the
amount of \$27,798.92. and ratified in the amount of \$60,410.48
as presented, and the Treasurer be authorized to issue checks
in the amounts indicated for the total amount of \$88,209.40;

Cafeteria Bills

This resolution was duly adopted by the following rollcall vote:

Aye: Carl, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs,
and Kaczmarczyk 8

- B. Motion by Sabold, Seconded by McNutt,
RESOLVED, that by roll call vote the Construction Account bills
be approved in the amount of \$312,024.96 as presented, and
the Treasurer be authorized to issue checks in the amounts
indicated for the total amount of \$312,024.96.

Construction Bills

This resolution was duly adopted by the following rollcall vote:

Aye: Carl, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs,
and Kaczmarczyk 8

PRESENTATIONS

- A. Requests to speak to the Board of School Directors
Madison Harlow, high school student, discussed the general
pandemic response and risks with the current hybrid model.

Requests to Speak

COMMUNICATIONS

Communications

- A. Reports
 - 1. Solicitor – 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 BCTC had two staff members receive honors- Mr. Philip Harris, PA Co-Op Teacher of the Year and Mrs. Heidi Moll, Support Staff of the Year.
 - 5. Tax Collection Committee – Mr. Moyer noted they are scheduled to have a Zoom meeting tomorrow at 6:00 p.m.

OLD BUSINESS

Old Business

NEW BUSINESS

New Business

EXTRA-CURRICULAR COMMITTEE – Josh Speirs, Chairperson

Consent Agenda

- 1. WSH Motion by Speirs, 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 extended season pay for the following fall sports coaches for the 2020-21 school year:

Extended Season Pay

Golf

Mark Owens	5 days	-	\$134.95
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Girls' Soccer

Doug Miller	5 days	-	\$170.45
Keith Malone	5 days	-	\$119.57
Kennedy Lutz	5 days	-	\$119.57

Cross Country

Jeff Werner	12 days	-	\$227.63
Lauren Ressler	12 days	-	\$156.00

Football

Alan Moyer	6 days	-	\$314.45
Robert Tranquillo	6 days	-	\$220.11
Dan Browne	6 days	-	\$220.11
Mike Robinson	6 days	-	\$220.11

Brett Skovera	6 days	-	\$220.11
Nate Luckenbill	6 days	-	\$78.61
Tony Dianna	6 days	-	\$78.61

Girls' Tennis

Ryan Knarr	28 days	-	\$660.34
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This resolution was duly adopted by the following vote:

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

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

Zach Meredith	Dave McPherson
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This resolution was duly adopted by the following vote:

Aye:	Carl, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk	8
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3. RGG Motion by Speirs, Seconded by Neider, approves the establishment of the Weiser Abilities Club. Est Club

This resolution was duly adopted by the following vote:

Aye:	Carl, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk	8
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4. RGG Motion by Speirs, Seconded by Neider, approves the following high school extra-curricular non-paid positions and personnel for the 2020-21 school year: Non-Paid Advisors

<u>Advisor</u>	<u>Yrs</u>	<u>Activity</u>
Ernest Woolf	1	Weiser Abilities Club Advisor
Jeremy Loudon	1	Weiser Abilities Club Advisor

This resolution was duly adopted by the following vote:

Aye:	Carl, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk	8
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Discussion Agenda

1. WSH Motion by Speirs, Seconded by Neider, rescinds the approval on October 21, 2020 for the following winter extra-curricular athletic positions, personnel and salaries for the 2020-21 school year: Winter Coaches

<i>Name</i>	<i>Position</i>	<i>Yrs</i>	<i>Salary</i>
Vincent Natale	Boys' Basketball – Asst. JH	14	\$2,872.98

This resolution was duly adopted by the following vote:

Aye: Carl, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs,
and Kaczmarczyk 8

2. WSH Motion by Speirs, Seconded by Neider, approves the following winter extra-curricular athletic positions, personnel and salaries for the 2020-21 school year: Winter Coaches

<i>Name</i>	<i>Position</i>	<i>Yrs</i>	<i>Salary</i>
Steve Dallas	Boys' Basketball – Asst. JH	13	\$2,802.15

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: Kohl, Manbeck, McNutt, Neider, Sabold, Speirs and
Kaczmarczyk 7
Nay: Carl..... 1

BUDGET & FINANCE COMMITTEE – Joshua Speirs, Chairperson

Consent Agenda

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

1. MPM Motion by Speirs, 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 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 2021 E-rate funding year from July 1, 2021 through June 30, 2022. E-Rate
2. RGG approves the establishment of a student activity account for the high school Weiser Abilities Club, under the direction of Ernie Woolf and Jeremy Loudon. Est Activity Acct

These resolutions were duly adopted by the following vote:

Aye: Carl, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs,
and Kaczmarczyk 8

Discussion Agenda

1. MPM Motion by Speirs, Seconded by McNutt, approves the following physicians and dentists for the 2020-21 school year and establishes the rates of \$3.00 per student dental exam and \$14.00 per student medical exam:

Physicians/Dentists

<i>School Dentists</i>	<i>School Physicians</i>
Dr. Andrew Giesa and	Penn State St. Joseph Family
Dr. Lisa Ciabattoni	Medicine Residency
Green Valley Dental	144 North Sixth Street,
4906 Penn Avenue	P.O. Box 316
Sinking Spring, PA 19608	Reading, PA 19603

This resolution was duly adopted by the following vote:

Aye: Carl, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 8

2. MPM Motion by Speirs, Seconded by Neider, approves salary adjustments for qualified support staff based on Continuing Education Units (CEU's), effective January 1, 2021.

CEU Hours

<u>Last Name</u>	<u>First Name</u>	<u>Annual Adjustment to Salary</u>
Arnold	Kelly	\$ 270.20
Brightbill	Carrie	\$ 129.50
Cox	Kelly	\$ 135.10
Davis	Helen	\$ 209.60
Foley-Troup	Gloria	\$ 135.10
Gosch	Laurie	\$ 337.75
Hoffmaster	Janell	\$ 135.10
Kunder	Kathleen	\$ 259.00
Kupper	Amber	\$ 270.20
Louden	Jeremy	\$ 337.75
Ramsey	Barbara	\$ 129.50
Schaeffer	Virginia	\$ 270.20
Sclesky	Linda	\$ 202.65
Sheidy	Stephanie	\$ 74.00
Smith	Debra	\$ 270.20
Smith	Krista	\$ 85.05
Snyder	Beth	\$ 78.63
Stricker	Heather	\$ 208.80
Swoyer	Patricia	\$ 208.80
Titus	Beverley	\$ 85.05
Vandegriff	Amber	\$ 405.30
Wenrich	Carol	\$ 135.10
Wright	Angela	\$ 202.65

This resolution was duly adopted by the following vote:

Aye: Carl, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 8

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 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 following student teachers/interns for the second semester of the 2020-21 school year:
- 1. RGG
 - a. Kylie Whitmoyer, Kutztown University, Art with Jessica Alexander at the high school from January 20 through March 12, 2021.
 - b. Elizabeth Hagmayer, Kutztown University, 7th Grade Math with Pamela Light at the middle school from January 20 through March 12, 2021.
 - c. Jayson Rago, Kutztown University, 8th Grade Social Studies with Dane Yuengel at the middle school from January 20 through March 12, 2021.
 - d. Gwen Weiser, Eastern University, 1st Grade with Kathy Pachuillo at West Elementary School, January 21 through May 7, 2021.
 - e. Scarlett McMullan, New York University, speech pathology intern with Kerry Gable, effective January through May 2021.
 - f. Madeline Teitsma, Lebanon Valley College, music with Alexis Perrone at the middle school from March 22 through May 14, 2021.
 - g. Grace George, Siena College with Melaine Gallagher at the middle school, November 30, 2020 through February 12, 2021.
 - h. Elena Spadaccino, Lebanon Valley College, music with Nicole Natale at the middle school from March 22 through May 14, 2021.
 - i. Rachel Hackman, Kutztown University, German with Ashley Snyder at the high school from January 20 through May 6, 2021.

Student Teacher/
Intern

This resolution was duly adopted by the following vote:

Aye: Carl, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs,
and Kaczmarczyk 8

Discussion Agenda

1. RRG Motion by Sabold, Seconded by Neider, approves the updated District All Hazards Plan for submission to the Berks County Department of Emergency Management Services, as attached to the Official Minutes. All Hazards Plan
- Note: The update is to the snow day schedule.
- This resolution was duly adopted by the following vote:
- Aye: Carl, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 8

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 approves the following change orders for the district phone system upgrade project: District Phone System Upgrades Project
- | | |
|------------------------------|-----------------|
| PH3A Frontier Communications | add \$38,086.46 |
| Additional devices needed. | |
| PH4A Frontier Communications | add \$9,026.92 |
| Additional devices needed. | |
- This resolution was duly adopted by the following vote:
- Aye: Carl, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 8

HUMAN RELATIONS COMMITTEE – Gary G. Neider, Chairperson

1. CJH 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 transfer of Gwen Weiser, certificated instructional aide to a long-term substitute for Melissa Griffith, Grade 1 at West Elementary School at a daily rate of \$262.37 (B – Step 1) in accordance with the 2020-21 salary schedule, approximately January 8, 2021. Transfer Cert Aide to LTS West Gr 1 Teacher
- 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, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 8

2. CJH Motion by Neider, Seconded by Manbeck, approves the employment of Kathryn Schweigert, 6 Austin Drive, Robesonia PA 19551, as a long-term substitute certificated instructional aide at West Elementary School, at an hourly rate of \$13.50, pending receipt of all required documentation. Hire LTS Cert Aide

Note: This is a replacement for Gwen Weiser (transferred). 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, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 8

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

Mr. Carl mentioned we may have to increase our rate.

This resolution was duly adopted by the following vote:

Aye: Carl, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 8

4. 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-2)

This resolution was duly adopted by the following vote:

Aye: Carl, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 8

5. RAG Motion by Neider, Seconded by Manbeck, approves a supplemental Memorandum of Understanding agreement for the School Resource Officer with South Heidelberg Township. MOU SRO
(Attachment A-3)

This resolution was duly adopted by the following vote:

Aye: Carl, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 8

6. MPM Motion by Neider, Seconded by Manbeck, accepts with regret the resignation of Sandra Drobeck, full-time special education instructional aide at East Elementary School, effective December 11, 2020. Resign- FT SP ED Instr Aide

This resolution was duly adopted by the following vote:

Aye: Carl, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 8

7. MPM Motion by Neider, Seconded by Manbeck, rescinds the approval on December 2, 2020 for the employment of Melissa Masciotti, as the Secretary to the Director of Special Education. Rescind -Hire Sec to Dir of SP ED

This resolution was duly adopted by the following vote:

Aye: Carl, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 8

8. MAH Motion by Neider, Seconded by Manbeck, ratifies and approves the transfer of Kimberly Lewis from part-time food service worker (3.5 hours/day) to a full-time food service worker (7 hours/day) at the middle school, at her current hourly rate, effective December 10, 2020. Trans-PT to FT SP ED Instr Aide

Note: Ms. Lewis was currently providing coverage (7 hours/day) for Terri Groff. This is a replacement for Tiffany Lipsky (resigned).

This resolution was duly adopted by the following vote:

Aye: Carl, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 8

9. RAG Motion by Neider, Seconded by Carl, accepts, with regret, the irrevocable letter of retirement from Randall A. Grove, Superintendent, at the end of the 2020-21 school year. Intent to Retire – Superintendent

This resolution was duly adopted by the following vote:

Aye: Carl, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 8

Mr. Carl thanked Dr. Grove for his service and wished him Good Luck on his retirement.

Mr. Neider mentioned he has worked with Dr. Grove for 10 years and that Dr. Grove has done some great things for the district.

Information Items:

1. RGG The first day of employment for Mary Ocepek was December 14, 2020. [Employment Date](#)

SUPERINTENDENT'S REPORT

[Supt Report](#)

Dr. Grove reminded everyone of the 1st Scout Remote Snow Day with the impending snow storm and mentioned the office staff will be teleworking. He also thanked Dr. Giffing for the COVID-19 Update communications. He told everyone to be safe tomorrow and enjoy the holiday break.

ADMINISTRATION REPORTS

- A. Enrollment Reports [Enrollment](#)
- B. Assistant Superintendent [Asst. Superintendent](#)
Dr. Giffing - No Report
- 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 - No Report

1. Assistant High School Principal Asst. HS Principal
Mrs. Sweigart- No Report.
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

9a. 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 Lori Mosser, 110 Lavender Lane, Wyomissing, PA 19610, as the Secretary to the Director of Special Education, 12 months/year, 8 hours/day, at an hourly rate of \$18.00, pending receipt of all required documentation.

Hire Sec to Dir of SP ED

Note: This includes two crossover days. This is a replacement for Gloria Foley-Troup (transferred).

This resolution was duly adopted by the following vote:

Aye: Carl, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 8

9b. JLH Motion by Neider, Seconded by Manbeck, approves the employment of Greta Sprecher, 508 Deborah Drive, Sinking Spring, PA 19608, as a full-time (7 hours/day) academic year special education instructional aide, at Conrad Weiser East Elementary School at an hourly rate of \$11.50, pending receipt of all required documentation.

Hire- FT SP ED Instr Aide at East

Note: This is a replacement for Sandra Drobeck (resigned).

This resolution was duly adopted by the following vote:

Aye: Carl, Kohl, Manbeck, McNutt, Neider, Sabold, Speirs, and Kaczmarczyk 8

ADJOURNMENT

Motion by Sabold, Seconded by Speirs,
Adjourned 7:04 p.m.