

Conrad Weiser Area School District  
Robesonia, PA 19551

Agenda – April 16, 2014

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**ANNOUNCEMENTS**

**APPROVAL OF MINUTES** – Margaret G. Rumbaugh

- A. Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_,  
RESOLVED, that the reading of the Minutes of the regular  
meeting of the Board of School Directors for the month of  
March held on March 19, 2014; a special meeting held on April  
2, 2014; and the agenda of the committee meetings held on  
April 2, 2014, be dispensed with and that the same be  
approved by voice vote.

Minutes

**APPROVAL OF FINANCIAL REPORTS** – Margaret G. Rumbaugh

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

Financial Reports

(Attachment Fa-1)

**APPROVAL OF PAYMENT OF BILLS** – David A. Christensen

- A. Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_,  
RESOLVED, that by roll call vote the General Account bills be  
approved in the amount of \$568,990.79 and ratified in the  
amount of \$2,406,939.13 as presented, and the Treasurer be  
authorized to issue checks in the amounts indicated for the  
total amount of \$2,975,929.92;

General Bills

and further,

RESOLVED, that the Cafeteria Account bills be approved in  
the amount of \$56,627.47 and ratified in the amount of  
\$68,740.80 as presented, and the Treasurer be authorized to  
issue checks in the amounts indicated for the total amount of  
\$125,368.27.

Cafeteria Bills

- B. Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_,  
RESOLVED, that by roll call vote the Construction Account  
bills for the East/West Project be approved in the amount of  
\$10,497.09 as presented, and the Treasurer be authorized to

Construction Bills –  
East/West Project

issue checks in the amounts indicated.

**PRESENTATIONS**

- A. Requests to speak to the Board of School Directors Requests to Speak
- B. Employee of the Month – Dr. Adams EOM

**COMMUNICATIONS**

Communications

- A. Reports
  - 1. Solicitor – Jon S. Malsnee, Esquire
  - 2. Student Council
  - 3. Berks County Intermediate Unit – David A. Christensen
  - 4. Berks Career & Technology Center– William T. Carl, Jr.
  - 5. Berks Earned Income Tax Bureau – William T. Carl, Jr.
  - 6. Education Foundation – Tammy Starner Wert

**OLD BUSINESS**

Old Business

**NEW BUSINESS**

New Business

**BUDGET & FINANCE COMMITTEE** – David A. Christensen, Chairperson

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:

Consent Agenda

- 1. EJS ratifies and approves the placement of an elementary special education student at Whitfield Elementary School in the Wilson School District for the remainder of the 2013-14 school year at a cost of \$11,928.28, effective March 24, 2014.

Sp Ed Placement at Wilson SD

Note: This is a continuation of the student's placement as a move-in to our District from the Wilson School District.

Discussion Agenda

- 1. RLR approves the Berks Career & Technology Center budget for 2014-15, as attached to the Official Minutes, in the amount of \$15,759,724.00, with Conrad Weiser's net share being \$921,773.00 for the Berks Career & Technology Center budget and \$68,791.00 for the Special Needs Student budget.

2014-15 BCTC Budget

2. RLR approves a five-year lease/maintenance agreement with Edwards Business Systems, 524 Penn Avenue, West Reading, PA 19611, for the lease of eight copiers at a monthly cost of \$1,979.70.

Copier Lease

**CURRICULUM COMMITTEE** – Tammy Starner Wert, Chairperson

RESOLVED, that on the recommendation of the Administration and the Curriculum Committee, the Board of School Directors of the Conrad Weiser Area School District:

Consent Agenda

1. PJA approves changes to the middle school student planner for the 2014-15 school year.
2. BAA approves changes to the high school student planner for the 2014-15 school year.
3. PJA approves the 2014-15 Program of Studies booklet for Grades 5 to 8 as attached to the Official Minutes.

2014-15 MS Planner

2014-15 HS Planner

2014-15 MS Program of Studies

Note: The Program of Studies booklet will be posted on the District website and on file in the middle school office.

4. PJA approves the following District personnel as N.E.E.D. Camp staff for the 2013-14 camp program:

NEED Camp Personnel

*Week of May 5 to 9*  
John Young (2 days)  
Holly Baim (3 days)

and further

that the District personnel listed above will be reimbursed for their services above and beyond the school day at the additional cost of \$37.50 per night.

Discussion Agenda

1. BAA approves adjusting the graduation requirements of high school students who attend Berks Career & Technology Center, starting with the Class of 2016, as follows:

Grad Requirements for BCTC Students

<i>Course</i>	<i>Credits</i>
English	4.0
Social Studies	3.0
Math	3.0
Science	3.0
Physical Education	1.5
Health	1.0
Arts and Humanities	2.0
Electives	<u>9.5</u>
Total	27.0

**EXTRA-CURRICULAR COMMITTEE** – Mark D. Leidich, Chairperson

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:

Consent Agenda

1. RJK approves extended season pay for the following winter sports coach for the 2013-14 school year: Extended Season Pay  

*Bowling*  
Kerry Woodworth                      5 days    -       \$119.88
  
2. RJK approves the following volunteer coach for the 2013-14 school year: Volunteer Coach  

*Track*  
Betsy Eshbach
  
3. RJK approves Derek Long, 151 Lamms Mill Road, Wernersville, PA 19565, as the boys' varsity soccer head coach. Varsity Soccer Head Coach

Discussion Agenda

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

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:

Consent Agenda

None

Discussion Agenda

1. EAL approves the following change orders for the East Elementary Alterations and Upgrades Project: Change Orders- East Upgrades  

GC-006	Perrotto Builders, Ltd., Repair security devices	Delete	\$ 578.00
GC-007	Perrotto Builders, Ltd., Additional low wall roof flashing	Add	\$8,768.79
GC-008	Perrotto Builders, Ltd., Additional drywall and ACT ceiling requirements	Add	\$2,351.98

GC-009	Perrotto Builders, Ltd., Crack and joint repair and overlayment allowance request	Add	\$3,715.00
GC-010	Perrotto Builders, Ltd., Additional masonry work on T&M basis	Add	\$1,460.88
GC-011	Perrotto Builders, Ltd., Return of unused allowances	Delete	\$21,155.00
GC-012	Perrotto Builders, Ltd., Delete mezzanine shelving	Delete	<u>\$3,519.78</u>
	Total	Delete	\$8,956.13

2. EAL approves Phase 1 of the Modular Team Room Design Proposal from Muhlenberg Greene Architects, Ltd., dated April 10, 2014, in the amount of \$1,400.00.  
(Attachment A-1)

MGA – Design  
Proposal for  
Team Room

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

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:

Consent Agenda

1. RLR approves the employment of substitute support staff personnel for the 2013-14 school year at the rate of \$8.25/hour for cafeteria/noon-time aide substitutes and \$8.50/hour for clerical, custodial and instructional/transportation aide substitutes.

Substitute  
Support Staff

(Attachment A-2)

2. RAG approves the employment of substitute teachers for the 2013-14 school year at the rate of \$95.00 per day.

Substitute Teachers

(Attachment A-3)

3. PJA approves the following staff and extra-curricular personnel for supplementary positions with the middle school musical:

MS Musical

Nicole Natale	Director	\$2,000.00
Kelly Snyder	Assistant Director	\$2,000.00
Rod Snyder	Set Design and Construction	\$600.00

Note: Funds to pay these stipends will come from the Middle School Musical Student Activity Account.

4. BAA approves the following staff and extra-curricular personnel for supplementary positions with the high school musical:

HS Musical

Christie Kirkhoff	Box Office Manager	\$500.00
Jessica Alexander	Scenic Design	\$1,000.00

Note: Funds to pay these stipends will come from the High School Musical Student Activity Account.

5. RAG ratifies and approves the employment of Heidi Liebegott, 204B Mansion Drive, Shillington, PA 19607, as a long-term substitute for Stacey Osman, high school English teacher, at a daily rate of \$221.08 in accordance with the 2011-12 salary schedule, effective April 7, 2014: LTS – HS English

Note: Education Level: Master's  
 Undergraduate School: Lock Haven University  
 Certification: Instr. I – English 7-12  
 Experience: Long-term substitute at CW  
 Employment: April 7, 2014  
 Initial Assignment: High school English

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

6. RLR accepts, with regret, the intention to retire of Charlotte Yost, special education instructional aide at East Elementary, effective at the end of the 2013-14 school year. Retire – Sp Ed Instr Aide at East

7. RAG accepts, with regret, the intention to retire of David Moerder, Technology Education teacher at the high school, at the end of the 2014-15 school year; Retire EOY 2014/15 – HS Tech Ed

And be it further,

RESOLVED, that the Board of School Directors of the Conrad Weiser Area School District approves David Moerder for any buyout for which he is eligible at the end of the 2014-15 school year as per the Collective Bargaining Agreement for the Conrad Weiser Area School District, 44 Big Spring Road, Robesonia, PA, and the Conrad Weiser Education Association, 44 Big Spring Road, Robesonia, PA.

Discussion Agenda

1. RAG approves summer employment for the following personnel: Summer Employment

Elementary Nurses  
 Mrs. Kristin Herbein - 1 day  
 Mrs. Beverly Yoder - 1 day

Secondary Nurses  
 Mrs. Louise Snyder-Ocepek - 1 day  
 Mrs. Maryann Ligenza - 1 day

Elementary Librarians

Mrs. Sandra Pearsall	-	5 days
Mrs. Rita Wingle	-	5 days
Elementary Counselors		
Mr. Justin Foster	-	10 days
Mrs. Heather Kreider	-	10 days
Middle School Librarian		
Mrs. Allison Swoyer	-	5 days
Middle School Counselors		
Mrs. Nicole Noll	-	15 days
Mr. Thomas Hoover	-	10 days
High School Librarian		
Ms. Ann Schmidt	-	5 days
High School Counselors		
Ms. Kristen Simons	-	15 days
Mrs. Courtney Zickler	-	10 days
Mrs. Denise Rathman	-	10 days
Bethany Coordinator		
TBA	-	20 days
SAP Coordinator		
Mrs. Barbara Boland	-	10 days
School Psychologists		
Mrs. Kara Small	-	15 days
Mrs. Amanda Weidner	-	15 days
Itinerant Consultants		
Ms. Dawn Harris	-	8 days
Mr. Robert Dunmoyer	-	8 days
Transition Teachers		
TBA and	-	up to a total of
Ms. Rebecca Donahue		10 days combined
Transition Coordinator		
TBA	-	up to 8 days
Agriculture Teacher		
Mr. Adam Serfass	-	15 days
Public Relations Coordinator		
Mrs. Kathy Mohn	-	10 days

2. EJS ratifies and approves an increase in hours for Christine Sackett, special education transportation aide, from 3 hours/day to 3.75 hours/day, effective March 31, 2014.

Increase in Hours –  
Sp Ed  
Transportation Aide

Note: An additional student was added to Ms. Sackett's current run.

3. BAA approves payments to the following staff and extra-curricular

HS Musical

personnel for supplementary positions with the high school musical:

Neal Lutz	Pit Orchestra	\$230.00
Diana Cook	Pit Orchestra	\$230.00

Note: Funds to pay these stipends will come from the High School Musical Student Activity Account.

4. EJS ratifies and approves an agreement with Kristen L. Bender, 20 Sawgrass Drive, Reading, PA 19606, to provide up to 300 hours of contracted school psychology services for student evaluation purposes during the parental leave of Amanda Weidner, school psychologist, at a cost of \$60.00 per hour from April 7, 2014 through June 13, 2014. Contracted School Psych Services
  
5. RLR ratifies and approves the employment of Edward Van Horn, 230 West Franklin Street, Womelsdorf, PA 19567, as a part-time (2 hours/day) noon-time aide in the cafeteria at West Elementary at an hourly rate of \$8.42, effective April 7, 2014. Hire – NTA at West  

Note: This is a replacement for Tiffiney Hinkle (resigned).
  
6. RAG approves the employment of Heather Perrine, 1408 Old Pottstown Pike, West Chester, PA 19380, as a long-term substitute for Jenny Miller, learning support teacher at the middle school, at a daily rate of \$221.08 in accordance with the 2011-12 salary schedule, effective approximately April 21, 2014: LTS – LS at MS  

Note:	Education Level:	Bachelors
	Undergraduate School:	West Chester University
	Certification:	Instr. I – Elem K-6 & Sp Ed N-12
	Experience:	LTS at CWASD
	Employment:	Approximately April 21, 2014 (includes one crossover day)
	Initial Assignment:	Learning Support at middle school

Note: Should the regular employee return prior to the end of the leave, the long-term employment is terminated.
  
7. RAG approves the request of Allison Swoyer, middle school librarian, to extend the end date of her uncompensated parental leave from May 20, 2014 to the end of the 2013-14 school year. Extend Leave – MS Librarian
  
8. RLR accepts, with regret, the intention to retire of Margaret Brennan, part-time special education transportation aide, at the end of the 2013-14 school year. Retire – Sp Ed Transportation Aide
  
9. RLR ratifies and approves the employment of Leslie Fessler, 105 Charming Forge Road, Womelsdorf, PA 19567, as a part-time (19.5 hours/week) special education instructional/personal care aide at the high school at an hourly rate of \$10.00, effective March 31, 2014. Hire – Sp Ed Instr/Personal Care Aide



Note: This is a new position.

10. RAG Renewal of Memorandum of Understanding for Scout Virtual Academy

MOU for SVA

Information Item

1. RLR The last day of uncompensated leave for Rose Cappello, noon-time aide at West Elementary, is March 26, 2014.
2. RAG The first day of uncompensated leave for Allison Swoyer, middle school librarian, is April 1, 2014.
3. RLR The first day of uncompensated leave for Mary Fisher, special education instructional aide at East Elementary, is April 8, 2014.
4. RAG The first day of parental leave for Stacey Osman, high school English teacher, is April 6, 2014.

**POLICY**

Policy

1. RAG RESOLVED, that on the recommendation of the Administration, the Board of School Directors of the Conrad Weiser Area School District receives the following policy of the Conrad Weiser Area School District Board Policy Manual:

Policy 808.2 – Food Service Meal Charges – 1<sup>st</sup> Reading

Policy 808.2 – Food Service Meal Charges - 1<sup>st</sup> reading

(Attachment A-4)

**SUPERINTENDENT’S REPORT**

Supt Report

**ADMINISTRATION REPORTS**

Adm Reports

- A. Enrollment (Attachment S-1)
- B. Assistant Superintendent (Attachment AS-1)
- C. Director of Business (Attachment Ca-1)
1. Director of Food Services (Attachment Cb-1)
2. Director of Facilities (Attachment Cc-1)
- D. West Elementary Principal (Attachment EI-1)
- E. East Elementary Principal (Attachment EI-2)

- F. High School Principal (Attachment HS-1)
  - 1. Assistant High School Principal (Attachment HS-2)
  - 2. Assistant High School Principal (Attachment HS-3)
- G. Middle School Principal (Attachment MS-1)
  - 1. Assistant Middle School Principal (Attachment MS-2)
- H. Director of Special Education (Attachment Sp-1)
- I. Director of Athletics (Attachment DA-1)
- J. Director of Technology (Attachment T-1)

***Calendar of Events***

Wednesday	04/16/14	Student Council dinner with Board	6:00 p.m.
	04/16/14	School Board meeting	7:30 p.m.
Friday	04/18/14	No School (K-12) Spring Holiday Offices Closed	
Tuesday	05/06/14	Grade 5 and 6 Band/Chorus Spring Concert	7:00 p.m.
Wednesday	05/07/14	Board committee meetings – Curriculum Committee Facilities/Property and Extra-Curricular Committees Budget & Finance and Human Relations Committees	6:30 p.m. 7:00 p.m. 7:45 p.m.