

Conrad Weiser Area School District
Robesonia, PA 19551

Agenda – April 20, 2016

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 16, 2016; the agenda of committee
meetings held on April 6, 2016; and a special budget
workshop held on April 13, 2016, 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 \$511,707.21 and ratified in the
amount of \$3,190,305.13 as presented, and the Treasurer be
authorized to issue checks in the amounts indicated for the
total amount of \$3,702,012.34;

General Bills

and further,

RESOLVED, that the Cafeteria Account bills be approved in
the amount of \$66,390.82 and ratified in the amount of
\$64,106.79 as presented, and the Treasurer be authorized to
issue checks in the amounts indicated for the total amount of
\$130,497.61.

Cafeteria Bills

PRESENTATIONS

- A. Student Recognition – Mrs. Heilman

Student

B. Employee of the Month – Mrs. Heilman

Recognition

EOM

C. Requests to Speak to the Board of School Directors

Requests to Speak

COMMUNICATIONS

Communications

A. Reports

1. Solicitor – Jon S. Malsnee, Esquire
2. Student Council
3. Berks County Intermediate Unit – Tammy Starner Wert
4. Berks Career & Technology Center– William T. Carl, Jr.
5. Tax Collection Committee – Robin L. Robertson

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. RLR/ SRM approves a Sports Medicine Services Agreement, as attached to the Official Minutes, with Commonwealth Orthopaedic Associates, a Division of Keystone Orthopaedic Specialists, LLC, 11 Fairlane Road, Reading, PA 19606, to provide sports medicine services to the District at a total cost of \$39,800.00 per year for the 2016-17 and 2017-18 school years.
2. RLR approves the Berks Career & Technology Center budget for 2016-17 as attached to the Official Minutes in the amount of \$17,022,276.00 with Conrad Weiser’s net share being \$858,391.00, for the Berks Career & Technology Center budget and \$50,662.00 for the Special Needs Student budget.

Commonwealth
Orthopaedic
Associates

BCTC Budget

Discussion Agenda

1. RAG approves the Contract for the Transportation of School Pupils between the District and Brandywine CW Transportation for transportation services beginning July 1, 2016 and continuing through June 30, 2021, as attached to the Official Minutes.

Transportation
Services -
Brandywine CW
Transportation

- | | | | |
|----|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|
| 2. | RLR | authorizes the Berks County Earned Income Tax Collection Bureau to engage one or more third-party collection agencies to pursue employer and taxpayer delinquencies.
(Attachment A-1) | <u>Berks EIT
Collections</u> |
| 3. | RAG | ratifies and approves mileage reimbursement at the current IRS mileage rate to the guardian of two district students for transportation costs during the month of March 2016 in the amount of \$2,090.88 in accordance with the McKinney-Vento Act, effective March 1, 2016. | <u>Mileage
Reimbursement –
McKinney-Vento
Act</u> |
| 4. | EJS | approves the settlement of a due process complaint for a high school special education student which includes payment to an educational trust of \$4,500.00 for the 2015-16 school year and \$3,500.00 for the 2016-17 school year. | <u>Due Process
Settlement</u> |

Note: No legal fees are being paid as part of this agreement.

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. | RKB | approves the following personnel as N.E.E.D. Camp staff for the 2015-16 camp program: | <u>NEED Camp Staff</u> |
|----|-----|---------------------------------------------------------------------------------------|------------------------|

<i>Week of April 25 to April 29</i>	<i>Week of May 2 to May 6</i>
Adrianna Klecha (student teacher)	Megan Scott (2 days) (days only at her current per diem rate)

and further,

approves the following additional N.E.E.D. Camp staff for the 2015-16 school year:

- a. Nicole Rex, day-time nurse during Weeks 1 and 2 at a stipend of \$356.40 per week;
- b. Elizabeth Schrack, one night during Week 2 at \$37.50;

- | | | | |
|----|-----|------------------------------------------------------------------------------|---------------------------------|
| 2. | RKB | approves the following N.E.E.D. Camp presenters for the 2015-16 school year: | <u>NEED Camp
Presenters</u> |
|----|-----|------------------------------------------------------------------------------|---------------------------------|

- a. Karen Campbell, program presenter for two evenings at \$75.00 per night;
- b. Larry Kirk, program presenter for two evenings at \$75.00 per night;
- c. Tom Smith, program presenter for two days at

\$100.00 per day.

3. RGG approves the attendance of Conrad Weiser ICE, under the direction of Janelle Ferrara, Liz Werner and RC Youse, at the Indoor Color Guard Competition in Wildwood, NJ, from April 28 to May 1, 2016, at no cost to the District. CW ICE

4. RGG approves an FBLA trip for 35 students, under the direction of Mike Noss and Fran Williams, to Philadelphia, PA and Camden, NJ on May 26, 2016. Field Trip – FBLA

Note: The cost to the District will be for two substitute teachers. Students will pay their own costs.

5. RGG approves a Social Studies Club trip for approximately 30 students, under the direction of Eric Rothenberger and John Rohm, to New York City on April 28, 2016. Field Trip – Social Studies Club

Note: The cost to the District will be for three substitute teachers. Students will pay their own costs.

Discussion Agenda

1. EJB approves distribution of a Dellicker Strategies online survey to middle school students regarding hybrid learning. Dellicker Student Survey

2. RKB approves the following as additional N.E.E.D. Camp staff for the 2015-16 camp program: NEED Camp Staff

Week 1 (April 25 to April 29)
Andy Harakel at a stipend of \$95.00 per day plus an additional \$37.50 per night.

Eileen Ravert, evening nurse at a stipend of \$625.20.

Week 2 (May 2 to 6)
Anna Emore, evening nurse on May 2 and 3 at a stipend of \$312.60.

Kayla Zerbe, evening nurse on May 4 and 5 at a stipend of \$312.60.

Week 1 (April 25 to 29) and Week 2 (May 2 to 6)
Alex Matthew (cook), at a stipend of \$450.00 per week and an additional \$37.50 per night.

3. RGG approves an Ag/FFA field trip, under the direction of Adam Serfass and John Siefert, to the State FFA CDE and Activities Week at Penn State University, State College, from June 14 to 16, 2016. FFA Activities Week

Note: Money has been budgeted. The cost to the District will

be for two vans and registration fees for the advisors.

4. RGG approves a trip for six students to the FBLA National Leadership Conference in Atlanta, GA, from June 27 to July 3, 2016, under the supervision of Mike Noss and Fran Williams.

FBLA National
Leadership Conf

Note: The cost to the District will be approximately \$5,523.00 from the high school budget. The FBLA Club, or individuals, will pay for the remainder of the costs

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. SRM approves extended season pay for the following winter sports coaches for the 2015-16 school year:

Extended Season
Pay

Bowling

Kerry Woodworth 7 days - \$167.83

Girls' Basketball

Mark Owens 19 days - \$874.82

Kate Yoh 19 days - \$610.56

Cheerleading

Kathleen Moffett 4 days - \$68.27

Heidi Williams 6 days - \$51.21

2. SRM approves the following volunteer coaches for the 2015-16 school year:

Volunteer Coaches

Baseball

Chris Reed (stats)

Softball

Jennifer Potthoff

Track

Dennis Harman

Discussion Agenda

1. SRM approves the following volunteer coaches for the 2015-16 school year:

Volunteer Coaches

Baseball

Brian Hostetter

Chad Billingsley

2. SRM approves the following personnel for contracted services for athletic events for the 2015-16 school year:

Contracted
Personnel for
Athletic Events

Jan Dee
Tony Wirebach
Tom Ravert
Jodi Wirebach

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. | RAG | rescinds a resolution passed by the School Board on November 11, 2015, to establish a bus stop on Edris Road. | <u>Rescind – Edris Road</u> |
| 2. | RAG | establishes a bus stop on Edris Road provided Marion Township does the following:

a. enforces the prohibition of parking at any time on the entirety of Edris Road, including the cul-de-sac, to allow for ingress and egress of a school bus; and

b. maintains Edris Road and the cul-de-sac, including repairs and snow removal, sufficient to allow for ingress and egress of a school bus. | <u>Sheridan Road Bus Stop</u> |

Note: If there are days when cars are parked along Edris Road or where the snow has not been plowed or maintenance is insufficient to allow ingress and egress of a school bus, in the opinion of the bus driver, the School District will return to the original Sheridan Road bus stop on those days.

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. | RAG | ratifies and approves the employment of substitute teachers for the 2015-16 school year at the rate of \$95.00 per day.
(Attachment A-2) | <u>Substitute Teachers</u> |
| 2. | EJS | ratifies and approves a decrease in hours for Martene Firestine, special education transportation aide, from 7 hours/day to 4½ hours/day due to the change in placement for a special education student, effective March 17, 2016. | <u>Decrease Hours – Transportation Aide</u> |

3. RAG ratifies and approves payment in the amount of \$2,380.00 (158.67 hours at \$15/hour) to Bethany Children's Home for the services of support staff personnel at the Weiser Decisions/Shelter Program from January 4 through February 19, 2016. Shelter Program –
BCH Staff
4. RAG approves the transfer of Carrie Mastruzzo, long-term substitute certificated instructional aide for Rebecca Reed at West Elementary School, to long-term substitute for Casey Troutman, special education learning support teacher at East Elementary School, at a daily rate of \$234.87 in accordance with the 2015-16 salary schedule, effective approximately April 25, 2016: Transfer – LTS Sp
Ed LS at East
- Note: Education Level: Bachelors
Undergraduate School: Kutztown University
Certification: Instr I – Grades PK-4 and
Special Education PK-8
Experience: LTS Cert Instr Aide at West
Employment: Approx April 25, 2016
Initial Assignment: LTS Learning Support at East
- Note: Ms. Mastruzzo has been granted two crossover days with Mrs. Troutman. Should the regular employee return prior to the end of the leave, the long-term employment is terminated.
5. RLR approves the transfer of Gloria Troup, academic year (6½ hours/day) secretary in the special education office, to 12-month (8 hours/day) secretary to the Director of Special Education at an hourly rate increase of \$4.00, effective July 1, 2016. Transfer –
Secretary to Dir of
Sp Ed
- Note: This is a replacement for Bonnie Ulrich (retired).
6. EJS approves Jessica Head and Dan Kramer as Co-Coordinators for the 2016 Extended School Year Program for approximately 50 eligible Conrad Weiser special education students for 60 hours each (120 total) at a rate of \$25.00/hour. ESY –
Co-Coordinators
7. EJS approves the following teachers to provide 2016 Extended School Year programs for 50 eligible Conrad Weiser special education students at an hourly rate of \$25.00: ESY –
Teachers
- | | |
|-------------------------|-------------------------------|
| Kim Serfass | Deborah Care |
| Dan Kramer | Gabby Smith |
| Karen Matthew | Diana Duffy |
| Jessica Head | Erin Schermerhorn |
| Derek Long (substitute) | Carrie Mastruzzo (substitute) |
8. EJS approves the following staff as instructional aides for the 2016 Extended School Year Program for 50 eligible Conrad Weiser special education students at an hourly rate of \$8.50 for aides who are not permanent District employees or, if a permanent District employee, at a rate equal to the employee's current hourly rate during the 2015-16 school year: ESY –
Instr Aides

Paulette Antonucci	Mary Hulina
Melanie Keys	Lois Korzi
Paulene McNeill	Kimberly Doyle
Vickey Maney	Terry Wolfe
Amanda Pacheco (substitute)	Carrie Mastruzzo (substitute)
Cynthia Kramer (substitute)	

9. RAG approves summer employment for the following personnel:

Summer Days

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
Bridget Yourkawitch	-	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		
Ms. 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		
Mr. Russell Kline	-	20 days
SAP Coordinator		
Mrs. Barbara Boland	-	10 days
School Psychologists		
Mrs. Kara Small	-	15 days
Mrs. Amanda Weidner	-	15 days
Itinerant Consultants		
Ms. Jessica Head	-	8 days
Mr. Robert Dunmoyer	-	8 days
Transition Teachers		

- Mr. Russell Kline and Ms. Rebecca Donahue - up to a total of 10 days combined
- Transition Coordinator Mrs. Christine Twiford - up to 8 days
- Agriculture Teacher Mr. Adam Serfass - 15 days
- Public Relations Coordinator Mrs. Kathleen Mohn - 10 days

- 10. RAG approves a permanent, full-time position for a Hybrid Learning Coach beginning in the 2016-17 school year.

Permanent Hybrid Learning Coach Position

Discussion Agenda

- 1. RLR approves the employment of substitute support staff personnel for the 2015-16 school year at the rate of \$8.50/hour.

Substitute Support Staff

(Attachment A-3)

- 2. RAG ratifies and approves the employment of Rebecca Miller, 29 East Meadow Road, Robeson, PA 19551, as a long-term substitute for Calli Maguire, special education learning support teacher at the high school, at a daily rate of \$234.87 in accordance with the 2015-16 salary schedule, effective approximately April 21, 2016:

Hire – LTS HS LS

Note: Education Level: Bachelors
 Undergraduate School: Penn State University
 Certification: Instr II – Grades PK-4, Sp Ed PK-12, Mid-level Math 6-9
 Experience: 8 yrs - Agora Cyber Charter
 4 yrs – Antietam SD
 ½ yr – State College SD
 Employment: Approx April 21, 2016
 Initial Assignment: Learning Support at HS

Note: Mrs. Miller shadowed Mrs. Maguire on April 15, 2016. Should the regular employee return prior to the end of the leave, the long-term employment is terminated.

- 3. RLR approves the employment of Izannah Bashore, 950 Charming Forge Road, Robeson, PA 19551, as a long-term substitute for Amanda Tyson, certificated instructional aide at West Elementary School, at an hourly rate of \$10.15, effective April 21, 2016.

Hire – LTS Cert Instr Aide at West

- 4. RLR approves the employment of Ioana Pancu, 7 North Sandy Lane, Sinking Spring, PA 19608, as a part-time (2 hours/day) noon-time aide at East Elementary School at an hourly rate of \$9.00, effective April 21, 2016.

Hire – NTA at East

Note: This is a replacement for Beverlee Titus (resigned).

- 5. RLR approves the employment of Heather Stricker, 40 Slater Road, Reading, PA 19605, as a 12-month (8 hours/day) Confidential Secretary to the Superintendent and Board Recording Secretary at an hourly rate of \$20.00, plus an additional \$90.00 per meeting for her role as Board Recording Secretary, effective May 16, 2016.

Hire –
Confidential
Secretary

Note: Mrs. Stricker will attend both monthly Board meetings. This is a replacement for Nancy Flory (retired).

- 6. RAG approves the request of Allison Swoyer, middle school librarian, for a parental leave of absence beginning approximately September 1, 2016, and ending approximately February 1, 2017.

Parental Leave –
MS Librarian

- 7. RLR approves the request of Rebecca Reed, certificated instructional aide at West Elementary School, to extend the end date of her parental leave of absence from the end of the 2015-16 school year to November 28, 2016.

Extend Parental
Leave of Absence
– Cert Instr Aide
at West

- 8. RGG approves payments to the following staff and extra-curricular personnel for supplementary positions with the high school musical:

HS Musical

RC Youse	Pit Orchestra	\$230.00
Diana Cook	Pit Orchestra	\$230.00
Natalie Fisher	Pit Orchestra	\$230.00
Sarah McGrory	Pit Orchestra	\$230.00

Information Items

- 1. RAG Bridget Yourkawitch will transfer from Grade 1 teacher to the librarian position at East Elementary School beginning in the 2016-17 school year to replace Rita Wingle (retired).
- 2. RAG The first day of parental leave for Melissa Bowser, Grade 1 at West Elementary School, and the first day for Amanda Tyson as her long-term substitute is April 14, 2016.

Transfer –
Librarian at East

Parental
Leave/LTS – Gr 1
at West

POLICY

Policy

- 1. RAG RESOLVED, that on the recommendation of the Administration, the Board of School Directors of the Conrad Weiser Area School District adopts Policy 126, Class Size – 2nd reading.

Policy No. 126-
Class Size – 2nd
Reading

(Attachment A-4)

Supt Report

SUPERINTENDENT’S 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. Middle School Principal (Attachment MS-1)
 - 1. Assistant Middle School Principal (Attachment MS-2)
- G. High School Principal (Attachment HS-1)
 - 1. Assistant High School Principal (Attachment HS-2)
 - 2. Assistant High School Principal (Attachment HS-3)
- H. Director of Special Education (Attachment Sp-1)
- I. Director of Athletics (Attachment DA-1)
- J. Director of Technology (Attachment T-1)