

Conrad Weiser Area School District
Robesonia, PA 19551

Agenda – December 16, 2015 at 6:30 p.m.

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
November held on November 18, 2015; a special meeting held
on December 2, 2015; the agenda of the committee meetings
held on December 2, 2015; and a special reorganization
meeting held on December 9, 2015, be dispensed with and
that the same be approved by voice vote.

Minutes

APPROVAL OF FINANCIAL REPORTS – Margaret G. Rumbaugh

Financial Reports

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

(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 \$599,296.06 and ratified in the
amount of \$2,077,897.10 as presented, and the Treasurer be
authorized to issue checks in the amounts indicated for the
total amount of \$2,677,193.16;

General Bills

and further,

RESOLVED, that the Cafeteria Account bills be approved in
the amount of \$43,037.11 and ratified in the amount of
\$68,650.63 as presented, and the Treasurer be authorized to
issue checks in the amounts indicated for the total amount of
\$111,687.74.

Cafeteria Bills

PRESENTATIONS

- A. Employees of the Month – Mrs. Robertson and Dr. Bentzel

EOM

- B. BCIU – Jill Hackman BCIU
- 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 – David A. Christensen
 - 4. Berks Career & Technology Center– William T. Carl, Jr.
 - 5. Tax Collection Committee – Robin L. Robertson

OLD BUSINESS

Old Business

NEW BUSINESS

New Business

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 fall sports coaches for the 2015-16 school year:

Extended Season Pay – Fall

| | | | |
|----------------------|--------|---|----------|
| <i>Golf</i> | | | |
| Adam Serfass | 4 days | - | \$107.96 |
| <i>Field Hockey</i> | | | |
| Ann Schmidt | 6 days | - | \$210.68 |
| Alyssa Bond | 6 days | - | \$147.79 |
| <i>Girls' Soccer</i> | | | |
| Doug Miller | 4 days | - | \$136.36 |
| Russ Kline | 4 days | - | \$95.66 |
| <i>Cross Country</i> | | | |
| Lauren Ressler | 9 days | - | \$170.72 |
| Steve Young | 9 days | - | \$117.00 |
| <i>Football</i> | | | |
| 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 | - | \$110.05 |
| Darrell Wenrich | 6 days | - | \$110.06 |

Cheerleading

| | | | |
|------------------|--------|---|---------|
| Kathleen Moffett | 4 days | - | \$70.63 |
| Heidi Williams | 5 days | - | \$73.47 |

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

Volunteer Coach

Girls' Basketball

Kennedy Lutz

3. SRM approves the following Spring head coaches:

Spring Head Coaches

| <i>Name</i> | <i>Position</i> | <i>Yrs</i> | <i>Salary</i> |
|-----------------|------------------|------------|---------------|
| Lauren Ressler | HS Head Track | 4 | \$3,509.04 |
| Darrell Wenrich | HS Head Softball | 4 | \$3,509.04 |

4. RGG approves the following high school extra-curricular non-paid position and personnel for the 2015-16 school year:

Anime Club

| <i>Advisor</i> | <i>Yrs</i> | <i>Activity</i> |
|----------------|------------|-----------------|
| Ann Schmidt | 1 | Anime Club |

Discussion Agenda

1. SRM ratifies and approves the following additional personnel for contracted services for athletic events for the 2015-16 school year, effective December 4, 2015:

Contracted Services for Athletic Events

Tom Vida

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. RGG approves the establishment of a high school student activity account for the Anime Club.

Student Activity Account – Anime Club

Discussion Agenda

1. RLR approves salary adjustments for qualified support staff based on Continuing Education Units (CEU's), effective January 1, 2016.

Support Staff – CEU's

| | | |
|-----------|---|----------|
| Kelly Cox | - | \$201.60 |
|-----------|---|----------|

| | | |
|--------------------|---|----------|
| Lisa Cullen | - | \$134.40 |
| Helen Davis | - | \$208.80 |
| Georgeann Devine | - | \$67.20 |
| Nancy Flory | - | \$208.80 |
| Gloria Foley-Troup | - | \$62.40 |
| Melissa Gartner | - | \$134.40 |
| Mary Hulina | - | \$288.00 |
| Lois Korzi | - | \$127.58 |
| Kelley Noecker | - | \$208.80 |
| Barbara Ramsay | - | \$134.40 |
| Linda Sclesky | - | \$134.40 |
| Bethann Shartle | - | \$104.40 |
| Gloria Strunk | - | \$134.40 |
| Bonnie Ulrich | - | \$104.40 |
| Teresa Wolfe | - | \$201.60 |

2. RLR ratifies and approves an agreement with Gilbert Consulting, LLC, 628 Elm Street, East Earl, PA 17519, in the amount of \$3,250.00 for Food Service Department training and program review services, effective December 7, 2015.

Consulting Agreement – Food Services

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 Grade 8 class trip to Washington, DC, on June 1, 2016.

MS Field Trip to Washington DC

Note: The cost to the District will be for three substitute teachers. The student cost will be \$35.00 per student.

2. EJB approves the following student teachers for the second semester of the 2015-16 school year:

Student Teachers

- a. Bethany Hoover, Kutztown University, English with Stacey Osman at the high school from January 20 through May 5, 2016.
- b. Adrianna Klecha, Kutztown University, English with Jennifer Potthoff at the middle school from January 20 through May 5, 2016.
- c. Madison Ody, Kutztown University, English with Jessica Stahler at the middle school from January 20 through May 5, 2016.
- d. Alisha Neiman, Kutztown University, Grade 2 with Cheryl Benfer at West Elementary School from January 20 to March 11, 2016.
- e. Jessica Sheidy, Kutztown University, Grade 3 with

Jeffrey Showalter at West Elementary School from January 20 through March 11, 2016.

- f. Ally Frebel, Kutztown University, Grade 2 with Tara Chelius at West Elementary School from January 20 through March 11, 2016.
- g. Kelsey Means, Kutztown University, Library Science with Sandy Pearsall at West Elementary School and Allison Swoyer at the middle school from January 20 to March 11, 2016.

Discussion Agenda

- 1. JCH approves the discard of outdated and worn library books that have low usage at East Elementary School. Discard – Library books at East
(Attachment A-1)
- 2. JCH approves the discard of outdated library VHS videos that have low usage at East Elementary School. Discard – Videos at East
(Attachment A-2)

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

- 1. EAL approves the following change orders for the Weiser Decisions Facility Alterations, Renovations and Upgrades Project (Church Street Property): Change Orders – Weiser Decisions Property

| | | |
|---|--|-------------------|
| <i>Purcell Construction Co., general contractor –</i> | | |
| GT-022 | Vaulted ceiling repairs and install chase walls in kitchen | \$3,249.00 |
| GT-023 | Skim drywall imperfections old to new transitions | 912.00 |
| <i>H. B. Frazer Co., electrical contractor –</i> | | |
| EC-009 | Replacement lights under mezzanine | 493.00 |
| <i>A. H. Moyer, plumbing contractor -</i> | | |
| PC-004 | Replace floor drain covers in kitchen | <u>306.33</u> |
| | Total | <u>\$4,960.33</u> |

Discussion Agenda

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 2015-16 school year at the rate of \$8.50/hour.

(Attachment A-3)

Substitute Support Staff
2. RAG approves the employment of substitute teachers for the 2015-16 school year at the rate of \$95.00 per day.

(Attachment A-4)

Substitute Teachers
3. RLR ratifies and approves Cynthia Kramer as a part-time (1½ hours/day) special education transportation aide at her current hourly rate, effective November 14, 2015.

Note: Ms. Kramer will also continue in her current position as a part-time Food Service Worker at the middle school. This is a replacement for Mary Hulina (transferred).

PT Transportation Aide
4. RLR ratifies and approves Vickey Maney as a part-time (1½ hours/day) special education transportation aide at her current hourly rate, effective November 5, 2015.

Note: Ms. Maney will also continue in her current position as a part-time special education instructional aide at West Elementary School. This position is required due to a change in placement of a special education student.

PT Transportation Aide
5. RLR ratifies and approves an increase in hours for Christine Sackett, special education transportation aide, from 5¼ hours/day to 6¼ hours/day, effective November 5, 2015.

Note: This is required due to a change in a bus run.

Increase Hours – Transportation Aide
6. RLR approves the transfer of Carol Wenrich from a part-time Food Service Worker at the middle school to a part-time (4½ hour/day) special education Personal Care Aide in the emotional support classroom at the middle school for the remainder of the 2015-16 school year at an hourly rate of \$10.15, effective January 4, 2016.

Note: This is a new position.

Transfer – PT Sp Ed PCA for 2015-16 SY
7. EJS ratifies and approves Holly Baim, 23 East Lincoln Avenue, Robeson, PA 19551, to provide homebound instruction for a high school special education student for approximately three months beginning November 2, 2015, for five to ten hours a

week at the rate of \$25.00 per hour, plus mileage, effective November 23, 2015.

Note: This is a replacement for Deborah Care, who was approved as the homebound instructor on November 18 and subsequently resigned.

8. RAG accepts, with regret, the irrevocable letter of retirement from Deborah Smith, Grade 2 teacher at East Elementary School, at the end of the 2015-16 school year, and approves payment of the Buyout at the end of the 2015-16 school year in accordance with the provisions of Appendix B, Section B.12.a. of the 2012-2016 Collective Bargaining Agreement. Intent to Retire – Gr 2 at East

9. RLR accepts, with regret, an irrevocable letter of retirement from Bonnie Ulrich, Secretary to the Director of Special Education, and approves the retirement at the end of the 2015-16 school year and payment in accordance with the Early Retirement Incentive for Full-Time Support Staff approved by the Board of School Directors on June 17, 2015. Intent to Retire – Sp Ed Secretary

Discussion Agenda

1. RLR ratifies and approves the request of Rebecca Reed, certificated instructional aide at West Elementary School, for a parental leave of absence beginning November 28, 2015, and continuing through the end of the 2015-16 school year. Parental Leave – Cert Aide at West

2. RAG approves the transfer of Desiree Frantz, certificated instructional aide/long-term substitute for Molly Fick, to an academic year Temporary Professional Employee in the Conrad Weiser Area School District at a yearly salary of \$44,391.00 (B–Step 1) in accordance with the 2015-16 salary schedule. Hire/Transfer – Gr 3 at West

| | | |
|-------|-----------------------|---|
| Note: | Education Level: | Bachelors |
| | Undergraduate School: | Kutztown University |
| | Certification: | Instr I – Elementary K-6 and Mid-Level Math 6-9 |
| | Experience: | LTS and cert aide at CW |
| | Employment: | January 4, 2016 |
| | Initial Assignment: | Grade 1 at West |

This is a replacement for the contracted position held by Holly Miller, Grade 3 (retired). However, Mrs. Frantz will stay in her current long-term substitute assignment in Grade 1 until the end of the 2015-16 school year.

3. RLR approves the transfer of Carolyn Murphy, part-time (4½ hours/day) special education instructional aide at the middle school, to special education instructional aide (7 hours/day) at the middle school at her current hourly rate, effective December 17, 2015. Transfer –Sp Ed Instr Aide at MS

Note: This is a replacement for Gloria Troup (transferred).

4. RLR approves the transfer of Robin Henning, noon-time aide at West Elementary School, to part-time (4½ hours/day) special education personal care aide at West Elementary School at an hourly rate of \$10.15, effective January 6, 2016.

Transfer – PT Sp Ed PCA at West

Note: This is a replacement for Mary Hulina (transferred).

5. RLR approves the employment of Christine Hawley, 20 Balthaser Road, Sinking Spring, PA 19608, as an academic year (7 hours/day) special education instructional aide at Weiser Decisions at an hourly rate of \$10.15, effective December 17, 2015.

Hire – Sp Ed Instr Aide at Weiser Decisions

Note: This is a replacement for Linda Schmitz (resigned)

6. RLR approves the employment of Angela Blaker, 30 Elm View Court, Wernersville, PA 19565, as a part-time (4½ hours/day) academic year special education instructional aide at Berks Career and Technology Center at an hourly rate of \$10.15, effective December 17, 2015.

Hire – PT Sp Ed Instr Aide at BCTC

Note: This is a replacement for Therese Matthew (resigned).

7. RLR approves the transfer of Charles Reppert from evening crew leader at the middle school to twelve-month Head Custodian/Mail Transport at Weiser Decisions with a \$.50/hour increase in his current hourly rate, effective December 17, 2015.

Transfer – Head Custodian at Weiser Decisions and Mail Transport

Note: This is a new position.

8. RLR approves an increase in hours for Ann Sayers, food service worker at West Elementary School, from 4¼ hours/day to 6 hours/day, effective December 17, 2015.

Increase Hours – FSW at West

Note: This eliminates a vacant part-time position.

9. RLR ratifies and approves an increase in hours for Susan Hatt, food service worker at the middle school, from 4 hours/day to 4½ hours/day, effective December 14, 2015.

Increase Hours – FSW at MS

Note: This will be a replacement for Carol Wenrich (transferred).

10. RLR ratifies and approves the employment of Brenna Reinke, 19 B West Penn Avenue, Robeson, PA 19551, as a part-time (4 hours/day) food service worker at the middle school at an hourly rate of \$9.00, effective December 10, 2015, which includes crossover days.

Hire – PT FSW at MS

Note: This is a replacement for Susan Hatt (transferred).

11. RAG ratifies and approves KidsPeace, 4085 Independence Drive,

KidsPeace Tutorial Services - MS

Schnecksville, PA 18078, to provide tutorial services for a middle school student at the rate of \$40.00 per hour for a maximum of five hours a week from August 31 to September 3, 2015.

12. RAG ratifies and approves KidsPeace, 4085 Independence Drive, Schnecksville, PA 18078, to provide tutorial services for a high school student at the rate of \$40.00 per hour for a maximum of five hours a week from November 12 through November 20, 2015.

KidsPeace Tutorial Services – HS

13. RAG ratifies and approves Philhaven, 283 South Butler Road, Mt. Gretna, PA 17064, to provide homebound instruction for a high school student for up to four weeks and for a maximum of five hours a week at the rate of \$25.00 per hour, effective December 7, 2015.

Homebound – Philhaven HS

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 No. 806 – Child/Student Abuse – 2nd reading.

Policy No. 806-Child/Student Abuse – 2nd Reading

(Attachment A-5)

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)