

Conrad Weiser Area School District  
Robesonia, PA

Minutes – January 20, 2016

At 7:30 p.m., President Margaret G. Rumbaugh called to order the regular meeting for the month of January 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., David A. Christensen, Francis J. Kaczmarczyk, Mark D. Leidich, Dennis J. Manbeck, Gary G. Neider, Bret A. B. Sabold, Tammy Starner Wert, and Margaret G. Rumbaugh

*Solicitor*

Jon S. Malsnee, Esquire

*School Personnel*

Randall A. Grove, Erik J. Bentzel, Robin L. Robertson, Robert G. Galtere, R. Kenneth Buck Jr., Jennifer M. Hassler, Janet C. Heilman, Scott R. Michael, Clark A. Knarr, Eric A. Lutz, Stacy L. Miller, Kathleen A. Mohn and Nancy L. Flory

*Student Council Member*

Brianna Sassaman

**ANNOUNCEMENTS**

Announcements

Mrs. Rumbaugh announced that the Board of School Directors will hold an executive session at the end of the evening's meeting to discuss personnel.

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

Minutes

- A. Motion by Starner Wert, Seconded by Carl, RESOLVED, that the reading of the Minutes of the regular meeting of the Board of School Directors for the month of December held on December 16, 2015; a special meeting held on January 6, 2016; and the agenda of the committee meetings held on January 6, 2016 be dispensed with and that the same be approved by voice vote.

This resolution was duly adopted by the following vote:

Aye: Carl, Christensen, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, and Rumbaugh ..... 9

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

Financial Reports

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

(Attachment Fa-1)

This resolution was duly adopted by the following vote:

Aye: Carl, Christensen, Kaczmarczyk, Leidich, Manbeck,  
Neider, Sabold, Starner Wert, and Rumbaugh ..... 9

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

- A. Motion by Christensen, Seconded by Starner Wert, RESOLVED, that by roll call vote the General Account bills be approved in the amount of \$1,431,723.05 and ratified in the amount of \$2,768,624.78 as presented, and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$4,200,347.83;

General Bills

and further,

RESOLVED, that the Cafeteria Account bills be approved in the amount of \$51,664.06 and ratified in the amount of \$58,818.05 as presented, and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$110,482.11.

Cafeteria Bills

These resolutions were duly adopted by the following roll call vote:

Aye: Carl, Christensen, Kaczmarczyk, Leidich, Manbeck,  
Neider, Sabold, Starner Wert, and Rumbaugh ..... 9

**PRESENTATIONS**

- A. Requests to speak to the Board of School Directors – Jennifer Davies (Marion Township), Beth Huyett (Marion Township), and Marsha Barth (South Heidelberg Township) addressed the Board about ongoing concerns they have regarding the safety of children and the requested relocation of a bus stop on Sheridan Road in Marion Township.
- B. PA Teacher of the Year Nominee – Ms. Ann Schmidt, library media specialist, said that it was her privilege to represent the District as a recent nominee for PA Teacher of the Year and that she was rejuvenated by the experience. She thanked the Board for its support and reminded them of the great job people in the District are doing introducing new innovations, including the hybrid learning initiatives.

Requests to Speak

Teacher of Year

**COMMUNICATIONS**

Communications

- A. Reports
1. Solicitor – Mr. Malsnee had no report.

2. Student Council – Brianna Sassaman thanked those who attended the Christmas breakfast in December and said Council members are busy planning the lock-in to be held on February 12.
3. Berks County Intermediate Unit – Mrs. Starner Wert reported that she attended an orientation session and her first meeting is scheduled for January 21.
4. Berks Career & Technology Center– Mr. Carl had no further report.
5. Tax Collection Committee – Mrs. Robertson reported that the TCC moved locations to Berkshire Boulevard and will have an Open House on January 25.

**OLD BUSINESS**

Old Business

**NEW BUSINESS**

New Business

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

Consent Agenda

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

1. RLR Motion by Christensen, Seconded by Kaczmarczyk, 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 authorizes a Senior Class Commencement Party account in the Student Activity Fund with this activity fund account to be closed on or before June 30, 2016.

Sr Class Party Account

2. RLR authorizes the administration to proceed with advertising and receiving Requests for Proposals for transportation services.

RFP for Transportation Services

These resolutions were duly adopted by the following vote:

Aye: Carl, Christensen, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, and Rumbaugh ..... 9

Discussion Agenda

1. RLR Motion by Christensen, Seconded by Kaczmarczyk, adopts a preliminary budget of \$46,328,660.00 with a preliminary tax increase of 1.45 mills in accordance with Act 1 of 2006.

2016-17 Preliminary Budget

Mrs. Robertson gave an update of the 2016-17 budget. She explained that by January 27, the Board must adopt a preliminary budget. There will be many adjustments to what is being proposed tonight before final budget approval.

Motion by Christensen, Seconded by Leidich, that the preliminary budget amount be changed from \$46,328,660.00 to \$46,386,705.00 as reflected in Mrs. Robertson's presentation.

Amend Budgeted Amount

The amendment was carried by the following vote:

Aye: Carl, Christensen, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, and Rumbaugh ..... 9

Motion by Christensen, Seconded by Leidich, RESOLVED, that the Board of School Directors adopts a preliminary budget of \$46,386,705.00 with a preliminary tax increase of 1.45 mills in accordance with Act 1 of 2006.

Amended 2016-17 Preliminary Budget

This resolution was duly adopted by the following roll call vote:

Aye: Carl, Christensen, Kaczmarczyk, Leidich, Manbeck, Neider, and Sabold ..... 7

Nay: Starner Wert and Rumbaugh ..... 2

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

Consent Agenda

Mrs. Starner Wert asked for requests to move items from the Consent Agenda to the Discussion Agenda, and there were none.

- 1. RKB Motion by Starner Wert, Seconded by Neider, 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 a trip to the STEM Convention at the Walter E. Washington Convention Center in Washington, DC, on April 15, 2016, under the direction of Jennifer Gossert and Adelle Schade, for approximately fifty middle school and high school students who are interested in STEM.

Field Trip – STEM Convention

Note: The cost to the District will be approximately \$1,265.00. The cost to the students will be \$10.00 per student.

- 2. RGG approves a trip for FBLA Club members, under the direction of Michael Noss and Frances Williams, to the FBLA State Leadership Conference at Hershey Lodge from April 11 to 13, 2016.

Field Trip – FBLA State Leadership Conference

Note: The cost to the District will be approximately \$2,677.00 plus the cost of two substitute teachers. Students will pay their own registration costs.

These resolutions were duly adopted by the following vote:

Aye: Carl, Christensen, Kaczmarczyk, Leidich, Manbeck,  
Neider, Sabold, Starner Wert, and Rumbaugh ..... 9

Discussion Agenda

1. RGG Motion by Starner Wert, Seconded by Neider,  
approves dropping the following courses from the Program of  
Studies for the 2016-17 school year:

HS Program of  
Studies – Dropped  
Courses

**Physical Education Department:**

Co-ed Physical Education 10  
Co-ed Physical Education 11-12

**English Department**

Ideas and Arts of Western Civilization

**Mathematics Department**

AP Statistics

This resolution was duly adopted by the following vote:

Aye: Carl, Christensen, Kaczmarczyk, Leidich, Manbeck,  
Neider, Sabold, Starner Wert, and Rumbaugh ..... 9

2. RGG Motion by Starner Wert, Seconded by Neider,  
approves the following new courses for the 2016-17 school  
year:

HS Program of  
Studies – New  
Courses

**FAMILY AND CONSUMER SCIENCE**

**Independent Living 9-10**

**1 credit**

Independent Living 9-10 introduces the skills students need to cope with the realities of life in a changing society. This course focuses on helping the students become more self-sufficient by giving them the tools for intelligent decision making. Topics of discussion include the effect of values, needs and goals on the decision making process, getting your first job, successful relationships, basic personal care needs, and staying safe in a virtual world. This course will include a long-term inventory of on-line behavior for each student.

**Independent Living 11-12**

**1 credit**

Independent Living 11-12 introduces the skills students need to cope with the realities of life in a changing society. This course focuses on helping students move towards independence by studying various areas of everyday adult life. Topics of discussion include investing in yourself, your future career, money management (including but not limited to budgets, buying a car, renting vs. buying a home, credit and fraud), coping with stress and relationships. This course will include a long-term budgeting project.

### **Independent Living 9-10**

**.5 credit**

Independent Living 9-10 introduces the skills students need to cope with the realities of life in a changing society. This course focuses on helping the students become more self-sufficient by giving them the tools for intelligent decision making. Topics of discussion include the effect of values, needs and goals on the decision making process, getting your first job, successful relationships, basic personal care needs, and staying safe in a virtual world.

### **Independent Living 11-12**

**.5 credit**

Independent Living 11-12 introduces the skills students need to cope with the realities of life in a changing society. This course focuses on helping students move towards independence by studying various areas of everyday adult life. Topics of discussion include investing in yourself, your future career, money management (including but not limited to budgets, buying a car, renting vs. buying a home, credit and fraud), coping with stress and relationships.

## **BUSINESS**

### **Microsoft Office-Keyboarding/Word**

**9-12**

**.5 Credit**

Proper keyboard techniques and the "Touch-Keying" method will be taught and reinforced throughout this course. Mastery of the keyboard along with improvement in Words per Minute is the goal. In addition, this course covers the fundamentals of Microsoft Office Word. Students will learn how to manage all written communication.

### **Microsoft Office-Power Point/Excel**

**9-12**

**.5 Credit**

This course covers the fundamentals of the Microsoft Office Excel and PowerPoint. Students will learn how to use formulas and functions to build worksheets to complete calculations, and to create professional multimedia presentations which include graphics and tables.

## **PHYSICAL EDUCATION & HEALTH**

### **PE 10**

This course is required for all 10<sup>th</sup> grade students. The class will focus on improving fitness-related components as well as three main units:

- Lifetime Activities (which include net games, floor games and field games)
- Fitness
- Team and cooperative activities

The emphasis within these three units will be on physical activity while learning concepts, principles, and strategies of movement.

**Outdoor Education (Grade 11 or 12)**

This course will focus on relationships involving people and the natural world. It will include elements of environmental education, adventure education, group and team building strategies, conservation, outdoor recreation, and fitness-related components. This course will expose students to physical, mental, and emotional challenges. Students taking this course must dress appropriately for outdoor elements and have a genuine interest in the outdoors. Any field trips taken during the semester will be paid for by the student.

**Team Sports: (Grade 11 or 12)**

In addition to improving fitness-related components, this course is designed for students who want to learn game and team strategies in sport. This course will provide basic knowledge, game strategies/concepts, and advanced game participation. Activities may include but are not limited to softball, flag football, soccer, basketball, floor hockey, and volleyball. Students will be expected to engage in game and team related strategies to meet participation requirements.

**Lifetime Fitness (Grade 11 or 12)**

In addition to improving fitness-related components, this course is designed for students to perform a variety of individual and group fitness activities. Activities may include but are not limited to tennis, walking, golf, strength training, group fitness, disc golf, archery, and table tennis. This course will provide instruction that will guide students in the development of their own lifetime fitness plans.

**Group Fitness (Grade 11 or 12)**

In addition to improving fitness-related components, this course is designed for students that want to focus specifically on group/aerobic fitness activities. Activities may include but are not limited to kickboxing, yoga, body pump, step aerobics, circuit training, strength training, and dance. This course will progress from basic instruction into more vigorous variations.

**SOCIAL STUDIES**

**Western Civilization (Grades 11 and 12); Weighted 1.1  
1.00 Credit**

This course is an elective designed to understand the development of Western Civilization, from its origins to modern Western society. Foundations in Greek and Roman empires will stretch through to the feudal Europe and the Middle Ages, the Renaissance and Reformation, exploration and Enlightenment, nationalism and imperialism, to the new Western world. Both a thematic and chronological approach will be taken to discuss the major periods of development, as well as individual country case studies. Political, economic,

philosophical and social approaches to history will be employed as well to gain a better perspective into the influences of Western society on the world. Social studies teacher signature required for admittance.

## **GIFTED EDUCATION**

**Innovations (10 through 12) .5 credit/1.00 credit**  
Innovations is a course intended for students with gifted GIEPS's in 10-12 grade. The course will be project based with an emphasis on thinking critically and creatively to construct meaning or gain understanding, planning and conducting a study or investigation, proposing solutions to real-world problems, planning and producing communication in various forms, collaborating to solve a problem, and integrating, synthesizing, and making cross-curricular connections.

## **SCIENCE**

**Biomedical Science Research (weighted)- Grades 11 and 12 1.00 credit**

*(Prerequisite – Anatomy and Physiology I)*

This course is an introduction to the principles of biomedical and clinical science research with an emphasis on critical analysis of the current literature. The course provides an overview of experimental design, laboratory technology, statistical analysis, and publication preparation. The course is specifically designed to improve student presentation skills and potential for collaborative work in biomedical science. Students will learn how to design and write a realistic research proposal and will gain a general understanding of how different techniques can be used to address a wide range of scientific research questions. This STEM experience provides students with an inquiry-based learning opportunity and engages them as active learners in a research setting.

This resolution was duly adopted by the following vote:

Aye: Carl, Christensen, Kaczmarczyk, Leidich, Manbeck,  
Neider, Sabold, Starner Wert, and Rumbaugh ..... 9

3. RGG Motion by Starner Wert, Seconded by Neider,  
approves the 2016-17 Program of Studies booklet for Grades  
9 through 12 as attached to the Official Minutes.

2016-17 Program of  
Studies for HS

Note: Copies of the Program of Studies booklet will be distributed to students in Grades 8 to 11 and be on file in the high school office.

This resolution was duly adopted by the following vote:

Aye: Carl, Christensen, Kaczmarczyk, Leidich, Manbeck,  
Neider, Sabold, Starner Wert, and Rumbaugh ..... 9

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

Consent Agenda

1. SRM Motion by Leidich, Seconded by Christensen, 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 2015-16 school year: Volunteer Coaches

*Wrestling*  
Nate Unger  
Andy Keppley

This resolution was duly adopted by the following vote:

Aye: Carl, Christensen, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, and Rumbaugh ..... 9

Discussion Agenda

1. RGG Motion by Leidich, Seconded by Kaczmarczyk, approves the following non-paid high school extra-curricular position and personnel for the 2015-16 school year: Non-Paid Extra-curricular Advisor – HS

<i>Advisor</i>	<i>Yrs</i>	<i>Activity</i>
Lauren Mengel	1	Newspaper Club

This resolution was duly adopted by the following vote:

Aye: Carl, Christensen, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, and Rumbaugh ..... 9

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

Consent Agenda

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 Weiser Decisions Facility Alterations, Renovations and Upgrades Project (Church Street Property): Change Orders – Weiser Decisions Property

	<i>Purcell Construction Co., general contractor –</i>	
GT-021	Skim coat concrete floor prior to install of flooring	\$4,850.00
GT-024	Additional floor patching at T & M	1,976.00

GT-025	Wall/rail in mezzanine required by code official	250.00
GT-026	Handrail extension on outside ramp by code official	<u>1,000.00</u>
	Total	<u>\$8,076.00</u>

This resolution was duly adopted by the following vote:

Aye: Carl, Christensen, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, and Rumbaugh ..... 9

Discussion Agenda

None

**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.

Motion by Neider, Seconded by Starner Wert, 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 following changes in the salary status of Professional Employees, effective on the first day of the second semester of the 2015-16 school year (currently January 25, 2016):

1. RAG

	<i>From</i>	<i>To</i>
Katie Ciemiewicz	M <sup>+15</sup> – Step11 \$62,104.00	M <sup>+30</sup> – Step 11 \$64,728.00
Molly Fick	M <sup>+15</sup> – Step 7 \$56,898.00	M <sup>+30</sup> – Step 7 \$59,521.00

Salary Adjustments

2. RLR

accepts the resignation of Robin Henning as a part-time special education personal care aide at West Elementary School (Board approved on December 16, 2015 to be effective January 6, 2016) and approves her request to remain in her part-time (2 hours/day) noon-time aide position at West Elementary School at a rate of \$9.00/hour, effective January 6, 2016.

Transfer – PCA to NTA at West

3. RLR

approves the transfer of Deborah Fischer from part-time (4½ hours/day) special education instructional aide at East Elementary School to full-time (7 hours/day) academic year special education instructional aide in the autistic support classroom at East Elementary School, effective January 21, 2016.

Transfer – Instr Aide at East

Note: This is a new position.

- 4. RLR accepts, with regret, the resignation of Noreen Heller from her part-time special education transportation aide position, effective December 23, 2015. Resign – Sp Ed Transportation Aide
- 5. RLR accepts, with regret, the resignation of Julie Schultz, certificated instructional aide at East Elementary School, effective December 23, 2015. Resign – Cert Instr Aide at East
- 6. RAG ratifies and approves Philhaven, 283 South Butler Road, Mt. Gretna, PA 17064, to provide homebound instruction for a middle 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 11, 2015. Homebound – Philhaven

These resolutions were duly adopted by the following vote:

Aye: Carl, Christensen, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, and Rumbaugh ..... 9

Discussion Agenda

- 1. RLR Motion by Neider, Seconded by Starner Wert, 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-1)

This resolution was duly adopted by the following vote:

Aye: Carl, Christensen, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, and Rumbaugh ..... 9

- 2. RAG Motion by Neider, Seconded by Starner Wert, approves the employment of substitute teachers for the 2015-16 school year at the rate of \$95.00 per day. Substitute Teachers

(Attachment A-2)

This resolution was duly adopted by the following vote:

Aye: Carl, Christensen, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, and Rumbaugh ..... 9

- 3. RAG Motion by Starner Wert, Seconded by Neider, approves the following changes in the salary status of Professional Employees, effective on the first day of the second semester of the 2015-16 school year (currently January 25, 2016): Salary Adjustments

	<i>From</i>	<i>To</i>
Adam Serfass	B <sup>+24</sup> – Step 7 \$50,970.00	M – Step 7 \$53,945.00
Maryann Ligenza	M – Step 4 \$50,811.00	M <sup>+15</sup> – Step 4 \$53,764.00

Jonathan Holota	B – Step 3	B <sup>+24</sup> – Step 3
	\$45,958.00	\$47,052.00

This resolution was duly adopted by the following vote:

Aye: Carl, Christensen, Kaczmarczyk, Leidich, Manbeck,  
Neider, Sabold, Starner Wert, and Rumbaugh ..... 9

4. RAG Motion by Neider, Seconded by Starner Wert, ratifies and approves the temporary transfer of Julie Yasin, certificated instructional aide at East Elementary School, to long-term substitute for Molly Fick, Grade 1 at West Elementary School, at a daily rate of \$234.87 in accordance with the 2015-16 salary schedule, effective January 4, 2016:

Transfer – LTS  
assigned to Gr 3 at  
West

Note: Education Level: Bachelors  
Undergraduate School: Albright College  
Certification: Instr I – Elementary K-6  
Experience: Cert Instr Aide at East  
Employment: January 4, 2016  
Initial Assignment: LTS Grade 3 at West

Note: Ms. Yasin will be assigned to the Grade 3 classroom of Holly Miller (retired 12/31/15). She served crossover days with Mrs. Miller on December 18 and 21, 2015.

Should the regular employee (Mrs. Fick) 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, Christensen, Kaczmarczyk, Leidich, Manbeck,  
Neider, Sabold, Starner Wert, and Rumbaugh ..... 9

5. RLR Motion by Neider, Seconded by Starner Wert, ratifies and approves the transfer of Donna Kasprovicz, evening custodian at the middle school, to evening crew leader at the middle school at an additional hourly rate of \$1.50, effective January 4, 2016.

Transfer – Crew  
Leader at MS

This resolution was duly adopted by the following vote:

Aye: Carl, Christensen, Kaczmarczyk, Leidich, Manbeck,  
Neider, Sabold, Starner Wert, and Rumbaugh ..... 9

6. RAG Motion by Neider, Seconded by Starner Wert, approves the employment of Colin Quinn, 181 College Boulevard, Kutztown, PA 19530, as 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, effective February 22, 2016.

Hire – Gr 5-8  
Remedial LA

Note: Education Level: Bachelors  
 Undergraduate School: Kutztown University  
 Certification: Instr I – Sp Ed Pre-K-8 and Gr 4-8 Math and English/LA  
 Experience: Student Tch – Kutztown SD  
 Employment: February 22, 2016  
 Initial Assignment: Gr 5-8 Remedial Lang Arts  
 This is a replacement for Melani Sanders (transferred).

This resolution was duly adopted by the following vote:

Aye: Carl, Christensen, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, and Rumbaugh ..... 9

7. RAG Motion by Neider, Seconded by Starner Wert, ratifies and approves the employment of Gwen Weiser, 118 Steeple Drive, Robesonia, PA 19551, as a long-term substitute for Elizabeth Phillips, special education learning support teacher at the middle school, at a daily rate of \$234.87 in accordance with the 2015-16 salary schedule, effective January 4, 2016:

Hire – LTS LS at MS

Note: Education Level: Bachelors  
 Undergraduate School: Susquehanna University  
 Certification: Emergency  
 Experience: DTD substitute at CW  
 Employment: January 4, 2016  
 Initial Assignment: Learning Support at MS

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, Christensen, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, and Starner Wert ..... 8

Nay: Rumbaugh ..... 1

8. RAG Motion by Neider, Seconded by Starner Wert, ratifies and approves the employment of Andrew Christman, 106 Filmore Avenue, West Lawn, PA 19609, as a long-term substitute for Pamela Light, Grade 7 math teacher at the middle school, at a daily rate of \$234.87 in accordance with the 2015-16 salary schedule, effective January 14, 2016:

Hire – LTS Gr 7 Math

Note: Education Level: Bachelors  
 Undergraduate School: East Stroudsburg University  
 Certification: Instr. I – Gr 4-8 (All subjects 4-6, Math 7-8)  
 Experience: DTD substitute at CW  
 Employment: January 14, 2016  
 Initial Assignment: LTS Grade 7 Math

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, Christensen, Kaczmarczyk, Leidich, Manbeck,  
Neider, Sabold, Starner Wert, and Rumbaugh ..... 9

9. RLR Motion by Neider, Seconded by Manbeck, ratifies and approves the employment of Carrie Mastruzzo, 449 Edison Street, Wernersville, PA 19565, as a long-term substitute for Rebecca Reed, certificated instructional aide at West Elementary School, at an hourly rate of \$10.15, effective January 4, 2016.

Hire - LTS Cert Aide at West

This resolution was duly adopted by the following vote:

Aye: Carl, Christensen, Kaczmarczyk, Leidich, Manbeck,  
Neider, Sabold, Starner Wert, and Rumbaugh ..... 9

10. RLR Motion by Neider, Seconded by Starner Wert, accepts, with regret, the resignation of Heather Perrine, certificated instructional aide at West Elementary School and temporary long-term substitute for Melissa Keck at East Elementary School, effective January 15, 2016.

Resignation – Cert Instr Aide at West and LTS LS at East

This resolution was duly adopted by the following vote:

Aye: Carl, Christensen, Kaczmarczyk, Leidich, Manbeck,  
Neider, Sabold, Starner Wert, and Rumbaugh ..... 9

11. RLR Motion by Neider, Seconded by Sabold, accepts, with regret, the intent to retire of Nancy Flory, Confidential Secretary to the Superintendent and Board Recording Secretary, on June 30, 2016, 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 – Sec to Supt and School Board

This resolution was duly adopted by the following vote:

Aye: Carl, Christensen, Kaczmarczyk, Leidich, Manbeck,  
Neider, Sabold, Starner Wert, and Rumbaugh ..... 9

12. RAG Motion by Neider, Seconded by Starner Wert, approves the creation of a new position for an instructional aide at the Shelter Program.

New Position - Instr Aide at Shelter

This resolution was duly adopted by the following vote:

Aye: Carl, Christensen, Kaczmarczyk, Leidich, Manbeck,  
Neider, Sabold, Starner Wert, and Rumbaugh ..... 9

13. RAG Motion by Neider, Seconded by Starner Wert, ratifies and approves KidsPeace, 4085 Independence Drive,

KidsPeace Tutorial

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 beginning December 22, 2015.

Services – HS

This resolution was duly adopted by the following vote:

Aye: Carl, Christensen, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, and Rumbaugh ..... 9

- 14. RAG Motion by Neider, Seconded by Starner Wert, 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 January 4, 2016.

Homebound – Philhaven HS

This resolution was duly adopted by the following vote:

Aye: Carl, Christensen, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, and Rumbaugh ..... 9

Information Items

- 1. RAG Cathy Mason, Grade 5, will return to work half days beginning January 4, 2016.

Gr 5/Gr5-8 Rem LA

As of January 4, Melani Sanders will return to her Gr 5-8 Remedial Language Arts classroom for one-half day and remain in Mrs. Mason’s Grade 5 classroom for the other half of the day.

As of January 4, Megan Scott, long-term substitute for Melani Sanders, will return to her certificated instructional aide position at the middle school.

- 2. RAG Jessica Head, special education itinerant teacher consultant, will return to work on January 25, 2016, and serve two crossover days with Melissa Keck.

RTW - Sp Ed Itinerant Teacher Consultant

- 3. RAG Jenny Miller, special education learning support teacher at the middle school, returned from her parental leave on January 4, 2016.

RTW - LS at MS

- 4. RAG The first day of parental leave for Pamela Light, Grade 7 math teacher, is January 13, 2016.

Leave - Gr 7 Math

- 5. RLR Mary Hulina’s first day in her clerical/instructional aide position at West Elementary School is January 5, 2016.

Start Date – Clerical/Aide at West

**POLICY**

Policy

**SUPERINTENDENT’S REPORT**

Supt Report

## **ADMINISTRATION REPORTS**

- A. Enrollment Reports Enrollment
- B. Assistant Superintendent Asst. Superintendent
- Dr. Bentzel prepared a written report that was distributed prior to the meeting.
- C. Director of Business Director of Business
- Mrs. Robertson prepared a written report that was distributed prior to the meeting.
1. Director of Food Services Dir. Food Service
- Mrs. Wilinsky 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
- Mrs. Hassler prepared a written report that was distributed prior to the meeting.
- E. East Elementary Principal East Principal
- Mrs. Heilman prepared a written report that was distributed prior to the meeting.
- F. Middle School Principal MS Principal
- Mr. Buck prepared a written report that was distributed prior to the meeting.
1. Assistant Middle School Principal Asst MS Principal
- Ms. Minch 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.

Mr. Skoczen prepared a written report that was distributed prior to the meeting.

I. Director of Athletics

Director of Athletics

Mr. Michael prepared a written report that was distributed prior to the meeting.

J. Director of Technology

Director of Technology

Mr. Knarr prepared a written report that was distributed prior to the meeting.

**ADJOURNMENT**

Motion by Manbeck, Seconded by Neider,  
Adjourned 8:25 p.m.