

Conrad Weiser Area School District
Robesonia, PA

Minutes – April 16, 2014

At 7:30 p.m., President Margaret G. Rumbaugh called to order the regular meeting for the month of April 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

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, Edward J. Skoczen Jr., Betsy A. Adams, Robert G. Galtere, Alissa B. Sweigart, Peter J. Aiken, Kristin D. Minch, Jennifer M. Hassler, Janet C. Heilman, Russell J. Kline, Jennifer L. Wilinsky, Clark A. Knarr, Eric A. Lutz, Stacy L. Miller, Kathleen A. Mohn and Nancy L. Flory

Student Council Members

None Present

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 Manbeck, Seconded by Kaczmarczyk, 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.

This resolution was duly adopted by the following vote:

Aye:	Christensen, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, and Rumbaugh	8
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APPROVAL OF FINANCIAL REPORTS – Margaret G. Rumbaugh

Financial Reports

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

(Attachment Fa-1)

This resolution was duly adopted by the following vote:

Aye: Christensen, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, and Rumbaugh 8

APPROVAL OF PAYMENT OF BILLS – David A. Christensen

A. Motion by Christensen, Seconded by Starner Wert, General Bills
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;

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

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

Aye: Christensen, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, and Rumbaugh 8

B. Motion by Christensen, Seconded by Manbeck, Construction Bills – East/West Project
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 issue checks in the amounts indicated.

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

Aye: Christensen, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, and Rumbaugh 8

PRESENTATIONS

A. Requests to speak to the Board of School Directors – Requests to Speak
David Moerder, high school technology education teacher, presented several reasons why he believes the Board should not eliminate a teaching position from the high school technology education program particularly as it relates to the CADD curriculum.

B. Employee of the Month – EOM
Dr. Adams recognized Andrea Schaeffer, high school math teacher, for organizing a six-month project which engaged students in making a twenty foot high model of the Sierpinski pyramid that will hopefully qualify as a world record.

COMMUNICATIONS

Communications

A. Reports

- 1. Solicitor – Mr. Malsnee had no report.
- 2. Student Council – No report
- 3. Berks County Intermediate Unit –Mr. Christensen had no further report.
- 4. Berks Career & Technology Center– Mr. Carl had no further report.
- 5. Berks Earned Income Tax Bureau – Mr. Carl had no report.
- 6. Education Foundation – Mrs. Starner Wert announced that the Foundation will hold a fundraiser on May 27 from 5:00 to 9:00 p.m. at Johnny and Hons Smokehaus. The Foundation also sponsored a luncheon for community senior citizens prior to the high school musical.

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. EJS Motion by Christensen, Seconded by Leidich, 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 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.

This resolution was duly adopted by the following vote:

Aye: Christensen, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, and Rumbaugh 8

Discussion Agenda

- 1. RLR Motion by Christensen, Seconded by Starner Wert, approves the Berks Career & Technology Center budget for 2014-15, as attached to the Official Minutes, in the amount of

2014-15 BCTC Budget

\$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.

This resolution was duly adopted by the following vote:

Aye: Kaczmarczyk, Leidich, Manbeck, Neider, Sabold,
Starner Wert, and Rumbaugh 7

Nay: Christensen 1

2. RLR Motion by Christensen, Seconded by Starner Wert, 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

This resolution was duly adopted by the following vote:

Aye: Christensen, Kaczmarczyk, Leidich, Manbeck, Neider,
Sabold, Starner Wert, and Rumbaugh 8

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. PJA Motion by Starner Wert, Seconded by Kaczmarczyk, 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 changes to the middle school student planner for the 2014-15 school year. 2014-15 MS Planner
2. BAA approves changes to the high school student planner for the 2014-15 school year. 2014-15 HS Planner
3. PJA approves the 2014-15 Program of Studies booklet for Grades 5 to 8 as attached to the Official Minutes. 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.

These resolutions were duly adopted by the following vote:

Aye: Christensen, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, and Rumbaugh 8

Discussion Agenda

- 1. BAA Motion by Starner Wert, Seconded by Kaczmarczyk, 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

This resolution was duly adopted by the following vote:

Aye: Christensen, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, and Rumbaugh 8

EXTRA-CURRICULAR COMMITTEE – Mark D. Leidich, Chairperson

Consent Agenda

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

- 1. RJK Motion by Leidich, 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 winter sports coach for the 2013-14 school year:

Extended Season Pay

<i>Bowling</i>			
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

These resolutions were duly adopted by the following vote:

Aye: Christensen, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, and Rumbaugh 8

Discussion Agenda

None

FACILITIES/PROPERTY COMMITTEE - Dennis J. Manbeck, Chairperson

Consent Agenda

None

Discussion Agenda

1. EAL Motion by Manbeck, Seconded by Kaczmarczyk, 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 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

This resolution was duly adopted by the following vote:

Aye: Christensen, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, and Rumbaugh 8

2. EAL Motion by Manbeck, Seconded by Kaczmarczyk, 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

This resolution was duly adopted by the following vote:

Aye: Christensen, Kaczmarczyk, Leidich, Manbeck, Neider,
Sabold and Rumbaugh 7
Nay: Starner Wert 1

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.

1. RLR Motion by Neider, Seconded by Leidich, 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 ratifies and 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.
(Attachment A-2)

Substitute
Support Staff

2. RAG approves the employment of substitute teachers for the 2013-14 school year at the rate of \$95.00 per day.
(Attachment A-3)

Substitute Teachers

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

LTS – HS English

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:

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.
- 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 – Sp Ed Instr
Aide at East

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.

These resolutions were duly adopted by the following vote:

Aye: Christensen, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, and Rumbaugh 8

Discussion Agenda

- 1. RAG Motion by Neider, Seconded by Christensen, 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

This resolution was duly adopted by the following vote:

Aye: Christensen, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, and Rumbaugh 8

2. EJS Motion by Neider, Seconded by Leidich, 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.

This resolution was duly adopted by the following vote:

Aye: Christensen, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, and Rumbaugh 8

3. BAA Motion by Neider, Seconded by Leidich, approves payments to the following staff and extra-curricular personnel for supplementary positions with the high school musical: HS 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.

This resolution was duly adopted by the following vote:

Aye: Christensen, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, and Rumbaugh 8

4. EJS Motion by Neider, Seconded by Manbeck, 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

This resolution was duly adopted by the following vote:

Aye: Christensen, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, and Rumbaugh 8

5. RLR Motion by Neider, Seconded by Leidich, 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).

This resolution was duly adopted by the following vote:

Aye: Christensen, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, and Rumbaugh 8

6. RAG Motion by Neider, Seconded by Leidich, 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.

This resolution was duly adopted by the following vote:

Aye: Christensen, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, and Rumbaugh 8

- 7. RAG Motion by Neider, Seconded by Leidich, 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

This resolution was duly adopted by the following vote:

Aye: Christensen, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, and Rumbaugh 8

- 8. RLR Motion by Neider, Seconded by Leidich, 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

This resolution was duly adopted by the following vote:

Aye: Christensen, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, and Rumbaugh 8

- 9. RLR Motion by Neider, Seconded by Leidich, 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.

This resolution was duly adopted by the following vote:

Aye: Christensen, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, and Rumbaugh 8

- 10. RAG The following item was pulled from the agenda:
Renewal of Memorandum of Understanding for Scout Virtual Academy MOU for SVA

Information Items

- 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 – 1st Reading

Policy 808.2 – Food Service Meal Charges - 1st reading

(Attachment A-4)

SUPERINTENDENT’S REPORT

Supt Report

Dr. Grove reminded everyone that the May 21, 2014 Board meeting will be held at Berks Career & Technology Center.

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. High School Principal HS Principal
- Dr. Adams prepared a written report that was distributed prior to the meeting.
1. Assistant High School Principal Asst. HS Principal
- Mr. Galtere prepared a written report that was distributed prior to the meeting.
2. Assistant High School Principal Asst HS Principal
- Mrs. Sweigart prepared a written report that was distributed prior to the meeting.
- G. Middle School Principal MS Principal
- Dr. Aiken 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.
- 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. Kline 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 Starner Wert, Seconded by Neider,
Adjourned 8:05 p.m.