

Conrad Weiser Area School District
Robesonia, PA

Minutes – November 16, 2016

At 7:32 p.m., Vice President Dennis J. Manbeck called to order the regular meeting for the month of November 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., Francis J. Kaczmarczyk, Mark D. Leidich, Bret A. B. Sabold, Tammy Starner Wert, Keegan K. Worley, and Dennis J. Manbeck

Solicitor

Jon S. Malsnee, Esquire

School Personnel

Randall A. Grove, Erik J. Bentzel, Robin L. Robertson, Edward J. Skoczen Jr., 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 Heather M. Stricker

Student Council Members

Nidhia Kovoov - Secretary

ANNOUNCEMENTS

Announcements

At 7:33 p.m., Mr. Manbeck called for an executive session to discuss a legal matter. The meeting reconvened at 7:38 p.m.

APPROVAL OF MINUTES – Dennis J. Manbeck

Minutes

- A. Motion by Starner Wert, Seconded by Leidich, RESOLVED, that the reading of the Minutes of the regular meeting of the Board of School Directors for the month of October held on October 19, 2016; a special meeting held on November 2, 2016; and the agenda of the committee meetings held on November 2, 2016, be dispensed with and that the same be approved by voice vote.

This resolution was duly adopted by the following vote:

Aye:	Carl, Kaczmarczyk, Leidich, Sabold, Starner Wert, Worley, and Manbeck	7
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APPROVAL OF FINANCIAL REPORTS – Dennis J. Manbeck

Financial Reports

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

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Leidich, Sabold, Starner Wert,
Worley, and Manbeck 7

APPROVAL OF PAYMENT OF BILLS – Francis J. Kaczmarczyk

- A. Motion by Kaczmarczyk, Seconded by Starner Wert, RESOLVED, that by roll call vote the General Account bills be approved in the amount of \$378,904.36 and ratified in the amount of \$1,916,559.27 as presented, and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$2,295,463.63;

General Bills

and further,

RESOLVED, that the Cafeteria Account bills be approved in the amount of \$64,853.59 and ratified in the amount of \$72,730.73 as presented, and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$137,584.32.

Cafeteria Bills

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Leidich, Sabold, Starner Wert,
Worley, and Manbeck 7

PRESENTATIONS

- A. Employee of the Month – Mrs. Hassler recognized Kathleen Lora, library secretary at West Elementary School, for taking on additional responsibilities at the beginning of the school year until a new secretary in the main office was hired.

EOM

Mrs. Heilman recognized Eric Lutz, Director of Facilities; Harry Reinhold, John Oxenreider, and Scott Esterline, groundskeepers; for the revitalization of the East Elementary courtyard this summer.

Mr. Galtere recognized Adelle Schade, Adam Serfass and John Siefert, high school teachers, for their work with the Summer Research Institute.

- B. Audit Presentation – Chris Turtell of Herbein & Co. reviewed the Financial and Compliance Report for the year ended June 30, 2016 and gave the District the cleanest opinion he could give as an independent auditor. He recognized the Food Service Director for her work this year. He mentioned Special Education would be a challenge for budgeting.

Local Audit

- C. Requests to Speak to the Board – Francine Preston, Wernersville Borough, read the formal complaint she was filing with the headquarters of the National Honor Society.

Requests to Speak

Lauren Preston, high school student, read her appeal letter that was submitted to the administrators/advisors of CWHS for the National Honor Society.

COMMUNICATIONS

Communications

A. Reports

1. Solicitor – Mr. Malsnee had no report.
2. Student Council – Ms. Koor, Secretary of Student Council, thanked the Board of Directors for attending the November 2, 2016 Board Dinner. They have been working on a community service project including Christmas cards. She also extended an invite to the Holiday Breakfast at 6 Am on December 23, 2016.
3. Berks County Intermediate Unit – Mrs. Starnier Wert mentioned that everyone should have received an email of the minutes about a week ago. She attended the BCIU Leadership Conference in Hershey.
4. Berks Career & Technology Center– Mr. Carl reported there will not be a November meeting.
5. Tax Collection Committee – Mrs. Robertson had no report.

BUDGET & FINANCE COMMITTEE – Francis J. Kaczmarczyk, Chairperson

Consent Agenda

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

Motion by Kaczmarczyk, Seconded by Sabold, 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 approves a general agreement with NHS Autism School, 641 Gregg Avenue, Reading, PA 1961, to provide school based educational services for Conrad Weiser Area School District students placed in the NHS Autism School Day Program at a rate of \$156.36 for the 2016-17 school year.

Sp Ed Agreement –
NHS Autism School

1. RLR
2. EJS ratifies and approves the placement of a middle school special education student at New Story for the remainder of the 2016-17 school year at a cost of \$299.00 per day, effective October 25, 2016.

Sp Ed Placement –
New Story

These resolutions were duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Leidich, Sabold, Starner Wert,
Worley, and Manbeck 7

Discussion Agenda

1. RLR Motion by Kaczmarczyk, Seconded by Sabold,
accepts the 2015-16 audit of Herbein & Company, Inc., as
attached to the Official Minutes. 2015-16 Audit

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Leidich, Sabold, Starner Wert,
Worley, and Manbeck 7

2. RAG Motion by Kaczmarczyk, Seconded by Sabold,
approves the settlement for a high school special education
student in the amount of \$2,500.00 to cover legal fees. Settlement HS Sp
Ed

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Leidich, Sabold, Starner Wert,
Worley, and Manbeck 7

3. RAG Motion by Kaczmarczyk, Seconded by Sabold,
approves the settlement for a high school special education
student in the amount of \$2,500.00 to cover legal fees. Settlement HS Sp
Ed

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Leidich, Sabold, Starner Wert,
Worley, and Manbeck 7

CURRICULUM COMMITTEE – Tammy Starner Wert, Chairperson

1. EJB Motion by Starner Wert, Seconded by Sabold,
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 the adoption of the math curriculum. Math Curriculum

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Leidich, Sabold, Starner Wert,
Worley, and Manbeck 7

2. RKB Motion by Starner Wert, Seconded by Sabold,
approves the following Middle School grade level
representatives and stipends for the 2016-17 school year: MS Grade Level
Reps

<u>MS</u>	<u>Name</u>	<u>Amount</u>
Grade 5	Jenny Miller	\$250.00
Grade 6	John Levan	\$250.00
Grade 7	Kelly Knapper	\$250.00

Grade 8	Natalie Fisher	\$250.00
Specialists	Tabitha Meredith	\$250.00
Student Services	Thomas Hoover	\$125.00
Student Services	Nicole Noll	\$125.00
Associate Rep	Gregory Mazurek	\$125.00

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Leidich, Sabold, Starner Wert,
Worley, and Manbeck 7

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. SRM Motion by Leidich, Seconded by Kaczmarczyk, 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 personnel for contracted services for athletic events for the 2016-17 school year:

Contracted Services

Phleane Kissling

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Leidich, Sabold, Starner Wert,
Worley, and Manbeck 7

Discussion Agenda

1. SRM Motion by Leidich, Seconded by Kaczmarczyk, approves the following volunteer coaches for the 2016-17 school year:

Volunteer Coaches

<i>Bowling</i>	<i>Wrestling</i>
Brandin Zechman	Dustin Yoder

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Leidich, Sabold, Starner Wert,
Worley, and Manbeck 7

2. SRM Motion by Leidich, Seconded by Kaczmarczyk, approves the following winter extra-curricular athletic positions, personnel and salaries for the 2016-17 school year:

Winter Coaches

<i>Name</i>	<i>Position</i>	<i>Yrs</i>	<i>Salary</i>
Philip Stricker	Boys' Basketball – HS Asst. Coach	2	\$3,269.87

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Leidich, Sabold, Starner Wert, Worley, and Manbeck 7

- 3. SRM Motion by Leidich, Seconded by Kaczmarczyk, ratifies and approves the following personnel for contracted services for athletic events for the 2016-17 school year, effective November 11, 2016: Contracted Services

Michael McDermott Andrew Dautrich

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Leidich, Sabold, Starner Wert, Worley, and Manbeck 7

FACILITIES/PROPERTY COMMITTEE – Dennis J. Manbeck, Chairperson

- 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 Muhlenberg Greene Architects, Ltd. of Wyomissing, PA to issue documents for bidding, advertise public notice of the bidding, and to receive bids for the construction work scheduled for the new utility sheds at the Varsity Baseball Field in Robesonia and the East Elementary Little League Field, Wernersville, PA. MGA Utility Shed Bid

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Leidich, Sabold, Starner Wert, Worley, and Manbeck 7

- 2. EAL Motion by Manbeck, Seconded by Kaczmarczyk, approves the Director of Facilities to solicit and receive proposals for the installation of the Warning Track and Outfield Fence at the East Elementary School Little League Baseball Field. Contractor proposals will be based on drawings and specifications prepared by Muhlenberg Greene Architects, Ltd. of Wyomissing, PA. Bid for Warning Track and Fence

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Leidich, Sabold, Starner Wert, Worley, and Manbeck 7

HUMAN RELATIONS COMMITTEE – Gary G. Neider, Chairperson

Consent Agenda

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

Motion by Starner Wert, 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 approves tuition reimbursement for faculty. (Attachment A-1)
1. RAG Tuition Reimbursement-Faculty
2. RAG approves tuition reimbursement for support staff. (Attachment A-2) Tuition Reimbursement-Support Staff

These resolutions were duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Leidich, Sabold, Starner Wert, Worley, and Manbeck 7

Discussion Agenda

1. RAG Motion by Starner Wert, Seconded by Leidich, approves the employment of substitute teachers for the 2016-17 school year at the rate of \$105.00 per day. (Attachment A-3) Substitute Teachers

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Leidich, Sabold, Starner Wert, Worley, and Manbeck 7

2. RLR Motion by Starner Wert, Seconded by Leidich, approves the employment of substitute support staff personnel for the 2016-17 school year at the rate of \$9.00/hour. (Attachment A-4) Substitute Support Staff

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Leidich, Sabold, Starner Wert, Worley, and Manbeck 7

3. RLR Motion by Starner Wert, Seconded by Leidich, accepts, with regret, the resignation of Samantha Moyer, Food Service Worker, effective November 18, 2016. Resign – FSW

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Leidich, Sabold, Starner Wert, Worley, and Manbeck 7

4. RLR Motion by Starner Wert, Seconded by Leidich, ratifies and approves a decrease in hours for Amanda Pellicciotti, Food Service Worker at the middle school, from 4.5 hours/day to 4. hours/day, effective August 24, 2016. FSW Decrease Hours

Note: Previous food service worker in this position worked 4 hours/day.

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Leidich, Sabold, Starner Wert,
Worley, and Manbeck 7

Information Items

- 1. RAG The last day of employment for Rachael Haverstick, instructional coach at East Elementary School, is November 23, 2016. Instructional Coach East

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 (1st reading):
 - a. No. 808.2 – Food Service Meal Charges – 1st reading (Attachment A-5) No. 808.2 – Food Service Meal Charges – 1st reading

SUPERINTENDENT’S REPORT

Dr. Grove mentioned the 8th grade Gifted Program on Friday will have a presentation third, fourth, and fifth block. The National Honor Society Induction is Saturday; and winter sports begins on Friday. There will be an executive session to discuss legal matters following the meeting.

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. Nagle 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 Starner Wert, Seconded by Leidich,
Adjourned 8:23 p.m.