

Conrad Weiser Area School District
Robesonia, PA 19551

Agenda – February 19, 2020

PLEDGE OF ALLEGIANCE

ROLL CALL

ANNOUNCEMENTS

APPROVAL OF MINUTES –

- 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
January held on January 15, 2020 and the agenda of the
committee meetings held on January 8, 2020 be dispensed with
and that the same be approved by voice vote.

Minutes

APPROVAL OF FINANCIAL REPORTS –

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

(Attachment Fa-1)

Financial Reports

APPROVAL OF PAYMENT OF BILLS – Francis J. Kaczmarczyk

- A. Motion by _____, Seconded by _____,
RESOLVED, that by roll call vote the General Account bills be
approved in the amount of \$421,959.79 and ratified in the
amount of \$3,021,473.83 as presented, and the Treasurer be
authorized to issue checks in the amounts indicated for the total
amount of \$3,443,433.62;

General Bills

and further,

RESOLVED, that the Cafeteria Account bills be approved in the
amount of \$63,912. 52 and ratified in the amount of
\$101,624.82 as presented, and the Treasurer be authorized to
issue checks in the amounts indicated for the total amount of
\$165,537.34.

Cafeteria Bills

- B. Motion by _____, Seconded by _____, RESOLVED, that by roll call vote the Construction Account bills be approved in the amount of \$151,323.22 and ratified in the amount of 37,360.37 as presented and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$188,683.59.

Construction Bills

PRESENTATIONS

- A. Requests to speak to the Board of School Directors

Requests to Speak

COMMUNICATIONS

Communications

- A. Reports
1. Solicitor – Leah Rotenberg, Esquire
 2. Student Council
 3. Berks County Intermediate Unit – William T. Carl, Jr.
 4. Berks Career & Technology Center– William T. Carl, Jr.
 5. Tax Collection Committee – Robin L. Robertson

OLD BUSINESS

Old Business

NEW BUSINESS

New Business

RESOLVED, that on the recommendation of the Administration and the Board of School Directors of the Conrad Weiser Area School District:

1. RAG accepts, with regret, the resignation of Mark Leidich, School Board Member and Board President, effective January 31, 2020.

Board Resignation

- A. **Election of President** (until December 2020)

Election of
President

_____ asked for nominations for President.

1. _____ nominated _____ for President.
_____ seconded the nomination.

2. _____ nominated _____ for President.
_____ seconded the nomination.

3. _____ moved the nominations be closed,
seconded by _____.

Candidate # 1 received the following votes: Aye ___ Nay ___

Candidate # 2 received the following votes: Aye ___ Nay ___

_____ was elected on a _____ to _____ vote.

BUDGET & FINANCE COMMITTEE – Francis J. Kaczmarczyk, 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 approves Comcast for an e-rate category 1 five-year contract beginning July 1, 2020, at a monthly cost of \$5,550.

E-Rate Agreement

Note: This is for fiber connection and is a savings over our current contract.

2. RLR authorizes Nicole C. Moore, representing middle school administration, to sign for the payment of any expenditures from the activity funds of Conrad Weiser Middle School for the 2019-20 school year.

Activity Accounts

3. RLR approves the following budget transfers:

Budget Transfers

	<i>Debit</i>	<i>Credit</i>
Nursing Supplies- Middle School		\$500.00
Nursing Conference- Middle School	\$500.00	
Regular Education – Math Supplies – West		\$2,000.00
Regular Education – Conference – West	\$465.00	
Regular Education – Equipment – West	\$1,535.00	

Discussion Agenda

1. RAG approves the 2020-21 mandated services budget of the Berks County Intermediate Unit #14 in the amount of \$1,901,899 with Conrad Weiser's share of the budget being \$35,088.20, as attached to the Official Minutes.

2020-21 BCIU Budget

Note: There is no increase from last year.

- | | | | |
|----|-----|---|--|
| 2. | RLR | authorizing certain actions to be taken and approving execution of documentation in connection with the issuance of a series of general obligation bonds for the purpose of funding a project consisting of the following: (1) planning, designing, acquiring, constructing, installing, furnishing and equipping of alterations, renovations, additions and improvements to existing facilities of the School District; (2) purchasing capital equipment for use in or in connection with the facilities of the School District; (3) additional capital projects of the School District to the extent approved by the Board; and (4) paying the costs and expenses of issuance of the Bonds, all as more fully described in the complete text of the Resolution. | <u>Bonds</u> |
| 3. | JLH | approves an agreement with Learn Well Education for instruction up to 10 hours/day, for a maximum of 2 hours/week, in the amount of \$44.00/hour, effective for the remainder of the 2019-2020 if needed. | <u>Learn Well Ed Agreement</u> |
| 4. | JLH | ratifies and approves the placement of an elementary school special education student at KidsPeace, 704 Hay Road, Temple PA, for the remainder of the 2019-2020 school year at a cost of \$161.53/day, effective February 10, 2020. | <u>Learn Well Ed Agreement</u> |

Information Items

- | | | | |
|----|-----|---|-------------------------------|
| 1. | RLR | This year the census information will be sent to residents of Marion Township, Robesonia Borough, South Heidelberg Township and Womelsdorf Borough. | <u>Census</u> |
|----|-----|---|-------------------------------|

CURRICULUM COMMITTEE – Bret A. B. Sabold, 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. | RGG | approves the request of Ag/FFA, under the direction of Adam Serfass and Amanda Gagne to participate in the PA FFA State Legislative Leadership Conference at the Harrisburg/Hershey Sheraton and State Capital Building on March 15-17, 2020.

Note: The cost to the District will be for a van and a \$140 registration fee for Mr. Serfass. The funds will come from the Ag budget. Students will pay for their own registration fees. | <u>FFA State Legislative Leadership Conference</u> |
| 2. | RGG | approves FBLA Club members, under the direction of Mike Noss and Fran Williams to attend the FBLA State Leadership Conference at Hershey Lodge from Monday, April 6 through Wednesday, April 8, 2020. | <u>FBLA State Leadership Conference</u> |

Note: The cost to the District will be approximately \$6,500. This trip is for seventeen students who qualified for the competition based on their performance at the regional competition. \$6,000 will be budgeted for this through the scholastic competitions line item. The remaining \$500 will be paid from the FBLA activity account. Students are paying their own registration costs of \$85 each. The club is paying for registration costs for the advisors. The District will pay for transportation costs (two vans).

3. RGG approves the following math textbooks to be discarded:

Textbook Disposal

<u>Copyright</u>	<u>ISBN</u>	<u>Publisher</u>	<u>Title</u>	<u>Qty.</u>
2015	9780328808083	Pearson Education	envision Math Gr 3	56
2015	9780328808090	Pearson Education	envision Math Gr 4	55

Discussion Agenda

EXTRA-CURRICULAR COMMITTEE – 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. WSH approves the following Spring extra-curricular athletic positions, personnel and salaries for the 2019-20 school year:

Spring Coaches

<u>Coach</u>	<u>Sport</u>	<u>Position</u>	<u>Yrs.</u>	<u>Salary</u>
Chad Billingsley	Baseball	Varsity Coach	12	\$3,910.90
Dylan Boll	Baseball	Varsity Asst. Coach	5	\$2,541.24
*Mark Golowski	Baseball	JV Coach	6	\$2,691.41
Chris Morgan	Baseball	JH Coach	3	\$2,117.46
Kenneth Bright	Baseball	Pony Coach	15	\$2,261.26
Jasmine Butterworth	Track	Varsity Coach	5	\$3,579.22
*Emily Rajis	Track	Varsity Asst. Coach	1	\$2,441.10
Friendoll Tucker	Track	Varsity Asst. Coach	2	\$2,439.24
Jeff Werner	Track	Varsity Asst. Coach	1	\$2,441.10
*Avory Cole	Track	Varsity Asst. Coach	-	\$2,391.41
Matt Esser	Track	JH Coach	8	\$2,042.17
Dane Yuengel	Track	JH Coach	6	\$2,042.17
Ryan Knarr	Boys Tennis	Varsity Coach	13	\$2,857.25
Darrell Wenrich	Softball	Varsity Coach	8	\$3,798.30
Brenda Morgan	Softball	Varsity Asst. Coach	9	\$2,750.02

Don Luckenbill	Softball	Varsity Asst. Coach	5	\$1,586.53
Nate Luckenbill	Softball	Varsity Asst. Coach	5	\$1,586.53
Jennifer Potthoff	Softball	JH Coach	4	\$2,177.94
*Dave MacPherson	Softball	Pony Coach	-	\$1,729.96
Kristen Simons	Spring Sports	Manager	7	3,446.05

Note: The salaries reflect a 2% increase in pay for returning personnel and no increase in the experience pay. * Pending receipt of all required documentation.

2. WSH approves the following lacrosse coaches for the 2019-20 school year:

Lacrosse Coaches

Brooke Strausser	Girls' Lacrosse
Erin Cieniewicz	Girls' Lacrosse
Thomas Brown	Boys' Lacrosse
Collin Brown	Boys' Lacrosse

Note: Salaries are paid by the CW Lacrosse Club.

3. WSH approves the following volunteer coaches for the 2019-20 school year:

Volunteer Coaches

<i>Baseball</i>	<i>Softball</i>
*Dave McQuate	Dan Browne
David Ocepek	John Gilmer
	Damon Frantz
<i>Boys Lacrosse</i>	*Cora Luckenbill
Tyler Lovenstein	
Darryl Geist	<i>Track</i>
Holden Geist	Marcus Dawkins
	Dennis Harman
<i>Girls Lacrosse</i>	Ian Butterworth
Megan Mohn	Lauren Ressler
	Steve Young
<i>Tennis</i>	
Dr. Keith Rodgers	*Pending receipt of all required documentation.
Kaushik Das	

4. WSH approves the following personnel for contracted services for athletic events for the 2019-20 school year:

Contracted Services

Shannon Shearer	Eric Rothenberger
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5. RGG approves the following high school extra-curricular advisor appointments and salaries for the 2019-20 school year:

HS Musical

<i>Advisor</i>	<i>Yrs</i>	<i>Activity</i>	<i>Salary</i>
Melissa Byma	19	Costumes	\$1,082.42
Georgeann Devine	9	Asst. Director	\$1,299.26
Ashley Proietto	5	Choreographer	\$941.19
Greg Mazurek	17	Vocal Director	\$1,652.21
Diana Cook	10	Rehearsal Pianist	\$865.94
Neal Lutz	17	Orchestra Conductor	\$1,135.29
Rod Snyder	3	Set Designer	\$1,353.04
Jessica Alexander	10	Scenic Design	\$1,275.00

Note: These salaries reflect a 2% pay increase. In addition, \$1690.68 was taken from Melissa Gartner's salary and transferred to Jessica Alexander (\$1275) and Ashley Proietto (\$415.68).

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

HS Musical
Supplementary
Positions

<i>Position</i>	<i>Activity</i>	<i>Salary</i>
Nathaniel Epler	Box Office Manager	\$500.00
Jennifer Epler	Fundraising & Marketing	\$500.00
Joe Ciarvella	Technical Supervisor	\$700.00
Jeff Cusano	Technical Director	\$1,275.00
Wanda Moore	Properties Mistress	\$250.00
Karen Matthew	Stage Manager	\$500.00

Note: Funds to pay these stipends will come from the High School Musical Student Activity Account.

Discussion Agenda

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:

Discussion Agenda

1. EAL authorizes Muhlenberg Greene Architects, Ltd. to complete the Final Construction Documents and to solicit Bids for the construction contracts required for the Security Upgrades and Emergency Generator Replacement at the Conrad Weiser East Elementary School.

MGA East Project

Note: (MGA Project Number 4383A).

2. EAL authorizes Muhlenberg Greene Architects, Ltd. to complete the Final Construction Documents and to solicit Bids for the construction contracts required for the Parking Lot and Driveway repairs and resurfacing at the Conrad Weiser Area School District High School and Middle School Campus.

MGA HS/MS
Project

Note: (MGA Project Number 4387).

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 approves tuition reimbursement for faculty. (Attachment A-1) Tuition Reimbursement – Faculty

2. NCM approves the transfer of Jacqueline Heath, certificated instructional aide to a long-term substitute for Molly Fick, Grade 1 Teacher at West Elementary School, at a daily rate of \$253.28 in accordance with the 2019-2020 salary schedule, effective approximately March 2, 2020 through the end of the 2019-2020 school year. Trans Cert Aide to LTS Gr 1

- Note: Should the regular employee return prior to the end of the leave, the long-term employment is terminated.

3. RLR approves an uncompensated leave of absence for Kelly Border, part-time special education instructional aide at the middle school, effective February 25, 2020. Uncompensated Leave

4. RLR accepts, with regret, an irrevocable letter of retirement from Mary Fisher, special education instructional aide at East Elementary School, at the end of the 2019-20 school year, and approves payment in accordance with the Early Retirement Incentive for Full-Time Support Staff approved by the Board of School Directors on June 1, 2019. Intent to Retire – SP ED Instr Aide

5. RGG ratifies and approves Debra Boor, to provide homebound instruction for a senior high student, beginning January 23, 2020, for a period of approximately three months, at \$25.00 per hour, plus mileage, for up to five hours per week. Homebound Instruction

6. RAG approves Nicole C. Moore, West Elementary School Principal, as Coordinator of the K-6 Summer Remediation Program for the summer of 2020, at a stipend of \$3,750.00. K-6 Summer Coordinator

7. RAG ratifies and approves the following changes in the salary status of Professional Employees, effective on the first day of the second semester of the 2019-20 school year (January 21, 2020): Salary Adjustments

	<i>From</i>	<i>To</i>
Matthew Esser	M – Step 6 \$56,640	M+15 – Step 6 \$59,593
Megan Nally	B – Step 4 \$50,481	M – Step 4 \$54,551
Krysta Reber	B+24 – Step 6 \$53,665	M – Step 6 \$56,640

8. RLR ratifies and approves the transfer of Kathryn Fegley from part-time (4.5 hours/day) to a full-time (7 hours/day) special education instructional aide at West Elementary School, at her current hourly rate, effective January 27, 2020. Trans- Instr Aide PT to FT

Note: Part-time position converted to full-time position.

Discussion Agenda

1. RAG approves the employment of Steven Ritter, 439 Julian St., Williamstown, PA 17098, as Director of Business and Administrative Services for a three-year term beginning approximately May 1, 2020 and ending June 30, 2023, pursuant to the Employment Contract attached to the Official Minutes, pending receipt of all required documentation. Hire Dir of Bus and Admin Svcs

Note: This is a replacement for Robin Robertson (retiring).

2. RAG approves the employment of Christy Hoffman, 2602 Merritt Parkway, West Lawn, PA 19609, as the Principal of the Conrad Weiser West Elementary School, at a starting salary of \$86,940 (pro-rated). Hire West Elem Principal

Note: Education Level: Masters
Graduate School: Kutztown University
Certification: Bus-Computer-Info Tech
PK-12, Health PK-12,
Social Studies 7-12,
Principal PK-12
Experience: CWASD– 3 yrs.
Reading SD– 3 yrs.
I-Lead Charter School– 3 yrs.
Employment: TBD
Initial Assignment: West Elementary Principal

Note: This is a replacement for Nicole Moore (transferred).

3. JLH approves the employment of Melissa Lichtenwalner, 140 East Lincoln Avenue, Robeson, PA 19551, as a part-time (4.5 hours/day) academic year special education instructional aide at Conrad Weiser High School, at an hourly rate of \$11.00, pending receipt of all required documentation. Hire HS SP ED Instr Aide

Note: This is a replacement for Pauline McNeill (transferred).

4. RAG ratifies and approves Mr. Charles D. Rabuck, Jr., 109 Sophia Lane, Hummelstown, PA 17036, as interim principal at East Elementary School, at a daily rate of \$400.00 plus mileage, effective February 18, 2020. Interim Principal at East Elementary

Note: Daily rate will be paid through STS.

5. RAG approves the employment of substitute teachers for the 2019-20 school year at the rate of \$115.00 per day. Substitute Teachers
(Attachment A-2)

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. 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. Assistant Principal Weiser Decisions (Attachment WD-1)
- I. Director of Special Education (Attachment Sp-1)
- J. Director of Athletics (Attachment DA-1)
- K. Director of Technology (Attachment T-1)

Calendar of Events

Wednesday	03/11/20	Curriculum Committee, Facilities/Property Committee and Extra-Curricular Committee	7:00 p.m.
		Budget & Finance Committee and Human Relations Committee	7:30 p.m.
Wednesday	03/18/20	Regular Board Meeting	7:30 p.m.