

Conrad Weiser Area School District
Robesonia, PA 19551

Agenda – May 20, 2020

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF POLICY GUIDELINES –

- A. Motion by _____, Seconded by _____,
RESOLVED, to suspend the guidelines in Policy 006.1,
“Attendance at Meetings Via Electronic Communications”
regarding physical attendance and prior notice by board
members for the May 20, 2020 school board meeting.

Policy 006.1

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 April
held on April 15, 2020 be approved by voice vote.

Minutes

APPROVAL OF FINANCIAL REPORTS –

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

Financial Reports

(Attachment Fa-1)

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 \$190,960.49 and ratified in the
amount of \$1,940,903.30 as presented, and the Treasurer be
authorized to issue checks in the amounts indicated for the total
amount of \$2,131,863.79;

General Bills

and further,

RESOLVED, that the Cafeteria Account bills be approved in the amount of \$18,700.04 and ratified in the amount of \$82,323.70 as presented, and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$101,023.74.

Cafeteria Bills

- B. Motion by _____, Seconded by _____, RESOLVED, that by roll call vote the Construction Account bills be approved in the amount of \$29,820.43 and ratified in the amount of \$1,000.00 as presented, and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$30,820.43.

Construction Bills

PRESENTATIONS

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

Requests to Speak

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

Communications

OLD BUSINESS

Old Business

NEW BUSINESS

New Business

BUDGET & FINANCE COMMITTEE – Bret A. B. Sabold, 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:

Discussion Agenda

1. RLR authorizes the proposed tentative budget of \$53,463,360 and sets June 24, 2020 for the final adoption of the 2020-21 budget.
Note: This represents a .97 mill tax increase.

Tentative Budget

- | | | | |
|----|-----|---|--|
| 2. | RAG | <p>appoints Leah Rotenberg, Esquire, and Mays, Connard & Rotenberg, of 1235 Penn Avenue, Suite 202, Wyomissing, PA 19610, as solicitor for the Conrad Weiser Area School District beginning July 1, 2020, for a one-year term ending June 30, 2021, at an annual retainer fee of \$5,000.00; with additional work at a rate of \$148.00 per hour; and the rate of \$155.00 per hour for any possible negotiation services;</p> <p style="text-align: center;">and further,</p> <p>RESOLVED, that the Board of School Directors for the Conrad Weiser Area School District and the solicitor shall enter into the attached agreement.</p> <p style="text-align: right;">(Attachment A-1)</p> | <u>Solicitor Agreement</u> |
| 3. | RLR | <p>approves the Berks County Joint Purchasing Agreement between Conrad Weiser Area School District and the Berks County Joint Purchasing Board for the purchase of materials, supplies, services, and equipment pursuant to Section 521 and Section 1859.1 of the Public School Code.</p> | <u>Berks Cty Joint Purch Agreement</u> |
| 4. | RLR | <p>awards bids for art and general supplies for 2020-2021 school year.</p> <p>Note: Money is already in the 2020-2021 budget.</p> <p style="text-align: right;">(Attachment A-2)</p> | <u>Art and General Supplies</u> |
| 5. | RLR | <p>rescinds the authorization of Janet Heilman and Nicole Moore representing the elementary administration to sign for the payment of any expenditures.</p> | <u>Elementary Activity Funds</u> |
| 6. | RLR | <p>authorizes Melissa Rhoads and Christy Hoffman, representing the elementary administration, and Randall A. Grove and Robin L. Robertson representing central office, to sign for the payment of any expenditure from the activity funds of Conrad Weiser East and West Elementary for the remainder of the 2019-2020 school year.</p> | <u>Elementary Activity Funds</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:

Discussion Agenda

- | | | | |
|----|-----|--|----------------------------|
| 1. | RGG | <p>approves Alexander Dreyer from Germany as a foreign exchange student for the 2020-21 school year while he resides with Kevin and Stephanie Kurtz, 38 Homestead Lane, Robesonia, PA 19551.</p> | <u>HS Exchange Student</u> |
|----|-----|--|----------------------------|

Information Items

- | | | | |
|----|-----|--|--------------------|
| 1. | JLH | <p>Extended School Year program will be conducted completely online this summer.</p> | <u>ESY Program</u> |
|----|-----|--|--------------------|

EXTRA-CURRICULAR COMMITTEE – Joshua Speirs, 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:

Discussion Agenda

1. WSH approves the donation of a brand new NEVCO scoreboard for the stadium from Caron Treatment Centers in the amount of \$49,176.80.

Stadium
Scoreboard

Note: Caron will pay Conrad Weiser Area School District 50% of the cost in June and 50% of the cost in July for the scoreboard. Conrad Weiser Athletic Boosters/Athletics will cover the cost of installation and removal of old board in the amount of \$8,600.

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 proceed with design development and to complete the Final Construction Documents in preparation to solicit Bids for the following Phase 2 Master Plan projects:

Phase 2 Master Plan

- High School – Phase 2 Facility Upgrades and Alterations
- District Administration Offices – Renovations to Decisions Building
- Middle School – Phase 2 Facility Upgrades and Alterations
- East Elementary School – Phase 2 Alterations
- West Elementary School – Phase 2 Improvements
- District Services – Phase 2 Alterations and Improvements

Services shall be performed as defined under the Owner-Architect Agreement dated June 19, 2019 approved for the District Facilities Upgrades at Conrad Weiser Area School District.

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:

Discussion Agenda

- | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 1. | RAG | approves tuition reimbursement for faculty.

(Attachment A-3) | <u>Tuition
Reimbursement –
Faculty</u> | | | | | | | | | | | | | | | | | | | | | | |
| 2. | RLR | approves tuition reimbursement for staff.

(Attachment A-4) | <u>Tuition
Reimbursement –
Staff</u> | | | | | | | | | | | | | | | | | | | | | | |
| 3. | EAL | approves the following summer custodial personnel with a total cost not to exceed the budgeted amount of \$60,000.00: | <u>Summer Custodians</u> | | | | | | | | | | | | | | | | | | | | | | |
| | | <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">Debra J. Staudt
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| | | Note: * = Pending receipt of all required documentation. | | | | | | | | | | | | | | | | | | | | | | | |
| 4. | JLH | approves the following teachers to instruct approximately 75 eligible Conrad Weiser special education students services for | <u>ESY Teachers</u> | | | | | | | | | | | | | | | | | | | | | | |

the 2020 Extended School Year Program at an hourly rate of \$25.00:

Joanne Flemming	Carrie Mastruzzo
Julia Snyder	Laura Shuman
Mary Ellen Ebeling	Ernest Woolf
Alicia Labuski	Deborah Pride
Kristen Dagnone	

5. JLH approves Carrie Coleman, instructional aide at the middle school, to provide summer clerical support in the special education office for up to 20 hours a week for six weeks, at her current hourly rate, for the 2019-20 school year, start date to be determined. Summer Clerical
- Note: Paid through Access Funds.
6. JLH approves Kelly Cox, instructional aide at the high school, to provide summer clerical support in the special education office for up to 20 hours a week for six weeks, at her current hourly rate, for the 2019-20 school year, start date to be determined. Summer Clerical
- Note: Paid through Access Funds.
7. RAG approves the request for a military leave of absence for Anna Schmeck, Grade 3 Teacher at West Elementary, beginning June 11, 2020 through the 2020-21 school year. Military Leave
8. RLR accepts, with regret, the letter of retirement from Pattie Bashore, part-time food service worker at East Elementary School, effective May 26, 2020. Retirement
9. RLR accepts with regret the resignation of Tracey Dennis, part-time food service worker at East Elementary School, effective June 2, 2020. Resignation
10. RAG approves summer employment for the following personnel: Summer Days
- 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. Bridget Yourkawitch | - | 5 days |
- Elementary Counselors*
- | | | |
|----------------------|---|---------|
| Mrs. Heather Kreider | - | 10 days |
| Mrs. Lisa Oxenreider | - | 10 days |
- Middle School Librarian*

Mrs. Allison Swoyer - 5 days

Middle School Counselors

Mrs. Kelly Pearsall - 15 days

Mr. Thomas Hoover - 10 days

High School Librarian

Ms. Ann Schmidt - 5 days

High School Counselors

Mrs. Courtney Zickler - 10 days

Ms. Kristen Simons - 10 days

Mrs. Denise Rathman - 15 days

Bethany Coordinator

Mr. Scott Michael - 10 days

SAP Coordinator

Mrs. Barbara Boland - 10 days

School Psychologists

Mrs. Kara Small - 15 days

Mrs. Amanda Weidner - 15 days

Ms. Kristen Bender - 15 days

Itinerant Consultants

Ms. Heather Wamsher - 8 days

Mr. Robert Dunmoyer - 8 days

Transition Teachers

- up to 10 days combined

Transition Coordinator

Mr. Dean Zampelli - up to 8 days

Agriculture Teacher

Mr. Adam Serfass - 15 days

Public Relations Coordinator

Mrs. Kathleen Mohn - 10 days

Information Items

- | | | | |
|----|-----|--|--------------------------------|
| 1. | RAG | The first day of parental leave for Rebecca Miller was April 20, 2020. | <u>Parental Leave</u> |
| 2. | RAG | The last day of employment for Meghan Harnish was April 24, 2020. | <u>Last Day</u> |
| 3. | RAG | The first day for Nicole Moore as Middle School Co-Principal was Monday, April 27, 2020. | <u>Co-Principal</u> |
| 4. | RAG | The first day for Christy Hoffman as West Elementary Principal was Monday, April 27, 2020. | <u>West Elem
Principal</u> |

5. RAG The first day of employment for Steven Ritter, Director of Business, was May 4, 2020.

Director of Business

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	06/10/20	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	06/17/20	Regular Board Meeting	7:30 p.m.