## Conrad Weiser Area School District Robesonia, PA

Minutes - February 19, 2020

At 7:30 p.m., Vice President Dennis J. Manbeck called to order the regular meeting for the month of February 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., James Dotzenroth, Francis J. Kaczmarczyk, , Neal McNutt, Gary G. Neider, Bret A.B. Sabold, Joshua Speirs and Dennis J. Manbeck

Solicitor

Leah Rotenberg, Esquire

School Personnel

Randall A. Grove, Ryan R. Giffing, Robin L. Robertson, Jessica L. Head, Nicole C. Moore, Jonathan Holota, William S. Harrison, Eric A. Lutz, William R. Knapper, Stacy L. Miller and Heather M. Stricker

#### **ANNOUNCEMENTS**

Announcements

**Minutes** 

Mr. Manbeck asked Dr. Grove for any announcements and he did not have any at that time.

#### APPROVAL OF MINUTES - Mark D. Leidich

A. Motion by Carl, Seconded by Kaczmarczyk, 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.

This resolution was duly adopted by the following voice vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, McNutt, Neider, Sabold, Speirs and Manbeck.....

#### APPROVAL OF FINANCIAL REPORTS – Mark D. Leidich

Financial Reports

Motion by Kaczmarczyk, Seconded by Carl,
 RESOLVED, that the financial reports be approved, as presented.

(Attachment Fa-1)

This resolution was duly adopted by the following vote:

		Aye:	Carl, Dotzenroth, Kaczmarczyk, McNutt, Neider, Sabold, Speirs and Manbeck	8	
<u>APPF</u>	ROVAL	OF PAYN	<b>IENT OF BILLS</b> – Francis J. Kaczmarczyk		
	A.	RESO approv amour author	by Kaczmarczyk, Seconded by Sabold, LVED, that by roll call vote the General Account bills be red in the amount of \$421,959.79 and ratified in the at of \$3,021,473.83 as presented, and the Treasurer be ized to issue checks in the amounts indicated for the total at of \$3,443,433.62;		General Bills
			and further,		
		amour as pre	LVED, that the Cafeteria Account bills be approved in the of \$63,912. 52 and ratified in the amount of \$101,624.82 sented, and the Treasurer be authorized to issue checks amounts indicated for the total amount of \$165,537.34.		Cafeteria Bills
		This re	solution was duly adopted by the following rollcall vote:		
		Aye:	Carl, Dotzenroth, Kaczmarczyk, McNutt, Neider, Sabold, Speirs and Manbeck	8	
	B.	RESO be app amour author	by Kaczmarczyk, Seconded by Sabold, LVED, that by roll call vote the Construction Account bills broved in the amount of \$151,323.22 and ratified in the at of 37,360.37 as presented and the Treasurer be ized to issue checks in the amounts indicated for the total at of \$188,683.59.		Construction Bills
		This re	solution was duly adopted by the following rollcall vote:		
		Aye:	Dotzenroth, Kaczmarczyk, McNutt, Neider, Sabold, Speirs and Manbeck	7	
		Nay:	Carl	1	
PRES	SENTAT	<u>IONS</u>			
	A.	Reque	sts to speak to the Board of School Directors		Requests to Speak
<u>COM</u>	MUNICA	ATIONS			Communications
A.	Repo	orts			
	1.	Solicitor	- Ms. Rotenberg had no report.		

Student Council- No representative present.

2.

- Berks County Intermediate Unit Mr. Carl reported the meeting is tomorrow.
- 4. Berks Career & Technology Center– Mr. Carl reported they are meeting next Wednesday.
- 5. Tax Collection Committee Mrs. Robertson had no report.

OLD BUSINESS Old Business

NEW BUSINESS New Business

Motion by Manbeck, Seconded by Carl, RESOLVED, that on the recommendation of the Administration and the Board of School Directors of the Conrad Weiser Area School District accepts, with regret, the resignation of Mark Leidich, School Board Member and Board President, effective January 31, 2020.

**Board Resignation** 

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, McNutt, Neider, Sabold, Speirs and Manbeck.......

A. Election of President (until December 2020)

1.

**RAG** 

Election of President

- Mr. Manbeck asked for nominations for President.
- 1. Mr. Dotzenroth nominated Mr. Speirs for President.
  - Mr. Speirs seconded the nomination.
- 2. Mr. Neider nominated Mr. Kaczmarczyk for President.
  - Mr. Carl seconded the nomination.
- 3. Mr. Neider moved the nominations be closed, seconded by Mr. Kaczmarczyk.

Mr. Manbeck asked Mrs. Stricker to distribute paper for the votes. After they were collected the following votes were cast on the candidates.

Candidate # 1 received the following votes: Aye 2 Nay 6

Candidate # 2 received the following votes: Aye 6 Nay 2

the meeting for Mr. Manbeck. **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 Carl, RESOLVED, that on the recommendation of the Administration and the Budget & Finance Committee, the Board of School 1. RLR Directors of the Conrad Weiser Area School District approves E-Rate Agreement Comcast for an e-rate category 1 five-year contract beginning July 1, 2020, at a monthly cost of \$5,550. Note: This is for fiber connection and is a savings over our current contract. **Activity Accounts** 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. **Budget Transfers** 3. RLR approves the following budget transfers: Debit Credit 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 These resolutions were duly adopted by the following vote: Aye: Carl, Dotzenroth, Kaczmarczyk, McNutt, Neider, Sabold, Speirs and Manbeck..... Discussion Agenda Motion by Kaczmarczyk, Seconded by Sabold, 2020-21 BCIU RAG approves the 2020-21 mandated services budget of the Berks 1. Budget 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. Note: There is no increase from last year. This resolution was duly adopted by the following vote: Aye: Carl, Dotzenroth, Kaczmarczyk, McNutt, Neider, Sabold, Speirs and Manbeck.....

Mr. Kaczmarczyk was elected on a 6 to 2 vote.

Mr. Kaczmarczyk moved to the President's seat and took over

2.	RLR	Motion by Kaczmarczyk, Seconded by Manbeck, 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.		Bonds
		This resolution was duly adopted by the following vote:		
		Aye: Carl, Dotzenroth, Kaczmarczyk, McNutt, Neider, Sabold, Speirs and Manbeck	8	
3.	JLH	Motion by Kaczmarczyk, Seconded by Manbeck, 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 Ec</u> <u>Agreement</u>
		This resolution was duly adopted by the following vote:		
		Aye: Carl, Dotzenroth, Kaczmarczyk, McNutt, Neider, Sabold, Speirs and Manbeck	8	
4.	JLH	Motion by Kaczmarczyk, Seconded by Sabold, 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.		Learn Well Ec Agreement
		This resolution was duly adopted by the following vote:		
		Aye: Carl, Dotzenroth, Kaczmarczyk, McNutt, Neider, Sabold, Speirs and Manbeck	8	
		Information Items		
1.	RLR	This year the census information well 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

#### Consent Agenda

RGG

1.

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

Motion by Sabold, 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 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.

FFA State Legislative Leadership Conference

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.

 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. FBLA State Leadership Conference

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

8

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

These resolutions were duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, McNutt, Neider,

Sabold, Speirs and Manbeck.....

Discussion Agenda

### **EXTRA-CURRICULAR COMMITTEE** – Chairperson

Consent Agenda

Mr. Speirs asked for requests to move items from the Consent Agenda to the Discussion Agenda, and Mr. Carl requested No. 1 to be pulled.

1. WSH Moved to the Discussion Agenda Spring Coaches

Motion by Speirs, Seconded by Neider,

RESOLVED, that on the recommendation of the Administration and the Extra-Curricular Committee, the Board of School

2. WSH Directors of the Conrad Weiser Area School District 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

Baseball Softball \*Dave McQuate Dan Browne David Ocepek John Gilmer Damon Frantz Boys Lacrosse

\*Cora Luckenbill

Tyler Lovenstein

Girls Lacrosse

Megan Mohn

Track Darryl Geist

Holden Geist Marcus Dawkins

Dennis Harman Ian Butterworth Lauren Ressler Steve Young

**Tennis** 

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

Shannon Shearer Eric Rothenberger

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

**HS Musical** 

Advisor	Yrs	Activity	Salary
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

Position	Activity	Salary
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.

These resolutions were duly adopted by the following vote:

# Discussion Agenda

Motion by Speirs, Seconded by Neider,

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

Spring Coaches

Coach	Sport	Position	Yrs.	Salary
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 Jasmine	Baseball	Pony Coach	15	\$2,261.26
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 Lu	ıckenbill	Softball	Varsity Asst. Coach	5	\$1,586.53		
		Nate L	uckenbill	Softball	Varsity Asst. Coach	5	\$1,586.53		
			er Potthoff	Softball	JH Coach	4	\$2,177.94		
		*Dave MacPh	erson	Softball	Pony Coach	-	\$1,729.96		
		Kristen	Simons	Spring Sports	Manager	7	3,446.05		
		and no			ncrease in pay for ce pay. * Pending r				
		This re	solution wa	as duly adop	ted by the follow	ving vote	e:		
		Aye:			rczyk, McNutt, N				
		Nay:	•					7 1	
		ivay.	Can					'	
FACIL	_ITIES/F	ROPER	TY COMM	ITTEE – De	nnis J. Manbeck	k, Chairp	erson		
		<u>Discus</u>	ssion Agen	<u>da</u>					
1.	EAL	RESO	LVED, that e Facilitie	s/Property (	ed by Carl, ommendation of Committee, the ser Area School	Board	of School		MGA East Project
1.	EAL	Muhler Constr contrac	nberg Gre ruction Doc cts require ator Replac	ene Archite cuments and d for the Se	ects, Ltd. to co to solicit Bids for ecurity Upgrade e Conrad Weise	omplete or the co s and E	the Final enstruction emergency		MONE Edit (1900)
		Note: (	MGA Proje	ect Number	4383A).				
		This re	solution wa	as duly adop	ted by the follow	ving vote	e:		
		Aye:			czmarczyk, McN Manbeck			8	
2.	EAL	authori Final constru repairs	izes Muhle Construction uction conti and resu	nberg Green on Docume racts require urfacing at t	ed by McNutt, ne Architects, Lt ents and to so ed for the Parking the Conrad We dle School Camp	licit Bid Lot and eiser Are	s for the Driveway		MGA HS/MS Project
		Note: (	MGA Proje	ect Number	4387).				
		This re	solution wa	as duly adop	ted by the follow	ving vote	<b>e</b> :		
		Aye:			czmarczyk, McN Manbeck			8	

## **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 Manbeck, RESOLVED, that on the recommendation of the Administration and the Human Relations Committee, the Board of School

 RAG Directors of the Conrad Weiser Area School District approves tuition reimbursement for faculty.

(Attachment A-1)

Tuition Reimbursement-Faculty

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.

<u>Uncompensated</u> 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

\$50,481 \$54,551

Krysta Reber B+24 – Step 6 M – Step 6 \$53,665 \$56,640

8. RLR ratifies and approves the transfer of Kathryn Fegley from parttime (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

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

These resolutions were duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, McNutt, Neider,

Sabold, Speirs and Manbeck.....

Discussion Agenda

Motion by Neider, Seconded by Carl,

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).

This resolution was duly adopted by the following vote:

Aye: Carl, Dotzenroth, Kaczmarczyk, McNutt, Neider,

Sabold, Speirs and Manbeck...... 8

Motion by Neider, Seconded by Carl,

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).		
		This resolution was duly adopted by the following vote:		
		Aye: Carl, Dotzenroth, Kaczmarczyk, McNutt, Neider, Sabold, Speirs and Manbeck	8	
3.	JLH	Motion by Neider, Seconded by Carl, approves the employment of Melissa Lichtenwalner, 140 East Lincoln Avenue, Robesonia, 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).		
		This resolution was duly adopted by the following vote:		
		Aye: Carl, Dotzenroth, Kaczmarczyk, McNutt, Neider, Sabold, Speirs and Manbeck	8	
4.	RAG	Motion by Neider, Seconded by McNutt, 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.		
		This resolution was duly adopted by the following vote:		
		Aye: Carl, Dotzenroth, Kaczmarczyk, McNutt, Neider, Sabold, Speirs and Manbeck	8	
5.	RAG	Motion by Neider, Seconded by Manbeck, approves the employment of substitute teachers for the 2019-20 school year at the rate of \$115.00 per day.  (Attachment A-2)		Substitute Teachers
		This resolution was duly adopted by the following vote:		
		Aye: Carl, Dotzenroth, Kaczmarczyk, McNutt, Neider, Sabold, Speirs and Manbeck	8	
Dr. G Eleme	RINTEN Frove mentary ar st Eleme		Supt Report	

# **ADMINISTRATION REPORTS**

B. Assistant Superintendent Asst. Superintendent Dr. Giffing 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 Ms. 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 Ms. Moore prepared a written report that was distributed prior to the meeting. E. East Elementary East Elementary Jeanne Blum prepared a written report that was was distributed prior to the meeting. F. Middle School Principal MS Principal Mr. Holota prepared a written report that was distributed prior to the meeting. G. High School Principal **HS** Principal Mr. Galtere no report this month. 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

**Enrollment** 

A. Enrollment Reports

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

# H. Assistant Principal Weiser Decisions

Asst Principal WD

Mrs. Estrada prepared a written report that was distributed prior to the meeting.

I. Director of Special Education

Director of Special Ed.

Mrs. Head prepared a written report that was distributed prior to the meeting.

J. Director of Athletics

Director of Athletics

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

K. Director of Technology

Director of Technology

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

# **ADJOURNMENT**

Motion by Carl, Seconded by Speirs, Adjourned 8:17 p.m.