## Conrad Weiser Area School District Robesonia, PA

Minutes – September 21, 2016

At 7:30 p.m., President Margaret G. Rumbaugh called to order the regular meeting for the month of September 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, Dennis J. Manbeck, Gary G. Neider, Bret A. B. Sabold, Tammy Starner Wert, Keegan K. Worley, and Margaret G. Rumbaugh

Solicitor

Jon S. Malsnee, Esquire

School Personnel

Randall A. Grove, Erik J. Bentzel, Edward J. Skoczen Jr., Robert G. Galtere, R. Kenneth Buck Jr., Kristin D. Minch, Jennifer M. Hassler, Clark A. Knarr, Eric A. Lutz, Stacy L. Miller, Kathleen A. Mohn, and Heather M. Stricker

Student Council Members

Ivy Bingaman

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 legal and personnel matters.

## **APPROVAL OF MINUTES** – Margaret G. Rumbaugh

A. Motion by Rumbaugh, Seconded by Starner Wert, RESOLVED, that the reading of the Minutes of the regular meeting of the Board of School Directors for the month of August held on August 17, 2016; a special meeting held on September 7, 2016; and the agenda of the committee meetings held on September 7, 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, Manbeck, Neider, Sabold, Starner Wert, Worley, and Rumbaugh......

## **APPROVAL OF FINANCIAL REPORTS** – Margaret G. Rumbaugh

Financial Reports

Minutes

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

		present			
		This res	(Attachment Fa-1) solution was duly adopted by the following vote:		
		Aye:	Carl, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, Worley, and Rumbaugh	9	
APPRO	OVAL C	F PAYM	ENT OF BILLS – Francis J. Kaczmarczyk		
	A.	RESOL approve amount authoriz	by Kaczmarczyk, Seconded by Sabold, LVED, that by roll call vote the General Account bills be ed in the amount of \$509,534.26 and ratified in the t of \$1,479,878.52 as presented, and the Treasurer be zed to issue checks in the amounts indicated for the nount of \$1,989,412.78;		General Bills
			and further,		
		the an \$7,347	LVED, that the Cafeteria Account bills be approved in nount of \$40,417.40 and ratified in the amount of .46 as presented, and the Treasurer be authorized to shecks in the amounts indicated for the total amount of 4.86.		<u>Cafeteria Bills</u>
		This res	solution was duly adopted by the following vote:		
		Aye:	Carl, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, Worley, and Rumbaugh	9	
PRESE	NTATI	<u>ONS</u>			
A	Reque	ests to sp	eak to the Board of School Directors		Requests to Speak
	Gifted		ernersville Borough, expressed concerns about the Services for elementary students for the 2016-17		
COMMUNICATIONS					Communications
A.	Repor	rts			

- Solicitor No report 1.
- 2. Student Council - The President of Student Council announced the board dinner November 2, 2016 and the Powder Puff Game that will be held September 22, 2016.
- 3. Berks County Intermediate Unit - Mrs. Starner Wert reported that they met last Thursday.
- 4. Berks Career & Technology Center- Mr. Carl reported that they meet next Wednesday.
- 5. Tax Collection Committee – Mrs. Robertson had no report.

OLD BUSINESS Old Business

## NEW BUSINESS New Business

# BUDGET & FINANCE COMMITTEE - Francis J. Kaczmarczyk, Chairperson

#### Consent Agenda

1.

EJS

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 ratifies and approves a general agreement with Kidspeace National Centers, Inc. Private Academic Program, 4085 Independence Drive, Schnecksville, PA 18078, to provide school based educational services for Conrad Weiser Area School District students placed in the Kidspeace Day Program at a rate of \$161.53 for the 2016 – 2017 school year.

Kidspeace Agreement

 RLR ratifies and approves an agreement between Conrad Weiser Area School District and General Healthcare Resources, Inc., for substitute nursing services for the 2016-17 school year at an hourly rate of \$46.00 for the services of an RN and \$40.00 for the services of an LPN, effective August 29, 2016. Substitute Nursing Services

These resolutions were duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, Worley, and Rumbaugh......

9

#### Discussion Agenda

Motion by Kaczmarczyk, Seconded by Sabold,

1. RAG ratifies and approves the Administrative/Middle Management
Compensation Plan from July 1, 2016 through June 30, 2018,
as attached to the Official Minutes,

Act 93 Comp Plan

and further.

ratifies and approves the salary increases for administrative/middle management personnel for the 2016-17 school year as outlined on Appendix "A" of the Plan, effective July 1, 2016.

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Leidich, Manbeck, Sabold, Starner

		Wert, Worley, and Rumbaugh	8	
		Abstain: Neider	1	
2.	RAG	Motion by Kaczmarczyk, Seconded by Sabold, ratifies and approves the Central Administration Management Compensation Plan from July 1, 2016 through June 30, 2017, as attached to the Official Minutes,		Central Admin Comp Plan
		and further,		
		ratifies and approves the salary increases for central administration management personnel for the 2016-17 school year as outlined on Appendix "A" of the Plan, effective July 1, 2016.		
		This resolution was duly adopted by the following vote:		
		Aye: Carl, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, Worley, and Rumbaugh	9	
CURR	RICULUI	☑ COMMITTEE – Tammy Starner Wert, Chairperson		
		<u>Consent Agenda</u> Mrs. Starner Wert asked for requests to move items from the Consent Agenda, and No. 2 was moved to the Discussion Agenda.		
1.	RGG	Motion by Starner Wert, 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 Ski Club members, under the direction of John Rohm and Zachary Musser to attend a skiing trip at Jay Peak, Vermont on Thursday, January 19 through Sunday, January 22, 2017.		<u>Ski Club Trip</u>
		Note: The cost to the district will be none; student funded. The trip will leave on Thursday, January 19, after final exams; teachers will only miss their in-service time.		
2.	RGG	Moved to the Discussion Agenda		
3.	RGG	approves the FBLA Club members, under the direction of Michael Noss and Fran Williams, to attend the FBLA State Leadership Workshop at the Penn Stater Conference Center Hotel, State College, PA, on Sunday, November 6 and Monday, November 7, 2016.		FBLA State Leadership Workshop
		Note: All costs will be paid by FBLA funds.		
		These resolutions were duly adopted by the following vote:		
		Aye: Carl, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, Worley, and Rumbaugh	9	

#### Discussion Agenda

 RGG No. 2 from the Consent Agenda, Motion by Starner Wert, Seconded by Kaczmarczyk, approves the request of the Agriculture Department and FFA, under the direction of John Siefert and Ashley Moore, to attend the National FFA Convention in Indianapolis, IN from October 18 to October 23, 2016. FFA Natl Conv

Note: The anticipated cost of the trip is \$2,300. Costs for the two chaperones will come from the HS Ag. Budget. Two substitute teachers will be needed for four instructional days. Students will be responsible for paying their own costs (\$300 each); the state FFA reimburses students up to \$250 for expenses incurred during the trip.

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, Worley, and Rumbaugh.....

9

Motion by Starner Wert, Seconded by Carl,

2. RGG approves the request of five students, under the direction of John Siefert, Adele Schade and Adam Serfass, to attend Missouri Science and Technology/University of Missouri, Rolla, Mo from November 30 to December 3, 2016.

Mo Sci & Tech Trip

Note: The cost of the trip is paid for by Mr. Ted Day. Cost to the district will be three substitute teachers for three instructional days.

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, Worley, and Rumbaugh.....

9

#### Information Items

 JLH The following East Elementary Library equipment items will be discarded: Equip Discard East Library

- Carts
- Overhead Projectors
- Record Player
- Small Tape Players
- Tape Players
- TVs

### **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.

Motion by Leidich, Seconded by Sabold, RESOLVED, that on the recommendation of the Administration and the Extra-Curricular Committee, the Board of School **RKB** Directors of the Conrad Weiser Area School District approves 1. Paid Extracurricular Advisors the following paid middle school extra-curricular positions, personnel and salaries for the 2016-17 school year: Salary Advisor Activity <u>Yrs</u> \$500.00 Nicole Natale 1 Yearbook This resolution was duly adopted by the following vote: Carl, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Ave: Starner Wert, Worley, and Rumbaugh..... 9 Discussion Agenda Motion by Leidich, Seconded by Kaczmarczyk, 1. SRM ratifies and approves the following personnel for contracted Contracted Personnel for services for athletic events for the 2016-17 school year, Athletic Events effective September 17, 2016: Chris Carneal This resolution was duly adopted by the following vote: Aye: Carl, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, Worley, and Rumbaugh..... 9 Motion by Leidich, Seconded by Kaczmarczyk, Volunteer Coaches 2. SRM approves the following volunteer coach for the remainder of the 2016-17 school year, effective September 22, 2016: Golf Tim Heiniman This resolution was duly adopted by the following vote: Aye: Carl, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, Worley, and Rumbaugh..... Information Items Washington DC 1. The Social Studies Washington DC trip date has changed from Trip October 14, 2016 to October 27, 2016.

#### **FACILITIES/PROPERTY COMMITTEE** – Dennis J. Manbeck, Chairperson

Consent Agenda

None

## Discussion Agenda

Motion by Manbeck, Seconded by Neider, 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

official bus stops for the 2016-17 school year as attached to the Official Minutes.

1.

2.

RAG

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold,

Starner Wert, Worley, and Rumbaugh.....

**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 Leidich,

RAG RESOLVED, that on the recommendation of the Administration 1. and the Human Relations Committee, the Board of School Directors of the Conrad Weiser Area School District ratifies and approves the following changes in the salary status of Professional Employees, effective August 24, 2016:

Salary Adjustments

Bus Stops

		From	То	
	Carey Hirneisen	M <sup>+30</sup> – Step 18 \$77,149.00	2 M – Step 18 \$79,063.00	
	Sarah McGrory	B <sup>+24</sup> – Step 6 \$50,525.00	M – Step 6 \$53,500.00	
	Nathan Ottaviani	M – Step 9 \$57,149.00	M <sup>+15</sup> – Step 9 \$60,101.00	
	Elizabeth Roland	M – Step 8 \$55,847.00	M <sup>+15</sup> – Step 8 \$58,799.00	
RAG	approves tuition reimbu	rsement for faculty.	(Attachment A-1)	Tuition Reim

3. RAG authorizes the following temporary professional employees, having completed three years of satisfactory service, to be granted the status of professional employee:

**Professional** Employees

	Date Hired as a
Name	10-month Employee
Chris Tadley	August 2013
Justin Foster	August 2013
Tammy Kase	August 2013
Kelly Sabold	August 2013

		Derek Long August 2013 Karen Mihalek August 2013 Jon Holota August 2013 Matt Esser August 2013 Lorraine Porter August 2013
4.	EJS	approves the number of hours worked per day as a transportation aide for the following personnel for the 2016-17 school year:
		Martene Firestine Karen Trout Linda Sclesky Christine Sackett Florence Strange Sandy Schaeffer Cindy Kramer Sean Kenney Vicki Maney  - 3.75 hrs/day75 hrs/day25 hrs/day50 hrs/day50 hrs/day50 hrs/day50 hrs/day50 hrs/day
		Note: Hours may fluctuate from day to day throughout the school year, but any significant change in hours that effects payroll/benefits will be brought to the Board for approval.
5.	RAG	ratifies and approves personnel contracted through the Brandywine CW Transportation to provide transportation services to the District, effective August 29, 2016.  (Attachment A-2)
		These resolutions were duly adopted by the following vote:
		Aye: Carl, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, Worley, and Rumbaugh
		<u>Discussion Agenda</u>
1.	EJB	Motion by Neider, Seconded by Starner Wert, approves the following mentor for the 2016-17 school year at an additional salary of \$500.00 (or \$250.00 per semester):
		MentorProtégéNicole NataleAlexis Kopicz
		This resolution was duly adopted by the following vote:
		Aye: Carl, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, Worley, and Rumbaugh
2.	RLR	Motion by Neider, Seconded by Manbeck, approves the transfer of Lisa Oxenreider, Secretary to the Principal at West Elementary School to an academic year Temporary Professional Employee in the Conrad Weiser Area

Temporary Professional Employee in the Conrad Weiser Area School District at a yearly salary of \$49,061.00 (M-Step 1) in accordance with the 2016-17 salary schedule.

		Note:		Masters Kutztown University ED Spec. I- Elem. & Sec. School Counselor PK-12 Secretary to the Principal & LTS Counselor September 26, 2016 Counselor at West has been granted one Foster. This is a replacement		
			for Justin Foster (resigne			
			and	further,		
		approv	ves five summer employme	nt days for Ms. Oxenreider.		
		Note:	This is a carryover from Jus	stin Foster (resigned).		
		This res	solution was duly adopted b	by the following vote:		
		Aye:		ch, Manbeck, Neider, Sabold, d Rumbaugh	9	
3.	RLR	accept	by Neider, Seconded by Les, with regret, the resignation Instructional Aide, effection	tion of Melany Keys, Special		Resign – Keys
		This res	solution was duly adopted b	by the following vote:		
		Aye:		ch, Manbeck, Neider, Sabold, d Rumbaugh	9	
4.	RLR	ratifies Ginna substitu West E	B Drive, Robesonia, Pute for Amanda Tyson, ce	eidich, rment of Rebecca Peiffer, 21 A 19551, as a long-term rtificated instructional aide at ourly rate of \$10.15, effective		Hire-LTS Cert Aide at West
		This res	solution was duly adopted b	by the following vote:		
		Aye:		ch, Manbeck, Neider, Sabold, d Rumbaugh	9	
5.	RLR	ratifies Terrace substite East E	e Drive, Sinking Spring, ute for Mary Hartranft, cei	eidich, nent of Kim Snyder, 4316 Hill PA 19608, as a long-term rtificated instructional aide at burly rate of \$10.15, effective		Hire-LTS Cert Aide at East
		This res	solution was duly adopted b	by the following vote:		
		Aye:		ch, Manbeck, Neider, Sabold, d Rumbaugh	9	

6.	RLR	Motion by Neider, Seconded by Starner Wert, ratifies and approves the employment of Carrie Mastruzzo, 449 Edison Street, Wernersville, PA 19565, as an academic year (7 hours/day) certificated instructional aide at West Elementary School for the remainder of the 2016-17 school year at an hourly rate of \$12.15, effective September 8, 2016.		Hire – Cert Aide at West
		Note: This is a new position for the remainder of the 2016-17 school year.		
		This resolution was duly adopted by the following vote:		
		Aye: Carl, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, Worley, and Rumbaugh	9	
7.	RLR	Motion by Neider, Seconded by Starner Wert, approves the employment of Brittani Biscanti, 1117 Sunset Road, Sinking Spring, PA 19608, as a long-term substitute for Rebecca Reed, certificated instructional aide at West Elementary School, at an hourly rate of \$10.15, effective September 22, 2016.		Hire-LTS Cert Aide at West
		This resolution was duly adopted by the following vote:		
		Aye: Carl, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, Worley, and Rumbaugh	9	
8.	RLR	Motion by Neider, Seconded by Leidich, ratifies and approves an increase in hours for Donna Zeigler, Food Service Worker at the high school, from 4 hours/day to 4.25 hours/day, effective August 24, 2016.		<u>FSW Increase</u> <u>Hours</u>
		Note: Previous food service worker in this position worked 4.25 hours/day.		
		This resolution was duly adopted by the following vote:		
		Aye: Carl, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, Worley, and Rumbaugh	9	
9.	RLR	Motion by Neider, Seconded by Starner Wert, approves the request of Desiree Frantz, Grade 1 at West Elementary School, to extend the end date of her parental leave of absence from October 7, 2016 to January 3, 2017.		Extension of Parental Leave
		This resolution was duly adopted by the following vote:		
		Aye: Carl, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, Worley, and Rumbaugh	9	
10.	RLR	Motion by Neider, Seconded by Starner Wert, approves the employment of substitute support staff personnel for the 2016-17 school year at the rate of \$9.00/hour.  (Attachment A-3)		Substitute Support Staff

		This resolution was duly adopted by the following vote:		
		Aye: Carl, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, Worley, and Rumbaugh	9	
11.	RAG	Motion by Neider, 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-4)		Certificated Aides/Substitute Teachers
		This resolution was duly adopted by the following vote:		
		Aye: Carl, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, Worley, and Rumbaugh	9	
12.	RLR	Motion by Neider, Seconded by Starner Wert, approves the employment of Kelly Border, 415 Texter Mountain Road, Robesonia, PA 19551, as a part-time (4 ½ hours/day) academic year special education instructional aide at the Middle School at an hourly rate of \$10.15, effective September 22, 2016.		Hire – PT Sp Ed at MS
		Note: This is a new position		
		This resolution was duly adopted by the following vote:		
		Aye: Carl, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, Worley, and Rumbaugh	9	
13.	RLR	Motion by Neider, Seconded by Kaczmarczyk, approves the employment of Kristina Ferrero, 704 Wilson Court, Wernersville, PA 19565, as a part-time (4 ½ hours/day) academic year special education instructional aide and 1:1 aide at East Elementary School at an hourly rate of \$10.15, effective September 22, 2016.		Hire – PT Sp Ed at East
		Note: This is a replacement for Tabitha Britton (transferred).		
		This resolution was duly adopted by the following vote:		
		Aye: Carl, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, Worley, and Rumbaugh	9	
14.	RAG	Motion by Neider, Seconded by Starner Wert, Board Vote for PSBA Representatives		PSBA Reps
		This resolution was duly adopted by the following vote:		
		Aye: Carl, Kaczmarczyk, Leidich, Manbeck, Neider, Sabold, Starner Wert, Worley, and Rumbaugh	9	
		Information Items		
1.	RLR	Sarah Effrig, noon-time aide at West Elementary School, returned to work from an uncompensated leave on August 29,		Return to Work

2016.

2. RAG The last day of employment for Justin Foster, counselor at West Elementary School, is September 26, 2016.

Counselor West

POLICY None **Policy** 

## **SUPERINTENDENT'S REPORT**

Supt Report

Dr. Grove announced it was Homecoming week and there were lots of exciting activities planned for Friday. There will be an executive session to discuss legal and personnel matters after tonight's Board Meeting.

## **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

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

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

E. East Elementary Principal

East Principal

None this month

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 Rumbaugh, Seconded by Starner Wert, Adjourned 8:00 p.m.