

Conrad Weiser Area School District  
Robesonia, PA

Minutes – January 18, 2017

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

*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, Clark A. Knarr, Eric A. Lutz, Stacy L. Miller, Kathleen A. Mohn, Marci Nagle and Heather M. Stricker

*Student Council Members*

Daisy Jimenez - Treasurer

**APPROVAL OF MINUTES** – Mark D. Leidich

- A. Motion by Starner Wert, Seconded by Carl,  
RESOLVED, that the reading of the Minutes of the regular meeting of the Board of School Directors for the month of December held on December 21, 2016; a special meeting held on January 4, 2017; and the agenda of the committee meetings held on January 4, 2017 be dispensed with and that the same be approved by voice vote.

Minutes

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Manbeck, Neider, Rumbaugh,  
Sabold, Starner Wert, Worley and Leidich ..... 9

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

Financial Reports

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

(Attachment Fa-1)

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Manbeck, Neider, Rumbaugh,  
Sabold, Starner Wert, Worley and Leidich ..... 9

**APPROVAL OF PAYMENT OF BILLS** – Francis J. Kaczmarczyk

- A. Motion by Kaczmarczyk, Seconded by Manbeck,  
RESOLVED, that by roll call vote the General Account bills be  
approved in the amount of \$401,578.02 and ratified in the  
amount of \$3,095,421.32 as presented, and the Treasurer be  
authorized to issue checks in the amounts indicated for the  
total amount of \$3,496,999.34;

General Bills

and further,

RESOLVED, that the Cafeteria Account bills be approved in  
the amount of \$51,023.93 and ratified in the amount of  
\$64,931.98 as presented, and the Treasurer be authorized to  
issue checks in the amounts indicated for the total amount of  
\$115,955.91.

Cafeteria Bills

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Manbeck, Neider, Rumbaugh,  
Sabold, Starner Wert, Worley and Leidich ..... 9

**PRESENTATIONS**

- A. Requests to Speak to the Board – Chris Rickenbach of  
Robesonia Borough, expressed concerns about attendance  
and physical education requirements at the high school.

Requests to Speak

**COMMUNICATIONS**

Communications

- A. Reports
1. Solicitor – Mr. Malsnee introduced Leah Rotenberg, a  
partner in Mays, Connard & Rotenberg, who will be  
shadowing Mr. Malsnee and will be attending Board  
Meetings.
  2. Student Council – Ms. Jimenez, Student Council  
Treasurer, mentioned the Faculty Holiday Breakfast on  
December 23, 2016 went well. Also there will be a  
student lock-in event on February 10, 2017 from 10:00  
p.m. – 5:00a.m..
  3. Berks County Intermediate Unit – Mrs. Starner Wert  
reported they meet tomorrow night and to watch for  
updates from the minutes.
  4. Berks Career & Technology Center– Mr. Carl reported  
they meet next Wednesday.
  5. Tax Collection Committee – Mrs. Robertson reported we  
are up 5% this year for tax collection over last year.

**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 authorizes a Senior Class Commencement Party account in the Student Activity Fund with this activity fund account to be closed on or before June 30, 2017.

1. RLR

Sr Class Party  
Account

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Manbeck, Neider, Rumbaugh,  
Sabold, Starner Wert, Worley and Leidich ..... 9

Discussion Agenda

2. RLR Motion by Kaczmarczyk, Seconded by Manbeck,  
authorizes the Director of Business to apply for exceptions for the 2017-18 school year and advertise that the preliminary budget will be adopted on February 15, 2017.

2017-18  
Preliminary  
Budget

This resolution was duly adopted by the following voice vote:

Aye: Manbeck, Neider, Sabold, Worley and Leidich ..... 5  
Nay: Carl, Kaczmarczyk, Rumbaugh, and Starner Wert ... 4

3. RLR Motion by Kaczmarczyk, Seconded by Rumbaugh,  
approves the Tax Collector Compensation rates beginning January 1, 2018 as outlined in the attached resolution.

Tax Collector  
Comp Rates

Note: This is not a change from the current compensation rates.

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Manbeck, Neider, Rumbaugh,  
Sabold, Starner Wert, Worley and Leidich ..... 9

4. RAG Motion by Kaczmarczyk, Seconded by Rumbaugh,  
ratifies and approves KidsPeace, 4085 Independence Drive, Schnecksville, PA 18078, to provide tutorial services for a shelter student at the rate of \$40.00 per hour for a maximum of five hours a week from December 6 to December 15, 2016.

KidsPeace Tutorial  
Services – Shelter

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Manbeck, Neider, Rumbaugh,  
Sabold, Starner Wert, Worley and Leidich ..... 9

**CURRICULUM COMMITTEE** – Tammy Starner Wert, 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 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 dropping the following courses from the Program of Studies for the 2017-18 school year:

1. RGG

HS Program of  
Studies – Dropped  
Courses

**Mathematics Department**

**Science Department**

Math through the Ages  
Foundations of Math

Genetics  
Role of Disease in History

2. RGG approves the following new courses for the 2017-18 school year:

HS Program of  
Studies – New  
Courses

**BUSINESS**

**Accounting III –  
Independent Studies**

**Grade 12      1.00 credit**

(Prerequisite – Accounting II and teacher recommendation)

Accounting III is an independent study of advanced accounting concepts and procedures. This course is designed for students with an interest in pursuing a career in accounting. Students will be introduced to accounting topics which will be covered in college including financial analysis and reporting; cost accounting; and accounting for partnerships and not-for-profit organizations.

**FAMILY & CONSUMER SCIENCE DEPARTMENT**

**Clothing Construction      Grades 10-12      1.00 credit**

(Prerequisite: Fashion and Textile Design and teacher approval)

This course is for those students who have successfully completed Fashion and Textile Design and wish to increase their knowledge and skills in clothing construction. We will learn advanced construction and garment alteration techniques and beginning pattern making skills. Students will be required to purchase materials for individual projects.

**Community Food Service      Grades 11-12      1.00 credit**

(Prerequisite: Passing grade in Culinary Science 1 and teacher

approval)

In this course students will be introduced to the preparation, cooking, and presentation of food for school and community events. Emphasis will be placed on the planning and executing of cooking services for large occasions. Basic food preparation skills learned in Culinary Science 1 will be showcased, by preparing weekly or biweekly meals in class and for staff members. A small project fee may be required.

#### **SCIENCE DEPARTMENT**

<b>Honors Chemistry</b>	<b>Grades 10-12</b>	<b>(weighted)</b>	<b>1.00 credit</b>
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(Prerequisite - Biology CP or Honors and Algebra I; can be taken concurrently with Algebra II)

Chemistry Honors is designed for college-bound students who are interested in a science related major to prepare them for a first year College Chemistry course. The fundamental principles and theories of chemistry will be presented with the emphasis on the following major topics: measurement, classification of matter, atomic theories, electron configuration, elements, periodic table, ionic and covalent bonding, chemical reactions, mole concepts, stoichiometry, states of matter, mixtures and solutions. Laboratory work is included in this course to correlate with the above topics and to develop basic laboratory skills. Projects will be completed to develop a deeper understanding of the above topics. Students will be required to read a Chemistry related book to enhance Chemistry knowledge. A strong background in mathematics, especially algebra, is recommended. Students will need to have a scientific calculator.

#### **SOCIAL STUDIES DEPARTMENT**

<b>Colonial Pennsylvania and the Native Northeast</b>	<b>Grades 10-12</b>	<b>(weighted)</b>	<b>1.00 credit</b>
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This course is the study of early history of Pennsylvania as local, regional, and national history. With its dynamic economy, political freedom, and cultural and religious diversity, this mid-Atlantic region has been cited by many historians as the source of later United States culture. The scope of the class includes prehistoric Native cultures and the earliest European settlements along the Delaware River in the 1600s up to 1800 and the Early Republic Period. Topics will include European settlements and Native trade, Atlantic World economy, colonial Philadelphia, Native American diplomacy and Conrad Weiser, French and Indian War, American Revolution, and early republic. Students will complete extensive readings of both primary and secondary sources, as well as learn important historiographical questions of the period.

This course is weighted and has a college level curriculum. Students need written approval from their most recent social

studies teacher to enroll in the course. Admission of highly motivated ninth-graders may be considered based on the instructor's academic criteria.

These resolutions were duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Manbeck, Neider, Rumbaugh,  
Sabold, Starner Wert, Worley and Leidich ..... 9

Discussion Agenda

1. RGG Motion by Starner Wert, Seconded by Sabold,  
approves the 2017-18 Program of Studies booklet for Grades 9  
through 12 as attached to the Official Minutes.

2017-18  
Program of  
Studies for HS

Note: Copies of the Program of Studies booklet will be distributed to students in Grades 8 to 11 and be on file in the high school office.

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Manbeck, Neider, Rumbaugh,  
Sabold, Starner Wert, Worley and Leidich ..... 9

**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 volunteer coaches for the 2016-17 school year:

Volunteer  
Coaches

*Boys Basketball*  
Matt Weiser

2. SRM approves laundry services in the amount of \$1,300.00 to Alan  
Moyer for the 2016 football season.

Laundry Services

These resolutions were duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Manbeck, Neider, Rumbaugh,  
Sabold, Starner Wert, Worley and Leidich ..... 9

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

Consent Agenda

Discussion Agenda

## **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 Starnier Wert,  
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 ratifies and approves the following changes in the salary status of Professional Employees, effective on the first day of the first semester of the 2016-17 school year, effective August 24, 2016:

- |    |     |   |                           |                           |  |
|----|-----|---|---------------------------|---------------------------|--|
| 1. | RAG |   |                           |                           | <u>Salary<br/>Adjustments</u>                                  |
|    |     |   | <i>From</i>               | <i>To</i>                 |  |
|    |     | Dane Yuengel  | B – Step 3<br>\$46,558.00 | M – Step 3<br>\$50,627.00 |  |
| 2. | RAG | accepts, with regret, the irrevocable letter of retirement from Diane Payne, Spanish teacher at the high school, at the end of the 2016-17 school year, and approves payment of the Buyout at the end of the 2016-17 school year in accordance with the provisions of Appendix B, Section B.14.a. of the 2016-2021 Collective Bargaining Agreement.   |                           |                           | <u>Intent to Retire –<br/>Spanish at HS</u>                    |
| 3. | RAG | accepts, with regret, the irrevocable letter of retirement from Arlan Dietrich, Mathematics teacher at the high school, at the end of the 2016-17 school year, and approves payment of the Buyout at the end of the 2016-17 school year in accordance with the provisions of Appendix B, Section B.14.a. of the 2016-21 Collective Bargaining Agreement.                                      |                           |                           | <u>Intent to Retire –<br/>Math at HS</u>                       |
| 4. | RLR | accepts, with regret, an irrevocable letter of retirement from Kathleen Lorah, Library Secretary at West Elementary School, at the end of the 2016-17 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, 2016.  |                           |                           | <u>Intent to Retire –<br/>Library Sec at West</u>              |
| 5. | RAG | accepts, with regret, the irrevocable letter of retirement from Elizabeth Phillips, Grade 6 special education learning support teacher at the middle school, at the end of the 2016-17 school year, and approves payment of the Buyout at the end of the 2016-17 school year in accordance with the provisions of Appendix B, Section B.14.a. of the 2016-21 Collective Bargaining Agreement. |                           |                           | <u>Intent to Retire – Sp<br/>Ed Learning<br/>Support at MS</u> |
| 6. | RLR | accepts, with regret, an irrevocable letter of retirement from Gloria Strunk, special education instructional aide/emotional support at Weiser Decisions, at the end of the 2016-17 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, 2016.                                |                           |                           | <u>Intent to Retire – Sp<br/>Ed Instr Aide at WD</u>           |

7. RAG approves tuition reimbursement for faculty. Tuition- Faculty  
(Attachment A-1)

These resolutions were duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Manbeck, Neider, Rumbaugh,  
Sabold, Starner Wert, Worley and Leidich ..... 9

Discussion Agenda

1. RAG Motion by Neider, Seconded by Sabold,  
approves the following changes in the salary status of Salary Adjustments  
Professional Employees, effective on the first day of the  
second semester of the 2016-17 school year (currently  
January 23, 2017):

	<i>From</i>	<i>To</i>
John Young	M <sup>+15</sup> – Step16 \$70,873.00	M <sup>+30</sup> – Step16 \$73,497.00
Eric Balthaser	B – Step 6 \$49,433.00	B <sup>+24</sup> – Step 6 \$50,525.00
Matthew Esser	B – Step 4 \$47,342.00	B <sup>+24</sup> – Step 4 \$48,436.00

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Manbeck, Neider, Rumbaugh,  
Sabold, Starner Wert, Worley and Leidich ..... 9

2. RAG Motion by Neider, Seconded by Starner Wert,  
approves the employment of substitute teachers for the 2016- Substitute  
17 school year at the rate of \$105.00 per day. Teachers  
(Attachment A-2)

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Manbeck, Neider, Rumbaugh,  
Sabold, Starner Wert, Worley and Leidich ..... 9

3. RLR Motion by Neider, Seconded by Kaczmarczyk,  
accepts, with regret, the resignation of Shannon Kramer, noon- Resign- West  
time aide at West Elementary, effective January 4, 2017. Noon-time Aide

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Manbeck, Neider, Rumbaugh,  
Sabold, Starner Wert, Worley and Leidich ..... 9

4. RLR Motion by Neider, Seconded by Sabold,  
ratifies and approves the employment of Dawn Long, 11 W. Hire – PT FSW at  
Main Avenue, Apt. 3, Myerstown, PA 17067, as a part-time MS  
(4.25 hours/day) food service worker at the middle school at an



hourly rate of \$10.00, effective January 9, 2017.

Note: This is a replacement for Samantha Moyer (resigned).  
She will be job sharing with Susan Krammer.

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Manbeck, Neider, Rumbaugh,  
Sabold, Starner Wert, Worley and Leidich ..... 9

5. RLR Motion by Neider, Seconded by Kaczmarczyk,  
accepts, with regret, an irrevocable letter of retirement from  
Etta Henry, Child Accounting/PIMS Coordinator, on June 30,  
2017.

Intent to Retire –  
Child Acctg/PIMS  
Coord

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Manbeck, Neider, Rumbaugh,  
Sabold, Starner Wert, Worley and Leidich ..... 9

6. RAG Motion by Neider, Seconded by Starner Wert,  
approves the request of Rebecca Reed, certificated  
instructional aide at West Elementary School, for a parental  
leave of absence from approximately February 26, 2017  
through the end of the 2016-17 school year.

Parental Leave

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Manbeck, Neider, Rumbaugh,  
Sabold, Starner Wert, Worley and Leidich ..... 9

7. RAG Motion by Neider, Seconded by Starner Wert,  
accepts, with regret, the irrevocable letter of retirement from  
Cheryl Benfer, kindergarten teacher at West Elementary, at the  
end of the 2016-17 school year, and approves payment of the  
Buyout at the end of the 2016-17 school year in accordance  
with the provisions of Appendix B, Section B.14.a. of the 2016-  
2021 Collective Bargaining Agreement.

Intent to Retire – K  
at West

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Manbeck, Neider, Rumbaugh,  
Sabold, Starner Wert, Worley and Leidich ..... 9

8. RAG Motion by Neider, Seconded by Kaczmarczyk,  
approves Christina Ruoss, high school English teacher, as a  
Part-time Hybrid Learning Coach for the remainder of the  
2016-17 school year, effective January 23, 2017.

PT Hybrid Learning  
Coach

Note: This will be paid out of Ready-to-Learn dollars.

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Manbeck, Neider, Rumbaugh,  
Sabold, Starner Wert, Worley and Leidich ..... 9

9. RAG Motion by Neider, Seconded by Starner Wert, approves the employment of Michelle Bence, 6138 Pond View Drive, Birdsboro, PA 19508, as a part-time long-term substitute for Christina Ruoss, English at the high school, at a daily rate of \$119.03 in accordance with the 2016-17 salary schedule, effective January 23, 2017.

PT LTS HS English

Note: Education Level: Bachelors  
Undergraduate School: Messiah College  
Certification: Instr. I – English 7-12 and  
Social Studies 7-12  
Experience: The Grove School, GMSD  
Employment: January 23, 2017  
Initial Assignment: PT LTS HS English

Note: Ms. Bence has been granted one crossover day with Ms. Ruoss. Should the regular employee return prior to the end of the leave, the long-term employment is terminated.

This resolution was duly adopted by the following vote:

Aye: Carl, Kaczmarczyk, Manbeck, Neider, Rumbaugh,  
Sabold, Starner Wert, Worley and Leidich ..... 9

#### Information Items

1. RAG Desiree Frantz, Grade 1 at West Elementary, returned to work from a parental leave on January 3, 2017.
2. RAG Sarah McGrory, music teacher at West Elementary, returned to work from a parental leave on January 3, 2017.

Return to Work

Return to Work

#### **POLICY**

Policy

#### **ANNOUNCEMENTS**

Announcements

Mr. Leidich mentioned Mr. Worley will be the new Committee Chair for the Extra-Curricular Committee.

#### **SUPERINTENDENT'S REPORT**

Supt Report

Dr. Grove mentioned the Winter Concert at West Elementary was a great event. The high school has finals this week and the second semester starts on Monday, January 23, 2017. The Board of School Directors will hold an executive session at the end of the evening's meeting for a student matter and legal issue. On February 8, 2017 and February 22, 2017 we will hold Budget Meetings in the library at the high school.

## **ADMINISTRATION REPORTS**

- |    |   |                             |
|----|---|-----------------------------|
| A. | Enrollment Reports  | <u>Enrollment</u>           |
| B. | Assistant Superintendent  | <u>Asst. Superintendent</u> |
|    | Dr. Bentzel prepared a written report that was distributed prior to the meeting.    |                             |
| C. | Director of Business  | <u>Director of Business</u> |
|    | Mrs. Robertson prepared a written report that was distributed prior to the meeting. |                             |
|    | 1. Director of Food Services  | <u>Dir. Food Service</u>    |
|    | Mrs. Nagle prepared a written report that was distributed prior to the meeting.     |                             |
|    | 2. Director of Facilities   | <u>Dir of Facilities</u>    |
|    | Mr. Lutz prepared a written report that was distributed prior to the meeting.       |                             |
| D. | West Elementary Principal   | <u>West Principal</u>       |
|    | Mrs. Hassler prepared a written report that was distributed prior to the meeting.   |                             |
| E. | East Elementary Principal   | <u>East Principal</u>       |
|    | Mrs. Heilman prepared a written report that was distributed prior to the meeting.   |                             |
| F. | Middle School Principal   | <u>MS Principal</u>         |
|    | Mr. Buck prepared a written report that was distributed prior to the meeting.       |                             |
|    | 1. Assistant Middle School Principal  | <u>Asst MS Principal</u>    |
|    | Ms. Minch prepared a written report that was distributed prior to the meeting.      |                             |
| G. | High School Principal   | <u>HS Principal</u>         |
|    | Mr. Galtere prepared a written report that was distributed prior to the meeting.    |                             |
|    | 1. Assistant High School Principal  | <u>Asst. HS Principal</u>   |

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 Worley, Seconded by Carl,  
Adjourned 7:50 p.m.