## Conrad Weiser Area School District Robesonia, PA 19551

Agenda - August 20, 2014

# **PLEDGE OF ALLEGIANCE**

# **ROLL CALL**

# **ANNOUNCEMENTS**

<u>APPROVAL</u>	<b>OF MINUTES</b> – Margaret G. Rumbaugh	
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 July held on July 9, 2014; a special meeting held on August 6, 2014; and the agenda of the committee meetings held on August 6, 2014, be dispensed with and that the same be approved by voice vote.	<u>Minutes</u>
<u>APPROVAL</u>	OF FINANCIAL REPORTS – Margaret G. Rumbaugh	Financial Reports
A.	Motion by, Seconded by, RESOLVED, that the financial reports be approved, as presented.  (Attachment Fa-1)	
<u>APPROVAL</u>	OF PAYMENT OF BILLS – David A. Christensen	
A.	Motion by, Seconded by, RESOLVED, that by roll call vote the General Account bills (2013-14) be approved in the amount of \$317,430.24 and ratified in the amount of \$793,875.41 as presented, and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$1,111,305.65;	General Bills 2013-14
	And be it further,	
	RESOLVED, that the General Account bills (2014-15) be approved in the amount of \$846,957.16 and ratified in the amount of \$1,483,726.54 as presented, and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$2,330,683.70;	General Bills 2014-15
	And be it further,	
	RESOLVED, that the Cafeteria Account bills (2013-14) be approved in the amount of \$449.63 as presented, and the	<u>Cafeteria Bills</u> 2013-14

Treasurer be authorized to issue checks in the amounts indicated: And be it further. Cafeteria Bills RESOLVED, that the Cafeteria Account bills (2014-15) be 2014-15 approved in the amount of \$5,518.49 and ratified in the amount of \$6,754.22 as presented, and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$12,272.71.  $\_$ , Seconded by  $\_$ B. Construction Bills -Motion by East/West Project RESOLVED, that by roll call vote the Construction Account bills for the East/West Project be approved in the amount of \$25,564.47 as presented, and the Treasurer be authorized to issue checks in the amounts indicated. **PRESENTATIONS** Requests to Speak A. Requests to speak to the Board of School Directors FBLA Recognition B. Recognition of Jenna Sattazahn and FBLA Advisors -Mr. Galtere Communications **COMMUNICATIONS** A. Reports 1. Solicitor – Jon S. Malsnee, Esquire 2. Student Council 3. Berks County Intermediate Unit – David A. Christensen 4. Berks Career & Technology Center-William T. Carl, Jr. 5. Berks Earned Income Tax Bureau – William T. Carl, Jr. 6. Education Foundation - Tammy Starner Wert Old Business **OLD BUSINESS** 

BUDGET & FINANCE COMMITTEE - David A. Christensen, Chairperson

**NEW BUSINESS** 

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:

**New Business** 

### Consent Agenda

 RAG accepts the state audit from the Department of the Auditor General for the years ended June 30, 2009 and 2010, as attached to the Official Minutes. State Audit

2. RLR receives reports from the seven tax collectors in our school district and presents them to Herbein & Company, Inc., for audit and also exonerates them from the collection of all 2013 unpaid per capita taxes as set forth in their reports. Tax collectors are as follows:

Tax Collector Reports

Heidelberg Township - Carol Keppley
Marion Township - Susan Stum
North Heidelberg Township - Jack Kuhn

Robesonia Borough - Marshall Reynolds South Heidelberg Township - Ann Marie Girard Wernersville Borough - Debra Pierce Womelsdorf Borough - Sandra Barnhart

3. JLW authorizes the purchase of bread, rolls, dairy and non-dairy drinks for the 2014-15 school year.

<u>Cafeteria</u> Purchases

(Attachment A-1)

4. RLR ratifies and approves an agreement with Inroads at Family Guidance, 1235 Penn Avenue, Suites 205-206, Wyomissing, PA 19610, for Employee Assistance Program services at a retainer fee of \$1,350.00 from July 1, 2014 through June 30, 2015.

Family Guidance

5. RLR approves an agreement with Ephrata Mennonite School, 598 Stevens Road, Ephrata, PA 17522, to provide transportation for a Conrad Weiser student attending Ephrata Mennonite School at a cost of \$786.60 for the 2014-15 school year beginning August 21, 2014.

Transportation -Ephrata Mennonite School

#### Discussion Agenda

2.

1. JLW approves the cafeteria budget for the 2014-15 school year in the amount of \$1,365,906.00.

Cafeteria Budget

(Attachment A-2)

RLR approves PlanCon J Project Accounting Based on Final C

approves PlanCon J Project Accounting Based on Final Costs for the West Elementary Renovation Project as attached to the Official Minutes.

PlanCon J – West Project

## **CURRICULUM COMMITTEE** – Tammy Starner Wert, 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

 EJB renews an Agreement with the Berks County Intermediate Unit for school students taking on-the-road driver's education instruction, effective September 1, 2014. BCIU - Driver Ed

2. EJB approves an Informal Agreement for Student Teaching with the Agricultural and Extension Education Teacher Preparation Program at The Pennsylvania State University.

PSU – Student Teaching Agreement

 EJB approves an Affiliation Agreement for a period of five years with Kutztown University of Pennsylvania for the placement of student teachers. Kutztown Univ -Affiliation Agreement

4. EJB approves the following student teacher for the first semester of the 2014-15 school year:

Student Teacher – First Semester

James Gaffney, Albright College, English with Stacey Osman at the high school from August 26 through December 5, 2014.

5. EJB approves the following student teacher for the second semester of the 2014-15 school year:

Student Teacher – Second Semester

Cory Scott, Penn State University, Agriculture Science with Adam Serfass at the high school from January 10 to April 24, 2015.

6. EJB approves the following dentist for the 2014-15 school year at the established rate of \$3.00 per student dental exam:

**Dentist** 

Dr. Lisa Ciabattoni 105 West Penn Avenue Robesonia, PA 19551

## Discussion Agenda

1. EJB approves the cost of \$45.00 as the parents' payment for the annual accidental damage plan for laptop computers used by students participating in the 1:1 instructional technology initiative for the 2014-15 school year, with a reduced rate of \$25.00 for students who qualify for free or reduced lunch.

Annual Fee for Laptop Computers

### **EXTRA-CURRICULAR COMMITTEE** – Mark D. Leidich, 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. RJK rescinds the July 9, 2014 approval of the following fall extracurricular athletic position, personnel and salary for the 2014-15 school year: Rescind – JH Asst Football

Name	Position	Yrs.	Salary
Jeff Heller	JH Asst Football	5	\$2.833.85

2. RJK ratifies and approves the following fall extra-curricular athletic positions, personnel and salaries for the 2014-15 school year, effective August 18, 2014:

Fall Coaches

NamePositionYrs.SalaryBill ThompsonJH Asst Football1\$2,672.80Brook ZieglerJH Head Field Hockey1\$2,138.23

3. RJK approves the following volunteer coaches for the 2014-15 school year:

Volunteer Coaches

Football Girls' Soccer
Nate Luckenbill Chris Redcay
Jeff Heller Russ Kline

Cheerleading Heather Oxenreider

4. BAA approves the following high school extra-curricular paid positions, personnel and salaries for the 2014-15 school year:

Paid Extra-Curr Positions – HS

Advisor	Yrs	Activity	Salary
Ray Edwards	9	AP Coordinator	\$1,344.40
Neal Lutz	8	AV/Stage Crew	\$2,345.38
Sean Hackett	8	AV/Stage Crew (Assistant)	\$1,219.54
Diane Rurode	41	Drama Club	\$2,805.54
Adam Serfass	7	FFA	\$4,135.99
John Siefert	6	FFA (Assistant)	\$3,655.74
Michelle Strunk	5	Junior Class (Co-advisor)	\$417.26
Misty Witman	5	Junior Class (Co-advisor)	\$417.26
Hope O'Pake	7	Musical Director	\$2,232.82
Laura Moyer	3	Renaissance	\$1,932.02
John Rohm	9	Senior Class	\$1,222.28
Julie Mason	1	Sr. Project Coordinator	\$3740.69
Beverly Wolfe	6	Student Council (Co-advisor)	\$666.19
Paula Prohaska	11	Student Council (Co-advisor)	\$816.19
Sandra Grajewski	19	Yearbook (Co-advisor)	\$1,707.47
Scott Wert	19	Yearbook (Co-advisor)	\$1,707.47
Scott Wert	19	Yearbook Financial Manager	\$1,275.34
Alexis Kopicz	1	Band - Marching Instr	\$1,107.05
Liz Werner	1	Band - Asst Color Guard	\$1,115.37

Note: This represents a 2% increase.

5. BAA approves the following high school extra-curricular non-paid positions and personnel for the 2014-15 school year:

Non-Paid Extra-Curr Positions – HS

Advisor	Yrs	Activity
Jessica Alexander	7	Art Club
Barbara Boland	3	SADD Program (Co-advisor)
Kenneth Bright	12	Ski Club
Kenneth Bright	12	Ski Club

9	Social Studies Club (Co-advisor)
27	Algorithmics
26	ACSL
N/A	Community Service (Volunteer)
1	SADD Program (Co-advisor)
8	Science Olympiad
13	Fellowship of Christian Athletes
3	Outdoors Club
8	Physics Club
4	Science Olympiad
1	Social Studies Club (Co-advisor)
· ·	GSA (Co-advisor)
_	Social Studies Club (Co-advisor)
-	Interpreter
-	•
-	Academic Challenge
-	Renaissance (Assistant)
-	Spanish Club
-	Ski Club (Co-advisor)
-	Social Studies Club (Co-advisor)
	JCL
=	PA Math League
-	GSA (Co-advisor)
6	Key Club
4	German Club
5	Robotics Club (Co-advisor)
1	Robotics Club (Co-advisor)
7	FBLA (Co-Advisor)
	27 26 N/A 1 8 13 3 8 4 4 8 7 6 3 6 7 5 27 7 8 6 4 5 1

6. RKB approves the following middle school extra-curricular paid positions, personnel and salaries for the 2014-2015 school year:

Paid Extra-Curr Positions – MS

Advisor	Yrs	Activity	Salary
Natalie Fisher	26	Student Council	\$1,318.18
Tabitha Meredith	16	FFA	\$3,020.95
Nicole Natale	15	Musical	\$1,020.20
Pamela Light	1	Renaissance	\$1,858.95

Note: This represents a 2% increase.

7. RKB approves the following unpaid middle school extra-curricular positions and personnel for the 2014-2015 school year:

Non-paid Extra-Curr Positions – MS

Advisor	Yrs	Activity
Phleane Kissling	22	Science Olympiad
Cynthia Murdough	15	Science Olympiad
Matthew Esser	1	Science Olympiad
Craig Matthew	12	Stage Crew
Melani Sanders	14	Intramural Field Hockey
Natalie Fisher	18	Math Count
Jill Fidazzo	8	Spelling Bee
Natalie Fisher	9	Morning Announcements
Allison Swoyer	2	Reading Olympics
Kelly Snyder	5	Musical Tickets
Pete Chamberlain	14	Harvest Run

Cynthia Murdough 14 Harvest Run

Jill Fidazzo 5 Student of the Month

## Discussion Agenda

1. RAG approves the following high school extra-curricular paid positions beginning in the 2014-15 school year:

New Positions - HS

Position	Base Salary
Choraleers	\$600.00
Jazz Band	\$600.00
CWTV	\$600.00
National Honor Society	\$500.00
Future Business Leaders of America (FBLA)	\$800.00

2. RAG approves the following middle school extra-curricular paid position beginning in the 2014-15 school year:

New Positions - MS

Position Base Salary
Yearbook \$300.00

3. BAA approves the following new high school extra-curricular paid positions, personnel and salaries for the 2014-15 school year:

New Paid Extra-Curr Positions – HS

Advisor	Yrs	Activity	Salary
Sean Hackett	21	Choraleers	\$1,275.00
Neal Lutz	12	Jazz Band	\$900.00
Stefanie Schneck	7	CWTV	\$700.00
Julie Mason	7	National Honor Society	\$350.00
Dennis Harman	7	National Honor Society (Asst)	\$350.00
Fran Williams	5	FBLA (Co-Advisor)	\$450.00
Michael Noss	5	FBLA (Co-Advisor)	\$450.00

4. RKB approves the following new middle school extra-curricular paid position, personnel and salary for the 2014-15 school year:

New Paid Extra-Curr Position – MS

Advisor	Yrs	Activity	Salary
Jennifer Gossert	8	Yearbook	\$456.00

## **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:

Consent Agenda

None

Discussion Agenda

## **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. RLR approves the employment of substitute support staff personnel for the 2014-15 school year at the rate of \$8.25/hour for cafeteria/noon-time aide substitutes and \$8.50/hour for clerical, custodial and instructional/transportation aide substitutes.

Substitute Support Staff

(Attachment A-3)

2. RAG approves the employment of substitute teachers for the 2014-15 school year at the rate of \$95.00 per day. Substitute Teachers

(Attachment A-4)

3. RAG approves Colleen Irwin as the ESL Coordinator at an additional salary of \$750.00 for the 2014-15 school year.

ESL Coordinator

4. EJS approves the appointment of Lindsay Estrada as head teacher at Weiser Decisions at an additional salary of \$500.00 for the 2014-15 school year.

Weiser Decisions Head Teacher

5. BAA approves secondary department chairpersons for the 2014-15 school year:

<u>Department</u> Chairpersons

Teacher/Department	Dept Members	Salary
Sean Hackett Tech Ed/TV/Music/Art	(7)	\$745.00
Steven D. Heffner Communications	(9)	\$795.00
Diane Payne Foreign Language	(4)	\$720.00
Colleen Holt Health/Phys. Ed./Safety Educatio	(7) n	\$745.00
Arlan Dietrich Mathematics	(8)	\$770.00
Kristen Simons Pupil Services	(10)	\$820.00
Sandra Grajewski Science/Agriculture	(8)	\$770.00

		Kenneth Bright Social Studies		(8)	\$770.00	
		Robert Dunmoyer Special Education		(15)	\$945.00	
		Lynne Angstadt Family Consumer/Busin	ness	(7)	\$745.00	
6.	EJB	approves an agreement services for Grades 5 Springhouse Drive, Mye per hour for a maximum	and 6 with larstown, PA 1706	Kathryn Polcr 67, at a cost o	ack, 34	Contracted Language Arts Coach at MS
		Note: This contracted professional development Grant for 2014-15.		funded throu ne Accountabil		
7.	EJS	ratifies and approves the aide for the 2014 Exter Conrad Weiser special \$8.50, effective July 15,	nded School Yea education studer	ar program fo	r eligible	ESY Substitute Transportation Aide
		Lois Korzi				
8.	RAG	approves up to eight days of summer employment during the 2014-15 school year for Christine Twiford, who is being transferred to the Transition Coordinator position to replace Sheila Gallagher (retired).				
9.	RAG	approves the request learning support teacher leave of absence begin through October 31, 201	Parental Leave — HS Sp Ed LS			
10.	RAG	ratifies and approves the of Professional Employe			ry status	Salary Adjustments
			From	То		
		Kathryn Huber	B <sup>+24</sup> – Step 5 \$47,326.00	M – Ste \$50,271		
		Maryann Ligenza	B <sup>+24</sup> – Step 3 \$45,759.00	M – Ste \$48,704		
		Beverly Wolfe	M <sup>+15</sup> – Step 13 \$64,076.00	2M - St \$68,349	•	
		Eric Rothenberger	B – Step 5 46,240.00	B <sup>+24</sup> – S \$47,326	•	
		Christina Ruoss	B <sup>+24</sup> – Step 3 \$45,759.00	M – Ste \$48,704		

		Adam Sandoe	B – Step 5 \$46,240.00	B <sup>+24</sup> – Step 5 47,326.00		
		Andrea Schaeffer	M – Step 16 \$65,372.00	M <sup>+15</sup> – Step 16 \$68,303.00		
		Nancy Schafer	M – Step 8 \$53,405.00	M <sup>+30</sup> – Step 8 \$58,941.00		
		Jed Schweigert	M – Step 15 \$63,962.00	M <sup>+15</sup> – Step 15 \$66,893.00		
		Adam Serfass	B – Step 6 \$47,284.00	B <sup>+24</sup> – Step 6 \$48,370.00		
		Misty Witman	M – Step 6 \$51,316.00	2M - Step 6 \$58,277.00		
11.	EJS	approves the position Care Aide.	Position Guide – Personal Care Aide			
			(Attachment A-5)			
		Discussion Agenda				
1.	JMH/ JCH	approves the appoint Coordinators for the 20	Science Lab Coordinators			
		East Elementary West Elementary	Timothy Feeg Diane Hettinger	\$500.00 \$500.00		
2.	EJB	approves the following mentors for the 2014-15 school year at an additional salary of \$500.00 (or \$250.00 per semester):			<u>Mentors</u>	
		Mentor Dala Basin	Protégé			
		Deb Boor Tony Casamassa	Ashley Gartner Tyler Witmer			
		Cathy Penta Steven Heffner	Abigail Kurzweg William Kase			
3.	RAG	approves two days of consulting services for Sheila Gallagher, retired Transition Coordinator, with her replacement, Christine Twiford, at Mrs. Gallagher's per diem rate at retirement of \$441.75.				
4.	RAG	approves the employment of Randy Neider, 1700 Gravel Hill Road, Sinking Spring, PA 19608, as an Assistant High School Principal (academic year plus ten days) in accordance with the Administrative/Middle Management Compensation Plan at a prorated yearly salary of \$65,000.00, effective upon his release from his current position:				
		Note: Education Leve Undergraduate		burg University		

Certification: Adm I – Principal PK-12

Instr II – Environmental Ed PK-12

Instr II - Biology 7-12

Instr II – General Science 7-12 9 yrs – Reading SD (teacher)

Employment: TBD

Experience:

Initial Assignment: Assistant High School Principal

This is a replacement for Alissa Sweigart (transferred).

5. RAG approves the employment of David Zdancewic, 134 East Lincoln Avenue, Lititz, PA 17543, as an academic year Temporary Professional Employee in the Conrad Weiser Area School District at a yearly salary of \$56,009.00 (M – Step 10) in accordance with the 2014-15 salary schedule, effective upon his release from his current position.

Hire – Sp Ed LS at

HS

Note: Education Level: Masters

Undergraduate School: Millersville University Certification: Instr II - Sp Ed PK-12;

Biology 7-12; Math 7-12; General Science 7-12 10 yrs – Lanc/Lebanon IU

Experience: 10 yrs – Lanc/Lebar Employment: TBD

Initial Assignment: High School Learning Support

This is a replacement for Christine Twiford (transferred).

6. RAG approves the employment of William Kase, 206 Shire Lane, Wernersville, PA 19565, as a part-time (3/8 time) academic year Temporary Professional Employee in the Conrad Weiser Area School District at a prorated yearly salary of \$16,111.05 (B – Step 1) in accordance with the 2014-15 salary schedule.

Hire – PT HS English

Note: Education Level: Bachelors

Undergraduate School: DeSales University
Certification: Instr I – English 7-12
Experience: DTD Sub at Gov Mifflin
Employment: August 25, 2014
Initial Assignment: Part-time HS English

This is a new position. First semester salary (2 blocks) is \$10,853.76; second semester salary (1 block) is \$5.257.29.

7. RAG approves the employment of Alexis Kopicz, 530 Kensington Road, Apt 5, Lancaster, PA 17603, as a part-time (1/2 time) long-term substitute for Gregory Mazurek, middle school music teacher, at a daily rate of \$113.06 in accordance with the 2014-15 salary schedule, effective August 25, 2014:

<u>Hire – LTS MS</u> <u>Music</u>

Note: Education Level: Bachelors

Undergraduate School: Millersville University
Certification: Instr. I – Music PK-12
Experience: Substitute Teacher Services,

Inc.

Employment: August 25, 2014

Initial Assignment: PT LTS Middle School Music

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

8. RLR approves the employment of Ryan Knarr, 541 Texter Mountain Road, Robesonia, PA 19551, as an academic year (7 hours/day) certificated instructional aide at the 30/90 Shelter Care Program on the campus of Bethany Children's Home, at an hourly rate of \$12.00, effective August 25, 2014.

Instr Aide – 30/90

Note: This is a replacement for Mary Werner (retired).

9. RLR approves the employment of Donna Kasprowicz, 324 Wernersville Road, Sinking Spring, PA, as a twelve-month evening custodian at the middle school at a prorated yearly salary of \$22,968.00, effective August 21, 2014.

Hire – MS Evening Custodian

Note: This is a replacement for Victor Witman (retired).

10. RLR approves the employment of Julie Carneal, 583 Woodrow Court, Wernersville, PA 19565, as a part-time academic year (2 hours/day) noon-time aide at East Elementary at an hourly rate of \$8.42, effective August 25, 2014.

Hire - NTA at East

Note: This is a replacement for Dillon Oxenreider (transferred).

11. RLR accepts, with regret, the resignation of Melanie Griffith, certificated instructional aide at East Elementary, effective August 7, 2014.

Resign – Cert Aide

12. RLR accepts, with regret, the resignation of Angela Miller, certificated instructional aide at East Elementary, effective August 11, 2014.

Resign – Cert Aide at East

13. RLR accepts, with regret, the resignation of Karen Trout, part-time server/dishwasher at West Elementary, effective August 14, 2014.

Resign – Café at West

14. RLR accepts, with regret, the resignation of Kelly O'Neill, part-time cashier at West Elementary, effective August 13, 2014.

Resign – Café at West

### Information Items

The following transfers will occur at the beginning of the 2014-15 school year:

- 1. EJS Christine Twiford, special education learning support teacher at the high school, will transfer to Transition Coordinator.
- 2. JMH Dillon Oxenreider, noon-time aide at East Elementary, will transfer to West Elementary.

# POLICY SUPERINTENDENT'S REPORT

Policy Supt Report

# **ADMINISTRATION REPORTS**

Adm Reports

Assistant Superintendent	(Attachment AS-1)
Director of Business	(Attachment Ca-1)
Director of Food Services	(Attachment Cb-1)
2. Director of Facilities	(Attachment Cc-1)
West Elementary Principal	(Attachment EI-1)
East Elementary Principal	(Attachment EI-2)
High School Principal	(Attachment HS-1)
1. Assistant High School Principal	(Attachment HS-2)
2. Assistant High School Principal	(Attachment HS-3)
Middle School Principal	(Attachment MS-1)
1. Assistant Middle School Principal	(Attachment MS-2)
Director of Special Education	(Attachment Sp-1)
Director of Athletics	(Attachment DA-1)
Director of Technology	(Attachment T-1)
	Director of Business  1. Director of Food Services  2. Director of Facilities  West Elementary Principal  East Elementary Principal  High School Principal  1. Assistant High School Principal  2. Assistant High School Principal  Middle School Principal  1. Assistant Middle School Principal  Director of Special Education  Director of Athletics

# **Calendar of Events**

Wednesday	08/20/14	Regular Board Meeting	7:30 p.m.
Monday	08/25/14	No School (K-12) Opening Day In-service	8:00 a.m.
Tuesday	08/26/14	First Day of School for Students	
Friday	08/29/14	No School (K-12) Labor Day Weekend	
Monday	09/01/14	No School (K-12) Labor Day – Offices Closed	
Wednesday	09/03/14	Board Committee meetings –	
		Curriculum Committee	6:30 p.m.
		Facilities/Property Committee and	7:00 p.m.

# Extra-Curricular Committee

Budget & Finance Committee and Human Relations Committee

7:45 p.m.