

Conrad Weiser Area School District
Robeson, PA 19551

Agenda – September 16, 2015

PLEDGE OF ALLEGIANCE

ROLL CALL

ANNOUNCEMENTS

APPROVAL OF MINUTES – 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
August held on August 19, 2015; a special meeting held on
September 2, 2015; and the agenda of the committee
meetings held on September 2, 2015, be dispensed with and
that the same be approved by voice vote.

Minutes

APPROVAL 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)

APPROVAL OF PAYMENT OF BILLS – David A. Christensen

- A. Motion by _____, Seconded by _____,
RESOLVED, that by roll call vote the General Account bills be
approved in the amount of \$435,238.80 and ratified in the
amount of \$1,468,392.97 as presented, and the Treasurer be
authorized to issue checks in the amounts indicated for the
total amount of \$1,903,631.77;

General Bills

and further,

RESOLVED, that the Cafeteria Account bills be approved in
the amount of \$41,467.68 and ratified in the amount of
\$7,469.22 as presented, and the Treasurer be authorized to
issue checks in the amounts indicated for the total amount of
\$48,936.90.

Cafeteria Bills

PRESENTATIONS

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

Requests to

Speak

- B. Presentation, re: Bio 3D printer and Grants – Ms. Adelle Schade

3D Printer/Grants

- C. Pennsylvania School Boards Association Election of Officers

PSBA Officers

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. Tax Collection Committee – Robin L. Robertson
6. Education Foundation – Tammy Starner Wert

OLD BUSINESS

Old Business

NEW BUSINESS

New Business

BUDGET & FINANCE COMMITTEE – David A. Christensen, Chairperson

RESOLVED, that on the recommendation of the Administration and the Budget & Finance Committee, the Board of School Directors of the Conrad Weiser Area School District:

Consent Agenda

1. RAG approves the request of Board Member William Carl, Jr. to attend the 2015 PASA-PSBA School Leadership Conference in Hershey, PA, from October 14 to 16, 2015, at an approximate cost of \$850.00.
2. RLR approves payment of an administrative service fee of \$2.70 per employee to United Concordia for participation in the employee dental insurance plan from January 1, 2016 to December 31, 2016.

Board Member
Conference

United Concordia

Discussion Agenda

1. EJS ratifies and approves the special education agreement with the Berks County Intermediate Unit for programs and services for the 2015-16 school year in the amount of **\$70,674.00**, effective August 26, 2015.

BCIU – Sp Ed
Agreement

- | | | | |
|----|-----|---|---|
| 2. | RLR | ratifies and approves an agreement between Conrad Weiser Area School District and General Healthcare Resources, Inc., for substitute nursing services for the 2015-16 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 26, 2015. | <u>Substitute Nursing Services</u> |
| 3. | RLR | ratifies and approves an agreement with the Berks County Intermediate Unit to provide substitute transportation aides, as needed, at an hourly rate of \$17.05, effective September 8, 2015. | <u>BCIU – Substitute Transportation Aides</u> |

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
None

Discussion Agenda

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

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|--------------|---------------------------|---|--------------------------------------|-----------------|------------|---------------|--------------|---------------------------|---|----------|--------------|---------------------------|---|----------|--|
| 1. | SRM | approves the following fall extra-curricular athletic positions, personnel and salaries for the 2015-16 school year: | <u>JH Field Hockey Coaches</u> | | | | | | | | | | | | |
| | | <table border="0" style="margin-left: 40px;"> <tr> <td style="text-align: right; padding-right: 20px;"><i>Name</i></td> <td style="text-align: right; padding-right: 20px;"><i>Position</i></td> <td style="text-align: right; padding-right: 20px;"><i>Yrs</i></td> <td style="text-align: right;"><i>Salary</i></td> </tr> <tr> <td>Emily Frantz</td> <td>JH Field Hockey Assistant</td> <td style="text-align: center;">1</td> <td style="text-align: right;">\$890.93</td> </tr> <tr> <td>Karen Ginter</td> <td>JH Field Hockey Assistant</td> <td style="text-align: center;">1</td> <td style="text-align: right;">\$890.93</td> </tr> </table> | <i>Name</i> | <i>Position</i> | <i>Yrs</i> | <i>Salary</i> | Emily Frantz | JH Field Hockey Assistant | 1 | \$890.93 | Karen Ginter | JH Field Hockey Assistant | 1 | \$890.93 | |
| <i>Name</i> | <i>Position</i> | <i>Yrs</i> | <i>Salary</i> | | | | | | | | | | | | |
| Emily Frantz | JH Field Hockey Assistant | 1 | \$890.93 | | | | | | | | | | | | |
| Karen Ginter | JH Field Hockey Assistant | 1 | \$890.93 | | | | | | | | | | | | |
| 2. | SRM | approves the following volunteer coach for the 2015-16 school year: | <u>Volunteer Coach</u> | | | | | | | | | | | | |
| | | <i>Boys' Soccer</i>
Matthew Knoblauch | | | | | | | | | | | | | |
| 3. | SRM | approves extended season pay for the following spring sports coach for the 2014-15 school year: | <u>Extended Season Pay – 2014-15</u> | | | | | | | | | | | | |
| | | <i>Track</i>
Doug Rogers <table border="0" style="margin-left: 200px;"> <tr> <td>5 days -</td> <td style="text-align: right;">\$170.45</td> </tr> </table> | 5 days - | \$170.45 | | | | | | | | | | | |
| 5 days - | \$170.45 | | | | | | | | | | | | | | |
| 4. | RGG | approves the following high school extra-curricular unpaid | <u>Meditation Club</u> | | | | | | | | | | | | |

position and personnel for the 2015-16 school year:

<i>Name</i>	<i>Yrs</i>	<i>Position</i>
Denise Rathman	1	Meditation Club

Discussion Agenda

1. SRM rescinds the July 8, 2015 approval of the following fall extra-curricular athletic position, personnel and salary for the 2015-16 school year:

Rescind – HS Asst Girls' Soccer Coach

<i>Name</i>	<i>Position</i>	<i>Yrs</i>	<i>Salary</i>
Tyler Witmer	HS Asst Girls' Soccer	3	\$2,642.66

2. SRM ratifies and approves the following fall extra-curricular athletic positions, personnel and salaries for the 2015-16 school year:

HS Asst Girls' Soccer Coaches

<i>Name</i>	<i>Position</i>	<i>Yrs</i>	<i>Salary</i>
Tyler Witmer	HS Asst Girls' Soccer (through 8/28/15)	3	\$293.63
Russ Kline	HS Asst Girls' Soccer (beginning 8/31/15)	2	\$1,937.81

3. SRM approves the following volunteer coaches for the 2015-16 school year:

Volunteer Coaches

<i>Boys' Soccer</i>	<i>Golf</i>
Tyler Witmer	Frank Schnee

4. SRM approves the sale of old, unused football jerseys at a cost of \$5.00 each and subsequent disposal of any unsold jerseys.

Sale/Disposal of Old FB Jerseys

5. RGG approves the following unpaid high school extra-curricular position and personnel for the 2015-16 school year:

Unpaid Extra-curricular Advisor – HS

<i>Advisor</i>	<i>Yrs</i>	<i>Activity</i>
Dennis Harman	14	Fellowship of Christian Students (formerly Fellowship of Christian Athletes)

6. RGG ratifies and approves the following paid high school extra-curricular position, personnel and salary for the 2015-16 school year, effective September 8, 2015:

HS Drama Club Advisor

<i>Advisor</i>	<i>Yrs</i>	<i>Activity</i>	<i>Salary</i>
Landon Heimbach	1	Drama Club Advisor	\$1,900.00

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

1. RAG approves official bus stops for the 2015-16 school year as attached to the Official Minutes. Bus Stops

Discussion Agenda

1. EAL authorizes the team of Eric Lutz, Dennis Manbeck, Gary Neider and Randall Grove to consent to change orders for the Weiser Decisions Facility Renovations and Upgrades Project in amounts up to \$20,000.00; Change Orders –
Weiser Decisions
Project

And further,

directs that change orders over \$20,000.00 be approved by consensus of the Board of School Directors.

Note: All change orders must ultimately be approved by the Board of School Directors.

2. EAL approves the following change orders for the Weiser Decisions Facility Alterations, Renovations and Upgrades Project (Church Street Property): Change Orders –
Weiser Decisions
Property

Purcell Construction Co., general contractor –		
GT-001	Reimbursement for Permit Fee	\$22,250.00
GT-003	Mechanical loft joist splicing	\$2,221.00
GT-004	Draft stop wall extension and repair	\$1,467.00
GT-005	Additional demo along west façade and additional insulation	\$984.00
JBM Mechanical, Inc., HVAC construction –		
MC-001	Air balancing credit	(\$800.00)
Total		<u>\$26,122.00</u>

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 ratifies and approves the employment of substitute support staff personnel for the 2015-16 school year at the rate of \$8.50/hour. Substitute Support
Staff

(Attachment A-1)

2. RAG ratifies and approves the following changes in the salary status of Professional Employees, effective August 24, 2015: Salary Adjustments

	<i>From</i>	<i>To</i>
David Morris	M – Step 5 \$51,856.00	M ⁺¹⁵ – Step 5 \$54,809.00

Adam Sandoe	B ⁺ ²⁴ – Step 6	M – Step 6
	\$49,925.00	\$52,900.00

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

<i>Name</i>	<i>Date Hired as a 10-month Employee</i>
Eric Balthaser	August 2012
Alyssa Bond	August 2012
Samantha Zerbe	August 2012
Jennifer Abell	August 2012
Tara Chelius	August 2012
Breanne Aquila	August 2012

4. RKB ratifies and approves the following middle school grade level representatives and stipends for the 2015-16 school year:

MS Grade Level Reps

Grade 5	Heather Sellars (Fall)	\$125.00
	Jenny Miller (Spring)	\$125.00
Grade 6	John Levan	\$250.00
Grade 7	James Nicholas	\$250.00
Grade 8	Natalie Fisher	\$250.00
Specialists	Jennifer Gossert	\$250.00
Student Services	Thomas Hoover	\$125.00
	Nicole Noll	\$125.00

5. EJS approves the number of hours worked per day as a transportation aide for the following personnel for the 2015-16 school year:

Transportation Aides

Martene Firestine	-	7.25 hrs/day
Karen Trout	-	1.75 hrs/day
Linda Sclesky	-	1.25 hrs/day
Christine Sackett	-	5.25 hrs/day
Florence Strange	-	4.25 hrs/day
Sandy Schaeffer	-	7.00 hrs/day
Noreen Heller	-	4.50 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.

6. RAG ratifies and approves personnel contracted through the Berks County Intermediate Unit to provide transportation services to the District, effective August 26, 2015.

Bus Drivers

(Attachment A-2)

7. RAG accepts, with regret, the irrevocable letter of retirement from Deborah Endler, art teacher at East Elementary School, effective November 6, 2015, and approves payment of the Buyout at the end of the 2015-16 school year in accordance with the provisions of Appendix B, Section B.12.a. of the 2012-2016 Collective Bargaining Agreement.

Retire – Art at East

8. RLR accepts, with regret, the resignation of Catherine Leonhard, certificated instructional aide at East Elementary School, effective August 24, 2015. Resign – Cert Aide at East

Discussion Agenda

1. RAG ratifies and approves the employment of Tracy Ash, 174 Gable Drive, Myerstown, PA 17067, 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 \$16,646.63 (B – Step 1) in accordance with the 2015-16 salary schedule, effective September 8, 2015: Hire – PT H&PE at HS

Note: Education Level: Bachelors
Undergraduate School: Rowan University
Certification: Instr I – Health and Phys Ed
Experience: DTD and LTS at CWHS
Employment: September 8, 2015
Initial Assignment: Part-time Health and PE at HS

This is a replacement for Tyler Witmer (resigned).

2. EJB approves the following mentor for the 2015-16 school year at an additional salary of \$500.00 (or \$250.00 per semester): Mentor

<i>Mentor</i>	<i>Protégé</i>
Abbey Showalter	Tracy Ash

3. RLR ratifies and approves the employment of Bradley Hummel, 37 Steeple Drive, Robeson, PA 19551, as a long-term substitute for Heather Perrine, certificated instructional aide at West Elementary School, at an hourly rate of \$10.15, effective September 9, 2015. LTS Cert Aide at West

4. RLR approves the employment of Julie Yasin, 23 Crest View Drive, Sinking Spring, PA 19608, as an academic year certificated instructional aide (7 hours/day) at East Elementary School at an hourly rate of \$12.15, effective September 17, 2015. Hire – Cert Aide at MS

Note: This is a replacement for Lisa Reggiani (transferred).

5. RLR ratifies and approves an increase in hours for Nou Koch, part-time server/dishwasher at West Elementary School from 3½ hours/day to 4¼ hours/day, effective September 1, 2015. Increase Hours – Café at West

6. RLR ratifies and approves the transfer of Sandra Drobeck from noon-time aide to part-time (4½ hours/day) academic year special education Personal Care Aide at East Elementary School for the 2015-16 school year, effective September 8, 2015. Transfer – PCA at East

7. RLR approves the employment of Brian Finley, 242 East High Street, Womelsdorf, PA 19567, as a twelve-month evening custodian at East Elementary School at an hourly rate of Hire – Custodian at East

\$11.15, effective September 17, 2015.

Note: This is a replacement for Winston Kendall (transferred).

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|-----|-------------|---|---|
| 8. | EJB/
JMH | approves the posting for and hiring of a part-time (4 hours/day) academic year elementary instructional/clerical assistant at West Elementary School. | <u>PT Elem
Instr/Clerical Aide at
West</u> |
| 9. | EJB/
JMH | approves the position guide for elementary instructional/clerical assistant.

(Attachment A-3) | <u>Position Guide –
Elem Inst/Clerical
Asst</u> |
| 10. | EJB/
RGG | approves the posting for and hiring of a part-time (4 hours/day) academic year plus ten day library secretary at the high school. | <u>PT Library
Secretary at HS</u> |
| 11. | EJB/
RGG | approves the position guide for high school library secretary.

(Attachment A-4) | <u>Position Guide –
HS Library
Secretary</u> |
| 12. | RAG | Discussion, re: Hybrid Learning Coach at high school | <u>Hybrid Learning
Coach</u> |

Information Items

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|----|-----|---|
| 1. | RAG | The following building transfers occurred at the beginning of the 2015-16 school year: <ul style="list-style-type: none">• Melany Keys and Lisa Cullen, special education instructional aides (autistic support), from West Elementary to East Elementary School. |
| 2. | RGG | Tiffany Smith was transferred to the middle school and will no longer serve as unpaid co-advisor to the high school Key Club. |
| 3. | RLR | Winston Kendall transferred from evening to daytime custodian at East Elementary School to replace Melvin Edinger (retired). |
| 4. | RAG | The last day of employment for Jason Kraft, emotional support teacher at Weiser Decisions, was September 3, 2015. |

POLICY

Policy

SUPERINTENDENT'S REPORT

Supt Report

ADMINISTRATION REPORTS

Adm Reports

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|----|--------------------------|-------------------|
| A. | Enrollment | (Attachment S-1) |
| B. | Assistant Superintendent | (Attachment AS-1) |
| C. | Director of Business | (Attachment Ca-1) |

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|----|--------------------------------------|-------------------|
| | 1. Director of Food Services | (Attachment Cb-1) |
| | 2. Director of Facilities | (Attachment Cc-1) |
| D. | West Elementary Principal | (Attachment EI-1) |
| E. | East Elementary Principal | (Attachment EI-2) |
| F. | High School Principal | (Attachment HS-1) |
| | 1. Assistant High School Principal | (Attachment HS-2) |
| | 2. Assistant High School Principal | (Attachment HS-3) |
| G. | Middle School Principal | (Attachment MS-1) |
| | 1. Assistant Middle School Principal | (Attachment MS-2) |
| H. | Director of Special Education | (Attachment Sp-1) |
| I. | Director of Athletics | (Attachment DA-1) |
| J. | Director of Technology | (Attachment T-1) |

Calendar of Events

Wednesday	09/16/15	Regular Board Meeting	7:30 p.m.
Wednesday	10/07/15	Board Committee meetings –	
		Curriculum Committee	6:30 p.m.
		Facilities/Property Committee and Extra-Curricular Committee	7:00 p.m.
		Budget & Finance Committee and Human Relations Committee	7:45 p.m.