

Conrad Weiser Area School District
Robesonia, PA 19551

Agenda – September 21, 2016

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 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.

Minutes

APPROVAL OF FINANCIAL REPORTS – Margaret G. Rumbaugh

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

Financial Reports

(Attachment Fa-1)

APPROVAL OF PAYMENT OF BILLS – Francis J. Kaczmarczyk

- A. Motion by _____, Seconded by _____,
RESOLVED, that by roll call vote the General Account bills be approved in the amount of \$509,534.26 and ratified in the amount of \$1,479,878.52 as presented, and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$1,989,412.78;

General Bills

and further,

RESOLVED, that the Cafeteria Account bills be approved in the amount of \$40,417.40 and ratified in the amount of \$7,347.46 as presented, and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$47,764.86.

Cafeteria Bills

PRESENTATIONS

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

Requests to Speak

COMMUNICATIONS

Communications

- A. Reports
 - 1. Solicitor – Jon S. Malsnee, Esquire
 - 2. Student Council
 - 3. Berks County Intermediate Unit – Tammy Starner Wert
 - 4. Berks Career & Technology Center– William T. Carl, Jr.
 - 5. Tax Collection Committee – Robin L. Robertson

OLD BUSINESS

Old Business

NEW BUSINESS

New Business

BUDGET & FINANCE COMMITTEE – Francis J. Kaczmarczyk, 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. EJS ratifies and approves a general agreement with Kidspace 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 Kidspace Day Program at a rate of \$161.53 for the 2016 – 2017 school year.

- 2. 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.

Kidspace Agreement

Substitute Nursing Services

Discussion Agenda

- 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.

2. RAG 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.

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

1. RGG 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.

[Ski Club Trip](#)

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 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.

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.

Discussion Agenda

1. 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.

Information Items

1. JLH The following East Elementary Library equipment items will be discarded:
- Carts
 - Overhead Projectors
 - Record Player
 - Small Tape Players
 - Tape Players
 - TVs

Equip Discard East Library

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. RKB approves the following paid middle school extra-curricular positions, personnel and salaries for the 2016-17 school year:

Paid Extra-curricular Advisors – MS

<u>Advisor</u>	<u>Yrs</u>	<u>Activity</u>	<u>Salary</u>
Nicole Natale	1	Yearbook	\$500.00

Discussion Agenda

1. SRM ratifies and approves the following personnel for contracted services for athletic events for the 2016-17 school year, effective September 17, 2016:

Contracted Personnel for Athletic Events

Chris Carneal

2. SRM approves the following volunteer coach for the remainder of the 2016-17 school year, effective September 22, 2016: Volunteer Coaches

Golf
Tim Heiniman

Information Items

1. The Social Studies Washington DC trip date has changed from October 14, 2016 to October 27, 2016. Washington DC Trip

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

1. RAG approves official bus stops for the 2016-17 school year as attached to the Official Minutes. Bus Stops

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. RAG ratifies and approves the following changes in the salary status of Professional Employees, effective August 24, 2016: Salary Adjustments

	<i>From</i>	<i>To</i>
Carey Hirneisen	M ⁺³⁰ – Step 18 \$77,149.00	2 M – Step 18 \$79,063.00
Sarah McGrory	B ⁺²⁴ – Step 6 \$50,525.00	M – Step 6 \$53,500.00
Nathan Ottaviani	M – Step 9 \$57,149.00	M ⁺¹⁵ – Step 9 \$60,101.00
Elizabeth Roland	M – Step 8 \$55,847.00	M ⁺¹⁵ – Step 8 \$58,799.00

2. RAG approves tuition reimbursement for faculty. Tuition Reim
(Attachment A-1)

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

<i>Name</i>	<i>Date Hired as a 10-month Employee</i>
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 Aides
transportation aide for the following personnel for the 2016-17 school year:

Martene Firestine	-	3.75 hrs/day
Karen Trout	-	.75 hrs/day
Linda Sclesky	-	1.25 hrs/day
Christine Sackett	-	5.25 hrs/day
Florence Strange	-	3.50 hrs/day
Sandy Schaeffer	-	7.00 hrs/day
Cindy Kramer	-	.50 hrs/day
Sean Kenney	-	1.25 hrs/day
Vicki Maney	-	1.50 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.

5. RAG ratifies and approves personnel contracted through the Bus Drivers
Brandywine CW Transportation to provide transportation services to the District, effective August 29, 2016.
(Attachment A-2)

Discussion Agenda

1. EJB approves the following mentor for the 2016-17 school year at Mentors
an additional salary of \$500.00 (or \$250.00 per semester):

<i>Mentor</i>	<i>Protégé</i>
Nicole Natale	Alexis Kopicz

2. RLR 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 School District at a yearly salary of \$49,061.00 (M–Step 1) in accordance with the 2016-17 salary schedule.
- Note: Education Level: Masters
Undergraduate School: Kutztown University
Certification: ED Spec. I- Elem. & Sec. School Counselor PK-12
Experience: Secretary to the Principal & LTS Counselor
Employment: September 26, 2016
Initial Assignment: Counselor at West
- Note: Ms. Oxenreider has been granted one crossover day with Mr. Foster. This is a replacement for Justin Foster (resigned).
- and further,
- approves five summer employment days for Ms. Oxenreider.
- Note: This is a carryover from Justin Foster (resigned).
3. RLR accepts, with regret, the resignation of Melany Keys, Special Education Instructional Aide, effective September 9, 2016. Resign – Keys
4. RLR ratifies and approves the employment of Rebecca Peiffer, 21 Ginna B Drive, Robesonia, PA 19551, as a long-term substitute for Amanda Tyson, certificated instructional aide at West Elementary School, at an hourly rate of \$10.15, effective September 8, 2016. Hire-LTS Cert Aide at West
5. RLR ratifies and approves the employment of Kim Snyder, 4316 Hill Terrace Drive, Sinking Spring, PA 19608, as a long-term substitute for Mary Hartranft, certificated instructional aide at East Elementary School, at an hourly rate of \$10.15, effective September 12, 2016. Hire-LTS Cert Aide at East
6. RLR 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.
7. RLR 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 Hire-LTS Cert Aide at West

Elementary School, at an hourly rate of \$10.15, effective September 22, 2016.

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| 8. | RLR | 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.

Note: Previous food service worker in this position worked 4.25 hours/day. | <u>FSW Increase Hours</u> |
| 9. | RLR | 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. | <u>Extension of Parental Leave</u> |
| 10. | RLR | approves the employment of substitute support staff personnel for the 2016-17 school year at the rate of \$9.00/hour.
(Attachment A-3) | <u>Substitute Support Staff</u> |
| 11. | RAG | approves the employment of substitute teachers for the 2016-17 school year at the rate of \$105.00 per day.
(Attachment A-4) | <u>Certificated Aides/Substitute Teachers</u> |
| 12. | RLR | approves the employment of Kelly Border, 415 Texter Mountain Road, Robeson, 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.

Note: This is a new position | <u>Hire – PT Sp Ed at MS</u> |
| 13. | RLR | 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.

Note: This is a replacement for Tabitha Britton (transferred). | <u>Hire – PT Sp Ed at East</u> |
| 14. | RAG | Board Vote for PSBA Representatives

<u>Information Items</u> | <u>PSBA Reps</u> |
| 1. | RLR | Sarah Effrig, noon-time aide at West Elementary School, returned to work from an uncompensated leave on August 29, 2016. | <u>Return to Work</u> |
| 2. | RAG | The last day of employment for Justin Foster, counselor at West Elementary School, is September 26, 2016. | <u>Counselor West</u> |

POLICY

Policy

SUPERINTENDENT'S REPORT

Supt Report

ADMINISTRATION REPORTS

Adm Reports

- A. Enrollment (Attachment S-1)
- B. Assistant Superintendent (Attachment AS-1)
- C. Director of Business (Attachment Ca-1)
 - 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. Middle School Principal (Attachment MS-1)
 - 1. Assistant Middle School Principal (Attachment MS-2)
- G. High School Principal (Attachment HS-1)
 - 1. Assistant High School Principal (Attachment HS-2)
 - 2. Assistant High School Principal (Attachment HS-3)
- 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

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|-----------|----------|------------------------------------------------------------------------------------------|-----------|
| Wednesday | 10/05/16 | Board Committee meetings – | |
| | | Curriculum Committee,
Facilities/Property Committee and
Extra-Curricular Committee | 7:00 p.m. |
| | | Budget & Finance Committee and
Human Relations Committee | 7:30 p.m. |
| Wednesday | 10/19/16 | Regular Board Meeting | 7:30 p.m. |