

Conrad Weiser Area School District
Robesonia, PA 19551

Agenda – October 21, 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 September held on September 16, 2015; a special meeting held on October 7, 2015; and the agenda of the committee meetings held on October 7, 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 \$782,858.20 and ratified in the amount of \$3,048,893.27 as presented, and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$3,831,751.47;

General Bills

and further,

RESOLVED, that the Cafeteria Account bills be approved in the amount of \$69,146.94 and ratified in the amount of \$44,968.31 as presented, and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$114,115.25.

Cafeteria Bills

PRESENTATIONS

- A. Requests to speak to the Board of School Directors
B. Laretta Woodson Award Winner – Mrs. Hassler

Requests to Speak

Employee

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

NEW BUSINESS

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. JCH approves the discard of East Elementary School textbooks.

(Attachment A-1)

2. RGG approves a field trip for the FBLA Club, under the direction of Michael Noss and Frances Williams, to attend the FBLA State Leadership Workshop at the Penn Stater Conference Center Hotel, State College, PA, on Sunday, October 25, and Monday, October 26, 2015.

Note: The District will pay for the cost of transportation and two substitute teachers for one day.

3. RGG approves a field trip for the Agriculture Department and FFA, under the direction of Adam Serfass and Tabitha Meredith, to attend the National FFA Convention in Louisville, KY, from October 27 to October 31, 2015.

Note: The costs for the chaperones will be paid from the high school Ag budget. The District will pay the costs for two substitute teachers for three days. Students will pay their own costs but will be reimbursed up to \$250.00 by the State FFA

for expenses incurred.

4. RGG approves a field trip, under the direction of Georgeann DeVine, for approximately 38 students to attend a music class and musical show in New York City on November 18, 2015. Field Trip – NYC
- Note: The District will pay for the cost of three substitute teachers. Students will pay their own costs.
5. RGG approves a field trip for the Ski Club, under the direction of John Rohm and Zachary Musser, to Sugarbush, VT, from January 21 through January 24, 2016, at no cost to the District. Field Trip – Ski Club
6. EJB ratifies and approves the following student teachers for the second semester of the 2015-16 school year: Student Teachers
- a. Amy Karnes, Lebanon Valley College, music with Diana Cook at East Elementary School for five weeks between January 18 and May 12, 2016.
 - b. Blace Newkirk, Lebanon Valley College, music with Sean Hackett at the high school for ten weeks between January 18 and May 12, 2016.
 - c. Brayden Buie, Lebanon Valley College, music with Nicole Natale at the middle school for five weeks between January 18 and May 12, 2016.
 - d. Amy Karnes, Lebanon Valley College, music with Neal Lutz at the high school for ten weeks between January 18 and May 12, 2016.
 - e. Jesse Fischer, Kutztown University, social studies with Eric Rothenberger at the high school from October 19 to December 10, 2015.

Discussion Agenda

1. EJB ratifies and approves a five-week pre-student teaching request for the following Alvernia University students during the first semester of the 2015-16 school year: Alvernia– Pre-Student Teaching
- a. Olivia Dunselman, Grade 8 Learning Support with Kim Serfass at the middle school from October 19 to November 16, 2015.
 - b. Julie Sutton, Grade 5 Learning Support with Heather Sellars at the middle school from October 19 to November 16, 2015.
 - c. Alyssa Pursel, Grade 1 with Kathy Pachulo at West Elementary School from October 19 to November 16, 2015.

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. EJS ratifies and approves the change in placement of an elementary special education student from Wilson School District's autistic support classroom to The Vista School, 1021 Springboard Drive, Hershey, PA 17033, for the remainder of the 2015-16 school year at an adjusted annual tuition rate of \$43,349.17, effective September 21, 2015. Vista School -
Change in
Placement

2. RGG/
RKB approves student activity accounts for the following clubs: Student Activity
Accounts
 - Tolkien Club - High School
 - Dance Team - High School
 - UpTempo Club - Middle School

Discussion Agenda

1. EJS ratifies and approves the 2015-16 special education contract with Wilson School District in the amount of \$126,349.51 to provide services for four students, effective July 1, 2015. Sp Ed Contract –
Wilson SD

2. EJS approves the settlement of a due process complaint for an elementary school special education student, which includes a total payment of \$20,000.00 to an educational trust and legal fees. Sp Ed Settlement

3. RLR approves the transfer of the deficit for the 2014-15 school year from Committee Fund Balance for Retirement. 2014-15 Deficit

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. SRM approves the following winter extra-curricular athletic positions, personnel and salaries for the 2015-16 school year: Winter Coaches

<i>Name</i>	<i>Position</i>	<i>Yrs</i>	<i>Salary</i>
Kristen Simons	Winter Manager – Head	4	\$3,714.22
Kerry Woodworth	Bowling – Head SH	23	\$3,352.97
Mike Brown	Boys' Basketball – Head SH	18	\$5,525.07
Adam Sandoe	Boys' Basketball – Asst SH	12	\$3,694.85

Gary Raihl	Boys' Basketball – JV	1	\$3,219.87
Tony Casamassa	Boys' Basketball – Head JH	36	\$3,958.11
Vincent Natale	Boys' Basketball – Asst JH	9	\$2,602.15
Kathleen Moffet	Varsity Cheering – Head SH	7	\$1901.66
Heidi Williams	Varsity Cheering – Asst SH	7	\$1439.77
Natalie Sims	JH Cheering – Head	5	\$1632.75
Mark Owens	Girls' Basketball – Head SH	7	\$4,992.26
Jeremy Hall	Girls' Basketball – JV	2	\$3,277.74
Kate Yoh	Girls' Basketball – Asst SH	1	\$3,213.47
Steve Dallas	Girls' Basketball – Head JH	9	\$3,092.31
Russell Lowe	Girls' Basketball – Asst JH	11	\$2,705.19
TBD	Wrestling - Head SH		
Mike McDermott	Wrestling – Asst SH	24	\$4,063.47
Tony Wirebach	Wrestling – Head JH	2	\$2,837.31
TBD	Wrestling – Asst JH		

Note: The salaries reflect a 2% increase in pay for returning personnel and no increase in the experience pay.

2. SRM approves the following volunteer coaches for the 2015-16 school year: Volunteer Coaches

<i>Bowling</i>	<i>Girls' Basketball</i>
Eugene Deren	Keith Malone
<i>Boys' Basketball</i>	<i>Wrestling</i>
Denny Redcay	Jarod Fisher
Dean Druckenmiller	Dwayne Bieber
Phil Stricker	Darren Gartner
Derek Long	Nate Luckenbill
	Pete Chamberlain
<i>Cheerleading</i>	
Kathy Stevenson	

3. SRM approves the disposal of a whirlpool in the middle school training room. Disposal – Whirlpool at MS

4. RGG approves the following high school extra-curricular unpaid positions and personnel for the 2015-16 school year: Extra-curricular Advisors

<i>Name</i>	<i>Yrs</i>	<i>Position</i>
Erin Barnett	1	Tolkien Club
Arlan Dietrich	1	3D Club
Ashley Gartner	1	Dance Team

5. RLR ratifies and approves the following District clubs and organizations, effective August 26, 2015: 2015-16 Clubs/Organizations

<i>East Elementary</i>	<i>West Elementary</i>
Student Council	Student Council
<i>Middle School</i>	
Band	Stage Crew
UpTempo Club	Chorus/Show Choir
Future Farmers of America	Student Council
Library Club	Student Stars

- | | |
|--|------------------------------|
| Musical Renaissance | Yearbook |
| <i>High School</i> | |
| Algorithmics Club | Newspaper |
| Band Club | Dance Team |
| Chorus/Choraleers | Picture Club |
| Art/Craft Club | Robotics Club |
| Drama Club | Senior Class Christmas Dance |
| Fellowship of Christian Students | Ski Club |
| Future Farmers of America | Social Studies Club |
| German Club | Spanish Club |
| Graduation Party | Student Council |
| Gay-Straight Alliance | TV Club |
| Jazz Band | Wellness Club |
| Junior Classical League | Yearbook |
| Junior Class Prom | National Honor Society |
| Key Club | Tolkien Club |
| Musical | Renaissance |
| Future Business Leaders of America | |
| Students Against Destructive Decisions | |
| <i>Others</i> | |
| Music Association | |
| Athletic Boosters | |
| Parent-Teacher Organizations | |

Note: This is for insurance purposes only and will not change insurance rates or the status of the clubs.

Discussion Agenda

1. RGG rescinds the August 19, 2015 Board approval of the following paid high school advisor and salary for the 2015-16 school year. Rescind - AP Coordinator

<i>Advisor</i>	<i>Yrs</i>	<i>Activity</i>	<i>Salary</i>
Raymond Edwards	10	AP Coordinator	\$1,371.29

2. RGG approves the following paid high school advisor and salary for the 2015-16 school year to replace Raymond Edwards (resigned): Hire - AP Coordinator

<i>Advisor</i>	<i>Yrs</i>	<i>Activity</i>	<i>Salary</i>
Krysta Reber	1	AP Coordinator	\$1,200.00

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. EAL approves the following change orders for the Weiser Decisions Change Orders –

Facility Alterations, Renovations and Upgrades Project
(Church Street Property):

Weiser Decisions
Property

	<i>Purcell Construction Co., general contractor –</i>	
GT-006	Install lay in ceiling in staff toilet room for duct work to fit	\$ 391.00
GT-007	Modification to laptop casework to include cover panel over plugs	400.00
GT-008	Slab infills at showers	512.00
GT-009	Add whiteboard to Conference Rm 9	611.00
GT-010	Add acoustic insulation in walls at nurse and restroom to multipurpose area	691.00
GT-011	Carpet upgrade in vestibule	196.00
GT-012	Add fence gates for utility access in rear at equipment	520.00
	<i>H. B. Frazer Co., electrical contractor –</i>	
EC-002	replace single duplex with double duplex for laptop cabinet in Room 14	915.00
EC-003	Changes to PB's and data in Room 7, 9 and hospital grade devices (nurse)	2,347.00
EC-004	Ceiling mount light fixture due to ceiling height in nurse's suite	344.00
	<i>JBM Mechanical, Inc., HVAC contractor –</i>	
MC-002	Duct liner 2.0 to 1.5 credit	(258.06)
	<i>A. H. Moyer, Inc., plumbing contractor -</i>	
PC-003	Install pressure reducing valve on main, water pressure too high	<u>1,425.15</u>
	Total	<u>\$8,094.09</u>

Discussion Agenda

1. RAG approves the purchase of updated and replacement equipment for the public address system in the high school auditorium at a cost not to exceed \$10,500.00.

PA System in HS
Auditorium

Note: This will be paid out of the capital reserve account.

2. RAG approves the relocation of the 30/90 Shelter Care Program from Bethany Children's Home to the Weiser Decisions/Church Street building after completion of the renovation project.

Shelter Care
Program

3. JCH approves replacement of certain pieces of playground equipment at East Elementary School at a cost not to exceed

East Playground

\$100,000.00.

Note: This will be paid out of the capital reserve account.

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 2015-16 school year at the rate of \$8.50/hour.
(Attachment A-2) Substitute Support Staff

2. RAG approves the employment of substitute teachers for the 2015-16 school year at the rate of \$95.00 per day.
(Attachment A-3) Substitute Teachers

3. RLR approves tuition reimbursement for support staff.
(Attachment A-4) Tuition Reimbursement - Support Staff

4. RAG approves tuition reimbursement for faculty.
(Attachment A-5) Tuition Reimbursement - Faculty

5. RLR ratifies and approves the employment of Lynn Manwiller, 903 Rainbow Avenue, Reading, PA 19605, as a long-term substitute for Brenda Wagner, secretary in the middle school office, at an hourly rate of \$10.15, effective September 10, 2015.

Note: Ms. Manwiller will be paid at the long-term substitute rate for time spent training on September 2 and 9, 2015. LTS - Secretary at MS

6. RAG approves the transfer of Desiree Frantz, certificated instructional aide at West Elementary School, to long-term substitute for Molly Fick, Grade 1 at West Elementary School, at a daily rate of \$234.87 in accordance with the 2015-16 salary schedule. LTS – Gr 1 at West

Note: Education Level: Bachelor's
Undergraduate School: Kutztown University
Certification: Instr. I – Elementary K-6
Experience: Certificated Aide at West
Employment: Approx November 20, 2015
Initial Assignment: Grade 1 at West Elementary

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

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| 7. | RLR | ratifies and approves an increase in hours for Noreen Heller, special education transportation aide, from two days a week (4½ hours/day as a special education personal care aide and 2½ hours/day as a transportation aide) to five days a week (4½ hours/day as a transportation aide), effective August 26, 2015. | <u>Increase in Hours – Sp Ed Aide</u> |
| | | Note: This is due to a change in a student’s IEP. | |
| 8. | RLR | accepts, with regret, the resignation of Georgette Brignol, noon-time aide at West Elementary School, effective September 18, 2015. | <u>Resign – NTA at West</u> |
| 9. | RLR | accepts, with regret, the resignation of Therese Matthew, special education instructional aide at Berks Career & Technology Center, effective September 18, 2015. | <u>Resign – Sp Ed Instr Aide at BCTC</u> |
| 10. | RLR | accepts, with regret, the resignation of Ada Castillo, part-time food service worker at East Elementary School, effective September 22, 2015. | <u>Resign – PT FSW at East</u> |
| 11. | RLR | accepts, with regret, the resignation of Tracey Keeney, part-time food service worker at the middle school, effective October 21, 2015. | <u>Resign – PT FSW at MS</u> |
| 12. | RLR | accepts, with regret, the resignation of Jennifer Wilinsky, Food Service Director, effective November 13, 2015. | <u>Resign – Food Service Director</u> |
| 13. | RAG | accepts, with regret, the irrevocable letter of retirement from Ruth Wolfe, Grade 5 teacher at the middle school, effective February 17, 2016, 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. | <u>Retire – Gr 5 at MS</u> |
| 14. | RAG | accepts, with regret, the irrevocable letter of retirement from Charles Moyer, III, Gifted Support teacher at the middle school, at the end of the 2015-16 school year, 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. | <u>Retire – Gifted at MS</u> |
| 15. | RLR | approves the employment of Tracey Keeney, 19 Main Street, Stouchsburg, PA 19567, as a long-term substitute for Shannon Shearer, part-time (4½ hours/day) special education instructional aide at the high school at an hourly rate of \$10.15, effective October 22, 2015. | <u>Hire – LTS PT Sp Ed Instr Aide</u> |
| 16. | EAL/
RLR | approves the position guide and hiring for a Head Custodian/Mail Transport position. | <u>Head Custodian/Mail Transport</u> |

(Attachment A-6)

Discussion Agenda

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| 1. | RAG | rescinds the September 16, 2015, approval of a change in the salary status of Adam Sandoe, high school Health and Physical Education teacher, pending further documentation. | <u>Rescind Salary Adjustment</u> |
| 2. | RAG | approves the position guide and hiring of a part-time Library Secretary at the high school.

(Attachment A-7) | <u>PT HS Library Secretary</u> |
| 3. | RAG | approves the position guide and hiring of a part-time Instructional/Clerical Assistant at West Elementary School.

(Attachment A-8) | <u>PT Instr/Clerical Asst at West</u> |
| 4. | RAG | approves the hiring of a part-time Hybrid Learning Coach at the high school for the remainder of the 2015-16 school year. | <u>Hybrid Learning Coach at HS</u> |
| 5. | RAG | approves the hiring of a full-time certificated aide for Grade 4 at West Elementary School for the remainder of the 2015-16 school year. | <u>Gr 4 Cert Aide at West</u> |
| 6. | RAG | approves the hiring of a full-time certificated aide for Kindergarten at East Elementary School for the remainder of the 2015-16 school year. | <u>K Cert Aide at East</u> |
| 7. | EJS | approves an agreement with Kristen Bender, 20 Sawgrass Drive, Reading, PA 19606, to provide contracted school psychology services for student evaluation purposes at a cost of \$60.00 per hour for 48 hours a month from October 22, 2015 to February 29, 2016. | <u>Contracted Psych Services</u> |
| 8. | RLR | approves the employment of Linda Miller, 3956 Penn Avenue, Apartment 1, Sinking Spring, PA 19608, as a part-time (2 hours/day) noon-time aide at East Elementary School at an hourly rate of \$9.00, effective October 22, 2015.

Note: This is a replacement for Julie Carneal (transferred). | <u>Hire – NTA at East</u> |
| 9. | RLR | approves the employment of Beverlee Titus, 357 North Galen Hall Road, Wernersville, PA 19565, as a part-time (2 hours/day) noon-time aide at East Elementary School at an hourly rate of \$9.00, effective October 22, 2015.

Note: This is a replacement for Sandra Drobeck (transferred). | <u>Hire – NTA at East</u> |
| 10. | RLR | accepts, with regret, the intent to retire of Paula Christensen, certificated special education instructional aide at the middle school, effective November 17, 2015. | <u>Resign – Cert Sp Ed Instr Aide at MS</u> |
| 11. | RLR | accepts, with regret, the resignation of Carrie Brightbill, Food Service Manager at East Elementary School, effective November 13, 2015. | <u>Resign – Food Service Manager at East</u> |
| 12. | RLR | accepts, with regret, the resignation of Kaci Faust-Martzell, food service worker at West Elementary School, effective October 9, 2015. | <u>Resign – FSW at West</u> |

13. RLR accepts, with regret, the intent to retire of Kathleen Hickernell, food service worker at the high school, effective November 13, 2015. Retire – FSW at HS
14. RLR approves an uncompensated leave of absence for Amber Rowdon, certificated instructional aide at East Elementary School, effective October 14, 2015. Uncomp Leave – Cert aide at East
15. RAG ratifies and approves Philhaven, 283 South Butler Road, Mt. Gretna, PA 17064, to provide homebound instruction for a middle school student for up to four weeks and for a maximum of five hours a week at the rate of \$25.00 per hour, effective October 15, 2015. Homebound – Philhaven MS
16. RAG ratifies and approves Philhaven, 283 South Butler Road, Mt. Gretna, PA 17064, to provide homebound instruction for a high school student for up to four weeks and for a maximum of five hours a week at the rate of \$25.00 per hour, effective October 10, 2015. Homebound – Philhaven HS
17. RLR ratifies and approves the transfer of Mary Hulina from part-time special education transportation aide to part-time (2 hours/day) noon-time aide at West Elementary School at an hourly rate of \$11.41, effective October 9, 2015. Transfer – NTA at West

Note: Mrs. Hulina is also a part-time (4½ hours/day) special education instructional aide at West. This is a replacement for Georgette Brignol (resigned).

Information Items

1. RAG Holly Miller will serve two crossover days with her replacement, Melani Sanders, prior to her retirement on December 31, 2015.
2. RLR Brenda Wagner, middle school secretary, returned to work on October 19, 2015.
3. RAG The first day of employment for Rachael Haverstick, Elementary Instructional Coach, was September 28, 2015.
4. RAG The first day of parental leave for Amber Rowdon was September 21, 2015.
5. EJB Beginning in the 2015-16 school year, gifted support teaching assignments are as follows:
- | | | |
|-----------------------|-------------|-------------|
| Krysta Reber | HS | Grades 9-12 |
| Charles Moyer | MS | Grades 6-8 |
| Alice Weidner-Breslin | East | Grades K-4 |
| Kelly Snyder | MS and West | Grades K-5 |
6. RLR The actual start date for Virginia Schaeffer, noon-time aide at East Elementary School, was October 12, 2015.

POLICY

Policy

- RESOLVED, that on the recommendation of the Administration, the Board of School Directors of the Conrad Weiser Area School District receives the following policy:
1. RAG

No. 706.1 – Disposal of Surplus Property/Textbooks/Supplies –
1st reading
(Attachment A-9)

No. 706-1 –
Disposal of Surplus
Property/
Textbooks/Supplies

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. 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)
(No report)
- I. Director of Athletics (Attachment DA-1)
- J. Director of Technology (Attachment T-1)