

Conrad Weiser Area School District
Robesonia, PA 19551

Agenda – November 18, 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 October held on October 21, 2015; a special meeting held on November 4, 2015; the agenda of the committee meetings held on November 4, 2015; and a special meeting held on November 11, 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 \$644,278.90 and ratified in the amount of \$2,937,054.81 as presented, and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$3,581,333.71;

General Bills

and further,

RESOLVED, that the Cafeteria Account bills be approved in the amount of \$54,242.60 and ratified in the amount of \$90,651.01 as presented, and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$144,893.61.

Cafeteria Bills

PRESENTATIONS

- A. Employee of the Month – Mr. Skoczen EOM
- B. Audit Presentation – Herbein & Co. (Chris Turtell) Local Audit
- C. PSBA Recognition of Honor Roll of School Board Service – Dr. Grove PSBA – Honor Roll of Service
- D. Requests to Speak to the Board Requests to Speak

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

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. RLR approves an agreement with the Berks County Intermediate Unit for E-rate processing and consulting services at a cost of \$4,500.00 for the 2016 E-rate fund year from July 1, 2016 to June 30, 2017. BCIU - E-rate
- 2. EJS ratifies and approves the change in placement for a middle school special education student from Opportunities School, 700 East Lancaster Avenue, Shillington, PA 19607, to New Story, 345 North Wyomissing Boulevard, Wyomissing, PA 19610, for the remainder of the 2015-16 school year at a daily tuition rate of \$375.00, effective November 5, 2015. Sp Ed Placement – New Story

Discussion Agenda

- 1. RLR accepts the 2014-15 audit of Herbein & Company, Inc., as attached to the Official Minutes. 2014-15 Audit

2. RLR approves a five-year lease/maintenance agreement with Edwards Business Systems, 524 Penn Avenue, West Reading, PA 19611, for the lease of five copiers at a monthly cost of \$275.19. Copier Lease

Note: This is an add-on to the current lease agreement.

3. RLR 2016-17 Budget Presentation 2016-17 Budget

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 discard of high school textbooks. Discard – HS
(Attachment A-1)
2. RGG approves a revision to the 2015-16 Program of Studies for Grades 9 to 12 to give weighted credit to all students taking AP Biology or AP Chemistry. Weighted Courses

Discussion Agenda

1. RAG ratifies and approves a Linkage Letter with Service Access & Management, Inc. (SAM) for supports/services from July 1, 2015 through June 30, 2016. SAM
(Attachment A-2)

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>
Gary Garrison	Wrestling - Head SH	7	\$4,804.31
Andy Dautrich	Wrestling – Asst JH	1	\$2,302.15

2. RGG approves the following high school extra-curricular non-paid position and personnel for the 2015-16 school year: Unpaid Advisor – HS

<i>Advisor</i>	<i>Yrs</i>	<i>Activity</i>
Anne Buckwalter	1	Knit-Wits Club (knitting)

Discussion Agenda

1. SRM approves Daniel Wise as a volunteer swimming coach for the 2015-16 school year and further allows qualified students to participate in PIAA-sanctioned district/state swim meets for 2015-16 at no cost to the district with all expenses being borne by the students and the parents;

Swimming

And further,

RESOLVED, that any athlete who qualifies for the state swim meet will be reimbursed by the district for expenses according to normal athletic procedures.

Note: Since the Conrad Weiser Area School District does not participate in a PIAA interscholastic-sanctioned swimming program and so that the students will be allowed to compete on an individual basis as requested by the parents, the school district will authorize the students to be entered in district/state competition under the Conrad Weiser Area School District name.

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

Change Orders –
Weiser Decisions
Property

	<i>Purcell Construction Co., general contractor –</i>	
GT-013	Modifications to ADA ramp at main entry	\$6,213.00
GT-014	Multiclass card reader (6) upgrade	1,213.00
GT-015	Change door stile width for card reader	247.00
GT-016	Wall removal for drain re-route to kitchen	193.00
GT-017	Install hat channel 3 rooms for light fixture clearance	834.00
GT-018	Reconfigure entry to classroom 25	754.00
GT-019	Masonry repairs at façade (beam support)	533.00

GT-020	Louver wall repairs on roof (wood rot)	1,040.00
	<i>H. B. Frazer Co., electrical contractor –</i>	
EC-005	Add rough-ins for data in 2 large spaces room 18, 26	1,884.00
EC-007	Additional communication and security controls into room 3a, 7, 21	1,643.00
EC-008	Electrical modification for kitchen equipment	727.00
	Total	<u>\$15,281.00</u>

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. RAG/ RLR ratifies and approves a temporary increase in hours, up to a total of six hours/day, for Carol Wenrich, middle school Food Service Worker, until the return of the middle school Food Service Manager, effective October 1, 2015. Temporary Increase in Hours – MS FSW
 2. RLR accepts, with regret, the resignation of Linda Schmitz, special education instructional aide at Weiser Decisions, effective November 6, 2015. Resign – Sp Ed Instr Aide at Decisions
 3. RLR approves the transfer of Shannon Shearer from a part-time (4½ hours/day) special education instructional aide position at the high school to a full-time (7 hours/day) special education instructional aide position at the middle school, effective November 19, 2015. Transfer – Sp Ed Instr Aide at MS
- Note: This is a replacement for Paula Christensen (retired).
4. RAG accepts, with regret, the irrevocable letter of retirement from Rita Wingle, librarian at East Elementary 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. Intent to Retire – East Librarian

Discussion Agenda

1. RLR 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-3)

2. RAG approves the employment of substitute teachers for the 2015-16 school year at the rate of \$95.00 per day.
(Attachment A-4) Certificated Aides/Substitute Teachers
3. RLR approves the request of Amber Rowdon, certificated instructional aide at East Elementary, to extend her parental leave of absence through the end of the 2015-16 school year. Extend Parental Leave – Cert Instr Aide at East
4. RAG approves the request of Pamela Light, math teacher at the middle school, for a parental leave of absence beginning January 18, 2016 and continuing through February 26, 2016. Parental Leave – MS Math
5. RAG approves the request of Jessica Head, Special Education Itinerant Teacher Consultant, for a parental leave of absence beginning November 6, 2015 and continuing through March 1, 2016. Parental Leave – Sp Ed Itinerant Teacher Consultant
6. RAG ratifies and approves the temporary transfer of Melissa Keck, Special Education Learning Support teacher at East Elementary School, to Special Education Itinerant Teacher Consultant for Jessica Head, effective November 9, 2015. Temporary Transfer – Sp Ed LS
7. RAG ratifies and approves the transfer of Heather Perrine from a certificated instructional aide position at West Elementary School to a long-term substitute position for Melissa Keck, Special Education Learning Support teacher at East Elementary School, at a daily rate of \$234.87 in accordance with the 2015-16 salary schedule, effective November 9, 2015: Transfer – Cert Instr Aide at West
- Note: Education Level: Bachelors
Undergraduate School: West Chester University
Certification: Instr. I – Elem K-6 & Sp Ed N-12
Experience: LTS and Cert Aide at CW
Employment: November 9, 2015
Initial Assignment: LTS Learning Support at East
- Note: Should the regular employee return prior to the end of the leave, the long-term employment is terminated.
8. RAG ratifies and approves the temporary transfer of Melani Sanders from Grade 5-8 Remedial Language Arts teacher to a Grade 5 position at the middle school for Cathy Mason, effective November 3, 2015. Temporary Transfer – Gr 5-8 Remedial Language Arts
9. RLR ratifies and approves the employment of Bradley Hummel, 37 Steeple Drive, Robesonia, PA 19551, as an academic year (7 hour/day) Grade 4 certificated instructional aide at West Elementary School for the remainder of the 2015-16 school year at an hourly rate of \$12.15, effective November 9, 2015. Hire – Cert Aide at West

Note: This is a new position for the remainder of the 2015-16 school year.

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|--------------------------|-------------|---|---|
| 10. | RLR | ratifies and approves the employment of Samantha Moyer, 412 West Oak Avenue, Apartment 3, Robesonia, PA 19551, as a part-time (4¼ hours/day) Food Service Worker at the middle school at an hourly rate of \$9.00, effective November 16, 2015. | <u>Hire – FSW at MS</u> |
| | | Note: This is a replacement for Tracey Keeney (transferred). | |
| 11. | RLR | approves the employment of Amanda Tyson, 5 Hearth Drive, East Earl, PA 17519, as a long-term substitute for Desiree Frantz, certificated instructional aide at West Elementary School, at an hourly rate of \$10.15, effective December 1, 2015. | <u>Hire – LTS Cert Aide at West</u> |
| 12. | RAG | approves Ann Schmidt, high school librarian, as a part-time Hybrid Learning Coach at the high school for the remainder of the 2015-16 school year. | <u>HS Hybrid Learning Coach</u> |
| 13. | RAG/
EJS | approves the creation of a new special education instructional aide position for autistic support at East Elementary School. | <u>Autistic Support Instr Aide</u> |
| 14. | RAG/
RLR | approves a \$3.00 increase in the hourly rate for Food Service Managers. | <u>Increase – Food Service Managers</u> |
| 15. | RAG | ratifies and approves Ashley Snyder, 87 Butternut Court, Sinking Spring, PA 19608, to provide homebound instruction for a high school student for a period of approximately eight weeks at the rate of \$25.00 per hour for a maximum of five hours per week, plus mileage, beginning approximately December 9, 2015. | <u>Homebound - HS</u> |
| <u>Information Items</u> | | | |
| 1. | RAG | Melani Sanders, Gr 5-8 Remedial Language Arts teacher, will transfer to a Grade 5 teaching position at the middle school to replace Ruth Wolfe upon her retirement in February, 2016. | <u>Transfer – MS Gr 5-8 Rem LA</u> |
| 2. | RLR | Tiffany Smith, special education learning support teacher at the middle school, returned to work on November 2, 2015. Heather Perrine, her long-term substitute, served a crossover day on November 2 and returned to her certificated aide position on November 3, 2015. | <u>RTW – MS LS</u> |
| 3. | RAG | The first day of employment for Erin Percinsky-Schermerhorn, special education autistic support teacher at East Elementary School, was October 19, 2015. | <u>Start Date – Autistic Support at East</u> |
| 4. | RAG | The first day of employment for Mandy Derfler, special education learning support teacher at the high school, was October 26, 2015. | <u>Start Date – LS at HS</u> |
| 5. | RAG | The first day of Molly Fick's parental leave was November 1, 2015. | <u>Start Date – Parental Leave Gr 1 at West</u> |
| 6. | RAG | Desiree Frantz's first day as a long-term substitute for Molly | <u>Start Date – LTS Gr</u> |

Fick was November 2, 2015.

1 at West

POLICY

Policy

1. RLR adopts Policy No. 706.1, Disposal of Property, 2nd reading.
(Attachment A-5)

Policy No. 706.1.
Disposal of
Property – 2nd
Reading

2. RAG receives Policy No. 806 – Child/Student Abuse – 1st reading
(Attachment A-6)

Policy 806 –
Child/Student Abuse
– 1st Reading

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

Wednesday	11/18/15	Regular Board Meeting	7:30 p.m.
Wednesday	12/02/15	Student Council/Board Dinner	5:30 p.m.

Board Reorganization and Committee Meetings

6:30 p.m.