

Conrad Weiser Area School District
Robesonia, PA 19551

Agenda – January 20, 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
December held on December 16, 2015; a special meeting held
on January 6, 2016; and the agenda of the committee
meetings held on January 6, 2016 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 \$1,431,723.05 and ratified in the
amount of \$2,768,624.78 as presented, and the Treasurer be
authorized to issue checks in the amounts indicated for the
total amount of \$4,200,347.83;

General Bills

and further,

RESOLVED, that the Cafeteria Account bills be approved in
the amount of \$51,664.06 and ratified in the amount of
\$58,818.05 as presented, and the Treasurer be authorized to
issue checks in the amounts indicated for the total amount of
\$110,482.11.

Cafeteria Bills

PRESENTATIONS

- A. Requests to speak to the Board of School Directors
B. PA Teacher of the Year Nominee – Ms. Ann Schmidt

Requests to Speak

Teacher of Year

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 – 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 authorizes a Senior Class Commencement Party account in the Student Activity Fund with this activity fund account to be closed on or before June 30, 2016.
2. RLR authorizes the administration to proceed with advertising and receiving Requests for Proposals for transportation services.

Sr Class Party
Account

RFP for
Transportation
Services

Discussion Agenda

1. RLR adopts a preliminary budget of \$46,328,660.00 with a preliminary tax increase of 1.45 mills in accordance with Act 1 of 2006.

2016-17
Preliminary 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. RKB approves a trip to the STEM Convention at the Walter E. Washington Convention Center in Washington, DC, on April

Field Trip –
STEM Convention

15, 2016, under the direction of Jennifer Gossert and Adelle Schade, for approximately fifty middle school and high school students who are interested in STEM.

Note: The cost to the District will be approximately \$1,265.00. The cost to the students will be \$10.00 per student.

2. RGG approves a trip for FBLA Club members, under the direction of Michael Noss and Frances Williams, to the FBLA State Leadership Conference at Hershey Lodge from April 11 to 13, 2016.

Field Trip –
FBLA State
Leadership
Conference

Note: The cost to the District will be approximately \$2,677.00 plus the cost of two substitute teachers. Students will pay their own registration costs.

Discussion Agenda

1. RGG approves dropping the following courses from the Program of Studies for the 2016-17 school year:

HS Program of
Studies – Dropped
Courses

Physical Education Department:

Co-ed Physical Education 10

Co-ed Physical Education 11-12

English Department

Ideas and Arts of Western Civilization

Mathematics Department

AP Statistics

2. RGG approves the following new courses for the 2016-17 school year:

HS Program of
Studies – New
Courses

FAMILY AND CONSUMER SCIENCE

Independent Living 9-10

1 credit

Independent Living 9-10 introduces the skills students need to cope with the realities of life in a changing society. This course focuses on helping the students become more self-sufficient by giving them the tools for intelligent decision making. Topics of discussion include the effect of values, needs and goals on the decision making process, getting your first job, successful relationships, basic personal care needs, and staying safe in a virtual world. This course will include a long-term inventory of on-line behavior for each student.

Independent Living 11-12

1 credit

Independent Living 11-12 introduces the skills students need to cope with the realities of life in a changing society. This course focuses on helping students move towards independence by studying various areas of everyday adult life. Topics of discussion include investing in yourself, your future career, money management (including but not limited to

budgets, buying a car, renting vs. buying a home, credit and fraud), coping with stress and relationships. This course will include a long-term budgeting project.

Independent Living 9-10

.5 credit

Independent Living 9-10 introduces the skills students need to cope with the realities of life in a changing society. This course focuses on helping the students become more self-sufficient by giving them the tools for intelligent decision making. Topics of discussion include the effect of values, needs and goals on the decision making process, getting your first job, successful relationships, basic personal care needs, and staying safe in a virtual world.

Independent Living 11-12

.5 credit

Independent Living 11-12 introduces the skills students need to cope with the realities of life in a changing society. This course focuses on helping students move towards independence by studying various areas of everyday adult life. Topics of discussion include investing in yourself, your future career, money management (including but not limited to budgets, buying a car, renting vs. buying a home, credit and fraud), coping with stress and relationships.

BUSINESS

Microsoft Office-Keyboarding/Word 9-12

.5 Credit

Proper keyboard techniques and the "Touch-Keying" method will be taught and reinforced throughout this course. Mastery of the keyboard along with improvement in Words per Minute is the goal. In addition, this course covers the fundamentals of Microsoft Office Word. Students will learn how to manage all written communication.

Microsoft Office-Power Point/Excel 9-12

.5 Credit

This course covers the fundamentals of the Microsoft Office Excel and PowerPoint. Students will learn how to use formulas and functions to build worksheets to complete calculations, and to create professional multimedia presentations which include graphics and tables.

PHYSICAL EDUCATION & HEALTH

PE 10

This course is required for all 10th grade students. The class will focus on improving fitness-related components as well as three main units:

- Lifetime Activities (which include net games, floor games and field games)
- Fitness
- Team and cooperative activities

The emphasis within these three units will be on physical activity while learning concepts, principles, and strategies of movement.

Outdoor Education (Grade 11 or 12)

This course will focus on relationships involving people and the natural world. It will include elements of environmental education, adventure education, group and team building strategies, conservation, outdoor recreation, and fitness-related components. This course will expose students to physical, mental, and emotional challenges. Students taking this course must dress appropriately for outdoor elements and have a genuine interest in the outdoors. Any field trips taken during the semester will be paid for by the student.

Team Sports: (Grade 11 or 12)

In addition to improving fitness-related components, this course is designed for students who want to learn game and team strategies in sport. This course will provide basic knowledge, game strategies/concepts, and advanced game participation. Activities may include but are not limited to softball, flag football, soccer, basketball, floor hockey, and volleyball. Students will be expected to engage in game and team related strategies to meet participation requirements.

Lifetime Fitness (Grade 11 or 12)

In addition to improving fitness-related components, this course is designed for students to perform a variety of individual and group fitness activities. Activities may include but are not limited to tennis, walking, golf, strength training, group fitness, disc golf, archery, and table tennis. This course will provide instruction that will guide students in the development of their own lifetime fitness plans.

Group Fitness (Grade 11 or 12)

In addition to improving fitness-related components, this course is designed for students that want to focus specifically on group/aerobic fitness activities. Activities may include but are not limited to kickboxing, yoga, body pump, step aerobics, circuit training, strength training, and dance. This course will progress from basic instruction into more vigorous variations.

SOCIAL STUDIES

Western Civilization (Grades 11 and 12); Weighted 1.1 1.00 Credit

This course is an elective designed to understand the development of Western Civilization, from its origins to modern Western society. Foundations in Greek and Roman empires will stretch through to the feudal Europe and the Middle Ages, the Renaissance and Reformation, exploration and Enlightenment, nationalism and imperialism, to the new Western world. Both a thematic and chronological approach will be taken to discuss the major periods of development, as well as individual country case studies. Political, economic,

philosophical and social approaches to history will be employed as well to gain a better perspective into the influences of Western society on the world. Social studies teacher signature required for admittance.

GIFTED EDUCATION

Innovations (10 through 12) .5 credit/1.00 credit

Innovations is a course intended for students with gifted GIEPS's in 10-12 grade. The course will be project based with an emphasis on thinking critically and creatively to construct meaning or gain understanding, planning and conducting a study or investigation, proposing solutions to real-world problems, planning and producing communication in various forms, collaborating to solve a problem, and integrating, synthesizing, and making cross-curricular connections.

SCIENCE

Biomedical Science Research (weighted)- Grades 11 and 12 1.00 credit

(Prerequisite – Anatomy and Physiology I)

This course is an introduction to the principles of biomedical and clinical science research with an emphasis on critical analysis of the current literature. The course provides an overview of experimental design, laboratory technology, statistical analysis, and publication preparation. The course is specifically designed to improve student presentation skills and potential for collaborative work in biomedical science. Students will learn how to design and write a realistic research proposal and will gain a general understanding of how different techniques can be used to address a wide range of scientific research questions. This STEM experience provides students with an inquiry-based learning opportunity and engages them as active learners in a research setting.

3. RGG approves the 2016-17 Program of Studies booklet for Grades 9 through 12 as attached to the Official Minutes.

2016-17 Program of Studies for HS

Note: Copies of the Program of Studies booklet will be distributed to students in Grades 8 to 11 and be on file in the high school office.

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 volunteer coaches for the 2015-16 school year:

Volunteer Coaches

Wrestling
Nate Unger
Andy Keppley

Discussion Agenda

1. RGG approves the following non-paid high school extra-curricular position and personnel for the 2015-16 school year:

Non-Paid Extra-
curricular Advisor –
HS

<i>Advisor</i>	<i>Yrs</i>	<i>Activity</i>
Lauren Mengel	1	Newspaper Club

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-021	Skim coat concrete floor prior to install of flooring	\$4,850.00
GT-024	Additional floor patching at T & M	1,976.00
GT-025	Wall/rail in mezzanine required by code official	250.00
GT-026	Handrail extension on outside ramp by code official	<u>1,000.00</u>
	Total	<u>\$8,076.00</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 approves the following changes in the salary status of Professional Employees, effective on the first day of the second semester of the 2015-16 school year (currently January 25, 2016):

	<i>From</i>	<i>To</i>
Katie Ciemiewicz	M ⁺¹⁵ – Step 11 \$62,104.00	M ⁺³⁰ – Step 11 \$64,728.00
Molly Fick	M ⁺¹⁵ – Step 7 \$56,898.00	M ⁺³⁰ – Step 7 \$59,521.00
2. RLR accepts the resignation of Robin Henning as a part-time special education personal care aide at West Elementary School (Board approved on December 16, 2015 to be effective January 6, 2016) and approves her request to remain in her part-time (2 hours/day) noon-time aide position at West Elementary School at a rate of \$9.00/hour, effective January 6, 2016.

Transfer – PCA to
NTA at West
3. RLR approves the transfer of Deborah Fischer from part-time (4½ hours/day) special education instructional aide at East Elementary School to full-time (7 hours/day) academic year special education instructional aide in the autistic support classroom at East Elementary School, effective January 21, 2016.

Transfer – Instr
Aide at East

Note: This is a new position.
4. RLR accepts, with regret, the resignation of Noreen Heller from her part-time special education transportation aide position, effective December 23, 2015.

Resign – Sp Ed
Transportation Aide
5. RLR accepts, with regret, the resignation of Julie Schultz, certificated instructional aide at East Elementary School, effective December 23, 2015.

Resign – Cert Instr
Aide at East
6. 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 December 11, 2015.

Homebound –
Philhaven

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-1)
2. RAG approves the employment of substitute teachers for the 2015-

Substitute

16 school year at the rate of \$95.00 per day.
(Attachment A-2)

Teachers

3. RAG approves the following changes in the salary status of Professional Employees, effective on the first day of the second semester of the 2015-16 school year (currently January 25, 2016):

Salary Adjustments

	<i>From</i>	<i>To</i>
Adam Serfass	B ⁺²⁴ – Step 7 \$50,970.00	M – Step 7 \$53,945.00
Maryann Ligenza	M – Step 4 \$50,811.00	M ⁺¹⁵ – Step 4 \$53,764.00
Jonathan Holota	B – Step 3 \$45,958.00	B ⁺²⁴ – Step 3 \$47,052.00

4. RAG ratifies and approves the temporary transfer of Julie Yasin, certificated instructional aide at East 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, effective January 4, 2016:

Transfer – LTS
assigned to Gr 3 at
West

Note: Education Level: Bachelors
Undergraduate School: Albright College
Certification: Instr I – Elementary K-6
Experience: Cert Instr Aide at East
Employment: January 4, 2016
Initial Assignment: LTS Grade 3 at West

Note: Ms. Yasin will be assigned to the Grade 3 classroom of Holly Miller (retired 12/31/15). She served crossover days with Mrs. Miller on December 18 and 21, 2015.

Should the regular employee (Mrs. Fick) return prior to the end of the leave, the long-term employment is terminated.

5. RLR ratifies and approves the transfer of Donna Kasprowicz, evening custodian at the middle school, to evening crew leader at the middle school at an additional hourly rate of \$1.50, effective January 4, 2016.

Transfer – Crew
Leader at MS

6. RAG approves the employment of Colin Quinn, 181 College Boulevard, Kutztown, PA 19530, as an academic year Temporary Professional Employee in the Conrad Weiser Area School District at a yearly salary of \$44,391.00 (B – Step 1) in accordance with the 2015-16 salary schedule, effective February 22, 2016.

Hire – Gr 5-8
Remedial LA

Note: Education Level: Bachelors
Undergraduate School: Kutztown University
Certification: Instr I – Sp Ed Pre-K-8 and Gr 4-8 Math and English/LA
Experience: Student Tch – Kutztown SD

Employment: February 22, 2016
Initial Assignment: Gr 5-8 Remedial Lang Arts
This is a replacement for Melani Sanders (transferred).

7. RAG ratifies and approves the employment of Gwen Weiser, 118 Steeple Drive, Robeson, PA 19551, as a long-term substitute for Elizabeth Phillips, special education learning support teacher at the middle school, at a daily rate of \$234.87 in accordance with the 2015-16 salary schedule, effective January 4, 2016: Hire – LTS LS at MS
- Note: Education Level: Bachelors
Undergraduate School: Susquehanna University
Certification: Emergency
Experience: DTD substitute at CW
Employment: January 4, 2016
Initial Assignment: Learning Support at MS
- 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 employment of Andrew Christman, 106 Filmore Avenue, West Lawn, PA 19609, as a long-term substitute for Pamela Light, Grade 7 math teacher at the middle school, at a daily rate of \$234.87 in accordance with the 2015-16 salary schedule, effective January 14, 2016: Hire – LTS Gr 7 Math
- Note: Education Level: Bachelors
Undergraduate School: East Stroudsburg University
Certification: Instr. I – Gr 4-8
(All subjects 4-6, Math 7-8)
Experience: DTD substitute at CW
Employment: January 14, 2016
Initial Assignment: LTS Grade 7 Math
- Note: Should the regular employee return prior to the end of the leave, the long-term employment is terminated.
9. RLR ratifies and approves the employment of Carrie Mastruzzo, 449 Edison Street, Wernersville, PA 19565, as a long-term substitute for Rebecca Reed, certificated instructional aide at West Elementary School, at an hourly rate of \$10.15, effective January 4, 2016. Hire - LTS Cert Aide at West
10. RLR accepts, with regret, the resignation of Heather Perrine, certificated instructional aide at West Elementary School and temporary long-term substitute for Melissa Keck at East Elementary School, effective January 15, 2016. Resignation – Cert Instr Aide at West and LTS LS at East
11. RLR accepts, with regret, the intent to retire of Nancy Flory, Confidential Secretary to the Superintendent and Board Recording Secretary, on June 30, 2016, in accordance with the Early Retirement Incentive for Full-Time Support Staff Intent to Retire – Sec to Supt and School Board

approved by the Board of School Directors on June 17, 2015.

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| 12. | RAG | approves the creation of a new position for an instructional aide at the Shelter Program. | <u>New Position - Instr.
Aide at Shelter</u> |
| 13 | RAG | ratifies and approves KidsPeace, 4085 Independence Drive, Schnecksville, PA 18078, to provide tutorial services for a high school student at the rate of \$40.00 per hour for a maximum of five hours a week beginning December 22, 2015. | <u>KidsPeace Tutorial
Services – HS</u> |
| 14. | 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 January 4, 2016. | <u>Homebound –
Philhaven HS</u> |

Information Items

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|----|-----|---|---|
| 1. | RAG | Cathy Mason, Grade 5, will return to work half days beginning January 4, 2016.

As of January 4, Melani Sanders will return to her Gr 5-8 Remedial Language Arts classroom for one-half day and remain in Mrs. Mason's Grade 5 classroom for the other half of the day.

As of January 4, Megan Scott, long-term substitute for Melani Sanders, will return to her certificated instructional aide position at the middle school. | <u>Gr 5/Gr5-8 Rem LA</u> |
| 2. | RAG | Jessica Head, special education itinerant teacher consultant, will return to work on January 25, 2016, and serve two crossover days with Melissa Keck. | <u>RTW - Sp Ed
Itinerant Teacher
Consultant</u> |
| 3. | RAG | Jenny Miller, special education learning support teacher at the middle school, returned from her parental leave on January 4, 2016. | <u>RTW - LS at MS</u> |
| 4. | RAG | The first day of parental leave for Pamela Light, Grade 7 math teacher, is January 13, 2016. | <u>Leave - Gr 7 Math</u> |
| 5. | RLR | Mary Hulina's first day in her clerical/instructional aide position at West Elementary School is January 5, 2016. | <u>Start Date –
Clerical/Aide at
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

Wednesday	01/20/16	Regular Board Meeting	7:30 p.m.
Wednesday	02/03/16	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.
	January 18	No School (K-12)	Offices Open
	January 20	Early Dismissal (K-12)	In-service
	January 21	Early Dismissal (K-12)	In-service
	January 22	No School (K-12)	In-service
	January 25	First Day of Second Semester	