

*Minutes*  
Of the  
KUTZTOWN AREA SCHOOL DISTRICT  
Board of Directors Meeting  
Monday, March 3, 2014, 7:30 p.m.

The Board of Directors of Kutztown Area School District met for a regular board meeting on Monday, March 3, 2014 at 7:30 p.m., at Greenwich-Lenhartsville Elementary School, pursuant to due notice to board members and the public.

**Present** Randy Burch, Al Darion, Michael Hess, Caecilia Holt, Eric Johnson, Karl Nolte, Christine Ryan, Carl Ziegler

**Absent** James Shrawder

**Also Present** Katherine Metrick, David Miller, Matthew Link, Rikki DeVough, Diane Barrie, Barbara Richard, Tracy Blunt, Barry Flicker, Erin Anderson, James Brown, Bud Runkle, Ron Devlin, Beth Stump, Donna Keglovits, Melissa Blatt, Thomas Wendling, Diana Rydzewski, Kathy Geist, Lisa Swope, Eryn Ziegler

**Call to Order** The meeting was called to order at 7:54 p.m. by President Ziegler.

**Welcome** President Ziegler opened the meeting with a moment of silence and Pledge of Allegiance to the flag. He asked everyone to sign the attendance book and mark the topic of comment next to his/her name. He requested that anyone wishing to speak on an agenda item please raise his/her hand to be recognized. He indicated that this meeting was being tape recorded.

**Superintendent's Report** Junior County Music Festival  
High School Jazz Band Competition  
Swimming Championship Results

**Personnel** Motion made by Caecilia Holt, seconded by Karl Nolte, to approve the following personnel items:

1. The acceptance of the resignation of Muriel A. Hauf as a paraprofessional effective March 1, 2014.
2. The approval of Elizabeth Kate Gosselin as a reading specialist at Kutztown Elementary School, effective approximately March 18, 2014, at a salary of \$57,702, per Master's Degree, Step 3, of the KATA contract.
3. The approval of the following substitute teachers for the 2013-2014 school year, effective March 4, 2014, at a rate of \$100 per day for days 1-20 and \$110 per day for days 21 and thereafter:

Kristen A. Colquhoun	Amanda K. Shoemaker	Kristin M. Wessner
Chelsey B. Herbine	Ryan L. Rosenberry	Stephanie J. Blaker
Michelle R. Biehl		
4. The approval of the following guest substitute teachers through the Berks County Intermediate Unit for the 2013-2014 school year, effective March 4, 2014, at a rate of \$100 per day for days 1-20 and \$110 per day for days 21 and thereafter:

Linda M. Cataldi	Bryan E. Zeiner
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5. The approval of the following classroom/clerical aides for the 2013-2014 school year, effective March 4, 2014, at a rate of \$9.75 per hour:

JoAnn L. Ross
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6. The approval of the following custodial substitutes for the 2013-2014 school year, effective March 4, 2014, at a rate of \$9.50 per hour:

Daniel K. Fisher	Patricia D. Gonzalez	JoAnn L. Ross
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7. The approval of Daniel K. Fisher as a maintenance substitute for the 2013-2014 school year, effective March 4, 2014, at a rate of \$9.50 per hour.
8. The approval of the following as substitute cafeteria employees for the 2013-2014 school year, effective March 4, 2014, at a rate of \$8.50 per hour:

Patricia D. Gonzalez	JoAnn L. Ross
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9. The approval of the following coaches and salaries for the 2013-2014 school year:

William J. Bundra	HS Head Volleyball Coach	\$3,231
Christopher R. Spack	HS Assistant Volleyball Coach	\$2,262
Thomas F. Miller	JV Baseball Coach	\$2,262
10. The acceptance of the resignation of Andrew Moll as network administrator effective March 14, 2014.

**All Personnel are Approved Pending the District's Receipt of All Mandated Credentials**

**Roll call vote: Yes 8**

**No 0**

**Absent 1 (Shrawder)**

**Motion carried.**

- Assistant Superintendent Appointment** Motion made by Al Darion, seconded by Christine Ryan, to approve the Commission and proposed District Assistant Superintendent's Agreement for Matthew J. Link as assistant superintendent, for a term of 3 years and 106 calendar days, effective March 16, 2014 through June 30, 2017. A copy of the District Assistant Superintendent's Agreement shall be attached to and made part of the Minutes of this meeting, and that the Board President and Secretary be authorized and directed to execute the Agreement on behalf of the Board of Directors.  
**Roll call vote: Yes 8 No 0 Absent 1 (Shrawder)**  
**Motion carried.**
- Student Vacation Requests** Motion made by Michael Hess, seconded by Caecilia Holt, to approve the parent request for students #102659 and #103168 to take a five-day educational trip/vacation absence from April 14-21, 2014. This will exceed the allotted vacation time by four days for student #102659 and five days for student #103168.  
**Roll call vote: Yes 6 No 2 (Darion, Ziegler) Absent 1 (Shrawder)**  
**Motion carried.**
- Motion made by Karl Nolte, seconded by Caecilia Holt, to approve the parent request for student #102573 to take a four-day educational trip/vacation absence from April 14-17, 2014. This will exceed the allotted vacation time by one day.  
**Roll call vote: Yes 7 No 1 (Darion) Absent 1 (Shrawder)**  
**Motion carried.**
- Policies – First Reading** Motion made by Caecilia Holt, seconded by Eric Johnson, to approve the first reading of the following policies:  
Policy 006 – Meetings  
Policy 610 – Purchases Subject to Bid/Quotation  
Policy 611 – Purchases Budgeted  
Policy 613 – Cooperating Purchases  
Policy 913 – Nonschool Organizations/Groups/Individuals  
**Roll call vote: Yes 8 No 0 Absent 1 (Shrawder)**  
**Motion carried.**
- 2014-15 Holiday Schedule** Motion made by Eric Johnson, seconded by Karl Nolte, to approve the Support Staff/Administration Holiday Schedule for the 2014-2015 school year, per the attached.  
**Roll call vote: Yes 8 No 0 Absent 1 (Shrawder)**  
**Motion carried.**
- Playground Equipment** Motion made by Randy Burch, seconded by Eric Johnson, to approve the donation of playground equipment at the old Albany Elementary building to the Kempton Community Center. Donation is contingent upon them removing the equipment themselves, showing proof of property insurance, and restoring the playground to satisfactory condition after removal.  
**Roll call vote: Yes 8 No 0 Absent 1 (Shrawder)**  
**Motion carried.**
- Van Lease** Motion made by Randy Burch, seconded by Al Darion, to approve the lease of a van from Eshelman Transportation for 30 days at a cost of \$720, which is covered by our insurance policy.  
**Roll call vote: Yes 8 No 0 Absent 1 (Shrawder)**  
**Motion carried.**
- Service Electric Phone Service** Motion made by Christine Ryan, seconded by Michael Hess, to approve a 5-year agreement with Service Electric Telephone to provide local and long distance phone service to all of our buildings, except Albany. Switching to Service Electric will save the district approximately \$5,000 a year over the current provider.  
**Roll call vote: Yes 8 No 0 Absent 1 (Shrawder)**  
**Motion carried.**
- Cellular Phone Service** Motion made by Al Darion, seconded by Caecilia Holt, to approve an agreement with Verizon Wireless to provide cellular phone service to our district for a monthly recurring cost of \$1,309.76. This improves our employees' ability to communicate with each other. This service will cost approximately \$500 more per year than our current provider.  
**Roll call vote: Yes 8 No 0 Absent 1 (Shrawder)**  
**Motion carried.**

- Air Quality Testing** Motion made by Karl Nolte, seconded by Eric Johnson, to approve Spotts, Stevens and McCoy to conduct air quality tests in the Administration Office Building for a cost of \$1,500.  
**Roll call vote: Yes 8 No 0 Absent 1 (Shrawder)**  
**Motion carried.**
- Kutztown Manor Lease** Motion made by Randy Burch, seconded by Caecilia Holt, to approve an addendum to the lease with Kutztown Manor whereby they lease a parking lot from the district. The addendum will lease the parking lot to them for five additional years beginning July 1, 2014 and will increase the rent by 5% each year. Term of the addendum will be identical to the lease that expires in June 2014.  
**Roll call vote: Yes 8 No 0 Absent 1 (Shrawder)**  
**Motion carried.**
- Ed Tech Consortium** Motion made by Randy Burch, seconded by Caecilia Holt, to approve joining the Berks County Ed Technology Pool for the 2014-2015 school year, and the remainder of the 2013-2014 school year, at a cost of \$200 for the balance of 2013-2014, and \$714.29 for 2014-2015. These costs will not cause the 2014-2015 budget to increase.  
**Roll call vote: Yes 8 No 0 Absent 1 (Shrawder)**  
**Motion carried.**
- Facilities Usage** Motion made by Caecilia Holt, seconded by Karl Nolte, to approve the addition to the release form that outside groups using our facilities must sign.  
**Roll call vote: Yes 6 No 1 (Burch) N/A 1 (Darion) Absent 1 (Shrawder)**  
**Motion carried.**
- MS iPad Mini Cart** Motion made by Al Darion, seconded by Randy Burch, to approve the purchase of 30 iPad Minis, 30 covers, and a syncing cart for eighth grade at the middle school for an approximate cost of \$14,000 paid for through the Education Foundation's EITC funds.  
**Roll call vote: Yes 8 No 0 Absent 1 (Shrawder)**  
**Motion carried.**
- Act 48 Committee** Motion made by Caecilia Holt, seconded by Karl Nolte, to approve Heather Mengel, a parent from the high school, to serve on the Act 48 Professional Development Committee for the 2013-2014 school year.  
**Roll call vote: Yes 8 No 0 Absent 1 (Shrawder)**  
**Motion carried.**
- Public Comment** Tom Wendling expressed his concern that the field hockey team does not have an available indoor facility to practice.
- Discussion Items** *PennDOT and I-78 Changes*  
*Van Replacement*  
*2014-2015 Budget*
- Adjournment** Motion made by Eric Johnson, seconded by Christine Ryan, to adjourn the meeting at 9:00 p.m.  
**Motion carried unanimously.**

Respectfully Submitted by,

Rikki L. DeVough  
School Board Secretary