

Minutes
of the
KUTZTOWN AREA SCHOOL DISTRICT
Board of Directors Meeting
Monday, February 10, 2014, 6:30 p.m.

The Board of Directors of Kutztown Area School District met for a regular board meeting on Monday, February 10, 2014 at 7:30 p.m., in the high school library, pursuant to due notice to board members and the public.

Present Randy Burch, Al Darion, Michael Hess, Caecilia Holt, Eric Johnson 7:00 arrival, Karl Nolte, James Shrawder, Christine Ryan

Absent

Also Present Katherine Metrick, David Miller, Matthew Link, Rikki DeVough, Tracy Blunt, Barry Flicker, Erin Anderson, James Brown, Ed Myers, Jade Dahlquist, Brady Orr, Julie Setliff, Donna Keglovits, Lauren Kresge, Terry Guers, Karise Mace, Donna Hill-Chaney, Beth Stump, Deb Kenney, Diana Rydzewski, Philip Moyer

Call to Order The meeting was called to order at 6:49 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.

Meeting Minutes Motion made by Caecilia Holt, seconded by Michael Hess, to approve the Minutes from the following meetings:
December 16, 2013 School Board Meeting
January 6, 2014 School Board Meeting
January 13, 2014 Budget and Finance Committee Meeting

Roll call vote: Yes 8 No 0 Absent 1 (Johnson)
Motion carried.

Treasurer's Report Motion made by Randy Burch, seconded by Christine Ryan, to approve the Treasurer's Report of the General Fund.

Roll call vote: Yes 8 No 0 Absent 1 (Johnson)
Motion carried.

Ratification of General Account Motion made by Randy Burch, seconded by Michael Hess, to ratify for payment the general account bills in the amount of \$3,393,562.89.

Roll call vote: Yes 8 No 0 Absent 1 (Johnson)
Motion carried.

Ratification of Construction Account Motion made by Caecilia Holt, seconded by Karl Nolte, to ratify for payment the general account bills in the amount of \$6,511.00.

Roll call vote: Yes 8 No 0 Absent 1 (Johnson)
Motion carried.

Superintendent's Report January was School Board Recognition Month. Each principal presented a library book dedicated to each board member in appreciation of their time, service, and contributions to the students and community.

Subcommittee Reports Staffing Budget Subcommittee
Facilities Budget Subcommittee
Technology Budget Subcommittee

Personnel Motion made by Randy Burch, seconded by Al Darion, to approve Edward L. Myers as assistant secondary principal (Act 93 position), for 200 days per school year, effective the beginning of the second semester of the 2013-2014 school year, at a salary of \$87,000 (prorated for 2013-2014).

Roll call vote: Yes 9 No 0 Present 1 (Shrawder) Absent 0
Motion carried.

Motion made by Randy Burch, seconded by Karl Nolte, to approve the following personnel items:

1. The acceptance, with regret, of the resignation due to retirement, of Terry K. Guers as speech/language pathologist, effective the last instructional day of the 2013-2014 school year.
2. The acceptance, with regret, of the resignation due to retirement, of Sandra N. Bishop as administrative assistant to the assistant to the superintendent for special education and student services, effective July 31, 2014.
3. The acceptance, with regret, of the resignation due to retirement, of Elizabeth A. Ely as a special education paraprofessional at the middle school, effective the end of the 2013-2014 school year.
4. The acceptance, with regret, of the resignation due to retirement, of Joann W. Buffum as secretary to the principal at Greenwich-Lenhartsville Elementary School, effective the end of the 2013-2014 school year.
5. The acceptance of the resignation of Beverly K. Leibensperger as a part-time cafeteria employee at Greenwich-Lenhartsville Elementary School, effective January 24, 2014.
6. The approval of Nicole M. DeLong as a special education paraeducator at Greenwich-Lenhartsville Elementary School, for 7 work hours per day, effective February 11, 2014, at a rate of \$11.00 per hour.
7. The approval of Jill M. Kilgore as a classroom/clerical aide substitute for the 2013-2014 school year, effective February 11, 2014, at a rate of \$9.75 per hour.
8. The approval of Louise M. Hutchings as a classroom aide substitute for the 2013-2014 school year, effective February 11, 2014, at a rate of \$9.75 per hour.
9. The approval of Theresa L. O'Mara as a custodial substitute for the 2013-2014 school year, effective February 11, 2014, at a rate of \$9.50 per hour.
10. The approval of Tricia L. Wessner as a part-time (4.25 work hours per day) cafeteria employee at Greenwich-Lenhartsville Elementary School, effective February 4, 2014, at a rate of \$8.75 per hour.
11. The approval of Sue A. Kunkel as assistant athletic director for the 2013-2014 school year at a stipend of \$4,023 (previously approved at \$3,944).
12. The approval of the Karen H. Austin as a mentor for Jade E. Dahlquist for one-third (.33) of the 2013-2014 school year, at a stipend of \$180 (previously approved for the entire 2013-2014 school year).
13. The approval of Cyndi J. Parker as a mentor for Jade E. Dahlquist for two-thirds (.67) of the 2013-2014 school year, effective December 1, 2013, at a stipend of \$420 (result of Mrs. Austin's resignation as of November 30, 2013).
14. The approval of Suzanne W. Pizzuto as a resource person for Melissa Farina (LTS) for the first semester of the 2013-2014 school year, at a prorated stipend of \$150 (previously approved for the entire 2013-2014 school year).
15. The approval of Karen H. Austin as a resource person for Beth Morello (LTS) for 2.5 months of the 2013-2014 school year at a prorated stipend of \$75 (previously approved for a different timeframe).
16. The approval of Angela V. DiCello as a resource person for LeRyan Dallas (LTS) for the first semester of the 2013-2014 school year at a prorated stipend of \$150 (previously approved through December 2013).
17. The approval of Lori E. Arndt as emergency staff leader at Kutztown Elementary School for the second semester of the 2013-2014 school year at a prorated stipend of \$1,085 (result of Ms. DeMatteo's retirement).
18. The approval of the following coaches and salaries for the 2013-2014 school year:

Todd O'Neil	Head Baseball Coach	\$3,661
Scott D. Heiter	Head MS Girls Soccer Coach	\$2,262 (previously approved at \$2,100)
Kevin K. Conrad	Head Softball Coach	\$3,955
Stacy Bricker	Assistant Softball Coach	\$2,307
Bart C. Fenstermacher	Junior Varsity Softball Coach	\$2,307
Kathleen M. Schlenker	Head MS Softball Coach	\$2,699
Harry A. McGonigle	Head Boys Tennis Coach	\$5,087
Scott A. Scheidt	Head MS Baseball coach	\$2,699
Michael J. Conrad	Assistant MS Baseball Coach	\$2,186
Joseph Ruth	Head Track and Field Coach	\$4,200
Shelby L. Brett	Assistant Track and Field Coach	\$1,075
Elaine M. Rabenold	Assistant Track and Field Coach	\$1,075
Michael L. Kramer	Assistant Track and Field Coach	\$1,075
PLACEHOLDER	Junior Varsity Baseball Coach	
PLACEHOLDER	Assistant Volleyball Coach	
Tim D. Mertz	Volunteer Baseball Coach	
Patrick J. Austin	Volunteer Baseball Coach	
Andrew J. Miller	Volunteer Baseball Coach	
Jeffrey S. Zimmerman	Volunteer Boys Tennis Coach	
Megan B. Conrad	Volunteer HS Softball Coach	
Megan J. Greiss	Volunteer HS Softball Coach	
Angela R. Lutz	Volunteer MS Softball Coach	
Kelly S. Peters	Volunteer MS Softball Coach	
Brandon E. Parker	Volunteer HS Wrestling Coach	
19. The approval of Barbara A. Gardner as an Eshelman bus driver for the 2013-2014 school year, effective February 4, 2014.
20. The approval to increase the hours for Stacy Kelsall, cafeteria employee at Greenwich-Lenhartsville Elementary School, by one work hour per day for a total of 4.25 work hours per day.

Roll call vote: Yes 9

No 0

Absent 0

Motion carried.

Motion made by Randy Burch, seconded by Al Darion, to approval to establish the position of an assistant secondary principal, effective the first day of the beginning of the second semester of the 2013-2014 school year.

Roll call vote: Yes 8 No 1 (Shrawder) Absent 0

Motion carried.

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

**2014-15
Preliminary
Budget**

Motion made by Al Darion, seconded by Caecilia Holt, to adopt a 2014-2015 preliminary budget with revenues of \$29,800,611.00 and expenditures of \$30,041,010.07 supported by Real Estate Tax – 30.2806 mils; Per Capita Tax, Sec. 679 – \$5.00; Per Capita Tax, Act 511 - \$5.00; Local Services Tax - \$5.00; Earned Income Tax – 0.5%; Real Estate Transfer Tax – 0.5%; and Amusement Tax – 5%. Real Estate Tax is increased by the Act 1 index of 2.1% (0.6142 mil), and an anticipated retirement exception of 0.4199 mil for a total increase of 1.0341 mils. The preliminary budget is not binding on the final budget.

Roll call vote: Yes 6 No 3 (Burch, Nolte, Shrawder) Absent 0

Motion carried.

**Student Vacation
Requests**

Motion made by Caecilia Holt, seconded by Michael Hess, to approve the parent request for students #102892 and 104100 to take a six-day educational trip/vacation absence from February 17-24, 2014.

Roll call vote: Yes 8 No 1 (Darion) Absent 0

Motion carried.

Motion made by Caecilia Holt, seconded by Michael Hess, to approve the parent request for student #1034890 to take an eight-day educational trip/vacation absence from January 20-29, 2014.

Roll call vote: Yes 7 No 2 (Darion, Ziegler) Absent 0

Motion carried.

Motion made by Jim Shrawder, seconded by Caecilia Holt, to approve the parent request for students #102847 and 104384 to take a six-day educational trip/vacation absence from March 14-21, 2014.

Roll call vote: Yes 8 No 1 (Darion) Absent 0

Motion carried.

**Conference
Requests**

Motion made by Karl Nolte, seconded by Al Darion, to approve the following employees, with costs, to attend the 2014 Conference for PA Kindergarten Teachers on March 6-7, 2014 in Harrisburg, PA:

Sara A. Patton	\$628.00
Nicole L. Yergey	\$628.00
Cyndi J. Parker	\$635.40
Jade E. Dahlquist	\$635.40

Roll call vote: Yes 9 No 0 Absent 0

Motion carried.

Motion made by Randy Burch, seconded by Al Darion, to approve John A. Ebner to attend the Pennsylvania Educational Technology Expo and Conference (PETE & C) on February 9-12, 2014 in Hershey, PA, at a cost of \$667.80.

Roll call vote: Yes 9 No 0 Absent 0

Motion carried.

**Expulsion Hearing
Waiver**

Motion made by Randy Burch, seconded by Caecilia Holt, to approve the Expulsion Hearing Waiver for student #105828.

Roll call vote: Yes 9 No 0 Absent 0

Motion carried.

**Chiller Service
Contract**

Motion made by Randy Burch, seconded by Karl Nolte, to approve a Service Contract with H.T. Lyons to have them service the chillers at our school buildings for the period of one year at a cost of \$8,206. This is an increase from the previous year cost of \$8,046.

Roll call vote: Yes 9 No 0 Absent 0

Motion carried.

- Postage Machine** Motion made by Caecilia Holt, seconded by Eric Johnson, to approve a 63-month lease with ITS Neopost, Inc., effective upon installation, for an IN700 postage mailing machine at a cost of \$237 per month which includes supplies. This lease replaces an existing machine costing \$225 per month which does not include supplies.
Roll call vote: Yes 9 No 0 Absent 0
Motion carried.
- Donation to Fire Company** Motion made by Caecilia Holt, seconded by Randy Burch, to approve a donation of \$150 to the Kutztown Fire Company in appreciation of their time and equipment.
Roll call vote: Yes 8 No 1 (Hess) Absent 0
Motion carried.
- Donation to Borough** Motion made by Caecilia Holt, seconded by Al Darion, to approve a donation of \$2,500 to the Borough of Kutztown for the use of the softball and baseball fields in the borough park.
Roll call vote: Yes 8 No 1 (Hess) Absent 0
Motion carried.
- HS Trophy Case** Motion made by Eric Johnson, seconded by Jim Shrawder, to approve the Kutztown High School Athletic Hall of Fame to proceed with plans to extend the trophy showcase at the high school. Extension will consist of two cases; one on each side of the existing case.
Roll call vote: Yes 9 No 0 Absent 0
Motion carried.
- HS Auditorium Entrance Doors** Motion made by Randy Burch, seconded by Eric Johnson, to approve Adams Glass & Aluminum, Inc. to replace the interior doors, framing, and glass at the auditorium entrance to the high school at a cost of \$9,150.
Roll call vote: Yes 9 No 0 Absent 0
Motion carried.
- MS Boilers and Water Heaters** Motion made by Al Darion, seconded by Randy Burch, to accept the bid from Vision in the amount of \$573,000 to replace the electric hearing boilers and electric domestic water heaters with gas fired boilers and domestic water heaters at the middle school. The bid includes Unit Price A of \$30, Unit Price B of \$23, Unit Price C of \$20, Material Allowance A of \$1,500, Material Allowance B of \$1,150, and Material Allowance C of \$2,000.
Roll call vote: Yes 6 No 3 (Holt, Johnson, Nolte) Absent 0
Motion carried.
- Discussion Items** *1-78 and Zettlemoyer Road Situation*
Increase in Milk Prices by \$0.05
- Adjournment** Motion made by Caecilia Holt, seconded by Randy Burch, to adjourn the meeting at 9:08 p.m.
Motion carried unanimously.

Respectfully Submitted by,

Rikki L. DeVough
School Board Secretary