

School Board Agenda
Kutztown Area School District
Monday, June 1, 2020 - 7:30 p.m.
Remotely via Zoom

1. Call to Order by President
2. Roll Call by Secretary
3. It is the recommendation of the administration that the Board of School Directors per Board Policy 003, Functions, approve to suspend the application of Board Policy 006.1, Attendance at Meetings Via Electronic Communications, and authorize the use of a virtual meeting platform for the conduct of the current and future public Board meetings, which has been and shall be duly advertised and provide for required public participation in accordance with the Pennsylvania Sunshine Act, until further determination by a majority vote of the Board.
4. Approval of Minutes
 - a. May 18, 2020 School Board Meeting
5. Communications and Reports
 - a. Superintendent's Report
 - b. Budget Update- Mr. David Miller
6. New Business
 - a. Personnel
 - b. Policy Maintenance
 - c. Special Education Training Module
 - d. Berks County Safety and Security Consortium
 - e. Homestead and Farmstead Resolution
 - f. Transportation Contract
 - g. Introduction of New Business by Board Members
 - h. Public Comment
7. Informational Items
 - a. BCIU What Happened
 - b. BCIU NewsLink
 - c. Legislative Report
 - d. BCTC JOC Briefs
 - e. BCTC JOC Minutes
8. Upcoming Public Meetings/Informative Dates

June 8	Policy & Curriculum Committee Meeting	6:00 PM	Remotely
June 8	Facilities & Extracurricular Committee Meeting	7:00 PM	Remotely
June 15	Monthly School Board Meeting	7:30 PM	Remotely
9. Adjournment

ITEM 5 NEW BUSINESS

A. PERSONNEL

It is the recommendation of the administration that the Board of School Directors approve the following personnel Items:

1. The acceptance of the resignation of Jennifer Goodwin as Special Education Teacher at Kutztown Elementary School, effective the end of the 2019-2020 school year.
2. The acceptance of the resignation of Jodi Aston as Cafeteria Aide at Kutztown Area Middle School, effective the final students day of the 2019-2020 school year.
3. The approval of Molly Cook as an Extended School Year teacher for the 2020 program at the rate of \$27.00 per hour.
4. The approval of Jason Kraft as Extended School Year teacher for the 2020 program at the rate of \$27.00 per hour.
5. The approval of Nicole DeLong as Extended School Year paraeducator for the 2020 program at the rate of \$14.00 per hour.
6. The approval of the following coaches, advisors, and stipends for the 2020-2021 school year:

Timothy Mertz	HS Head Boys Baseball Coach	\$5,600.00
Craig Mogel	HS Head Boys Basketball Coach	\$7,000.00
Tim Vink	HS Head Girls Basketball Coach	\$6,220.00
Linda Andre Renninger	Cheerleader (Fall)	\$1,790.00
Linda Andre Renninger	Cheerleader (Winter)	\$1,790.00
T. Kelley Neyhart	Cross Country	\$4,600.00
Jennifer Traylor	Dance Team	\$860.00
Jennifer Kunkel	Field Hockey	\$4,700.00
Dustin Shirk	Band Director	\$6,000.00
Cecily Ryan	Vocal Group Director	\$2,800.00
Dustin Shirk	Middle School Band Director	\$1,400.00
Katherine Mohler	Middle School Band Director	\$350.00
Shannon Sunday	Middle School Vocal Group Dir	\$1,050.00
Julianne Maggio	Elementary Vocal	\$700.00
Katherine Mohler	Elementary Band	\$700.00
Angie DiCello	Sophomore Class Advisor	\$575.00
Ryan Thomas	Sophomore Class Advisor	\$575.00
Ben Hoffman	Junior Class Advisor	\$675.00
Carol Schulley	Junior Class Advisor	\$675.00
Andrew Brett	Senior Class Advisor	\$1,550.00
Andrew Brett	Emergency Staff Leader - HS	\$2,500.00
Aaron Ashman	MS History Day Advisor	\$1,400.00
Bernard Boyle	MS Science Olympiad	\$1,400.00
David Drummer	MS Science Olympiad (Volunteer)	VOLUNTEER
Jeffrey Huffert	MS Student Council Advisor	\$1,050.00
Eugene Sweeney	MS Yearbook Advisor	\$1,050.00
Sallie Sandler	Academic Challenge Coach	\$700.00
Lisa Saby	Debate Team	\$1,400.00
Victoria Herr	FFA Advisor	\$1,400.00
Sallie Sandler	HS National Honor Society	\$700.00
Amy Howard	HS National Honor Society	\$700.00
Ryan Thomas	HS Science Olympiad	\$700.00
David Drummer	HS Science Olympiad	\$700.00
Sallie Sandler	PA Math League	\$350.00
Joseph Chambers	Leo Club	\$350.00
Kelly Mahoney	HS Student Council Advisor	\$1,650.00

Aaron Ashman	Future Cities	\$1,400.00
Doris Schappell	Kutztown Sew N' Sews	\$700.00
Benjamin Hoffman	HS Art Club	VOLUNTEER
Benjamin Hoffman	National Art Honor Society	VOLUNTEER
Pamela Ashman	Elementary Science Fair Coordinator	\$700.00
Aaron Ashman	Elementary Science Fair Coordinator	\$700.00
Andrea Hart	Director - Musical	\$2,572.00
Cecily Ryan	Vocal Director - Musical	\$1,869.00
Dustin Shirk	Orchestra Director - Musical	\$1,082.00
Courtney Kellum	Costumes Director - Musical	\$400.00
Paul Hart	Scenery Construction Director- Musical	\$400.00
Paul Hart	Scenery Painter Director - Musical	\$400.00
Megan Dietrich	Choreographer - Musical	\$719.00
Andrea Hart	Producer - Musical	\$250.00
Karin Hoffman	Musical Volunteer Stage Manager	VOLUNTEER
Jill Wismer	Musical Volunteer Asst. Stage Manager	VOLUNTEER
Richard Koenig	Asst Band Director	\$1,500.00
Randi Fenstermaker	Band Front Coordinator	\$1,500.00
Jeffrey Becker	Drumline Instructor	\$1,500.00
Rebecca Prevoznik	Outdoor Twirling Advisor	\$600.00
Megan Laudenslager	Choreography for Show Choir	\$1,020.00
Eugene Sweeney	Middle School Stage Manager	\$1,279.00
Aaron Ashman	MS Drama Club Advisor	\$1,000.00
Joseph Chambers	MS Drama Club Advisor	\$1,000.00
Victoria Herr	Ag/Horticulture Club	VOLUNTEER
Leila Yob	Ski/Board Club Advisor	VOLUNTEER
Susan Neumann	Ski/Board Club Asst. Advisor	VOLUNTEER
Brenda Boyer	Book Club	VOLUNTEER
Joseph Chambers	Poetry Club	VOLUNTEER
Joseph Chambers	Cougar Media /Film	VOLUNTEER
Joseph Chambers	No Place for Hate	VOLUNTEER
Joseph Chambers	SADD (Students Against Destr. Decisions)	VOLUNTEER
Joseph Chambers	Cougar Chronicle (High School)	VOLUNTEER
Joseph Chambers	Kutztown Comic Club	VOLUNTEER
Jean Ziegler	Kutztown Sew n' Sews	VOLUNTEER
Cecily Ryan	Tri- M National Honor Society	VOLUNTEER
Karise Mace	Odyssey of the Mind	VOLUNTEER
Brenda Boyer	Reading Olympics	VOLUNTEER
Joseph Chambers	HS Drama Club	VOLUNTEER
Carol Shulley	HS Memorial Garden	VOLUNTEER
Derek Mace	Ultimate Frisbee	VOLUNTEER
Michelle Fister	Head Coach HS Rifle	\$4,580.00
Jarrad Burkert	HS Head Boys Soccer Coach	\$4,920.00
Daniel Stemko	HS Head Girls Soccer Coach	\$4,980.00
Kevin Conrad	HS Head Softball Coach	\$5,480.00
Louann Reppert	HS Head Tennis Coach - Boys	\$4,300.00
Louann Reppert	HS Head Tennis Coach - Girls	\$4,300.00
T. Kelley Neyhart	HS Head Track Coach - BOYS/GIRLS	\$6,100.00
Daniel Aruscavage	HS Head Wrestling Coach	\$6,880.00
Nicole Leight	Athletic Department Intern (KU)	INTERN
Eric Miller	Athletic Department Intern (KU)	INTERN
Larry Chester	Weight Room Attendant - Fall	\$600.00

	Larry Chester	Weight Room Attendant - Winter	\$600.00
	Larry Chester	Weight Room Attendant - Spring	\$600.00
	Larry Chester	Weight Room Attendant - Summer	\$600.00
	Donna Clearie	HS Assistant Cheerleader (Fall)	\$1,110.00
	Donna Clearie	HS Assistant Cheerleader (Winter)	\$1,110.00
	Melanie Chester	MS Assistant Cheerleader (Fall)	\$1,110.00
	Melanie Chester	MS Assistant Cheerleader (Winter)	\$1,110.00
	Shelby Brett	MS Head Cross Country Coach (Fall)	\$2,360.00
	Anson Weidner	HS Assistant Cross Country (Fall)	\$2,220.00
	Michael Hill	Fall Cross Country (Volunteer)	VOLUNTEER
	Kay Schwalm	Fall Cross Country (Volunteer)	VOLUNTEER
	Celine Neyhart	Fall HS/MS Cross Country (Volunteer)	VOLUNTEER
	Samantha Wiik	Dance Team (Volunteer)	
VOLUNTEER			
	Beth Weber	Dance Team (Volunteer)	
VOLUNTEER			
	Amanda Minnich	Field Hockey (HS Assistant)	\$2,460.00
	Sue Kunkel	Field Hockey (Volunteer)	VOLUNTEER
	Jordan Dunn	Field Hockey (Volunteer)	VOLUNTEER
	Michael Aboulhoda	Football (Assistant HS)	\$2,400.00
	Cameron Willis	Football (Assistant MS)	\$2,100.00
	Gary Mullen	Rifle (Full Year)	VOLUNTEER
	Melissa Nolte	Rifle (Full Year)	VOLUNTEER
	Karl Nolte	Rifle (Full Year)	VOLUNTEER
	Scott Buskaritz	Rifle (Full Year)	VOLUNTEER
	Bradley Moyer	Soccer - Boys (HS JV)	\$2,640.00
	Kirby Sibiski	Soccer - Boys (MS Head Coach)	\$2,340.00
	Jared Diehl	Soccer - Girls (HS JV)	\$2,760.00
	Angela Corrado	Soccer - Girls (HS V Assistant)	\$2,620.00
	McKenna Yob	Soccer - Girls (HS Volunteer)	VOLUNTEER
	Justin Shurr	Soccer - Girls (Volunteer)	VOLUNTEER
	Melissa Keller	Fall Tennis - Girls (HS Assistant)	\$2,200.00
	Dale Reppert	Fall Tennis - Girls (Volunteer)	VOLUNTEER
	Tom Wendling	Fall Tennis - Girls (Volunteer)	VOLUNTEER
	Virginia Grim	Fall Tennis - Girls (Volunteer)	VOLUNTEER
	Lucetta T. Muth	Fall Tennis - Girls (Volunteer)	VOLUNTEER
	T. Kelley Neyhart	HS/MS Winter Head Track & Field Club	VOLUNTEER
	Shelby Brett	HS/MS Winter Asst Track & Field Club	VOLUNTEER
	Ryan Thomas	HS/MS Winter Asst Track & Field Club	VOLUNTEER
	Anson Weidner	HS/MS Winter Asst Track & Field Club	VOLUNTEER
	Christie Thomas	HS/MS Winter Asst Track & Field Club	VOLUNTEER
	Kay Schwalm	HS/MS Winter Asst Track & Field Club	VOLUNTEER
	Celine Neyhart	HS/MS Winter Asst Track & Field Club	VOLUNTEER
	Brandi Lees	HS/MS Winter Asst Track & Field Club	VOLUNTEER
	Michael DiBenedetto	HS/MS Winter Asst Track & Field Club	VOLUNTEER
	Larry Chester	HS/MS Winter Asst Track & Field Club	VOLUNTEER
	Beth Weber	Twirlers	VOLUNTEER
	Rebecca Prevostnik	Twirlers	VOLUNTEER
	Samantha Rabenold	Twirlers	VOLUNTEER
	Larry Chester	Strength and Conditioning Coach	VOLUNTEER
	Alan Angstadt	Athletic Game Manager - Fall	\$1,342.00
	Alan Angstadt	Athletic Game Manager - Winter	\$1,342.00

Personnel is Approved Pending Receipt of All Mandated Credentials

- B. POLICY MAINTENANCE** - It is the recommendation of the Policy and Curriculum Committee that the Board of School Directors approve the first reading of the following policies:
- i. Policy 233 - Suspension and Expulsion
 - ii. Policy 707 - Use of School Facilities
 - iii. Policy 709 - Building Security
- C. SPECIAL EDUCATION TRAINING MODULE** - It is the recommendation of the administration that the Board of School Directors approve a one year subscription for Special Education and trauma instruction with Vector Solutions K-12 Education Software at a cost of \$1,896.30 for the term of July 1, 2020 through June 30, 2021, per the attached.
- D. HOMESTEAD AND FARMSTEAD RESOLUTION** - It is the recommendation of the Administration that the Board of School Directors approve the 2020-21 Homestead and Farmstead Resolution, per the attached.
- E. TRANSPORTATION CONTRACT** - It is the recommendation of the Administration that the Board of School Directors approve the renegotiated Transportation Contract with Eshelman Transportation per the attached.
- F. INTRODUCTION OF NEW BUSINESS BY BOARD MEMBERS**
- G. PUBLIC COMMENT**

SCHOOL BOARD MEMBERS

Carl H. Ziegler, President
Randy T. Burch, Vice-President
Alan J. Darion
Michael Hess

Eric Johnson
Karl Nolte
James L. Shrawder
Charles Shurr

Dennis S. Ritter
Dr. George F. Fiore, Superintendent (non-voting)
David J. Miller, Treasurer (non-member)
Rikki L. DeVough, Secretary (non-member)

Minutes of the
KUTZTOWN AREA SCHOOL DISTRICT
Board of Directors Meeting
Monday, May 18, 2020 - 7:30 p.m.

The Board of Directors of Kutztown Area School District met for a regular monthly board meeting on Monday, May 18, 2020, at 7:30 p.m., remotely, pursuant to due notice to board members and the public.

Present Randy Burch, Michael Hess, Caecilia Holt, Dennis Ritter, Alan Darion, Karl Nolte, Charles Shurr

Absent James Shrawder, Eric Johnson

Also Present Christian Temchatin, Rikki DeVough, David Miller, Steven Leever, Diane Quinn, Barry Flicker, Erin Anderson, Ed Myers, Kristin Haring, Jade Dahlquist, Lisa Moyer, Michenelle Groller, Heather Oppmann, Amy Howard, Pam Ashman, Sallie Sandler, Warren Shaub, Beth Stump, Cyndi Parker, Jeff Huffert, Carol Schulley, Melissa Blatt, Sara Patton, Rebecca Ziegler, Tina Caulfield

Call to Order The meeting was called to order at 7:44 p.m. by President Nolte.

Welcome President Nolte opened the meeting with a moment of silence and Pledge of Allegiance to the flag. He requested that anyone wishing to speak on an agenda item please use the raise his/her hand feature to be recognized. He indicated that this meeting was being recorded and there was an Executive Session held prior to the meeting for the purpose of Personnel and Legal content.

Virtual Meeting Motion made by Randy Burch, seconded by Dennis Ritter, to approve, per Board Policy 003, Functions, to suspend the application of Board Policy 006.1, Attendance at Meetings Via Electronic Communications, and authorize the use of a virtual meeting platform for the conduct of the current and future public Board meetings, which has been and shall be duly advertised and provide for required public participation in accordance with the Pennsylvania Sunshine Act, until further determination by a majority vote of the Board.
Roll call vote: Yes 7 No 0 Absent 2 (Johnson, Shrawder)
Motion carried.

Meeting Minutes Motion made by Caecilia Holt, seconded by Charles Shurr, to approve the Minutes of the May 4, 2020 School Board Meeting.
Roll call vote: Yes 7 No 0 Absent 2 (Johnson, Shrawder)
Motion carried.

Motion made by Michael Hess, seconded by Charles Shurr, to approve the Minutes of the May 11, 2020 Budget and Finance Committee of the Whole Meeting.
Roll call vote: Yes 7 No 0 Absent 2 (Johnson, Shrawder)
Motion carried.

Treasurer's Report Motion made by Randy Burch, seconded by Michael Hess, to approve the Treasurer's Report of the General Fund.
Roll call vote: Yes 7 No 0 Absent 2 (Johnson, Shrawder)
Motion carried.

Ratification of General Account Motion made by Caecilia Holt, seconded by Charles Shurr, to ratify for payment the general account bills (including manual checks) in the amount of \$2,254,010.15.
Roll call vote: Yes 7 No 0 Absent 2 (Johnson, Shrawder)
Motion carried.

**Approval of
General Account**

Motion made by Dennis Ritter, seconded by Caecilia Holt, to approve for payment the general account bills in the amount of \$587,502.52.

Roll call vote: Yes 7 No 0 Absent 2 (Johnson, Shrawder)
Motion carried.

**Superintendent's
Report**

National History Day
Odyssey of the Mind
KASMA Event

**Board Committee
Reports**

T.C.C. No report.

PSBA June 30th is the deadline to submit proposals for the legislative platform.

BCIU No report.

BCTC The committee reviewed the status of virtual technical instruction and the progress of the new welding building.

P & C The committee discussed three policies in the Policy Review Process, and was given an AP Human Geography textbook presentation.

**ECC and
Facilities** No report.

Personnel

Motion made by Dennis Ritter, seconded by Caecilia Holt, to approve the following personnel items:

1. The approval of Marybeth Sterner as a .2 Long Term Substitute (LTS) Speech and Language Pathologist at Kutztown Area High School effective on or after May 19, 2020 at a rate of \$100 per day as per the KATA/KASD contract, for the remainder of the 2019-2020 school year.
2. The approval of Drew Gehman as Extended School Year teacher for the 2020 program at the rate of \$27.00 per hour.
3. The approval of Lisa Saby as Summer School teacher for the 2020 program at the rate of \$27.00 per hour.
4. The approval of Sarah Seng as Extended School Year teacher for the 2020 program at the rate of \$27.00 per hour.
5. The approval of Manali Patel as Extended School Year paraeducator for the 2020 program at the rate of \$14.00 per hour.
6. The approval of Patricia Loch to serve as clerical substitute at an hourly rate of \$14.00 during the summer.
7. The approval of Marybeth Sterner as Extended School Year Speech and Language Pathologist for the 2020 program at the rate of \$27.00 per hour.
8. The approval of the following summer Maintenance help for summer 2020 at a rate of \$10.00 per hour:
Austin Lubak Isaac Mengel
9. The approval of the following students for summer Technology Department help for summer 2020 at a rate of \$10.00 per hour:
Carson Sheetz Tiberius Shaub Brian Sexton
10. The approval of the following summer custodial help for summer 2020 at a rate of \$10.00 per hour:
Theresa O'Mara Evan Nygard Susan Stauffer
Diane Zettlemoyer Janice Mickey Karen Waidelich
Joanne Waidelich Aaron Fisher Abigail Miller
Krystal Nolte

All Personnel are Approved Pending Receipt of All Mandated Credentials

Roll call vote: Yes 6 No 0 NA 1 (Nolte) Absent 2 (Johnson, Shrawder)
Motion carried.

Cyber Insurance	Motion made by Randy Burch, seconded by Michael Hess, to approve the Cyber Enterprise Risk Management Insurance policy provided by CRC Insurance Services Inc. at an annual cost of \$4,629.00. Roll call vote: Yes 7 No 0 Absent 2 (Johnson, Shrawder) Motion carried.
Dental Insurance	Motion made by Dennis Ritter, seconded by Caecilia Holt, to approve the agreement with Delta Dental to supply dental insurance to the District's employees for the 2020-21 and 2021-22 school years per the attached agreement. Roll call vote: Yes 7 No 0 Absent 2 (Johnson, Shrawder) Motion carried.
Act 93 Agreement	Motion made by Dennis Ritter, seconded by Randy Burch, to approve the three (3) year contract with the Kutztown Area School District Supervisors/Administrators effective July 1, 2020 through June 30, 2022, per the attached agreement. Roll call vote: Yes 7 No 0 Absent 2 (Johnson, Shrawder) Motion carried.
Card Access Software	Motion made by Randy Burch, seconded by Dennis Ritter, to approve the agreement with Berkshire Systems Group, Inc to support the software that controls the card access to our buildings per the attached. Cost of the support is \$3,420. Roll call vote: Yes 7 No 0 Absent 2 (Johnson, Shrawder) Motion carried.
Textbook Approvals	Motion made by Dennis Ritter, seconded by Al Darion, to approve the following textbook: 1. <i>The Cultural Landscape: An Introduction to Human Geography</i> (Pearson, 2020) for use in AP Human Geography at a cost of \$7,287.21. Roll call vote: Yes 7 No 0 Absent 2 (Johnson, Shrawder) Motion carried.
Curriculum Programs	Motion made by Al Darion, seconded by Michael Hess, to approve the following purchase agreements, all of which are renewals of programs currently in place. 1. Study Island (\$1,782 for 2020/21 school year) - Elementary and high school science, ELA, math standards-based, differentiated instruction 2. Nearpod (\$1,250 for 2020/21 and \$1,250 for 2021/22) - K-12 content creation program 3. Star 360 (\$3,850 in 2020/21 and \$4,056.50 in 2021/22) - K-12 screening and benchmark assessment 4. Vocabulary.com (\$3,000 for 2020/21 school year) - secondary vocabulary development and practice program 5. Code HS (\$2,600 for 2020/21 school year) - curriculum for AP Computer Science 6. Performance Tracker (\$5,689.32 for 2020/21 school year) - K-12 data warehouse 7. Career Cruising (\$2,676.76 for 2020/21 school year) - secondary college and career preparation Roll call vote: Yes 7 No 0 Absent 2 (Johnson, Shrawder) Motion carried.
RACC Dual Enrollment	Motion made by Dennis Ritter, seconded by Charles Shurr, to approve the dual enrollment renewal agreement for school year 2020-2021 between Reading Area Community College (RACC) and Kutztown Area School District, per the attached. Roll call vote: Yes 7 No 0 Absent 2 (Johnson, Shrawder) Motion carried.
Prof. Staff Calendar	Motion made by Dennis Ritter, seconded by Randy Burch, to approve the update to the 2019-2020 Kutztown Area School District professional staff calendar per the attached. Roll call vote: Yes 7 No 0 Absent 2 (Johnson, Shrawder) Motion carried.

ACCESS Care Reviews Motion made by Caecilia Holt, seconded by Randy Burch, to approve, under the direction of the school physician, Lois Hall, CRNP, to perform Medical ACCESS case reviews at a cost of \$10.00 per review, effective September 1, 2020 through June 30th, 2021.
Roll call vote: Yes 7 No 0 Absent 2 (Johnson, Shrawder)
Motion carried.

Board Treasurer Motion made by Caecilia Holt, seconded by Charles Shurr, to appoint David J. Miller as treasurer to the Kutztown Area Board of School Directors for the 2020-2021 school year at a stipend of \$1,050.00 (same rate as previous years).
Roll call vote: Yes 7 No 0 Absent 2 (Johnson, Shrawder)
Motion carried.

Board Secretary Comp. Motion made by Caecilia Holt, seconded by Randy Burch, to approve a stipend of \$2,500.00 to Rikki L. DeVough as School Board Secretary for the 2020-2021 school year (same rate as previous years). Mrs. DeVough was appointed for a four-year term through June 2021.
Roll call vote: Yes 7 No 0 Absent 2 (Johnson, Shrawder)
Motion carried.

2020 Graduation Motion made by Al Darion, seconded by Randy Burch, to approve the plans previously submitted by the administration for Graduation 2020, with a focus on the recommended guidelines for social distancing, etc.
Roll call vote: Yes 7 No 0 Absent 2 (Johnson, Shrawder)
Motion carried.

Meeting Cancelation Motion made by Charles Shurr, seconded by Dennis Ritter, to cancel the Budget and Finance Committee Meeting scheduled for Tuesday, May 26, 2020.
Roll call vote: Yes 7 No 0 Absent 2 (Johnson, Shrawder)
Motion carried.

Public Comment Jeff Huffert, KATA President, expressed concern on extending teacher work days due to their continuity of education from March 13rd until mandatory virtual learning in April. IE: Many teachers voluntarily worked more than eight days preparing for mandatory virtual learning. Mr. Huffert also requested the raise for employees in the Act 93 Agreement.

Warren Shaub questioned if there was a clear plan for graduation and if consideration was given to a drive-thru diploma ceremony. Mr. Shaub also expressed his concern of the Per Capita tax collection process and procedure.

Adjournment Motion made by Caecilia Holt, seconded by Michael Hess, to adjourn the meeting at 8:55 p.m.
Motion carried unanimously.

Respectfully Submitted by,

Rikki L. DeVough
School Board Secretary

KUTZTOWN AREA SCHOOL DISTRICT

2020-2021 Homestead and Farmstead Exclusion Resolution

RESOLVED, by the Board of School Directors of Kutztown Area School District, that Homestead and Farmstead Exclusion real estate tax assessment reductions are authorized for the school year beginning July 1, 2020, under the provisions of the Homestead Property Exclusion Program Act (part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006), as follows:

1. Aggregate amount available for homestead and farmstead real estate tax reduction. The following amounts are available for homestead and farmstead real estate tax reduction for the school year beginning July 1, 2020:

a. Gambling tax and CARES Act funds. The Pennsylvania Department of Education (PDE) has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.505(b), as a property tax reduction allocation funded by gambling tax and CARES ACT funds, the amount of \$610,663.58.

b. Leftover from prior year. The undistributed amount leftover from 2019-20 gambling funds is \$91.54.

c. Aggregate amount available. Adding these amounts, the aggregate amount available during the school year for real estate tax reduction is \$610,775.12.

2. Homestead/farmstead numbers. Pursuant to Act 50, 54 Pa. C.S. § 8584(i), and Act 1, 53 P.S. § 6926.341(g)(3), the County has provided the School District with a certified report listing approved homesteads and approved farmsteads as follows:

a. Homestead property number. The number of approved homesteads within the School District is 3,043.

b. Farmstead property number. The number of approved farmsteads within the School District is 191.

c. Homestead/farmstead combined number. Adding these numbers, the aggregate number of approved homesteads and approved farmsteads is 3,234.

3. Real estate tax reduction calculation. The school board has decided that the homestead exclusion amount and the farmstead exclusion amount shall be equal. Dividing the paragraph 1(c) aggregate amount available during the school year for real estate tax reduction of \$610,775.12 by the paragraph 2(c) aggregate number of approved homesteads and approved farmsteads of 3,234 (before considering the assessed value of approved homesteads and approved farmsteads having an assessed value below the preliminary calculation of the maximum real estate assessed value reduction amount to be established as the homestead and farmstead exclusion amount), the preliminary calculation of the maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$188.85

Based on calculations provided by the School District Business Office from the best available information and carefully evaluated by the School Board, considering the assessed value of approved homesteads and approved farmsteads having an assessed value below the preliminary calculation of the maximum real estate assessed value reduction amount to be established as the homestead exclusion and the farmstead exclusion amount, an additional aggregate amount of \$2,083.08 will be available during the school year for real estate tax reduction applicable to approximately 3,202 homesteads and farmsteads, resulting in an additional real estate tax reduction amount available for each homestead and farmstead of \$.65. Adding this additional amount to the preliminary calculation of the maximum real estate tax reduction amount of \$188.85, the final maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$189.50.

Board President Board Secretary

Date



WHAT **HAPPENED**

AT THE BCIU BOARD MEETING?

May 21, 2020

- Approved the minutes of the April 16, 2020, BCIU Board meeting.
- Acknowledged receipt of bids and awarded contracts for the following items through the Berks County Joint Purchasing Board:
 - Medical and Nursing and Supplies
 - Art Supplies
 - Classroom and Office Supplies
 - Custodial Supplies
- Acknowledged receipt of bids and awarded a contract for Food Services Paper Products 2020-2021.
- Approved the second reading of the following policies:
 - 006.1 – Attendance at Meetings Via Electronic Communications (New)
 - 335/435 / 535 – Family and Medical Leave (Revised)
 - 626 – Federal Fiscal Compliance (Revised)
- Approved an agreement with the Commonwealth of Pennsylvania Department of Human Services, for the BCIU to provide professional services relative to supporting the Office of Child Development and Early Learning (OCDEL) to administer and operate the Pennsylvania Early Learning Keys to Quality Program, effective July 1, 2020, through June 30, 2021. The Department may extend this agreement for four additional one-year periods (PA Key).
- Ratified an agreement with the Central Susquehanna Intermediate Unit (CSIU), for CSIU to provide professional services related to the maintenance of the SMART software database (PA Key).
- Ratified an agreement with The Pennsylvania State University (Penn State), for Penn State to conduct a short-duration, high-effort, mixed-methods research study titled “The Impacts of COVID-19 on Pennsylvania Child Care Providers” (PA Key).
- Approved the Office of Information Technology Products / Services Rate Schedule, effective July 1, 2020, through June 30, 2021.
- Authorized a Legal Services Consultation agreement with Sweet, Stevens, Katz, and Williams, LLP, for Sweet, Stevens, Katz, and Williams, LLP to provide legal services for participating school districts and career and technology centers as Technology Pool Counsel.
- Approved a renewal agreement with ePlus Technologies for SmartNet and Firepower software maintenance and warranty required for the BCIU Main Office firewall.

- Approved the purchase of two Cisco ASA 5525-X Firewalls with Firepower IPS and AMP from ePlus Technology including a three-year SmartNet and Firepower warranty and maintenance agreement, for placement at the BCIU Education Centre.
- Ratified agreements for the Berks County Intermediate Unit (BCIU) to provide eTaxTrax and BCIU's Support and Print services, for a two-year term ending November 30, 2021, at a cost assessed in accordance with the BCIU Board approved IT Services Rate Schedule. This includes the following townships and municipalities:
 - Borough of Coopersburg
 - Upper Milford Township
 - North Whitehall Township
 - Upper Macungie Township
 - Summit Hill Borough
 - West Nantmeal Township
 - Borough of Coplay
- Ratified an agreement with Neshaminy School District for the use of BCIU's eTaxTrax software and support services at a cost assessed in accordance with the Board approved IT Services Rate Schedule.
- Awarded contracts for the lease / purchase of various vehicles.
- Approved the first reading of the following policies:
 - 103 – Nondiscrimination in Educational Programs / Services (Revised)
 - 103.1 – Nondiscrimination – Qualified Students with Disabilities (Revised)
 - 220 – Student Expression / Distribution and Posting of Materials (Revised)
 - 815-1 – Social Media (New)
 - 913 – Nonschool Organizations / Groups / Individuals (Revised)

Theses policies will be placed on the June 18 BCIU Board agenda for second reading and adoption.

The following individuals were honored prior to the BCIU Board meeting:

Employee of the Month – March 2020

Cristen Fiorani, School-Age Speech and Language Therapist,
Office of Early Childhood and Student Services

Employee of the Month – May 2020

Rodney Good, Safety and Training Supervisor,
Office of Business Services / Operations

Next BCIU Board Meeting: Thursday, June 18, 2020



BCIU Readies for Workplace Reentry

As the BCIU has worked to deliver the highest level of services in a remote environment for more than two months, the organization's Leadership Team has been planning for the eventual reentry to the workplace in one way by developing the BCIU Safe Six: Workplace Readiness Essentials.

The Safe Six document is a checklist of procedures and protocols which will provide guidance as it is determined that restrictions across the Commonwealth will be lessened during the transition through the red, yellow, and green phases in accordance with Governor Wolf's decision-making plan.

The plan outlines the following six key focus areas and related procedures and protocols.

- Prepare Facilities and Vehicles
- Prepare Staff
- Control Access and Security
- Social Distancing
- Cleaning and Reduce Touchpoints
- Communications

The BCIU Leadership Team remains committed to developing a reentry plan that keeps the safety and well-being of staff and the students and families we serve at the forefront of their decisions. As advice and guidance evolve, so too will the BCIU's plans to ensure our staff, students, and community are safe from the continued spread of COVID-19.



Despite workplace closures since March 16, the Berks County Intermediate Unit has been able to adapt to new, remote work environments in order to continue to deliver high-quality services to students, parents, educators, clients, and stakeholders in Berks County and across the Commonwealth.

Although actual classrooms may be empty, learning continues for students ages pre-kindergarten through high school. BCIU staff is ensuring the education of students across its programs while also providing additional tools to families. One example is the Social-Emotional Learning Calendar. Developed by school psychologists from the BCIU's Early Intervention program, this weekly guide offers resources and activities that caregivers can use to promote healthy social and emotional development in children along with self-care tips for adults.

A second example is the BCIU's Core Connections to Virtual Learning. Introduced as a tool to equip educators, many of whom are working in a virtual environment for the first time, the BCIU's Core Connections to Virtual Learning offers live and on-demand training sessions and workshops, as well as virtual roundtables for Berks County educators. Nearly 80 recorded sessions are available with more being added weekly. Core operations have continued throughout the stay-at-home order, as well. Essential staff members have been on-site to fulfill critical functions while others have worked remotely to ensure the continued success of the organization and its employees.

Moving forward, the BCIU remains committed to delivering services to students, families, and the community in new and innovative ways.

BCIU HOSTS BERKS COUNTY COMMUNITY OFFICIALS VIRTUAL ROUNDTABLE

On Wednesday, April 22, 2020, the Berks County Intermediate Unit hosted its first Berks County Community Officials' Virtual Roundtable. The theme of the event was "Health, Safety, and Forecasting the Future."

Berks County Commissioners **Christian Leinbach**, **Kevin Barnhart**, and **Michael Rivera**, along with representatives from multiple county agencies joined education leaders from Berks County's 18 public school districts to discuss the County's plans for moving forward and how schools are – and can continue to be – a community resource during the COVID-19 pandemic.

Berks County District Attorney **John Adams**; **Brian Gottschall**, Director of Berks County's Department of Emergency Services; **Paul Janssen**, Director of the Berks County Center for Excellence in Local Government; and **Dr. Edward Michalik**, Administrator for the Berks County Mental Health and Developmental Disabilities Program, provided updates regarding their programs and services.

We thank all those who were able to participate and look forward to continued collaboration with our Berks County officials.



On Wednesday, April 22, the BCIU hosted a virtual roundtable that included community officials and education leaders from across Berks County. The BCIU has also facilitated roundtable discussions on the impact of COVID-19 with legislators in Harrisburg. The most recent Legislative Roundtable was held on Thursday, May 21.

BCIU HOSTS SECOND LEGISLATIVE ROUNDTABLE WITH STATE REPRESENTATIVES, SENATORS

On Tuesday, April 28, 2020, the Berks County Intermediate Unit facilitated its second virtual legislative roundtable of the spring. Local delegates to the General Assembly joined Berks County education leaders to discuss the most critical issues currently facing Pennsylvania school districts.

State Senators **David Argall** and **Judy Schwank** and Representatives **Mark Gillen** and **Ryan Mackenzie** took part in the meeting, as well as six staff members from other Berks County delegates' offices.

The primary focus of the meeting was school district budgets and the effect of COVID-19 on spending now and moving forward. School property taxes, budget timelines, economic furloughs, and the impacts of legislation in each of those areas were topics of conversation among the attendees.

The BCIU is grateful for the continued support and collaboration of our education leaders and local legislators.

BCIU CONNECTION CORNER: CASUAL CONVERSATIONS WITH THE EXECUTIVE DIRECTOR

In an effort to keep lines of communication open during our time apart, the Berks County Intermediate Unit introduced the BCIU Connection Corner: Casual Conversations with the Executive Director.

Executive Director Dr. Jill Hackman hosted a series of one-on-one conversations with staff members across the organization. The 30-minute Zoom sessions provided an opportunity to understand the challenges faced by employees working in a remote environment as well as the new opportunities that have emerged during this time.

Multiple staff members find the increased sharing among the BCIU's various programs rewarding as staff have leaned on each other for assistance throughout the COVID-19 closure.

Other common themes include personally establishing a system in order to maintain work-life balance, remaining flexible in an ever-changing environment, and the importance of having grace with co-workers and students and families served.

The BCIU thanks all of the staff members who participated in the BCIU Connection Corner. Employees still interested in connecting with the BCIU Executive Director are encouraged to do so by emailing Beth Kozloski at betkoz@berksiu.org.



EMPLOYEE OF THE MONTH

Cristen Fiorani, School Age Speech and Language Therapist in the Office of Early Childhood and Student Services has been named Employee-of-the-Month for March 2020.

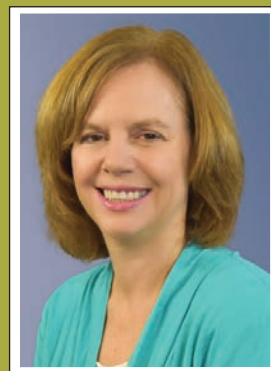
Brian Hocking, Program Administrator for Special Education in the Office of Early Childhood and Student Services shares, "Cristen demonstrates a high level of initiative. She encourages others with her can-do attitude. Cristen's coworkers and supervisor rely heavily on her involvement in programming, services, and projects."

Cristen earned her bachelor of science degree in Special Education – Speech

and Language from Kutztown University, completed graduate work in Language and Literacy through the University of Massachusetts – Lowell, as well as Autism and Response to Intervention through Augustana University. She has worked for the BCIU for 15 years.

Cristen grew up in East Norriton, Pennsylvania and now lives in Douglassville. She has been married to her husband, Sam, for 22 years. They have twin daughters Laura and Olivia attending West Chester and Penn State University / State College. Their son, Nicholas is a sophomore at Daniel Boone High School.

Outside of work, Cristen enjoys reading, gardening, traveling, and volunteering in her church as well as with her children's dance, swimming, marching band, and Boy Scout activities.



As a speech and language therapist, Cristen shares, that the best part of her job is helping to teach her students to have a voice to share their wants, needs, feelings, and aspirations.

MAY 21, 2020



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**Berks County
Intermediate Unit**

an educational service agency

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Reading, PA 19612-6050
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www.berksiu.org



EMPLOYEE OF THE MONTH

Rodney Good, Safety and Training Supervisor in the Office of Business Services / Operations, has been named Employee-of-the-Month for May 2020.

Eric Clemmer, Assistant Director for Operations in the Office of Business Services, shares, "Rodney's knowledge of safety precautions and networking with Emergency Responders has always been a great asset to the BCIU; however, especially during this health crisis, his service has been extremely valuable. Rodney has been working all shifts, has helped to find new solutions for cleaning and disinfecting, and was able to help us locate hard to find Personal Protective Equipment (PPE) for our essential workers."

Rodney graduated from Ephrata High School and Lancaster County Career and Technology Center studying refrigeration and heating ventilation and air conditioning service. He has worked for the BCIU for over 18 years.

Rodney grew up in Ephrata and now lives in Reinholds with his wife, Lori and their two sons, Jamison, nineteen and Preston, fourteen. Jamison is enrolled in the Protective Services Academy at Lancaster County Career and Technology Center. Preston is in eighth grade at the Cocalico Middle School.



Rodney is a huge fan of the 1970's television show "Emergency" and of the Philadelphia Eagles. As an Eagle Scout, he enjoys helping with his son's Boy Scout troop and working as an EMT in his community.

Rodney shares that he enjoys meeting many employees every year through CPR / First Aid and Fire Safety trainings. As he oversees the BCIU Safety Committee, the Berks County Flight Team, Camp Connect, and is the supervisor of the custodial staff, Rodney is thankful for having so many helpful and talented employees who are always willing to lend a hand.

Next BCIU Board Meeting
THURSDAY, JUNE 18, 2020
COMMITTEE-OF-THE-WHOLE 6:15 PM
BOARD MEETING IMMEDIATELY FOLLOWING,
BUT NO EARLIER THAN 7:00 PM

**SAVE THE
DATE**

TO: BCIU Board of Directors
FROM: Dr. Jill M. Hackman
DATE: May 21, 2020
RE: Legislative Update

FEDERAL LEGISLATIVE NEWS

1. **House Funding Bill** – According to the Pennsylvania Association of School Administrators (PASA), new legislation from House Democrats would provide nearly \$60 billion to K-12 school districts to help address the COVID-19 pandemic. The Health and Economic Recovery Omnibus Emergency Solutions (HEROES) Act would create a \$90 billion “state fiscal stabilization fund” for the U.S. Department of Education to distribute to K-12 as well as higher education. After deducting a share of the money for administrative and other expenses, 65% of that fund, or about \$58 billion would go through to states for local school districts, with 30% set aside for public colleges and universities. The bill would also provide \$1.5 billion to help schools and libraries provide internet services through an Emergency Connectivity Fund at the Federal Communications Commission.
2. **Extended School Meal Waivers** – On Friday, May 15, 2020, waivers from rules for school meal programs that were set to expire on June 30, 2020, or when the official federal public health emergency ends, were extended by the U.S. Department of Agriculture until August 31. This allows schools to continue to feed students affected by the closures due to the COVID-19 pandemic through the summer months.

STATE BUDGET & FINANCE NEWS

1. **Federal CARES Act Funds and Senate Bill 1108** – The first bucket of federal CARES Act funds was made available last week. On Wednesday, May 13, 2020, PA Secretary of Education Pedro Rivera announced that school districts and charter schools may begin applying for Elementary and Secondary School Emergency Relief Fund (ESSER) funds via eGrants. The Pennsylvania Department of Education (PDE) is continuing to move forward with the allocation process. In addition, the General Assembly is working to move Senate Bill 1108 through the legislative process. SB 1108 would officially appropriate the federal funds to PDE for distribution.

According to the Pennsylvania Association of School Administrators’ education update, Secretary Rivera also cautioned district leaders about the use of CARES funding. “When planning for local use, remember that CARES Act funding is a one-time, emergency aid. Accordingly, consider how this funding interacts with your other federal funding, and the role of enhanced funding flexibilities, to ensure strategic and sustainable use.”

On May 7, PA Secretary of Education Pedro Rivera sent a letter to the United States Department of Education, questioning the Department’s interpretation of the CARES Act and noting that the calculation favoring private schools is not in line with the intent of targeting funds to schools with high numbers of students in poverty, as is Title I funds. To view the letter click here: **letter**

2. **Property Tax Freeze** – During the week of May 11, 2020, several amendments were listed to property tax freeze bills, House Bill 1776 (Rep. Cox-R, parts of Berks and Lancaster counties) and House Bill 2431 (Rep. Gleim-R, part of Cumberland County). Both bills are currently sitting on the House floor. The Pennsylvania Association of School Business Officials (PASBO) is closely monitoring these bills.

3. **Taxpayer Flexibility** – House Bill 2460 (Rep. Stephens-R, part of Montgomery County) was considered by the House Finance Committee on Tuesday, May 19. This bill would extend the property tax discount period by 30 days in every school district and would also eliminate the penalty through December 31, 2020 (or through a period of six months from issuance of the bill). The House Finance Committee moved HB 2460 to the floor for consideration next week. The bill was amended to provide some technical clarifications in Committee and is expected to have an additional technical amendment on the floor to deal with some additional and ongoing technical issues, according to PASBO.
4. **State Budget and ESSER Funds** – PASBO is working through details about how the ESSER funds will interact with 2020-2021 state funding. There are indications that there will be an attempt to level-fund several education line items in a 12-month budget, while others may be moved to a five month state budget, allowing the legislature to come back in the fall to negotiate based on more accurate revenue numbers and/or additional federal stimulus dollars.

ADVOCACY EFFORTS REQUESTED

1. **Request from AASA: Advocacy of Five Key Issues related to COVID-19**

As Congress continues to negotiate the details of the next COVID-19 package—one that could include significant funding to support state and local governments, including school districts—it is important we keep the pressure on Congress to act and to help them understand what the needs are and the specific type of policy relief—funding and flexibility—that would be most helpful. AASA has summarized the five areas of action here:

<https://aasa.org/policy-blogs.aspx?id=44711&blogid=84002> and asks that you weigh in on COVID-19 response priorities, including funding, support for E-Rate and remote learning, equitable services, IDEA flexibility, and details related to reopening.

2. **Request from PASA and AASA: Federal CARES Act**

PASA and AASA oppose the guidance as released. AASA has created a quick and concise template to assist school leaders in communicating to members of Congress about how the flawed interpretation's failure to calculate the private school share based on poverty results in a significant increase in private school allocations. You are asked to complete the template with your name, district name, and the percentage of your district's FY19 (2019-20 school year) Title I and Title II set-asides for equitable services. The template can be accessed here: **template**. For information on how to submit your comments to Congress, please reach out to PASA or Chris Rogers at AASA (crogers@aasa.org).

STATE LEGISLATIVE NEWS

1. **Continuity of Education Plan Hearing** – On Monday, May 11, 2020, the Senate Education Committee held a public hearing on the continuity of education during COVID-19. It was noted during the hearing that all school districts have submitted their COE plans to PDE, according to Secretary Rivera. Both PDE and school districts are already developing plans and ideas for how to go back to schools in the fall.
2. **Senior Volunteers and Property Tax** – House Bill 1076 (Rep. Hennessey-R, parts of Chester and Montgomery counties) was passed by the Senate 49-0. This bill would allow school districts to establish a program benefitting taxpayers 60 years or older who provide volunteer service to the school district by granting a reduction in their property taxes. These services could not replace or supplant existing job positions, and districts would be permitted to seek private and public funding sources to support the program. HB 1076 now goes to the Governor. Governor Wolf has until May 24 to sign this bill.
3. **House Education Committee Meeting** – The House Education Committee is scheduled to meet on Thursday, May 28, 2020, at 1:00 p.m. in Room G-50 of the Irvis Office Building. The informational meeting is being held to discuss plans to safely reopen schools in the fall due to COVID-19. The Pennsylvania Association of School Administrators has been asked to participate in the meeting.
4. **House Bill 703** (Rep. Brown-R, parts of Monroe and Pike counties) – This bill would require school districts and charter schools to post email addresses for their school directors and board of trustees members on their LEA websites.

LEGISLATIVE CALENDAR

The Senate canceled its scheduled session days for this week. The House is in session this week and is also scheduled to be in session May 26 and 27. There have been numerous changes to the published schedule this spring, particularly in the House. Sometimes these changes are made with only a day's notice, so the schedule of voting session days could change at any time.

Senate Scheduled Session Days

June 1, 2, 3, 8, 9, 10, 15, 16, 17, 22, 23, 24, 25, 26, 29, 30

House Scheduled Session Days

May 26, 27

June 8, 9, 10, 15, 16, 17, 22, 23, 24, 25, 26, 29, 30

Sources: PASA, PASBO, PSBA, www.pasen.gov, www.house.state.pa.us

JOINT OPERATING COMMITTEE MEETING BRIEFS



The meeting of the Joint Operating Committee (JOC) was held virtually on Zoom on Wednesday, May 27, 2020.

Under Old Business

- None

Under New Business

- None

Under Finance Committee, the Joint Operating Committee:

- Approved the 2020-2021 General Fund Operating Budget for the Berks Career and Technology Center in the amount of \$19,359,220.
- For Information Only – 2019-2020 Student Quota Report.
- Approved the daytime adult tuition rate effective July 1, 2020 from \$8.77 to \$8.95 per hour.

Under Building/Insurance Committee, the Joint Operating Committee:

- Report of Building/Insurance Committee meeting held on Thursday, May 14, 2020.
- Approved a contract with Barbacane, Thorton & Company for independent audit services for 3 years (2020, 2021, 2022).
- Approved to increase purchase order 67522, in the amount of \$7,500 to Systems Design Engineering for additional construction administration and building design changes for the Welding Training Center.
- Approved to authorize the Administration to purchase a Simulator Excavator-Loader Combination Unit from Simformotion LLC, licensee for CAT Simulators for Caterpillar Inc. at a cost of \$69,214.62 from the General Fund for the Heavy Equipment Operations Program.
- Approved the H.B. Frazer, Electrical Contractor change order #9 - \$1,578.04 to furnish and install power and control to sprinkler system bell
- Approved the replacement of exterior doors and frames with A.G. Mauro Company under State contract at East Campus for \$8,160 and at West Campus for \$16,840.
- Approved the replacement of flooring with Martins Flooring under State contract at East Campus for \$52,607.91 and at West Campus for \$15,565.68
- Approved DESSCO Design & Construction to perform renovations to the East Culinary Theory Room at a cost of \$10,065.00.
- Approved a Skid Steer for the Heavy Equipment Operations program for \$88,892.03 on PA State Contract #4400019961 from John Deere Governmental Sales with \$63,131.63 coming from the State Supplemental Equipment Grant and the balance of \$25,760.40 from the General Fund.

Under Negotiations Committee

- Approved the Support Staff Contract for the 2020-2021 school year.

Under Program/Personnel Committee, the Joint Operating Committee:

- Report of Program/Personnel Committee meeting held on Thursday, May 14, 2020.
- Approved the following BCTC Program Changes for the 2020-2021 school year as presented.
 - Approved to change the Photo Imaging Technology Program Title and CIP from 10.9999 to Video and Media Content Production, CIP 50.0602.
 - Approved to change the title from Communications Media to Video and Media Content Production, CIP 50.0602.

- Approved BCTC seniors from the Class of 2020 to return to BCTC during the 2020-2021 school year for one quarter, to complete industry certifications at no additional cost to students.
- Approved BCTC seniors from the Class of 2020 in Heavy Equipment Technology to participate in the new Heavy Equipment Operations program at no additional cost to students.

Under Other Committees (For Information Only):

- Combined BEC and Perkins Participatory Planning Committee meeting summary of May 13, 2020.
- Professional Advisory Committee (PAC) meeting summary of May 19, 2020.

Under Personnel Matters, the Joint Operating Committee took action to approve all personnel matters as presented.

Under Other Matters for Consideration, the Joint Operating Committee:

- Approved the BCTC 2020 – 2021 Textbook and Reference Book Listing.
- Approved the Trade Adjustment Assistance Master Agreement from July 1, 2020 through June 30, 2025.
- Approved to authorize Administration to dispose of surplus equipment as presented, consistent with JOC policy #701
- Approved contracts to vendors for custodial supplies per the Berks County Joint Purchasing Bid Award dated May 5, 2020 for July 1, 2020 – April 30, 2021.
- Approved Gretchen H. Miller Heery, CRNP, Medical Provider of Record effective for the 2020-2021 school year at no cost to BCTC
- Approved the 2020-2021 Summer Hours Plan for 12-month employees.
- Approved the Revised BCTC 2020-2021 School Calendar to include Act 80 days added as presented to the BCTC Professional Advisory Committee.

The next meeting of the Joint Operating Committee will be held on Wednesday, June 24, 2020, via Zoom.

BERKS CAREER & TECHNOLOGY CENTER
Official Proceedings of the Joint Operating Committee
April 22, 2020

AGENDA ITEM III
JOC Meeting 5/27/2020

CALL TO ORDER

The meeting of the Joint Operating Committee was held virtually through Zoom with public attendance through You Tube Live on Wednesday, April 22, 2020. The meeting was called to order by Chairperson Manbeck at 8.03 PM. Please note: The meeting agenda was posted on the BCTC website a minimum of 48 hours prior to the meeting for public comment on agenda items or persons desiring to be heard. The access was provided by a phone extension as well as written response. There were no public comments received prior to the meeting.

ATTENDANCE

Present: Mr. Michael Gierula, Dr. Sharon McLendon, Mr. William Carl, Mr. Robert Heckman, Mr. Andrew Raugh, Mr. George Mertz III, Ms. Christine Osborn, Mr. Gary Reinert, Mr. Oscar Manbeck, Mr. Charles Shurr, Mrs. Guadalupe Kasper, Mrs. Laurie Waxler, Mr. Roger Updegrove, Mr. Wagaman, Mr. Bucky Scott, and Mrs. Caryn Friedlander

Absent: None

Staff: Dr. James Kraft, Mr. John Reedy, Dr. Jill Hackman, Ms. Wendy Sigourney, Ms. Michalene Berg, Mr. Gary Auker, Dr. Michael Stauffer, Mr. Ken Kryder, Mr. Kyle Follweiler, Mr. Brett Adams, Mr. Curt Funkhouser, and Mr. Ray Jenkins

Solicitor: Mr. James Mancuso, Esq.

Press: None

Guest(s): None

PLEDGE OF ALLEGIANCE

The meeting began with the Pledge of Allegiance to the Flag.

RESOLUTION #1

A motion was made by Mr. George Mertz and seconded by Mr. Bill Carl to approve that due to COVID-19 pandemic in order for the BCTC Board of Directors (Joint Operating Committee) to hold its regular monthly meetings virtually, the board hereby waives the following Policy Section:

Policy 006 – Meetings

A. All language requiring board members to be physically present to constitute a quorum.

Policy 006.1 – Attendance at Meetings Via Electronic Communications

A. Paragraph 5 – Limitation of Board Members Participating

B. Paragraph 6 – Notice to Secretary to Participate

The administration has provided an alternative method for citizen to present issue of concern through advertisement.

These waivers shall continue as long as the Board of Directors (Joint Operating Committee) is required to hold its meetings virtually.

Yeas: Sixteen. Nays: None. Motion carried.

RESOLUTION #2

A motion was made by Mr. Carl and seconded by Mr. George Mertz III to approve that due to COVID-19 pandemic, the Board of Directors (Joint Operating Committee) hereby waives the requirements to adopt a new policy contained in *Board Policy 003 Local Joint Operating Committee Procedures* and immediately adopts Section 006.1 relating to Attendance at Meetings Via Electronic Communications.

Yeas: Sixteen. Nays: None. Motion carried.

APPOINTMENT OF THE NOMINATING COMMITTEE FOR THE OFFICE OF TREASURER

Mr. Manbeck appointed Mr. Andy Raugh as Chairperson and Mrs. Caryn Friedlander and Mr. Charles Shurr will be members of the committee. Each accepted the nomination.

EXECUTIVE SESSION

Personnel and finance matters were discussed after the JOC meeting.

JOC AGENDA ITEMS

A motion was made by Mr. Bob Heckman and seconded by Mr. Bill Carl to approve the remaining agenda items as one roll call vote.

RECEIPT OF BIDS

Bids for construction of the new Welding Training Center were received on March 12, 2020.

APPROVAL OF MINUTES

Approved the meeting minutes of February 26, 2020 as presented.

RATIFICATION AND APPROVAL OF BILLS

Approved the Activity Fund and Cafeteria Fund bills as presented.

ACCEPTANCE OF FINANCIAL REPORTS

Approved the Financial Reports of the BCTC General Fund, Capital Reserve Fund, Activity Fund, and Cafeteria Fund as presented.

INVESTMENT OF FUNDS

NONE

COMMUNICATIONS

- Correspondence dated February 28, 2020 was received from Justin Heistand, Industrial District Manager, of Miller Electric with the acknowledgement that they have agreed to loan BCTC five welding machines.
- Correspondence dated April 2, 2020 from Tompkins VIST Bank informed BCTC that they pledge collateral, on a pooled basis, for all deposits of public funds with

aggregate balances in excess of the FDIC insurance coverage, \$250,000.00 per depositor.

- Correspondence received on March 30, 2020 from PDE confirming submission of the BCTC Continuity of Education Plan in accordance with ACT 13 of 2020.
- Correspondence was received on April 6, 2020 from PDE confirming the addition of the Heavy Equipment Operations program, CIP 49.0202.
- Communication from M.J. Reider and Associates informing BCTC that we are at an acceptable level for lead in our drinking water.
- Correspondence was received from the Secretary of Education, Mr. Pedro Rivera, indicating Governor Tom Wolf enacted Act 13 of 2020 for all Pennsylvania schools.

ANYONE WISHING TO ADDRESS AGENDA ITEMS

None

OLD BUSINESS

None

NEW BUSINESS

None

BCTC REPORT (FOR INFORMATION ONLY)**AGENDA ITEMS AND/OR CHANGES**

None

IMPORTANT DATES

- Berks Executive Council Meeting & CLNA Meeting – West Campus – May 12, 2020
- Professional Advisory Committee (PAC), Virtual Meeting, May 19, 2020
- Joint Operating Committee Meeting, Virtual Meeting, May 27, 2020

STUDENT HONORS

- Students of the 3rd Quarter

FINANCE COMMITTEE

Mr. Reinert reported on the following motions.

- Consideration to authorize Administration to purchase a Certificate of Deposit with First Priority Bank using Berks Career and Technology Center General Funds.
- Consideration to authorize Administration to establish a checking account with First Priority Bank for the Berks Career and Technology Center Education Foundation.

BUILDING/INSURANCE COMMITTEE

Mr. Raugh reported on the following motions.

- Consideration to approve the School Facilities Fee Schedule for the 2020-2021 school year as presented, no changes from previous year.

- Consideration to approve the following change orders for the new Welding Training Center:

Uhrig Construction – General Contractor

- #8 – \$1,070.23– Add bulkhead at entrance to changing rooms to accommodate change in ceiling alignment.
- #9 – \$15,846.84 – Additional excavating, regrading and paving.
- #10 – \$4,987.35 – Remove existing perimeter fence and pull posts. Cut post in concrete areas and patch.
- #11 – \$2,990.26 – Remove existing material on the western end of the building and install stone base.
- #12 – \$2,494.08 – Regrade dirt to the East of the new driveway and reseed.

H.B. Frazer – Electrical Contractor

- #6 – \$705.87– Credit to delete dimming cables to exterior light fixtures.
- #7 – \$714.50– Furnish and install power for the hands-free faucets in the toilet rooms.
- #8 – \$1,500.75– Furnish and install power and control for the solenoid valve for sprinkler system.

PROGRAM/PERSONNEL COMMITTEE

None

NEGOTIATIONS COMMITTEE REPORT

Mr. Gary Reinert reported on the Negotiations Committee meeting held on March 12, 2020.

OTHER COMMITTEE REPORTS

None

PERSONNEL MATTERS

- **Leave of Absence - General Fund**
 - **Cody L. Gey** – Early Childhood Education Instructor, East Campus. Approve an uncompensated leave of absence for restoration of health. Effective date: on or around August 19, 2020 through on or around September 14, 2020.
- **Employment Approvals - General Fund**
 - **Kim L. Cowell** – Administrative Assistant to the Principal, East Campus. Recommended salary: \$14.00/hour. Effective date: April 27, 2020 and pending satisfactory receipt of background and screening requirements.
 - **Michael R. Rowe** – Heavy Equipment Operations Instructor, East Campus. Recommended salary: based on Track VT/Level 1/Step 11 of the 2020-2021 salary schedule per the negotiated BCTCEA agreement (2019-20 salary \$60,987/year). Effective date: on or around August 12, 2020 and pending satisfactory receipt of background and screening requirements.
- **Employment Ratifications - General Fund**

- **Laura F. Adamczyk** – Long-term Substitute Health Occupations Instructor, West Campus. Recommended salary: \$45,873/year pro-rated based on track VT/Level 1/Step 1 of the 2019-2020 salary schedule as per the negotiated BCTCEA Agreement. Effective date: February 4, 2020 through the end of the 2019-2020 school year.
- **Change of Status/Transfer Approvals - General Fund**
 - **Kelly L. Neiman** – Administrative Assistant to the Principal, East Campus. Change status to Payroll Specialist, West Campus. Recommended salary: \$43,000/year prorated. Effective date: April 1, 2020.

Other Matters for Consideration

- Approved the Classmate purchase of a 90-day transition option for \$5,830.62 and a data extraction for \$2,600.
- Ratified the Administration's purchase of the following:

Vendor, Program, Total Amt. Item Description

Auto Body Tool Mart, East and West Auto Collision Repair Technology, \$14,368.86, Mo-Clamp Sets

Hermance Machine Company, East Carpentry, \$6,999.98, Planer and Jointer

Keco Body Repair Products, East and West Auto Collision Repair Technology, \$8,238.40, Collision Kit #1 and #2

Snap On Industrial, East and West Auto Technology, \$7,386.00, Solus Edge

Grand Total \$36,993.24

- Ratified Administration to purchase the following Welding Equipment as per the bid opening on March 12, 2020, from Roberts Oxygen Company at a cost not to exceed \$98,038 from the Federal Perkins Grant and the State Supplemental Equipment Grant.
- Approved the following BCTC 2020-2021 calendars:
 - BCTC 2020-2021 School Calendar
 - Custodial & Mechanics Staff Calendar
 - Administrative, Confidential Support, Secretarial & Clerical Support Staff Calendar
- Approved the *revised* BCTC 2019-2020 School Calendar
- Approved BCTC's submission to PDE for ACT 80 instructional time.

Upon roll call, the vote was recorded as follows: Yeas: Gierula, McLendon, Carl, Heckman, Raugh, Mertz, Osborn, Reinert, Manbeck, Shurr, Kasper, Waxler, Updegrove, Wagaman, Scott, and Friedlander **Nays:** None. **Motion carried.**

PERSONS DESIRING TO BE HEARD

Dr. Kraft thanked the administrative staff for all hands-on deck and performing as a team through the transition to the virtual work environment.

Dr. Hackman recognized Dr. Kraft for his demonstration of leadership during these unprecedented times. She also recognized the team for putting together a very successful and innovative Continuity of Education Plan.

She indicated that there is a daily check-in with Superintendents where they have shared information and held roundtable discussions on pertinent topics. Out of the 28 days of quarantine they have met 20 times. The meetings are helpful to continue to keep connected and sharing information for administration to share with their teams. She acknowledged Dr. Kraft for his attendance and active participation at these meetings.

She also acknowledged our administrators for participating in Job-A-Likes to share information amongst the 28 18 Berks County school districts.

BCTC has done a great job at communicating with parents, students, faculty and staff about the procedures during this pandemic. It's been great to see the leaders leading and the teachers teaching. Be safe and be well.

Mr. Gary Reinert shared that he attended his board meeting and a fellow board member asked how we as a CTE were teaching since most of our classroom time is hands-on. To his surprise, the Dr. Miller, the superintendent knew exactly what we were doing. This communicated to him that BCTC is doing a great job communicating with our districts.

ADJOURNMENT

A motion was made by Mr. Carl and seconded by Mr. Scott to adjourn the meeting at 8:21PM.

Yeas: Sixteen. Nays: None. Motion carried.

Approved _____ 2020
Ms. Christine Osborn, JOC Secretary
per Wendy Sigourney, Recording Secretary