

**Minutes of the
KUTZTOWN AREA SCHOOL DISTRICT
Board of Directors Meeting
Monday, August 7, 2023
7:30 p.m.**

The Board of Directors of Kutztown Area School District met for a workshop board meeting on Monday, August 7, 2023, at 7:30 p.m., in the Middle School and via Zoom, pursuant to due notice to board members and the public.

Present Randy Burch, Dennis Ritter (remote), Jason Koch, Jeremiah Light, Michael Hess, Caecilia Holt, Michelle Batz

Absent Alan Darion, Erin Engel

Also Present Christian Temchatin, James Mancuso, Esq., BethAnn Siteman, Rikki DeVough, Ed Myers, Melissa Devlin, Richard Laubenstein, Jeff Huffert, Ashley Koch, Robyn Underwood, Deb Barnes

Call to Order The meeting was called to order at 7:39 p.m. by President Burch.

Welcome President Burch 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 to discuss personnel and safety matters.

Approval of Minutes Motion made by Michael Hess, seconded by Caecilia Holt, to approve the Minutes of the July 17, 2023 School Board Meeting.

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

Superintendent's Report Germany Trip
Greece/Italy Trip
UCA Cheer Camp
HS Band Camp
Educational Equity Committee Goals

El Associates Feasibility Study

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

1. The acceptance of the resignation due to retirement of Erin Tenney, Special Education Teacher at Kutztown Area High School, effective August 16, 2023.
2. The acceptance of the resignation of support staff transitioning to work for ESS, [per the attached](#).
3. The approval of salary increases for Head Cooks up to 7% to be paid from the Food Services Fund.
4. The approval of the following participants in the Senior Volunteer Tax Exchange Program for the 2023-2024 school year:
Peter Karch Audrey Merkel Judith Mehlretter
5. The approval of Ben Hoffman as the Department Leader for Special Areas for the 2022-23 school year at a stipend of \$2,000. (Correction of error for 2022-23)
6. The approval of Brandy Schaeffer as a full time Custodian at Greenwich Elementary School, effective on or after August 8, 2023, at a rate of \$14.79 per hour.
7. The approval of updated Job Descriptions, [per the attached](#).

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

Motion made by Jason Koch, seconded by Jeremiah Light, to approve the following personnel items:

1. The approval of the following coaches/extra duty positions and stipends for the 2023-2024 school year, [per the attached](#).

Roll call vote: Yes 6 No 0 Abstain 1 (Hess) Absent 2 (Darion, Engel)
Motion carried.

- Safety/Security Coordinator** Motion made by Dennis Ritter, seconded by Caecilia Holt, to appoint Dr. Edward L. Myers as the School Safety and Security Coordinator for the Kutztown Area School District, effective immediately.
Roll call vote: **Yes 7** **No 0** **Absent 2 (Darion, Engel)**
Motion carried.
- Creation of Position** Motion made by Michael Hess, seconded by Jason Koch, to approve the creation of the position Pre-K Counts Coordinator, [per the attached](#). The PKC Coordinator position is contingent upon receipt of PKC Grant from the Pennsylvania Department of Education.
Roll call vote: **Yes 7** **No 0** **Absent 2 (Darion, Engel)**
Motion carried.
- District Dentist** Motion made by Michael Hess, seconded by Jason Koch, to approve Shuman and Schwab DMD, PC, in Blandon, PA, as the School District Dentist for the 2023-2024 school year, at a cost of \$5.00 per student exam and mileage reimbursement for travel between KASD buildings, per the IRS rate. Examinations will be performed by either Dr. Brent Valosin, or Dr. Nicholas Seigel.
Roll call vote: **Yes 7** **No 0** **Absent 2 (Darion, Engel)**
Motion carried.
- Title I Services** Motion made by Michael Hess, seconded by Jason Koch, to approve the Intergovernmental Agreement for Title I Equitable Services with the Carbon Lehigh Intermediate Unit #21 effective the 2023-2024 school year.
Roll call vote: **Yes 7** **No 0** **Absent 2 (Darion, Engel)**
Motion carried.
- Donation** Motion made by Michael Hess, seconded by Jeremiah Light, to accept the donation by Rob Howard of the HS assistant baseball coach stipend in the amount totaling \$3,669.60 to the Kutztown HS Baseball Booster Club.
Roll call vote: **Yes 7** **No 0** **Absent 2 (Darion, Engel)**
Motion carried.
- Adjournment** Motion made by Michelle Batz, seconded by Caecilia Holt, to adjourn the meeting at 9:00 p.m.
Motion carried unanimously.

Respectfully Submitted by,

Rikki L. DeVough
School Board Secretary