

**Minutes of the
KUTZTOWN AREA SCHOOL DISTRICT
Board of Directors Meeting
July 17, 2023 - 7:30 p.m.**

The Board of Directors of Kutztown Area School District met for a regular monthly board meeting on Monday, July 17, 2023, at 7:30 p.m., in the Middle School and remotely via Zoom, pursuant to due notice to board members and the public.

Present Michelle Batz, Alan Darion, Erin Engel, Michael Hess, Caecilia Holt, Jason Koch, Jeremiah Light

Absent Randy Burch, Dennis Ritter (remote - no audio nor voting ability)

Also Present Christian Temchatin, Rikki DeVough, Ed Myers, Richard Laubenstein, Melissa Devlin, Shawn Lynch, Ed Yapsuga, BethAnn Siteman, James Stevens, Rep. Jamie Barton, Ayla Blatt, Nathan Raudenbush, Todd and Tamara Gilbert, Char Horst, Robyn Underwood, Dan Wismer, Deb Barnes

Call to Order The meeting was called to order at 7:45 p.m. by Vice President Holt.

Welcome Vice President Holt opened the meeting with a moment of silence and Pledge of Allegiance to the flag. She asked everyone to sign the attendance book and mark the topic of comment next to his/her name. She requested that anyone wishing to speak on an agenda item please use the raise his/her hand feature online to be recognized. She indicated that this meeting was being recorded and there was an Executive Session held prior to the meeting for the purpose of Personnel content.

Meeting Minutes Motion made by Michael Hess, seconded by Jason Koch, to approve the Minutes of the June 20, 2023 School Board Meeting.

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

Treasurer's Report Motion made by Michael Hess, seconded by Michelle Batz, to approve the Treasurer's Report of the General Fund.

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

Approval of Bills Motion made by Jason Koch, seconded by Michael Hess, to approve/ratify the following bills for payment:

- a. Ratification - General Account
 - i. 2022-2023 \$189,866.75
 - ii. 2023-2024 \$199,541.42
 - iii. Manual Checks \$4,229,960.50
- b. Approval - General Account \$851,305.19
- c. Ratification - Construction Account \$14,233.24
- d. Approval - Construction Account \$39,015.00

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

Superintendent's Report Summer Work Recognition
Custodial/Maintenance Summer Projects
Technology Summer Projects
Book Bus
Summer Programs

Board Committee Reports **PSBA** No report.

BCIU No report.

BCTC Committee ratified the Agreement of Sale for the student-built house.

P & C No report.

ECC & Facilities No report.

TCC Approved financial statements and held election of officers.

Student Achievement No report.

Equity No report.

Personnel

Motion made by Michael Hess, seconded by Jason Koch, to approve the following personnel items:

1. The acceptance of the resignation of Sheri Marzili as a paraeducator at Greenwich Elementary School, effective June 22, 2023.
2. The acceptance of the resignation of Carson Sheetz as summer custodial/maintenance help at Kutztown Area High School, effective June 20, 2023.
3. The approval of building assignment transfers for the 2023-2024 school year, per [the attached](#).
4. The approval of Ben Hoffman for summer painting work at a rate of \$19.00 per hour, retroactive to June 14, 2023.
5. The approval of Hayley Williamson as Elementary Special Education Teacher at Kutztown Elementary School, effective August 15, 2023, at a salary of \$ 69,613 per Masters, Step 3, of the KATA/KASD collective bargaining agreement.
6. The approval of Hayley Williamson, effective July 18, 2023, as needed to participate in professional development, at the curriculum rate of \$27.00 per hour.
7. The approval of Ayla Blatt as Long Term Substitute Agriculture Teacher at Kutztown Area High School, effective August 15, 2023, at a salary of \$ 54,007 per Bachelors, Step 1, of the KATA/KASD collective bargaining agreement.
8. The approval of Ayla Blatt, effective July 18, 2023, as needed to participate in professional development, at the curriculum rate of \$27.00 per hour.
9. The approval of Heather Russo as Long Term Substitute Family Consumer Science Teacher at Kutztown Area High School, effective August 15, 2023, at a salary of \$ 54,007 per Bachelors, Step 1, of the KATA/KASD collective bargaining agreement.
10. The approval of Heather Russo, effective July 18, 2023, as needed to participate in professional development, at the curriculum rate of \$27.00 per hour.
11. The approval of Alia Emery as Long Term Substitute Elementary Teacher for the 2023-2024 school year at Greenwich Elementary School effective August 15, 2023, at a salary of \$54,272 per Bachelor's Degree, Step 2, of the KATA/KASD collective bargaining agreement.
12. The approval of Alia Emery as a per diem teacher, effective July 18, 2023, as needed to participate in professional development, at the curriculum rate of \$27.00 per hour.
13. The approval of an annual salary increase for employee #1115 of \$8,951 effective July 18, 2023, per the change in job description attached.
14. The approval of Darlene Tyson as an ESY support staff substitute retroactive to June 19, 2023 through the end of the Summer 2023 ESY program.
15. The approval of the following coaches/extra duty positions and stipends for the 2023-2024 school year, per [the attached](#).

Personnel is Approved Pending Receipt of All Mandated Credentials.

Roll call vote: Yes 7 No 0 Absent 2 (Burch, Ritter)

Motion carried.

Assistant Superintendent Motion made by Al Darion, seconded by Jason Koch, to approve the Commission and appointment of Dr. Edward Myers as Assistant Superintendent for a term of 3 years, effective August 1, 2023, at a salary of \$150,000, subject to the terms and conditions of attached contract.

Roll call vote: Yes 7 No 0 Absent 2 (Burch, Ritter)

Motion carried.

St. Luke's Volunteer Program Motion made by Michelle Batz seconded by Erin Engel, to approve the Memorandum of Understanding with St. Luke's Health Network to offer medical Volunteer Experiences.

Roll call vote: Yes 7 No 0 Absent 2 (Burch, Ritter)

Motion carried.

ESS Agreement

Motion made by Michael Hess, seconded by Jason Koch, to approve the agreement addendum with ESS Northeast, LLC for permanent staff.

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

Health/Safety Plan Review

Motion made by Michael Hess, seconded by Michelle Batz, to approve the Health & Safety Plan Review for the 2023-2024 school year.

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

Conference Requests

Motion made by Al Darion, seconded by Michael Hess, to approve the following conference requests:

1. The request for Employee #356 to attend the Institute for Multi-Sensory Education Morphology Plus Training virtually from July 10-14, 2023 at a cost of \$1,500.
2. The request for Employee #602 to attend the Institute for Multi-Sensory Education Morphology Plus Training virtually from July 17-21, 2023 at a cost of \$1,500.
3. The request for Employee #61 to attend the Orton Gillingham Morphology Training virtually on October 2, 9, 23, 30, November 6, 13, 17, and December 4 and 11, 2023 at a cost of \$1,500.

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

Job Descriptions

Motion made by Jason Koch, seconded by Michael Hess, to approve the updated job descriptions.

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

Van Disposal

Motion made by Michelle Batz, seconded by Michael Hess, to approve the sale of Van 9 at a price of \$1,270 and Van 10 at a price of \$2,450 on Municibid to the winning bidder.

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

School-Based ACCESS

Motion made by Jason Koch, seconded by Michael Hess, to approve the Pennsylvania School-Based ACCESS Program (SBAP) Local Education Agreement.

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

Life Insurance Renewal

Motion made by Jason Koch, seconded by Michael Hess, to approve the renewal of the life insurance package from CM Regent Insurance for a two-year period beginning July 1, 2023 at the existing rates.

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

Student Accident Ins.

Motion made by Michael Hess, seconded by Dennis Ritter, to approve the renewal of the Student Accident Insurance from Zurich American Insurance Company for a one year period beginning August 17, 2023 at a cost of \$12,200.

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

Technology Device Ins.

Motion made by Jason Koch, seconded by Jeremiah Light, to approve the use of our current technology device insurance program. ([iPad](#), [Chromebook](#), [MacBook](#))

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

Truck Purchase

Motion made by Michelle Batz, seconded by Jeremiah Light, to approve purchase of a 2022 F-350 truck and plow.

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

TCC Appointment

Motion made by Erin Engel, seconded by Jason Koch, to appoint Elizabeth Siteman as Kutztown Area School District representative to the Berks Tax Collection Committee (TCC) for 2023-2024.

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

