

Minutes of the
KUTZTOWN AREA SCHOOL DISTRICT
Board of Directors Meeting
Monday, July 20, 2020 - 7:30 p.m.

The Board of Directors of Kutztown Area School District met for a regular monthly board meeting on Monday, July 20, 2020, at 7:30 p.m., in the Middle School Commons and remotely via Zoom, pursuant to due notice to board members and the public.

Present Randy Burch, Michael Hess, Caecilia Holt (8:05 arrival), Dennis Ritter, Alan Darion, Karl Nolte, Charles Shurr, James Shrawder, Eric Johnson

Absent

Also Present Christian Temchatin, Rikki DeVough, David Miller, Steven Leever, Diane Quinn, Barry Flicker, Ed Yapsuga, Alexis Sirrakos, Jessica O'Neil, Addie Peters, Amy Howard, Angela Bucci-Herb, Beth Rumble, Brenda Loeb, Caitlin Herman, Camden Follweiler, Cheryl Wiltrout, Deb Kenney, Daniel Kurtz, Darlene Kurtz, Des Reasoner, Denise Bosler, Elise McCauley, Erin Engel, Hunter Kline, Jade Dahlquist, Jeff Huffert, Jen Starkey, Jenn McAllister, Jodi Rourke, Joyce Burch, Katie Hess, Katrina Danenhower, Kelly Neumann, Kim Justeson, Kristin Haring, Lynn Hilbert, Nate Diffenbaugh, Nevin Miller, Renee Perella, Roseanne Perkins, Roy Hottenstein, Sallie Sandler, Sara Kunkel, Scott Blair, Sherie Kugler, Tina Caulfield, Traci Webb

Call to Order The meeting was called to order at 8:01 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.

Meeting Minutes Motion made by Jim Shrawder, seconded by Charles Shurr, to approve the Minutes of the June 15, 2020 School Board Meeting.

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

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

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

Ratification of General Account Motion made by Michael Hess, seconded by Dennis Ritter, to ratify for payment the general account bills in the amounts of:

- \$293,369.58 - 2019/2020 School Year
- \$220,676.09 - 2020/2021 School Year
- \$5,500,680.59 - Manual Checks

Roll call vote: Yes 9 No 0 Absent 0
Motion carried.

Approval of General Account Motion made by Eric Johnson, seconded by Michael Hess, to approve for payment the general account bills in the amount of \$1,285,686.22.

Roll call vote: Yes 9 No 0 Absent 0
Motion carried.

Ratification of Construction Account Motion made by Michael Hess, seconded by Randy Burch, to ratify for payment the construction account bills in the amount of \$10,875.00

Roll call vote: Yes 9 No 0 Absent 0
Motion carried.

Approval of Construction Account Motion made by Dennis Ritter, seconded by Randy Burch, to approve for payment the construction account bills in the amount of \$14,009.72.
Roll call vote: Yes 9 No 0 Absent 0
Motion carried.

Superintendent's Report KASD 2020-2021 School Year
PUBLIC COMMENT: Warren Shaub, Joyce Burh, Alexis/George Sirkako, Renee Perella, Addie Peters, Jessica O'Neil

Board Committee Reports

PSBA None.

BCIU The committee elected board officers and approved/seated board representatives to fill positions open for re-election.

BCTC The committee discussed opportunities for seniors who did not complete their Industry Certifications to attend in 2020-2021 to complete his/her certification. The committee approved the resolution for sale of the student built house via sealed bid.

P & C None.

ECC and Facilities None.

Personnel Motion made by Randy Burch seconded by Jim Shrawder, to approve the following personnel items:

- The approval of the resignation of Julia A. Hummel, Licensed Practical Nurse (LPN) at Kutztown Elementary School effective the end of the 2019-2020 school year.
- The approval of the resignation of employee #392, per the attached.
- The approval of Dr. Edward Myers as Director of Educational Technology effective July 21, 2020 at a salary of \$118,000. Employee shall be compensated per the Act 93 agreement under the definition of a 12-month administrator.
- The approval of Richard Laubenstein as Supervisor of Facilities and Operations effective on or after July 21, 2020 at a salary of \$80,000.
- The approval of Victoria K. Gillan as an elementary learning support teacher at Kutztown Elementary School, effective August 11, 2020, at a salary of \$52,504 per Bachelor's Degree, Step 1, of the KATA/KASD collective bargaining agreement.
- The approval of Katie Hess as 1st Grade Teacher at Kutztown Elementary School effective August 11, 2020, at a salary of \$86,796 per Masters' Degree +48, Step 9, of the KATA/KASD collective bargaining agreement.
- The approval of Lauren Frey as a Long Term Substitute 1st Grade Teacher at Kutztown Elementary School for the 2020-2021 school year, effective August 11, 2020, at a salary of \$52,504 per Bachelor's Degree, Step 1, of the KATA/KASD collective bargaining agreement.
- The approval of the following resource persons/mentors and stipends for the 2020-2021 school year:

Beth Hartz	for Victoria Gillan (mentor/elementary learning support)	\$600.00
Leslee Saylor	for Katie Hess (resource/elementary teacher)	\$300.00
- The approval of the following coaches/extra duty positions and stipends for the 2020-2021 school year:

Isaac Mengel	Soccer - Boys (HS V Assistant)	\$2,620.00
Tia Muller	Fall Tennis - Girls	Volunteer
Michael Hoare	Golf (HS Head Coach)	\$3,000.00
Bernard Boyle	Golf (HS Assistant)	\$2,000.00
- The approval of employee #1959 to take a Family Medical Leave (FMLA) commencing approximately September 7, 2020 and returning on December 1, 2020.
- The approval of employee #78 to take a Family Medical Leave (FMLA) commencing on the first teacher work day of the 2020-2021 school year and extending 170 teacher work days.

Kutztown Area School District does not discriminate in our educational programs, activities or employment practices based on race, color, national origin, sex, disability, age, religion, ancestry or any other legally protected classification. This policy is in accordance with state and federal laws, including Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973 the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990 and the Pennsylvania Human Relations Act. Information relative to special accommodation, grievance procedure, and the designated responsible official for compliance with Title VI, Title IX and Section 504 may be obtained by contacting the school district. EOE.

12. The acceptance, with regret, of the resignation due to the retirement of Deborah Kenney as an elementary teacher at Kutztown Elementary School, effective the 171st teacher work day of the 2020-2021 school year.
13. The approval of employee #555 to take a Family Medical Leave (FMLA) commencing approximately July 28, 2020 and returning on January 4, 2021.
14. The approval of Shelby Schwoyer to continue her role as library aide at an hourly rate of \$11.10 through June 30, 2020 and \$11.30 from July 1, 2020 through the remainder of the summer.
15. The approval of Martha Bergman as a ESY Substitute Teacher for the 2020 Extended School Year Program (ESY) at an hourly rate of \$27.00/hr per the KATA Agreement.

All Personnel are Approved Pending Receipt of All Mandated Credentials

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

Policy Maintenance
of

Motion made by Dennis Ritter, seconded by Charles Shurr, to approve the second reading and approval of the Policy 626 - Federal Fiscal Compliance.

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

Job Descriptions

Motion made by Charles Shurr, seconded by Dennis Ritter, to approve the updated job description for the Director of Educational Technology and Supervisor of Facilities and Operations.

Roll call vote: Yes 9 No 0 Absent 0
Motion carried.

Conference Request

Motion made by Caecilia Holt, seconded by Charles Shurr, to approve the the request for employee #365 and #602 to participate in Orton Gillingham Training from July 20-24, 2020, at a cost of \$1,275.00 each.

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

Student Devices

Motion made by Dennis Ritter, seconded by Randy Burch, to approve the following purchases of electronic devices for elementary students:

- Apple Inc.- 110 iPad bundles for a total cost of \$36,184.50
- CDW- 140 Chromebook 11 G8 - Education Edition - 11.6" - Celeron with Google Chrome Management Console License at a total cost of \$33,738.60.

Roll call vote: Yes 9 No 0 Absent 0
Motion carried.

Employee Assistance Program

Motion made by Jim Shrawder, seconded by Randy Burch, to approve the contract with Inroads at Family Guidance Center to offer the Employee Assistance Program for the period of July 1, 2020 to June 30, 2021 for an approximate cost of \$2,255.00 administrative fee and \$70.00 per hour for each counseling session.

Roll call vote: Yes 9 No 0 Absent 0
Motion carried.

Liability Insurance

Motion made by Randy Burch, seconded by Eric Johnson, to approve the renewal of the liability insurance package from Brown & Brown Insurance for a one-year period beginning July 1, 2020 at a cost of \$106,212.00.

Roll call vote: Yes 9 No 0 Absent 0
Motion carried.

Memorandum of Understanding

Motion made by Michael Hess, seconded by Jim Shrawder, to approve the Memorandum of Understanding (MOU) with the Kutztown Area Teachers' Association effective July 21, 2020 through June 30, 2022.

Roll call vote: Yes 9 No 0 Absent 0
Motion carried.

- Student Accident Insurance** Motion made by Randy Burch, seconded by Michael Hess, to approve the renewal of the Student Accident Insurance with Bollinger Specialty Group for a one-year period beginning on August 17, 2020 at a cost of \$12,722.00.
Roll call vote: Yes 9 No 0 Absent 0
Motion carried.
- Lunch Prices** Motion made by Michael Hess, seconded by Jim Shrawder, to approve increasing the lunch price for elementary lunches from \$2.75 to \$2.80, and increasing the lunch prices for secondary lunches from \$3.00 to \$3.05. This is to comply with Federal guidelines.
Roll call vote: Yes 9 No 0 Absent 0
Motion carried.
- Audit Services** Motion made by Jim Shrawder, seconded by Michael Hess, to approve the agreement with Herbein + Associates to provide annual audit services to the District for the years ending June 30, 2020 through June 30, 2022.
Roll call vote: Yes 9 No 0 Absent 0
Motion carried.
- New Story** Motion made by Dennis Ritter, seconded by Michael Hess, to approve the tuition agreement with New Story Schools and Services in Reading, PA for a special education student at a cost of \$380.00 per enrolled day for the 2020-2021 school year.
Roll call vote: Yes 8 No 0 NA 1 (Shrawder) Absent 0
Motion carried.
- Donations** Motion made by Michael Hess, seconded by Jim Shrawder, to accept the following donation to Greenwich-Lenhartsville Elementary School to use for field trips and special programs:
 - \$200.00 from the American Heart Association for the Kids Heart Challenge
 - \$426.38 from Giant/Martins A+ Rewards Program**Roll call vote: Yes 9 No 0 Absent 0**
Motion carried.
- Interpreting/Translation Services** Motion made by Randy Burch, seconded by Michael Hess, to approve the agreement with Karina Tejada, Margielene Soriano, Lissette Soriano, and Ileana Almarante to provide Spanish translation services.
Roll call vote: Yes 9 No 0 Absent 0
Motion carried.
- School-Based ACCESS Program** Motion made by Jim Shrawder, seconded by Dennis Ritter, to approve the Pennsylvania School-Based ACCESS Program (SBAP) Local Education Agreement to Participate for the 2020-2021 school year.
Roll call vote: Yes 9 No 0 Absent 0
Motion carried.
- Math 180 Program** Motion made by Randy Burch, seconded by Jim Shrawder, to approve the purchase of MATH 180 for use from July 15, 2020 to July 15, 2021 from Houghton Mifflin Harcourt for \$14,987.94.
Roll call vote: Yes 9 No 0 Absent 0
Motion carried.
- Adjournment** Motion made by Jim Shrawder, seconded by Randy Burch, to adjourn the meeting at 9:49 p.m.
Motion carried unanimously.

Respectfully Submitted by,

Rikki L. DeVough

School Board Secretary