Minutes
of the
KUTZTOWN AREA SCHOOL DISTRICT
Board of Directors Meeting
November 7, 2011, 7:30 p.m.

The Board of Directors of Kutztown Area School District met for a workshop board meeting on Monday, November 7, 2011, 7:30 p.m., at the Albany Elementary School, pursuant to due notice to board members and the public.

Present Patricia Bealer, Jeri Carroll, Amy Faust, Jasper Ho, Craig Schroeder, Leon Smith, Jo Stevens, Carl Ziegler

Absent Alan Darion

Also Present Nicholas Lazo, Karl Olschesky, Rikki Clark, David Miller, Matthew Link, Cynthia Meyer, Rebecca Beidelman, Tracy Blunt, Barbara Richard, Julie Weaknecht, Rick Weaknecht, Karen Austin, Andrew Brett, Suzanne Gradwell, Ann Dietrich, Donna Keglovits, Cyndi Parker, Kevin Stump, Amy Howard, Luke Bricker, Larry Shrawder

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

Welcome President Bealer welcomed guests and opened the meeting with a moment of silence and Pledge of Allegiance to the flag. President Bealer asked that everyone sign the attendance book and mark the topic of comment next to their name, and requested that anyone wishing to speak on an agenda item please raise his/her hand to be recognized. She announced there was an executive session conducted prior to the meeting to discuss personnel matters. She indicated that this meeting was being tape-recorded.

Communications 2010-2011 Annual Financial Report Presentation – Linda Himeback, Herbein & Company

Personnel Motion made by Jo Stevens, seconded by Leon Smith, to approve the following personnel items:

1. The approval of Janice Love as head cook at Kutztown Elementary School, for six work hours per day, effective November 8, 2011, at a rate of $10.50 per hour.
2. The approval of Virginia M. Olschesky as a long term substitute learning support teacher at Kutztown Elementary school for the 2011-2012 school year, effective on or before November 16, 2011, at the long term substitute teacher rate of $100 per day for days 1-20, $110 per day for days 21-45, and the remainder at Bachelor's, Step 1, non-tenured, per the KATA/KASD contract.
3. The approval of the following guest substitute teachers through the Berks County Intermediate Unit for the 2011-2012 school year, effective November 8, 2011, at the substitute teacher rate of $100 per day for days 1-20 and $110 per day for days 21 and thereafter:

Sarah M. Bentley	Rikki L. Savidge

4. The approval of the following revised extra-duty positions, salaries, and personnel, retroactive to August 15, 2011:

Junior Class Advisor	Andrew J. Brett	$ 710
Junior Class Advisor	Alan C. Angstadt	$ 710
Senior Class Advisor	W. Christian Schumacher	$1,421
MS History Day Advisor	Matthew A. Smedley	$1,379
HS History Day Advisor	Michael A. Metz	$1,379
HS Science Olympiad Advisor	Dr. David M. Drummer	$ 689
HS Science Olympiad Advisor	Katharine E. Lubinski	$ 689

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

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

Student Vacation Request Motion made by Amy Faust, seconded by Jo Stevens, to approve the parent request for student #102888 to take a five day absence from January 12 through January 18, 2012. This will result in the student exceeding allotted vacation time by five days due to a planned absence on December 13 through 19, 2011.
Roll call vote: Yes 6 No 2 (Ho, Ziegler) Absent 1 (Darion)
Motion carried.

Conference Request Motion made by Leon Smith, seconded by Amy Faust, to approve the request for Susan H. DeAngelis to attend the PA Educational Technology Expo and Conference on February 13 and 14, 2012, in Hershey, PA, at a cost of $793.00.
Roll call vote: Yes 8 No 0 Absent 1 (Darion)
Motion carried.

Title I Services Agreement Motion made by Leon Smith, seconded by Jeri Carroll, to approve the Letter of Agreement for Title I Services between the Kutztown Area School District and the Carbon Lehigh Intermediate Unit 21 for the 2011-2012 school year, per the attached.
Roll call vote: Yes 8 No 0 Absent 1 (Darion)
Motion carried.

Young Writers/ Young Readers

Motion made by Jo Stevens, seconded by Leon Smith, to approve the agreement between the Kutztown Area School District and the Pennsylvania Writing and Literature Project at West Chester University to offer a two-week Young Writers/Young Readers Program from July 9 through 20, 2012 at Kutztown Elementary School, per the attached.

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

Travel Accident Insurance

Motion made by Jo Stevens, seconded by Leon Smith, to approve the purchase of 24-hour Travel Accident Insurance from the Pennsylvania School Boards Association (PSBA) Insurance Trust for Nicholas Lazo, Jr., Karl J. Olschesky, Rikki L. Clark, Matthew J. Link, Cynthia A. Meyer, and Barbara L. Richard, for the 2011-2012 school year, at an annual cost of $35.50 per person.

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

AED Donation

Motion made by Amy Faust, seconded by Jo Stevens, to approve the donation of the recently replaced AED from the high school to the Kutztown Community Library.

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

Financial and Compliance Report

Motion made by Leon Smith, seconded by Jo Stevens, to approve the Financial and Compliance Report, Year Ending June 30, 2011, including the Management Discussion and Analysis (MD&A).

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

Fund Balance Commitment

Motion made by Leon Smith, seconded by Carl Ziegler, to approve the commitment of fund balance as of June 30, 2011, for the following purposes in accordance with Policy 620:

Future Capital Projects	$1,233,359
Future PSERS Contributions	$1,050,310
Amount Due to BCTC	$ 266,453

Roll call vote: Yes 6 No 2 (Faust, Ho) Absent 1 (Darion)
Motion carried.

Fund Balance Assignment

Motion made by Leon Smith, seconded by Carl Ziegler, to approve the assignment of fund balance in the amount of $1,500,000 in accordance with Governmental Accounting Standards Board Statement No. 54. This assignment is due to the budgeted deficit for 2011-2012.

Roll call vote: Yes 7 No 1 (Faust) Abstain 1 (Ho) Absent 1 (Darion)
Motion carried.

General Fund Budget Transfer

Motion made by Craig Schroeder, seconded by Carl Ziegler, to approve the reopening of the 2010-2011 general fund budget for the following transfers:

	TO	FROM
5230-939 Transfer to Capital Projects Fund	$1,466,789	
2800-100 Salaries & Wages – Human Resources	$ 9,150	
2900-595 Intermediate Unit Payments	$ 2,251	
1442-322 Payments to Intermediate Units – Alt. Ed	$ 7,000	
1100-200 Employee Benefits – Regular Education		$242,000
1200-300 Purchased Professional Services – Special Education		$179,000
2200-100 Salaries and Wages – Support Services Inst. Staff		$ 61,000
2300-100 Salaries and Wages – Support Services Administration		$ 69,000
5100-832 Debt Service – Interest Expense		$130,587
5100-912 Debt Service – Bond Principal Payments		$708,175
2600-100 Salaries and Wages – Operations and Maintenance		$ 29,918
2600-200 Employee Benefits – Operations and Maintenance		$ 41,699
2600-600 Supplies – Operations and Maintenance		$ 5,410
2600-750 Equipment – Operations and Maintenance		$ 18,401
	$1,485,190	$1,485,190

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

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.

Discussion Items ** Replacement of Air Compressor that Operates High School Pneumatic HVAC Controls*

** Local Wellness Policy Amendment*
Motion made by Jo Stevens, seconded by Amy Faust, to approve the adoption of the Local Wellness Policy amendment, which allows the District to not fully implement the Pennsylvania Department of Education's *Nutrition Standards for Competitive Foods in Pennsylvania Schools.*
Roll call vote: Yes 8 No 0 Absent 1 (Darion)
Motion carried.

** Property Tax Assessment Items*
Motion made by Leon Smith, seconded by Carl Ziegler to give Atty. John Stott permission to pursue an assessment appeal on the SM & PD, LLC property and to negotiate an assessment settlement on the Woodbridge Golf Course property.

Motion made by Jasper Ho, seconded by Carl Ziegler, to amend the original motion to request the county initiate action for an assessment appeal on the SM & PD, LLC property.
Roll call vote: Yes 7 No 0 Abstain 1 (Schroeder) Absent 1 (Darion)
Motion carried

Motion made by Leon Smith, seconded by Carl Ziegler to give Atty. John Stott permission to pursue an assessment appeal on the SM & PD, LLC property, requesting the county initiate action first if possible, and negotiate an assessment settlement on the Woodbridge Golf Course property.
Roll call vote: Yes 7 No 0 Abstain 1 (Schroeder) Absent 1 (Darion)
Motion carried.

Public Comment Kevin Stump questioned if the District currently has teachers that are not highly qualified in the major/core subjects. He also requested clarification on the procedures for having an unqualified teacher.

Larry Shrawder requested clarification on the District possibly purchasing and utilizing solar panels.

Adjournment Motion made by Amy Faust, seconded by Leon Smith, to adjourn the meeting at 9:08 p.m.
Motion carried unanimously.

Respectfully submitted by,

Rikki L. Clark
School Board Secretary

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