

*Minutes*  
Of the  
KUTZTOWN AREA SCHOOL DISTRICT  
Board of Directors Meeting  
Monday, August 6, 2012, 7:30 p.m.

The Board of Directors of Kutztown Area School District met for a regular board meeting on Monday, August 6, 2012 at 7:30 p.m., in the library of the Kutztown Area High School, pursuant to due notice to board members and the public.

**Present** Randy Burch, Alan Darion, Amy Faust, Kurt Frieauf, Craig Schroeder, James Shrawder, Carl Ziegler

**Absent** Patricia Bealer, Caecilia Holt

**Also Present** Katherine Metrick, Karl Olschesky, Rikki Clark, David Miller, Mick O'Neil, Matthew Link, Rebecca Beidelman, Erin Anderson, Barbara Richard, Lisa Mitchell, Ron Devlin, Donna Keglovits, Mikala Shushinsky, Rebecca Ziegler, Kerri Schegan, Randy Wert, Amy Howard, Nancy Runyon

**Call to Order** The meeting was called to order at 7:51 p.m. by President Ziegler.

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

**Superintendent's** Mrs. Metrick reported Kristen Tuerk, middle school art teacher, was chosen as the 2012 Outstanding Middle Level Art Educator by the Pennsylvania Art Education Association.

Presentation by Christopher Harrington, Ed.D. from Bridges Virtual Education Services regarding an online learning program.

**Personnel** Motion made by Amy Faust, seconded by Kurt Frieauf, to approve the following personnel items:

1. The acceptance of the resignation, due to retirement, of Elaine M. Berger as a cafeteria worker, effective August 1, 2012.
2. The acceptance of the resignation of Joan C. Dietrich as a cafeteria worker, effective August 6, 2012.
3. The acceptance of the resignation of Maria E. Luna as a cafeteria worker, effective July 20, 2012.
4. The approval of a salary of \$36,701, per Bachelor's +12, Step 1, pro-rated, for Jennifer S. Sciple, part-time (.75) math/chemistry teacher at the high school.
5. The approval of a revised salary of \$54,687, per Master's, Step 2, for Lauren M. Kresge, elementary librarian.
6. The approval of tenure for Susan B. Neumann, effective August 21, 2012, due to completion of three years of satisfactory teaching at Kutztown Area School District and fulfillment of all requirements for tenure.
7. The approval of Danielle K. Berger as a resource person for Jennifer S. Nattress for the 2012-2013 school year, at a stipend of \$300.
8. The approval of the attached list of teacher substitutes for the 2012-2013 school year at a rate of \$100 per day for days 1-20 and \$110 per day for days 21 and thereafter.
9. The approval of the attached list of support staff substitutes for the 2012-2013 school year at an hourly rate of \$13.50 for nurse assistant, \$9.75 for secretary/clerk/classroom aide, \$9.50 for custodial/maintenance, and \$8.50 for cafeteria aide.
10. The approval of Joyce E. Burch as a clerical aide substitute for the 2012-2013 school year at an hourly rate of \$9.75.
11. The approval of a PLACEHOLDER for elementary school nurse, effective August 20, 2012.
12. The approval of PLACEHOLDERS for three part-time replacement cafeteria employees.
13. The approval of PLACEHOLDERS for middle school girls soccer head coach and assistant coach.
14. The approval of a PLACEHOLDER for a LTS paraeducator for the first semester of the 2012-2013 school year.

15. The approval of a PLACEHOLDER for an outdoor twirler advisor.
16. The approval of a PLACEHOLDER for a lunchroom monitor at the middle school.
17. The approval of a PLACEHOLDER for a cross country head coach.

**All Personnel are Approved Pending the District's Receipt of All Mandated Credentials**

**Roll call vote: Yes 6                      No 0                      Absent 2 (Bealer, Holt)    Abstain 1 (Burch #10 only)**

**Motion carried.**

**Superintendent Contract** Motion made by Al Darion, seconded by Amy Faust, to approve the Commission and proposed District Superintendent's Agreement for Katherine D. Metrick as superintendent, for a term of three years effective August 6, 2012 through August 5, 2015. A copy of the District Superintendent's Agreement shall be attached to and made part of the Minutes of this meeting, and that the Board President and Secretary be authorized and directed to execute the Agreement on behalf of the Board of Directors.

**Roll call vote: Yes 7                      No 0                      Absent 2 (Bealer, Holt)**

**Motion carried.**

**Employee Demotion** Motion made by Kurt Frieauf, seconded by Randy Burch, to approve the demotion of employee number 483, pursuant to Section 11-1151 of the Public School Code, effective August 6, 2012, and that the administration be directed to so notify the affected employee.

**Roll call vote: Yes 6                      No 1 (Darion)                      Absent 2 (Bealer, Holt)**

**Motion carried.**

**PSBA Voting Delegates** Motion made by Al Darion, seconded by Amy Faust, to appoint Caecilia M. Holt and Patricia A. Bealer as voting delegates to represent the Kutztown Area School District at the PSBA 2012 Legislative Policy Council on October 18, 2012 in Hershey, PA, at a registration cost of \$179 each and a mileage cost of \$73.70.

**Roll call vote: Yes 7                      No 0                      Absent 2 (Bealer, Holt)**

**Motion carried.**

**Assessment Appeals** Motion made by Amy Faust, seconded by Kurt Frieauf, to approve the appointment of John Stott, Esq. as special counsel to intervene in assessment appeals on the following property parcels:

- 63-5454-1711-0362, ARC CBKZNPAA001, LLC
- 63-5452-0451-8662, SM&TD Real Estate, LLC
- 55-5443-1287-9425, Kutztown Village 2012, LP

**Roll call vote: Yes 6                      No 0                      Absent 2 (Bealer, Holt)                      N/A 1 (Shrawder)**

**Motion carried.**

**Employee Assistance Prog.** Motion made by Al Darion, seconded by Kurt Frieauf, to approve the renewal of the Employee Assistance Program Services Agreement with Inroads at Family Guidance Center for the year beginning July 1, 2012 and ending June 30, 2013, per the attached.

**Roll call vote: Yes 7                      No 0                      Absent 2 (Bealer, Holt)**

**Motion carried.**

**Bus/Van Routes** Motion made by Amy Faust, seconded by Randy Burch, to approve the bus and van routes for the 2012-2013 school year, and to allow the transportation coordinator and/or designee to make any necessary changes to the existing routes as deemed appropriate throughout the 2012-2013 school year, with exception of changes that involve additional costs or the complete deletion of a route.

**Roll call vote: Yes 7                      No 0                      Absent 2 (Bealer, Holt)**

**Motion carried.**

- Copier Leases** Motion made by Al Darion, seconded by Kurt Frieauf, to approve entering into two new 48-month lease agreements with Keystone Business Products for copiers at the administration building and middle school.  
**Roll call vote: Yes 7 No 0 Absent 2 (Bealer, Holt)**  
**Motion carried.**
- Scissor Lift** Motion made by Randy Burch, seconded by Jim Shrawder, to approve the purchase of a Genie Industries GS-1930 scissor lift from Mobile Lifts, Inc. at a cost of \$12,173.  
**Roll call vote: Yes 5 No 2 (Faust, Schroeder) Absent 2 (Bealer, Holt)**  
**Motion carried.**
- Fire System Inspection and Maintenance** Motion made by Amy Faust, seconded by Kurt Frieauf, to approve the service agreement with Kistler O'Brien Fire Protection for the inspection and maintenance of all school district fire extinguishers and kitchen fire suppression systems at an approximate cost of \$5,031.70.  
**Roll call vote: Yes 7 No 0 Absent 2 (Bealer, Holt)**  
**Motion carried.**
- New Story Tuition** Motion made by Amy Faust, seconded by Kurt Frieauf, to approve the tuition agreement with New Story for a special education student at a cost of \$175 per day and related services per Attachment A.  
**Roll call vote: Yes 7 No 0 Absent 2 (Bealer, Holt)**  
**Motion carried.**
- Superintendent Evaluation** The Board agreed to appoint Al Darion and Jim Shrawder to a committee to review the evaluation process of the superintendent and present a recommendation by the end of September.
- Adjournment** Motion made by Jim Shrawder, seconded by Kurt Frieauf, to adjourn the meeting at 9:37 p.m.  
**Motion carried unanimously.**

Respectfully Submitted by,

Rikki L. Clark  
School Board Secretary