Minutes
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KUTZTOWN AREA SCHOOL DISTRICT
Board of Directors Meeting
Monday, July 15, 2013, 7:30 p.m.

The Board of Directors of Kutztown Area School District met for a board meeting on Monday, July 15, 2013 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 Pat Bealer, Randy Burch, Al Darion, Kurt Friehauf, Caecilia Holt, Jim Shrawder, Carl Ziegler

Absent Amy Faust, Craig Schroeder

Also Present Katherine Metrick, David Miller, Rikki Clark, Matthew Link, Tracy Blunt, Jim Brown, Rebecca Beidelman, Barbara Richard, Bud Runkle, Jim Brown, Melissa Leiby, Donna Keglovits, Louise DeMatteo, Nicole Gonzalez, Jade Rauch, Pam Heid, Joyce Sturtevant, John Noll, Amy Howard, Michele Schoener, Deb Kenney

Call to Order The meeting was called to order at 7:31 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.

Approval of Minutes Motion made by Caecilia Holt, seconded by Kurt Friehauf, to approve the Minutes of the following meetings:
May 28, 2013 Special Board Meeting
June 17, 2013 School Board Meeting
Roll call vote: Yes 7 No 0 Absent 2 (Faust, Schroeder)
Motion carried.

Treasurer's Report Motion made by Pat Bealer, seconded by Caecilia Holt, to accept the treasurer's report of the General Fund.
Roll call vote: Yes 7 No 0 Absent 2 (Faust, Schroeder)
Motion carried.

Ratification of General Account Bills Motion made by Pat Bealer, seconded by Kurt Friehauf, to ratify for payment the general account bills in the amount of $3,072,351.39.
Roll call vote: Yes 7 No 0 Absent 2 (Faust, Schroeder)
Motion carried.

Approval of General Account Bills Motion made by Kurt Friehauf, seconded by Pat Bealer, to approve for payment the general account bills in the amount of $401,013.33.
Roll call vote: Yes 7 No 0 Absent 2 (Faust, Schroeder)
Motion carried.

Ratification of Construction Account Bills Motion made by Caecilia Holt, seconded by Pat Bealer, to ratify for payment the construction account bills in the amount of $529.00.
Roll call vote: Yes 7 No 0 Absent 2 (Faust, Schroeder)
Motion carried.

Approval of Construction Account Bills Motion made by Pat Bealer, seconded by Randy Burch, to approve for payment the construction account bills in the amount of $18,282.11.
Roll call vote: Yes 7 No 0 Absent 2 (Faust, Schroeder)
Motion carried.

Committee Reports

EITC *Pat Bealer* Mrs. Bealer reported the committee is drafting proposals for a semi-merger with the Act 32 TCC.

PSBA *Pat Bealer* Mrs. Bealer reported the changes to the pension plan have been opposed by the teachers union.

BCTC *Pat Bealer* No report.

Policy and Curriculum *Caecilia Holt* Mrs. Holt reported the committee discussed the out-of-lease laptops and recommend they be sold to a private company. She reported Mr. Link presented models of the gifted program for each grade level.

Facilities *Randy Burch* — Mr. Burch reported the committee discussed and recommended for approval the items on the agenda. He also reported they discussed the future of the B-Wing at the high school.

ECC *Randy Burch* — No report.

Student Achievement *Al Darion* — No report.

Personnel

Motion made by Al Darion, seconded by Caecilia Holt, to approve the following personnel items:

1. The acceptance of the resignation of Melissa A. Kahler as a part-time ESL teacher, effective June 13, 2013.
2. The approval of David J. Miller as business administrator, effective July 1, 2013.
3. The approval of Dr. Diane E. Barrie as curriculum coordinator, effective on or about July 29, 2013, at a salary of $90,000. This is an Act 93 position.
4. The approval of Rebecca E. Beidelman as a classroom teacher, effective no later than August 20, 2013, at a salary of $79,676 per Master's +36, Step 14, of the KATA/KASD contract. Mrs. Beidelman will be assigned to the social studies position at the middle school for the first semester of the 2013-2014 school year.
5. The approval of Richard J. Hadley as a German teacher at the middle school, effective August 19, 2013, at a salary of $49,527, per Bachelor's +12, Step 1, of the KATA/KASD contract.
6. The approval of Jade E. Rauch as a kindergarten teacher at Greenwich-Lenhartsville Elementary School, effective August 19, 2013, at a salary of $47,475 per Bachelor's, Step 1, of the KATA/KASD contract.
7. The approval of Melissa A. Farina as a long-term substitute teacher for biology at the high school, effective August 19, 2013 through the end of the first semester of the 2013-2014 school year.
8. The approval of Kelly A. Fly as a part-time office aide (30 hours per week, 180 days per year with no benefits) at Greenwich-Lenhartsville Elementary School, effective August 26, 2013, at a rate of $10.00 per hour.
9. The approval of Nicole M. Gonzalez as a long-term substitute teacher for Grade 2 at Kutztown Elementary School for the 2013-2014 school year, effective August 19, 2013, at a rate of $100 per day for days 1-20, $110 per day for days 21-45, and the remainder at Bachelor's, Step 1, per the KATA/KASD contract.
10. The approval of the attached list of substitute teachers for the 2013-2014 school year, effective August 26, 2013, at a rate of $100 per day for days 1-20 and $110 per day for days 21 and thereafter.
11. The approval of Lauren M. Smith as a substitute teacher for the 2013-2014 school year, effective August 26, 2013, at a rate of $100 per day for days 1-20 and $110 per day for days 21 and thereafter.
12. The approval of the attached list of substitute support staff for the 2013-2014 school year, effective July 1, 2013, at a rate of $13.50 per hour for nurse assistants, $9.75 per hour for secretarial/clerical, $9.50 per hour for custodial, and $8.50 per hour for cafeteria.
13. The approval of the following substitute van drivers for the 2013-2014 school year, effective July 1, 2013, at a rate of $10.00 per hour:
    Harry A. McGonigle Alan N. Speicher Leon G. Smith
14. The approval of the change in work hours for Diane M. Zettlemoyer, cafeteria employee, from 30 hours per week to 35 hours per week, effective July 1, 2013. The additional 5 hours per week are needed due to not replacing a cafeteria employee who resigned in the 2012-2013 school year.
15. The approval of a family medical leave (FMLA) for employee #949, commencing on June 1, 2013 for a maximum of 12 weeks.
16. The approval of a child-rearing leave for employee #609 commencing on August 20, 2013 through the end of the first semester of the 2013-2014 school year.
17. The approval of the revision of Allison M. Scheidt's salary as an elementary teacher, effective August 20, 2013, to $54,656, Bachelor's +24, Step 3, per the new KASD/KATA contract. Ms. Scheidt was previously approved at Bachelor's +24, Step 3 of the previous KATA contract.
18. The approval of the revision of Dawn Starolis's salary as a special education teacher, effective August 20, 2013, to $69,163, Master's +36, Step 7, per the new KATA/KASD contract. Ms. Starolis was previously approved at Master's +36, Step 7 of the previous KATA contract.

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

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

Policies – First Reading

Motion made by Pat Bealer, seconded by Al Darion, to approve the first reading of the following policies:

Policy 119.1	Controversial Issues
Policy 818	Contracted Services

Roll call vote: Yes 6 No 0 N/A 1 (Shrawder) Absent 2 (Faust, Schroeder)
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.

Connect Ed Motion made by Randy Burch, seconded by Kurt Friehauf, to approve a 3-year agreement with Blackboard Connect, effective July 1, 2013, at a cost of $2,310.40 per year. Blackboard Connect supplies the district's Connect Ed service whereby the district can make mass phone calls to the community.
Roll call vote: Yes 7 No 0 Absent 2 (Faust, Schroeder)
Motion carried.

Interstate Tax Motion made by Kurt Friehauf, seconded by Pat Bealer, to approve the agreement with Interstate Tax Service, Inc., administered through PSBA Insurance Trust, for the period beginning July 15, 2013 and ending December 31, 2013 for approximately $669.38.
Roll call vote: Yes 7 No 0 Absent 2 (Faust, Schroeder)
Motion carried.

PSBA Insurance Motion made by Kurt Friehauf, seconded by Caecilia Holt, to approve the renewal of the liability insurance package with Pennsylvania School Boards Association (PSBA) insurance for a one-year agreement beginning July 1, 2013 at a cost of $84,246.
Roll call vote: Yes 7 No 0 Absent 2 (Faust, Schroeder)
Motion carried.

Cafeteria Steamer Motion made by Pat Bealer, seconded by Kurt Friehauf, to approve the purchase of a pressure steamer and stationary kettle at a cost of $45,590.50 from Singer Equipment Company to be paid from the Food Service Fund. Pricing is based on State Contract.
Roll call vote: Yes 6 No 0 N/A 1 (Shrawder) Absent 2 (Faust, Schroeder)
Motion carried.

Chiller and Boiler Water Treatment Motion made by Kurt Friehauf, seconded by Jim Shrawder, to accept the quote from Adams Chemical Service, Inc. for chiller and boiler water treatment services for the period beginning July 1, 2013 through June 30, 2014, at a cost of $2,920.
Roll call vote: Yes 7 No 0 Absent 2 (Faust, Schroeder)
Motion carried.

Boilers and Water Heaters Motion made by Randy Burch, seconded by Caecilia Holt, to approve using Consolidated Engineers as engineers for the replacement of boilers and domestic water heaters at the middle school at a fixed fee of $21,000.
Roll call vote: Yes 5 No 0 N/A 2 (Friehauf, Shrawder) Absent 2 (Faust, Schroeder)
Motion carried.

Tennis Court Lighting Motion made by Kurt Friehauf, seconded by Randy Burch, to accept the proposal from Schatz Engineering, Inc. to replace existing tennis court lighting control enclosure and components with a new aluminum enclosure and distribution panel and control panel at a cost of $10,105.
Roll call vote: Yes 7 No 0 Absent 2 (Faust, Schroeder)
Motion carried.

Fund Balance Designation Motion made by Caecilia Holt, seconded by Pat Bealer, to approve making necessary budget transfers as a result of 2012-13 Year End Audit retroactive to June 30, 2013. Items to be included in Committed Fund Balance include Future Capital Projects, Future PSERS Contributions, Amount Due to Berks Career and Technology Center, Special Ed Expenses, and Personnel Changes.
Roll call vote: Yes 6 No 0 N/A 1 (Shrawder) Absent 2 (Faust, Schroeder)
Motion carried.

Sale of Laptops Motion made by Kurt Friehauf, seconded by Randy Burch, to approve the sale of old out-of-lease laptops to Sycamore International.
Roll call vote: Yes 6 No 0 N/A 1 (Bealer) Absent 2 (Faust, Schroeder)
Motion carried.

Scanning of Student Files Motion made by Pat Bealer, seconded by Jim Shrawder, to approve the service of IMR Information at Work to scan the necessary special education student files at a cost per the attached fee schedule.
Roll call vote: Yes 7 No 0 Absent 2 (Faust, Schroeder)
Motion carried.

Memorandum of Understanding Motion made by Pat Bealer, seconded by Kurt Friehauf, to approve the Memorandum of Understanding between the Kutztown Area School District and the Kutztown Area Teachers' Association, dated July 15, 2013, regarding Employee #282.
Roll call vote: Yes 7 No 0 Absent 2 (Faust, Schroeder)
Motion carried.

Transfer Request Motion made by Pat Bealer, seconded by Kurt Friehauf, to approve the request from Employee #932 for a transfer in accordance with her letter dated July 2, 2013, from the Kutztown Area High School as principal to a teaching position in the Kutztown Area School District.
Roll call vote: Yes 7 No 0 Absent 2 (Faust, Schroeder)

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.

Motion carried.

Act 93 Personnel Compensation Motion made by Al Darion, seconded by Kurt Friehauf, to approve the Act 93 salary increases for the 2013-2014 school year which includes an increase not to exceed 2.7%

Roll call vote: Yes 7 **No 0** **Absent 2 (Faust, Schroeder)**
Motion carried.

Eagle Scout Project Motion made by Pat Bealer, seconded by Kurt Friehauf, to approve Christopher Rarick to construct a brick pathway leading towards the memorial garden for an Eagle Scout project. The construction would take place in July to the beginning of August, and be at no cost to the district.

Roll call vote: Yes 7 **No 0** **Absent 2 (Faust, Schroeder)**
Motion carried.

Auditorium Entrance Lobby Motion made by Randy Burch, seconded by Jim Shrawder, to direct the administration to research cost and options to replace the carpet in the lobby at the auditorium entrance of the high school.

Roll call vote: Yes 7 **No 0** **Absent 2 (Faust, Schroeder)**
Motion carried.

Discussion Items **Future of High School B-Wing**

Motion made by Carl Ziegler, seconded by Jim Shrawder, to direct the administration to consult with an architect on the board's discussions for options and ideas on the future of the B-Wing and Ag. Area of the high school.

Roll call vote: Yes 7 **No 0** **Absent 2 (Faust, Schroeder)**
Motion carried.

PSBA Voting Delegates

Motion made by Al Darion, seconded by Jim Shrawder, to approve Pat Bealer and Caecilia Holt as voting delegates for the 2013 Pennsylvania School Boards Association (PSBA) School Leadership Conference.
Motion carried unanimously.

Adjournment Motion made by Kurt Friehauf, seconded by Pat Bealer, to adjourn the meeting at 8:58 p.m.
Motion carried unanimously.

Respectfully submitted by,

Rikki L. Clark
School Board Secretary

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