

Minutes
of the
KUTZTOWN AREA SCHOOL DISTRICT
Board of Directors Meeting
Monday, July 20, 2015, 7:30 p.m.

The Board of Directors of Kutztown Area School District met for a regular board meeting on Monday, July 20, 2015 at 7:30 p.m., in the high school library, pursuant to due notice to board members and the public.

Present Caecilia Holt, Karl Nolte, Jim Shrawder, Al Darion, Carl Ziegler, Michael Hess

Absent Christine Ryan, Eric Johnson, Randy Burch

Also Present Katherine Metrick, David Miller, Rikki DeVough, Matthew Link, Chris Harrington, Deb Barnes, Barry Flicker, James Brown, Richard Galley, Mark Shellhammer, Jeremy Rothermel, Melissa Leiby, Ron Devlin, Shannon Sunday, Sandy Daniels, Zachary Hoffman, Carol Schullely, Pam Heid, Rebecca Beidelman, Donna Wasser, Carolyn Wasser, Jill Schleyer, TJ Watson

Call to Order The meeting was called to order at 7:42 p.m. by President Ziegler.

Welcome President Ziegler 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.

Meeting Minutes Motion made by Caecilia Holt, seconded by Karl Nolte, to approve the Minutes from the June 15, 2015 School Board Meeting and the July 13, 2015 Special Board Meeting.

Roll call vote: Yes 6

No 0

Absent 3 (Ryan, Johnson, Burch)

Motion carried.

Treasurer's Report Motion made by Karl Nolte, seconded by Al Darion, to approve the Treasurer's Report of the General Fund.

Roll call vote: Yes 6

No 0

Absent 3 (Ryan, Johnson, Burch)

Motion carried.

Ratification of General Account Motion made by Karl Nolte, seconded by Jim Shrawder, to ratify for payment the general account bills in the amount of \$4,310,009.84.

Roll call vote: Yes 6

No 0

Absent 3 (Ryan, Johnson, Burch)

Motion carried.

Approval of General Account Motion made by Michael Hess, seconded by Karl Nolte, to approve for payment the general account bills in the amount of \$1,708,096.95.

Roll call vote: Yes 6

No 0

Absent 3 (Ryan, Johnson, Burch)

Motion carried.

Approval of Construction Account Motion made by Karl Nolte, seconded by Michael Hess, to approve for payment the construction account bills in the amount of \$64,481.17.

Roll call vote: Yes 6

No 0

Absent 3 (Ryan, Johnson, Burch)

Motion carried.

Superintendent's Report Mrs. Metrick recognized the following History Day students who competed and placed at the National, State, and/or Regional competitions: Hannah Walker, Maya Workowski, Krista Kunkle, Casey Kuhns, Patrick Moyer, Tyler Akers, Emily Burch, Tyler Pensyl, Abbie Boyer, Samuel Arnold, Logan Boyer, Zachary Watson, Julian Tich, and Silas Bealer.

Mrs. Metrick also reported the IMPACT Baseline testing for concussion comparison has been suspended by The Reading Health Group until further compliance checks have been performed. This testing is currently available in Trexlertown.

Board Committee Reports E.I.T. No report.

PSBA Mrs. Holt reported the state budget has not yet been passed.

BCIU No report.

BCTC No report.

P & C Mrs. Holt reported the committee received a report on Imagine Learning.

ECC No report.

Facilities No report.

Personnel

Motion made by Caecilia Holt, seconded by Karl Nolte, to approve the following personnel items:

1. The acceptance of the resignation of Eryn L. Ziegler as head field hockey coach, effective June 1, 2015.
2. The approval of a continuation through June 26, 2015 of the Family Medical Leave (FMLA) for employee #392. FMLA was previously approved commencing on April 2, 2015 through June 8, 2015.
3. The approval of a PLACEHOLDER as a full-time instrumental music teacher at the high school, effective the beginning of the 2015-2016 school year.

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

Roll call vote: Yes 6 No 0 Absent 3 (Ryan, Johnson, Burch)

Motion carried.

Superintendent Agreement

Motion made by Karl Nolte, seconded by Al Darion, to approve the Commission and proposed District Superintendent's Agreement for Katherine D. Metrick as superintendent, for a term of five years effective August 6, 2015 through August 5, 2020. A copy of the District Superintendent's Agreement shall be attached to and made part of the Minutes of the 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 6 No 0 Absent 3 (Ryan, Johnson, Burch)

Motion carried.

Vacation Day Rollover

Motion made by Caecilia Holt, seconded by Al Darion, to allow 12-month support staff to rollover vacation days to be used by the end of the first week of August of the following year, commencing with vacation days received in the 2014-2015 school year.

Roll call vote: Yes 5 No 0 N/A 1 (Nolte) Absent 3 (Ryan, Johnson, Burch)

Motion carried.

Audit Response Package

Motion made by Karl Nolte, seconded by Al Darion, to approve the Audit Response Package, including a Corrective Action Plan, in response to the District Auditor General's Performance Audit Report for Fiscal Year Ended June 30, 2012 and 2011.

Roll call vote: Yes 6 No 0 Absent 3 (Ryan, Johnson, Burch)

Motion carried.

District Dentist

Motion made by Caecilia Holt, seconded by Michael Hess, to approve Messersmith & Keller General Dentistry as District Dentist for the 2015-2016 school year. C. Matthew Keller, D.M.D. will conduct the student exams at a cost of \$2.00 per exam.

Roll call vote: Yes 6 No 0 Absent 3 (Ryan, Johnson, Burch)

Motion carried.

ACCESS Case Reviews

Motion made by Michael Hess, seconded by Karl Nolte, to approve Denise Bononno, CRNP and certified school nurse, to conduct, under the direction of the school physician, Medical ACCESS case reviews at a cost of \$10.00 each, effective July 21, 2015 through October 31, 2015.

Roll call vote: Yes 6 No 0 Absent 3 (Ryan, Johnson, Burch)

Motion carried.

Food Service Payment Portal

Motion made by Karl Nolte, seconded by Caecilia Holt, to approve, pending review from solicitor, the agreement with Cybersoft Technologies for the use of ParentOnline, a web-based payment portal for parents to deposit money into an account for use by their children in the cafeteria.

Roll call vote: Yes 6 No 0 Absent 3 (Ryan, Johnson, Burch)

Motion carried.

Performance Tracker	Motion made by Karl Nolte, seconded by Al Darion, to approve renewing the contract with SunGard Public Sector to provide the Performance Tracker software for the 2015-2016 school year, at a cost of \$5,430.27.			
	Roll call vote: Yes 6	No 0	Absent 3 (Ryan, Johnson, Burch)	
	Motion carried.			
Audiology Services	Motion made by Karl Nolte, seconded by Al Darion, to approve the independent contractor agreement with Virginia Grim, Au.D. CCC for education audiology services in the 2015-2016 school year.			
	Roll call vote: Yes 6	No 0	Absent 3 (Ryan, Johnson, Burch)	
	Motion carried.			
Conference Requests	Motion made by Al Darion, seconded by Michael Hess, to approve the following employees to attend the Eureka Math Institute on August 12-14, 2015 in Wilmington, DE at a the following costs. Total expenditures for all conference requests not to exceed \$11,200.			
	# 579	\$1,298.33	# 280	\$1,286.25
	# 496	\$ 848.33	# 98	\$1,286.25
	#1036	\$1,298.33	# 242	\$1,286.25
	# 61	\$1,298.33	# 503	\$1,286.25
	# 457	\$1,298.33	# 200	\$1,286.25
	#1420	\$1,298.33	#1650	\$ 836.25
	# 269	\$1,286.25	#1541	\$1,224.80
	Roll call vote: Yes 6	No 0	Absent 3 (Ryan, Johnson, Burch)	
	Motion carried.			
Early Learning Center Rental	Motion made by Karl Nolte, seconded by Jim Shrawder, to approve keeping the amount of rent paid by the Early Learning Center for the two rooms they rent at the District Administration Building at a total of \$10,512 per year (\$876 per month). This is the same amount as previous years.			
	Roll call vote: Yes 6	No 0	Absent 3 (Ryan, Johnson, Burch)	
	Motion carried.			
Eagle Scout Project	Motion made by Jim Shrawder, seconded by Karl Nolte, to approve Zachary Hoffman to complete an Eagle Scout Project at the high school. Zachary will work with Mr. Flicker on the scope of the project which could include modifying the frames and hanging systems of the class pictures in the hallways, digitalizing the pictures, and purchasing a flat screen television for the auditorium lobby. The project will be paid for by Zachary's fund raising efforts in addition to funds from Kutztown Area School District.			
	Roll call vote: Yes 6	No 0	Absent 3 (Ryan, Johnson, Burch)	
	Motion carried.			
Chimney at KES	Motion made by Karl Nolte, seconded by Jim Shrawder, to approve the agreement with Haas Masonry to repair the chimney at Kutztown Elementary School at a price of \$18,348.			
	Roll call vote: Yes 6	No 0	Absent 3 (Ryan, Johnson, Burch)	
	Motion carried.			
Rooftop AC Unit	Motion made by Karl Nolte, seconded by Michael Hess, to approve the agreement with H.T. Lyons to replace the rooftop air conditioning unit for Room E7 at the high school for a cost of \$4,830.			
	Roll call vote: Yes 6	No 0	Absent 3 (Ryan, Johnson, Burch)	
	Motion carried.			
Fire Protection Services	Motion made by Karl Nolte, seconded by Jim Shrawder, to approve the service agreement with Kistler O'Brien to provide inspection and maintenance of fire extinguishers and semi-annual kitchen inspections at an estimated cost of \$2,772.60.			
	Roll call vote: Yes 6	No 0	Absent 3 (Ryan, Johnson, Burch)	
	Motion carried.			
High School Renovation	Motion made by Karl Nolte, seconded by Jim Shrawder, to approve putting out to bid the Kutztown High School renovation project that has been discussed with AEM Architects.			
	Roll call vote: Yes 6	No 0	Absent 3 (Ryan, Johnson, Burch)	
	Motion carried.			

Employee Assistance Prog. Motion made by Al Darion, seconded by Caecilia Holt, to approve the renewal of the Employee Assistance Program with Inroads At Family Guidance Center for the year beginning July 1, 2015 through June 30, 2016, per the attached agreement.
Roll call vote: Yes 6 No 0 Absent 3 (Ryan, Johnson, Burch)
Motion carried.

Naming of HS Gymnasium Motion made by Jim Shrawder, seconded by Al Darion, to approve the high school gymnasium be named in honor of Coach John Silan, according to Policy 701.1.
Roll call vote: Yes 6 No 0 Absent 3 (Ryan, Johnson, Burch)
Motion carried.

iPad Maintenance and Repair Fee Motion made by Al Darion, seconded by Michael Hess, to approve a district maintenance and repair fee of \$25 to be assessed to 8th grade students and used for repairs to the student-issued iPads for the 2015-16 school year. The fee for the maintenance and repair of the iPads for 8th grade students who are approved for free or reduced lunch status will be discounted (one-half) or paid for by the school district. In addition, each 8th grade student will be responsible for paying the established \$40 deductible for repairs or damages not covered by the existing warranty.
Roll call vote: Yes 5 No 1 (Shrawder) Absent 3 (Ryan, Johnson, Burch)
Motion carried.

Addendum to Apple Lease Motion made by Al Darion, seconded by Michael Hess, to approve the proposed lease schedule as an addendum to the current 4-year Master Lease Purchase Agreement with Apple Computers for the total amount of \$122,940.00, with annual payments of \$31,608.10.
Roll call vote: Yes 5 No 0 N/A 1 (Shrawder) Absent 3 (Ryan, Johnson, Burch)
Motion carried.

Web Hosting & Notification Syst. Motion made by Al Darion, seconded by Jim Shrawder, to approve a contract with Blackboard Engage for web hosting services and emergency notification system services for the 2015-2016 school year at a cost of \$7,310.40.
Roll call vote: Yes 6 No 0 Absent 3 (Ryan, Johnson, Burch)
Motion carried.

PSBA Voting Delegates Motion made by Jim Shrawder, seconded by Karl Nolte, to appoint Caecilia Holt and Al Darion as voting delegates to represent the Kutztown Area School District at the 2015 Delegate Assembly on Tuesday, October 13, 2015 at the PASA-PSBA School Leadership Conference in Hershey, PA.
Roll call vote: Yes 6 No 0 Absent 3 (Ryan, Johnson, Burch)
Motion carried.

Adjournment Motion made by Jim Shrawder, seconded by Caecilia Holt, to adjourn the meeting at 8:58 p.m.
Motion carried unanimously.

Respectfully Submitted by,

Rikki L. DeVough
School Board Secretary