

**ANTIETAM SCHOOL DISTRICT  
MINUTES OF THE BOARD MEETING ON NOVEMBER 20, 2017**

The Antietam School Board met for their voting meeting on November 20, 2017 in the district office conference room. Dr. Michelle Worrall, Board President, called the meeting to order at 7:05 p.m. followed by the pledge of allegiance. Dr. Worrall asked if there were any corrections to the agenda. None were noted.

The following members were present:

Chris Faro	Walt Saylor
Michael Gierula	Ann Sellers
James Glendening	David Stauffer
Larry O'Boyle	Michelle Worrall

Absent: Kyla Ramsey

Also present:

Dr. Melissa Brewer	- Superintendent
Tracy Detwiler	- Business Manager
Brian Boland	- Solicitor, Kozloff Stoudt
Tony DiSarro	- Director of Technology
Pam Janda	- Board Secretary

Public Comment: None

Dr. Brewer recognized former Board Member Julia Kleiman-Baer and thanked her for the years of service she dedicated to the Board and presented her with a token of appreciation. Dr. Brewer then recognized David Stauffer, who will be going off the Board, and thanked him for his 12 years of service and dedication and presented him with a token of appreciation. Dr. Brewer also thanked Dr. Worrall for her service as Board president the past year and presented her with a token of appreciation.

Dr. Worrall noted that the minutes of the October 23 meeting had been distributed and asked if there were any corrections. None were noted. A poll of the Board by a voice vote resulted in the minutes being approved.

**TREASURER'S REPORT**

Mr. O'Boyle reported year-to-date revenue of \$10,658,608.61; year-to-date expenditures of \$5,205,504.68 leaving a balance (unaudited) of \$10,310,142.21, and cash and investments as of October 31, 2017 of \$11,157,134.77.

Mr. O'Boyle moved, seconded by Mr. Faro, to approve the Treasurer's Report, petty cash activity reports, Cash and Investments for October 2017, and payment of bills for November 2017, as presented.

**A poll of the Board resulted in the following vote:**

Yes 8 Mmes. Sellers and Worrall; Messrs. Faro, Gierula, Glendening, O'Boyle, Saylor and Stauffer

**Motion carried.**

**FINANCE COMMITTEE**

Mr. O’Boyle moved, seconded by Mr. Stauffer, to consent to the entry of the proposed Order in the matter of Berks County Treasurer vs. Catholic Housing Corporation of Mt. Penn filed to No. 17-15700 as presented.

**A poll of the Board resulted in the following vote:**

Yes 8 Mmes. Sellers and Worrall; Messrs. Faro, Gierula, Glendening, O’Boyle, Saylor and Stauffer

**Motion carried**

Mr. O’Boyle moved, seconded by Mr. Faro, to approve the agreement between the Antietam School District and School Operation Services Group, Inc. (SOS) for maintenance and custodial support on an as needed basis, as presented.

Approve the revised agreement between the Antietam School District and Caron Foundation to increase the SAP liaison from 1 day/week to 1.5 days/week.

Ratify the Special Education Services Agreement between the BCIU and the Antietam School District for July 1, 2017 through June 30, 2018.

Ratify a transfer of \$350,000 from Committed Fund Balance to Unassigned Fund Balance effective June 30, 2017, in accordance with our Fund Balance Policy 620.

Accept the audit report for the 2016-2017 school year, submitted by Herbein+Co., CPA, as presented.

Approve budget transfers for the 2017-18 school year, as presented.

Approve change order No. EC-1 for Hirneisen Electric, Inc., as presented.

Approve the E-Rate Consulting Services Agreement between the Berks County IU and the Antietam School District for the 2017-18 school year.

**A poll of the Board resulted in the following vote:**

Yes 8 Mmes. Sellers and Worrall; Messrs. Faro, Gierula, Glendening, O’Boyle, Saylor and Stauffer

**Motion carried.**

**POLICY COMMITTEE**

Mr. Stauffer moved, seconded by Mr. Faro, to ratify the request for home schooling of a 4<sup>th</sup> grade student for the 2017-18 school year.

Approve the final reading of the following new policy:  
No. 625 – Procurement Cards

Approve the final reading of a revision to the following policy:  
No. 808 – Food Services

**A poll of the Board resulted in the following vote:**

Yes 8 Mmes. Sellers and Worrall; Messrs. Faro, Gierula, Glendening, O'Boyle, Saylor and Stauffer

**Motion carried.**

**BERKS CAREER AND TECHNOLOGY CENTER**

Mr. Saylor moved, seconded by Mr. Faro, to approve David B. Stauffer as Antietam School District's representative on The Berks Vocational Technical School Authority, for a five-year term from January 1, 2018 through December 31, 2023.

**A poll of the Board resulted in the following vote:**

Yes 8 Mmes. Sellers and Worrall; Messrs. Faro, Gierula, Glendening, O'Boyle, Saylor and Stauffer

**Motion carried.**

**ATHLETICS/ACTIVITIES COMMITTEE**

Mr. Saylor moved, seconded by Mr. Stauffer, to approve the addition of a Boys' tennis team in the Spring of 2018, at a cost not to exceed \$4,000.

**A poll of the Board resulted in the following vote:**

Yes 6 Mmes. Sellers and Worrall; Messrs. Faro, Glendening, O'Boyle, and Stauffer  
No 2 Messrs. Gierula and Saylor

**Motion carried.**

Mr. Saylor moved, seconded by Mr. Faro, to approve the addition of the co-curricular club, Coexist, at the Antietam Middle-Sr. High School, at no cost to the district, for the 2017-18 school year.

Approve the change in Cheerleading in the Antietam Middle-Sr. High School to include grades 7-12.

**A poll of the Board resulted in the following vote:**

Yes 8 Mmes. Sellers and Worrall; Messrs. Faro, Gierula, Glendening, O'Boyle, Saylor and Stauffer

**Motion carried.**

**PERSONNEL COMMITTEE**

Mr. Stauffer moved, seconded by Mr. Faro, to approve the addition of a part-time instructional assistant at the Mt. Penn Primary Center, 5.5 hours/day.

Approve the addition of a part-time instructional assistant at the Antietam Middle-Sr. High School, 5.5 hours/day.

Approve the revised language to the Vision Care and Dental Plans in the Support Staff Handbook, as presented.

Approve the list of proposed winter coaches and salaries, as presented.

Accept the letter of resignation from Kyle Schaeffer, full-time, Act 93 Supervisor of Maintenance and Facilities, effective November 17, 2017.

Accept the letter of resignation from Heather Wamsher, full-time special education teacher at the Mt. Penn Elementary Center, effective a date TBA.

Accept the letter of resignation from Melissa Schaeffer, part-time paraprofessional at the Mt. Penn Elementary Center, effective November 17, 2017.

Approve Rebecca Marmas as a full-time emotional support teacher at the Mt. Penn Elementary Center, Master's Step 8, \$52,550 (pro rated), with benefits, professional contract, effective a date TBD.

Approve Mary Ellen Ebeling as a mentor to Rebecca Marmas for the 2<sup>nd</sup> semester of the 2017-18 school year, \$250, in accordance with the co-curricular contract.

Approve the transfer of Katelyn Denight from elementary emotional support teacher to learning support teacher, with no change in salary or step, effective a date TBD.

Approve Katiana Brutus as a part-time secretary at the Mt. Penn Primary Center, 3 hours/day, 15 hours/week, \$13.18/hour, without benefits, effective December 5, 2017.

Approve a \$200/week stipend for Joe Buzalewski and Lee Yochum, full-time maintenance technicians, for the interim period until a Supervisor of Maintenance and Facilities is hired.

**A poll of the Board resulted in the following vote:**

Yes 8 Mmes. Sellers and Worrall; Messrs. Faro, Gierula, Glendening, O'Boyle, Saylor and Stauffer

**Motion carried.**

As there was no additional business to discuss, Dr. Worrall adjourned the meeting at 7:50 p.m. She announced that the Board would go into an executive session to discuss a Personnel item and would not re-convene.

Submitted by,

Pamela S. Janda, Board Secretary