

MUHLENBERG SCHOOL DISTRICT  
Committee of the Whole Meeting Minutes  
February 11, 2026  
Lecture Hall, Muhlenberg High School  
[www.muhsdk12.org](http://www.muhsdk12.org)

**Call to Order**

The Committee of the Whole Meeting of the Board of Education of the Muhlenberg School District was called to order on Wednesday, February 11, 2026 at 7:00 PM by Board Vice President, Mrs. Kristyna Eagle.

There was an executive session held prior to the meeting regarding personnel.

**Members Present**

Vice President – Mrs. Kristyna Eagle  
Treasurer - Mr. Ronald J. Haas, Sr.  
Secretary – Mr. Enrique Castro, Jr.  
Assistant Secretary – Ms. Susan Roeckle  
Member – Mr. Andrew L. Eaton, Sr.  
Member – Mr. S. Wayne Hardy (via phone)  
Member – Mr. Garrett Hyneman  
Member – Mr. Robert Mengle  
Solicitor – Mr. Brian F. Boland, Esq.  
Recording Secretary – Mrs. Tara L. Flowers

**Members Absent**

President – Mrs. Cindy L. Mengle

**Administration Present**

Superintendent - Dr. Alan S. Futrick  
Assistant Superintendent - Dr. Gangi E. Cucciuffo  
Business Manager - Mr. Shane M. Mathias, CPA  
Director of Physical Plant – Mr. Ken Patterson  
Director of Pupil Services - Mr. Michael Mish  
Director of Special Education - Dr. Nicole Huntbach  
Supervisor of Special Education - Ms. Lori Morris  
Supervisor of Related Services - Mr. Byron Grosselfinger  
Director of Curriculum & Instruction 7-12 - Mr. Kyle Crater  
Director of Technology & Communications - Dr. Juliana Ciccarelli  
Director of Pupil Services - Mr. Michael J. Mish  
Community & Family Outreach Coord. & Distr. Interpreter – Ms. Elizabeth Laviena

Director of Food Services & Nutrition - Mr. Carey Kline  
Director of Human Resources - Dr. Jessica Heffner  
High School Assistant Principal - Ms. Nicole McGowan  
High School Assistant Principal - Ms. Cristina Lillis  
Junior High Assistant Principal - Dr. Joseph Scoboria  
Junior High Assistant Principal - Mr. Josh Rankin  
C.E. Cole Intermediate Assistant Principal - Dr. Tara Nelson  
C.E. Cole Intermediate Assistant Principal - Mr. William Dramby  
Elementary Assistant Principal - Ms. Julie Kehr  
Social Worker - Lauren Heydt  
Social Worker - Liliana Cuesta  
Social Worker- Amanda Foulds  
Social Worker - Emily Carmichael

### Visitors

|               |               |
|---------------|---------------|
| Linda Roebuck | Diane Benson  |
| Don Main      | Austin Harmes |
| Daniel Fair   | Robi Kramer   |
| Jason Walters |               |

### Educational Presentations

*There were none.*

**Hearing of Visitors** - Muhlenberg School District taxpayers and residents have an opportunity, at this time, to comment on matters of concern, official action, or deliberation which are or may be before the Muhlenberg School Board. *This period of time is for comments only; it is not a time to engage in a question and answer or debate with the board. Comments from the Board are at the option of the Board.* The Board retains the option to accept all public comments at this time. Presentations *will* be limited to two minutes per person. In the event that the Board determines that there is not sufficient time for residents or taxpayers of the School District to comment, the Board may defer the comment period to the next regular meeting.

*There were none.*

### Board Business

#### Personnel

##### 1. Professional Appointments

Resolved, that the Board of Education of the Muhlenberg School District approve the following professional appointments:

- a. Ms. Avery Newmiller, Long-Term Substitute Teacher (J. West), Muhlenberg Elementary Center, effective February 2, 2026 through on or about March 6, 2026, at a salary of \$75,586 (M, 9 Steps from the Top), prorated for days worked).
- b. Mr. Antonio Aguayo, Long-Term Substitute Teacher (R. McGowan), Muhlenberg Junior High School, effective February 2, 2026 through the end of the 2025-2026 school year, at a salary of \$54,970 (B, 16 Steps from the Top), prorated for days worked.

## **2. Classified Appointments**

Resolved, that the Board of Education of the Muhlenberg School District approve the following Classified appointments:

- a. Ms. Ramona Corcino, Special Education Paraprofessional (M. Gurung), Muhlenberg Elementary Center, effective February 2, 2026, at a pay rate of \$21.46 per hour.
- b. Mr. Tyree Gibson, Special Education Paraprofessional (E. Figueroa), Muhlenberg High School, effective February 2, 2026, at a pay rate of \$21.46 per hour.

## **3. Acceptance of Resignations**

Resolved, that the Board of Education of the Muhlenberg School District accept the following resignations:

- a. Ms. Megan Gurung, Special Education Paraprofessional, Muhlenberg Elementary Center, effective January 11, 2026.
- b. Ms. Essence Figueroa, Special Education Paraprofessional, Muhlenberg Elementary Center, effective January 15, 2026.
- c. Mr. Ryan Wynings, Long-Term Substitute Teacher, Muhlenberg Elementary Center, effective January 21, 2026.
- d. Ms. Keishla Sanchez, Cafeteria Assistant, Muhlenberg Elementary Center, effective January 21, 2026.
- e. Ms. Xiomara Toledo, Elementary Teacher, C.E. Cole Intermediate, rescind effective June 5, 2026 change to effective March 31, 2026.
- f. Ms. Venus Barboza-Garcia, Clerical Assistant, Muhlenberg Junior High School, effective February 4, 2026.

## **4. Mentor Assignments**

Resolved, that the Board of Education of the Muhlenberg School District approve the following mentor assignments at the professional rate of \$30.00 per hour for the 2025-2026 school year:

- a. Ms. Michelle Heckman, mentor for Ms. Elyssa Hession, Special Education Teacher, for thirty (30) hours.
- b. Ms. Laura Ricards, mentor for Aveyrey Newmiller, Long-Term Substitute Teacher, for fifteen (15) hours.
- c. Ms. Alisha Neiman, mentor for Jaclyn Barbera, Long-Term Substitute Teacher, for fifteen (15) hours.
- d. Dr. Kathleen Brad, mentor for Antonio Aguayo, Long-Term Substitute Teacher, for fifteen (15) hours.

**5. Completion of Probation**

Resolved, that the Board of Education of the Muhlenberg School District approve the completion of probation for the following classified employees:

- a. Mr. Brendan Roberson, Technology Support Specialist, completion of forty-five (45) day probation as of January 15, 2026 and recommended for permanent employment as of January 16, 2026.
- b. Ms. Nicole Stoudt, Class A Secretary, C.E. Cole Intermediate, completion of forty-five (45) day probation as of January 13, 2026 and recommended for permanent employment as of January 14, 2026.
- c. Ms. Jessica Martin, Special Education Paraprofessional, Muhlenberg Elementary Center, completion of forty-five (45) day probation as of January 16, 2026 and recommended for permanent employment as of January 20, 2026.
- d. Ms. Naomi Skeete, Clerical Assistant, Blue Center, completion of thirty (30) day probation as of January 16, 2026 and recommended for permanent employment as of January 20, 2026.
- e. Ms. Brittney Godfrey, Cafeteria Worker, Muhlenberg High School, completion of forty-five (45) day probation as of February 10, 2026 and recommended for permanent employment as of February 11, 2026.
- f. Mr. Alexander Beissel, Custodian, Muhlenberg Junior High School, completion of forty-five (45) day probation as of February 10, 2026 and recommended for permanent employment as of February 11, 2026.

**6. Co-Curricular Appointments**

Resolved, that the Board of Education of the Muhlenberg School District approve the following co-curricular appointments:

- a. Ms. Jennifer Hausman, MJHS Special Education Department Chair, effective December 11, 2025, at a salary of \$750, prorated for days worked.
- b. Mr. John Evans, MHS Musical Sound Engineer, effective January 5, 2026, at a salary of \$1,450 (year 1).

## 7. Approval of Settlement and Release Agreement

Resolved, that the Board of Education of the Muhlenberg School District approve the Settlement and Release Agreement between Robert McGowan and Muhlenberg School District as presented.

## Management

### 1. Adoption of Policies

Resolved, that the Board of Education of the Muhlenberg School District adopt the following district policies:

#### 100 Programs

Policy No. 102, Academic Standards  
Policy No. 105.2, Exemption From Instruction

#### 200 Pupils

Policy No. 204, Attendance  
Policy No. 218.1, Weapons  
Policy No. 221, Dress and Grooming

#### 300 Employees

Policy No. 325, Dress and Grooming

#### 600 Finances

Policy No. 610, Purchases Subject to Bid/Quotation  
Policy No. 611, Purchases Budgeted  
Policy No. 626, Attachment

### 2. School Calendar for the 2026-2027 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the School Calendar for the 2026-2027 school year as presented.

**3. Emergency Disaster Relocation Agreement**

Resolved, that the Board of Education of the Muhlenberg School District approve the emergency disaster relocation agreement for My First Steps Child Care Center to use the Muhlenberg Elementary Center, 610 Sharp Avenue, Reading, PA 19605 as presented.

**Physical Plant and Transportation**

**1. GESA Projects- HVAC Upgrades at MEC**

Resolved, that the Board of Education of the Muhlenberg School District approve the HVAC upgrades at the Muhlenberg Elementary Center per the Guaranteed Energy Savings Agreement with McClure Company at a cost of \$5,728,917 (funded by Grant and Capital Projects Funds) as presented.

**Budget and Finance**

**1. Approval of Financial Reports**

Resolved, that the Board of Education of the Muhlenberg School District approve the following financial reports and that they become part of the permanent record of the meeting:

| <b>Fund</b>               | <b>Treasurer's Report</b> | <b>Financial Report</b> | <b>Bills Paid Month</b>                     | <b>Investments</b> | <b>Budget Transfers</b> |
|---------------------------|---------------------------|-------------------------|---|--------------------|-------------------------|
| General                   | Dec 2025                  | Dec 2025                | Jan 2026<br>Ck#59969-60140<br>V#28527-28541 | Dec 2025           | Jan 2026                |
| Cafeteria                 | Dec 2025                  | Dec 2025                | Jan 2026<br>Ck#8853-8882<br>V#3210-3214     | Dec 2025           |                         |
| Capital Reserve (Fund 32) | Jan 2026                  | Jan 2026                |   |                    |                         |

|                           |          |          |                       |  |  |
|---------------------------|----------|----------|-----------------------|--|--|
| Capital Reserve (Fund 39) | Jan 2026 | Jan 2026 | Jan 2026 Ck#1128-1139 |  |  |
| Activity                  | Dec 2025 | Dec 2025 |                       |  |  |

**2. Berks County Intermediate Unit Proposed Mandated Services Budget for the 2026-2027 School Year**

Resolved, that the Board of Education of the Muhlenberg School District approve the Berks County Intermediate Unit Proposed Mandated Services Budget for the 2026-2027 School Year at the district's share of \$47,469.30.

**3. Public School Facility Improvement Grant Request**

Resolved, that the Board of Education of the Muhlenberg School District approve the request for the Public School Facility Improvement Grant at an amount not to exceed \$5,000,000 from the Commonwealth Financing Authority to be used for the Muhlenberg School District C.E. Cole Intermediate School HVAC Replacement Project as presented. Grant application to be submitted through GSL Consulting.

**4. Berks County Intermediate Unit - Master Telecommunications Licensing Agreement**

Resolved, that the Board of School Directors approves the Master Telecommunications Licensing Agreement (MTLA) and associated Telecommunications Service Order (TSO) for participation in the Berks Regional Wide Area Network with the Berks County Intermediate Unit for the contract period including July 1, 2026 through June 30, 2027. Be It Further Resolved, that the Superintendent is authorized to execute the MTLA and TSO on behalf of the District, with copies provided to the Technology Director, to meet required E-Rate filing timelines as presented.

**Education**

**1. Conference Requests**

Resolved, that the Board of Education of the Muhlenberg School District approve the following conference requests:

- a. Ms. Sabrina Maples, to attend the Pennsylvania Association of School Business Officials Annual Conference in Pittsburgh, PA on March 24, 2026 to March 27, 2026 at a cost not to exceed \$1,052 (Business Office Budget).
- b. Mr. Shane Mathias, to attend the Pennsylvania Association of School Business Officials Annual Conference in Pittsburgh, PA on March 24, 2026 to March 27, 2026 at a cost not to exceed \$1,042 (Business Office Budget).

**2. Educational Field Trip Request**

Resolved, that the Board of Education of the Muhlenberg School District approve the following educational field trip request:

- a. Muhlenberg High School Competitive Cheer Team, travel to the National Cheer Competition in Orlando, FL on February 5, 2026 through February 9, 2026.

**3. Admission of Fact, Waiver of Hearing, Acknowledgment of Compliance with Procedural Safeguards and Consent to Expulsion**

Resolved, that the Board of Education of the Muhlenberg School District authorize the Admission of Fact, Waiver of Hearing, Acknowledgement of Compliance with Procedural Safeguards and Consent to Expulsion for the following student:

- a. Student "E", C.E. Cole Intermediate

**4. The Forge - Academic, Leadership & Life Skills Program**

Resolved, that the Board of School Directors approves the implementation of an eight-week, academic, leadership, and life skills program for junior high and high school male students through The Forge, at a cost not to exceed \$3,500 per cohort.

**Minutes**

Review minutes of the Committee of the Whole Meeting of January 14, 2026 and the Regular Board Meeting of January 14, 2026.

**Old Business**

*There was none.*

**New Business**

Questions/Comments/Concerns:

*Mr. Haas commented if it is common practice if people resign effective at the end of the day. Dr. Futrick responded sometimes yes and sometimes it is appropriate.*

**1. Memoriam of Richard E. Hoffmaster**

Resolved, that we remember the passing of Mr. Richard E. Hoffmaster who served in the Muhlenberg School District for twenty-nine (29) years (December 1995 - January 2024) as a School Board Member. We honor his memory for his dedicated service to the school district and community.

Be it further resolved that we convey through this resolution our deepest sympathy to his family, and that this resolution be made part of the permanent record in the minutes of the Muhlenberg School District.

**Hearing of Visitors**

Presentation is limited to approximately two minutes per person. Should any citizen require more than the two minutes allocated, please contact the Superintendent prior to the meeting. He will coordinate such requests for the Board. Citizens addressing the Board should be aware that the meeting is being taped.

*There were none.*

**MSD/RMCTC Board Visitor of the Month**

Schedule 2025-2026

|          |                          |
|----------|--------------------------|
| February | Mr. S. Wayne Hardy       |
| March    | Mr. Garrett Hyneman      |
| April    | Mr. Andrew L. Eaton, Sr. |
| May      | Mr. Ronald J. Haas, Sr.  |

**Review of Board Meetings and Calendar of Events**

|            |         |                     |
|------------|---------|---------------------|
| February 9 | 6:30 PM | RMCTC Board Meeting |
|------------|---------|---------------------|

|             |         |  |
|-------------|---------|--|
| February 11 | 6:30 PM | Committee of the Whole and Regular Board Meeting |
| March 4     | 7:00 PM | Committee of the Whole Meeting                   |
| March 9     | 6:30 PM | RMCTC Board Meeting                              |
| March 11    | 7:00 PM | Regular Board Meeting                            |
| April 1     | 7:00 PM | Committee of the Whole Meeting                   |
| April 8     | 7:00 PM | Regular Board Meeting                            |
| April 13    | 6:30 PM | RMCTC Board Meeting                              |
| May 6       | 7:00 PM | Committee of the Whole Meeting                   |
| May 11      | 6:30 PM | RMCTC Board Meeting                              |
| May 13      | 7:00 PM | Regular Board Meeting                            |
| June 8      | 6:30 PM | RMCTC Board Meeting                              |
| June 10     | 6:30 PM | Committee of the Whole and Regular Board Meeting |

### Adjourn Meeting

Moved by Mr. Eaton and Mr. Hyneman that there being no further business to come before the Board, the meeting be adjourned. Meeting adjourned at 7:10 PM.

Attest:



Enrique Castro Jr.  
Secretary