

MUHLENBERG SCHOOL DISTRICT  
Committee of the Whole Meeting Minutes  
January 14, 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, January 14, 2026 at 6:32 PM by Board President, Mrs. Cindy L. Mengle.

**Members Present**

President – Mrs. Cindy L. Mengle  
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. (via zoom)  
Member – Mr. Garrett Hyneman  
Member – Mr. Robert Mengle  
Solicitor – Mr. Brian F. Boland, Esq.  
Recording Secretary – Mrs. Tara L. Flowers

**Members Absent**

Member – Mr. S. Wayne Hardy

**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. Jaclyn Bellanca  
Supervisor of Related Services - Mr. Byron Grosselfinger  
Director of Curriculum & Instruction K-6 - Dr. Cathy Shappell  
Director of Curriculum & Instruction 7-12 - Mr. Kyle Crater  
Director of Technology & Communications - Dr. Juliana Cicarelli  
Community & Family Outreach Coord. & Distr. Interpreter – Ms. Elizabeth Laviena  
Director of Food Services & Nutrition - Mr. Carey Kline  
Director of Human Resources - Dr. Jessica Heffner

Athletic Director - Dr. Timothy Moyer  
High School Principal - Mr. Haniff Skeete  
High School Assistant Principal - Ms. Nicole McGowan  
High School Assistant Principal - Ms. Cristina Lillis  
Junior High Principal - Mr. Chris Becker  
Junior High Assistant Principal - Dr. Joseph Scoboria  
Junior High Assistant Principal - Mr. Josh Rankin  
Junior High Assistant Principal - Ms. Michele Weaver  
C.E. Cole Intermediate Principal - Dr. Janet Heilman  
C.E. Cole Intermediate Assistant Principal - Dr. Tara Nelson  
C.E. Cole Intermediate Assistant Principal - Mr. William Dramby  
Elementary Principal - Ms. Ginny Hornberger  
Elementary Assistant Principal - Mr. Daniel Kramer  
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
Inga Hobbs	Jonathan Hobbs
Lisa Starr	Chris Evans
Samson Evans	Sean Wyland
Katie Evans	Robi Kramer

#### **Educational Presentations**

##### A. School Director Recognition Month - Dr. Alan S. Futrick

This month is school board recognition month. This month gives an opportunity to publicly thank the nine dedicated individuals that serve on the Muhlenberg School District Board of Directors. Serving on a school board requires time, preparation, and thoughtful decision making often behind the scenes. Yet the impact of the work is felt in the district's classrooms, programs, and throughout the community. Each decision the board makes helps to shape the future of the learning experiences and future opportunity for the district's students. What sets this board apart is its commitment to relationships, trust and shared focus on student success. They ask thoughtful questions, engage in productive dialogue and remain focused on aligning the district's resources,

programs, and facilities to support high quality teaching and learning for all of the district students and staff members. Strong districts don't happen by chance, they are built with a clear vision, responsible stewardship, and continuous improvement. Their leadership has helped move the Muhlenberg School District forward with purpose, supporting academic growth, student involvement and a positive school culture while honoring this community's investment. On behalf of all of the students, staff, the families, administrators and the community of Muhlenberg, he wanted to thank each board member for their service, integrity and their unwavering commitment to the Muhlenberg School District.

B. MJHS- Science Club/Fair- Mr. Chris Evans

Students and Mr. Evans gave a slide presentation on Chief Science Officers Program, PJAS, MJHS Science Clubs, and Science Club

C. First Reading of Policies - Dr. Alan S. Futrick

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

**Policy 102. Academic Standards**

This policy Academic Standards was updated to reflect the changes to the state standards for the 2025- 2026 school year. Changes include new requirements for science, environment, ecology, technology and engineering standards based on grade levels. State standards for personal finance and financial literacy were not included in this update as they are not required until the 2026-2027 school year. We will be updating this policy again next year prior to the start of the 2026-2027 school year.

*Policy 102 is a mandated policy.*

#### **Policy 105.2 Exemption from Instruction**

**Policy 105.2** was updated to give parents more control over what their children are exposed to in school, specifically regarding sensitive topics that might conflict with their religious or moral beliefs.

*Policy 105.2 is a mandated policy.*

#### **Policy 218.1. Weapons**

This policy has been updated to has been updated to comply with the PA School Code, 24 P.S. §1303.2-A, which outlines new notification requirements when an incident involving possession of a weapon occurs on school property, at a school-sponsored activity, or on a conveyance providing transportation to a school or school-sponsored activity. Notifications are now required for the appropriate population of parents/guardians and district employees, in addition to the previously existing requirement of notifying any parents/guardians whose child was directly involved in the incident. The "appropriate population" to be notified is determined by where the incident occurred - in an individual school building, on a shared campus with other school buildings, or at a school-sponsored activity or on a public conveyance providing transportation to or from a school-related activity. The policy also specifies that these notifications must be issued within twenty-four (24) hours of the incident and communicated in such a way that they are likely to reach the appropriate individuals, unless circumstances of the incident necessitate otherwise.

*Policy 218.1 is a mandated policy*

#### **Policy 221, Dress and Grooming and Policy 325, Dress and Grooming**

These policies were updated because a new Pennsylvania law, called the **CROWN Act**, has changed the legal definition of "race" and "religious creed."

The district updated the rules to ensure that no one is punished or excluded for hair textures or religious clothing that are natural to who they are.

*Policy 221 and 325 are mandated policies.*

**Policy 610. Purchase Subject to Bid/Quotation, Policy 611, Purchases Budgeted and Policy 626. Federal Fiscal Compliance**

**PROCUREMENT UPDATES - PRICING THRESHOLDS FOR PURCHASES SUBJECT TO BID/QUOTATION - Effective January 1, 2026**

Each year, the Pennsylvania Department of Labor and Industry is required by law to publish changes to the base amounts triggering the requirement for public, telephonic bids or separate bids for certain contracts, or both. These changes are based on the Consumer Price Index and are published annually in the Pennsylvania Bulletin.

PA School Code Sections 24 P.S. §7-751 and 24 P.S. §8-807.1 require public school entities to obtain competitive bids and price quotations based on these amounts. As of January 1, 2026, the amount for purchases subject to public bid will be **\$24,500** and the amount for purchases subject to written or telephonic price quotation will be **\$13,200**. PSBA updated the following documents as necessary to reflect the new price thresholds:

*Policies 610, 611 and the Procurement attachment to Policy 626 are recommended for audit purposes.*

The board went into an executive session for litigation.

**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.

Samson Evans - resident

Science Fairs, Science Program, Internships

**Board Business**

**Personnel**

**1. Professional Appointments**

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

- a. Ms. Elyssa Hession, Special Education Teacher (A. Hirneisen), Muhlenberg Elementary Center, effective December 19, 2025, at a salary of \$60,991 (B + 24, 16 Steps from the Top), prorated for days worked.
- b. Mr. Kyle Jurgensen, Long-Term Substitute Teacher (X. Toledo), C.E. Cole Intermediate, effective December 22, 2025 through on or about April 10, 2026, at a salary of \$60,991 (B + 24, 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. Oliva Mota, Custodian Substitute, effective January 15, 2026, at a pay rate of \$14.00 per hour.
- b. Ms. Stephanie Carroll, Cafeteria Substitute, effective January 15, 2026, at a pay rate of \$14.00 per hour.
- c. Ms. Felicia Velez, Cafeteria Assistant (A. Echevarria), Muhlenberg Elementary Center, alteration of assignment, adjustment pay rate to \$17.96 per hour.

**3. Acceptance of Resignations**

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

- a. Ms. Allysa Hirneisen, Special Education Teacher, Muhlenberg Elementary Center, effective December 15, 2025.
- b. Ms. Jennifer Moran, Special Education Teacher, Muhlenberg Elementary Center, rescind acceptance effective December 23, 2025.
- c. Mr. William Snelling, Music Teacher, Muhlenberg High School, resignation for the purpose of retirement, effective June 5, 2026.
- d. Mr. Christopher Ramirez, Custodian, Muhlenberg High School, effective January 7, 2026.

**4. 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. Ms. Victoria Keiper, Special Education Paraprofessional, C.E. Cole Intermediate, completion of forty-five (45) day probation as of October 29, 2025 and recommended for permanent employment as of October 30, 2025.
- b. Ms. Haley Gardner, Special Education Paraprofessional, C.E. Cole Intermediate, completion of forty-five (45) day probation as of October 24, 2025 and recommended for permanent employment as of October 27, 2025.
- c. Ms. Jennifer Eberhart, Special Education Paraprofessional, C.E. Cole Intermediate, completion of forty-five (45) day probation as of December 16, 2025 and recommended for permanent employment as of December 17, 2025.

**5. Co-Curricular Appointments**

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

- a. Mr. Dan Clemison, MHS Boys Lacrosse Head Coach, effective December 1, 2025, at a salary of \$4,350 (year 1).
- b. Mr. Robert Gehr, MJHS Wrestling Assistant Coach, effective December 1, 2025, at a salary of \$2,773 (year 1).
- c. Mr. Jermaine Thaxton, MJHS Girls Basketball Assistant Coach, effective December 1, 2025, at a salary of \$3,263 (year 1).
- d. Mr. Jonte Simmons, MHS Boys Basketball Volunteer Coach, effective December 1, 2025.
- e. Mr. Luis Valentin, MHS Boys Basketball Volunteer Coach, effective December 1, 2025.
- f. Ms. Davon Talley, MJHS Boys Basketball Volunteer Coach, effective December 1, 2025.

**6. Request for FMLA/ Leave of Absence**

Resolved, that the Board of Education of the Muhlenberg School District approve the request for a Leave of Absence/FMLA leave for the following employees:

- a. Employee No. 3013, Teacher, FMLA/Leave of Absence, effective January 12, 2026 through on or about March 9, 2026.
- b. Employee No. 2119, Special Education Paraprofessional, FMLA, effective January 16, 2026 through on or about April 10, 2026.
- c. Employee No. 2927, Teacher, FMLA/Leave of Absence, effective May 9, 2026 through on or about first day of the 2026-2027 school year.
- d. Employee No. 2481, Custodian, FMLA, effective January 22, 2026 through on or about March 23, 2026.

**7. Homebound Instruction Assignment**

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

- a. Ms. Amanda Kemmerer, Homebound Instruction for student #36419, Muhlenberg High School, for up to 5 hours per week.

**Management**

There are no items.

**Physical Plant and Transportation**

**1. Phase 2 Multi Purpose Field Installation Close-Out Change Order**

Resolved, that the Board of Education of the Muhlenberg School District approve the the final change order associated with the multi purpose turf field complex at a net cost of \$121,788.46 as presented.

**2. Phase 2 Sanitary Sewer Line Relocation Close-Out Change Order**

Resolved, that the Board of Education of the Muhlenberg School District approve the the final change order associated with the sanitary sewer line relocation at a net cost of \$1,001,885.71 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:

Fund	Treasurer's Report	Financial Report	Bills Paid Month	Investments	Budget Transfers
General	Nov 2025	Nov 2025	Dec 2025 Ck#59819-59968 V#28509-28526	Dec 2025	

Cafeteria	Nov 2025	Nov 2025	Dec 2025 Ck#8828-8852 V#3207-3209	Dec 2025	
Capital Reserve (Fund 32)	Dec 2025	Dec 2025			
Capital Reserve (Fund 39)	Dec 2025	Dec 2025	Dec 2025 Ck#1112-1127		
Activity	Nov 2025	Nov 2025			

**2. Disposal of Surplus Property**

Resolved, that the Board of Education of the Muhlenberg School District authorize the disposal of the following surplus property in accordance with district Policy 706.1, Disposal of Surplus Property as presented:

- a. HP ProBooks 440 – The amount of residual value of laptops is quoted at \$25,620 to be bought back by Hewlett-Packard Financial Services (Technology and Communications Fund)

**3. Approval of 2026 Mileage Rate**

Resolved, that the Board of Education of the Muhlenberg School District approve the 2026 standard mileage reimbursement rate for the use of a personal vehicle for business purposes of 72.5¢ per mile in accordance with the Internal Revenue Service guidelines as of January 1, 2026.

**Education**

**1. Conference Requests**

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

- a. Ms. Samantha Armstrong, to attend the Pete&C Conference in Hershey, PA on February 2, 2026 to February 3, 2026 at a cost not to exceed \$179.20 (Technology and Communications Department funds).
- b. Ms. Stacy Heckman, to attend the Pete&C Conference in Hershey, PA on February 2, 2026 to February 3, 2026 at a cost not to exceed \$543.60 (Technology and Communications Department funds).
- c. Mr. Ken Patterson, 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 \$1,063.76 (Buildings and Grounds Budget).

## **2. Certificate of Support Students**

Resolved, that the Board of Education of the Muhlenberg School District approve the enrollment of Certificate of Support Students, PA School Code 1302, for the 2025-2026 School Year as listed.

## **3. Student to Complete the 2025-2026 School Year as a Non-Resident Student**

Resolved, that the Board of Education of the Muhlenberg School District approve the request for the following student to complete the 2025-2026 school year as non-resident student:

- a. Student #33505, Senior, MHS

## **Minutes**

Review minutes of the Annual Organization Meeting of December 3, 2025, Committee of the Whole Meeting of December 3, 2025 and the Regular Board Meeting of December 3, 2025.

## **Old Business**

*There was none.*

## **New Business**

*There was none.*

## **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

January	Mrs. Cindy L. Mengle
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**


January 12	6:30 PM	Reading-Muhlenberg CTC Re-Organization Meeting
January 14	6:30 PM	Committee of the Whole and Regular Board Meeting
February 4	7:00 PM	Committee of the Whole Meeting
February 9	6:30 PM	RMCTC Board Meeting
February 11	7:00 PM	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 Mrs. Eagle and Mr. Castro that there being no further business to come before the Board, the meeting be adjourned. Meeting adjourned at 8:17 PM.

Attest:



Enrique Castro Jr.  
Secretary