

MUHLENBERG SCHOOL DISTRICT
Regular Board Meeting Minutes
March 9, 2022
Via Zoom
www.muhlSDK12.org

Call to Order

The Regular Board Meeting of the Board of Education of the Muhlenberg School District was called to order on Wednesday, March 9, 2022 at 7:21 PM by Board President, Mr. Garrett E. Hyneman.

Members Present

President – Mr. Garrett E. Hyneman
Vice President – Mr. Otto W. Voit, III via zoom
Treasurer - Mr. Richard E. Hoffmaster
Secretary – Mrs. Cindy L. Mengle
Assistant Secretary – Ms. Janet Howard via zoom
Member – Mrs. Kristyna Eagle
Member – Mr. J. Tony Lupia, Jr.
Member – Mr. Mark J. Nelson
Member – Mr. Miguel Vasquez
Solicitor – Mr. Brian F. Boland, Esq.
Recording Secretary – Mrs. Tara L. Flowers

Members Absent

Administration Present

Superintendent – Dr. Joseph E. Macharola
Assistant Superintendent – Dr. Alan S. Futrick
Business Manager- Shane M. Mathias, CPA
Director of Physical Plant & Transportation – Mr. Ken Patterson
Director of Special Education – Dr. Shawn Rutt
Supervisor of Accounts – Ms. Susan Hawkins
Supervisor of Special Education – Dr. Nicole Huntbach
Licensed Behavior Specialist – Mr. Zachariah Milch
Director of Technology – Mr. Daniel Houck
Director of Federal Programs – Dr. Cathy Shappell
Director of Food and Nutrition – Mr. Carey Kline
Athletic Director – Dr. Tim Moyer
Community & Family Outreach Coordinator & Interpreter – Ms. Elizabeth Laviena
~~High School Principal – Mr. Michael Mish~~
High School Assistant Principal – Ms. Lori Morris
High School Assistant Principal- Mr. Frank Vecchio
Junior High School Principal – Dr. Jeffery Ebert
C. E. Cole Intermediate Principal – Mr. Steven Baylor
Elementary Center Principal – Mr. Kyle Crater

Elementary Center Assistant Principal – Mrs. Ginny Hornberger
Social Worker – Ms. Amanda Foulds

Visitors

Jolyn Casper	Jackyln Bellance
Marcey Harman	Linda Figueroa
Kristy Rothenberger	Wes Cipolla
Mallory Rowley	Jennifer Doyle
Michelle Lorah	Blake Kral

Educational Presentations

Dr. Macharola advised there is the second reading of policies for the Board to approve that was shared earlier

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. The Board retains the option to accept all public comment at this time. Presentations should 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.

Wes Cipolla

Mr. Cipolla advised he had a question, but if it was not appropriate he would wait until the end. Mr. Hyneman responded it was okay. Mr. Cipolla advised he was making a report on tonight's meeting for the Reading Eagle. Mr. Cipolla asked if the Board could restate those statistics that were mentioned at the beginning of the Committee of the Whole meeting about mental health and asked if those were referring to just Muhlenberg students or students across the country. Dr. Macharola advised that those were specific to Muhlenberg School District. Mr. Cipolla asked for those numbers to be restated, Dr. Macharola restated the statistics. Mr. Cipolla asked when the survey was conducted. Dr. Macharola responded in December 2021. Mr. Cipolla thanked Dr. Macharola for the information.

Committee Report

A. Berks County Intermediate Unit – Mr. J. Tony Lupia, Jr.

Mr. Lupia advised the discussion of the Governor's proposed budget 43.7 billion and increased funding all around. Increase funding for basic education, for Special Education, for school employees, retirement, Pre-K Counts, pupil transportation, Head Start supplemental, career and technical education, private schools for Deaf and Blind. Mr. Lupia commented what all the increase what Muhlenberg will get, the District will find out.

B. Reading-Muhlenberg CTC – Mrs. Cindy Mengle

Mrs. Mengle advised there was nothing to report as the meeting is on Monday.

C. Berks County Tax Collection Committee – Mr. Shane M. Mathias, CPA

There is no report at this time.

D. PSBA Liaison – Mr. Otto W. Voit, III

There is no report at this time.

E. Muhlenberg Community Library – Mr. Terry Heckman

There is no report at this time.

F. Educational Programs – Dr. Alan S. Futrick

There is no report at this time.

Solicitor's Comments – Mr. Brian F. Boland, Esq.

There is no report at this time.

Superintendent's Comments - Dr. Joseph E. Macharola

Dr. Macharola discussed following up from last month, if the District could use a volunteer, and someone wishes to volunteer, each building has a packet to be filled out. Dr. Macharola advised the District will be more than happy to review their packet of information and in need of a volunteer the District will certainly call.

Board Business

Personnel

Resolution Nos. 145A – 145L (145F pulled for separate vote)

Moved by Mrs. Eagle and Mr. Vasquez, that the Board of Education of the Muhlenberg School District approve **Resolution Nos. 145A through 145L (Mr. Nelson requested 145F be pulled for a separate vote)** in their entirety.

Yeas: Mr. Hoffmaster, Ms. Howard, Mr. Hyneman, Mr. Lupia, Mrs. Mengle, Mr. Nelson, Mr. Vasquez, Mr. Voit, Mrs. Eagle. The motion **carried** unanimously.

145A Acceptance of Resignations

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

- a. Ms. Alicia Houser, Special Education Teacher, C. E. Cole Intermediate, pending release from Muhlenberg School District, date to be determined.
- b. Mrs. Phyllis Young, Secretary, Muhlenberg High School, resignation for the purpose of retirement, effective June 30, 2022 (end of the 2021-2022 School Year).
- c. Ms. Whitney Burkert, 4.5 Hour Cafeteria Worker, C. E. Cole Intermediate, effective February 15, 2022.
- d. Mr. Joshua Ressler, Outside Custodian, resignation for the purpose of retirement, effective March 18, 2022.

145B Administrative Appointment

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

- a. Dr. Nicole Huntbach, Supervisor of Special Education (T. Charles), effective upon release from current employer, at a salary of \$82,400, prorated for days worked.

145C Completion of Probation

Resolved, that the Board of Education of the Muhlenberg School District approve the completion of probation for the following classified employee (Exhibit #131):

- a. Ms. Brenda Torres, Cafeteria Worker, C. E. Cole Intermediate, completion of forty-five (45) day probation as of February 24, 2022 and recommended for permanent employment as of February 25, 2022.

145D Request for Leave of Absence/FMLA Leave

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

- a. Mr. Isaias Rivera, Communications Teacher, Muhlenberg Junior High School, Leave of Absence/FMLA, effective on or about February 28, 2022 through on or about May 31, 2022.

145E Request for Extension of Leave of Absence/FMLA Leave

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

- a. Ms. Yasmarie Aponte, ELL Teacher, Muhlenberg Junior High School, extension of Leave of Absence/FMLA, effective March 28, 2022 through on or about the first contractual day of the 2022-2023 school year.

145F Pulled for separate vote.

145G Co-Curricular Appointments

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

- a. Ms. Jessica Angstadt, Youth Aquatic Coach, effective November 8, 2021, at a salary of \$1,000 (year 1).
- b. Ms. Michele McCammit, Yearbook Coordinator, Muhlenberg Elementary Center, effective August 30, 2021, at a salary of \$580 (year 1).
- c. Ms. Madison Pyott, Muhlenberg Junior High Softball Assistant Coach, effective March 9, 2022, at a salary of \$3,263 (year 1).
- d. Mr. Jacob Conrad, Muhlenberg High School Track and Field Assistant Coach, effective March 9, 2022, at a salary of \$3,045 (year 1).
- e. Mr. Tyler Adam, Muhlenberg High School Exercise Room Coordinator, effective August 30, 2021, at a salary of \$1,584 (year 8).
- f. Mr. Mike Anthony, Muhlenberg High School Lifting Coordinator, effective August 30, 2021, at a salary of \$3,146 (year 24).
- g. Ms. Linda Ebersole, Muhlenberg High School Musical Accompanist, effective March 2, 2022, at a salary of \$2,030 (year 1).

145H Co-Curricular Salary Adjustment

Resolved, that the Board of Education of the Muhlenberg School District approve the following adjusted salary:

- a. Mr. Mike Allen, HS TV Studio Advisor, adjust salary to \$3,590 (year 10) from \$3,698 (year 11).

145I Bus Monitors for the 2021-2022 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the following bus monitors for the 2021-2022 school year at the pay rate of \$10.50 per hour:

C.E. Cole Intermediate
Mr. Tate Dewalt
Mr. Daniel Fair
Ms. Jenna Jusits
Ms. Iva Moyer

145J Award Professional Employee Contract for Tenured Teachers

Resolved, that the Board of Education of the Muhlenberg School District in accordance with Section 1121 of the Pennsylvania School Code of 1949 (as amended) and Act 66 of 1996, authorize awarding a Professional Employee Contract to the following teachers who have performed on a satisfactory basis for three years:

- a. Mr. Eric Bieber, C.E. Cole Intermediate
- b. Ms. Sarah Brown, C.E. Cole Intermediate

145K Professional Appointment

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

- a. Ms. Heather Scholl, Certified School Nurse (S. Lountzis), Muhlenberg High School, effective date to be determined, at a salary of \$68,346 (B + 24, 7 Steps from the Top), prorated for days worked

145L Classified Appointments

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

- a. Mr. Todd Manmiller, Second Shift Custodian (T. Pearson), Muhlenberg High School, effective March 21, 2022, at a salary of \$38,506.40, prorated for days worked.
- b. Ms. Amanda Seasholtz, Instructional Assistant (M. Marshall), Muhlenberg Elementary Center, effective March 21, 2022, at a pay rate of \$14.87 per hour.

Resolution No. 145F

Moved by Mr. Hoffmaster and Mrs. Eagle, that the Board of Education of the Muhlenberg School District approve **Resolution Nos. 145F** in its entirety.

Yeas: Mrs. Eagle, Mr. Hoffmaster, Ms. Howard, Mr. Hyneman, Mr. Lupia, Mrs. Mengle, Mr. Vasquez, Mr. Voit. **Abstain:** Mr. Nelson. The motion **carried**.

145F 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 2021-2022 school year (Exhibit #132):

- a. Mr. Tara Nelson, mentor for Ms. Sonia Pucklavage, Long-Term Substitute Teacher, C. E. Cole Intermediate, for thirty (30) hours.
- b. Mr. Ben O'Donnell, mentor for Mr. Theodore Werkheiser, Long-Term Substitute Teacher, Muhlenberg High School, for thirty (30) hours.

Management

Resolution Nos. 146 - 148

Moved by Mr. Hoffmaster and Mr. Mrs. Eagle, that the Board of Education of the Muhlenberg School District approve **Management Resolution Nos. 146 through 148** in their entirety.

Yeas: Ms. Howard, Mr. Hyneman, Mr. Lupia, Mrs. Mengle, Mr. Nelson, Mr. Vasquez, Mrs. Eagle, Mr. Hoffmaster. The motion **carried** unanimously.

146 Adoption of Policy

Resolved, that the Board of Education of the Muhlenberg School District adopt the following district policy (Exhibit #133):

000 Local Board Procedures
Policy No. 006, Meetings

900 Community
Policy No. 903, Public Participation in Board Meetings

147 Summer Work Schedule

Resolved, that the Board of Education of the Muhlenberg School District approve the summer work schedule as Monday through Thursday beginning Monday, June 13, 2022 through Friday, August 12, 2022 – Office hours 7:30 AM – 4:00 PM.

148 Act 80 Days for the 2021-2022 School Year

Resolved, that the Board of Education of the Muhlenberg School District authorize the submission of the revised Act 80 Days for the 2021-2022 school year to the Pennsylvania Department of Education (Exhibit #134).

Physical Plant and Transportation

Resolution Nos. 149 - 153

Moved by Mr. Lupia and Mr. Nelson , that the Board of Education of the Muhlenberg School District approve **Physical Plant and Transportation Resolution Nos. 149 through 153** in its entirety.

Yeas: Mr. Hyneman, Mr. Lupia, Mrs. Mengle, Mr. Nelson, Mr. Vasquez, Mr. Voit, Mrs. Eagle, Mr. Hoffmaster, Ms. Howard. The motion **carried** unanimously.

149 Sunday Facility Use Request

Resolved, that the Board of Education of the Muhlenberg School District approve the following Sunday Facility Use Request (Exhibit #135):

- a. Life Church, use of the Muhlenberg Junior High School Auditorium on Sunday, April 3, 2022 to hold their Community Night of Worship.

150 Approval of Keystone Sports Construction Agreement

Resolved, that the Board of Education of the Muhlenberg School District approve the agreement with Keystone Sports Construction for required annual cleaning, inspection, and GMAX testing as presented (Exhibit #136).

151 Approval of Township of Muhlenberg Agreement

Resolved, that the Board of Education of the Muhlenberg School District approve the agreement with the Township of Muhlenberg for temporary construction easement for the replacement of school warning devices on Kutztown Road as presented (Exhibit #137).

152 Approval of NRG Demand Response Program Agreement

Resolved, that the Board of Education of the Muhlenberg School District approve the payment agreement with NRG to participate in the NRG's Demand Response Program as presented (Exhibit #138).

153 Approval of ForeRunner Technologies Inc. Agreement

Resolved, that the Board of Education of the Muhlenberg School District approve the agreement with ForeRunner Technologies Inc. for the VOIP Phone System annual maintenance and software support, beginning March 3, 2022 through March 23, 2025, at an annual cost of \$13,672.01 (funded through Physical Plant and Transportation) as presented (Exhibit #139).

Budget and Finance

Resolution Nos. 154 -155

Moved by Mr. Vasquez and Mrs. Eagle that the Board of Education of the Muhlenberg School District approve **Budget and Finance Resolution Nos. 154 through 155** in their entirety.

Yeas: Mr. Lupia, Mrs. Mengle, Mr. Nelson, Mr. Vasquez, Mr. Voit, Mrs. Eagle, Mr. Hoffmaster, Ms. Howard, Mr. Hyneman,. The motion **carried** unanimously.

154 **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 (Exhibit #140):

Fund	Treasurer's Report	Financial Report	Bills Paid Month	Investments	Budget Transfers
General	Jan 2022	Jan 2022	Feb 2022 Ck#51599-51815 V# 27193-27228	Jan 2022	Jan 2022
Cafeteria	Jan 2022	Jan 2022	Feb 2022 Ck#7374-7407 V# 2932-2936	Jan 2022	
Capital Reserve (Fund 32)	Feb 2022	Feb 2022			
Capital Projects Fund (Fund 39)	Feb 2022	Feb 2022			
Activity	Jan 2022	Jan 2022			

155 **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 (Exhibit #141):

- a. Chromebooks/Laptops/Desktops for Disposal – These items are broken or are of no value to the District and have had usable parts removed. (Exhibit – Mar22 Recycle.xlsx Exhibit)

Education

Resolution Nos. 156 – 164

Moved by Mr. Hoffmaster and Mr. Nelson, that the Board of Education of the Muhlenberg School District approve **Education Nos. 156 through 164** in its entirety.

Yeas: Mrs. Mengle, Mr. Nelson, Mr. Vasquez, Mr. Voit, Mrs. Eagle, Mr. Hoffmaster, Ms. Howard, Mr. Hyneman, Mr. Lupia,. The motion **carried** unanimously.

156 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 2021-2022 school year as listed (Exhibit #142).

157 Acceptance of Gifts, Grants, Donations

Resolved, that the Board of Education of the Muhlenberg School District accept the following donation in accordance with district Policy 702, Gifts, Grants, Donations (Exhibit #143):

- a. OfficeMax, Lancaster, donation of five boxes of general office/school supplies for C.E. Cole Intermediate.
- b. The Restaurant Store, donation of numerous variety of food products for Family and Consumer Science classes at Muhlenberg Junior High School.

158 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 students (Exhibit #144):

- a. Student "P", C.E. Cole Intermediate
- b. Student "Q", C.E. Cole Intermediate

159 Conference Request

Resolved, that the Board of Education of the Muhlenberg School District approve the following conference request (Exhibit #145):

- a. Dr. Joseph E. Macharola, to attend the District Administrative Superintendents Summit in Napa, CA in March, 2022 at a cost of \$1,409.51 (funded through Superintendents Office).

160 Approval of the Revised Muhlenberg School District Health and Safety Plan

Resolved, that the Board of Education of the Muhlenberg School District approve the revised Muhlenberg School District Health and Safety Plan, as presented, and filed with the Pennsylvania Department of Education (Exhibit #146).

161 Student to Complete the 2021-2022 School Year as a Non-Resident Student

Resolved, Muhlenberg School District approve the request for the following student to complete the 2021-2022 school year as non-resident student:

- a. Student #32483, 12th Grade, MHS

162 Extended School Year Student Tuition Agreement

Resolved, that the Board of Education of the Muhlenberg School District approve the following extended school year student tuition agreement as presented (Exhibit #147).

- a. Student #32432, Capstone Academy

163 Settlement Agreement and Release

Resolved, that the Board of Education of the Muhlenberg School District approve the settlement agreement and release for student #38224 as presented (Exhibit #148).

164 Student Tuition Agreement for the 2021-2022 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the following student tuition agreement for the 2021-2022 school year as presented (Exhibit #149):

- a. Student #36466, Opportunities School

Student Activities

There was none.

Minutes

Resolution No. 165

165 Approval of Minutes

Moved by Mr. Nelson and Mrs. Eagle, that the minutes of the Committee of the Whole Meeting of February 9, 2022 and the Regular Board Meeting of February 9, 2022.

Yeas: Mr. Nelson, Mr. Vasquez, Mr. Voit, Mrs. Eagle, Mr. Hoffmaster, Ms. Howard, Mr. Hyneman, Mr. Lupia, Mrs. Mengle. The motion **carried** unanimously.

Old Business

There was none.

New Business

Resolution No. 166

Moved by Mr. Nelson and Mr. Lupia, that the Board of Education of the Muhlenberg School District approve **Resolution No. 166** in its entirety.

Yeas: Mr. Vasquez, Mr. Voit, Mrs. Eagle, Mr. Hoffmaster, Ms. Howard, Mr. Hyneman, Mr. Lupia, Mrs. Mengle, Mr. Nelson. The motion **carried** unanimously.

166 Memoriam of Robert W. Smith

Resolved, that we remember the passing of Mr. Robert W. Smith who served in the Muhlenberg School District as a substitute teacher. 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 2021-2022

March	Mr. Garrett Hyneman
April	Mrs. Cindy Mengle
May	Mr. Richard E. Hoffmaster

Review of Board Meetings and Calendar of Events

March 9	6:30 PM	Committee of the Whole and Regular Board Meeting
March 14	6:30 PM	RMCTC Board Meeting
April 6	7:00 PM	Committee of the Whole Meeting
April 11	6:30 PM	RMCTC Board Meeting

April 13 7:00 PM Regular Board Meeting
May 4 7:00 PM Committee of the Whole Meeting
May 9 6:30 PM RMCTC Board Meeting
May 11 7:00 PM Regular Board Meeting
June 13 6:30 PM RMCTC Board Meeting
June 15 6:30 PM Committee of the Whole and Regular Board Meeting

167 Adjourn Meeting

Moved by Mr. Hoffmaster and Mr. Lupia, that there being no further business to come before the Board, the meeting be adjourned. Meeting adjourned at 7:33 PM.

Yeas: Mr. Voit, Mrs. Eagle, Ms. Howard, Mr. Hoffmaster, Mr. Hyneman, Mr. Lupia, Mrs. Mengle, Mr. Nelson, Mr. Vasquez,. The motion **carried** unanimously.

Attest:


Cindy L. Mengle
Secretary