

MUHLENBERG SCHOOL BOARD
Regular Meeting
September 10, 2008 – 7:30 p.m.
High School 1st Floor Lecture Hall

I. Roll Call

II. Pledge of Allegiance to the Flag

III. Student Council

IV. Educational Presentations

A. DEP Environmental Study – Mr. John Krueger, Ms. Lynn Langor, DEP

B. District Action Plan – Dr. Vlacía Campbell

C. 3rd Reading of Policies – Dr. Vlacía Campbell

1.20 Use of Personal Vehicles for District Business by Members of Board of Education (NEW)

3.23 Student Bus Code

4.5 Professional Employee Performance Appraisal

4.36 Use of Personal Vehicles for District Business (NEW)

V. 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.

VI. Committee Reports

A. Berks County Intermediate Unit	Donald B. Raifsnider, Jr.
B. Reading Muhlenberg CTC	Donald B. Raifsnider, Jr.
C. Berks Earned Income Tax Bureau	
D. PSBA Liaison	Donald B. Raifsnider, Jr.
E. Muhlenberg Community Library	Terry L. Heckman
F. Educational Programs	Dr. Vlacía Z. Campbell

VII. Solicitor's Comments

VIII. Superintendent's Comments

IX. Board Business

A. Personnel – Resolution Nos. 44A through 44M

1. Professional Appointments – Resolution No. 44A

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

- a) Mr. Matthew J. Kramer, Art Teacher at Cole I.S., part time (41%), salary of \$16,484 (BS, Step 1) effective retroactive to August 25, 2008

2. Classified Appointments – Resolution No. 44B

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

- a) Ms. Tina Rothermel, Special Education Instructional Assistant at MEC, part time (T. Miller's transfer), effective retroactive to August 22, 2008 at the pay rate of \$13.20 per hour for 4 hours per day
- b) *Transfer* of Ms. Marion Schleinkofer from Cafeteria Assistant at MEC to Special Education Instructional Assistant at MEC (L. Palangio's transfer), effective retroactive to August 22, 2008 at the pay rate of \$13.20 per hour for 7 hours per day
- c) Cafeteria Workers:
 - 1) *Transfer* of Ms. Tiffany Yob from High School Cafeteria to Elementary Center Worker, effective retroactive to August 25, 2008, 3.5 hours per day
 - 2) Ms. Jennifer McWilliams, Cole I.S. Cafeteria Assistant, effective retroactive to August 25, 2008, 2 hours per day, \$11.15 per hour
 - 3) Ms. Susan Hakes, Cole I.S. Cafeteria Assistant, effective retroactive to August 25, 2008, pay rate of \$11.15 per hour, 2 hours per day, \$11.15 per hour
 - 4) *Transfer* of Mrs. Michellemarie Kline from MEC Cafeteria Worker to Cole I.S. Cafeteria Worker, 4 hours per day
 - 5) *Transfer* of Mrs. Faye Wummer from MEC Cafeteria Worker to Cole I.S. Cafeteria Worker, 4 hours per day
 - 6) *Transfer* of Mrs. Jennifer Schaffer from MEC Cafeteria Worker to Cole I.S. Cafeteria Worker, 2 hours per day
 - 7) *Transfer* of Mrs. Kathryn Kready from Elementary Breakfast Program to Middle School Breakfast Program as a Server (A. Youse), effective retroactive to August 25, 2008, 2 hours
 - 8) *Rescind transfer* of Ms. Nina Stahl from MHS Café to Cole Café
 - 9) *Rescind transfer* of Mrs. Patricia Smith from MEC Café to Cole Café
- d) NEW POSITION - Outside/Grounds Custodian, formerly AM part time courier position changed to full time with outside custodial duties
- e) NEW POSITIONS – two part time 4-hour Clerical Assistants at Cole Intermediate School
- f) NEW POSITION – Technology Support Specialist

3. Resignations – Resolution No. 44C

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

- a) Ms. Deborah Campbell Ferrar, Special Education Instructional Assistant at MEC, effective August 15, 2008
- b) Ms. Peggie A. DeLong, Life Skills Instructional Assistant/Job Coach at HS, effective August 19, 2008
- c) Ms. Barbara DeLeon, Special Education Instructional Assistant at MEC, effective August 18, 2008
- d) Mr. Ian Cooper, Special Education Instructional Assistant at HS, effective August 22, 2008
- e) Ms. Donna Schaeffer, Elementary Center Cafeteria worker, effective August 5, 2008
- f) Ms. Willodean Czechowski, Elementary Cafeteria Assistant, effective August 21, 2008
- g) Ms. Laura Angstadt, Special Education Instructional Assistant, effective August 26, 2008

4. Co/Extra-Curricular Resignations – Resolution No. 44D

Resolved, that the Board of Education of the Muhlenberg School District accept the following co/extra-curricular resignations:

- a) Mr. Paul McFarland, Junior High Football Assistant Coach, effective August 22, 2008
- b) Ms. Jackie Shemanski, Junior High Track Assistant Coach, effective August 26, 2008
- c) Mr. Robert Flowers, Junior High Boys' Basketball Assistant Coach, effective immediately

5. Co/Extra-Curricular Appointments – Resolution No. 44E

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

- a) Mr. Ian Cooper, Junior High Football Assistant Coach, \$3,445 (Year 2)
- b) Mr. Thomas Faust, Junior High Boys' Basketball Assistant Coach, \$2,756 (Year 1)
- c) Ms. Leslie Angelucci-Kuriger, Elementary Student Store Advisor, \$1,630 (Year 7)
- d) Mrs. Michele McCammitt, Elementary Student Council Advisor, \$2,373 (Year 18)
- e) Mr. John Evans, Cole Band Director, \$2,450 (Year 1)
- f) Mr. Kenneth Kemmerer, Cole Band Director, \$2,450 (Year 1)
- g) High School Appointments (Exhibit AA)

6. Pay Rate for Retired Teacher Substitutes and Certified Instructional Assistants for 2008-09 – Resolution No. 44F

Resolved, that the Board of Education of the Muhlenberg School District approve pay rates for retired teacher substitutes and certified instructional assistants for the 2008-09 school year as follows:

- a) Retired Teacher - \$125 per day
- b) Certified Instructional Assistants - \$93 per day

7. Substitutes for the 2008-09 School Year – Resolution No. 44G

Resolved, that the Board of Education of the Muhlenberg School District approve the listing of substitutes for the 2008-09 school year (Exhibit A-1).

8. Guest Teachers for the 2008-09 School Year – Resolution No. 44H

Resolved, that the Board of Education of the Muhlenberg School District approve the listing of guest teachers for the 2008-09 school year (Exhibit A-2).

9. Job Descriptions – Resolution No. 44I

Resolved, that the Board of Education of the Muhlenberg School District approve the following job descriptions (Exhibit A-3):

- a) Department/Grade Level Coordinator
- b) Technology Support Specialist

10. Mentor Assignment – Resolution No. 44J

Resolved, that the Board of Education of the Muhlenberg School District approve the following mentor assignment for the 2008-09 school year at the pay rate of \$22.00 per hour:

- a) Mrs. Maureen Yoder, mentor for Mr. Matthew Kramer, 30 hours

11. Employees for Aquatics Program – Resolution No. 44K

Resolved, that the Board of Education of the Muhlenberg School District approve the following personnel for the Muhlenberg Aquatics Program for 2008-09 school year:

- a) Mrs. Joann Hyneman, Supervisor - \$10.40 per hour (Year 1)
- b) Mr. Christopher Short, Instructor - \$7.50 per hour (Year 1)
- c) Ms. Molly Brenner, Coach/Supervisor - \$1,500 salary/\$10.40 per hour (Year 1)
- d) Ms. Lauren Bauer, Instructor/Life Guard - \$7.50/\$7.15 per hour (Year 1)

12. Request for Leave of Absence and FMLA for Mrs. Kristy L. Manwiller – Resolution No. 44L

Resolved, that the Board of Education of the Muhlenberg School District approve the request from Mrs. Kristy L. Manwiller for a leave of absence and FMLA leave effective on or about November 17, 2008 through March 13, 2009.

13. Supplemental Assignment – Resolution No. 44M

Resolved, that the Board of Education of the Muhlenberg School District approve the following supplemental assignment for the 2008-09 school year:

- a) Mr. Chris Ciatto, sports monitor, \$10.50 per hour

B. Management

1. Board Appointment for Alternate Representative to Reading Muhlenberg Career & Technology Center Joint School Committee – Resolution No. 45

Nominations _____

Resolved, that _____ be appointed as the Alternate Representative of the Reading Muhlenberg Career & Technology Center Joint School Committee effective immediately through completion of the 1-year term ending December 2008.

2. Board Appointment for Berks Earned Income Tax Bureau Representative – Resolution No. 46

Nominations _____

Resolved, that _____ be appointed as the Representative to the Berks Earned Income Tax Bureau effective immediately through completion of the 1-year term ending December 2008.

3. Adoption of Policies – Resolution No. 47

Resolved, that the Board of Education of the Muhlenberg School District adopt the following policies effective September 10, 2008:

- 1.20 Use of Personal Vehicles for District Business by Members of Board of Education
- 3.23 Student Bus Code
- 4.5 Professional Employee Performance Appraisal
- 4.36 Use of Personal Vehicles for District Business

C. Physical Plant and Transportation

1. Sunday Facility Use Requests – Resolution No. 48

Resolved, that the Board of Education of the Muhlenberg School District approve the Sunday facility use requests from the following organizations (Exhibit C-1):

- a) Muhlenberg Township Athletic Association, use of football practice field for home games on Sundays – September 7, 28, and October 12, 19, 2008
- b) Laureldale Athletic Association, use of Field #9 for fall softball program on Sundays – September 7, 14, 21, 28 and October 5, 12, 19, 26, 2008
- c) Muhlenberg Township Police Department, use of Track on Sunday, September 28, 2008 for Civil Service Physical Agility Testing

2. Amend Resolution No. 214 of March 12, 2008 – Resolution No. 49

Resolved, that the Board of Education of the Muhlenberg School District amend Resolution No. 214 of March 12, 2008 to adjust the total cost of the ramp alterations at the High School in the amount of \$22,190 (Exhibit C-2).

3. Construction Change Order for Cole Intermediate School – Resolution No. 50

Resolved, that the Board of Education of the Muhlenberg School District approve the following construction change order for the Cole Intermediate School Project (funding from the 2007 Construction Fund) (Exhibit C-3):

- a) Cole #25, G. Bass Company, Plumbing Contractor, 05-02
 - Insulate radon pipe and close plenum \$ 200.00
 - Underground Storm Line G Building \$16,831.82
 - Credit for rock removal in contract CREDIT (\$27,500.00)

TOTAL CREDIT FOR CHANGE ORDER (\$10,468.18)

D. Budget and Finance

1. Approval of Financial Reports – Resolution No. 51

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	July 08		August 08 #95193-95597	July 08	
Capital Reserve	July 08	July 08	September 08 #378-383	July 08	
1996 Series "A"	July 08	July 08	N/A	July 08	
2003 Construction	July 08	July 08	N/A	July 08	
2007 Construction	July 08	July 08	September 08 #282-291	July 08	
2008 Construction	July 08	July 08	N/A	July 08	
Cafeteria	July 08	July 08	August 08 #18474-18488	July 08	
Activity Fund	July 08			July 08	

2. PlanCon Part K, Project Refinancing, General Obligation Bonds, Series A of 2008 – Resolution No. 52

Resolved, that the Board of Education of the Muhlenberg School District authorize the submission of PlanCon Part K, Project Refinancing, for the General Obligation Bonds, Series A of 2008, to the Pennsylvania Department of Education (Exhibit D-2).

3. Contract Agreement to Sell or Purchase Meals from Schools with Berks County Intermediate Unit Head Start Program for the 2008-09 School Year – Resolution No. 53

Resolved, that the Board of Education of the Muhlenberg School District approve the Contract Agreement to Sell or Purchase Meals from Schools with Berks County Intermediate Unit Head Start Program for the 2008-09 School Year (Exhibit D-3).

4. Establishment of Middle School Petty Cash Account – Resolution No. 54

Resolved, that the Board of Education of the Muhlenberg School District authorize the establishment of a petty cash account in the name of Muhlenberg Middle School in the amount of \$100.00 for the purpose of paying for small purchases and expenses (Exhibit D-4).

E. Education

1. Payment for Used Textbooks – Resolution No. 55

Resolved, that the Board of Education of the Muhlenberg School District authorize the payment of used textbooks, Algebra textbooks, declared surplus, to Follett Corporation in the amount of \$475.39 (Exhibit E-1).

2. Tuition Agreement with Milestones Achievement Center – Resolution No. 56

Resolved, that the Board of Education of the Muhlenberg School District approve the Tuition Agreement with Milestone Achievement Center for a Muhlenberg student to receive educational services effective the 2008-09 school year at the rate of \$175.00 per day and associated services as described in Attachment A (Exhibit E-2)

3. Alternative Education at Manito Inc. for the 2008-09 School Year – Resolution No. 57

Resolved, that the Board of Education of the Muhlenberg School District approve the Alternative Education Agreement with Manito Inc. for the 2008-09 school year for purchase of two slots at a cost of \$19,844 each (Exhibit E-3).

4. Donation of Surplus Computers to Reading Muhlenberg Career & Technology Center – Resolution No. 58

Resolved, that the Board of Education of the Muhlenberg School District approve the donation of 100 surplus computers to the Reading Muhlenberg Career & Technology Center (Exhibit E-4).

5. Alternative Education Agreement with Kidspace National Centers for the 2008-09 School Year – Resolution No. 59

Resolved, that the Board of Education of the Muhlenberg School District approve the Alternative Education Agreement with Kidspace National Centers for providing alternative education services to students for the 2008-09 school year at the tuition rate of \$147.83 per day per pupil (Exhibit E-5).

F. Student Activities

X. Minutes

Approval of Minutes – Resolution No. 60

Resolved, that the minutes of the Committee of the Whole Meeting and Regular Meeting of August 13, 2008 be approved as submitted.

XI. Old Business

1. Relocation of Sewer Line

XII. New Business

1. Memoriam of Mrs. Ethel H. Knutson – Resolution No. 61

Resolved, that we remember the passing of Mrs. Ethel H. Knutson, who served as an Elementary School Teacher in the Muhlenberg School District for thirty-five years (1945-1980), and that we honor her memory for her dedicated service to the school district and community.

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

XIII. 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. She will coordinate such requests for the Board. Citizens addressing the Board should be aware that the meeting is being taped.

XIV. Board Visitor of the Month

September – Don Raifsnider
October – Barbara Nagle
November – Scott Long
December – Rick Hoffmaster

January – Cindy Mengle
February – Chris Okonski
March – Terry Heckman
April – Lee Reiniger
May – Otto Voit

XV. Review of Board Meetings and Calendar of Events

September 8	6:30 p.m.	RMCTC Committee and Regular Meetings
September 10	7:30 p.m.	Regular Meeting
October 1	7:00 p.m.	Meet the New Teachers – HS Library
October 1	7:30 p.m.	Committee of the Whole Meeting
October 8	7:30 p.m.	Regular Meeting
October 13	6:30 p.m.	RMCTC Committee and Regular Meetings

XVI. Adjournment

Adjourn Meeting – Resolution No. 62

Resolved, that there being no further business to come before the Board the meeting be adjourned.