

MUHLENBERG SCHOOL BOARD
Regular Meeting Minutes – August 11, 2010
Muhlenberg High School First Floor Lecture Hall

Call to Order

The Regular Meeting of the Board of Education of the Muhlenberg School District was called to order on Wednesday, August 11, 2010 at 7:24 p.m. by Board President, Donald B. Raifsnider, Jr., followed by the Pledge of Allegiance to the Flag.

Members Present

President – Donald B. Raifsnider, Jr.
Treasurer – Richard E. Hoffmaster
Assistant Secretary – Cindy L. Mengle
Member – John A. DelCollo
Member – Barbara A. Nagle
Solicitor – James M. Lillis, Esq.
Recording Secretary – Brenda A. Stein

Members Absent

Vice President – Terry L. Heckman (illness)
Secretary – K. Scott Long (vacation)
Member – Lee R. Reiniger (vacation)
Member – Otto W. Voit, III (vacation)

Administration Present

Superintendent – Dr. Theresa D. Haught
Assistant Superintendent – Dr. Vlacia Z. Campbell
High School Principal – Michael Mish
High School Assistant Principal – Kevin Vanino
Middle School Principal – Donna Albright
Middle School Assistant Principal – Michael Kelly
Cole Intermediate School Principal – Dr. Ryan Giffing
Elementary Center Principal – Steven Baylor
Elementary Center Assistant Principal – Tim Moyer
Supervisor of Special Education – Michael Barr
Technology Coordinator – Daniel Houck
Buildings/Grounds/Transportation Coordinator – Greg Schneider

Visitors

Creg Eddinger
Colleen Russo
Martha Rempath
Hao Duong
Dave Mersinger
TJ Mersinger
Greta Cuyler, *Reading Eagle Reporter*

Educational Presentation

No presentation at this time.

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.

No public comment at this time.

Committee Reports

- A. Berks County Intermediate Unit Donald B. Raifsnider, Jr.

Mr. Raifsnider reported the BCIU Board meeting is next Thursday, August 19. The BCIU has secured property at the former Penske depot on Route 61 for bus transportation.

- B. Reading Muhlenberg CTC Lee R. Reiniger

Absent, no report.

- C. Berks Earned Income Tax Bureau Cindy L. Mengle

Mrs. Mengle reported the EIT Bureau will be meeting next month. The Tax Collection Committee (TCC) meeting was held last evening. Mrs. Lucchese attended the meeting and reported that four proposals were received from the RFP. The selection of the tax collection agency is Berks Earned Income Tax Bureau. The committee also selected the solicitor for the TCC – Jason T. Confair.

- D. PSBA Liaison Donald B. Raifsnider, Jr.

Mr. Raifsnider reported the district may select two voting delegates for the PSBA policy legislation meeting held during the week of the PASA-PSBA School Leadership Conference in October. The Board will need to appoint delegates through formal resolution (included on the voting agenda).

- E. Muhlenberg Community Library Terry L. Heckman

Absent, no report.

- F. Educational Programs Dr. Vlacica Z. Campbell

No report per Dr. Campbell.

Solicitor's Comments

No comment at this time.

Superintendent's Comments

Dr. Haught reported that Pennsylvania is a finalist for the next selection process for the Race to the Top initiative. The first round selections from spring 2010 were the states of Delaware and Tennessee. The 2nd round will be decided from a pool of 19 state finalists in September. Arnie Duncan, Federal Secretary of Education, reported there will be 10 to 15 states selected for a distribution of \$4 million for education.

Board Business

Personnel – Resolution No. 12A through 12S

Moved by Mengle and Hoffmaster that the Board of Education of the Muhlenberg School District approve Personnel Resolutions No. 12A through 12S in its entirety.

Yeas: DelCollo, Hoffmaster, Mengle, Nagle, Raifsnider.
Motion carried unanimously.

12A Professional Appointments

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

- a) *Transfer* Mrs. Wendy Hromiak from Grade 1 to the Learning Lab Teacher at Elementary Center (L. Dietery's transfer), effective beginning the 2010-11 school year
- b) Ms. Anessa Musick, English Teacher at High School (M. Bricker), effective beginning the 2010-11 school year at the salary of \$48,744 (MS, Step 1)
- c) Ms. Justine M. Kulp, ESL Teacher at Middle School (H. Goeltz's transfer), effective beginning the 2010-11 school year at the salary of \$42,760 (BS+15, Step 1)
- d) Ms. Danielle Zaborowski, Grade 1 Teacher at Elementary Center (W. Hromiak's transfer), effective beginning the 2010-11 school year, salary of \$42,132 (BS+6, Step 2)
- e) Ms. Cristina Velez, long term substitute English Teacher at HS (A. Kusant FMLA) – effective August 25, 2010 to November 16, 2010, at the salary of \$40,623 (BS, Step 1) prorated for days served in the 2010-11 school year
- f) Ms. Caitlin Ketterer, long term substitute English Teacher at HS (S. Luckey) – effective August 25, 2010 through the 90th student day (January 21, 2011), at the salary of \$40,623 (BS, Step 1) prorated for days served in the 2010-11 school year
- g) Ms. Christine Mohler, long term substitute Learning Support Teacher at HS (T. Schaefer) – effective August 25, 2010 to November 4, 2010 at the salary of \$40,623 (BS, Step 1) prorated for days served in the 2010-11 school year
- h) Ms. Rachel Cantwell, long term substitute Learning Support Teacher at HS (J. Zampelli), effective August 25, 2010 to December 22, 2010, at the salary of \$40,623 (BS, Step 1) prorated for days served in the 2010-11 school year

12B Classified Appointment

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

- a) Ms. Sharon Lobb, transfer from Cafeteria Worker at Elementary Center to the 2.5 hour Cafeteria Worker at High School (G. Weyandt's transfer)

12C Resignations

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

- a) Ms. Mackenzie Bricker, English Teacher at High School, effective July 15, 2010
- b) Ms. Deidre N. Cooper-Boyce, Reading Specialist at High School, effective August 2, 2010
- c) Ms. Katie Gassert, Grade 5 Teacher at Cole Intermediate School, effective July 29, 2010
- d) Mr. Jason Zalno, Technology Education Teacher at High School, effective July 21, 2010
- e) Mr. Travis D. Kline, long term substitute, English Teacher at HS, effective July 27, 2010
- f) Mrs. Melissa A. Reiniger, Grade 1 Teacher, effective August 10, 2010
- g) Ms. Ashley Walburn, ESL Instructional Assistant at HS, effective August 5, 2010
- h) Mrs. Mary Ann Ligenza, Nurse Assistant at Cole, effective August 20, 2010

12D Co/Extra-Curricular Salary Schedule for 2010-11 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the Co/Extra-Curricular Salary Schedule for the 2010-11 School Year as presented (Exhibit #11).

12E Co/Extra-Curricular Appointments for 2010-11 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the following co/extra-curricular appointments for the 2010-11 school year (Exhibit #12):

- a) Fall Coaching Assignments
- b) High School Assignments
- c) Elementary Assignments
- d) Middle School Assignments
- e) High School Boys' Basketball Assistant Coach – Jeff Reiniger, \$4,153 (year 6)

12F Professional Salaries for 2010-11 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the professional salaries for the 2010-11 school year as per the Muhlenberg Education Association Contract effective 2007-2011 (Exhibit #13).

12G Administrative Salary Adjustment for 2010-11 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the administrative salary adjustment for Mr. Kevin Vanino to \$75,474.00 for the 2010-11 school year.

12H Request for Leave of Absence and FMLA Leave

Resolved, that the Board of Education of the Muhlenberg School District approve the following request for leave of absence and FMLA leave:

- a) Mrs. Marci Harr, Kindergarten Teacher, effective on or about October 31, 2010 to March 9, 2011

12I Bus Monitors for 2010-11 School Year – Resolution No. 12I

Resolved, that the Board of Education of the Muhlenberg School District approve the following bus monitors assignments for the 2010-11 school year at the pay rate of \$10.50 per hour:

- a) Elementary Center
 - First Semester
Jaclyn Bellanca
Leslie Boyer
Crystal Chwatek
Kathleen Frederick
Michelle Heckman
Bonnie Kerr
Shannon Painter
Maria Sterious
Laurie Vlasak
 - Second Semester
Leslie Angelucci-Kuriger
Ruth Arndt
Kelly Barbon
Kathryn Foltz
Kathleen Frederick
Angela Haas
Michelle Heckman
Laurie Smith
Laura Winder
- b) Cole Intermediate School
 - First Semester
Lori Rubert
Amy Chiarelli
 - Second Semester
Jamie Snyder
Amy Chiarelli
- c) Middle School AM Bus Monitors
 - Scott Keller
Creg Drake
Gary Pumphrey
 - Mike Hoch
Heather Goeltz
John Lorchak
- d) High School
Dean DeTurk

12J Substitute Pay Rates for the 2010-11 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the following pay rates for substitutes for the 2010-11 school year:

- a) Teachers (non-consecutive days)
 - \$88 (1-20 days)
 - \$93 (21-40 days)
 - \$98 (41-60 days)
 - \$103 (61+ days)
- b) Teachers (consecutive days)
 - \$93 (1-15 days)
 - \$98 (16-45 days)
 - Per Diem Rate (46+ days)
- c) Retired Teacher - \$125 per day
- d) MSD Certified Instructional Assistants - \$102 per day
- e) Cafeteria, Secretary, and Teacher Assistants - \$8.25 per hour
- f) Custodians - \$10.25 per hour
- g) Crossing Guard - \$7.75 per hour

12K Substitutes for the 2010-11 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the listing of substitutes for the 2010-11 school year (Exhibit #14).

12L Award Professional Employee Contract for Tenured Employees

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

Marcia Baer	Amy Gattone	Christina Marco-Fies	William Sellars
Gina Bongiovanni	Dana Gilbert	Sherri Mathews	Heather Smolnik
Joseph Collins	Melissa Graeff	Paul McFarland	Daniel Solvino
Bridget Dowd	Angela Haas	Jillian McIntyre	Charles Stricker
Kathleen Frederick	Christopher Luft	Melissa Rock	John Winand, Jr.

12M Salary Assignments for Classified Employees

Resolved, that the Board of Education of the Muhlenberg School District approve the salary assignments for classified employees as per the Muhlenberg Educational Support Personnel Association contract for the 2010-11 school year:

- a) Instructional/Library Assistants - \$14.27 per hour
- b) Nurse Assistants - \$14.79 per hour
- c) Clerical Assistants- \$14.01 per hour
- d) Cafeteria Workers - \$15.14 per hour
- e) Cafeteria Assistants - \$12.06 per hour
- f) School Crossing Guard - \$10.02 per hour

12N Bus Drivers and Aides for the 2010-11 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the listing of bus drivers and aides for the 2010-11 school year as contracted with the Berks County Intermediate Unit (Exhibit #15).

12O Probation/Truancy Officers for the 2010-11 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the following probation/truancy officers for the 2010-11 school year at the pay rate of \$22.00 per hour:

- a) Mr. Joel Marino
- b) Mrs. Donna Tothoro

12P Health Services for the 2010-11 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the following health services for the 2010-11 school year:

- a) Dr. William Santoro, student physicals - \$22.00 per exam
- b) Dr. Keith Kiefer, school dentist - \$5.00 per exam
- c) Reading Hospital & Medical Center – pre-employment services - \$43.00 per exam

12Q Athletic Trainer Program with Alvernia College

Resolved, that the Board of Education of the Muhlenberg School District approve the Athletic Trainer Program with Alvernia College for the following student assignments:

- a) Courtney Renshaw – August to December 2010
- b) Kellee Schaffer – August to December 2010

12R Mentors for the 2010-11 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the following mentors for the 2010-11 school year at the pay rate of \$22.00 per hour:

- a) Mrs. Julia Hornberger, mentor for Ms. Cristina Velez, LTS English – 30 hours
- b) Mrs. Lisa Straub, mentor for Mrs. Anessa Musick, English – 60 hours
- c) Mrs. Stacia Richmond, mentor for Ms. Caitlin Ketterer, LTS English – 30 hours
- d) Ms. Jen Hausman, mentor for Ms. Rachel Cantwell, LTS Spec Ed – 30 hours
- e) Mrs. Holly Lorchak, mentor for Ms. Christine Mohler, LTS Spec Ed – 30 hours
- f) Ms. Heather Goeltz, mentor for Ms. Justine Kulp, ESL Teacher – 60 hours

12S Return from Sabbatical Leave of Absence

Resolved, that the Board of Education of the Muhlenberg School District approve the following professionals who completed sabbatical leave of absence during the 2009-10 school year and authorize their return to teaching beginning the 2010-11 school year:

- a) Mrs. Kelly Barbon
- b) Mrs. Leslie Deatrich
- c) Mrs. Robey Williams

Management

13 Act 80 Day Exception for 2010-11 School Year

Moved by DelCollo and Mengle that the Board of Education of the Muhlenberg School District approve the submission of the Act 80 Day Exception for the 2010-11 school year to the Pennsylvania Department of Education (Exhibit #16).

Yeas: Hoffmaster, Mengle, Nagle, Raifsnider, DelCollo.
Motion carried unanimously.

Physical Plant and Transportation

14 Construction Change Order for Middle School

Moved by Nagle and Hoffmaster that the Board of Education of the Muhlenberg School District approve the following construction change order for the Middle School (funding from 2008 Construction Fund) (Exhibit #17):

- a) Gordon H. Baver, Inc. - (CREDIT) (\$23,313.56)

Yeas: Hoffmaster, Mengle, Nagle, Raifsnider, DelCollo.
Motion carried unanimously.

Budget and Finance

15 Approval of Financial Reports

Moved by Hoffmaster and Mengle 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	June 2010	June 2010	July 2010 #24613-24832	June 2010	N/A
Capital Reserve	June 2010	June 2010	July 2010 #512-518	June 2010	
1996 Series "A"	June 2010	June 2010	N/A	June 2010	
2003 Construction	June 2010	June 2010	N/A	June 2010	
2007 Construction	June 2010	June 2010	N/A	June 2010	
2008 Construction	June 2010	June 2010	July 2010 #262-267	June 2010	
Cafeteria	N/A	N/A	July 2010 #1683-1685	N/A	
Activity Fund	June 2010	June 2010		June 2010	

Yeas: Mengle, Nagle, Raifsnider, DelCollo, Hoffmaster.
 Motion carried unanimously.

16 Student Insurance Coverage for 2010-11 School Year

Moved by Hoffmaster and Nagle that the Board of Education of the Muhlenberg School District approve the student accident insurance coverage for the 2010-11 school year as follows:

- a) Voluntary Student Accident Insurance for School Time - \$22.00
- b) Voluntary Student Accident Insurance 24-Hour - \$88.00

Yeas: Mengle, Nagle, Raifsnider, DelCollo, Hoffmaster.
 Motion carried unanimously.

17 Reimbursement of Transfer Tax

Moved by Hoffmaster and Nagle that the Board of Education of the Muhlenberg School District approve the reimbursement of real estate transfer tax for property located at 1163 Fredrick Boulevard, Muhlenberg Township, in the amount of \$524.66 (Exhibit #18).

Yeas: Nagle, Raifsnider, DelCollo, Hoffmaster, Mengle.
 Motion carried unanimously.

Education

18 Submission of Strategic Plan Midpoint Review 2007-13 to PDE

Moved by Hoffmaster and Nagle that the Board of Education of the Muhlenberg School District approve the submission of the district's Strategic Plan Midpoint Review 2007-13 to the Pennsylvania Department of Education (Exhibit #19).

Yeas: Raifsnider, DelCollo, Hoffmaster, Mengle, Nagle.
Motion carried unanimously.

19 Tuition Contract Agreement with Opportunities School – Resolution No. 19

Moved by Mengle and Nagle that the Board of Education of the Muhlenberg School District approve the Tuition Contract Agreement with Opportunities School for a Muhlenberg student to receive educational services during the 2010-11 school year at an annual tuition fee of \$26,781.30 (Exhibit #20).

Yeas: DelCollo, Hoffmaster, Mengle, Nagle, Raifsnider.
Motion carried unanimously.

20 Contractual Agreement with Alvernia University for Certified School Nurse Program

Moved by Hoffmaster and Nagle that the Board of Education of the Muhlenberg School District approve the Contractual Agreement with Alvernia University for Certified School Nurse Program for the 2010-11 School Year (Exhibit #21).

Yeas: DelCollo, Hoffmaster, Mengle, Nagle, Raifsnider.
Motion carried unanimously.

21 Conference Request

Moved by Hoffmaster and Nagle that the Board of Education of the Muhlenberg School District approve the conference request for Mr. Donald B. Raifsnider, Jr. to attend the PASA-PSBA School Leadership Conference at Hershey, PA on October 12-15, 2010 at an estimated cost of \$637.75 (budgeted – Board Conference Account, registration paid by PSBA).

Yeas: DelCollo, Hoffmaster, Mengle, Nagle, Raifsnider.
Motion carried unanimously.

22 Appointment of Voting Delegates to PSBA Legislative Policy Council

Moved by Hoffmaster and Nagle that Mr. Donald B. Raifsnider, Jr. be appointed as the Muhlenberg School District voting delegate(s) to the PSBA Legislative Policy Council.

Vote by Name:

Hoffmaster – Don Raifsnider
Nagle – Don Raifsnider
DelCollo – Don Raifsnider

Mengle – Don Raifsnider
Raifsnider – Don Raifsnider

Minutes

23 Approval of Minutes

Moved by Hoffmaster and Mengle that the minutes of the Committee of the Whole Meeting and Regular Meeting of July 14, 2010 be approved as submitted.

Yeas: Hoffmaster, Mengle, Nagle, Raifsnider, DelCollo.
Motion carried unanimously.

Old Business

Mr. DelCollo stated his concern of the Capital Reserve account balance of \$5 million and the payment of bills to the architect. He questioned whether there is a need to solicit other architectural services for a competitive cost.

Mr. Raifsnider responded that the architect rate of 6% for construction projects is legitimate and competitive in today's market.

New Business

24 Memoriam of Mr. J. Albert Leader, Jr.

Moved by DelCollo and Hoffmaster that we remember the passing of Mr. J. Albert Leader, Jr. who served as a Music Teacher in the Muhlenberg School District for 27 years (1959 to 1971 and 1972 to 1987) and that 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 this resolution be made part of the permanent record in the minutes of the Muhlenberg School District.

Yeas: Mengle, Nagle, Raifsnider, DelCollo, Hoffmaster.
Motion carried unanimously.

25 Memoriam of Mr. Christie L. Mills

Moved by Hoffmaster and Mengle that we remember the passing of Mr. Christie L. Mills who served as a Director on the Reading Muhlenberg Career & Technology Authority Board for 18 years (1991 to 2009) and Business Manager for the High School Spring Musical for 27 years (1984 to 2010) that 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 this resolution be made part of the permanent record in the minutes of the Muhlenberg School District.

Yeas: Mengle, Nagle, Raifsnider, DelCollo, Hoffmaster.
Motion carried unanimously.

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.

No public comment at this time.

Board Visitor of the Month

September – Don Raifsnider	January – Otto Voit
October – Barb Nagle	February – John DelCollo
November – Rick Hoffmaster	March – Terry Heckman
December – Lee Reiniger	April – Scott Long
	May – Cindy Mengle

Review of Board Meetings and Calendar of Events

August 11	6:30 p.m.	Committee of the Whole & Regular Meeting
September 1	7:00 p.m.	Committee of the Whole
September 8	7:00 p.m.	Regular Meeting
September 13	6:30 p.m.	RMCTC Committee & Regular Meetings
October 6	7:00 p.m.	Committee of the Whole
October 11	6:30 p.m.	RMCTC Committee & Regular Meetings
October 13	7:00 p.m.	Regular Meeting

Adjournment

26 Adjourn Meeting

Moved by Hoffmaster and Mengle that there being no further business to come before the Board the meeting be adjourned.

Yeas: Nagle, Raifsnider, DelCollo, Hoffmaster, Mengle.
Motion carried unanimously.

Attest:

K. Scott Long
Board Secretary