

MUHLENBERG SCHOOL DISTRICT
Committee of the Whole Meeting Minutes
June 12, 2024
Lecture Hall, Muhlenberg High School
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, June 12, 2024 at 6:23 PM by Board President, Mr. Garrett E. Hyneman.

There was a brief executive session held regarding the Act 44 Safe Schools Report.

Members Present

President – Mr. Garrett E. Hyneman
Vice President – Mrs. Kristyna Eagle
Treasurer - Mr. Miguel Vasquez
Secretary – Mrs. Cindy L. Mengle
Assistant Secretary – Ms. Janet Howard
Member – Mr. Andrew L. Eaton, Sr.
Member – Mr. Ronald J. Haas, Sr.
Member – Mr. S. Wayne Hardy
Member – Mr. Otto W. Voit, III
Solicitor – Mr. Brian J. 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 - Mr. Shane M. Mathias, CPA
Assistant Business Manager - Mrs. Susan Hawkins
Director of Physical Plant – Mr. Ken Patterson
Director of Special Education - Ms. Nicole Huntbach
Supervisor of Special Education - Dr. Janet Heilman
Supervisor of Special Education - Ms. Lori Morris
Director of Clinical Services - Mr. Zachariah Milch
Director of Technology - Mr. Daniel Houck
Director of Food Services - Mr. Carey Kline
Director of Human Resources - Dr. Jessica Heffner
Director of Curriculum & Instruction K-12 - Mr. Kyle Crater
Athletic Director - Dr. Timothy Moyer
High School Principal - Mr. Haniff Skeete
Junior High School Principal - Mr. Steve Baylor
Junior High School Assistant Principal - Ms. Jennifer Doyle
C.E. Cole Intermediate Assistant Principal - Mr. Joseph Scoboria
Elementary Principal - Ms. Ginny Hornberger
Elementary Assistant Principal - Ms. Leila McGill

Visitors

Dr. Joseph Yarworth	Sandra Cacciacarne
Diane Benson	Melissa Carroll
Linda Roebuck	Sarah Kiebach
Lori Hain	Kim Nelson
Jolyn Casper	Dolores Johnson
Alison Wallace	Richard Hoffmaster
Chief Alex Lupco	

Educational Presentations

A. Recognition of 2024 Retirees - Dr. Joseph Macharola

Dr. Macharola took a moment to recognize employees who submitted their retirement notice:

- Ms. Darlene Allen, Special Education Paraprofessional - twenty-seven (27) years of service
- Ms. Jolyn Casper, Class A Secretary - twenty-two (22) years of service
- Ms. Kimberly Deibert, Reading Specialist - sixteen (16) years of service
- Ms. Maria DeLima, Second Shift Custodian - fifteen (15) years of service
- Ms. Heather Goeltz, Spanish Teacher - thirty-three (33) years of service
- Ms. Lori Hain, Custodian - twenty-three (23) years of service
- Mr. Daniel Houck, Director of Technology - thirty (30) years of service
- Ms. Gloria Isamoyer, Cafeteria Worker - five (5) years of service
- Ms. Elizabeth Majewski, Paraprofessional - twenty-two (22) years of service
- Ms. Maureen Mease, Paraprofessional - nine (9) years of service
- Ms. Debra Moyer, Special Education Paraprofessional - thirty-two (32) years of service
- Ms. Kim Nelson, Class A Secretary - eighteen (18) years of service
- Ms. Lucille Palangio, Class A Secretary - twenty-six (26) years of service
- Ms. Cindy Palmertree, Cafeteria Worker - twenty-six (26) years of service
- Ms. Jaqueline Paolino, Cafeteria Worker - twenty-one (21) years of service
- Ms. Sharon Rowley, Special Education Paraprofessional - twenty-three (23) years of service
- Ms. Alison Wallace, Elementary Teacher - twenty-seven (27) years of service
- Mr. Rick Whitmoyer, Technical Support Specialist - eleven (11) years of service
- Mr. Marc Wolfe, Custodial Supervisor - nineteen (19) years of service

Dr. Macharola congratulated the retirees and thanked them for their dedication and service to the community and the Muhlenberg School District children.

B. Muhlenberg School District Foundation - Dr. Joseph Yarworth and Mrs. Dolores Johnson

Dr. Yarworth reported:

- Dr. Yarworth thanked all the hard work the school district has done. He spoke about the starting of the foundation in 2004 by Mr. Nate DeLuca, retired Social Studies teacher. This is the foundations' twentieth anniversary, hence the Harlem Wizards coming not only as a fundraiser, but to help them celebrate twenty years. He provided lists of various projects the foundation has funded in the district because the idea is to give money back to the district in order to fund teacher and student projects. They have been very pleased with the projects. The planning for the Harlem Wizards took nearly a year. The district staff started working with the foundation in August of last year to make the event in April possible. He took time to thank the board, all of the staff members in the district, and Dr. Macharola for also participating in the basketball game event and everything he has done.

Mrs. Johnson reported:

- Mrs. Johnson thanked everyone again for their support and recognized the list of people who helped with the Harlem Wizards event including many from the community as well. She spoke about the many staff who spent a lot of their time helping the foundation, who helped make the event a success. Close to 600 people were present at the event. She advised the event again will take place in two years and they are looking forward to it.

Questions/Comments/Concerns

Dr. Macharola thanked both Dr. Yarworth and Mrs. Johnson as it has been a joy working together and everything they have done for the district.

C. Physical Plant Update - Mr. Ken Patterson

Mr. Patterson reported:

- Maintenance and Custodial Staff update - Once again MSD received the honor and the outside grounds crew had the privilege of preparing the District's baseball and softball playing fields to host District Playoffs and baseball PIAA State Championship games during May and June. The grounds department has done a great job maintaining the District's baseball fields throughout the year. While those activities have ended, field prep remains for A's (baseball) activities this summer. Outside crews are also keeping the grounds maintained and helping to get the buildings ready for the next school year. Maintenance techs are preparing several items within the buildings, again getting them ready for the next school year. Inside custodians are beginning the process of room rearrangement and summer cleaning in all of the buildings and keeping the high school clean for the daily use it gets from the SummerStyle program. Inside custodians will continue to keep the campus facilities safe, clean and sanitized for the staff and students enrolled in the various summer activities.

- Act 39 Lead Water Testing Results - At the end of April, water samples were taken from all of the District's school buildings. These samples were then sent to the lab for analysis testing for overall lead content in the water. These tests were done to make sure through the students' water supply it is safe for drinking, but also goes above the requirements of Act 39. All the samples came back well under the threshold of allowable lead content as established by the EPA. All of these results were posted on the District's website under the lead water testing tab.
- Phase One Stadium Turf Project Update - On May 30th, Phase One of the turf installation on the football stadium field officially got underway. To this point, they removed all of the topsoil and are beginning the excavation for the drain basin that goes in under the actual turf. Substantial completion is scheduled for August 5th.
- Lamar Advertising Lease Agreement Renewal - This is the advertising lease agreements for the two billboards along the Fifth Street Highway, the previous agreements expired earlier this school year.

Questions/Comments/Concerns

Mrs. Eagle advised that when she attends baseball games, she has been told numerous times how great the District's facilities are and how they look like college level. She thanked the staff and said they are doing a great job.

D. 2024-2025 Final Budget Review - Mr. Shane M. Mathias, CPA

Mr. Mathias reported:

- Mr. Mathias spoke about the update on the final budget being approved this evening. He spoke about the narrative of changes that were made from the previous month's overview. Looking at a budget here of 83,689,631 dollars, it's a balanced budget. The expenditures include the new debt service, all the bonds that Ms. Macchi and Mr. Kramer mentioned previously and last month for the project the district is undertaking now, Capital Reserve transfer of 357,000 along with the additional positions in the district. In terms of revenues, same thing 83, 689,631 dollars, it is a balanced budget with the 2.557 mil increase which is the Act I limit. The District still does not know what the District will be getting from the state, so the District is still sitting at the 1.93 million dollar increase in the allocation of the BEF/SEF. The District also has a transfer of interest from Fund 39, the Capital Projects Fund. He spoke about the financing plan that Raymond James Financial has for the District. Mr. Mathias advised the District is following this plan; the use of any interest earned on the District's current bonds and the use of that money to balance the budget is in line with the plan. The millage used for designated service, the District is using 1.2245 mils for new debt service, again following the plan to balanced budget.

Questions/Comments/Concerns

Mr. Voit spoke about Mr. Mathias and the District administration are doing a fabulous job and this budget is by far the most difficult budget. He talked about the raiding of the taxes being in the best interest of the District with the growing population of the students, developing this five year plan, it is great to hear the District is following this plan. Mr. Hyneman "seconded" Mr. Voits comments.

E. First Reading of Policies - Dr. Joseph E. Macharola

Policy No. 222, *Tobacco and Vaping Products*

Policy No. 323, *Tobacco and Vaping Products*

Policy No. 707, *Use of School Facilities*

Purpose

Policies 222, 323 and 707 also were updated to remove language that specifically listed "Juul" products as an example of tobacco and vaping products. While vaping and electronic cigarette products are still widely used by students and in schools, the prevalence of Juul as a specific brand of product has been impacted by an increase of other brands, and also by the legal settlements with individuals school districts, as well as the PA Attorney General's Office, so the specific brand name was removed from the policy guide.

Policy No. 227, *Controlled Substances/Paraphernalia*

Policy No. 351, *Controlled Substance Abuse*

Purpose

Policies 227 and 351 were also revised based on Act 33 of 2023 to update language and legal citations that address incident reporting and school entity responsibilities under the school safety and security sections of the School Code.

The Purpose statement in Policy 227 on controlled substance use by students was updated to clarify that the policy prohibits use of controlled substances, except as such use is permitted by applicable law or board policy addressing use of medications.

Policy 351 was revised to change the title from "Drug and Substance Abuse" to "Controlled Substance Abuse" to mirror the policy for students and reflect the language used throughout the policy and in Pennsylvania's Controlled Substance, Drug, Device and Cosmetic Act. Terminology and references to "drug-free workplace" were retained to reflect the requirements of the federal Drug-Free Workplace Act. The language on termination of employees for specific controlled substance convictions was revised to more clearly reflect the provisions of law.

Policies 227 and 351 are recommended for legal liability purposes.

Policy No. 801, *Public Records*

Policy 801 updated to include not to accept anonymous requests. There has been an uptick of Right to Know (RTKL) requests from requesters using FOIA Buddy to many public agencies across the state, including public schools.

Policy No. 815.1, *Use of Generative Artificial Intelligence in Education*

Policy 815.1 is designed to address, in general terms, a structure for implementing Gen AI in education. And *is recommended for legal liability purposes to ensure data privacy protections.*

Policy No. 917, *Parent and Family Engagement*

Policy 917 was updated to replace the word “involvement” to “engagement” to meet the federal programs guidelines and Title I monitoring.

F. MSD Health and Safety Plan Review - Dr. Joseph E. Macharola

Dr. Macharola reported the Health and Safety Plan has been on our website for review.

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 comment 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.

Sara Kiebach- resident and Muhlenberg Community Library

Mr. Kiebach introduced herself as the Youth Services Coordinator at the Muhlenberg Community Library. She presented Dr. Macharola with a book “Slug In Love”, thanking for coming to the library and reading to the kids during the storytime. She advised the book is also dedicated to Dr. Macharola. She advised Dr. Macharola’s visit was a very special time for the families and patrons. She spoke about the schedule for the library being handed out to all board members as well as the recurring programs at the library. She spoke about the very busy summer programs being held. She spoke about the library hoping all of the library’s patrons, including the youth, join the library on their adventure. Ms. Kiebach shared her goals and missions for the youth services at Muhlenberg. She wants to create an environment that supports and meets the youth where they are at, not just educationally but also socially and emotionally. She would like every patron to feel not just tolerated in the library but seen and heard; she would love to work together with the District and community

partners to address these areas of social and emotional wellness in the patrons seen struggling with as a group. She advised that she has taken a mental health training course and she knows this is something that has been talked about in the District. SHe advised that she is willing to meet to discuss the needs and work together to support the community.

Questions/Comments/Concerns:

Mr. Hyneman talked about it being a gift to have the library right on campus and the library being sincerely appreciated.

Janet Howard- resident and parent

Ms. Howard spoke about her daughter just graduating Muhlenberg High School and she wanted to share some things that came to her attention during this process as a parent. She spoke about her father and mother coming out of state to the MSD graduation ceremony. She explained that they went to six different graduations in three different states in three weeks, both high school and college graduations. They were incredibly impressed by the District students and by the demeanor and professionalism that was exhibited throughout the ceremony. Ms. Howard advised they were astounded as it was more professional and polished than some of the college graduations that they had just attended. Ms. Howard gave kudos to the District administration, kudos to the District students for their positive behaviors and positive presentation on Wednesday night. Ms. Howard also wanted to discuss Dr. Macharola wrote hand-written cards to each and every senior; she was so moved and so impressed. Ms. Howard said it was noticed and it was appreciated. Ms. Howard thanked Dr. Macharola for the work he does and it is appreciated.

Dr. Macharola thanked Ms. Howard for her kind words.

Board Business

Personnel

1. Administrative Appointments

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

- a. Dr. Juliana Ciccarelli, Director of Technology (D. Houck), Blue Center, effective July 1, 2024, at a salary of \$118,000.
- b. Ms. Robi Kramer, Building Services Supervisor (M. Wolfe), effective July 1, 2024, at a salary of \$77,277.
- c. Mr. Christopher Becker, Principal (S. Baylor), Muhlenberg Junior High School, effective July 1, 2024, at a salary of \$123,600.
- d. Ms. Michele Weaver, Assistant Principal (newly created), Muhlenberg Junior High School, effective July 1, 2024, at a salary of \$99,910.

- e. Dr. Janet Heilman, Principal (C. Becker), C.E. Cole Intermediate, effective July 1, 2024, at a salary of \$121,000.

Questions/Comments/Concerns:

Dr. Macharola took some time to introduce the administrative appointments.

2. Professional Appointments

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

- a. Ms. Amber Haraschak, Elementary Teacher (T.Crater), Muhlenberg Elementary Center, effective first contractual day of the 2024-2025 school year, at a salary of \$63,374 (M, 15 Steps from the Top).
- b. Ms. Jennifer Fernandez, Elementary Teacher (Z. Birch), Muhlenberg Elementary Center, effective first contractual day of the 2024-2025 school year, at a salary of \$52,970 (B, 16 Steps from the Top).
- c. Ms. Abigail Streeter, Math Teacher (J. Wisotsky), Muhlenberg Junior High School, effective first contractual day of the 2024-2025 school year, at a salary of \$52,970 (B, 16 Steps from the Top).
- d. Ms. Laney Hefter, Elementary Teacher (N. Buck), Muhlenberg Elementary Center, effective first contractual day of the 2024-2025 school year, at a salary of \$52,970 (B, 16 Steps from the Top).
- e. Ms. Katie Fry, Special Education Teacher (newly created), Muhlenberg Elementary Center, effective first contractual day of the 2024-2025 school year, at a salary of \$52,970 (B, 16 Steps from the Top).
- f. Ms. Joyce Neal, German Teacher (M. Smith), Muhlenberg Junior High School, pending release from current employer, at a salary of \$100,686 (M+30, Top), prorated for days worked.
- g. Ms. Alyson Bates, Elementary Teacher (newly created), Muhlenberg Elementary Center, effective first contractual day of the 2024-2025 school year, at a salary of \$52,970 (B, 16 Steps from the Top).
- h. Ms. Pamina Nieves, Speech Therapist (newly created), Muhlenberg Elementary Center, effective first contractual day of the 2024-2025 school year, at a salary of \$69,558 (M+30, 16 Steps from the Top).
- i. Ms. Shoba Jain, Science Teacher (K. Wright), Muhlenberg Junior High School, effective first contractual day of the 2024-2025 school year, at a salary of \$79,286 (M+30, 11 Steps from the Top).
- j. Ms. Kelly Vicari, Special Education Teacher (M. Moyer), Muhlenberg Elementary Center, effective first contractual day of the 2024-2025 school year, at a salary of \$68,480 (M, 12 Steps from the Top).

3. Acceptance of Resignations

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

- a. Ms. Diann Doelman, Cafeteria Worker, Muhlenberg Junior High School, effective May 8, 2024.
- b. Ms. Katie Halteman, Elementary Teacher, Muhlenberg Elementary Center, effective June 7, 2024.
- c. Ms. Brittany Parker, Math Teacher, Muhlenberg Junior High School, effective July 21, 2024.
- d. Mr. James Mills, Math Teacher, Muhlenberg High School, effective at the end of the 2023-2024 school year.
- e. Ms. Maureen Mease, Paraprofessional, C.E. Cole Intermediate, resignation for the purpose of retirement, effective June 5, 2024.
- f. Ms. Jolyn Casper, Class A Secretary, resignation for the purpose of retirement, effective July 3, 2024.
- g. Ms. Cindy Palmertree, Cafeteria Worker, Muhlenberg High School, resignation for the purpose of retirement, effective June 6, 2024.
- h. Mr. Jeffrey Berger, Assistant Principal, Muhlenberg Junior High School, effective June 7, 2024.
- i. Mr. Rick Whitmoyer, Technical Support Specialist, Blue Center, resignation for the purpose of retirement, change of effective date to June 28, 2024.
- j. Ms. Makenzie Kistler, ESL Teacher, Muhlenberg Junior High School, effective June 11, 2024.

4. 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. Employee No. 3173, Teacher, Leave of Absence/FMLA, effective on or about April 18, 2024 through on or about May 24, 2024.
- b. Employee No. 1324, Custodian, Leave of Absence/FMLA, effective on or about March 22, 2024 through on or about June 13, 2024.
- c. Employee No. 2736, Counselor, Leave of Absence/FMLA, effective on or about May 21, 2024 through on or about July 1, 2024.
- d. Employee No. 2759, Class A Secretary, Leave of Absence/FMLA, effective on or about June 26, 2024 through on or about August 7, 2024.

5. Co-Curricular Appointments

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

- a. Mr. Karlos Joseph, MJHS Boys Baseball Co-Assistant Coach, effective March 4, 2024 at a salary of \$1,631 (year 1).
- b. Ms. Shelbi Crammer, Muhlenberg Aquatics Instructor, effective March 1, 2024 at a pay rate of \$10.50 per hour.
- c. Mr. Steve Noll, Sports Event Monitor, effective May 1, 2024, at a pay rate of \$15.00 per hour.
- d. Ms. Lucille Palangio, Sports Event Monitor, effective May 15, 2024, at a pay rate of \$15.00 per hour.

- e. Ms. Michele Weaver, National Junior Honor Society Co-Advisor, effective August 28, 2024, at a salary of \$725 (year 1).
- f. Ms. Leslie Boyer, National Junior Honor Society Co-Advisor, effective August 28 2024, at a salary of \$725 (year 1).

6. Co-Curricular Resignations

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

- a. Ms. Hayley Layton, MJHS Track & Field Assistant Coach and MJHS Cross Country Head Coach, effective May 14, 2024.
- b. Mr. Daniel Houck, MHS Girls Soccer Head Coach, effective June 10, 2024.

7. Completion of Probation

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

- a. Ms. Taryn Buono, Special Education Paraprofessional, Muhlenberg Elementary Center, completion of forty-five (45) day probation as of May 28, 2024 and recommended for permanent employment as of May 29, 2024.

8. Summer Hours for Professional Staff

Resolved, that the Board of Education of the Muhlenberg School District approve the following employee for summer hours:

- a. Mr. Jeffrey Reiniger, thirty (30) hours to assist with 2024-2025 schoolwide goals for C.E. Cole Intermediate, at the professional pay rate of \$30.00 per hour.
- b. Ms. Amy Chiarelli, sixty (60) hours to assist with PSSA and Keystone scores, literacy and math programs, and professional development, at a professional rate of \$30.00 per hour.
- c. Ms. Tara Nelson, sixty (60) hours to assist with PSSA and Keystone scores, literacy and math programs, and professional development, at a professional rate of \$30.00 per hour.
- d. Ms. Amy Madeira, sixty (60) hours to assist with PSSA and Keystone scores, literacy and math programs, and professional development, at a professional rate of \$30.00 per hour.
- e. Ms. Robey Williams, sixty (60) hours to assist with PSSA and Keystone scores, literacy and math programs, and professional development, at a professional rate of \$30.00 per hour.
- f. Ms. Stacy Wiza, sixty (60) hours for professional development planning and learning, Virtual School new year preparation, Classlink and other software rollover and 2024-2025 school year preparation, and AI Initiative training and project coordination, at the professional pay rate of \$30.00 per hour.

- g. Ms. Samantha Armstrong, sixty (60) hours for professional development planning and learning, Virtual School new year preparation, Classlink and other software rollover and 2024-2025 school year preparation, and AI Initiative training and project coordination, at the professional pay rate of \$30.00 per hour.
- h. Ms. Jennifer Hausman, sixty (60) hours to assist with professional development planning and learning, planning and development of specialized programs, and to ensure compliance with special education paperwork, at a professional rate of \$30.00 per hour.
- i. Ms. Elizabeth Chapman, sixty (60) hours to assist with professional development planning and learning, planning and development of specialized programs, and to ensure compliance with special education paperwork, at a professional rate of \$30.00 per hour.
- j. Ms. Lisa Bowersox, sixty (60) hours to assist with professional development planning and learning, planning and development of specialized programs, and to ensure compliance with special education paperwork, at a professional rate of \$30.00 per hour.
- k. Ms. Christine Law, sixty (60) hours to assist with professional development planning and learning, planning and development of specialized programs, and to ensure compliance with special education paperwork, at a professional rate of \$30.00 per hour.
- l. Ms. Jessica Mulutzie, sixty (60) hours to assist with professional development planning and learning, planning and development of specialized programs, and to ensure compliance with special education paperwork, at a professional rate of \$30.00 per hour.
- m. Ms. Tianna Schaefer, fifteen (15) hours to assist with professional development planning and learning, planning and development of specialized programs, and to ensure compliance with special education paperwork, at a professional rate of \$30.00 per hour.
- n. Ms. Amy Madeira, thirty (30) hours to assist with PBIS and MTSS initiatives for the 2024-2025 school year, at a professional rate of \$30.00 per hour.
- o. Ms. Jesse Todero, thirty (30) hours to assist with PBIS and MTSS initiatives for the 2024-2025 school year, at a professional rate of \$30.00 per hour.

9. Approval of Summer 2024 Food Service Program Staff

Resolved, that the Board of Education of the Muhlenberg School District approve the following staff for the Summer 2024 Food Service Program, at their contractual rates:

Cafeteria Workers

Ms. Jenna-Marie Blackwell

Ms. Kristin Lilley

Ms. Nicol Bricker

Ms. Ann Love

Ms. Denise Buono

Ms. Michelle Mengel

Ms. Justine Burkart	Ms. Valerie Miller
Ms. Tanya Cooper	Ms. Amanda Moyer
Ms. Ashlee Crater	Mr. Jonathan Ortiz
Ms. Teresa Crumbliss	Ms. Jacqueline Paolino
Ms. Cheryl Czechowski	Ms. Kelly Petsch
Ms. Deborah DiLanzo	Ms. Kelly Quiles
Ms. Jennifer Eberhart	Ms. Jessica Quintero
Ms. Lucille Ernst	Ms. Kelly Renninger
Ms. Michele Fetter	Ms. Karen Roth
Ms. Olivia Gehris	Ms. Valerie Sanchez
Ms. MaryAnn Grant	Ms. Joan Sandritter
Ms. Ashleigh Greene	Ms. Lori Smith
Ms. Patricia Greene	Ms. Sindel Strohecker
Ms. Kathy Heckler	Mr. Ryan Syret
Ms. Dorothy Lattanzio	Ms. Gisselle Valencia-Diaz
Mr. Jeffrey Weyant	

10. Professional Assignments for MSD Summer Style 2024

Resolved, that the Board of Education of the Muhlenberg School District approve the following professional assignments for MSD Summer Style program, as presented:

Teachers:

Mr. David Angove	Mr. Christopher Geddio	Ms. Shannon Painter
Ms. Jennifer Anton	Ms. Angela Hawkins	Mr. Tanner Pajakins
Ms. Kristina Antonellos	Ms. Jessica Heintzman	Ms. Kaelly Quillman

Ms. Amy Arnold	Ms. Connie Hilbish	Ms. Shuleill Ramirez
Ms. Maria Avila	Mr. Joseph Houck	Ms. Kylie Redcay
Ms. Kelly Barbon	Ms. Wendy Hromiak	Mr. Matthew Reiniger
Ms. Erica Berger	Ms. Demi James	Ms. Erika Sager
Ms. Melissa Blickley	Mr. Scott Keller	Mr. Nicholas Sager
Ms. Kaili Brinker	Ms. Sarah Kopetsky	Mr. Tyler Seisler
Mr. Anthony Calvaresi	Mr. Matthew Kramer	Mr. Shane Shaffer
Ms. Rebecca Cariola	Ms. Maria Lester	Ms. Shane Silas
Ms. Michelle Chavoya	Ms. Cristina Lillis	Mr. Benjamin Sneeringer
Ms. Amy Chiarelli	Ms. Michele McCammitt	Mr. Matthew Sola
Mr. Matthew DeAngelis	Ms. Nicole McGowan	Mr. Daniel Solvino
Mr. Dylan DelPiano	Mr. Joshua Messner	Ms. Madison Szczecina
Mr. Tate Dewalt	Mr. Conner Oburn	Ms. Xiomara Toledo
Ms. Jenna Fiorito	Mr. Douglas Olexy	Ms. Laurie Vlasak
Mr. Matthew Flowers	Ms. Christy Oxenford	Mr. Robert Wolfe
Ms. Alison Franzone	Ms. Jennifer Pacharis	

11. Pre-Educator Assignments for MSD Summer Style 2024

Resolved, that the Board of Education of the Muhlenberg School District approve the following pre-educator assignments for the MSD Summer Style program, as presented:

<u>Student Name</u>	<u>College</u>
Lizaura Baez Trinidad	Albright College
Alyson Bates	Shippensburg University
Mallory Buzydlowski	Temple University

Abby Chavoya	Penn State Beaver
Giani Clarke	Penn State University
Brad Coley	Alvernia University
Robert Cornelius	Kutztown University
Jonny Divison Martinez	Penn State University
Rene Junior Duffault	West Chester University
Jennifer Fernandez	Kutztown University
Sofia Fioravanti	Reading Area Community College
Katie Fry	Monmouth University
Matthew Fry	West Chester University
Alan Futrick, Jr.	West Chester University
Jaxon Geddio	Ursinus University
Erin Gillin	Kutztown University
Amy Gonzalez Munoz	Albright College
Julia Harris	West Chester University
Laney Hefter	Alvernia University
Sean Henry	West Chester University
Amanda Hoover	Albright College
Seychelle Jackson	Kutztown University
Abigayle Kissinger	West Chester University
Jacob Kope	West Chester University
Gavin Lenart	Cabrini College
Mason Lenart	Cabrini College
Sarah Love	Kutztown University
Kathryn Malandra	University of Tennessee
Anthony Neal	Penn State University

Kaylah Nieves	Kutztown University
Sarah Pacharis	Millersville University
Liliana Peterson	Lebanon Valley College
Felicia Phillips	Penn State Berks
Hannah Phillips	Albright College
Rachel Roche	Kutztown University
Nicole Sanchez Gonzalez	Messiah University
Briana Schroll Wood	University of Pittsburgh
Jada Stambaugh	Commonwealth University
Andrew Stoudt	Graduate
Jacob Stoudt	Alvernia University
Elizabeth Swoyer	Penn State Berks
Armando Torres	Kutztown University
Chase Walters	East Stroudsburg University
Tracey White	Kutztown University
Julia Yeager	Kutztown University

12. 2024 Extended School Year Assignments

Resolved, that the Board of Education of the Muhlenberg School District approve the following assignments for the 2024 Extended School Year Program, as presented:

Coordinator

Ms. Megan Migliore

Teachers

Ms. Stefanie Cerroni

Ms. Christine Law

Ms. Katelyn Dieffenbach

Ms. Amanda Kemmerer

Ms. Tori Galluccio

Mr. Anthony Calvaresi, Jr.

Ms. Meghan Goetz

Ms. Michele McCammitt

Mr. Brian Hendricks

Ms. Courtney Mitchell

Ms. Lisa Hess

Ms. Tammy Sarangoulis

Ms. Maria Hilaire

Mr. Shane Silas

Ms. Jessica Mulletzie

Ms. Tamara Torres

Ms. Haley Layton

Ms. Alissa Wenrich

Ms. Lyn Lapp

Mr. Tyler Werner

Paraprofessionals

Ms. Karen Adams

Ms. Carina Arana-Morales

Ms. Claudia Barona

Ms. Jennifer Neuheimer

Ms. Joann Brezna

Ms. Lisa O'Brien

Ms. Taryn Buono

Ms. Elizabeth Pimental

Mr. Isaiah Domine

Ms. Heather Rosado

Ms. Clavel Calletano

Ms. Julie Roth

Ms. Kim Eschleman

Ms. Holly Scheck

Ms. Alexandria Garcia

Ms. Amanda Seasholtz

Ms. Susan Garl

Ms. Melissa Singleton

Ms. Christine Garner

Ms. Alexis Stoudt

Ms. Marina Hiester

Ms. Brianna Walker

Ms. Shana Kelly

Ms. Beth Youse

Ms. Maureen Mease

13. Stipend for Supervisor of Special Education/Muhlenberg Elementary Center Assistant Principal

Resolved, that the Board of Education of the Muhlenberg School District approve a stipend for Ms. Lori Morris, Supervisor of Special Education and Assistant Principal of Muhlenberg Elementary Center, of \$8,000, effective July 1, 2024 through September 30, 2024.

14. Approval of Job Description

Resolved, that the Board of Education of the Muhlenberg School District approve the following revised job description:

- a. Food Service Manager

15. Full-time Employees

Resolved, that the Board of Education of the Muhlenberg School District approve the recognition of the following employees as twelve-month employees per the Act 93 Agreement II, effective July 1, 2024:

- a. Ms. Julie Haas, Food Service Manager
- b. Ms. Sherry Hoffman, Food Service Manager
- c. Ms. Bobilyn Gehris, Food Service Manager

16. Substitute Pay Rate

Resolved, that the Board of Education of the Muhlenberg School District approve the substitute inside custodian pay rate of \$24.00 per hour, effective June 12, 2024.

Management

1. Superintendent's Authorization to Employ for the 2024-2025 School Year

Resolved, that the Board of Education of the Muhlenberg School District authorize the Superintendent to employ qualified persons for open positions as budgeted for the 2024-2025 school year, subject to Board ratification of employment at the Board's next public meeting.

2. Board Treasurer's Bond and Compensation

Resolved, that the Board of Education of the Muhlenberg School District approve the Treasurer's \$25,000 Surety Bond for the one-year term July 1, 2024 to June 30, 2025.

3. 2024-2025 Annual Membership to Pennsylvania School Boards Association, Inc.

Resolved, that the Board of Education of the Muhlenberg School District approve the annual membership to the Pennsylvania School Boards Association, Inc. in the amount of \$16,953.59 for 2024-2025 (July 1, 2024 to June 30, 2025).

4. Voting Delegates to the 2024 PSBA Delegate Assembly

Resolved, that the Board of Education of the Muhlenberg School District appoint _____ and _____ as the District's voting delegates to the 2024 PSBA Delegate Assembly.

5. Adoption of Policies

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

300 Employees

Policy No. 345, Utilization of Identification Badges

800 Operations

Policy No. 816, Social Media

6. Approval of Berks County Safety & Security Consortium Services

Resolved, that the Board of Education of the Muhlenberg School District approve the shared Consortium consulting and technical services provided by the BCIU Safety & Security Administrator for the 2024-2025 school year, at a cost of \$6,000 annually as presented.

7. Muhlenberg Township Parks and Recreation Board (A. Eaton) (five-year term)

Nominations

Close Nominations

Roll Call by Name

Resolved, that _____ be appointed as the Muhlenberg Township Parks and Recreation Board effective June 2024 to December 2028 to fill remaining term of Mr. Andrew L. Eaton, Sr.

Physical Plant and Transportation

1. Lamar Advertising Agreements

Resolved, that the Board of Education of the Muhlenberg School District approve the lease agreements between the Muhlenberg School District and Lamar Advertising for two billboard signs 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	Apr 2024	Apr 2024	May 2024 Ck#56646-56852 V#27986-28005	May 2024	May 2024

Cafeteria	Apr 2024	Apr 2024	May 2024 Ck# 8255-8283 V#3067-3080	May 2024	
Capital Reserve (Fund 32)	May 2024	May 2024			
Capital Reserve (Fund 39)	May 2024	May 2024	May 2024 Ck#1010-1013		
Activity	Apr 2024	Apr 2024			

2. Tax Credit Rebate

Resolved, that the Board of Education of the Muhlenberg School District in accordance with Act 91 of 2020, authorize Muhlenberg School District to provide real estate tax credit relief for active volunteer responders of the Muhlenberg Township Fire Department as presented.

Questions/Comments/Concerns:

Muhlenberg Township Fire Department Chief Alex Lupco and Muhlenberg Township Commissioner Mr. Rick Hoffmaster took time to thank the school district and Dr. Macharola for the support and the need of volunteer responders.

3. Award Bids for School Supplies for the 2024-2025 School Year

Resolved, that the Board of Education of the Muhlenberg School District accept the award of bids, from the Berks County Joint Purchasing Cooperative, for the following school supplies for the 2024-2025 school year:

a.	Art Supplies	\$27,849.07
b.	Classroom and Office Supplies	54,360.37
c.	Copy Paper	20,209.45
d.	Custodial Supplies	71,874.86
		<hr/>
Total		\$174,293.75

4. Award Bids for Food Supplies for the 2024-2025 School Year

Resolved, that the Board of Education of the Muhlenberg School District accept the award of bids, from the Cafeteria Food Cooperative (CAFCO), for the following food supplies for the 2024-2025 school year:

a.	Food Service Paper Products	\$65,656.17
b.	Fresh Bread	38,452.54
c.	Grocery	945,242.89
d.	Milk and Dairy	171,665.54
e.	NOI Food Products	237,834.90
Total		<hr/> \$1,458,852.04

5. 2024-2025 Homestead and Farmstead Exclusion Resolution

Resolved, by the Board of School Directors of Muhlenberg School District, that homestead and farmstead exclusion real estate tax assessment reductions are authorized for the school year beginning July 1, 2024, under the provisions of the Homestead Property Exclusion Program Act (part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006), as follows:

Aggregate amount available for homestead and farmstead real estate tax reduction. The following amounts are available for homestead and farmstead real estate tax reduction for the school year beginning July 1, 2024:

- a. **Gambling tax funds.** The Pennsylvania Department of Education (PDE) has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.505(b), as a property tax reduction allocation funded by gambling tax funds, the amount of \$1,809,048.85.
- b. **Philadelphia tax credit reimbursement funds.** PDE has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.324(3), as reimbursement for Philadelphia tax credits claimed against the School District earned income tax by School District resident taxpayers, the amount of \$8,165.81.
- c. **Property Tax Reduction Funds.** Funds will be available during the school year for real estate reduction as a result of undistributed funds from the property tax reduction funds received in 2023-2024. These funds will be added to the allocation for this school year in the amount of \$40.84.

- d. **Aggregate amount available.** Adding these amounts, the aggregate amount available during the school year for real estate tax reduction is \$1,817,255.50.

Homestead/farmstead numbers. Pursuant to Act 50, 54 Pa. C.S. § 8584(i), and Act 1, 53 P.S. § 6926.341(g)(3), the County has provided the School District with a certified report listing approved homesteads and farmsteads as follows:

- a. **Homestead property number.** The number of approved homesteads within the School District is 5,241.
- b. **Farmstead property number.** The number of approved farmsteads within the School District is 2.
- c. **Homestead/farmstead combined number.** Adding these numbers, the aggregate number of approved homesteads and farmsteads is 5,243.

Real estate tax reduction calculation. The school board has decided that the homestead exclusion amount and the farmstead exclusion amount shall be equal. Dividing the paragraph 1(d) aggregate amount available during the school year for real estate tax reduction of \$1,817,255.50 by the paragraph 2(c) aggregate number of approved homesteads and farmsteads of 5,243, before considering the assessed value of approved homesteads and approved farmsteads having an assessed value below the preliminary calculation of the maximum real estate assessed value reduction amount to be established as the homestead and farmstead exclusion amount, the preliminary calculation of the maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$346.60.

Based on calculations provided by the School District Business Office from the best available information and carefully evaluated by the School Board, considering the assessed value of approved homesteads and approved farmsteads having an assessed value below the preliminary calculation of the maximum real estate assessed value reduction amount to be established as the homestead exclusion and the farmstead exclusion amount, an additional aggregate amount of \$1,915.45 will be available during the school year for real estate tax reduction applicable to approximately 5,243 homesteads and farmsteads, resulting in an additional real estate tax reduction amount available for each homestead and farmstead of \$.35. Adding this additional amount to the preliminary calculation of the maximum real estate tax reduction amount of \$346.60 the final maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$346.95.

Homestead exclusion calculation. Dividing the paragraph 3 maximum real estate tax reduction amount of \$346.95 by the School District real estate tax rate of 36.656 mills (.036656) the maximum real estate assessed value reduction to be reflected on tax notices as a homestead exclusion for each approved homestead is 9,465 and the maximum real estate assessed value reduction to be reflected on tax notices as a farmstead exclusion for each approved farmstead is 9,465.

Homestead/farmstead exclusion authorization. The tax notice issued to the owner of each approved homestead within the School District shall reflect a homestead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the homestead, or (b) the paragraph 4 maximum real estate assessed value reduction of 9,465. The tax notice issued to the owner of

each approved farmstead within the School District shall reflect an additional farmstead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the farmstead, or (b) the paragraph 4 maximum real estate assessed value reduction of 9,465. The homestead exclusion and farmstead exclusion real estate assessed value reduction will apply only to tax notices issued based on the initial tax duplicate used in issuing initial real estate tax notices for the school year, which will be issued on or promptly after July 1, and will not apply to interim real estate tax bills.

6. District Insurance Programs

Resolved, that the Board of Education of the Muhlenberg School District approve the district's insurance programs for the 2024-2025 school year per the proposal submitted by the Rigg-Darlington Group (Acrisure):

Type	7/1/2024– 6/30/2025
Property	\$130,023
General Liability & Crime	22,006
Automobile	9,322
Excess Liability	10,410
School Board E & O	33,549
Privacy and Network Liability	25,122
Student Accident	10,900
Boiler & Machinery	11,851
Total Premium	\$253,183

7. General Fund Transfer

Resolved, that the Board of Education of the Muhlenberg School District transfer zero percent (0%) of residual general fund balance, from fiscal year 2023-2024, greater than eight percent (8%) of the 2024-2025 budgeted expenditures to the Capital Reserve Fund and one hundred percent (100%) to be transferred to Assigned Building Projects fund balance. The Assigned Building Projects fund balance is for the anticipated costs of new construction, including debt service.

8. Reading-Muhlenberg Career & Technology Center Budget for the 2024-2025 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the Reading-Muhlenberg Career & Technology Center Budget for the 2024-2025

school year at the district's share of \$2,629,475.91 plus an additional \$154,896.13 for debt services related to the welding building.

9. Public School Facility Improvement Grant

Resolved, that the Board of Education of the Muhlenberg School District approve the request for the Public School Facility Improvement Grant at an amount of \$4,968,000 from the Commonwealth Financing Authority to be used for the Muhlenberg School District C.E. Cole Intermediate School HVAC Replacement Project as presented.

10. Tax Assessment Appeals - CCP Berks, LLC

Resolved, that the Board of Education of the Muhlenberg School District authorize Brian F. Boland, Esquire, John E. Muir, Esquire, and Kozloff Stoudt, Professional Corporation, Solicitors for the Muhlenberg School District, to appeal the decision of the Pennsylvania Commonwealth Court for the assessment appeals filed by CCP Berks, LLC on behalf of the Muhlenberg School District as presented.

11. 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. Textbooks – These items are outdated have no usable value.

12. Adoption of Final Budget for the 2024-2025 School Year

Resolved, that the Board of Education of the Muhlenberg School District adopt the 2024-2025 Final Budget as presented by the Administration. The Final Balanced Budget Expenditures total \$83,689,631; Revenues total \$83,689,631. The millage rate of 36.656 mils depicts a 2.557 millage increase.

Said budget shall set forth a levy of the following tax structure: a tax of 36.656 mils (\$36.656 per \$1,000.00) of assessed market value of real estate; and the district's share of a realty transfer tax of 1; a local services tax of \$52.00 for Laureldale and an local services tax of \$52.00 for Muhlenberg Township; a 1% earned income tax; a mercantile tax consisting of one mil on wholesale transactions; and a business privilege tax at the rate of one and one-half mils on the gross volume of business, to provide the necessary revenue for same.

Education

1. Student to Complete Senior Year as a Non-Resident Student

Resolved, that the Board of Education of the Muhlenberg School District approve the request for the following senior to complete the 2024-2025 school year as a non-resident student:

- a. Student No. 39715, grade 12, Muhlenberg High School

2. Conference Requests

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

- a. Dr. Joseph E. Macharola, to attend the District Administration Executive Cabinet Retreat in Napa, CA in June, 2024 at a cost of \$1,784.71 (funded through Superintendents Office).
- b. Dr. Jullien Searfoss, to attend the PAGE Conference in Pittsburgh, PA in November 7, 2024 to November 8, 2024 at a cost not to exceed \$997 (funded through Special Education).
- c. Ms. Elizabeth Laviena, to attend the UNIDOS US Annual Conference in Las Vegas, NV on July 15, 2024 to July 18, 2024 at no cost to the district.
- d. Mr. Ken Patterson, to attend the Steel Eagle Leadership Institute in Bedford Springs, PA on July 9, 2024 to July 10, 2024 at no cost to the district.

3. Approval of River Rock Academy Agreement

Resolved, that the Board of Education of the Muhlenberg School District approve the agreement with River Rock Academy for secondary student services for the 2024-2025 school year as presented.

4. 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:

- a. Student "H", Muhlenberg Junior High School
- b. Student "I", Muhlenberg Junior High School

5. Approval of Malvern Community Health Services Inc. Agreement

Resolved, that the Board of Education of the Muhlenberg School District approve the agreement with Malvern Community Health Services Inc. for school based outpatient therapy services, as presented.

6. Richard J. Caron Foundation Agreement

Resolved, that the Board of Education of the Muhlenberg School District approve the agreement with the Richard J. Caron Foundation to provide services for the district's Student Assistance Program at the rate of five (5) days per week for a total cost of \$238,896, effective July 1, 2024 through June 30, 2025 as presented.

7. Penn State College of Medicine's Penn State PRO Wellness

Resolved, that the Board of Education of the Muhlenberg School District approve the memorandum of understanding between Penn State College of Medicine's Penn State PRO Wellness and the Muhlenberg School District to provide Mental Health First Aid to staff, effective September 1, 2024 through April 30, 2026 as presented.

8. Kutztown University Memorandum of Understanding

Resolved, that the Board of Education of the Muhlenberg School District approve the memorandum of understanding between Muhlenberg School District and Kutztown University for the dual enrollment program for a term of five (5) years as presented.

9. Agreement to Participate in the ACCESS Program for the 2024-2025 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the Pennsylvania School Based ACCESS Program Agreement for the 2024-2025 school year as presented.

10. Extended School Year Student Tuition Agreement

Resolved, that the Board of Education of the Muhlenberg School District approve the extended school year student tuition agreement with New Story for student #41471 as presented.

11. 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:

- a. Box Tops Education Program, donation of \$75.00 for Muhlenberg Elementary Center Student Council to use for students of Muhlenberg School District.

12. Approval of River Rock Academy Act 48 Program Agreement

Resolved, that the Board of Education of the Muhlenberg School District approve the agreement with River Rock Academy for the Act 48 program services for the 2024-2025 school year as presented.

Student Activities

There are no items.

Minutes

Review minutes of the Committee of the Whole Meeting of May 8, 2024 and the Regular Board Meeting of May 8, 2024.

Old Business

There are no items.

New Business

There are no items.

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 2024-2025

September	Mrs. Cindy Mengle
October	Mr. Garrett Hyneman
November	Mrs. Kristyna Eagle
December	Mr. Andrew L. Eaton, Sr.
January	Mr. Otto W. Voit, III
February	Mr. S. Wayne Hardy
March	Mr. Miguel Vasquez
April	Ms. Janet Howard
May	Mr. Ronald J. Haas, Sr.

Review of Board Meetings and Calendar of Events

June 10	6:30 PM	RMCTC Board Meeting
---------	---------	---------------------

June 12	6:30 PM	COW and Regular Board Meeting
August 5	6:30 PM	RMCTC Board Meeting
August 14	6:30 PM	COW and Regular Board Meeting
September 3	7:00 PM	COW Meeting
September 9	6:30 PM	RMCTC Board Meeting
September 11	7:00 PM	Regular Board Meeting
October 2	7:00 PM	COW Meeting
October 9	7:00 PM	Regular Board Meeting
October 14	6:30 PM	RMCTC Board Meeting
November 6	7:00 PM	COW Meeting
November 11	6:30 PM	RMCTC Board Meeting
November 13	7:00 PM	Regular Board Meeting
December 4	6:30 PM	Annual Organization Meeting; COW; Regular Board Meeting

Adjourn Meeting

Moved by Mrs. Eagle and Mr. Voit, that there being no further business to come before the Board, the meeting be adjourned. Meeting adjourned at 7:41 PM.

Attest:


Cindy L. Mengle
Secretary