

MUHLENBERG SCHOOL DISTRICT
Committee of the Whole Meeting Minutes
March 13, 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, March 13, 2024 at 6:52 PM by Board President, Mrs. Garret E. Hyneman.

There was a brief executive session held prior to the Committee of the Whole meeting.

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 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- Mr. Shane M. Mathias, CPA
Assistant Business Manager - Mrs. Susan Hawkins
Director of Physical Plant – Mr. Ken Patterson
Director of Federal Programs - Dr. Cathy Shappell
Director of Special Education - Ms. Nicole Huntbach
Supervisor of Special Education - Ms. Lori Morris
Supervisor of Special Education - Dr. Janet Heilman
Director of Human Resources - Dr. Jessica Heffner
Director of Clinical Services - Mr. Zachariah Milch
Director of Technology - Mr. Daniel Houck
Director of Food Services - Mr. Carey Kline
Athletic Director - Dr. Timothy Moyer
Data Administrator - Mr. Kevin Vanino
Community & Family Outreach Coord. & Distr. Interpreter – Ms. Elizabeth Laviena
High School Principal - Mr. Haniff Skeete
High School Assistant Principal - Ms. Julianna Ciccarelli
High School Assistant Principal - Mr. Aaron Kopetsky
Junior High Principal - Mr. Steve Baylor

Junior High School Assistant Principal - Mr. Daniel Kramer
C.E. Cole Intermediate Principal - Mr. Christopher Becker
C.E. Cole Intermediate Assistant Principal - Ms. Jaclyn Bellanca
C.E. Cole Intermediate Assistant Principal - Mr. Joseph Scoboria
Elementary Principal - Mr. Kyle Crater
Elementary Assistant Principal - Ms. Ginny Hornberger

Visitors

Diane Benson	Melissa Carroll
Linda Roebuck	Marc Wolfe
Cheryl Auchenbach	Amy Sharp
Daniel Fair	

Educational Presentations

A. Physical Plant Update - Mr. Ken Patterson

Mr. Patterson reported:

- Maintenance and Custodial Staff update - Spring sports have begun here at MSD, this means the outside grounds crews are busy preparing the playing fields for the student athletes throughout the campus. They have also been busy cleaning up edges of the grass area throughout the campus that were damaged from the snow plowing that was done this winter. Lawn mowing season has also begun and mulching is just around the corner. Inside maintenance techs have been working on numerous work orders and completed several safety work orders as was reported to the safety committee when they met a couple of weeks ago. Inside custodians continue to be heavily involved in the activities that are taking place in all of the District buildings throughout the evenings and weekends; while doing a great job keeping the buildings clean, disinfected, sanitized and safe.
- March 6th Muhlenberg Township Zoning Hearing Update - The District had the hearing before the Muhlenberg Township Zoning Board on Wednesday, March 6th to present the case for three zoning variances related to the proposed new grade 5/6 building. All of the variances that the District was requesting were approved by the township which is good news to help to keep the process moving forward.

Questions/Comments/Concerns:

Mr. Voit took time to speak about the entire custodial team being phenomenal and doing an outstanding job. He talked about going around the facilities and he looked at it with pride; the floors are military buffed and spotless. Mr. Voit stated, job well done.

B. Preliminary Budget Review - Mr. Shane M. Mathias, CPA
Mr. Mathias reported:

On the budgetary considerations (page 3) report that was given to each board member, looking at the revenues and expenditures as well as the projected deficit right now of just over 3 million dollars. Looking at the numbers there is a 7.5% tax increase that is the max allowable under Act I would generate about 3.186 estimated additional dollars in property tax revenue. The Basic Ed and Special Ed subsidies, as can recall the Governor's budget bringing about 5.7 million dollars additional to Muhlenberg; keeping in mind this will probably not happen, can't imagine any school district budgeting that figure, nor does he feel comfortable budgeting this amount. Instead, the budget will be 1.9 million dollars, essentially that is what is called level funding, a similar increase to what the District received last year. The next number is 1.4 million dollars in additional debt service, this is really the schedule of debt and borrowing this year the District, based on the draw schedule, would borrow another 35 million dollars sometime later in the year. When this happens the estimated debt for those bonds would be about 1.4 million dollars. On page 5 of the report has all of the debt service on it and shows the next three borrowings that are projected and the impact of the debt service expense and increase each year and what millage would be required to cover that. Regarding the Capital Reserve transfer was put on the report intentionally as historically the District has not budgeted the Capital Reserve; however the District should start looking at that as this account is getting rather low and may run out at some point. The District has a five-year capital plan for improvements, however the District does not have a plan to fund this to make sure the District is not borrowing money to make improvements to fix roofs; this is just a suggestion. On page 6 of the report are the proposed new positions and the net cost is about \$343,000. Looking at a 7.5% tax increase, the District generates a small surplus of about \$38,000 however this number is going to change. Just to give an idea, if the District has this surplus, it can be rolled into an additional Capital Reserve transfer to increase that amount to balance the budget. Conversely if there was deficit there, the District would have to use fund balance savings to balance the budget.

Questions/Comments/Concerns:

Dr. Macharola reiterated that following the District's plan, the District will be fine given Mr. Mathias's experiences with the Governor and with what the District will believe will happen, the District will be fine following the plan that was given over the next few years. Mr. Mathias advised there was a lot of variables, however the state needs to come through as the District does not want to "dig in" into reserves too much as this would affect the bond rating; but he advised if the Governor and state do not come through with the 1.9 million dollar amount, the District would be sitting at a 1.9 million dollar deficit if the District would be passing a budget today. Mr. Mathias advised theoretically the state can do whatever they want. Mr. Voit talked about everyone who voted on the plan, the board members all signed up for a game plan on exactly what the millage would be each year and what to go for certain debt service. Mr. Voit advised as long as the District is following the plan and what is represented here is that plan, then he will have no problems; if it is not the plan then he does not want to hear it. Mr. Voit asked Mr. Mathias if the plan was in the presented documents. Mr. Mathias responded yes it is, what it represents is the max tax increase. Mr. Voit questioned if all of the financing numbers that are being applied to a future debt service, all of it is covered in

the presented documents. Mr. Mathias responded that the District is following the plan. Mr. Haas questioned on page 5, if the 43.369, projected millage rate, is a number that Mr. Mathias thinks it is going to be or is it a number that is likely going to happen. Mr. Mathias explained that this number is based on a couple of variables, every year the state puts out this Act I index on the max that taxes can be raised. Mr. Mathias explained that he does not know what the index is going to be next year, however the PASBO (business group for the state) has put out estimates on what they think the index is going to be based on inflation and hourly rate of employees. He advised he based what they projected it to be as a percentage and then used the aid ratio (calculation); it is strictly an estimate and the District can raise it that percentage each year that is the mils. Mr. Haas understood.

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

Policy No. 337, *Vacation*

Purpose

Policy 337 was added to meet the federal fiscal compliance policy requirements.

Policy No. 624, *Taxable Fringe Benefits*

Purpose

Policy 624 was added to meet the federal fiscal compliance policy requirements.

Policy No. 624, *Federal Fiscal Compliance*

Purpose

Policy 626 was updated to include the requirements for compliance of our federal programs, time and efforts procedures.

Policy No. 903, *Public Comment in Board Meetings*

Purpose

The title of Policy 903 was changed from Public Participation in Board Meetings to Public Comment in Board Meetings to focus on the purpose of the Sunshine Act requirement for residents and taxpayers to be provided with a reasonable opportunity to **comment** on matters of concern, official action or deliberation which are or may be before the board prior to the board taking official action.

In revising this policy, we took into consideration the points addressed in Douglas Marshall et al. v. Peter Amuso et al. which is a legal case that arose from actions taking place at board meetings regarding public comment. It is important to note that this is not a court decision – it was a preliminary injunction issued by the court that then ended in a legal settlement between the parties. Although not

precedential, we focused on this case because it provides us with insight on how a court might decide this type of case in the future, and informs considerations for revising board policy language to address terminology that may be considered overly broad or vague. Specifically, the preliminary injunction order addressed:

1. Prohibitions of speech deemed “personally directed,” “abusive,” “irrelevant,” “offensive,” “otherwise inappropriate,” or “personal attacks”; the court stated that these terms are overly broad and vague, and could be considered viewpoint discrimination.
2. Prohibitions of speech deemed “offensive,” “inappropriate,” “intolerant,” “disruptive,” and “verbally abusive”.
3. Requirement that speakers at public comment periods preface their remarks by announcing their address.

Policy 903 was updated to place more emphasis on recognition of the importance of diverse viewpoints and commentary during the public comment period and the commenter's right to be free from interruption, except under limited circumstances where the commenter's conduct clearly violates law or board policy. The policy now contains a listing of several examples as to when an individual's public comment may be interrupted or terminated; the listing is not to be considered all-inclusive and may be revised in consultation with your school solicitor. The policy also addresses the authority of the presiding officer and the school solicitor to take action including:

1. When circumstances warrant interruption of public comment, such as going beyond the time limit or conduct that is in violation of board policy.
2. Warning or termination of comments when such conduct continues.
3. Recess or adjournment of the meeting.
4. Requests for the individual to leave the meeting when conduct is disrupting the operation of the meeting.
5. Waiving of the board's rules regarding public comment upon approval of those present and voting.

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.

Melissa Carroll- Muhlenberg Community Library

Ms. Carroll introduced herself as the Director of the Muhlenberg Community Library. She discussed working very hard with the elementary school teachers, especially the fourth graders. She advised there have been several meetings with Ms. Toledo and they are starting out their pilot plan to enroll all of the fourth graders to have library cards in the Muhlenberg Community Library. She spoke about the students coming in to tour the library and explain to them how the library works; this is what is called an educational walkthrough. Ms. Carroll talked about the students then being able to come after this to the library several times a month to get books. She discussed understanding the District is relying on the one library for a lot of students, they are excited to help the students out and have them present at the library. She talked about starting off with the fourth graders and continuing on with more grades if this works well. Ms. Carroll talked about the students coming in to do research and extra stuff; and would like to enroll this with the highschoolers. She discussed the importance for the highschoolers in the community to have the research expertise they need, the citation experience they need and they are willing to give this to them. Ms. Corolla spoke about how excited they are to work with the school and all of the opportunities that they have now been able to accomplish, things that they are doing and look forward to in the future. She also spoke about looking forward to Dr. Macharola coming to the library in April to read to the toddlers again. She thanked everyone for their hard work in everything that they do and to keep coming to the library.

Questions/Comments/Concerns:

Mr. Hyneman talked about it being such a great location for the Muhlenberg Community Library. Ms. Carrol completely agreed and advised they love it.

Board Business

Personnel

1. Classified Appointments

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

- a. Ms. Enami Rivera, Custodian Substitute, effective February 16, 2024, at a pay rate of \$14.00 per hour.
- b. Mr. Isaiah Domine, Special Education Paraprofessional (F. Galuska), Muhlenberg Junior High School, effective February 20, 2024, at a pay rate of \$19.71 per hour.

- c. Mr. Jonathan Ortiz, Cafeteria Substitute, effective February 20, 2024, at a pay rate of \$14.00 per hour.
- d. Ms. Taryn Buono, Personal Care Paraprofessional (newly created), Muhlenberg Elementary Center, effective March 11, 2023, at a pay rate of \$19.71 per hour.

2. Acceptance of Resignations

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

- a. Ms. Michele Calvaresi, Class A Secretary, Muhlenberg High School, effective May 17, 2024.
- b. Ms. Lucille Palangio, Class A Secretary, Technology Department, resignation for the purpose of retirement, effective April 12, 2024.

3. 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 employees:

- a. Employee No. 3050, Custodian, Leave of Absence/FMLA, effective on or about January 25, 2024 through on or about March 21, 2024.
- b. Employee No. 1405, School Psychologist, Leave of Absence/FMLA, effective on or about April 22, 2024 through on or about June 3, 2024.
- c. Employee No. 1032, Teacher, Leave of Absence/FMLA, effective on or about April 8, 2024 through on or about July 8, 2024.
- d. Employee No. 2816, Teacher, Leave of Absence/FMLA, effective on or about May 26, 2024 through on or about the beginning of the 2025-2026 school year.

4. Approval of Revised Job Descriptions

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

- a. School Counselor
- b. Administrative Specialist to Business Manager
- c. Payroll Specialist
- d. Benefits Specialist
- e. Director of Federal Programs
- f. Director of Clinical Services

5. Spring 2024 Coaching Assignments

Resolved, that the Board of Education of the Muhlenberg School District approve the Spring Coaching Assignments for the 2023-2024 school year as submitted.

6. Co-Curricular Appointments

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

- a. Ms. Maegen Miles hockey, Muhlenberg Aquatics Age Group Swimming Coach, effective November 8, 2023, at a salary of \$1,000, prorated for days worked.
- b. Ms. Shannon Murphy, Muhlenberg Aquatics Age Group Swimming Coach, effective November 7, 2023, at a salary of \$1,000.
- c. Mr. Theodore Werkheiser, E-Sports Monitor (D. Brady), Muhlenberg High School, effective March 4, 2024, at a salary of \$1740 (year 1), prorated for days worked.
- d. Ms. Jennifer Seiders, Muhlenberg Aquatics Supervisor, effective March 18, 2024, at a pay rate of \$13.40 per hour.

7. Co-Curricular Resignation

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

- a. Mr. Daniel Brady, E-Sports Monitor, Muhlenberg High School, effective March 1, 2024.

8. Administrative Appointments

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

- a. Mr. Kyle Crater, Director of Curriculum and Instruction K-12 (newly created), effective April 1, 2024, at a salary of \$123,927, prorated for days worked.
- b. Ms. Virginia Hornberger, Principal (K. Crater), Muhlenberg Elementary Center, effective April 1, 2024, at a salary of \$116,000, prorated for days worked.
- c. Mr. Zachariah Milch, Director of Clinical Services, effective March 18, 2024, at a salary of \$142,000, prorated for days worked.

Questions/Comments/Concerns:

Dr. Macharola took a moment to introduce and talk about each administrator's background, experience, how proud he is for each and welcoming them to their new positions.

9. 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 April 1, 2024 through June 30, 2024.

10. Completion of Probation

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

- a. Ms. Nyla Gensemer, Special Education Paraprofessional, Muhlenberg Elementary Center, completion of forty-five (45) day probation as of February 27, 2024 and recommended for permanent employment as of February 28, 2024.
- b. Ms. Brianna Walker, Special Education Paraprofessional, Muhlenberg Elementary Center, completion of forty-five (45) day probation as of March 1, 2024 and recommended for permanent employment as of March 4, 2024.
- c. Ms. Adriana Santiago, Third Shift Custodian, Muhlenberg High School, completion of forty-five (45) day probation as of March 7, 2024, and recommended for permanent employment as of March 8, 2024.

11. Mentor Assignment

Resolved, that the Board of Education of the Muhlenberg School District approve the following mentor assignment at the professional rate of \$30.00 per hour for the 2023-2024 school year:

- a. Ms. Jennifer Hausman, mentor for Mr. George Dunda, Special Education Teacher, Muhlenberg High School, for nineteen point seven five (19.75) hours.

Management

1. Revised School Calendar for the 2024-2025 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the revised School Calendar for the 2024-2025 school year as presented.

2. Authorization for Kozloff Stoudt

Resolved, that the Board of Education of Muhlenberg School District authorize the Kozloff Stoudt P.C., Brian F. Boland, Esq. and Michael C. Kochkodin, Esq. to enter their appearance and represent the School District in the expulsion matter appealed to the Berks County Court of Common Pleas filed to Number 24-1372.

3. Approval of Visual Sound Boardroom Upgrade

Resolved, that the Board of Education of the Muhlenberg School District approve the LGI Boardroom upgrade at Muhlenberg High School at a cost of \$46,750 plus an estimated \$1,000 annually for maintenance (funded through General Fund) as presented.

Questions/Comments/Concerns:

Mr. Haas talked about having concerns as he understands why wanting it and does feel the public should know, however he feels this money can be used in other resources and

at this point in time he cannot agree to this. He spoke about people that have so much interest in the school district cannot show up at a meeting. Mr. Haas talked about watching other school districts that do have their meetings online and asked if the District had an audio/video department. Dr. Macharola advised that the District does have this, however they are not poised to do this. Mr. Haas advised he saw several school districts that were looking to have meetings online and this is about the same cost, several declined to do it due to the cost. He spoke of one school district doing it and doing it well, however there is another school district doing it via zoom and it is terrible. Mr. Haas agreed that the public should know but at this point he is not in favor. Mr. Voit advised that he respects Mr. Haas's opinion and would suspect those school districts are not implementing the system because of the money, it is because they do not want transparency. Mr. Voit discussed decisions are a lot easier if the public is not sitting there, but this is why elected officials run for office and is why they get elected to answer to the public. Mr. Voit talked about in today's world, it is not like five or ten years ago, having a meeting and talking to someone on the phone; everyone is super busy, they want to be involved however they cannot go everywhere. He explained for this reason he strongly recommended the board votes for full transparency and for those who want to get involved, the meeting is recorded to play at any time. Mrs. Eagle talked about coming to the school board meeting can be very intimidating; and how people have said in the community that they want to come but they do not know what to do or supposed to do. She talked about giving people every opportunity to find out what is going on. Mrs. Eagle talked about people in the community wanting to come but parents that have small children or parents that work different shifts, if they have to decide whether it is stay home with their kids or come to a school board meeting they will stay home with their kids. She talked about it not being that people do not want to be present but their schedules do not allow and do not have the luxury that the people present today have. She talked about agreeing about being transparent and maybe once this starts and they see what is going on, people from the community will start to attend meetings in person. She discussed wanting the public to know about taxes, curriculum, the building projects, etc. and to encourage everyone. Mr. Eaton questioned if it was addressed how the meeting would be translated as the District is very diverse. Mrs. Eagle agreed. Mr. Voit commented that he believes this is a phenomenal point. Mr. Hardy talked about spending this kind of money and not getting any positive output from it, then it is just money wasted. He spoke about during COVID and doing zoom, there weren't many people "zooming in." Mr. Haas talked about setting up for board meetings at Giant, at Target or wherever they are shopping because they do not want to come to the board meeting and speak their minds, but they are going to speak their mind to board members when they are out at social events. Mr. Voit commented that this is why board members run for office. Mr. Haas agreed and advised he is fine with broadcasting and having board meetings with lots of people, however it is the cost and the low "views." Mr. Eaton talked about it not being about low "views" or those that were not able to make it to the meeting, and they are losing sight that even if there were only 500 new people watching or rewatching it after it aired; it is just allowing for them to feel that they are apart of some decision making that is happening. He talked about not focusing too much on people not tuning in and it is a cost that everyone will have to assume at some point anyway; and with people wanting their elected officials to be held accountable to what is being talked about at the board meetings. Mr. Eaton spoke about

getting ahead of it now is a good thing and it is actually being voiced to everyone in the community. Ms. Howard advised she was curious about the views so she pulled up some information from previous Muhlenberg School District board meetings and messages on YouTube. Dr. Macharola spoke about the District newsletter going out to the community, his message being translated in Spanish, every message that gets sent out from him is also translated into Spanish; there is a community coordinator, Ms. Laviena, who translates and is available for parents/guardians. He advised Ms. Laviena goes out of her way for the families and programs that the District has, community outreach, and drives that communication piece. Dr. Macharola spoke about the District tirelessly trying to get the Spanish speaking families "in the game" by keeping open communication. Dr. Macharola advised that if the boardroom upgrade gets approved tonight, he is definitely on board getting the translation piece, it may not be right away but it can be done.

4. 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 10, 2024 through Friday, August 9, 2024 – Office hours 7:30 AM – 4:00 PM.

Physical Plant and Transportation

There are no items.

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	Jan 2024	Jan 2024	Feb 2024 Ck#56128-56324 V#27913-27938	Jan 2024	
Cafeteria	Jan 2024	Jan 2024	Feb 2024 Ck# 8149-8200 V#3047-3052	Jan 2024	
Capital Reserve (Fund 32)	Feb 2024	Feb 2024	Feb 2024 Ck#976-977		

Capital Reserve (Fund 39)	Feb 2024	Feb 2024	Feb 2024 Ck#1007		
Activity	Jan 2024	Jan 2024			

2. Student Activity Accounts

Resolved, that the Board of Education of the Muhlenberg School District authorize establishing the student activity accounts for the "JH School Store" and "National Junior Honor Society-Muhlenberg JH Chapter".

3. Approval of GSL Government Consulting LLC (GSL) Agreement

Resolved, that the Board of Education of the Muhlenberg School District approve the agreement for GSL to provide consulting and grant advisory services to Muhlenberg School District as presented.

4. Authorization for Signatures on Bank Accounts

Resolved, that the Board of Education of the Muhlenberg School District approve the following financial documents to be made effective March 13, 2024:

Payroll Account

Authorize the signatures of the following three (3) officers (facsimile acceptable) for the newly created Payroll Account General Fund Account – Mid Penn xxxxx719:

President

Secretary

Treasurer

Activity Fund Account

Authorize the signatures of the following eight (8) names on the newly created Activity Account – Mid Penn xxxxx735 (two {2} signatures are required):

Assistant Superintendent

Junior High Principal

Business Manager

C.E. Cole Principal

Assistant Business Manager

Elementary Center Principal

High School Principal

Athletic Director

5. Appraisal Services for Tax Assessment Appeal – PetSmart

BE IT IT RESOLVED, that John E. Muir, Esquire, Brian F. Boland, Esquire and Kozloff Stoudt, Professional Corporation, are hereby authorized to retain the professional appraisal services of Douglas A. Haring, MAI, SRA, AI-GRS, including inspection of the property, examination of information received from the property owner, assembly of necessary data required to develop the value opinion of the property and preparation of an appraisal report on behalf of the Muhlenberg School District for the following real estate tax assessment appeal action as presented:

Town Square Investors, LLC vs. Berks County Board of Assessment Appeals

22-15967

Berks County C.C.P. No.

Property Address: 4210 5th Street Highway, Muhlenberg Township
(PetSmart)

Property I.D. No.: 66530919720361

Appraisal Report: \$4,800.00

Trial preparation / attendance at trial

Douglas A Haring - \$200.00 per hour additional

Administrative Staff - \$100.00 per hour additional

Questions/Comments/Concerns:

Mr. Boland talked about this being an appeal that's been filed by PetSmart and they are intervening on behalf of the District to try and keep the valuation where it is currently.

6. Appraisal Services for Tax Assessment Appeal – Giant Food Services

BE IT RESOLVED, that John E. Muir, Esquire, Brian F. Boland, Esquire and Kozloff Stoudt Professional Corporation, are hereby authorized to retain the professional appraisal services of Douglas A Haring, MAI, SRA, AI-GRS, including inspection of the property, examination of information received from the property owner, assembly of necessary data required to develop the value opinion of the property and preparation of an appraisal report on behalf of the Muhlenberg School District for the following real estate tax assessment appeal action as presented:

Town Square Investors, LLC vs. Berks County Board of Assessment Appeals

22-15970
Berks County C.C.P. No.
Property Address: 4320 5th Street Highway, Muhlenberg Township
(Giant Food Services)
Property I.D. No.: 66530915721607
Appraisal Report: \$7,200.00
Trial preparation / attendance at trial
Douglas A Haring - \$200.00 per hour additional
Administrative Staff - \$100.00 per hour additional

Questions/Comments/Concerns:

Mr. Boland talked about this being an appeal that's been filed by Giant who is applying for a reduction. He advised last time Giant applied for a reduction, they got an increase and then "frozen out" for about three years; and now have come back to apply for a reduction again.

7. Appraisal Services for Tax Assessment Appeal – Lowes Home Centers, Inc.

BE IT RESOLVED, that John E. Muir, Esquire, Brian F. Boland, Esquire and Kozloff Stoudt, Professional Corporation, are hereby authorized to retain the professional appraisal services of Douglas A. Haring, MAI, SRA, AI-GRS, including inspection of the property, examination of information received from the property owner, assembly of necessary data required to develop the value opinion of the property and preparation of an appraisal report on behalf of the Muhlenberg School District for the following real estate tax assessment appeal action as presented:

Muhlenberg School District vs. Berks County Board of Assessment Appeals, Appellee and Lowe's Home Centers, Inc., Respondent

23-16615
Berks County C.C.P. No.
Property Address: 422 Madison Avenue, Muhlenberg Township
Property I.D. No.: 66530816745015
Appraisal Report: \$5,200.00
Trial preparation / attendance at trial
Douglas A Haring - \$200.00 per hour additional
Administrative Staff - \$100.00 per hour additional

Questions/Comments/Concerns:

Mr. Boland talked about this being Lowes semi-annual application to reduce their tax assessment appeal, in this case they are basing it upon the size of the building as it being somewhat functioning obsolete compared to their new building.

8. Appraisal Services for Tax Assessment Appeal – Target Corp.

BE IT RESOLVED, that JohnE. Muir, Esquire, BrianF. Boland, Esquire and Kozloff Stoudt, Professional Corporation, are hereby authorized to retain the professional appraisal services of Douglas A. Haring, MAI, SRA, AI-GRS, including inspection of the property, examination of information received from the property owner, assembly of necessary data required to develop the value opinion of the property and preparation of an appraisal report on behalf of the Muhlenberg School District for the following real estate tax assessment appeal action as presented:

Muhlenberg School District vs. Berks County Board of Assessment Appeals, Appellee and NBOC, LP, Respondent

23-16612

Berks County C.C.P. No.

Property Address: 2101 Centre Avenue, Muhlenberg Township

Property I.D. No.: 66530819625172

Appraisal Report: \$4,000.00

Trial preparation / attendance at trial

Douglas A Haring - \$200.00 per hour additional

Administrative Staff - \$100.00 per hour additional

Questions/Comments/Concerns:

Mr. Boland talked about Target filing appeal trying to have their taxes reduced.

9. Appraisal Services for Tax Assessment Appeal – NBOC, LP

BE IT RESOLVED, that JohnE. Muir, Esquire, BrianF. Boland, Esquire and Kozloff Stoudt, Professional Corporation, are hereby authorized to retain the professional appraisal services of Douglas A. Haring, MAI, SRA, AI-GRS, including inspection of the property, examination of information received from the property owner, assembly of necessary data required to develop the value opinion of the property and preparation of an appraisal report on behalf of the Muhlenberg School District for the following real estate tax assessment appeal action as presented:

Muhlenberg School District vs. Berks County Board of Assessment Appeals, Appellee and NBOC, LP, Respondent

23-16612

Berks County C.C.P. No.

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Property Address: 2101 Centre Avenue, Muhlenberg Township

Property I.D. No.: 66530819625172

Appraisal Report: \$4,000.00
Trial preparation / attendance at trial

Douglas A Haring - \$200.00 per hour additional

Administrative Staff - \$100.00 per hour additional

Questions/Comments/Concerns:

Mr. Boland talked about NBOC,LP being a commercial appeal again to reduce their taxes.

Education

1. PCCD School Mental Health and School Safety Grants

Resolved, that the Board of Education of the Muhlenberg School District approve the Muhlenberg School District School Mental Health and School Safety Grants award notifications as presented, and filed with the Pennsylvania Commission on Crime and Delinquency (PCCD).

2. Extended School Year Program for 2024

Resolved, that the Board of Education of the Muhlenberg School District approve the Extended School Year Program for 2024 (July 1, 2024 to July 18, 2024, ESY) at an estimated operating cost for the programs of \$108,750 plus transportation and contracted services which includes the following staff (Special Education Fund and Grant Funding):

- a. One (1) ESY Coordinator
- b. Fifteen (15) Teachers
- c. Nineteen (19) Instructional Assistants
- d. Two (2) Speech Therapists
- e. Related Services:
 - 1) Occupational Therapist
 - 2) Physical Therapist
 - 3) Hearing
 - 4) Vision Support

3. Linkage Letter/Referral Agreement with CONCERN

Resolved, that the Board of Education of the Muhlenberg School District approve the Linkage Letter/Referral Agreement between CONCERN – Professional Services for Children, Youth and Families and the Muhlenberg School District, effective January 19, 2024 for a two (2) year period on an as needed basis.

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 "E", Muhlenberg Junior High School

Student Activities

There are no items.

Minutes

Review minutes of the Committee of the Whole Meeting of February 14, 2024 and the Regular Board Meeting of February 14, 2024.

Dr. Macharola advised depending on coming out of Spring break, the board meetings for next month may be combined.

Old Business

There are no items.

New Business

13.01 Memoriam of Mr. James D. Yakaitis

Resolved, that we remember the passing of Mr. James D. Yakaitis who served in the Muhlenberg School District for thirty-one (31) years (1988-2019) as a Custodian. We honor his memory for his dedicated service to the school district and community.

Be it 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 2023-2024

March	Mr. Miguel Vasquez
April	Ms. Janet Howard
May	Mr. Ronald J. Haas

Review of Board Meetings and Calendar of Events

March 13	6:30 PM	Committee of Whole Meeting and Regular Board Meeting
April 3	7:00 PM	Committee of the Whole Meeting
April 8	6:30 PM	RMCTC Board Meeting
April 10	7:00 PM	Regular Board Meeting
May 1	7:00 PM	Committee of the Whole Meeting
May 8	7:00 PM	Regular Board Meeting
May 13	6:30 PM	RMCTC Board Meeting
June 10	6:30 PM	RMCTC Board Meeting
June 12	6:30 PM	Committee of the Whole and Regular Board Meeting

Adjourn Meeting

Moved by Mrs. Eagle and Ms. Howard, that there being no further business to come before the Board, the meeting be adjourned. Meeting adjourned at 7:35 PM.

Attest:


Cindy L. Mengle
Secretary