

MUHLENBERG SCHOOL DISTRICT
Regular Board Meeting Minutes
December 4, 2024
Lecture Hall, Muhlenberg High School
www.muhsdk12.org

Call to Order

The Regular Board Meeting of the Board of Education of the Muhlenberg School District was called to order on Wednesday, December 4, 2024 at 7:51 PM by Board President, Mr. Garrett Hyneman.

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. 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

Member – Mr. Andrew L. Eaton, Sr.

Administration Present

Superintendent – Dr. Joseph E. Macharola
Assistant Superintendent - Dr. Alan S. Futrick
Business Manager- Mr. Shane M. Mathias, CPA
Assistant Business Manager - Ms. Susan Hawkins
Director of Physical Plant – Mr. Ken Patterson
Director of Special Education - Ms. Nicole Huntbach
Supervisor of Special Education - Mr. Byron Grosslefinger
Supervisor of Special Education - Dr. Jason Miller
Licensed Behavior Specialist - Ms. Courtney Knittle
Director of Technology - Dr. Juliana Ciccarelli
Director of Federal Programs - Dr. Cathy Shappell
Director of Food Services - Mr. Carey Kline
Director of Human Resources - Dr. Jessica Heffner
Director of Pupil Services - Mr. Michael Mish
Director of Curriculum & Instruction K-12 - Mr. Kyle Crater
Athletic Director - Dr. Timothy Moyer
Community & Family Outreach Coord. & Distr. Interpreter – Ms. Elizabeth Laviena
High School Principal - Mr. Haniff Skeete
High School Vice Principal - Mr. Kevin Vanino
High School Assistant Principal - Ms. Lori Morris

High School Assistant Principal - Mr. Aaron Kopetsky
Junior High Assistant Principal - Mr. Joshua Rankin
Junior High Assistant Principal - Ms. Michele Weaver
Junior High Assistant Principal - Mr. Joseph Scoboria
C.E. Cole Intermediate Assistant Principal - Ms. Jaclyn Bellanca
C.E. Cole Intermediate Assistant Principal - Mr. William Dramby
Elementary Principal - Ms. Ginny Hornberger
Elementary Assistant Principal - Ms. Julie Kehr
Elementary Assistant Principal - Mr. Daniel Kramer
Social Worker - Ms. Lauren Heydt

Visitors

Bob Mengle	Susan Roeckle
Linda Roebuck	Diane Benson
Melissa Carroll	

Educational Presentations

There were none.

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.

There were none.

Committee Report

- A. Berks County Intermediate Unit – Mr. Miguel Vazquez

There is no report at this time.

- B. Reading-Muhlenberg CTC – Mrs. Cindy L. Mengle

There is no meeting this month, however the annual reorganization meeting is on January 13th and there will be a sit down dinner served by the students. The invitations should be going out in the mail to the board members and highly recommend attendance.

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

There is no report at this time.

- D. PSBA Liaison – Mrs. Kristyna Eagle

There is no report at this time.

E. Muhlenberg Community Library – Ms. Janet Howard

The Holiday Open House is December 7th and the Trail of Lights is December 14th.

F. Educational Programs – Dr. Alan S. Futrick

There is no report at this time.

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

There is no report at this time.

Superintendent's Comments - Dr. Joseph E. Macharola

Dr. Macharola spoke about the backbone of American society is public education. Everyone needs to continue to invest in the schools, invest in the children and young adults; they are the future. He spoke about the potential closing of the Department of Education from President Elect Trump; regardless of what President Elect Trump does, everyone needs to continue the support for public education. Dr. Macharola spoke about what the District does here not only has education significance but has family significance as well; the District is doing that here with dedicated staff, dedicated faculty and a very supportive and understanding cooperative school board. With all of that a message to everyone, third world countries recognize the only way out of poverty is through public education. The minute everyone stops thinking that is not a viable way in America, it'll be everyone's downfall.

Board Business

Personnel

Resolution Nos. 88A – 88H

Moved by Mrs. Eagle and Ms. Howard that the Board of Education of the Muhlenberg School District approve **Resolution Nos. 88A through 88H** in their entirety.

Yeas: Mrs. Eagle, Mr. Haas, Mr. Hardy, Ms. Howard, Mr. Hyneman, Mrs. Mengle, Mr. Vasquez. The motion **carried** unanimously.

88A Professional Appointments

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

- a. Ms. Heather Rosado, Long-Term Substitute Teacher (C. Rankin), Muhlenberg Elementary Center, effective November 11, 2024 through

- on or about the end of the 2024-2025 school year, at a salary of \$52,970 (B, 16 Steps from the Top), prorated for days worked.
- b. Mr. Alan Futrick, Jr., Math Teacher (J. Justiniano), Muhlenberg Junior High School, pending PA Certification, effective November 26, 2024, at a salary of \$52,970 (B, 16 Steps from the Top), prorated for days worked.
 - c. Mr. Matthew Christman, Long-Term Substitute Teacher (B. Towles), Muhlenberg High School, effective December 4, 2024 through the end of the 2024-2025 school year, at a salary of \$59,005 (B, 12 Steps from the Top), prorated for days worked.

88B Acceptance of Resignations

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

- a. Ms. Heather Rosado, Special Education Paraprofessional, Muhlenberg Elementary Center, effective November 8, 2024.
- b. Ms. Karen Adams, Special Education Paraprofessional, Muhlenberg Elementary Center, resignation for the purpose of retirement, effective December 16, 2024.
- c. Ms. Holly Juzyk, Special Education Paraprofessional, Muhlenberg Elementary Center, effective January 10, 2025.
- d. Ms. Amy Arnold, Literacy Specialist, Muhlenberg Elementary Center, pending release from Muhlenberg School District per PA School Code.
- e. Ms. Hailey Jack, Elementary Teacher, C.E. Cole Intermediate, effective November 29, 2024.

88C Classified Appointments

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

- a. Ms. Zulmarie Ortiz, Cafeteria Worker (A. Greene) Muhlenberg Elementary Center, effective November 21, 2024 at a pay rate of \$20.29 per hour.
- b. Ms. Brittney Rose, Cafeteria Substitute, effective November 19, 2024 at a pay rate of \$14.00 per hour.

88D Mentor Assignments

Resolved, that the Board of Education of the Muhlenberg School District approve the following mentor assignments at the professional rate of \$30.00 per hour for the 2024-2025 school year:

- a. Ms. Elizabeth Chapman, mentor for Ms. Jessica Mulutzie, Special Education Teacher, Muhlenberg Elementary Center, for sixty (60) hours.

- b. Ms. Leila McGill, mentor for Ms. Heather Rosado, Long-Term Substitute Teacher, Muhlenberg Elementary Center, for sixty (60) hours.
- c. Ms. Amy Keller, mentor for Mr. Alan Futrick, Jr., Math Teacher, Muhlenberg Junior High School, for sixty (60) hours.

88E Co-Curricular Appointments

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

- a. Mr. D'Mornay Woollery, MHS Water Polo/Swimming/Track and Field Volunteer Coach, effective November 14, 2024.
- b. Mr. Jeancarlos Valerio, MHS Boys Basketball Volunteer Coach, effective November 22, 2024.
- c. Mr. Jeremy Jablonski, MHS Head Softball Coach, effective November 25, 2024, at a salary of \$5,800 (year 1).
- d. Ms. Madelynn Dietrich, MHS Co-Ed Diving Coach, pending updated clearances, effective December 3, 2024, at a salary of \$2,900 (year 1), prorated for days worked.

88F 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. 2637, Teacher, Leave of Absence/FMLA, effective on or about December 6, 2024 through on or about January 17, 2025.
- b. Employee No. 1326, Teacher, Leave of Absence/FMLA, effective on or about November 13, 2024 through on or about December 25, 2024.
- c. Employee No. 2200, Class A Secretary, Leave of Absence/FMLA, effective on or about November 18, 2024 through on or about December 10, 2024.

88G 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. Kaylein Rodriguez, Custodian, Muhlenberg High School, completion of forty-five (45) day probation as of November 12, 2024 and recommended for permanent employment as of November 13, 2024.
- b. Mr. Isaiah Domine, Special Education Paraprofessional, Muhlenberg Junior High School, completion of forty-five (45) day probation as of November 22, 2024 and recommended for permanent employment as of November 25, 2024.

88H MESPA Mentor Stipend

Resolved, that the Board of Education of the Muhlenberg School District in accordance with the MESPA Collective Bargaining Agreement, Article XVI, Wages, Section 8, approve a mentor stipend to the following support staff who have assisted in the induction of a new employee into the school district and new employee remains employed for one (1) continuous year after hire date, at the following stipend as presented:

- a. Ms. Karen Adams, mentor for Ms. Joanne Pyott, Special Education Paraprofessional, Muhlenberg Elementary Center, stipend of \$500.00
- b. Ms. Lucille Ernst, mentor for Ms. Amanda Moyer, Cafeteria Worker, C.E. Cole Intermediate, stipend of \$500.00
- c. Ms. Michelle Mengel, mentor for Ms. Jenna-Marie Blackwell, Cafeteria Worker, Muhlenberg Elementary Center, stipend of \$500.00
- d. Ms. Damaris Montalvo, mentor for Ms. Clavel Calletano, Paraprofessional, Muhlenberg High School, stipend of \$500.00
- e. Ms. Kelly Geddio, mentor for Ms. Heather Rosado, Special Education Paraprofessional, Muhlenberg Elementary Center, stipend of \$458.33, prorated for hours worked

Management

There are no items.

Physical Plant and Transportation

Resolution Nos. 89 - 90

Moved by Mrs. Eagle and Mr. Voit that the Board of Education of the Muhlenberg School District approve **Physical Plant and Transportation Resolution No. 89 through 90** in their entirety.

Yeas: Mr. Voit, Mrs. Eagle, Mr. Haas, Mr. Hardy, Ms. Howard, Mr. Hyneman, Mrs. Mengle, Mr. Vasquez. The motion **carried** unanimously.

89 Sunday Facility Use Request

Resolved, that the Board of Education of the Muhlenberg School District approve the following Sunday Facility Use Requests:

- a. Ringgold Band, use of the auditorium at Muhlenberg High School on Sunday, April 6, 2025 for a Spring Concert.

90 Approval of Bids and Awarding Contracts for New Grade 5-6 Middle School

Resolved, that the Board of Education of the Muhlenberg School District approve the apparent low bids for the following prime construction

contracts for the construction of a new 5-6 middle school: general construction, mechanical construction, electrical construction, plumbing and fire protection construction, and roofing construction; subject to review by the district's solicitor and administrative team.

Budget and Finance

Resolution No. 91 - 92

Moved by Mr. Voit and Mrs. Eagle that the Board of Education of the Muhlenberg School District approve **Budget and Finance Resolution No. 91 through 92** in their entirety.

Yeas: Mr. Vasquez, Mr. Voit, Mrs. Eagle, Mr. Haas, Mr. Hardy, Ms. Howard, Mr. Hyneman, Mrs. Mengle. The motion **carried** unanimously.

91 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	Oct 2024	Oct 2024	Nov 2024 Ck#57738-57921 V#28159-28183	Oct 2024	
Cafeteria	Oct 2024	Oct 2024	Nov 2024 Ck#8426-8451 V#3123-3131	Oct 2024	
Capital Reserve (Fund 32)	Nov 2024	Nov 2024			
Capital Reserve (Fund 39)	Nov 2024	Nov 2024	Nov 2024 Ck#1007-1010		
Activity	Oct 2024	Oct 2024			

92 Acceptance of Financial and Compliance Report from Herbein & Company, Inc.

Resolved, that the Board of Education of the Muhlenberg School District accept the audited Financial and Compliance Report from Herbein & Company, Inc., for fiscal year ended June 30, 2024 as presented.

Education

Resolution Nos. 93 – 94

Moved by Mrs. Eagle and Mr. Vasquez, that the Board of Education of the Muhlenberg School District approve **Education Nos. 93 through 94** in their entirety.

Yeas: Mrs. Mengle, Mr. Vasquez, Mr. Voit. Mrs. Eagle, Mr. Haas, Mr. Hardy, Ms. Howard, Mr. Hyneman. The motion **carried** unanimously.

93 Conference Request

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

- a. Ms. Robey Williams, to attend the Pete&C Conference in Hershey, PA on February 9, 2025 to February 12, 2025 at no cost not to exceed \$670.30 (Curriculum funds).

94 Settlement Agreement and Release

Resolved, that the Board of Education of the Muhlenberg School District approve the Settlement Agreement and Release for the following student as presented:

- a. Student No. #38552

Student Activities

There was none.

Minutes

Resolution No. 95

95 Approval of Minutes

Review minutes of the Committee of the Whole Meeting of November 6, 2024 and the Regular Board Meeting of November 6, 2024.

Moved by Mrs. Eagle and Mr. Voit that minutes of the Committee of the Whole Meeting of November 6, 2024 and the Regular Board Meeting of November 6, 2024.

Yeas: Mr. Hyneman, Mrs. Mengle, Mr. Vasquez, Mr. Voit, Mrs. Eagle, Mr. Haas, Mr. Hardy, Ms. Howard. The motion **carried** unanimously.

Old Business

Mr. Voit spoke about the District spending and saving money; and the Superintendent's office leading by example. He spoke about being present for a meeting with the auditors and there was a notepad of recycled previous letterhead papers. Instead of wasting it, it was cut and reused as a notepad.

New Business

Resolution No. 96

Moved by Mrs. Eagle and Mr. Voit, that the Board of Education of the Muhlenberg School District approve **Resolution No. 96** in its entirety.

Yeas: Ms. Howard, Mr. Hyneman, Mrs. Mengle, Mr. Vasquez, Mr. Voit, Mrs. Eagle, Mr. Haas, Mr. Hardy. The motion **carried** unanimously.

96 Memoriam of Ms. Virginia Beck

Resolved, that we remember the passing of Ms. Virginia Beck who served in the Muhlenberg School District for thirty-four (34) years (1961-1995) as an elementary teacher. We honor her memory for her dedicated service to the school district and community.

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

Questions/Comments/Concerns:

Mr. Voit spoke about the history of Ms. Beck's time here working, teaching the students through each generation with all of the noise is a testament to her dedication of service.

Resolution No. 97

Moved by Mrs. Eagle and Mr. Voit, that the Board of Education of the Muhlenberg School District approve **Resolution No. 97** in its entirety.

Yeas: Mr. Hardy, Ms. Howard, Mr. Hyneman, Mrs. Mengle, Mr. Vasquez, Mr. Voit, Mrs. Eagle, Mr. Haas. The motion **carried** unanimously.

97 Memoriam of Ms. Gayle Wagner

Resolved, that we remember the passing of Ms. Gayle Wagner who served in the Muhlenberg School District for twenty-three (23) years (1973-1996) as a teacher's aide and guidance secretary. We honor her memory for her dedicated service to the school district and community.

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

Questions/Comments/Concerns:

Mr. Voit spoke about honoring everyone who has worked in the District. He spoke about Ms. Wagner's tough job as a teacher's aide and guidance secretary, assisting in guiding the students as a testament to the work that she did here.

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

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

December 4	6:30 PM	Annual Organization Meeting; COW; Regular Board Meeting
January 13	7:00 PM	RMCTC Annual Reorganization Meeting

98

Adjourn Meeting

Moved by Mrs. Eagle and Mr. Vasquez that there being no further business to come before the Board, the meeting be adjourned. Meeting adjourned at 8:04 PM.

Yeas: Mr. Haas, Mr. Hardy, Ms. Howard, Mr. Hyneman, Mrs. Mengle, Mr. Vasquez, Mr. Voit, Mrs. Eagle. The motion **carried** unanimously.

Attest:


Cindy L. Mengle
Secretary