

MUHLENBERG SCHOOL DISTRICT
Regular Board Meeting Minutes
February 8, 2023
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, February 8, 2023 at 7:06 PM by Board President, Mr. Garrett E. Hyneman.

Members Present

President – Mr. Garrett E. Hyneman
Vice President – Mr. Otto W. Voit, III
Treasurer - Mr. Richard E. Hoffmaster
Secretary – Mrs. Cindy L. Mengle
Assistant Secretary – Ms. Janet Howard
Member – Mrs. Kristyna Eagle
Member – Mr. J. Tony Lupia, Jr.
Member – Mr. Mark J. Nelson
Member – Mr. Miguel Vasquez
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- Shane M. Mathias, CPA
Assistant Business Manager - Mrs. Susan Hawkins
Director of Physical Plant – Mr. Ken Patterson
Director of Special Education – Dr. Shawn Rutt
Supervisor of Special Education - Ms. Nicole Huntbach
Supervisor of Special Education - Ms. Lori Morris
Licensed Behavior Specialist – Mr. Zachariah Milch
Director of Technology - Mr. Daniel Houck
Director of Human Resources - Dr. Jessica Heffner
Director of Federal Programs - Dr. Cathy Shappell
Director of Pupil Services - Mr. Michael Mish
Data Administrator – Mr. Kevin Vanino
Athletic Director – Dr. Tim Moyer
Community & Family Outreach Coord. & Distr. Interpreter – Ms. Elizabeth Lavienna
High School Principal – Dr. Jeffery Ebert
High School Assistant Principal - Ms. Julianna Ciccarelli
High School Assistant Principal - Mr. Aaron Kopetsky
Junior High School Principal – Mr. Steve Baylor

Junior High School Assistant Principal - Ms. Jennifer Doyle
Junior High School Assistant Principal - Mr. Daniel Kramer
C. E. Cole Intermediate Principal - Mr. Haniff Skeete
Elementary Principal - Mr. Kyle Crater
Elementary Assistant Principal - Ms. Ginny Hornberger
Social Worker - Ms. Lauren Heydt
Social Worker - Ms. Amanda Foulds
Social Worker - Ms. Emily Carmichael

Visitors

Diane Benson
Linda Roebuck
Scott Keller

Educational Presentations

A. Second Reading of Policy - Dr. Joseph E. Macharola

Policy No. 333, *Professional Development*

Policy 333 was revised to include the revised graduate study/special courses to be submitted by August 30th.

Questions/Comments/Concerns:

Dr. Macharola took some time to thank Mr. Hardy for coming to the meeting and spoke about his commitment to the Board and service.

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.

Committee Report

A. Berks County Intermediate Unit – Mr. Miguel Vazquez

Mr. Vazquez spoke about January being School Director Recognition Month, and the IU presented the 6th Annual Student Artwork Showcase based on the theme "What Makes My District Unique?" They had board members, students, parents, art teachers, and district administrators attended the virtual art presentation that included a video highlighting the talent of the student artists. In addition to their artwork being on display in the BCIU Board room until the end of the year, students and their artwork will be showcased in a virtual gallery for all to see on the BCIU public website. He advised Muhlenberg

received a plaque with a picture drawn by students, Kylie Ceresini and Krisandra Richards.

B. Reading-Muhlenberg CTC – Mrs. Cindy Mengle

There is no report at this time.

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

There is no report at this time.

D. PSBA Liaison – Mr. Otto W. Voit, III

There is no report at this time.

E. Muhlenberg Community Library – Ms. Janet Howard

Ms. Howard advised that there is no board meeting for this month, there will be one next month. Next Monday at 4:30 PM there is a fundraising meeting.

Questions/Comments/Concerns:

Mr. Lupia asked where things were regarding the roof. Mr. Patterson explained that they currently have an estimate, however it will be much more expensive concluding the extra issues that came about during the estimate. Dr. Macharola advised he will have another discussion with the Board at another time, assuring everything gets completed correctly.

F. Educational Programs – Dr. Alan S. Futrick

There is no report at this time.

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

Mr. Boland spoke about the recent fair funding case that was released yesterday; a 736 page opinion by Judge Jubelirer. He explained it came down to the fact that the current funding form for school districts is unconstitutional; which will probably be a very favorable thing for most of the Berks County school districts. He advised they are in the process of reviewing the opinion now, whether or not an appeal will be filed. This is the first step in a case that has been pending for about 15 years.

Mr. Nelson asked who would appeal it. Mr. Boland responded that the people who were supporting the current fair funding formula were from the Republican legislature; whether or not they will file an appeal. Mr. Boland explained if no one files an appeal it becomes the opinion which would say the current formula is unconstitutional; then send it back to the legislature to work on the new formula more in line with the fair funding formula.

Superintendent's Comments - Dr. Joseph E. Macharola

Dr. Macharola talked about supporting public education and reiterated Mr. Boland's comments. Dr. Macharola spoke about sitting and waiting, how the fair funding formula equalized the basic subsidy; Governor Corbet, Governor Randell, Governor Ridge, Governor Kasey, he thinks of all the governors in key positions. He talked about Muhlenberg having rising rates in certain areas that he thinks in the end will be of help to Muhlenberg; needing to fund public education one way or another. Dr. Macharola spoke about the side of poverty he doesn't think Muhlenberg will be looking in a bad position, it's going to take a good year or two to iron everything out. He believes Muhlenberg is in a good place. Dr. Macharola also spoke about the District continuing to grow, the District's enrollment on January 31, 2023 is 4,312; last month the enrollment was 4,261. He advised the District is continuing to emerge.

Board Business

Personnel

Resolution Nos. 123A -123J

Moved by Mr. Hoffmaster and Mrs. Eagle, that the Board of Education of the Muhlenberg School District approve **Resolution Nos. 123A through 123J** in their entirety.

Yeas: Mrs. Eagle, Mr. Hoffmaster, Ms. Howard, Mr. Hyneman, Mr. Lupia, Mrs. Mengle, Mr. Nelson, Mr. Vasquez, Mr. Voit. The motion **carried** unanimously.

123A Administrative Appointment

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

- a. Mr. Aaron Kopetsky, Assistant Principal (F. Vecchio), Muhlenberg High School, pending release from current employer, at a salary of \$83,600, prorated for days worked.

123B Classified Appointments

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

- a. Mr. Jared Kretz, Second Shift Custodian (P. Becker), Muhlenberg Junior High School, effective January 23, 2023, at a salary of \$39,276, prorated for days worked.
- b. Ms. Kelly Quiles, Special Education Paraprofessional (C. Nguyen), Muhlenberg Elementary Center, effective January 23, 2023, at a pay rate of \$18.01 per hour.

- c. Mr. Christopher Ramirez, Third Shift Custodian (A. Kunkle), C.E. Cole Intermediate, effective February 6, 2023, at a salary of \$39,276, prorated for days worked.
- d. Ms. Silvia Alcaraz, Cafeteria Worker (newly created), C.E. Cole Intermediate, effective January 30, 2023, at a pay rate of \$15.43 per hour.
- e. Ms. Alexandria Garcia, Special Education Paraprofessional (K. Lessie), Muhlenberg Elementary Center, effective February 6, 2023, at a pay rate of \$18.96 per hour.

123C Co-Curricular Appointments

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

- a. Mr. Matthew Watson, MHS Musical Lighting Director, effective January 17, 2023, at a salary of \$1,584 (year 7), prorated for days worked.
- b. Mr. Oenis Medina, MHS Varsity Boys Basketball Volunteer Coach, effective January 19, 2023.
- c. Mr. William Merriweather, MJHS Boys Basketball Volunteer Coach, effective January 19, 2023.

123D 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. 1014, Special Education Paraprofessional, Leave of Absence/FMLA, effective on or about January 13, 2023 through on or about April 14, 2023.
- b. Employee No. 3050, Custodian, Leave of Absence/FMLA, effective on or about January 10, 2023 through on or about April 3, 2023.

123E Professional Salary Adjustment

Resolved, that the Board of Education of the Muhlenberg School District approve the Professional Salary Adjustment for the following employees:

- a. Ms. Demi James, \$72,369 (M + 30, 12 Steps from the Top), effective February 9, 2023.

123F Acceptance of Resignations

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

- a. Ms. Cassandra Aungst, Special Education Teacher, Muhlenberg Elementary Center, pending release from Muhlenberg School District per PA School Code.
- b. Ms. Kelly Quiles, Cafeteria Worker, Muhlenberg Elementary Center, effective January 23, 2023.
- c. Mr. Mark Coller, Crossing Guard, Physical Plant, effective January 27, 2023.
- d. Ms. Hillary Dankel, Elementary Teacher, C.E. Cole Intermediate, pending release from Muhlenberg School District per PA School Code.
- e. Ms. Alexandria Garcia, Cafeteria Worker, C.E. Cole Intermediate, effective February 6, 2023.

123G 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. Kim Eschelman, Special Education Paraprofessional, Muhlenberg High School completion of forty-five (45) day probation as of December 14, 2022 and recommended for permanent employment as of December 15, 2022.
- b. Ms. Joann Brezna, Special Education Paraprofessional, Muhlenberg Junior High School, completion of forty-five (45) day probation as of December 9, 2022 and recommended for permanent employment as of December 10, 2022.
- c. Ms. Shana Kelly, Special Education Paraprofessional, Muhlenberg Junior High School, completion of forty-five (45) day probation as of January 17, 2023 and recommended for permanent employment as of January 18, 2023.
- d. Ms. Denisse Jaquez, Class A Secretary, Muhlenberg Junior High School, completion of forty-five (45) day probation as of January 12, 2023 and recommended for permanent employment as of January 13, 2023.
- e. Ms. Nini Garay, Special Education Paraprofessional, Muhlenberg Junior High School, completion of forty-five (45) day probation as of December 20, 2022 and recommended for permanent employment as of December 21, 2022.
- f. Mr. Domenic Velazquez, Outside Custodian, Physical Plant, completion of forty-five (45) day probation as of February 3, 2023 and recommended for permanent employment as of February 6, 2023.

123H 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 2022-2023 school year (Exhibit #103):

- a. Mr. John Winand, mentor for Mr. Brian Garner, Long-Term Substitute, Muhlenberg Junior High School, for thirty (30) hours.

123I Co-Curricular Resignations

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

- a. Mr. Jared Suglia, Varsity Boys Lacrosse Co-Assistant Coach, effective November 17, 2022.
- b. Mr. Jason Kilgore, Varsity Track and Field Head Coach, effective January 23, 2023.

123J Professional Appointment

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

- a. Ms. Jacqueline Ellis, Science Teacher (D. Gilbert), Muhlenberg Junior High School, pending release from current employer, at a salary of \$78,827 (M, 3 Steps from the Top), prorated for days worked.

Management

Resolution No. 124 - 127

Moved by Mrs. Eagle and Mr. Nelson, that the Board of Education of the Muhlenberg School District approve **Management Resolution Nos. 124 through 127** in their entirety.

Yeas: Mr. Hoffmaster, Ms. Howard, Mr. Hyneman, Mr. Lupia, Mrs. Mengle, Mr. Nelson, Mr. Vasquez, Mr. Voit, Mrs. Eagle,. The motion **carried** unanimously.

124 School Calendar for the 2023-2024 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the School Calendar for the 2023-2024 school year as presented (Exhibit #104).

125 Adoption of Policies

Resolved, that the Board of Education of the Muhlenberg School District adopt the following district policies (Exhibit #105):

000 Local Board Procedures

Policy No. 011, Principles of Governance and Leadership

600 Finances

Policy No. 610, Purchases Subject to Bid/Quotation

126 Emergency Disaster Relocation Agreement

Resolved, that the Board of Education of the Muhlenberg School District approve the emergency disaster relocation agreement for My First Steps Child Care Center to use the Muhlenberg Elementary Center, 610 Sharp Avenue, Reading, PA 19605 (Exhibit #106).

127 Muhlenberg School District Organizational Chart

Resolved, that the Board of Education of the Muhlenberg School District approve the Muhlenberg School District Organizational Chart as presented (Exhibit #107).

Physical Plant and Transportation

Resolution No. 128

Moved by Mr. Lupia and Mr. Vasquez, that the Board of Education of the Muhlenberg School District approve **Physical Plant and Transportation Resolution No. 128** in its entirety.

Yeas: Ms. Howard, Mr. Hyneman, Mr. Lupia, Mrs. Mengle, Mr. Nelson, Mr. Vasquez, Mr. Voit, Mrs. Eagle, Mr. Hoffmaster. The motion **carried** unanimously.

128 Change Order Request

Resolved, that the Board of Education of the Muhlenberg School District approve the vendor change order request for the upfit, replacement, and addition of buildings and grounds equipment as presented (Exhibit #108).

Budget and Finance

Resolution No. 129 - 134

Moved by Mr. Hoffmaster and Mr. Vasquez, that the Board of Education of the Muhlenberg School District approve **Budget and Finance Resolution Nos. 129 through 134** in their entirety.

Yeas: Mr. Hyneman, Mr. Lupia, Mrs. Mengle, Mr. Nelson, Mr. Vasquez, Mr. Voit, Mrs. Eagle, Mr. Hoffmaster, Ms. Howard. The motion **carried** unanimously.

129 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 (Exhibit #109):

Fund	Treasurer's Report	Financial Report	Bills Paid Month	Investments	Budget Transfers
General	Dec 2022	Dec 2022	Jan 2023 Ck#53653-53872 V#27583-27610	Dec 2022	Dec 2022
Cafeteria	Dec 2022	Dec 2022	Jan 2023 Ck#7706-7740 V#2990-2993	Dec 2022	
Capital Reserve (Fund 32)	Jan 2023	Jan 2022	Jan 2023 Ck#935-941		
Activity	Dec 2022	Dec 2022			

130 Approval of 2023 Mileage Rate

Resolved, that the Board of Education of the Muhlenberg School District approve the 2023 standard mileage reimbursement rate for the use of a personal vehicle for business purposes of .655¢ per mile in accordance with the Internal Revenue Service guidelines as of January 1, 2023.

131 Berks County Intermediate Unit Proposed Mandated Services Budget for the 2023-2024 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the Berks County Intermediate Unit Proposed Mandated Services Budget for the 2023-2024 School Year at the district's share of \$42,727.18. (Exhibit #110).

132 Certification of Unpaid Real Estate Taxes for Tax Years 2021 and 2022

Resolved, that the Board of Education of the Muhlenberg School District authorize the Certification of Unpaid Real Estate Taxes for Muhlenberg Township and the Borough of Laureldale for tax years 2021 and 2022 to be submitted to the Berks County Tax Claim Bureau (Exhibit #111).

133 Tax Assessment Appeal - Town Square Investors, LLC

WHEREAS, on December 2, 2022, Town Square Investors, LLC filed two (2) Real Estate Tax Assessment Appeals (the "Assessment Appeals") regarding the following properties:

4320 5th Street Highway, Muhlenberg Township, Berks County, Pennsylvania Property ID No. 66530915721607, which is the Giant Food Stores property, docketed at Berks County Court of Common Pleas No. 22-15970; and

4210 5th Street Highway, Muhlenberg Township, Berks County, Pennsylvania, Property ID No. 66530919720361, which is the PetSmart store, docketed at Berks County Court of Common Pleas No. 22-15967.

NOW THEREFORE, BE IT RESOLVED by the Board of School Directors of the Muhlenberg School District, Berks County, Pennsylvania (the "School District") that:

Brian F. Boland, Esquire, John E. Muir, Esquire, and Kozloff Stoudt, Professional Corporation, Solicitors for the Muhlenberg School District, are authorized to intervene in the Assessment Appeals on behalf of the School District (Exhibit #112).

134 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 (Exhibit #113).

- a. Chromebooks – These items are broken or have reached end-of-life and have no usable value. (Exhibit – Feb23 Recycle.xlsx)

Education

Resolution Nos. 135 – 138

Moved by Mr. Vasquez and Mr. Nelson, that the Board of Education of the Muhlenberg School District approve **Education Nos. 135 through 138** in their entirety.

Yeas: Mr. Lupia, Mrs. Mengle, Mr. Nelson, Mr. Vasquez, Mr. Voit, Mrs. Eagle, Mr. Hoffmaster, Ms. Howard, Mr. Hyneman. The motion **carried** unanimously.

135 Conference Request

Resolved, that the Board of Education of the Muhlenberg School District approve the following conference request (Exhibit #114):

- a. Ms. Edith Rubert, to attend the 2023 Title I Improving Schools Conference in Pittsburgh, PA on January 29, 2023 through January 31, 2023 at a cost not to exceed \$1,035.50 (Title I funds).

136 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 student (Exhibit #115):

- a. Student "H", Muhlenberg High School

137 Educational Field Trips Requests

Resolved, that the Board of Education of the Muhlenberg School District approve the following educational field trip requests (Exhibit #116):

- a. Muhlenberg High School Competitive Cheer Team, travel to the National Cheer Competition in Orlando, FL on February 9, 2023 through February 12, 2023.
- b. Muhlenberg High School AFJROTC, travel to the Norfolk Naval Station in Norfolk, VA on June 1, 2023 through June 4, 2023.
- c. Muhlenberg High School AFJROTC, travel to the Summer Leadership School in Charleston, South Carolina on June 10, 2023 through June 17, 2023.

138 Certificate of Support Students

Resolved, that the Board of Education of the Muhlenberg School District approve the enrollment of Certificate of Support Students, PA School Code 1302, for the 2022-2023 School Year as listed (Exhibit #117).

Student Activities

There was none.

Minutes

Resolution No. 139

139 Approval of Minutes

Review minutes of the Committee of the Whole Meeting of January 11, 2023 and the Regular Board Meeting of January 11, 2023.

Moved by Mr. Hoffmaster and Mrs. Eagle, that the minutes of the Committee of the Whole Meeting of January 11, 2023 and the Regular Board Meeting of January 11, 2023.

Yeas: Mrs. Mengle, Mr. Nelson, Mr. Vasquez, Mr. Voit, Mrs. Eagle, Mr. Hoffmaster, Ms. Howard, Mr. Hyneman, Mr. Lupia. The motion **carried** unanimously.

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 are none.

MSD/RMCTC Board Visitor of the Month

Schedule 2022-2023

February	Mr. Mark Nelson
March	Mr. Miguel Vasquez
April	Ms. Janet Howard
May	Mr. Richard E. Hoffmaster

Review of Board Meetings and Calendar of Events

February 1	7:00 PM	Committee of the Whole Meeting
February 8	7:00 PM	Regular Board Meeting
February 13	6:30 PM	RMCTC Board Meeting


March 1	7:00 PM	Committee of the Whole Meeting
March 8	7:00 PM	Regular Board Meeting
March 13	6:30 PM	RMCTC Board Meeting
April 5	7:00 PM	Committee of the Whole Meeting
April 10	6:30 PM	RMCTC Board Meeting
April 12	7:00 PM	Regular Board Meeting
May 3	7:00 PM	Committee of the Whole Meeting
May 8	6:30 PM	RMCTC Board Meeting
May 10	7:00 PM	Regular Board Meeting
June 12	6:30 PM	RMCTC Board Meeting
June 14	6:30 PM	Committee of the Whole and Regular Board Meeting

140 Adjourn Meeting

Moved by Mr. Hoffmaster and Mrs. Eagle, that there being no further business to come before the Board, the meeting be adjourned. Meeting adjourned at 7:22 PM.

Yeas: Mr. Nelson, Mr. Vasquez, Mr. Voit, Mrs. Eagle, Mr. Hoffmaster, Ms. Howard, Mr. Hyneman, Mr. Lupia, Mrs. Mengle. The motion **carried** unanimously.

Attest:


Cindy L. Mengle
Secretary