

MUHLENBERG SCHOOL DISTRICT  
Regular Board Meeting Minutes  
June 12, 2024  
Lecture Hall, Muhlenberg High School  
[www.muhsdk12.org](http://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, June 12, 2024 at 7:41 PM by Board President, Mr. Garrett E. Hyneman.

**Members Present**

President – Mr. Garrett E. Hyneman  
Vice President – Mrs. Kristyna Eagle  
Treasurer - Mr. Miguel Vasquez  
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**

Secretary – Mrs. Cindy L. Mengle

**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**

Diane Benson	Melissa Carroll
Linda Roebuck	Sarah Kiebach
Lori Hain	Kim Nelson
Jolyn Casper	Sandra Cacciacarne
Alison Wallace	Richard Hoffmaster
Chief Alex Lupco	

### **Educational Presentations**

Dr. Macharola discussed the District will be implementing new dismissal times for the 2024-2025 school year as this is an important update for parents and guardians. There has been quite a bit of dialogue and investigation with information and data with the transportation serviced at the BCIU. After careful consideration and planning there will be an adjustment to the dismissal time for students in Muhlenberg Elementary Center and C. E. Cole Intermediate. Starting this fall, dismissal will be at 3:25PM. This adjustment aims to optimize our instructional schedule and allow sufficient time to prepare for the transporting of 1,700 students in both schools. The district understands that changes in schedules can require adjustments for families and are kindly asking you to make the necessary arrangements to accommodate this new dismissal time. If you have any questions you may contact the school administration. The district thanks everyone for their partnership as this will make it safer, more efficient and will have a little bit of time for instruction.

**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 was 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 was a meeting Monday evening. There is a mural at the Penn Bridge that was done by a 2022 graduate from Reading and also they started their summer camp with 104 participants with eight programs that they are doing. There is no meeting in July.

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

This week there is “Celebrate the Pollinators” with Penn State on Saturday and this is for all ages. There is also an event called “Dads for Donuts” from 11AM-1PM at the Temple Playground. Also there is a new summer program for adults on Mondays and Tuesdays from 10AM-12PM there will be card games, dominos, puzzles, etc. Currently there is a lottery raffle in which the prize is a hundred dollars of Pennsylvania scratch-off lottery tickets.

F. Educational Programs – Dr. Alan S. Futrick

Dr. Futrick spoke about graduation and how nice the celebration was for the seniors. The District also had the end-of-the-year luncheon where the retirees were honored in front of their peers, a lot of fun for the staff to be together as a group and celebrate everyone. SummerStyle kicked off this week, and there are about 500 students enrolled in the program. Every student that is enrolled in SummerStyle will go through the pool at least one session this year. The District’s goal is to introduce them to the water and then to build up to this program for eventually having elementary students coming to the high school to use the pool during the day. This is something neat the District is doing. Last year the District sent a group of 9th graders to a leadership conference in St. Mary’s in Maryland, this year the District is doing the same thing as well through the Hispanic Center. It is the National Hispanic Institute Leadership Conference and this year they will be going to St. Francis University in Pennsylvania. Also, a group of seniors, ELL students have passed the CLEP Exam. This is the College Level Exam Program in which students earn twelve college credits. It is impressive the students who are not native speakers, go through this program working with Ms. Laviena who helps them prepare for this and are successful. Lastly, the District’s Open Doors program just graduated ten parents through the program working with Hispanic Center. This summer the District is looking to expand this program to two groups and continue to build that home and school relationship; and it is more at an engagement level to get the District’s families involved.

Questions/Comments/Concerns:

*Mr. Hynman spoke about a former swimming program when he was working in the Reading School District, every fourth grader in reading received a semester of swimming instruction as part of their physical education program and it was a tremendous thing. Dr. Truck advised that this is the District’s goal, whether it is 3rd graders or 4th graders, every student will receive this. Mr. Hyneman advised not only is it a great program, it is a great safety program.*

*Mrs. Eagle talked about the recent Kindergarten Registration event at MEC she recently attended and how the event was very well run, students were excited and full of energy and the District did a great job. She advised it was super refreshing and it was outstanding.*

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

There is no report at this time.

**Superintendent's Comments** - Dr. Joseph E. Macharola

There is no report at this time.

**Board Business**

**Personnel**

**Resolution Nos. 208A – 208P**

Moved by Mrs. Eagle and Mr. Hardy that the Board of Education of the Muhlenberg School District approve **Resolution Nos. 208A through 208P (Resolution No. 208O pulled for separate vote by Mr. Haas)** in their entirety.

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

**208A Administrative Appointments**

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

- a. Mr. 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.

**208B 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).

## **208C 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.

**208D 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.

**208E 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).

**208F 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.

**208G 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.

**208H Summer Hours for Professional Staff**

Resolved, that the Board of Education of the Muhlenberg School District approve the following employee for summer hours (Exhibit A-3):

- 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.

**208I      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 (Exhibit A-4):

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

**208J 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 (Exhibit A-5):

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. Kaely 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	

**208K 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 (Exhibit A-6):

<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

**208L      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 (Exhibit A-7):

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 Mlutzie	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 Hiestler	Ms. Brianna Walker
Ms. Shana Kelly	Ms. Beth Youse
Ms. Maureen Mease	

**208M 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 October 30, 2024.

**208N Approval of Job Description**

Resolved, that the Board of Education of the Muhlenberg School District approve the following revised job description (Exhibit A-8):

- a. Food Service Manager

**208O Pulled for separate vote.**

**208P 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.

**Resolution No. 2080**

Moved by Mrs. Eagle and Ms. Howard that the Board of Education of the Muhlenberg School District approve **Resolution No. 2080** in its entirety.

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

**2080 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

**Management**

**Resolution Nos. 209 - 214**

Moved by Mrs. Eagle and Mr. Vasquez, that the Board of Education of the Muhlenberg School District approve **Management Resolution No. 209 through Resolution No. 214** in their entirety.

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

**209 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.

**210 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.

**211 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) (Exhibit B-1).

**212 Voting Delegates to the 2024 PSBA Delegate Assembly**

Resolved, that the Board of Education of the Muhlenberg School District appoint Mr. Miguel Vasquez and Mrs. Kristyna Eagle as the District's voting delegates to the 2024 PSBA Delegate Assembly.

**213 Adoption of Policies**

Resolved, that the Board of Education of the Muhlenberg School District adopt the following district policies (Exhibit B-2):

300 Employees

Policy No. 345, Utilization of Identification Badges

800 Operations

Policy No. 816, Social Media

**214 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 (Exhibit B-3).

**Resolution No. 215**

Moved by Mrs. Eagle and Mr. Vasquez that the Board of Education of the Muhlenberg School District approve **Resolution No. 215** in its entirety.

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

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

Resolved, that Mr. Ronald J. Haas, Sr. 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**

**Resolution No. 216**

Moved by Mrs. Eagle and Mr. Voit that the Board of Education of the Muhlenberg School District approve **Physical Plant and Transportation Resolution No. 216** in its entirety.

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

**216 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 (Exhibit C-1).

**Budget and Finance**

**Resolution No. 217 - 228**

Moved by Mrs. Eagle and Ms. Howard that the Board of Education of the Muhlenberg School District approve **Budget and Finance Resolution Nos. 217 through 228** in their entirety.

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

**217 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 D-1):

<b>Fund</b>	<b>Treasurer's Report</b>	<b>Financial Report</b>	<b>Bills Paid Month</b>	<b>Investments</b>	<b>Budget Transfers</b>
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			



**218 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 (Exhibit D-2).

**219 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 (Exhibit D-3):

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
Total		<hr/> \$174,293.75

**220 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 (Exhibit D-4):

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

**221 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.

## **222 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	7/1/20234– 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

**223 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.

**224 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 (Exhibit D-5).

**225 Public School Facility Improvement Grant Request**

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 (Exhibit D-6).

**226 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 (Exhibit D-7).

**227 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 D-8):

- a. Textbooks – These items are outdated have no usable value.

**228 Adoption of Final Budget for 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 (Exhibit D-9).

**Education**

**Resolution Nos. 229 – 240**

Moved by Mrs. Eagle and Mr. Vasquez, that the Board of Education of the Muhlenberg School District approve **Education Nos. 229 through 240** in their entirety.

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

**229 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 (Exhibit E-1):

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

**230 Conference Requests**

Resolved, that the Board of Education of the Muhlenberg School District approve the following conference requests (Exhibit E-2):

- 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 Superintendent's 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.

**231 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 (Exhibit E-3).

**232 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 (Exhibit E-4):

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

**233 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 (Exhibit E-5).

**234 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 (Exhibit E-6).

**235 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 (Exhibit E-7).

**236 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 (Exhibit E-8).

**237 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 (Exhibit E-9).

**238 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 (Exhibit E-10).

**239 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.

**240 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 (Exhibit E-11).

## **Student Activities**

*There was none.*

## **Minutes**

### **Resolution No. 241**

#### **241 Approval of Minutes**

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

Moved by Mr. Vasquez and Mr. Voit that minutes of the Committee of the Whole Meeting of May 8, 2024 and the Regular Board Meeting of May 8, 2024.

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

## **Old Business**

*There was none.*

## **New Business**

*There was none.*

## **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

**242 Adjourn Meeting**

Moved by Mr. Hardy and Mr. Voit, that there being no further business to come before the Board, the meeting be adjourned. Meeting adjourned at 7:55 PM.

**Yeas:** Mr. Eaton, 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