

MUHLENBERG SCHOOL DISTRICT

Regular Board Meeting Minutes

April 13, 2022

Via Zoom

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, April 13, 2022 at 7:30 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. Mingle
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
Director of Physical Plant & Transportation – Mr. Ken Patterson
Director of Special Education – Dr. Shawn Rutt
Supervisor of Accounts – Ms. Susan Hawkins
Licensed Behavior Specialist – Mr. Zachariah Milch
Director of Technology – Mr. Daniel Houck
Director of Federal Programs – Dr. Cathy Shappell
Director of Food and Nutrition – Mr. Carey Kline
Athletic Director – Dr. Tim Moyer
High School Principal – Mr. Michael Mish
High School Assistant Principal – Ms. Lori Morris
High School Assistant Principal- Mr. Frank Vecchio
Junior High School Principal – Dr. Jeffery Ebert
C. E. Cole Intermediate Principal – Mr. Steven Baylor
Elementary Center Principal – Mr. Kyle Crater
Elementary Center Assistant Principal – Mrs. Ginny Hornberger
Social Worker – Ms. Amanda Foulds

Visitors

Jolyn Casper Marc Wolfe
Diane Benson

Educational Presentations

There were no items at this time.

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. J. Tony Lupia, Jr.

Mr. Lupia advised the meeting next week is going to be a media event to celebrate the 50 years of Berks County and all of the Intermediate Units. The 2022 Sullivan Award was handed out. Mr. Zach Milch was Muhlenberg School District's representative. Unfortunately he wasn't chosen as Dr. Robert Dunmoyer of Conrad Weiser School District.

B. Reading-Muhlenberg CTC – Mrs. Cindy Mengle

Mrs. Mengle advised she was unable to attend the meeting Monday night, and asked for anyone else to report who was present. Mr. Lupia advised the meeting was a lot of discussion in regards to the new welding project for the RMCTC and a lot of the "pot holes" along the way.

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

There was a zoom meeting on March 31, 2022. Herbein presented their audit report for December 31, 2021 year-in.

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

Based on the conversations the District has had about teaching and education, PSBA had a program some time ago about what's right with education and will be meeting with Nathan Mains tomorrow. He plans on beginning it up again, even at the state level could be an initiative again on what's right with education and what's right with being a teacher.

- E. Muhlenberg Community Library – Submitted by Mr. Terry Heckman, read by Dr. Alan S. Futrick.

Attached are the highlights from Monday, April 11th monthly library meeting:

Last Saturday we hosted an Easter egg hunt. More than 100 kids (118) participated and had a very good time.

Our semi-annual book sale will be held next week on Thursday, April 21st from 10:00AM to 7:00PM and again on Saturday, April 23rd from 10:00AM to 3:00PM.

Limited seating is still available for the Nellie Walter psychic medium event to be held on Tuesday, April 19th at the Township Municipal Building at 7:00PM. Due to her popularity there will be additional readings conducted every month throughout the Summer (through August).

We will be running a food and beverage stand at all 3 scheduled Flea Market events to be held at Jim Dietrich Park. Those dates are May 14th, July 9th, and September 10th.

With the pandemic almost behind us, we have returned to (almost) normal and have added a number of new children's programs in March. Programs for our younger patrons include: Rock and Block, Wonderful Wee Ones, Pajama story times and Steam Saturdays.

We have put together a two page report of our accomplishments for 2021 which was provided to each Board member and can be found in your April Board packet.

- 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 wanted to thank everyone and to continue to focus.

Board Business

Personnel

Resolution Nos. 168A – 168H

Moved by Mr. Hoffmaster and Mr. Lupia, that the Board of Education of the Muhlenberg School District approve **Resolution Nos. 168A through 168H** 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.

168A Acceptance of Resignations

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

- a. Ms. Juli Suarez, 4.5 Hour Cafeteria Worker, Muhlenberg Elementary Center, resignation effective March 25, 2022.
- b. Ms. Karen Collier, 3.0 Hour Cafeteria Worker, C.E. Cole Intermediate, resignation for the purpose of retirement, effective June 8, 2022.
- c. Ms. Mary Gibson, Health Services Technician, C.E. Cole Intermediate, resignation for the purpose of retirement, effective end of the 2021-2022 school year.
- d. Ms. Jill Deysher, Special Education Instructional Assistant, Muhlenberg Junior High School, resignation for the purpose of retirement, effective June 8, 2022.
- e. Mrs. Marcey Harman, Elementary Teacher, Muhlenberg Elementary Center, resignation for the purpose of retirement, effective June 9, 2022.
- f. Mr. Patrick Sisk, Social Studies Teacher, Muhlenberg High School, resignation for the purpose of retirement, effective end of the 2021-2022 school year.
- g. Ms. Joanna Banks, Special Education Instructional Assistant, C.E. Cole Intermediate, resignation for the purpose of retirement, effective July 26, 2022.
- h. Ms. Theresa Diaz, Librarian/Gifted Teacher, Muhlenberg Elementary Center, resignation for the purpose of retirement, effective end of the 2021-2022 school year.
- i. Ms. Amy Bright, ELL Teacher, Muhlenberg Elementary Center, resignation for the purpose of retirement, effective end of the 2021-2022 school year.
- j. Ms. Jennifer McLaughlin, School Counselor, Muhlenberg Junior High School, resignation for the purpose of retirement, effective June 16, 2022.
- k. Mr. Michael Allen, Technology Education Teacher, Muhlenberg High School, resignation for the purpose of retirement, effective June 9, 2022.

- l. Ms. Judy Becker, Reading Specialist, Muhlenberg Elementary Center, resignation for the purpose of retirement, effective August 24, 2022.
- m. Mrs. Cynthia Seaman, Head Custodian, Blue Center, resignation for the purpose of retirement, effective June 30, 2022.

168B Professional Appointments

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

- a. Ms. Lisa Hess, Special Education Teacher (A. Houser), C.E. Cole Intermediate, effective pending release from current employer, at a salary of \$50,717 (B, 14 Steps from the Top), prorated for days worked.
- b. Ms. Amneris Rodriguez, Spanish Teacher (Z. Hudzik), Muhlenberg Junior High School, effective date to be determined, at a salary of \$80,240 (M+21, 5 Steps from the Top), prorated for days worked.
- c. Mr. Robert McGowan, Science Teacher (N. Rohrbach), Muhlenberg Junior High School, effective pending release from current employer, at a salary of \$47,699 (B, 16 Steps from the Top), prorated for days worked.
- d. Mr. Garson Wunderlich, Long-Term Substitute (Newly Created), Muhlenberg Junior High School, effective March 28, 2022 until the end of the 2021-2022 school year, at a salary of \$44,682 (B, 18 Steps from the Top), prorated for days worked.

168C Classified Appointment

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

- a. Ms. Tiana Perez, 4.5 Hour Cafeteria Worker (J. Suarez), Muhlenberg Elementary Center, effective April 19, 2022, at a pay rate of \$15.23 per hour.

168D Completion of Probation

Resolved, that the Board of Education of the Muhlenberg School District approve the completion of probation for the following classified employees (Exhibit #150):

- a. Ms. Randi Farrow, Cafeteria Worker, C. E. Cole Intermediate, completion of forty-five (45) day probation as of March 11, 2022 and recommended for permanent employment as of March 14, 2022.
- b. Ms. Brenda Lochman, Cafeteria Worker, Muhlenberg High School, completion of forty-five (45) day probation as of March 28, 2022 and recommended for permanent employment as of March 29, 2022.

- c. Ms. Denise Keller, Custodian, Muhlenberg Elementary Center, completion of thirty (30) day probation as of March 11, 2022 and recommended for permanent employment as of March 14, 2022.

168E Co-Curricular Resignations

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

- a. Ms. Jessica Hoffman, Varsity Cheer Assistant Coach, effective April 15, 2022.
- b. Ms. Jamie Payne, Varsity Cheer Coach, effective March 29, 2022.
- c. Mr. Wesley Estock, Varsity Girls Basketball Head Coach, effective April 1, 2022.

168F Co-Curricular Appointments

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

- a. Mr. Michael Merkel, Girls Varsity Softball Volunteer Coach, effective April 14, 2022.
- b. Ms. April Shiller Riegel, Girls Varsity Softball Volunteer Coach, effective April 14, 2022.
- c. Ms. Sarenity Wolfe, Aquatics Coach, effective April 14, 2022, at a pay rate of \$7.50 per hour.
- d. Mr. Haniff Skeete, Junior High Baseball Assistant Coach, effective March 15, 2022 at a salary of \$3,263 (year 1).
- e. Mr. Ian Laxton, Junior High Baseball Assistant Coach, effective March 15, 2022 at a salary of \$3,263 (year 1).
- f. Mr. Gaven Urenko, Boys Varsity Lacrosse Volunteer Coach, effective April 14, 2022.

168G Bus Monitor for the 2021-2022 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the following bus monitor for the 2021-2022 school year at the pay rate of \$10.50 per hour:

Muhlenberg Junior High School-AM
Ms. Kerri Anderson

168H Job Descriptions

Resolved, that the Board of Education of the Muhlenberg School District approve the following revised job descriptions as submitted (Exhibit #151).

- a. Director of Physical Plant

- b. Data Administrator
- c. Paraprofessional
- d. Special Education Paraprofessional

Management

Resolution Nos. 169

Moved by Mrs. Eagle and Mr. Hoffmaster, that the Board of Education of the Muhlenberg School District approve **Management Resolution No. 169** in their entirety.

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

169 Adoption of Policy

Resolved, that the Board of Education of the Muhlenberg School District adopt the following district policy (Exhibit #152):

600 Finances

Policy No. 609, Investment of District Funds

Physical Plant and Transportation

There are no items.

Budget and Finance

Resolution Nos. 170 -172

Moved by Mr. Voit and Mrs. Eagle that the Board of Education of the Muhlenberg School District approve **Budget and Finance Resolution Nos. 170 through 172** in their entirety.

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

170 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 #153):

Fund	Treasurer's Report	Financial Report	Bills Paid Month	Investments	Budget Transfers
General	Feb 2022	Feb 2022	Mar 2022 Ck#51816-52018 V# 27229-27275	Feb 2022	Feb 2022
Cafeteria	Feb 2022	Feb 2022	Mar 2022 Ck#7408-7442 V# 2937-2944	Feb 2022	
Capital Reserve (Fund 32)	Mar 2022	Mar 2022			
Capital Projects Fund (Fund 39)	Mar 2022	Mar 2022			
Activity	Feb 2022	Feb 2022			

171 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 #154):

- a. Chromebooks/Laptops/Desktops for Disposal – These items are broken or are of no value to the District and have had usable parts removed. (Exhibit – April 22 Chromebook Recycle.xlsx Exhibit).

172 Student Activity Account

Resolved, that the Board of Education of the Muhlenberg School District authorize establishing the student activity account for the C.E. Cole Intermediate Student Council School Store (Exhibit #155).

Education

Resolution Nos. 173 – 181

Moved by Mr. Lupia and Mr. Voit, that the Board of Education of the Muhlenberg School District approve **Education Nos. 173 through 181** in its entirety.

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

173 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 2021-2022 school year as listed (Exhibit #156).

174 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 (Exhibit #157):

- a. The Restaurant Store, donation of numerous variety of food products for Family and Consumer Science classes at Muhlenberg Junior High School.
- b. The Giant Company, 2022 Feeding School Kids Register Round Up Program, donation of \$6,612.63 for the students in Muhlenberg School District.

175 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 #158):

- a. Student "R", Muhlenberg Junior High School
- b. Student "S", C.E. Cole Intermediate
- c. Student "T", Muhlenberg High School

176 Students to Complete the 2021-2022 School Year as a Non-Resident Student

Resolved, that the Board of Education of the Muhlenberg School District approve the request for the following students to complete the 2021-2022 school year as non-resident student:

- a. Student #36867, 5th Grade, C.E. Cole Intermediate
- b. Student #35447, 12th grade, Muhlenberg High School
- c. Student #35446, 9th grade, Muhlenberg Junior High School
- d. Student #37833, 2nd grade, Muhlenberg Elementary Center
- e. Student #38586, 1st grade, Muhlenberg Elementary Center

177 Dual Enrollment Agreement with Reading Area Community College for the 2022-2023 Academic Year

Resolved, that the Board of Education of the Muhlenberg School District approve the Dual Enrollment Agreement with Reading Area Community

College for the 2022-2023 Academic Year at a student tuition rate of \$99.00 per credit (Exhibit #159).

178 Community Eligibility Provision

Resolved, that the Board of Education of the Muhlenberg School District approve the district enrollment into the Community Eligibility Provision, which will allow continued free meal services to all students K-12 in the Muhlenberg School District (Exhibit #160).

179 Educational Field Trip Requests

Resolved, that the Board of Education of the Muhlenberg School District approve the following educational field trip requests (Exhibit #161):

- a. Muhlenberg High School PA Invention Convention students, travel to the Henry Ford Museum in Dearborn, Michigan on May 30, 2022 through June 4, 2022.
- b. Muhlenberg High School student delegate and instructor, travel to the 60th National Junior Science and Humanities Symposium in Albuquerque, New Mexico on April 20, 2022 through April 23, 2022.

180 Extended School Year Program

Resolved, that the Board of Education of the Muhlenberg School District approve the Extended School Year Program for 2022 (July 5, 2022 to July 28, 2022, ESY) at an estimated operating cost for the programs of \$167,737 plus transportation and contracted services which includes the following staff (Special Education Fund and Grant Funding):(Exhibit #162).

- a. One (1) ESY Coordinator
- b. Twenty (20) Teachers
- c. Twenty-five (25) Assistants
- d. Two (2) Speech Therapists
- e. Related Services:
 - 1) Occupational Therapist
 - 2) Physical Therapist
 - 3) Hearing
 - 4) Vision Support

181 Kutztown University Reading Specialist Interns for 2022-2023 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve Ms. Aimee Loessl and Ms. Serenah Connelly, reading specialist interns from Kutztown University for the 2022-2023 school year, as per the agreement between the Muhlenberg School District and Kutztown University(Exhibit #163):

Student Activities

There was none.

Minutes

Resolution No. 182

182 Approval of Minutes

Moved by Mr. Hoffmaster and Mr. Voit, that the minutes of the Committee of the Whole Meeting of March 9, 2022 and the Regular Board Meeting of March 9, 2022.

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

Old Business

There was none.

New Business

Resolution No. 183

Moved by Mr. Hoffmaster and Mrs. Eagle, that the Board of Education of the Muhlenberg School District approve **Resolution No. 183** in its entirety.

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

183 Memoriam of Mrs. Roberta Harbach

Resolved, that we remember the passing of Mrs. Roberta Harbach who served in the Muhlenberg School District for twenty-five (25) years (1970-1995) as an English 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 asked to say a few words as he graduated from Muhlnberg in 1975; and in looking at this, he never knew Mrs. Harbach's first name. Teachers command a lot of

respect and certainly Mrs. Harbach did as an English teacher. Mr Voit talked about his mother being very active with two older sisters, who were a lot smarter than him, and he had to follow in their footsteps; being labeled as "educationally lazy" at the time. And so it was always a conversation, why he couldn't be more like his sisters. Mr. Voit advised Mrs. Harbach cared about all of her students and talked with the parents, and wanted the best for every student that passed through her room. Mr. Voit spoke about her being a great teacher, certainly one of those esteemed teachers that have walked the hallways of Muhlenberg School District; may she rest in peace.

Mr. Lupia talked about graduating in 1976 and his class had Karen Harbach in his class who is Mrs. Harnach's daughter and mentioned she was a real nice girl.

Mr. Hyneman wanted talk about Mr. Voit not knowing Mrs. Harbach's first name and advised when he was doing work for RMF, Reading Musical Foundation, and he called the office and spoke to Loretta. He stated that Loretta asked if it was okay to call him "Garrett" now. Mr. Hyneman explained Loretta was his student in 1966, and she reminded him that she called him "Garrett" in class; so he said it's probably better if she used "Mr. Hyneman"; but he explained he told her now it's okay to call him "Garrett."

Resolution No. 184

Moved by Mr. Hoffmaster and Mr. Lupia, that the Board of Education of the Muhlenberg School District approve **Resolution No. 184** in its entirety.

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

184 Memoriam of Mrs. Shirley M. Youse

Resolved, that we remember the passing of Mrs. Shirley M. Youse who served in the Muhlenberg School District for nine (9) years (1957-1966) as a 4th Grade 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 asked if Mrs. Youse taught at Sarig as he did not believe she taught at Riverview Park. Mr. Voit discussed remembering during this era, going to Riverview Park from K through 6th grade, at this level and even any grade it takes a special person to be a teacher to command the respect of the room and the hours that they put in that no one knows about; this is what makes a teacher greater than what they already are. He went on to speak about them doing this profession for the love of

teaching and the love of the kids; and the impact that they have. He spoke about Mrs. Youse through the years, sure has met a lot of students and this is when its known the impact that someone has had. Mr. Voit commented to Mrs. Youse, may she rest in peace.

Mr. Hyneman spoke about her tenure being a little but before his, and he remembers when he started they had no planning periods. He spoke about teaching music, art, and physical education; it was a long day and they had to put a lot of time in at home and on the weekends because they didn't have those planning periods.

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 2021-2022

April Mrs. Cindy Mengle
May Mr. Richard E. Hoffmaster

Review of Board Meetings and Calendar of Events

April 11	6:30 PM RMCTC Board Meeting
April 13	6:30 PM Committee of the Whole and Regular Board Meeting
May 4	7:00 PM Committee of the Whole Meeting
May 9	6:30 PM RMCTC Board Meeting
May 11	7:00 PM Regular Board Meeting
June 13	6:30 PM RMCTC Board Meeting
June 15	6:30 PM Committee of the Whole and Regular Board Meeting

Questions/Comments/Concerns:

Mr. Voit wanted to thank everyone in the school district, starting with the Superintendent, Assistant Superintendent, the staff, the administration, the workers that "buff" the floors, and restock the pencil. He wanted to tell them what an amazing job they do; they are the unsung heroes.

185 Adjourn Meeting

Moved by Mr. Hoffmaster and Mr. Lupia, that there being no further business to come before the Board, the meeting be adjourned. Meeting adjourned at 7:47 PM.

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

Attest:


Cindy L. Mengle
Secretary