

MUHLENBERG SCHOOL DISTRICT
Regular Board Meeting Minutes
August 9, 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, August 9, 2023 at 7:23 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. Miguel Vasquez
Solicitor – Ms. Julia T. Adams, Esq.
Recording Secretary – Mrs. Tara L. Flowers

Members Absent

Member – Mr. Mark J. Nelson

Administration Present

Superintendent – Dr. Joseph E. Macharola
Assistant Superintendent - Dr. Alan S. Futrick
Business Manager- Shane M. Mathias, CPA
Assistant Business Manager - Ms. Susan Hawkins
Director of Physical Plant – Mr. Ken Patterson
Director of Federal Programs - Dr. Cathy Shappell
Supervisor of Special Education - Ms. Lori Morris
Supervisor of Special Education - Dr. Janet Heilman
Director of Pupil Services - Mr. Michael Mish
Licensed Behavior Specialist - Mr. Zachariah Milch
Director of Technology - Mr. Daniel Houck
Director of Food Services - Mr. Carey Kline
Data Administrator – Mr. Kevin Vanino
Athletic Director – Dr. Tim Moyer
Community & Family Outreach Coord. & Distr. Interpreter – Ms. Elizabeth Laviena
High School Principal - Mr. Haniff Skeete
Junior High School Principal - Mr. Steven Baylor
Junior High School Assistant Principal - Ms. Jennifer Doyle
Junior High School Assistant Principal - Mr. Daniel Kramer
C.E. Cole Intermediate & Elementary Principal - Mr. Kyle Crater

C.E. Cole Intermediate Assistant Principal - Ms. Jaclyn Bellanca
Elementary Assistant Principal - Ms. Ginny Hornberger
Elementary Assistant Principal - Ms. Leila McGill
Social Worker - Ms. Lauren Heydt
Social Worker - Ms. Amanda Foulds
Social Worker - Ms. Liliana Moore

Visitors

Linda Roebuck	Diane Benson
Marc Wolfe	Todd Sarge
Malinda Essis	Jerry Geleff
Romeris Perez	

Educational Presentations

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

Policy No. 830, *Records Management*

Purpose

Policy 800 was updated to incorporate general references to security measures and to address the responsibility of individuals and service providers involved in records management.

Policy No. 830, *Security of Computerized Personal Information/Breach of Notification*

Policy 830 was revised to include new definitions for Determination, Discovery, and the amended definition of Personal Information; the definitions for Encryption and Redact were added for clarity purposes; and the definition of Individual was deemed unnecessary and has been removed from the policy.

The definitions of Determination and Discovery are significant because the process for notification has changed, and it is important to understand the difference between the two. Based on Act 151, notification of a breach is no longer required based on the Discovery of a breach. Discovery is defined as the knowledge of or reasonable suspicion that a breach of the security of the system has occurred. Act 151 requires a Discovery of a breach to go through a Determination process to verify the reasonable certainty that a breach of the security of the system has occurred prior to notification.

The definition of Personal Information was expanded to include an individual's first name, medical information, health insurance information and user name or email address as explained below.

Personal information includes an individual's first name or first initial and last name when used in combination with and linked to any one or more of the following, when not encrypted or redacted:

1. Social Security number.
2. Driver's license number or state identification card number issued instead of a driver's license.
3. Financial account number, credit or debit card number, in combination with any required security code, access code or password that would permit access to an individual's financial account.
4. Medical information, meaning any individually identifiable information contained in the individual's current or historical record of medical history or medical treatment or diagnosis created by a health care professional.
5. Health insurance information, meaning an individual's health insurance policy number or subscriber identification number in combination with access code or other medical information that permits misuse of an individual's health insurance benefits.
6. A user name or email address, in combination with a password or security question and answer that would permit access to an online account.

Personal information does not include publicly available information that is lawfully made available to the general public from federal, state or local government records or widely distributed media.

Notification Requirements -

Act 151 expanded the methods of notice to include electronic notice in addition to notice provided through written, telephonic and email means. In this law, electronic notice is different than email notice because the electronic notice could include a notification that pops up directly on a platform, desktop or mobile device alerting the individual whose information has been materially compromised to promptly change their password and security question or answer, or to take other steps to protect their online account.

Upon determination of a breach, the school entity is required to provide notice within seven (7) business days to any resident of the Commonwealth whose unencrypted and unredacted personal information was or is reasonably believed to have been accessed or acquired by unauthorized persons. In addition, the district attorney in the county where the breach occurred is required to be notified within three (3) days following the determination of the breach.

The notice is required to be made without unreasonable delay unless:

1. A law enforcement agency determines that the notice would impede a criminal or civil investigation and provides the school entity with written notice specifically citing to 73 P.S. 2304.

2. It is necessary to take measures to determine the scope of the breach and to restore the reasonable integrity of the data system.

The policy now includes a requirement for the development of administrative regulations to address internal procedures following discovery of a breach, including procedures for the determination of a breach and whether notification is required, as well as details regarding timelines, who must be notified and the authorized methods of notification.

Hearing of Visitors - Muhlenberg School District taxpayers and residents have an opportunity, at this time, to comment on matters of concern, official action, or deliberation which are or may be before the Muhlenberg School Board. The Board retains the option to accept all public comment at this time. Presentations should be limited to two minutes per person. In the event that the Board determines that there is not sufficient time for residents or taxpayers of the School District to comment, the Board may defer the comment period to the next regular meeting.

There were none.

Committee Report

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

There is no report at this time.

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

Ms. Mengle discussed the meeting on Monday night. There was a meeting Monday night. It was reported that 47 work-based students went out this summer to work for other employers and hopefully after they graduate, they will be hired by these employers. This was really great to hear. Mrs. Mengle advised there are 576 new students attending the CTC, 205 from Muhlenberg and 371 from Reading. It is a nice increase and it is nice to see the enrollment going up at the CTC.

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

Mr. Mathias reported there was a meeting on June 29th, there was a change in officers; Diane Richards resigned as President of the Tax Committee and Christine Schlosman who was the Treasurer, is now President of the Tax Committee.

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

There is no report at this time.

- E. Muhlenberg Community Library – Ms. Janet Howard

Ms. Howard spoke about a few things coming up this weekend. Currently there is a raffle going on and the winners will be announced on the 12th. Also on the 12th there's going to be a used book sale from 10AM until 2PM and then a carnival to celebrate the ending of SummerQuest Program.

F. Educational Programs – Dr. Alan S. Futrick

Dr. Futrick advised a lot of things have commenced since June. He spoke about the “summer of opportunity” for the students. Dr. Futrick talked about finishing up the ninth week of SummerStyle where there were close to 1,000 students participating and how it is always refreshing to see those kids enjoying the school in the summer. He spoke about this being in the fourth week of the Extended School Year program where about 100 students attend; a program that is offered for the special needs students and run by the Special Education department. He advised Ms. Huntbach, Ms. Morris and Dr. Heilman all did a great job getting staff in place and to get the students to come as well. Dr. Futrick also spoke about Kindercamp, being the third year doing it. He advised this is the second week of the program bringing the District’s incoming Kindergarten students to meet their teacher, spend eight total days getting a head start in Kindergarten. Dr. Futrick talked about the program being exciting and having around 200 students in attendance. He talked about there being more likely 300 students in Kindergarten, however getting $\frac{3}{4}$ of the students in early to get accustomed to the school they should be able to do a lot of nice things. The kids receive breakfast, lunch and they get a chance to see the other students from the extended school year program and fall athletes who are all coming together. Dr. Futrick spoke about the 24 new staff members ready to bring on board and the induction program starting for those new staff members that will kick off next week; three days of activities that are laid out to really help the new staff get acclimated to the District’s culture, to know the administrators, the rest of the staff and get to partner up with their mentor. He talked about something new the District started last year was having Mr. Vanino take them all on a school bus and drives them all over Muhlenberg. He talked about all the scenic places and anything that is relevant in the community being important for the new staff to know where their students are coming from and trying to build a relationship with their students. Dr. Futrick spoke about the professional development lined up for this year and being very excited about AI (artificial intelligence); this being the biggest change in education since the internet. He spoke about the things that it can do to help a student, help an adult; it is really going to be hard to separate a kid from technology. Dr. Futrick talked about the kids having access at their fingertips, so rather than fight it the District wants to embrace it; showing the teachers here's how to use it, here is how the students are going to use it. He advised a couple of the District’s Instructional Coaches are participating in training becoming content experts. He talked about this all being exciting and his expectation of updating everyone throughout the school year on how training is going and how artificial intelligence is impacting education. Dr. Futrick talked about Ms. Samantha Armstrong, one of the District’s Instructional Coaches, has attended multiple trainings, worked with

Mr. Houck and Dr. Shappell to get herself up to speed, will be sharing part of her presentation/lesson to the teachers and part to the administrators. Dr. Futrick talked about Ms. Armstrong being given the project and really "owning it." He spoke about the District being very fortunate to have staff like this and being excited about Ms. Armstrong's enthusiasm and ideas. He talked about the teachers being lucky to have someone right on the spot helping them out and answer any kind of questions they may have based on the classroom.

Questions/Comments/Concerns:

Ms. Howard wanted to speak about how amazing the SummerStyle program is and how she would not want this program to ever cease. She talked about how this program gives kids something to look forward to, building social relationships and making new friends.

Mr. Lupia spoke about having the pleasure of observing the SummerStyle program and seeing the kids excited, having their own little projects that they do, and it gives them something to do over the summer; keeps their brains and hands working. He spoke about when people start complaining about the school taxes, this is a well needed program as well as the WOW program that Muhlenberg does is far different and outstanding than the other school districts; the District is lucky to have those programs.

Mrs. Eagle spoke about one of the reasons the students like the program is that they have ownership over what they are doing and this carries over into the classroom as well.

Solicitor's Comments – Ms. Julia T. Adams

Ms. Adams spoke about the agenda item that the board will vote on; the Release and resignation agreement was already shared with the board in executive session as a personnel item.

Superintendent's Comments - Dr. Joseph E. Macharola

Dr. Macharola talked about all the wonderful comments everyone and thanked them for their comments regarding the SummerStyle program. He spoke about the District being the only one out of the 500 school districts in the Commonwealth of Pennsylvania that has a program like this. Dr. Macharola explained that when the ESSER dollars came out, he assured the money would go to the students. He talked about the students coming out of COVID, having generational issues here in the District, emotional issues with the students and their homes at levels unprecedented, and what needed to happen was a program here that directly provided the students with enjoyable activities. Dr. Macharola advised the staff here "hit it out of the park" with this program and the District invested monies in the District's students. He spoke about Dr. Futrick and Dr. Shappell spent a lot of time on this program and needing to continue it each year despite the funding ending, the District will find a way to do it. Dr. Macharola pointed out the drawings as each of the board members place, a "Muhls on A Mission to Spread Kindness" from the kids at the SummerStyle

program. Dr. Macharola spoke about the joy from the kids completing these and how grateful for what the District has been doing. Dr. Macharola spoke about receiving a lot of things, however he received a book, "Presidential Wisdom," along with a note. He read the note and thanked Ms. Denise Zielinski, and how much it meant to him.

Questions/Comments/Concerns:

Dr. Futrick wanted to take a moment to speak about the united sports team, track and field, for the Special Education children. Dr. Macharola spoke about how excited the District was for this, as well as the bocce program in the future.

Board Business

Personnel

Resolution Nos. 1A –1X

Moved by Mr. Hoffmaster and Mrs. Eaglet, that the Board of Education of the Muhlenberg School District approve **Resolution Nos. 1A through 1X** in their entirety.

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

1A Administrative Appointments

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

- a. Ms. Kristin Perez, Confidential Secretary to the Assistant Superintendent (L. Figueroa), effective July 20, 2023, at a salary of \$60,000, prorated for days worked.
- b. Mr. Joseph Scoboria, Assistant Principal, C.E. Cole Intermediate (newly created), effective August 1, 2023, at a salary of \$97,000, prorated for days worked.

1B Professional Appointments

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

- a. Ms. Laura Musser, Elementary Teacher (D. Moser), Muhlenberg Elementary Center, effective the first contractual day of the 2023-2024 school year, at a salary of \$56,716 (B +24, 16 Steps from the Top).
- b. Mr. Shane Silas, Special Education Teacher (C. Etchberger), Muhlenberg Elementary Center, pending release from current employer, at a salary of \$68,091 (B+24, 9 Steps from the Top), prorated for days worked.

- c. Ms. Liliana Perez, Long-Term Substitute (Newly Created), Muhlenberg Elementary Center, effective the first contractual day of the 2023-2024 school year, at a salary of \$50,695 (B, 16 Steps from the Top).
- d. Dr. Maria Lester, ESL Teacher (newly created), Muhlenberg High School, pending release from current employer, at a salary of \$90,184 (EdD/PhD, 5 Steps from the Top), prorated for days worked.
- e. Ms. Nancy Paul-Francois, Special Education Teacher (A. Amico), Muhlenberg Junior High School, effective the first contractual day of the 2023-2024 school year, at a salary of \$78,119 (M, 5 Steps from the Top).
- f. Ms. Gabriella Boyer, Elementary Teacher (M. Boone), Muhlenberg Elementary Center, effective the first contractual day of the 2023-2024 school year, at a salary of \$49,186 (B, 17 Steps from the Top).
- g. Mr. Tyler Werner, Special Education Teacher (D. McDowell), Muhlenberg Junior High School, effective the first contractual day of the 2023-2024 school year, at a salary of \$55,222 (B, 13 Steps from the Top), given 3.5 years to attain and secure PDE Certification in Special Education.
- h. Mr. John Gantz, Science Teacher (J. Mulvey), Muhlenberg Junior High School, pending release from current employer, at a salary of \$77,769 (M + 18, 8 Steps from the Top), prorated for days worked.
- i. Ms. Laura Kinney, Technology Education Teacher (W. Hanebury), Muhlenberg Junior High School, pending release from current employer, at a salary of \$81,523 (M, 3 Steps from the Top), prorated for days worked.
- j. Ms. Paige McGrogan, Special Education Teacher (M. Waibel), C.E. Cole Intermediate, pending release from current employer, at a salary of \$57,783 (B + 18, 14 Steps from the Top), prorated for days worked.
- k. Ms. Elizabeth Figueroa, English Teacher (J. Gulick), Muhlenberg Junior High School, effective the first contractual day of the 2023-2024 school year, at a salary of \$67,292 (B, 5 Steps from the Top).
- l. Ms. Alissa Wenrich, Special Education Teacher (K. Bitler), Muhlenberg Elementary Center, effective the first contractual day of the 2023-2024 school year, at a salary of \$49,186 (B, 17 Steps from the Top).
- m. Ms. Lilah Shade, Special Education Teacher (newly created), Muhlenberg Elementary Center, effective the first contractual day of the 2023-2024 school year, at a salary of \$49,186 (B, 17 Steps from the Top), given 3.5 years to attain and secure PDE Certification in Special Education.
- n. Mr. Wayne Downs, Special Education Teacher (K. Frederick), C.E. Cole Intermediate, pending release from current employer, at a salary of \$73,013 (M, 8 Steps from the Top), prorated for days worked.
- o. Mr. Kedric Yoder, Long-Term Substitute Teacher (newly created), Muhlenberg Junior High School, effective the first contractual day of the 2023-2024 school year, at a salary of \$49,186 (B, 17 Steps from the Top).

- p. Ms. Makenzie Yablonsky, Special Education Teacher (J. Conley), C.E. Cole Intermediate, pending release from current employer, at a salary of \$66,205 (M, 12 Steps from the Top), prorated for days worked.
- q. Ms. Toni Crater, Science Teacher (R. Johnston), Muhlenberg Junior High School, pending release from current employer, at a salary of \$85,916 (M+24, 5 Steps from the Top), prorated for days worked.

1C Classified Appointments

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

- a. Ms. Alexis Stoudt, Special Education Paraprofessional (C. Tomasi), Muhlenberg Elementary Center, effective the first contractual day of the 2023-2024 school year, at a pay rate of \$19.71 per hour.
- b. Ms. Denise Perez, Special Education Paraprofessional (J. Thompson), C.E. Cole Intermediate, effective the first contractual day of the 2023-2024 school year, at a pay rate of \$19.71 per hour.
- c. Ms. Melissa Schaeffer, Special Education Paraprofessional (N. Rosa), Muhlenberg Elementary Center, effective the first contractual day of the 2023-2024 school year, at a pay rate of \$19.71 per hour.
- d. Mr. Jeffrey Weyant, Cafeteria Worker (J. Fromuth), Muhlenberg High School, effective the first contractual day of the 2023-2024 school year, at a pay rate of \$19.79 per hour.
- e. Ms. Olivia Gehris, Cafeteria Worker (G. Zavala-Aguilera), Muhlenberg Elementary Center, effective the first contractual day of the 2023-2024 school year, at a pay rate of \$19.79 per hour.
- f. Ms. Felicia Kissinger, Cafeteria Assistant (newly created), Muhlenberg Elementary Center, effective the first contractual day of the 2023-2024 school year, at a pay rate of \$16.71 per hour.
- g. Ms. Jenny Camacho, Cafeteria Substitute, effective the first contractual day of the 2023-2024 school year, at a pay rate of \$14.00 per hour.
- h. Mr. Ryan Syret, Cafeteria Substitute, effective the first contractual day of the 2023-2024 school year, at a pay rate of \$14.00 per hour.
- i. Mr. Robert Sterley, Special Education Paraprofessional (P. Figueroa), Muhlenberg Junior High School, effective the first contractual day of the 2023-2024 school year, at a pay rate of \$19.71 per hour.

1D Acceptance of Resignations

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

- a. Mr. Robert Johnston, Science Teacher, Muhlenberg Junior High School, effective June 26, 2023.
- b. Ms. Avery Amico, Special Education Teacher, Muhlenberg High School, effective June 21, 2023.

- c. Ms. Katherina Bitler, Special Education Teacher, Muhlenberg Elementary Center, effective June 20, 2023.
- d. Ms. Jessica Conley, Special Education Teacher, C.E. Cole Intermediate, effective June 16, 2023.
- e. Ms. Morgan Boone, Elementary Teacher, Muhlenberg Elementary Center, effective June 3, 2023.
- f. Mr. Joshua Rankin, Elementary Teacher, C.E. Cole Intermediate, effective July 6, 2023.
- g. Ms. Maria DeLima, Second Shift Custodian, Muhlenberg Junior High School, resignation for the purpose of retirement, effective December 29, 2023.
- h. Ms. Tamica Walsh-Cheney, Special Education Teacher, Muhlenberg Junior High School, effective June 30, 2023.
- i. Ms. Michelle Moyer, Special Education Teacher, C.E. Cole Intermediate, effective July 5, 2023.
- j. Mr. William Hanebury, Technology Education Teacher, Muhlenberg High School, effective July 10, 2023.
- k. Ms. Jennifer Vroman, English Teacher, Muhlenberg Junior High School, effective July 12, 2023.
- l. Ms. Lydia Snow, School Counselor, Muhlenberg Junior High School, pending release from Muhlenberg School District per PA School Code.
- m. Mr. Tyler Moyer, Special Education Teacher, Muhlenberg Junior High School, pending release from Muhlenberg School District per PA School Code.
- n. Ms. Casandra Belizaire, English Teacher, Muhlenberg Junior High School, pending release from Muhlenberg School District per PA School Code.
- o. Ms. Pryscilla Figueroa, Special Education Paraprofessional, Muhlenberg Elementary Center, effective August 3, 2023.
- p. Ms. Kim Nelson, Class A Secretary, Muhlenberg Junior High School, resignation for the purpose of retirement, effective November 3, 2023.
- q. Ms. Lynn Clouse, Cafeteria Assistant, Muhlenberg Elementary Center, effective August 1, 2023.
- r. Ms. Iva Moyer, Special Education Teacher, C.E. Cole Intermediate, pending release from Muhlenberg School District per PA School Code.

1E Monitors for the 2023-2024 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve all employees to be assigned as Bus Monitors and Detention Monitors by the respective Building Principals and any employee consenting to be a Sports Event Monitor throughout the 2023-2024 school year as follows:

- a. Bus Monitors - \$10.50 per hour
- b. Detention Monitors - \$10.50 per hour
- c. Sports Event Monitors - \$15.00 per hour

1F 2023 Extended School Year Assignment

Resolved, that the Board of Education of the Muhlenberg School District approve the following assignment for the 2023 Extended School Year Program, as presented (Exhibit A-2):

Teacher

Mr. Brian Hendricks

1G 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 for professional strategic planning in preparation for the 2023-2024 school year, at the professional pay rate of \$30.00 per hour.

1H Summer Technology Assistant

Resolved, that the Board of Education of the Muhlenberg School District approve the following summer technology assistant for 2023 at the pay rate of \$12.00 per hour (Exhibit A-4):

- a. Mr. Maddox Moyer

1I Long-Term Substitute Teachers

Resolved, that the Board of Education of the Muhlenberg School District approve the hiring of four (4) long-term substitute teachers effective immediately. These temporary positions, which are needed to help meet classroom coverage needs of the district, would be assigned one (1) per building and would remain in place until the end of the 2023-2024 school year (ESSER funds).

1J Approval of JOB Descriptions

Resolved, that the Board of Education of the Muhlenberg School District approve the following revised job descriptions (Exhibit A-5):

- a. Cafeteria Worker
- b. Cafeteria Assistant

1K BCIU Bus Drivers and Aides for the 2023-2024 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the listing of bus drivers and aides for the 2023-2024 school year as contracted with the Berks County Intermediate Unit (Exhibit A-6).

1L Salaries for Professional Staff for the 2023-2024 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the Professional Staff Salaries for the 2023-2024 school year as in accordance with the Muhlenberg Education Association contract (effective July 1, 2023 through June 30, 2024) as presented (Exhibit A-7).

1M Administrative (MAA I and MAA II) Salary Increases for the 2023-2024 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the Muhlenberg Administrators Association (MMAI and MAII) salary increases for the 2023-2024 school year.

1N Co-Curricular Appointments

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

- a. Mr. Shane Shaffer, MJHS Wrestling Head Coach, effective August 10, 2023, at a salary of \$3,698 (year 1).
- b. Mr. David Colon Jr., MJHS Girls Basketball Head Coach, effective August 10, 2023, at a salary of \$4,350 (year 1).

1O Fall 2023 Coaching Assignments

Resolved, that the Board of Education of the Muhlenberg School District approve the 2023-2024 fall coaching assignments as presented (Exhibit A-8).

1P Aquatics Personnel for the 2023-2024 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the following aquatics personnel for the 2023-2024 school year as presented (Exhibit A-9).

1Q Substitute Pay Rates

Resolved, that the Board of Education of the Muhlenberg School District approve the following substitute pay rates for the 2023-2024 school year:

- a. Teachers (consecutive and non-consecutive days) - \$185 per day
- b. Retired Teacher - \$197 per day
- c. Cafeteria - \$14.00 per hour
- d. Custodian - \$14.00 per hour
- e. Crossing Guard - \$19.00 per hour

1R Health Services for the 2023-2024 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the following health services for the district for the 2023-2024 school year:

- a. Worknet pre-employment services - \$55.65 per exam; \$25.00 for tuberculosis test, current rates
- b. Worknet - pre-employment services - \$58.44 per exam; \$26.25 for tuberculosis test, effective January 1, 2024
- c. Dr. Keith Kiefer, school dentist - \$5.00 per exam

1S Superintendent's Salary

Resolved, that the Board of Education of Muhlenberg School District approve the Superintendent's salary increase for the 2023-2024 school year as presented.

1T Stipend for C.E. Cole Intermediate/Muhlenberg Elementary Center Principal

Resolved, that the Board of Education of the Muhlenberg School District approve a stipend for Mr. Kyle Crater, Principal of C.E. Cole Intermediate and Muhlenberg Elementary Center, of \$10,000, effective August 1, 2023 through November 30, 2023.

1U AFJROTC Instructor Salary/Stipend for the 2023-2024 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the AFJROTC instructor salary for the 2023-2024 school year (August 1, 2023 through June 30, 2024) in accordance with Minimum Instructor Pay per the United States Department of Defense and an additional annual stipend for services performed outside normal school hours for the following instructors:

- a. Maj. Matthew Campbell, USAF, Retired, salary of \$79,695; stipend \$7,250.
- b. MSgt. Jonathan Beaver, USAF, Retired, salary of \$65,383; stipend \$5,974.

1V Co-Curricular Resignations

Resolved, that the Board of Education of the Muhlenberg School District accept the following co-curricular resignations (Exhibit A-10):

- a. Mr. Devin Seibert, MJHS Wrestling Head Coach, effective February 22, 2023.
- b. Mr. Dan Louviaux, MHS Co-Ed Varsity Golf Head Coach, effective June 29, 2023.

1W Head Night Custodian Positions

Resolved, that the Board of Education of the Muhlenberg School District approve the following employees as Head Night Custodians as presented (Exhibit A-11).

1X School Psychologist Professional Services Agreement

Resolved, that the Board of Education of Muhlenberg School District approve the service agreements for the following school psychologists for the 2023-2024 school year as presented (Exhibit A-12):

- a. Ms. Desirie Rodriguez-Reid, Bilingual School Psychologist
- b. Ms. Jolee Harclerode, School Psychologist

Resolution Nos. 1Y

Moved by Mr. Voit and Mrs. Eagle, that the Board of Education of the Muhlenberg School District approve **Resolution Nos. 1 Y** in its entirety.

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

1Y Amend Agenda and Approve Release and Resignation Agreement

Resolved, that the Board of Education of Muhlenberg School District approve the Release and Resignation Agreement between the School District and Dr. Jeffery Ebert and to accept his resignation upon receipt of the same and to authorize the appropriate officers of the Board to execute the Agreement.

Management

Resolution Nos. 2 - 6

Moved by Mr. Voit and Mrs. Eagle, that the Board of Education of the Muhlenberg School District approve **Management Resolution No. 2 through Resolution No. 6** in their entirety.

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

2 Adoption of Policy

Resolved, that the Board of Education of the Muhlenberg School District adopt the following district policy (Exhibit B-1):

- a. Policy No. 917, Parental/Family Involvement

3 Opening Day/In Service Breakfast

Resolved, that the Board of Education of the Muhlenberg School District approve the Opening Day/In-Service Day breakfast on August 23, 2023 at a cost not to exceed \$1,500.00.

4 2023-2024 Annual Membership to Berks Business Education Coalition

Resolved, that the Board of Education of the Muhlenberg School District approve the annual membership to the Berks Business Education Coalition for the 2023-2024 school year at a cost of \$750.00 (Exhibit B-2).

5 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 B-3).

6 Approval of Revised School Resource Officer Memorandum of Understanding

Resolved, that the Board of Education of the Muhlenberg School District approve the revised SRO Agreement between Muhlenberg Township Police Department and Muhlenberg School District as presented (Exhibit B-4).

Physical Plant and Transportation

Resolution No. 7 - 11

Moved by Mr. Hoffmaster and Mrs. Eagle that the Board of Education of the Muhlenberg School District approve **Physical Plant and Transportation Resolution No. 7 through Resolution No. 11** in their entirety.

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

7 Architects Fees for Phase One Capital Projects

Resolved, that the Board of Education of the Muhlenberg School District approve the architect fees for Phase One Capital Projects, at a total cost of \$161,035.26 (funded through Capital Reserve Fund) as presented (Exhibit C-1).

8 Additional Vendor- MJHS HVAC Repair Project

Resolved, that the Board of Education of the Muhlenberg School District approve the additional vendor, Cooney Coil and Energy, Inc., for the HVAC Repair Project at Muhlenberg Junior High School as presented (Exhibit C-2).

9 MSD Items for Modular Classrooms

Resolved, that the Board of Education of the Muhlenberg School District approve the installation of the fire alarm system, security system, furniture and fiber cable for the modular classrooms at C.E. Cole Intermediate, at a total cost of \$154,476.47 (funded through Capital Reserve Fund) as presented (Exhibit C-3).

10 Upgrade and Replace the C.E. Cole Video Archiver and Directory Server

Resolved, that the Board of Education of the Muhlenberg School District approve upgrading and replacing of the Video Archiver and Directory Server for C.E. Cole Intermediate, at a total cost of \$36,440.00 (funded through Capital Reserve Fund) as presented (Exhibit C-4).

11 Geotechnical Investigation

Resolved, that the Board of Education of the Muhlenberg School District approve the Geotechnical Investigation with Earth Engineering Incorporated for the new construction of the elementary school, at a total cost of \$22,775 (funded through Capital Reserve Fund) as presented (Exhibit C-5).

Budget and Finance

Resolution Nos. 12 - 14

Moved by Mr. Voit and Mr. Vasquez that the Board of Education of the Muhlenberg School District approve **Budget and Finance Resolution Nos. 12 through 14** 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.

12 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):

Fund	Treasurer's Report	Financial Report	Bills Paid Month	Investment s	Budget Transfers
General	May 2023 June 2023	May 2023 June 2023	June 2023 Ck#54649-54825 V#27705-27712 July 2023 Ck#54826-54982 Ck#7913-7915 V#27713-27736	May 2023 June 2023	

Cafeteria	May 2023 June 2023	May 2023 June 2023	June 2023 Ck#7871-7906 V#3012-3015 July 2023 Ck#7907-7912 Ck#7916-7929 V#3016-3018	May 2023 June 2023	
Capital Reserve (Fund 32)	June 2023 July 2023	June 2023 July 2023	June 2023 Ck#952 July 2023 Ck#953		
Activity	May 2023 June 2023	May 2023 June 2023			

13 Close Student Activity Account

Resolved, that the Board of Education of the Muhlenberg School District authorize closing the student activity account for Impact Club and transferring the remaining balance to the MHS Student Council (Exhibit D-2).

14 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-3):

- a. Network Switches - These items are broken or have reached end-of-life and have no usable value. (Exhibit-Aug23 Switches.xlsx)

Education

Resolution Nos. 15 – 26

Moved by Mr. Hoffmaster and Mr. Voit, that the Board of Education of the Muhlenberg School District approve **Education Nos. 15 through 26** in their entirety.

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

15 Conference Request

Resolved, that the Board of Education of the Muhlenberg School District approve the following conference request (Exhibit E-1):

- a. Ms. Elizabeth Laviena, to attend the UNIDOS US Annual Conference in Chicago, IL on July 21, 2023 to July 25, 2023 at no cost to the district.

16 A-TSI/TSI Plans for the 2023-2024 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the Muhlenberg High School, Muhlenberg Junior High School, C.E. Cole Intermediate and Muhlenberg Elementary Center A-TSI/TSI Plans for the 2023-2024 school year, as presented (Exhibit E-2).

17 Acceptance of Gifts, Grants, Donations

Resolved, that the Board of Education of the Muhlenberg School District accept the following donations in accordance with district Policy 702, Gifts, Grants, Donations (Exhibit E-3):

- a. Ms. Ashlyn Musser, donation of a saxophone for the band program in the Muhlenberg School District.
- b. Ms. Deb Albitz, donation of a music stand for the band program in the Muhlenberg School District.

18 Extended School Year Student Tuition Agreements

Resolved, that the Board of Education of the Muhlenberg School District approve the following extended school year student tuition agreements as presented (Exhibit E-4).

19 Student Tuition Agreements for the 2023-2024 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the following student tuition agreements for the 2023-2024 school year as presented (Exhibit E-5):

- a. Student #38265, Opportunities School
- b. Student #36470, Opportunities School

c. Student #39309, Opportunities School

20 Agreement to Participate in the ACCESS Program for the 2023-2024 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the Pennsylvania School Based ACCESS Program Agreement for the 2023-2024 school year as presented (Exhibit E-6).

21 AFJROTC Educational Field Trip Request

Resolved, that the Board of Education of the Muhlenberg School District approve the following educational field trip request (Exhibit E-7):

a. Muhlenberg High School AFJROTC, travel to the Dover Air Force Base in Delaware on August 24, 2023.

22 Foreign Exchange Student

Resolved, that the Board of Education of the Muhlenberg School District approve the enrollment at Muhlenberg High School of foreign exchange student, Student No. 41510, for the 2023-2024 school year as in accordance with district Policy No. 239, Foreign Exchange Students.

23 Settlement Agreement and Release

Resolved, that the Board of Education of the Muhlenberg School District approve the settlement agreement and release for student #33544 as presented (Exhibit E-8).

24 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 \$222,831, effective July 1, 2023 through June 30, 2024 as presented (Exhibit E-9).

25 Special Olympics Pennsylvania Agreement

Resolved, that the Board of Education of the Muhlenberg School District approve the agreement with the Special Olympics Pennsylvania (SOPA) to participate in Unified Sports as presented (Exhibit E-10).

26 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-11):

- a. Student "N", Muhlenberg Junior High School
- b. Student "O", Muhlenberg Junior High School

Student Activities

There was none.

Minutes

Resolution No. 27

27 Approval of Minutes

Review minutes of the Committee of the Whole Meeting of June 14, 2023, the Regular Board Meeting of June 14, 2023 and the Special Board Meeting of June 20, 2023.

Moved by Mr. Hoffmaster and Mr. Lupia, that the minutes of the Committee of the Whole Meeting of June 14, 2023, the Regular Board Meeting of June 14, 2023 and the Special Board Meeting of June 20, 2023.

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

Old Business

There was none.

New Business

Mr. Voit asked about the card the board members received from Mr. Jerry Geleff. Mr. Geleff introduced himself and advised he will be doing the District's sports broadcasting starting in two weeks with football. Mr. Voit welcomed Mr. Geleff.

Hearing of Visitors

Presentation is limited to approximately two minutes per person. Should any citizen require more than the two minutes allocated, please contact the Superintendent prior

to the meeting. He will coordinate such requests for the Board. Citizens addressing the Board should be aware that the meeting is being taped.

There were none.

MSD/RMCTC Board Visitor of the Month

Schedule 2023-2024

September	Mrs. Cindy Mengle
October	Mr. Garrett Hyneman
November	Mrs. Kristyna Eagle
December	Mr. J. Tony Lupia, Jr.
January	Mr. Otto W. Voit, III
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

August 9	6:30 PM	COW and Regular Board Meeting
September 6	7:00 PM	COW Meeting
September 11	6:30 PM	RMCTC Board Meeting
September 13	7:00 PM	Regular Board Meeting
October 4	7:00 PM	COW Meeting
October 9	6:30 PM	RMCTC Board Meeting
October 11	7:00 PM	Regular Board Meeting

November 1	7:00 PM	COW Meeting
November 8	7:00 PM	Regular Board Meeting
November 13	6:30 PM	RMCTC Board Meeting
December 4	6:30 PM	Annual Organization Meeting; COW; Regular Board Meeting

Questions/Comments/Concerns:

Mr. Lupia mentioned Riverfest is on August 25th-27th and encouraged everyone to come out.

28 Adjourn Meeting

Moved by Mrs. Eagle and Mr. Voit, that there being no further business to come before the Board, the meeting be adjourned. Meeting adjourned at 7:53 PM.

Yeas: 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