

MUHLENBERG SCHOOL DISTRICT
Committee of the Whole Meeting Minutes
February 5, 2020
Muhlenberg High School – Lecture Hall
www.muhsdk12.org

Call to Order

The Committee of the Whole Meeting of the Board of Education of the Muhlenberg School District was called to order on Wednesday, February 5, 2020 at 7:00 PM by Board President, Mr. S. Wayne Hardy.

Members Present

President – Mr. S. Wayne Hardy
Vice President – Mr. J. Tony Lupia, Jr.
Secretary – Mr. Thomas W. Gross
Assistant Secretary – Mrs. Cindy L. Mengle
Treasurer – Mr. Richard E. Hoffmaster
Member – Mr. Garrett E. Hyneman
Member – Mr. Randall R. Madara
Member – Mr. Mark J. Nelson
Solicitor – Mr. Andrew George, Esq.
Recording Secretary – Mrs. Patricia L. Law

Members Absent

Member – Mr. Otto W. Voit, III

Administration Present

Superintendent – Dr. Joseph E. Macharola
Assistant Superintendent – Dr. Alan S. Futrick
Business Manager – Mr. Shane Mathias
Supervisor of Accounts – Mr. Mark Moyer
Director of Physical Plant and Transportation – Mr. Ken Patterson
Director of Special Education – Dr. Shawn Rutt
Data Administrator – Mr. Kevin Vanino
Behavior Analyst – Mr. Zachary Milch
Director of Food Services and Nutrition – Mr. Carey Kline
Director of Technology – Mr. Daniel Houck
Supervisor of Language Arts and Literacy – Mrs. Cathy Shappell
Community & Family Outreach Coordinator & Interpreter – Ms. Elizabeth Laviena
Athletic Director – Dr. Tim Moyer
High School Principal – Mr. Michael Mish
Middle School Principal – Mr. Jeffery Ebert
Elementary Center Assistant Principal – Mrs. Shannon O'Donnell

Visitors

Michele McCammitt
Ashley Reed
Tim McWilliams
Eva Eisenbrown

Educational Presentations

A. Refunding Opportunity (Exhibit A) – Mr. Scott Kramer, RBC Financial

Mr. Kramer presented a refinancing opportunity for the District. There are three bond issues that RBC is looking to refinance. There is not a lot of debt left and it is very short. He said the IRS allows refinancing ninety days prior to the “call date.” Mr. Kramer said with today’s rates and a little contingency, there would be a savings of approximately \$80,000 per year for five years for a total of \$377,000 of present value savings (which is net of the cost of doing the transaction). He said at this point there is about \$19,000,000 of bonds that can be refinanced.

Mr. Kramer said he would be back in March with the parameters resolution and lock-in interest rates in early April. Mr. Mathias will work on what is needed for the rating process to bring this option to the Board for approval. He said the District will be able to save almost \$400,000.

B. 2020-2021 Preliminary Budget Update (Exhibit B) - Mr. Shane M. Mathias, CPA

Mr. Mathias reported that the Governor released the proposed state budget which included a \$100,000,000 increase in basic education funding, \$25,000,000 increase in special education funding and a savings of \$280,000,000 across the Commonwealth for all districts from charter school reform. The state proposed basic education funding for Muhlenberg is \$6,285,041 which is a difference of about \$71,979 from Mr. Mathias’ estimated budget amount; and the special education proposed allocation for Muhlenberg is \$1,734,816 which is an increase of approximately \$13,968 from Mr. Mathias’ initial estimate. The District received the interim tax billing which showed a favorable net increase in property assessments of \$7,486,400; however, there are some assessment appeals that will be potential decreases which could amount to approximately \$3.4 million. Mr. Mathias said to expect some changes every month. The Health Trust Board approved a not to exceed rate of 5.5% for 2020-2021 – the premiums will not increase more than 5.5%. The proposed amount for this was right on target and will stay the same for now. The proposed refunding opportunity presented by Mr. Kramer could possibly provide a savings of approximately \$72,000 for 2020-2021.

Comments/Questions/Concerns:

Mr. Nelson requested that all requests for new positions be included in the total of the budget moving forward. Mr. Mathias said he will do that but to please keep in mind that whenever new personnel are included in the budget it affects all of the benefits, two of the subsidies and some other accounts. Mr. Nelson said he wants to be sure any new positions are fully discussed before the Board must vote in June.

C. Physical Plant Update - Mr. Kenneth Patterson

Mr. Patterson reported:

- The High School Transformer Capital Reserve Project is scheduled for Saturday, February 15th.
- The Phone and Fax Upgrade Capital project for MEC is about 75% complete.
- The District has solicited quotes for two new ten passenger vans to replace two of the Muhlenberg School District's twenty-year-old vans.
- Preliminary work has begun to gather costs and plan for the replacement of the Middle School Chiller. The vendor has been selected through the COSTARS program.
- Mr. Patterson is expecting the third quote for the replacement of the Administration Building roof within the next two weeks and will have a proposal for Board consideration for March.
- Also, on the Horizon for March is furniture for the High School.

Comments/Questions/Concerns:

Mr. Madara asked if there was any updates on the theft of the catalytic from one of the District vans. Mr. Patterson so no, there was no update from the Laureldale Police. Mr. Madara asked if it was replaced. Mr. Patterson said they installed a straight pipe since this is one of the vans that will be going.

D. Cyber School Analysis - Dr. Joseph E. Macharola (Mr. Kevin Vanino)

Dr. Macharola reported that the District has surpassed its goals for the Virtual School. Currently, there are forty-six students enrolled in the Muhlenberg School District Virtual School. He gave kudos to Mr. Vanino for his hard work. This initiative and the District's aggressive approach has saved the District \$534,805. Dr. Macharola said one of the things the District must do is provide remediation enrichment to students who require it; therefore the District may have to consider hiring one or two teachers for this. Eight students who were enrolled in outside Cyber Charter Schools are now enrolled in the MSD Virtual School with more students moving into the District enrolling bringing the total to forty-six. The per pupil cost of an out of District special education student is \$23,286 and for a regular education student it is \$11,189; the virtual per pupil cost is \$3,000. This is just over a half of a million dollars in savings but the growth is going to have to be addressed.

Comments/Questions/Concerns:

Mr. Nelson requested clarification on the forty-six students enrolled in the MSD Virtual School. He asked if that was forty-six students who attended an outside cyber school last school year. Dr. Macharola said it was a combination of students who moved into the District and those who did attend an outside cyber school. Mr. Nelson asked what the breakdown was. Mr. Vanino replied eight or nine students were brought back from outside cyber schools and others were students who were going to leave the District

to outside cyber schools. Mr. Nelson asked how many students were in cyber school last school year. Mr. Vanino replied one hundred and five. Mr. Nelson said the District recovered eight of the one hundred and five plus prevented thirty-three from leaving. Dr. Macharola said that was correct. Mr. Nelson asked if any of the one hundred and five from last year graduated. Mr. Vanino said yes, but there is always some carry over. Mr. Nelson said it was still great.

Mr. Hyneman asked if a student has a choice of going to the MSD cyber school or going to another one. Dr. Macharola replied that is part of the legislation that is on the table that the Governor wants to pass – MSD students wanting to go to cyber school would have to go the MSD Virtual School first. Mr. Hyneman asked if all of the students in the MSD Virtual School are MSD students. Dr. Macharola replied, yes. Mr. Hyneman asked if students enrolled in the cyber school can take part in extra-curricular activities. Dr. Macharola said, yes.

E. First Reading of Policies (Exhibit C) - Dr. Joseph E. Macharola

Section 200 Pupils

Act 16 of 2019, amends the definition of compulsory school age in the PA School Code. For the academic year 2019-2020, compulsory school age will continue to mean from the time the person in parental relation places the student in school, which shall be no later than eight (8) years of age until the student reaches seventeen (17) years of age. Beginning with the 2020-2021 school year, compulsory school age will be defined as from the time the person in parental relation places the student in school, which shall be no later than six (6) years of age until the student reaches eighteen (18) years of age, unless the student has graduated from school.

Policy 201 - Admission of Students - This policy was streamlined to primarily focus on the age set by the school entity for admission to first grade and Kindergarten. There are now blanks for the school entity to fill in the designated age-related admission requirements, which have to comply with state law and regulations.

Policy 204 - Attendance – This policy has been updated to reflect the new compulsory school age definition for next year and to reflect consistency in terminology including person in parental relation and magisterial district judge. The title, magisterial district judge, applies in districts across Pennsylvania, except for Philadelphia.

- An optional sign-off statement was added to the policy to ensure that persons in parental relation have read and understand the Attendance policy.
- A definition for "regularly employed" was added to the policy to mean thirty-five hours a week or more.
- The reasons for reasonable excusal from school were expanded to include:
 - Circumstances related to homelessness and foster care.
 - Optional language regarding participation in a musical performance in conjunction with a national veterans' organization or incorporated unit, as defined in law, for an event or funeral.
- Options for the number of days for submission of an excuse, number of days for parental notification and number of days prior to initiating a requirement for a medical excuse.

- Acronym for School Attendance Improvement Conference (SAIC).

Policy 208 - Withdrawal from School - This policy has been updated to reflect the new compulsory school age definition for next year

Policy 233 - Suspension and Expulsion – This policy was updated to comply with the new compulsory school age provisions that take effect at the start of the 2020-2021 academic year. Currently, compulsory school age requires a student to be in attendance and educated when the student is under the age of seventeen (17). At the beginning of the 2020-2021 academic year, the age requirement changes from a student under the age of seventeen (17) to a student under the age of eighteen (18). This policy has been updated to reflect the new compulsory school age provision and the requirement for the student to be educated if the student is under the age of eighteen (18) while expelled from school.

Section 300 Employees

Policy 333 - Professional Development - This policy was updated to reflect the new requirements on trauma-informed approach education requiring school entities to include a minimum of one (1) hour of required training in trauma-informed approaches into the school entity's Professional Education Plan. The training must be based on evidence-based or evidence-informed programs and include:

1. Recognition of the signs of trauma in students.
2. Best practices for schools and classrooms regarding trauma-informed approaches, including utilizing multi-tiered systems of support.
3. Recognition of the signs of impact of secondary trauma on school employees and appropriate resources for employees experiencing secondary trauma.
4. The district's policies regarding trauma-informed approaches.
5. The district's policies regarding connecting students with appropriate services.

Section 600 Finance

Policy 610 Purchases Subject to Bid/Quotation -Each year, the Pennsylvania Department of Labor and Industry is required by law to publish changes to the base amounts triggering the requirement for public, telephonic bids or separate bids for certain contracts, or both. These changes are based on the Consumer Price Index and are published annually in the PA Bulletin.

PA School Code requires public school entities to obtain competitive bids and price quotations based on these amounts. The amounts reported have increased for the new calendar year: the amount for purchases subject to public bid is **\$21,000**, and the amount for purchases subject to written or telephonic price quotation is **\$11,300**; effective January 1, 2020.

Section 700 Property

Policy 705 - Facilities and Workplace Safety - The policy guide was revised to clarify that it addresses safety of the physical buildings and facilities of the school entity, as well as addressing the requirements for Certified Workplace Safety Committees.

Language related to fire and safety drills was removed from this policy since it is included and has been updated in policy 805 on emergency preparedness.

Policy 709 - Building Security - The policy guide was revised to reflect the role of the School Safety and Security Coordinator and responsibility of the Superintendent for designating authorized access to school buildings and facilities. The language regarding a single entry point to school buildings after the start of the school day was further clarified to recommend a controlled process for screening visitors and other authorized individuals. Language previously included in the policy designating individuals authorized with unlimited access or limited access to buildings was removed for placement in an administrative regulation.

Section 800 Property

Policy 805 - Emergency Preparedness and Response – This policy was revised to address aspects of both emergency preparedness and response, including required emergency and security drills, school safety and security assessments, emergency planning, continuity of operations, and education and training. Definitions and language were added for school security drills. A definition and language was also added to address School Safety and Security Assessments. Language on emergency preparedness planning was updated to reflect the requirements of law and recommendations of the Pennsylvania Emergency Management Agency (PEMA) in developing and sharing critical information of the emergency preparedness plan. Provisions for continuity of learning during an emergency were updated, to include references to Flexible Instructional Day programs, where applicable.

Language on mandatory school safety and security training for school employees was added. School employees are required to complete a minimum of three (3) hours of training every five (5) years on school safety and security, based on the needs of the school entity. Training must address any combination of one or more of the following areas:

1. Situational awareness.
2. Trauma-informed approaches.
3. Behavioral health awareness.
4. Suicide and bullying awareness.
5. Substance use awareness.
6. Emergency training drills, including fire, natural disaster, active shooter, hostage situation and bomb threat.
7. Identification or recognition of student behavior that may indicate a threat to the safety of the student, other students, school employees, school facilities, the community or others. Note: this item and the requirements for threat assessment do not take effect until the 2021 school year, but has been included in the policy since it is one of several options for training to be held over the next five (5) years.

The policy was also revised to clarify the requirements for fire drills, school security drills, bus evacuation drills and the emergency preparedness drill, in accordance with the provisions of law. Language was also added on the Safe2Say Something program and the requirements for development of procedures to assess and respond to reports received from the Safe2Say Something program.

Policy 805.1 - Relations with Law Enforcement Agencies - This policy guide received minor revisions to reflect terminology and policy references to other school safety and security policies. An optional section on training was added to prompt coordination and invitation of law enforcement officials to attend training offered by the school entity that may enhance the understanding of schools and build positive relationships with students.

Comments/Questions/Concerns:

Mr. Lupia asked if Policy 233 includes how to identify students with trauma. Dr. Macharola said no, that is Policy 333, Professional Development, which is also tied into Policy 805, Emergency Preparedness and Response. Mr. Lupia asked who would be trained and who would do the training. Dr. Futrick said the trainings have already begun and are being done by Zach Milch and with the assistance of outside trainers.

F. PAsmart Targeted Grant 2019 - Dr. Alan S. Futrick

Dr. Macharola said the Governor has been working with the Pennsylvania Workforce Development Board and there is \$163,000,000 for districts across the Commonwealth. He said the District has been awarded a \$35,000 PAsmart Targeted Grant and he is very proud of the work that Mrs. Shappell and Dr. Futrick put into this. Dr. Futrick said the purpose of the grant is to really accelerate learning and professional development in the area of computer science. He said it is also to expand classroom instruction and training – with the overall goal to improve access to science, technology, engineering and math and education for all students. Dr. Futrick said it really focuses on the implementation with these programs and the District's training.

G. College Board's AP Computer Science Female Diversity Award - Dr. Alan S. Futrick (Mr. Michael Mish)

Dr. Futrick reported that Muhlenberg High School earned the College Board AP Computer Science Female Diversity Award for achieving high female representation in AP Computer Science Principles. Schools honored with the AP Computer Science Female Diversity Award have expanded young women's access to AP computer science courses.

Out of the 20,000 institutions that offer AP courses, 818 achieved this important result during the 2018-2019 school year. Muhlenberg was one of 639 recognized in the category of AP Computer Science Principles.

Schools receiving the AP Computer Science Female Diversity Award have achieved either 50% or higher female representation in either or both of the AP computer science courses, or the percentage of female computer science examinees meets or exceeds that of the school's female population.

The introduction of AP Computer Science Principles in 2016 was the largest course launch in AP Program history. In 2019, nearly 100,000 students took the AP CSP exam, more than doubling participation in three years. During that time, the number of female AP CSP students has far outpaced overall growth, with an increase of 136%.

Providing female students with access to computer science courses is necessary to ensuring gender parity in high-paying technology jobs and to drive innovation, creativity, and competition. A 2014 Google study found that women are more likely to pursue computer science if they are given the opportunity to explore it in high school.

H. Opportunity Scholarship Tax Credit Program – Dr. Joseph E. Macharola/Dr. Alan S. Futrick

Dr. Macharola said the Opportunity Scholarship Tax Credit Program provides scholarships to eligible students who wish to attend a participating public or nonpublic school of their choice. The Opportunity Scholarship Tax Credit Program allows businesses to contribute to an opportunity scholarship organization that provides funding to eligible students who reside within the attendance boundaries of a low-achieving school. A low-achieving school is defined as a public elementary or secondary school in Pennsylvania that ranks in the bottom 15 percent of its designation as an elementary or secondary school based on combined Mathematics/Algebra 1 and Reading/Literature scores on the most recent annual assessment (PSSA, and/or Keystone). This term does not include a brick-and-mortar charter school, cyber charter school or area vocational-technical school. Students (including students entering kindergarten) who reside within the boundaries of a low-achieving school as of the first day of classes will be eligible to apply for an opportunity scholarship. Eligible students may include children residing within the boundaries of a low-achieving school.

Opportunity scholarships are funded by businesses making contributions to scholarship organizations in exchange for a tax credit. The amount of scholarships cannot exceed the amount of business contributions made to scholarship organizations. Even if a student is eligible for a scholarship, that scholarship is contingent upon funds being available.

Dr. Macharola said he was notified by the Pennsylvania Department of Education that the Muhlenberg Middle School has been designated as a low-achieving school and that the District must post on its website information about this program within fifteen days of receipt of the notification. PDE requires that the following pieces of information be placed on its website:

1. An overview of the Opportunity Scholarship Tax Credit Program which includes:
 - a. A description of the Opportunity Scholarship Tax Credit Program
 - b. Instructions to apply for an Opportunity Scholarship
 - c. Parental responsibilities regarding enrolling their child in a participating public or nonpublic school
2. A list of schools in the district that have been designated as low-achieving schools.

Additionally, within fifteen days of receipt of this letter, the district must also notify the parents of each student who is currently attending or residing within the attendance boundary of a low-achieving school, of that school's designation.

Dr. Macharola said a letter has been prepared and translated into Spanish for distribution to parents as well the necessary information for the District's website.

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.

Board Business

Personnel

1. Acceptance of Resignations

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

- a. Mrs. Amy Coyle, Supervisor of Special Education, effective upon release from the Muhlenberg School District per PA School Code.
- b. Mr. William Sellars, Dean of Students, C. E. Cole Intermediate School, effective upon release from the Muhlenberg School District per PA School Code.
- c. Mrs. Iesha Vincent, English Teacher, Muhlenberg High School, effective January 16, 2020.
- d. Mr. Jeffrey Musselman, Custodian, Muhlenberg High School, resignation for the purpose of retirement, effective May 29, 2020.
- e. Mr. Keith Boyer, Outside/Grounds Custodian, resignation for the purpose of retirement, effective January 28, 2020.
- f. Ms. Sarah Thom, Instructional Assistant, Muhlenberg Elementary Center, effective February 7, 2020.

2. 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. Mrs. Laura Kopetsky, Special Education Teacher, Muhlenberg Elementary Center, Leave of Absence/FMLA Leave, effective on or about March 1, 2020 through on or about February 22, 2021.

3. 2019-2020 Bus Monitors for the Second Semester

Resolved, that the Board of Education of the Muhlenberg School District approve the following bus monitor for the Second Semester of the 2019-2020 school year, at the pay rate of \$10.50 per hour:

Muhlenberg Elementary Center

- a. Ms. Judy Becker

4. Job Description

Resolved, that the Board of Education of the Muhlenberg School District approve the following job description as submitted:

- a. Director of Federal Programs, K-12

5. Completion of Probation

Resolved, that the Board of Education of the Muhlenberg School District approve the completion of probation for the following classified employees:

- a. Ms. Christine Garner, Instructional Assistant/Job Coach, Muhlenberg High School, completion of forty-five (45) day probation as of January 15, 2020, and recommended for permanent employment as of January 16, 2020.
- b. Mr. Jeffrey Beissel, Inside Custodian, Muhlenberg High School, completion of forty-five (45) day probation as of January 9, 2020, and recommended for permanent employment as of January 10, 2020.
- c. Ms. Carol Kalin, Cafeteria Assistant, C. E. Cole Intermediate School, completion of forty-five (45) day probation as of January 16, 2020, and recommended for permanent employment as of January 17, 2020.
- d. Ms. Sky Sanfiel, Instructional Assistant, Muhlenberg Middle School, completion of forty-five (45) day probation as of January 16, 2020, and recommended for permanent employment as of January 17, 2020.

6. Classified Appointments

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

- a. Ms. Madeline McMullen, Special Education Translator/Interpreter (New Position), effective February 13, 2020, at a pay rate of \$17.86 per hour.
- b. Ms. Damaris Montalvo, Instructional Assistant (C. Garcia), Muhlenberg Elementary Center, effective February 13, 2020, at a pay rate of \$14.29 per hour.
- c. Ms. Randi Farrow, 4 Hour Cafeteria Worker (J. Neuheimer), C. E. Cole Intermediate School, effective February 13, 2020 at a pay rate of \$14.83 per hour.

7. Co-Curricular Resignations

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

- a. Ms. Rhonda Himic, Junior High Softball Head Coach, effective January 9, 2020.

- b. Mr. Matthew Wisotsky, Junior High Boys Track and Field Head Coach, effective January 22, 2020.
- c. Mr. Brian Hendricks, Junior High Track Assistant Coach, effective January 20, 2020.

8. Guest Teachers for the 2019-2020 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the listing of guest teachers for the 2019-2020 school year as presented.

9. Spring 2020 Coaching Assignments

Resolved, that the Board of Education of the Muhlenberg School District approve the Spring Coaching Assignments for the 2019-2020 school year as submitted.

10. Co-Curricular Appointments

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

- a. Ms. Sharon Rowley, Fellowship of Christian Students Club Advisor (S. Bristol), effective January 6, 2020, at a prorated salary of \$319.47.
- b. Mr. John Lorchak, Varsity Football Head Coach, effective February 13, 2020, at a salary of \$7,250 (year 1).

Management

1. Adoption of Policy

Resolved, that the Board of Education of the Muhlenberg School District adopt the following district policy:

900 Community

No. 918, *Title I Parent and Family Engagement*

2. School Calendar for the 2020-2021 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the School Calendar for the 2020-2021 school year as presented.

Physical Plant and Transportation

1. Sunday Facility Use Request

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

- a. Muhlenberg Township Parks and Recreation Department, use of the Muhlenberg High School Cafeteria on Sunday, March 8, 2020 to hold their annual Designer Purse Bingo fundraiser.

2. Request to Dispose of M9 Passenger Van

Resolved, that the Board of Education of the Muhlenberg School District approve the request to dispose of a 1999 GMC Savana nine (9)-passenger van (asset number M9) due to safety reasons.

Budget and Finance

1. Approval of Financial Reports

Resolved, that the Board of Education of the Muhlenberg School District approve the following financial reports and that they become part of the permanent record of the meeting:

Fund	Treasurer's Report	Financial Report	Bills Paid Month	Investments	Budget Transfers
General	Dec 2019	Dec 2019	Jan 2020 Ck#47081-47333 V#26189-26246	Dec 2019	
Cafeteria	Dec 2019	Dec 2019	Jan 2020 Ck#6648-6688 V#2793-2801	Dec 2019	
Capital Reserve (Fund 32)	Jan 2020	Jan 2020	Jan 2020 Ck#882-885		
Capital Projects Fund (Fund 39)	Jan 2020	Jan 2020	Jan 2020 Ck#1046-1050		
Activity	Dec 2019	Dec 2019			

2. Approval of 2020 Mileage Rate

Resolved, that the Board of Education of the Muhlenberg School District approve the 2020 standard mileage reimbursement rate for the use of a vehicle for business purposes of .575¢ per mile in accordance with the Internal Revenue Service guidelines as of January 1, 2020.

3. Berks County Intermediate Unit Proposed Mandated Services Budget for the 2020-2021 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the Muhlenberg School District approve the Berks County Intermediate Unit Proposed Mandated Services Budget for the 2020-2021 School Year at the district's share of \$43,286.44.

4. 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:

- a. Chromebooks for Disposal – These items are broken and have had usable parts removed.
- b. Chromebooks for Trade-in - These items are intended to be traded-in for a credit value between \$3.00 - \$15.00 for each item depending on condition.

5. Certification of Unpaid Real Estate Taxes for Calendar Year 2019

Resolved, that the Board of Education of the Muhlenberg School District authorize the Certification of Unpaid Real Estate Taxes for Muhlenberg Township and the Borough of Laureldale for calendar year 2019 to be submitted to the Berks County Tax Claim Bureau.

6. Certification of Unpaid Interim/Change Tax Bills for Calendar Year 2019

Resolved, that the Board of Education of the Muhlenberg School District authorize the Certification of Unpaid Interim/Change Real Estate Tax Bills for Muhlenberg Township for calendar year 2019 to be submitted to the Berks County Tax Claim Bureau.

Education

1. Conference Request

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

- a. Dr. Audrey Smeltzer-Schwab, to attend the PA Invention Convention at the David Lawrence Convention Center in Pittsburgh, PA on February 24, 2020 though February 25, 2020 at a cost of \$400 (funded through Muhlenberg High School Budget).

2. Admission of Fact, Waiver of Hearing, Acknowledgment of Compliance with Procedural Safeguards and Consent to Expulsion

Resolved, that the Board of Education of the Muhlenberg School District authorize the Admission of Fact, Waiver of Hearing, Acknowledgement of Compliance with Procedural Safeguards and Consent to Expulsion for the following student:

- a. Student "G" – Muhlenberg Middle School

3. Acceptance of Gifts, Grants, Donations

Resolved, that the Board of Education of the Muhlenberg School District accept the following donation as in accordance with district Policy 702, Gifts, Grants, Donations:

- a. Mr. Terry Scott Reed, donation of photography equipment which includes three (3) professional photography studio-strobe lights with stands and storage crate, one (1) forty-eight (48) inch seamless photography backdrop kit, two (2) lighting soft boxes with stands and one (1) Nikon DSLR camera with case and four (4) exchangeable lenses, for the Muhlenberg High School Art Department.

4. Settlement Agreement and Release

Resolved, that the Board of Education of the Muhlenberg School District approve the settlement agreement and release for student #33869 as presented.

5. Educational Trip Request

Resolved, that the Board of Education of the Muhlenberg School District approve the following educational trip as presented:

- a. Muhlenberg High School AP Physics Students, to attend the PA Invention Convention at the David L. Lawrence Convention Center in Pittsburgh, PA on February 24, 2020 through February 25, 2020 (funded through Title IV).

6. 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 2019-2020 school year as listed.

Student Activities

Minutes

Review minutes of the Committee of the Whole Meeting and the Regular Meeting of January 8, 2020.

Old Business

New Business

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.

MSD/RMCTC Board Visitor of Month

February	Mr. Mark Nelson
March	Mr. Garrett Hyneman
April	Mrs. Cindy Mengle
May	Mr. Richard E. Hoffmaster

Review of Board Meetings and Calendar of Events

February 5	7:00 PM	Committee of the Whole Meeting
February 10	6:30 PM	RMCTC Board Meeting
February 12	7:00 PM	Regular Board Meeting
March 4	7:00 PM	Committee of the Whole Meeting
March 9	6:30 PM	RMCTC Board Meeting
March 11	7:00 PM	Regular Board Meeting
April 1	7:00 PM	Committee of the Whole Meeting
April 8	7:00 PM	Regular Board Meeting
April 13	6:30 PM	RMCTC Board Meeting
May 6	7:00 PM	Committee of the Whole Meeting
May 11	6:30 PM	RMCTC Board Meeting
May 13	7:00 PM	Regular Board Meeting
June 8	6:30 PM	RMCTC Board Meeting
June 10	6:30 PM	Committee of the Whole Meeting; Regular Board Mtg.

Adjourn Meeting

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 8:05 PM.

Attest:



Thomas W. Gross
Secretary