

MUHLENBERG SCHOOL DISTRICT  
Committee of the Whole Meeting Minutes  
June 16, 2021  
Blue Center, Via Zoom  
[www.muhsdk12.org](http://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, June 16, 2021 at 6:52 PM by Board President, Mr. S. Wayne Hardy via remote access using Zoom.

**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 via zoom  
Treasurer - Mr. Richard E. Hoffmaster  
Member – Mr. Garrett E. Hyneman  
Member – Mr. K. Scott Long  
Member – Mr. Mark J. Nelson  
Member – Mr. Otto W. Voit, III  
Solicitor – Mr. Brian J. Boland, Esq.  
Recording Secretary – Mrs. Patricia L. Law/ Mrs. Tara L. Flowers

**Members Absent**

**Administration Present**

Superintendent – Dr. Joseph E. Macharola  
Assistant Superintendent – Dr. Alan S. Futrick  
Business Manager – Mr. Shane M. Mathias, CPA  
Director of Physical Plant and Transportation – Mr. Ken Patterson  
Director of Special Education – Dr. Shawn Rutt  
Supervisor of Special Education – Dr. Tyler Herman  
Supervisor of Accounts – Ms. Susan Hawkins  
Behavior Analyst – Mr. Zachary Milch  
Director of Technology – Mr. Daniel Houck  
Director of Federal Programs – Dr.. Cathy Shappell  
Director of Food and Nutrition – Mr. Carey Kline  
Data Administrator – Mr. Kevin Vanino  
Athletic Director – Dr. Tim Moyer  
Community & Family Outreach Coordinator & Interpreter – Ms. Elizabeth Lavienna  
High School Principal – Mr. Michael Mish  
High School Assistant Principal – Mr. C. Eric Schaeffer  
High School Assistant Principal – Ms. Lori Morris  
Middle School Principal – Dr. Jeffery Ebert  
Middle School Assistant Principal – Dr. Felicia Gonzalez  
C. E. Cole Intermediate Principal – Mr. Steven Baylor

Elementary Center Principal – Mr. Kyle Crater  
Elementary Center Assistant Principal – Mrs. Ginny Hornberger  
Elementary Center Assistant Principal – Dr. Shannon O'Donnell

Visitors (*Note: This is who appeared to be attending via Zoom and may not include everyone*)

Jolyn Casper  
Linda Figueroa  
Kathi Wolfe

An executive session was held prior to the start of the meeting for the Act 44 Safe Schools Report presentation.

### **Educational Presentations**

#### **A. Physical Plant Update – Mr. Ken Patterson**

- *Board members received a copy of bullet points for presentation to follow along. Mr. Patterson discussed with the 2020-2021 school year coming to an end on June 9<sup>th</sup>, the summer cleaning and maintenance schedule is well underway in all of the district's buildings. Muhlenberg's custodial and maintenance crews have begun the deep cleaning and shuffle process of buildings getting them ready for the 2021-2022 school year. In addition to those responsibilities, for the first time there will be a significant amount of students in the high school for the #MSDSummerStyle program throughout the entire summer. The staff needs to keep up with the daily requirements of cleaning, disinfecting, and sanitizing areas being occupied while hosting such a program, in addition, to also accomplishing the cleaning goals for each of the buildings this summer. Mr. Patterson advised it is a daunting challenge but one that the staff is taking head on. Muhlenberg School District also had the privilege of hosting the state baseball playoffs on Gochnauer Field where the outside grounds crew did a great job getting the field and surrounding grounds ready and maintained through some challenging weather. More than one of the visiting teams passed along their appreciation of how the district's field and facility was maintained. Mr. Patterson advised with spring sports being over, the outside grounds crew will transition to the necessary items to keeping the fields in top shape for the 2021-2022 school year. Mr. Patterson discussed continuing to monitor the recommendations and guidelines being sent forth from Governor Wolf, Federal and State Health agencies, PDE, and Muhlenberg School District. Mr. Patterson reported he was extremely proud of the efforts put forth by the entire maintenance and custodial crews throughout what was a very challenging past fifteen months. Mr. Patterson expressed the crews did a great job throughout the entire facility. The high school parking lot repaving and lamping project began on Monday, June 14<sup>th</sup>. The electric portion of the project will take center stage for the first 10-14 days and the paving crews will begin their work around the 1<sup>st</sup> of July. Paving contractors will be doing their portion of their work for most of the entire month of July. The last items of the project will be setting the new light poles and*

installing those fixtures, which will take place in the middle of August as those materials have a long lead time. The project is set to be wrapped up by August 20, 2021. Also being presented to the board tonight is the acceptance of the proposal to render architectural, mechanical, and electrical drawings, establish bid documents and project management for an IT infrastructure upgrade at MEC. It involves additional CAT cable drops in all of the classrooms and installing cooling closets located throughout MEC. These services will be paid for by ESSER funds.

B. 2021-2022 Budget Update - Mr. Shane M. Mathias, CPA

- A revised budget report (June 2021) was emailed and presented to the board prior to meeting. Mr. Mathias reported there were a couple of changes that have been made since Friday, and a couple of changes made from last month from when the board approved the proposed final. Mr. Mathias discussed the IVA program - Federal program passed through the local intermediate unit. Mr. Mathias reported the allocation for 2021-2022 was going to significantly increase enough to warrant to adjust the budget. Mr. Mathias advised he was told the reason for an increase is the American Plan Rescue funds in the IVA program, which is a supplemental Federal program. Mr. Mathias said these supplemental funds are necessary to find new ways to spend funds. He advised that if the school district cannot pay for existing expenditures, the district would need to spend these funds on new employees or new things, or the expenditures would need to be something supplementary (being paid with local funds) which can be a bit of a challenge. Mr. Mathias reported it is an increase of \$135,000 in revenue for next year. Mr. Mathias said the state revenue section, the basic education subsidy number did not change. Mr. Mathias discussed basic education funding, including the different options and different scenarios the state has or may take on level funding, which is zero funding. Mr. Mathias explained this is what the state did to the school district last year. Mr. Mathias said he sat in meetings with two PASBO representatives and it was discussed among most business managers to keep the budget level funded as it will be one of the more likely scenarios. The state did not give any indication and the school district needs to pass the budget before they pass theirs. Mr. Mathias discussed the Federal Revenue section, ESSER II and ESSER III programs, which were added. Mr. Mathias discussed these one-time monies to be spent over a period of a couple of years. Mr. Mathias advised there is no impact on the bottom line with the additional revenue. Mr. Mathias explained the expenditures are dollar for dollar, while it is a large increase in revenue, there's a large increase in expenditures and it's a net zero change to the bottom line. Mr. Mathias discussed the large expenditures for the data infrastructure and some technology for staff and students as well as the Summer Style remediation program which kicked off this week. Mr. Mathias advised these monies need to be planned out expenditures and cannot be spent on whatever the school district wanted. Mr. Mathias moved on to page 2 of the expenditures, IVA was not changed and ESSER II and ESSER III funds were added. Mr. Mathias discussed page 3a and 3b of the expenditures, two numbers have changed with the additional expenditures which are the IVA on 3a and the supplemental expenditures regarding the Special Education.

positions on 3b which can be funded through IVA fully or partially. Mr. Mathias explained if the district did not add these new positions, the district would need to find other means to spend down this supplementary monies. Mr. Mathias discussed if the district removes the assigned PSERS funds balance and the small portion of ESSER funds used to balance the budget, then the district can see the narrative of the true bottom line under each tax scenario. Mr. Mathias explained in this narrative that the "cliff" needed to be managed by the district because when those one-time funds go away, the district can manage and see where it needs to cover those same operating costs with the lesser funding source.

Comments/Questions/Concerns:

Mr. Voit advised he had no questions regarding Mr. Mathias's report but before he voted on the budget he would like to discuss where the district is at now. Dr. Macharola agreed to discuss. Mr. Voit asked Mr. Mathias to discuss the expenditure comparison reports of July 1, 2020 through April 30, 2021. Mr. Voit pointed out the current revenues over expenditures of \$13, 000,500, and the year to date revenue of \$56,000,000 and change while the district is expecting another \$6,000,000 to come in. Mr. Voit questioned how much of the \$6,000,000 has the district received and how much more does the district expect to receive. Mr. Mathias advised the revenues are most likely going to be over budget due to essentially as the district's local revenues came in a lot better than expected, however he could not give an exact number. Mr. Mathias was able to talk about the real estate tax which is a huge part of it. Mr. Mathias advised it was about \$600,000 above budget on that line item which is the largest revenue item the district has in the budget. Mr. Mathias advised he believes the district will be close to or above budget on the revenue side. Mr. Voit confirmed it was roughly \$62,000,000 and some change. Mr. Voit questioned the year to date expenditures \$42, 700,000 which gives a run rate of \$8.5 million per month, adding the run rate for the final two months and adding another \$5 million in debt service, that is not present, would bring the district to \$56/57 million in expenditures. Mr. Voit questioned what he was missing. Mr. Mathias discussed period 13 and the amount of bills still coming in July, August, and September that still get paid in July that get booked back into the fiscal year. Mr. Mathias advised this number can be very significant. Mr. Mathias discussed the district may be under budget on the expenditure side, however it will not be that large. Mr. Voit also discussed the projected revenue of \$62 million and some change, with the run rate the district would be looking at \$56 million and some change which would leave \$7 million. Mr. Nelson pointed out the run rate of \$8 million at May and June would equal \$16 million. Mr. Voit apologized and explained he meant total for May and June at a run rate \$8.5 million in expenditures. Mr. Voit asked where the district will end up with the \$6 million in additional expenditures for May, June, and period 13. Mr. Mathias asked if Mr. Voit was including in his original figures the encumbrances on the expenditure side as there is a significant portion in salaries that are paid over the summer because of the employees who elect to be paid over 26 pays.

*Mr. Mathias advised this may be \$2 to \$3 million in salaries and benefits that are paid over the summer, July and August, which are booked back to be paid in the prior fiscal year. Mr. Mathias advised there may be a surplus this year, however he is not coming close to \$5 to \$6 million. Mr. Nelson pointed out the encumbrances are 7 million plus year-to-date expenditures and agreed with Mr. Mathias' explanation that the surplus will not nearly be what is on the surface without diving in. Mr. Voit also advised he was not suggesting a \$5 to \$6 million surplus, as this was not realistic. Mr. Voit advised there would be a surplus, however, there was no indication to what degree. Mr. Voit asked Mr. Mathias if the surplus may be in the hundreds of thousands. Mr. Mathias discussed the real estate taxes and the transportation that were budgeted as these items had some bigger savings. Mr. Mathias discussed the district providing private school and some special needs students' transportation throughout the entire year, however, the district did not provide its own transportation until March so of course there is savings there. Mr. Mathias also advised there was savings in the districts sub services as well. Mr. Mathias explained, however, it would not be expected to be a surplus in the millions, but he is strictly guessing maybe close to a million or a million and a half. Mr. Mathias advised it was a bit early to tell and a lot of things that have changed this year that are impacting the budget. Mr. Mathias added the numbers are all over the place when looking at the budget this year.*

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

*There was none.*

## **Board Business**

### **Personnel**

#### **1. Professional Appointments**

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

- a. Mr. Jason Heflin, Social Studies (J. Lorchak, transfer), Muhlenberg Middle (Junior High) School, effective the first contractual day of the 2021-2022 school year, at a salary of \$44,682 (B, 18 Steps from the Top).
- b. Ms. Carisa Long, Health and Physical Education Teacher (J. McCarthy), Muhlenberg High School, effective the first contractual day of the 2021-2022 school year, at a salary of \$66,613 (M, 10 Steps from the Top).

- c. Mr. Jason Kilgore, Health and Physical Education Teacher (K. Molinari), Muhlenberg Middle (Junior High) School, effective the first contractual day of the 2021-2022 school year, at a salary of \$52,996 (M, 18 Steps from the Top).
- d. Ms. Candace Katen, Second Grade Teacher (L. Grace), Muhlenberg Elementary Center, effective the first contractual day of the 2021-2022 school year, at a salary of \$47,669 (B, 16 Steps from the Top).
- e. Ms. Savannah Merritt, Fourth Grade Teacher (K. Snyder), C. E. Cole Intermediate School, effective the first contractual day of the 2021-2022 school year, at a salary of \$44,682 (B, 18 Steps from the Top).
- f. Ms. Destini Kelch, Health and Physical Education Teacher (L. Spohn), Muhlenberg High School, effective the first contractual day of the 2021-2022 school year, at a salary of \$44,682 (B, 18 Steps from the Top).
- g. Ms. Zoe Birch, Special Education Teacher (J. Votodian), C. E. Cole Intermediate School, effective the first contractual day of the 2021-2022 school year, at a salary of \$44,682 (B, 18 Steps from the Top).

## **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 employees:

- a. Mrs. Samantha Kopp, ESL Teacher, Muhlenberg Elementary Center, Leave of Absence/FMLA, effective on or about August 25, 2021 through on or about September 20, 2021.
- b. Mrs. Erika Watson, Music Teacher, Muhlenberg Middle (Junior High) School, Leave of Absence/FMLA, extended through on or about January 24, 2022.

## **3. 2021 Extended School Year Assignments**

Resolved, that the Board of Education of the Muhlenberg School District approve the following assignments for the 2021 Extended School Year Program, as presented:

### Extended School Year Coordinator

Mr. Taylor Charles

### Teachers

Ms. Christine Bansner	Ms. Emily Rudderow
Ms. Erika Sager	Ms. Corri Speakman
Ms. Haley Layton	Ms. Michele McCammitt
Ms. Kristen Parsons	Ms. Sarah Kopetsky
Ms. Megan Charles	Ms. Michelle Lawlor
Ms. Michelle Heckman	Ms. Kasey Dawson

Ms. Katelyn Konopelski	Ms. Iva Moyer
Ms. Cierra Etchberger	Mr. Josh Rankin

Instructional Assistants

Ms. Joanna Banks	Ms. Jessica Mulletzie
Ms. Erica Brumbach	Ms. Marina Hiester
Ms. Madeline McMullen	Ms. Jessica Knepp
Mr. Kyle Craig	Ms. Karen Adams
Ms. Darlene Allen	Ms. Pryscilla Figueroa
Ms. Karen Lessie	Ms. Claudia Barrett
Ms. Cindy Tomasi	Ms. Michellemarie Spanier
Ms. Beth Youse	Ms. Jennifer Thompson
Ms. Holly Scheck	Mr. Marquis Marshall
Ms. Jillian Zerby	Ms. Sky Sanfiel

Job Coach

Ms. Christine Garner

Comments/Questions/Concerns:

*Dr. Macharola mentioned board members may have to abstain from voting due to family members being part of the following resolutions.*

**4. Summer Phase II of the Holistic Plan: Professional Assignments**

Resolved, that the Board of Education of the Muhlenberg School District approve the following Summer Phase II of the Holistic Plan professional assignments, as presented:

Teachers:

Ms. Alisha Neiman	Ms. Amy Chiarelli	Ms. Erin Anagnost
Ms. Alyssa Ferry	Ms. Beth Burnham	Mr. Jeff Reiniger
Ms. Amy Gattone	Mr. Colin English	Ms. Katie Zane
Ms. Annie Renninger	Ms. Cristina Lillis	Ms. Kayla Garcia
Ms. Beverly Mech	Ms. Ewelina McDevitt	Ms. Michelle McCammitt
Ms. Carley Antosy	Ms. Jade Fagley	Mr. Shane Shaffer
Mr. Darrin Dietrich	Mr. Jeffrey Bezler	Ms. Stephanie Jablonski
Mr. Dean DeTurk	Ms. Jennifer Doyle	Ms. Nichole Barker
Mr. Haniff Skeete	Mr. John Barr	Ms. Leila Mesinger

Mr. Hao Duong	Mr. Joseph Collins	Mr. Matthew DeAngelis
Mr. Ian Laxton	Ms. Maria Avila	Mr. Rob Wolfe
Ms. Jennifer Fernez	Mr. Mason Smith	Mr. Kyle Foster
Mr. Joshua Rankin	Ms. Michelle Chavoya	Ms. Kristina Mulholland
Ms. Kelly Barbon	Ms. Shannon Painter	Mr. David Angove
Ms. Robey Williams	Ms. Tara Nelson	Mr. Nathan Mohler
Ms. Stephanie Tice	Ms. Juliana Ciccarelli	Mr. Matthew Mankiewicz
Mr. Steven Frymoyer	Mr. Taylor Charles	Mr. Matthew Sola
Ms. Toni Ritchey	Mr. John Lorchak	Ms. Jullien Searfoss
Ms. Nicole Roche	Mr. Tyler Seisler	Mr. Joshua Messner
Mr. Robb Walters	Ms. Stacy Wiza	Mr. Hao Duong
Ms. Samantha Armstrong	Ms. Melissa Work	Ms. Jennifer Anton
Mr. Matthew Reiniger	Ms. Angela Szczecina	Ms. Dayna Moser
Ms. Laurie Vlasak	Ms. Michelle Lawlor	Ms. Faye Heckman
Ms. Jessica Justiniano	Ms. Jaclyn Bellanca	Ms. Sarah Kopetsky

Related Services:

Ms. Connie Hillbish  
Ms. Andrea Hart

**5. Summer Phase II of the Holistic Plan: Pre-Educator Assignments**

Resolved, that the Board of Education of the Muhlenberg School District approve the following Summer Phase II of the Holistic Plan pre-educator assignments, as presented, pending updated clearances:

<u>Student Name</u>	<u>College</u>
Madison Burkert (Lund)	Kutztown University
Jenna Giles	Penn State Berks
Kaili Brinker	Penn State Berks
Brook Long	Kutztown University
Thomas Shrawder	Kutztown University
Akello Mosby	Kutztown University
Robert Troutman	Kutztown University
Cody Mish	West Georgia University
Jordan Rigg	Alvernia University
Katie Fry	Monmouth University
Matt Fry	West Chester University

Alan Futrick	West Chester University
Brandon Connor	Millersville University
Anthony Futrick	West Chester University
Elijah Bowers	Albright College
Norah Harrison	Kutztown University
Colby Painter	Hood College
Jake Stoudt	Alvernia University
Drew Stoudt	West Chester University
Jake Kuczawa	West Chester University
Adam Vanino	Villanova University
Madalyn Barbon	Penn State University
Caroline Wasielevski	Dickinson College
Jordan Williams	Penn State University
Isys Goodman	RACC/Arizona State
Brady Dallas	Bloomsburg University
Alyson Bates	Shippensburg University
Lanie Boyce	Shippensburg University
Lauren Ciemiewicz	Penn State University
Ethan Fry	Millersville University
Hannah Nicholson	West Chester University
Autumn Eyer	Juniata College
Liliana Perez	St. Francis University
Dylan Moyer	West Virginia University
Mason Lubas	Penn State University
Gabe Sharp	Penn State University
Bob Sterley	Kutztown University
Madison Szczecina	Kutztown University
Hannah Reifinger	Kutztown University
Gabriella Rojas	DeSales University
Sal Pugliese	West Chester University
Carmen Popovici	Kutztown University
Lauren Beam	Bloomsburg University
Anthony Calveresi	Kutztown University
Erin Batz	Kutztown University
Emily Nugent	Temple University
Isaiah C. Gilmore	Shippensburg University

**6. Summer Phase II of the Holistic Plan: Nursing Staff**

Resolved, that the Board of Education of the Muhlenberg School District approve the following Summer Phase II of the Holistic Plan nursing staff assignments, as presented:

Nurses

Ms. Kathy Bower  
Ms. Mary Cameron  
Ms. Maryann Ligenza  
Ms. Sharon Lountzis

Health Services Technicians

Ms. Wendy Harrington  
Ms. Marcie Mauroschadt  
Ms. Mary Gibson  
Ms. Teresa Pietrusewicz

**7. Bus Monitor for the 2020-2021 School Year**

Resolved, that the Board of Education of the Muhlenberg School District approve Ms. Alisha Neiman, Muhlenberg Elementary Center, as a bus monitor for the 2020-2021 school year, effective March 22, 2021, at the pay rate of \$10.50 per hour.

**8. Recording Secretary of the Board Stipend**

Resolved, that the Board of Education of the Muhlenberg School District approve the stipend for Mrs. Tara L. Flowers, School Board Recording Secretary, of \$100.00 per attending meeting, effective June 16, 2021.

**9. Completion of Probation**

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

- a. Ms. Andrea Wolf, Class A Secretary, Physical Plant and Transportation, completion of forty-five (45) day probation as of May 14, 2021 and recommended for permanent employment as of May 17, 2021.
- b. Ms. Claudia Bennet, Instructional Assistant, Muhlenberg Middle (Junior High) School, completion of forty-five (45) day probation as of June 8, 2021 and recommended for permanent employment as of June 9, 2021.

## 10. Classified Appointments

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

- a. Mr. Roberto Rodriguez, Outside Custodian (S. Swartz), effective June 18, 2021, at a salary of \$47,189; and a \$.50 (fifty cent) per hour premium for outside duties.
- b. Ms. Jennifer Schaffer, Class A Secretary (S. Heckman), Special Education Department, effective June 28, 2021, at a salary of \$38,671 prorated for days worked.

## 11. Approval of Summer 2021 Food Service Program Staff

Resolved, that the Board of Education of the Muhlenberg School District approve the following staff for the Summer 2021 Food Service Program, at their contractual rates:

### Administrative

Mr. Carey Kline, Director of Food Service and Nutrition  
Ms. Cathy Salesky, Clerical Assistant

### Head Cooks

Ms. Sherry Hoffman  
Ms. Bobilyn Gehris  
Ms. Julie Haas

### Cafeteria Workers

Ms. Nicole Bricker	Ms. Valerie Miller
Ms. Denise Buono	Ms. Lisa O'Brien
Ms. Jennifer Eberhart	Ms. Stacy Ortiz
Ms. Lucille Ernst	Ms. Cindy Palmertree
Ms. Joanne Fromuth	Ms. Jacqueline Paolino
Ms. Alex Garcia Martinez	Ms. Mary Plants
Ms. Maryann Grant	Ms. Kelly Quiles
Ms. Patricia Greene	Ms. Karen Roth
Ms. Gloria Isamoyer	Ms. Joan Sandritter
Ms. Denise Keller	Ms. Mi Oak Smeck
Ms. Dorothy Lattanzio	Ms. Juli Suarez
Ms. Kristin Lilley	Ms. Fran Vallonio
Ms. Ann Love	Ms. Georgeanne Waldbeisser
Ms. Michelle Mengel	Ms. Johnanna Winslow

**12. Termination of Employment**

Resolved, that the Board of Education of the Muhlenberg School District approve the termination of the following employee:

- a. Mr. William J. Valeriano, Crossing Guard, effective March 19, 2021.

**13. Co-Curricular Resignations**

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

- a. Ms. Ashley Kline, Junior High Girls Volleyball Assistant Coach, effective May 12, 2021.
- b. Ms. Stephanie Jablonski, Spanish Club Advisor, effective June 9, 2021

**14. Co-Curricular Appointments**

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

- a. Mr. Michael Allen, High School TV Studio Advisor, effective April 1, 2021 through the end of the 2020-2021 school year, at a salary of \$3,590 (year 10) prorated for days worked.
- b. Mr. William Snelling, MMS Gold Tones, effective March 15, 2021, at a salary of \$455.39 prorated for days worked.
- c. Mr. Matthew Flowers, Varsity Boys Basketball Head Coach, effective June 17, 2021, at a salary of \$6,724 (year 14).

**15. Sports Event Monitor for the 2020-2021 School Year**

Resolved, that the Board of Education of the Muhlenberg School District approve the Sports Event Monitor for the 2020-2021 School Year at the pay rate of \$10.50 per hour.

- a. Mr. Colin English

**16. Request to Update Athletic Unit Values**

Resolved, that the Board of Education of the Muhlenberg School District approve the updated athletic unit values, as presented.

**17. Acceptance of Resignations**

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

- a. Ms. Bonnie M. Kerr, Fourth Grade Teacher, C. E. Cole Intermediate School, resignation for the purpose of retirement, effective June 30, 2021.
- b. Ms. Annie Shrawder, Art Teacher, Muhlenberg Elementary Center, effective June 15, 2021

**18. Summer Hours for Professional Staff**

Resolved, that the Board of Education of the Muhlenberg School District approve the following employee for summer hours:

- a. Ms. Stacy Wiza, thirty (30) hours for virtual learning resources and professional development planning and learning, at the professional pay rate of \$30.00 per hour

**Management**

**1. Superintendent's Authorization to Employ for the 2021-2022 School Year**

Resolved, that the Board of Education of the Muhlenberg School District authorize the Superintendent to employ qualified persons for open positions as budgeted for the 2021-2022 school year, subject to Board ratification of employment at the Board's next public meeting.

**2. 2021-2022 Annual Membership to Pennsylvania School Boards Association, Inc.**

Resolved, that the Board of Education of the Muhlenberg School District approve the annual membership to the Pennsylvania School Boards Association, Inc. in the amount of \$14,797.54 for 2021-2022 (July 1, 2021 to June 30, 2022).

**3. Voting Delegates to the 2021 PSBA Delegate Assembly**

Resolved that the Board of Education of the Muhlenberg School District appoint \_\_\_\_\_ and \_\_\_\_\_ as the District's voting delegates to the 2021 PSBA Delegate Assembly.

Comments/Questions/Concerns:

*Dr. Macharola asked the board if they would like to entertain any names to attend PSBA Delegate Assembly. Mr. Voit, who normally attends, was nominated, however, he advised he was taking a new position this year and he could not afford time to go. Mr. Hardy asked Mr. Hoffmaster and Mr. Hyneman, as Dr. Macharola confirmed their attendance.*

**Physical Plant and Transportation**

**1. Approve and Accept the Proposal to Enter into Contracted Services with Marotta/Main Architects**

Resolved, that the Board of Education of the Muhlenberg School District approve and accept the proposal to enter into contracted services with Marotta/Main Architects to provide professional architectural services, which include developing architectural and mechanical/electrical drawings, preparing bid/construction documents, and managing the project to completion at a cost not to exceed \$12,450, as presented (ESSER funds).

**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:

<b>Fund</b>	<b>Treasurer's Report</b>	<b>Financial Report</b>	<b>Bills Paid Month</b>	<b>Investments</b>	<b>Budget Transfers</b>
General	April 2021	April 2021	May 2021 Check #44906-50069 V#26815-26842	April 2021	
Cafeteria	April 2021	April 2021	May 2021 Check #7092-7117 V#2865-2872	April 2021	
Capital Reserve (Fund 32)	May 2021	May 2021			
Capital Projects Fund (Fund 39)	May 2021	May 2021			
Activity	April 2021	April 2021			

**2. Award Bids for School Supplies for the 2021-2022 School Year**

Resolved, that the Board of Education of the Muhlenberg School District accept the award of bids for the following school supplies for the 2021-2022 school

**3. Award Bids for Food Supplies for the 2021-2022 School Year**

Resolved, that the Board of Education of the Muhlenberg School District accept the award of bids for the following food supplies for the 2021-2022 school

**4. District Insurance Programs**

Resolved, that the Board of Education of the Muhlenberg School District approve the district's insurance programs for the 2021-2022 school year per the proposal submitted by the Rigg-Darlington Group:

Type	7/1/2021 - 6/30/2022
Property	\$79,815
General Liability & Crime	19,187
Automobile	7,206
Excess Liability	8,698
School Board E & O	25,994
Privacy and Network Liability	18,769
Student Accident	11,990
Boiler & Machinery	9,433
Total Premium	\$181,092

**5. Appraisal Services for Tax Assessment Appeal - MSCI 2006 HQ10 North Chancery Street, LLC (Kmart)**

BE IT RESOLVED, that John E. Muir, Esquire, Brian F. Boland, Esquire and Kozloff Stoudt, Professional Corporation, Solicitors to the Muhlenberg School District, are hereby authorized to retain the professional appraisal consulting services of Douglas A. Haring, MAI, SRA, AI-GRS, including inspection of the property, review of the property owner's appraisal, and assembling of and review of the necessary data on behalf of the Muhlenberg School District for the following real estate tax assessment appeal action as presented (Exhibit D-4):

MSCI 2006-HQ10 North Chancery Street LLC vs. Berks County Board of Assessment Appeals

Berks County C.C.P. No.	20-17483
Property Address:	3045 5 <sup>th</sup> Street Highway, Muhlenberg Township
Property ID No:	66530812862670

Douglas A. Haring: \$200 per hour additional  
Administrative Staff: \$100 per hour additional

**6. Appraisal Services for Tax Assessment Appeal-Pike Distributors, Inc.**

BE IT RESOLVED, that John E. Muir, Esquire, Brian F. Boland, Esquire and Kozloff Stoudt, Professional Corporation, Solicitors to the Muhlenberg School District, are hereby authorized to retain the professional appraisal consulting services of Douglas A Haring, MAI, SRA, AI-GRS, including inspection of the properties, assembling of and review of the necessary data, determination of opinion of values of the properties, and preparation of an appraisal report on behalf of the Muhlenberg School District for the following real estate tax assessment appeal actions as presented:

Muhlenberg School District vs. Berks County Board of Assessment Appeals

Berks County C.C.P. No.        20-17731  
Property Address:            2910 North 5th Street Highway, Muhlenberg Township  
Property I.D. No.:            66530811762080

Pike Distributors, Inc. vs. Berks County Board of Assessment Appeals

Berks County C.C.P. No.        20-17619  
Property Addresses/Property I.D. Nos.: 507 Eisenbrown Street, Muhlenberg Township  
Property I.D. No. 66530811659684  
518 Eisenbrown Street, Muhlenberg Township  
Property I.D. No. 66530811656686  
525 Eisenbrown Street, Muhlenberg Township  
Property I.D. No. 66530811659659  
529 Eisenbrown Street, Muhlenberg Township  
Property I.D. No. 66530811659735  
535 Eisenbrown Street, Muhlenberg Township  
Property I.D. No. 66530811659800

Appraisal Report:            \$8,500  
Trial preparation /attendance at trial:  
                         Douglas A Haring \$200 per hour additional  
                         Administrative Staff \$100 per hour additional

Pike Distributors, Inc. vs. Berks County Board of Assessment Appeals

Berks County C.C.P. No.        20-17613  
Property Address:            2934 5th Street Highway

Property I.D. No.: 66530807675952  
Appraisal Report: \$6,000  
Trial preparation/attendance at trial  
Douglas A Haring: \$200 per hour additional  
Administrative Staff: \$100 per hour additional

**7. Appraisal Services for Tax Assessment Appeal- CCP Berks, LLC**

BE IT RESOLVED, that John E. Muir, Esquire, Brian F. Boland, Esquire and Kozloff Stoudt, Professional Corporation, are hereby authorized to retain the professional appraisal services of Douglas A Haring, MAI, SRA, AI-GRS, including inspection of the properties, assembling of and review of the necessary data, determination of opinion of value, and preparation of an appraisal report on behalf of the Muhlenberg School District for the following real estate tax assessment appeal actions as presented:

CCP Berks, LLC vs. Berks County Board of Assessment Appeals

Berks County C.C.P. No. 20-17725  
Property Address: 150 Corporate Drive, Muhlenberg Township  
Parcel I.D. No.: 66530910473150

Berks County C.C.P. No. 20-17732  
Property Address: 300 Corporate Drive, Muhlenberg Township  
Parcel I.D. No.: 66530910460975

Berks County C.C.P. No. 20-17733  
Property Address: 410 Corporate Drive, Muhlenberg Township  
Parcel I.D. No.: 66530910358928

Berks County C.C.P. No. 20-17734  
Property Address: 500 Corporate Drive, Muhlenberg Township  
Parcel I.D. No.: 66530910369551

Berks County C.C.P. No. 20-17735  
Property Address: 600 Corporate Drive, Muhlenberg Township  
Parcel I.D. No.: 66530910364679

Appraisal Report: \$17,500 (\$3,500.00 per property)  
Trial preparation/attendance at trial:  
Douglas A Haring: \$200 per hour additional  
Administrative Staff: \$100 per hour additional

**8. Appraisal Services for Tax Assessment Appeal- Virbin Associates**

BE IT RESOLVED, that John E. Muir, Esquire, Brian F. Boland, Esquire and Kozloff Stoudt, Professional Corporation, Solicitors to the Muhlenberg School District, are hereby authorized to retain the professional appraisal consulting services of Douglas A. Haring, MAI, SRA, AI-GRS, including inspection of the property, review of property owner's appraisal report and assembling of and review of the necessary data on behalf of the Muhlenberg School District for the following real estate tax assessment appeal action:

Muhlenberg School District vs. Berks County Board of Assessment Appeals

Berks County C.C.P. No.	20-17730
Property Address:	2310 Fraver Drive, Muhlenberg Township
Parcel I.D. No.:	66530816725927
Owner:	Virbin Associates, Inc.

Douglas A Haring: \$200 per hour additional  
Administrative Staff: \$100 per hour additional

**9. Reading-Muhlenberg Career & Technology Center Proposed Budget for the 2021-2022 School Year**

Resolved, that the Board of Education of the Muhlenberg School District approve the Reading-Muhlenberg Career & Technology Center Proposed Budget for the 2021-2022 school year at the district's share of \$2,265,815.77 (Exhibit D-8).

**10. 2021-2022 Homestead and Farmstead Exclusion Resolution**

Resolved, by the Board of School Directors of Muhlenberg School District, that homestead and farmstead exclusion real estate tax assessment reductions are authorized for the school year beginning July 1, 2021, under the provisions of the Homestead Property Exclusion Program Act (part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006), as follows:

**Aggregate amount available for homestead and farmstead real estate tax reduction.** The following amounts are available for homestead and farmstead real estate tax reduction for the school year beginning July 1, 2021:

- a. **Gambling tax funds.** The Pennsylvania Department of Education (PDE) has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.505(b), as a property tax reduction allocation funded by gambling tax funds, the amount of \$1,194,849.45.
- b. **Philadelphia tax credit reimbursement funds.** PDE has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.324(3), as reimbursement for Philadelphia tax credits

claimed against the School District earned income tax by School District resident taxpayers, the amount of \$5,776.15.

- c. **Property Tax Reduction Funds.** Funds will be available during the school year for real estate reduction as a result of undistributed funds from the property tax reduction funds received in 2021-2022. These funds will be added to the allocation for this school year in the amount of \$98.02.
- d. **Aggregate amount available.** Adding these amounts, the aggregate amount available during the school year for real estate tax reduction is \$1,200,723.62.

**Homestead/farmstead numbers.** Pursuant to Act 50, 54 Pa. C.S. § 8584(i), and Act 1, 53 P.S. § 6926.341(g)(3), the County has provided the School District with a certified report listing approved homesteads and farmsteads as follows:

- a. **Homestead property number.** The number of approved homesteads within the School District is 5,456.
- b. **Farmstead property number.** The number of approved farmsteads within the School District is 1.
- c. **Homestead/farmstead combined number.** Adding these numbers, the aggregate number of approved homesteads and farmsteads is 5,457.

**Real estate tax reduction calculation.** The school board has decided that the homestead exclusion amount and the farmstead exclusion amount shall be equal. Dividing the paragraph 1(d) aggregate amount available during the school year for real estate tax reduction of \$1,200,723.62 by the paragraph 2(c) aggregate number of approved homesteads and farmsteads of 5,457, before considering the assessed value of approved homesteads and approved farmsteads having an assessed value below the preliminary calculation of the maximum real estate assessed value reduction amount to be established as the homestead and farmstead exclusion amount, the preliminary calculation of the maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$220.03.

Based on calculations provided by the School District Business Office from the best available information and carefully evaluated by the School Board, considering the assessed value of approved homesteads and approved farmsteads having an assessed value below the preliminary calculation of the maximum real estate assessed value reduction amount to be established as the homestead exclusion and the farmstead exclusion amount, an additional aggregate amount of \$272.30 will be available during the school year for real estate tax reduction applicable to approximately 5,546 homesteads and farmsteads, resulting in an additional real estate tax reduction amount available for each homestead and farmstead of \$.05. Adding this additional amount to the preliminary calculation of the maximum real estate tax reduction amount of \$220.03 the final maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$220.08.

**Homestead exclusion calculation.** Dividing the paragraph 3 maximum real estate tax reduction amount of \$220.08 by the School District real estate tax rate of 31.73 mills (.0) the maximum real estate assessed value reduction to be reflected on tax notices as a homestead exclusion for each approved homestead is 6,936 and the maximum real estate assessed value reduction to be reflected on tax notices as a farmstead exclusion for each approved farmstead is 6,936.

**Homestead/farmstead exclusion authorization.** The tax notice issued to the owner of each approved homestead within the School District shall reflect a homestead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the homestead, or (b) the paragraph 4 maximum real estate assessed value reduction of 6,936. The tax notice issued to the owner of each approved farmstead within the School District shall reflect an additional farmstead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the farmstead, or (b) the paragraph 4 maximum real estate assessed value reduction of 6,936. The homestead exclusion and farmstead exclusion real estate assessed value reduction will apply only to tax notices issued based on the initial tax duplicate used in issuing initial real estate tax notices for the school year, which will be issued on or promptly after July 1, and will not apply to interim real estate tax bills.

#### **11. Adoption of Final Budget for 2021-2022 School Year**

Resolved, that the Board of Education of the Muhlenberg School District adopt the 2021-2022 Final Budget as presented by the Administration. The Final Balanced Budget Expenditures total \$68,610,090; Revenues total \$67,410,090 and \$1,200,000 will be used from assigned PSERS fund balance. The millage rate of 31.73 mils depicts a 1.0 millage increase.

Said budget shall set forth a levy of the following tax structure: a tax of 31.73 mils (\$31.73 per \$1,000.00) of assessed market value of real estate; and the district's share of a realty transfer tax of 1%; a local services tax of \$52.00 for Laureldale and an local services tax of \$52.00 for Muhlenberg Township; a 1% earned income tax; a mercantile tax consisting of one mil on wholesale transactions; and a business privilege tax at the rate of one and one-half mils on the gross volume of business, to provide the necessary revenue for same.

#### **Comments/Questions/Concerns:**

*Mr. Voit asked the board to respectfully consider a 0.5 mil increase instead of the 1.0 mil increase in the resolution. Mr. Voit discussed the current rate of inflation in 2021 is expected to be 2.5%. Mr. Voit explained the 0.5 mil comes in significantly under the rate of inflation while there is a deficit of \$579,000. Mr. Voit discussed being able to cover the deficit if there isn't a surplus, and there should be, and if the district exceeds that Mr. Voit would recommend moving that into capital projects fund. He explained the district will need this, as this fund is starting to fall. Mr. Voit advised he will regrettably not support a 1.0 mil increase, but he will support a 0.5 mil increase. Mr. Nelson advised already going through this and discussed being at the point where the*

district cannot cut anything else to get down below that. Mr. Nelson believes the 1.0 mil is what the district needs to do despite not liking to have to do it. Mr. Nelson discussed nobody liking the increase in property taxes, but unfortunately this is the way schools are funded in the state of Pennsylvania. Mr. Nelson discussed every year the funding coming from the state for school funding has decreased while expenses have gone up. Mr. Nelson spoke about re-electing officials who vote against removing property taxes, so this is the way the district is going to fund it. Mr. Nelson discussed being able to do 0 mil last year as it was the right thing to do. Mr. Nelson advised that increasing to 1.0 mil was the right thing to do this year. Mr. Hyneman talked about an editorial in the newspaper regarding school districts whose population keep getting the state funding, and there is other school districts who have more students who do not get more funding. Mr. Hyneman discussed this underfunding really hits the district's Special Education Department and a lot of this can be corrected by the legislature. Mr. Hoffmaster agreed with Mr. Nelson and Mr. Voit in regards to not wanting to raise taxes, but the money the district receives is from the taxpayers' homes. Mr. Hoffmaster discussed the township commissioner receiving a half million dollars from the Muhlenberg Township water authority and receiving money from the cable company. Mr. Hoffmaster spoke about the district not wanting to raise taxes and how the township receives money from other places, however, the district does not and with the cost of Special Education and other necessities it is necessary. Mr. Hardy advised that he was not in agreement with the raising to 1.0 mil, however, he would agree with 0.5 mil. Mr. Voit discussed a straw poll before putting the resolution together. Mr. Hyneman discussed not everyone likes to pay taxes, however, it is a citizen's responsibility and would like to take the safe route of the budget and raise it 1.0 mil. Mr. Lupia questioned if the district would be okay with the 0.5 mil increase. Mr. Nelson advised that with the 0.5 mil increase the budget would not be balanced. Mr. Voit advised that the board agrees regarding all the programs that need to be funded with the 1.0 mil increase, however, Mr. Voit believes the district can fund these at a 0.5 mil increase and not have to cut back, as well as putting the surplus into the capital reserve. Mr. Lupia advised that due to circumstances over the past year, he would vote for the 0.5 mil increase. Mr. Long discussed the decision being very difficult and everyone in Muhlenberg Township will be affected by the tax increase regardless. Mr. Long discussed the recent pandemic and not having a mil increase last year. People are still trying to get their head above water. Mr. Long believes there will be a surplus that will accumulate and without having to cut anything and questioned why the board cannot meet in the middle. Mr. Long proposed a 0.75 mil increase to soothe a lot of people. Mr. Voit validated the 0.75 mil increase and discussed still being under the rate of inflation and will have a deficit of 276 in this budget. Mr. Voit explained this will cover the surplus and put money into the capital reserve. The board agreed that the resolution should be changed to 0.75 mil increase for the regular board meeting.

## **12. General Fund Transfer**

Resolved, that the Board of Education of the Muhlenberg School District transfer zero percent (0%) of residual general fund balance greater than eight (8 %) percent

of the 2021-2022 budgeted expenditures to the Capital Reserve Fund and one hundred percent (100%) to be transferred to Assigned PSERS fund balance.

### **13. Approval of Hampden Boulevard Real Estate Sale**

Be it Resolved by the Board of School Directors of the Muhlenberg School District that the real estate jointly owned by the Reading School District and the Muhlenberg School District for the benefit of the Reading Muhlenberg Career and Technology Center located at 1811 Hampden Boulevard in the City of Reading and more particularly described at Deed Book Volume 2623 Page 2333 of the Berks County Recorder of Deeds Office be listed for sale with the listing agreement final terms to be approved by the solicitors for Reading School District and Muhlenberg School District. Be it further Resolved that the appropriate officers of the Muhlenberg Board of School Directors are authorized to execute same.

#### Comments/Questions/Concerns:

*Mr. Hyneman questioned where the students would go when this is sold. Mr. Macharola explained that this is just a property and is does not affect the kids. Mr. Lupia advised that he is disapproving this sale of the property. Mr. Lupia explained that the CTC has been building homes for a long time on Hampden Boulevard and he feels this property in the future could be another project for the students. Mr. Lupia believes to sell the property would be a big disservice, especially now that people are going back to the trades. Mr. Hoffmaster discussed the liability insurance for students going out there being high. Mr. Hoffmaster advised he was in favor of selling the property.*

### **Education**

#### **1. Approval of the Muhlenberg School District Emergency Instructional Time Template for the 2021-2022 School Year**

Resolved, that the Board of Education of the Muhlenberg School District approve the Muhlenberg School District Emergency Instructional Time Template along with the academic schedule for the 2021-2022 school year as presented.

#### **2. Approval of 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 \$39,793, effective July 1, 2021 through June 30, 2022 as presented.

**3. Approval of Malvern Community Health Services, Inc. Agreement**

Resolved, that the Board of Education of the Muhlenberg School District approve the agreement with Malvern Community Health Services, Inc., as presented.

**4. Approval of the Administration of the Pennsylvania Youth Survey (PAYS)**

Resolved, that the Board of Education of the Muhlenberg School District approve the administration of the Pennsylvania Youth Survey (PAYS) to students in grades six (6), eight (8), ten (10) and twelve (12) in September through November 2021.

**5. Kutztown University Internship Agreement**

Resolved, that the Board of Education of the Muhlenberg School District approve the internship agreement with Kutztown University, as presented.

**6. Limited Engagement Agreement for Summer Style Social Emotional Learning Development**

Resolved, that the Board of Education of the Muhlenberg School District approve the agreement with the Richard J. Caron Foundation to facilitate a three (3) hour training for staff in Summer Style Social Emotional Learning Development at a cost of \$500, as presented (ESSER Fund).

**7. 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 2020-2021 school year as listed.

**8. Settlement Agreement and Release**

Resolved, that the Board of Education of the Muhlenberg School District approve the Settlement Agreement and Release for the following student as presented:

- a. Student No. #35828

**9. Students to Complete the 2020-2021 School Year as Non-Resident Students**

Resolved, that the Board of Education of the Muhlenberg School District approve the request for the following students to complete the 2020-2021 school year as non-resident students:

- a. Student #37526, 2nd Grade, MEC
- b. Student #34231, 6th Grade, C. E. Cole
- c. Student #39266, Kindergarten, MEC
- d. Student #35964, 11th Grade, MHS
- e. Student #35960, 7th Grade, MMS

**10. Renewal of Medicaid Access Reimbursement Contract**

Resolved, that the Board of Education of the Muhlenberg School District approve the contract with Mrs. Linda Woodin, MS, CRNP,BC to provide the Muhlenberg School District with Medical Provider Authorization of School Based Access Program services from July 1, 2021 through June 30, 2022, at a rate of \$8.00 per IEP reviewed, as presented.

**11. Approval of Muhlenberg School District Health and Safety Plan**

Resolved, that the Board of Education of the Muhlenberg School District approve the Muhlenberg School District Health and Safety Plan, as presented, and filed with the Pennsylvania Department of Education.

**12. Muhlenberg Junior High (Middle) School A-TSI/TSI Plan for the 2021-2022 School Year**

Resolved, that the Board of Education of the Muhlenberg School District approve the Muhlenberg Junior (Middle) School A-TSI/TSI Plan for the 2021-2022 school year, as presented.

**Student Activities**

**Minutes**

Review minutes of the Committee of the Whole Meeting of May 5, 2021 and the Regular Board Meeting of May 12, 2021.

**Old Business**

*There was none.*

**New Business**

**1. Memoriam of Mrs. Amanda L. Readinger**

Resolved, that we remember the passing of Mrs. Amanda L. Readinger who served in the Muhlenberg School District for two (2) years (2019-2021) as a cafeteria worker. 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.

**2. Memoriam of Mr. Ronald R. Klee, Sr.**

Resolved, that we remember the passing of Mr. Ronald R. Klee, Sr. who served in the Muhlenberg School District for ten (10) years (1993-2003) as a custodian. We honor his memory for his dedicated service to the school district and community.

Be it further resolved that we convey through this resolution our deepest sympathy to his family, and that this resolution be made part of the permanent record in the minutes of the Muhlenberg School District.

**3. Memoriam of Mrs. LaRue A. Loeper**

Resolved, that we remember the passing of Mrs. LaRue A. Loeper who served in the Muhlenberg School District for eight (8) years (1987-1995) as a cafeteria worker. 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.

**4. Memoriam of Mrs. Ruth H. Jarvis**

Resolved, that we remember the passing of Mrs. Ruth H. Jarvis who served in the Muhlenberg School District for thirty (30) years (1967-1997) as an elementary 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.

Comments/Questions/Concerns:

*Mr. Hoffmaster questioned if the district could get a plaque for the Blue Center building as there is not one present. Dr. Macharola agreed with this request and discussed speaking with Muhlenberg Greene and putting up the bronze Muhlenberg plate.*

**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 was none.*

**MSD/RMCTC Board Visitor of the Month**

Schedule 2021-2022

September Mr. Thomas W. Gross  
October Mr. S. Wayne Hardy  
November Mr. K. Scott Long, Jr.  
December Mr. J. Tony Lupia, Jr.  
January Mr. Otto W. Voit, III  
February Mr. Mark Nelson  
March Mr. Garrett Hyneman  
April Mrs. Cindy Mengle  
May Mr. Richard E. Hoffmaster

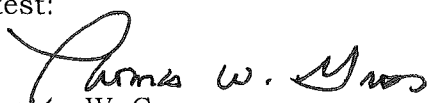
**Review of Board Meetings and Calendar of Events**

June 16 6:30 PM COW and Regular Board Meeting  
July 14 6:30 PM COW and Regular Board Meeting  
August 2 6:30 PM RMCTC Board Meeting  
August 11 6:30 PM COW and Regular Board Meeting  
September 1 7:00 PM COW Meeting  
September 8 7:00 PM Regular Board Meeting  
September 13 6:30 PM RMCTC Board Meeting  
October 6 7:00 PM COW Meeting  
October 11 6:30 PM RMCTC Board Meeting  
October 13 7:00 PM Regular Board Meeting  
November 3 7:00 PM COW Meeting  
November 8 6:30 PM RMCTC Board Meeting  
November 10 7:00 PM Regular Board Meeting  
December 6 6:30 PM Annual Organization Meeting;  
COW; Regular Board Meeting

**Adjourn Meeting**

Moved by Mr. Nelson and Mr. Voit, that there being no further business to come before the Board, the meeting be adjourned. Meeting adjourned at 7:41 PM.

Attest:

  
Thomas W. Gross  
Secretary