

MUHLENBERG SCHOOL DISTRICT
Committee of the Whole Meeting Minutes
August 9, 2023
Lecture Hall, Muhlenberg High School
www.muhlsdk12.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, August 9, 2023 at 6:38 PM by Board President, Mr. Garrett E. Hyneman.

There was a brief executive session held prior to the Committee of the Whole Meeting.

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	Colin Dempsey

Educational Presentations

A. The Honor Roll of School Board Services - Mr. Colin Dempsey, PSBA

Mr. Dempsey presented:

- Mr. Dempsey introduced himself as a member's service manager with the Pennsylvania School Boards Association (PSBA). Mr. Dempsey thanked the board for including him this evening on the agenda and for the district's continued membership into PSBA. Mr. Dempsey stated he is present on behalf of PSBA to recognize several school directors for their years of dedication to the Muhlenberg community. Mr. Dempsey spoke about school board services being a long crucial part of nations' legacy and its commitment to public education. Mr. Dempsey talked about PSBA being the first school board association in the United States; PSBA has a rich history with more than 125 years of service. Mr. Dempsey stated the consummate school directors are described as ethical, principled individuals with a deep desire to serve. Mr. Dempsey advised they believe in a value of our public schools and local control of public education for the benefit of all students. Mr. Dempsey talked about today; school districts are expected to offer more services along with world-class instruction with limited resources. These expectations brought a tremendous challenge for school board directors, who are unpaid volunteers, who give up their time to contribute to the schools and communities that they serve. Mr. Dempsey spoke about schools continued efforts to provide high quality continuous education to all students during the pandemic, further highlights the key role the school directors play in educating Pennsylvania's children. For almost 40 years, PSBA has been recognizing the contributions of dedicated local school directors with long-term service. Mr. Dempsey stated The Honor Roll is the Association's way of saying, "Thank you." Mr. Dempsey spoke to those individuals who exemplified leadership by giving unselfishly of their time and talents for the betterment of public schools serving students across the great Commonwealth. Mr. Dempsey advised there are five school directors he'd like to acknowledge.

Mr. Dempsey asked everyone to join in recognizing Mr. Lupia for 8 years of service, 12 years of service for Mr. Hyneman, Mrs. Mengle for 16 years of service, Mr. Nelson for 20 years of service, and Mr. Voit for 24 years of service.

Questions/Comments/Concerns:

Dr. Macharola took time to thank all of the board members for their service, and spoke about all nine board members who have been supportive in working with the administration and have been tremendous.

B. Physical Plant Update - Mr. Ken Patterson

Mr. Patterson reported:

- Maintenance and Custodial Staff update - Both inside, outside and custodial crews continue to get the school grounds and buildings ready for the 2023-2024 school year. Inside maintenance techs continue to make sure the building's systems and mechanicals are ready for full occupancy. They have also converted room D110 at the high school into a trainer's room and are completing some LED lighting upgrades in some spaces at MEC and the high school. Inside custodians continue to get all of the classrooms and common spaces summer cleaned, disinfected and sanitized to start the school year. The outside crews continue to maintain the grounds in addition to keeping the athletic fields ready for daily use this summer for various off season programs and SummerStyle are also getting the fields prepared for the fall sports practices and games. All of the crews did a great job keeping the high school maintained for the SummerStyle program and also for the Berks County Administrator's Conference that took place at MHS last Thursday. He also wanted to acknowledge a couple members of the local Girls Scout Troop who have been working on the re-painting designs on the MEC playground asphalt and also painting a mural in the junior high school which was a part of their Silver Award project: Natalia Zaharia and Kara Moore.
- Modular Classroom Units for C.E. Cole - Plans continue to move forward with the modular classrooms for C.E. Cole; currently there are seven trailers that are rough set. All the trailers are supposed to be set by Monday, August 14th with interior work, ramps and fencing complete by the 21st. Mr. Patterson advised he spoke with Mr. Greg Pelton, who is the Project Manager from Mobile Modular, this morning and expressed the District's frustrations and disappointments with their continuing to miss milestones on the scope of the project. The District was reassured that everything was going to come together as they will move those crews to the interior working on this until the 20th, while this is happening the outside contractor company is coming in to put in the ramps, the steps and the fencing which is also to be completed by Monday, August 21st. At this point the district personnel can move in and set the furniture up, the classrooms up and all that goes with this. He advised that he is hopeful by the 28th the District will be able to have the fourth grade class in

those modular classrooms. Mr. Patterson spoke about the District having a contingency plan if something goes awry, but hoping not to have to execute this contingency plan. On the electrical service side, there is a special cabinet Met-Ed requires to hook up their service. This was originally ordered at the end of May when this project began, and was supposed to be here by the end of August, however the supplier informed the District a couple of weeks ago that it was not going to be here until towards the end of September. Those units are going to have to run on generator power the first month. The District has secured a generator and will be hooked up to power the units until that special cabinet comes in. Those cabinets are only made by three suppliers, they have to be approved by Met-Ed, and have exhausted a lot of resources trying to find even a used one but have had no success; moving forward with Plan B which was a generator.

Questions/Comments/Concerns:

Mr. Hoffmaster questioned if the generator will have diesel. Mr. Patterson responded yes. Mr. Hoffmaster asked if there was a gas hook up for the modular units. Mr. Patterson advised there is not, there is simply just electricity and Met-Ed will come out and put up a new pole and service in. Mr. Patterson advised they have 'overnighted' payment to them to get on the schedule because if there is no payment they will not put anyone on the schedule until the estimate is paid. He advised this was paid last week and he will know in a few days when they schedule to come out. Mr. Hoffmaster asked about the fire alarms. Mr. Patterson advised the fire alarm, security, and data will all be running over these next two weeks. Mr. Lupia asked if the modular units had bathrooms. Mr. Patterson responded yes and plumbing was done before they started putting them up.

Dr. Macharola thanked Mr. Patterson for the update and spoke about the District being very thorough and reminding everyone of the contingency plan. He assured the educational program will go flawless and the kids will never know. Dr. Macharola advised the units are temporary after things are done with the elementary and grade 5-6 building. Mr. Hoffmaster asked Dr. Macharola to talk about the current enrollment and why it's needed for these modular units. Dr. Macharola said about 10 years ago the District had 3,506 students, 615 of these students were children with intellectual disabilities (Special Education), 35% minority, 33% economically disadvantaged; dial forward 10 years, the District is now 4,300 students, that is 800 additional students. The District is now 75% minority, nearly 70% economically disadvantaged, and the second highest poverty rate school district in Berks County. Dr. Macharola talked about the little over 600 Special Education students who are now 950 Special Education students; these numbers are going to continue to rise. Dr. Macharola discussed taking a look at the sheer numbers, IDEA, and what is expected of the District with Federal Programs and federal expectations with children of intellectual disabilities, schools today are not equipped. He explained one thing about the District is that the District is moving to be equipped. Dr. Macharola stated the numbers and the data do not lie, what is happening here is incredible, a great thing to have.

C. First 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. ***This period of time is for comments only; it is not a time to engage in a question and answer or debate with the board. Comments from the Board are at the option of the Board.*** The Board retains the option to accept all public comment at this

time. Presentations **will** 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.

Board Business

Questions/Comments/Concerns:

Dr. Macharola discussed notice to the addendum to the personnel item for the Regular Board Meeting following the Committee of the Whole this evening.

Personnel

1. 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.

2. 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.

3. 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.

4. 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.

5. 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

6. 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:

Teacher

Mr. Brian Hendricks

7. Summer Hours for Professional Staff

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

- 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.

8. 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:

- a. Mr. Maddox Moyer

9. 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).

10. Approval of Job Descriptions

Resolved, that the Board of Education of the Muhlenberg School District approve the following revised job descriptions:

- a. Cafeteria Worker
- b. Cafeteria Assistant

11. 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.

12. 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.

13. 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.

14. 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).

15. Fall 2023 Coaching Assignments

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

16. 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.

17. 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

18. 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

19. 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.

20. 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.

21. 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.

22. Co-Curricular Resignations

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

- 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.

23. 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.

24. School Psychologist Professional Service Agreements

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

Management

1. Adoption of Policy

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

a. Policy No. 917, Parental/Family Involvement

2. 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.

3. 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.

4. 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.

5. 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.

Physical Plant and Transportation

1. 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.

2. 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.

3. 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.

4. 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.

5. 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.

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	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			

2. 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.

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

Education

1. Conference Request

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

- 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.

2. 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.

3. 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:

- 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.

4. 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.

- a. Student #34901, Royer Greaves School for the Blind
- b. Student #38475, New Story
- c. Student #39309, Opportunities School
- d. Student #38265, Opportunities School
- e. Student #36470, Opportunities School

5. 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.

- a. Student #38265, Opportunities School
- b. Student #36470, Opportunities School
- c. Student #39309, Opportunities School

6. 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.

7. AFJROTC Education Field Trip Request

Resolved, that the Board of Education of the Muhlenberg School District approve the following educational field trip request:

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

8. 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.

9. Settlement Agreement and Release

Resolved, that the Board of Education of the Muhlenberg School District approve the settlement agreement and release for student #33544 and student #37107 and student #37107 as presented.

10. 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.

11. 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.

12. 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:

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

Student Activities

There are no items

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.

Old Business

There are no items.

New Business

There are no items.

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 7	6:30 PM	RMCTC Board Meeting
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

Adjourn Meeting

Moved by Mrs. Eagle and Mr. Hoffmaster, that there being no further business to come before the Board, the meeting be adjourned. Meeting adjourned at 7:23 PM.

Attest:



Cindy L. Mengle
Secretary