

MUHLENBERG SCHOOL DISTRICT  
Regular Board Meeting Minutes  
January 8, 2020  
Muhlenberg High School – Lecture Hall  
[www.muhsdk12.org](http://www.muhsdk12.org)

**Call to Order**

The Regular Board Meeting of the Board of Education of the Muhlenberg School District was called to order on Wednesday, January 8, 2020 at 8:14 PM by Board President, Mr. S. Wayne Hardy.

**Members Present**

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

**Administration Present**

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

### **Visitors**

Michele McCommitt	Inga Hobbs
Jolyn Casper	Jessica Levy
Deanna Lupia	Christy Oxenford
Cameron R. Rupert	Crystal Chwatek
Laura Ricards	

### **Educational Presentations**

- A. Second Reading of Policy No. 918 - *Title I Parent and Family Engagement* (Exhibit A)  
- Dr. Joseph E. Macharola

Dr. Macharola presented the second reading of Policy No. 918 - *Title I Parent and Family Engagement* and asked the Board to accept this second reading of this policy.

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

*There were none.*

### **Committee Reports**

- A. Berks County Intermediate Unit – Mr. Randall R. Madara

Mr. Madara said the BCIU Board did not have a meeting in December and the next meeting is scheduled for the week of January 13<sup>th</sup>.

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

Mrs. Mengle stated that the reorganization meeting for RMCTC is scheduled for Monday, January 13, 2020. No meeting was held in December.

- C. Berks County Tax Collection Committee – Mr. Otto W. Voit, III

Mr. Mathias was on vacation when the December meeting was held and Mr. Voit was unable to attend due to a work commitment.

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

Mr. Voit said he will be co-chairing a committee on property tax reform that will meet on Friday, January 10<sup>th</sup>. He said there are numerous plans out there, and from PSBA's standpoint, the committee has representatives from across the district and they will be coming up with something that he thinks will pass and get the support of school districts and present that to the legislators.

E. Muhlenberg Community Library – Mr. Terry Heckman/Mr. Randall R. Madara

Mr. Madara presented the following report submitted by Mr. Terry Heckman:

The Muhlenberg Community Library annual Early Bird Tutoring program began on December 10<sup>th</sup> for another year. This is now the 14<sup>th</sup> year with this program that academically assists third graders in Reading and Math skills. It's hard to believe but those students that were in the Library's very first year of this program will be graduating from college this spring.

The Library recently held a dining in fundraiser at the Texas Road House that netted a return of \$315.

The Library held an Open House for the entire community on December 7<sup>th</sup>. Several hundred people attended. Raffle and gift basket drawings held that day provided an additional earnings of \$630.

The Library's Semi-Annual Fall used book sale held in November brought in \$469.

The local Berks County chapter of the Patriotic Order of the Sons of America has graciously awarded the Library a very generous donation of \$10,000 to be used in their ongoing building renovation project. This particular gift will be used to replace the Library's current front entrance doors with a new one that is far more easily handicap accessible.

Mr. Madara said the Library goes after pennies just to keep it running.

Comments/Questions/Concerns:

*Mr. Voit asked if there was any issue with the lease and any notification provision to the school district that the Library will be making improvements to the fascia of the building.*

*Mr. Madara replied he believed the lease stated that the Library is responsible for all improvements as they are in need of a new roof, but he is not sure how the lease reads and asked Mr. Boland if he knew. Mr. Boland said he would look into it. Mr. Madara said it is an upgrade and Mr. Voit agreed that it was a great idea, but just wanted to be sure both sides are covered.*



F. Muhlenberg Township/Laureldale Borough Liaison – Mr. J. Tony Lupia, Jr.

Mr. Lupia said he attended the reorganization meeting of the Muhlenberg Township Commissioners. Mr. Imhoff is the new liaison for the District because Derek Lupia was unable to do it due to his work schedule. Derek Lupia was named Vice President of the Board of Commissioners.

G. Educational Programs – Dr. Alan S. Futrick

No report at this time.

**Solicitor's Comments** – Mr. Brian F. Boland

No report at this time.

**Superintendent's Comments** - Dr. Joseph Macharola

Dr. Macharola reported that the District has engaged in pilots and there are results from these pilots. He said he is constantly verifying with Dr. Futrick that the programs the District has invested in are delivering. And, they are delivering. Dr. Macharola said the District is an incredibly diverse school district – 69% economically disadvantaged and 64% minority – the District is a major minority school district. The District's children need help and assistance. He said the Board has delivered with technology as well; spending millions of dollars to keep this district trending in the right direction. The data does indicate otherwise. Dr. Macharola said mental health is very important. The District's teachers are developing five pilots right now and perhaps it will be one, two, three or a combination, as long as it is K-12. He said this past week Governor Wolf launched, *Reach Out Pennsylvania, Mental Health Matters*. This District was ahead of the curve and this is something that should have been done for years. Dr. Macharola said as the District continues to emerge with its mental health pilot, this is a front burner item not only from a public standpoint but from an educational standpoint K-12, and in higher education. He said the evidence is overwhelming that schools are not in the same vicinity as they were in the 1950's. Schools are way, way beyond that realm. Dr. Macharola said the issues schools are dealing with today are clinically concerning. He said he wanted to thank Governor Wolf and wanted everyone to know that the District is trending where it needs to be.

Dr. Macharola said what matters is that the District does its best all of the time, with all of the students. He said there are a lot of teams that should have won the super bowl but didn't win it, but they played every day as if they were going to win. He said that is what the staff does in the Muhlenberg School District. Dr. Macharola said the District has a good culture and he wants that to continue, but he is getting concerned. He said things must be promoted. Dr. Macharola said the District has done many things to reach out to both municipalities, but the District and the municipalities are different entities that should work together. He thanked Governor Wolf and the Board for allowing him to be Superintendent.

Comments/Questions/Concerns:

*Mr. Voit thanked Dr. Macharola for standing up for Muhlenberg.*

**Personnel**

**Resolution Nos. 125A – 125I**

Moved by Mr. Hoffmaster and Mrs. Mengle, that the Board of Education of the Muhlenberg School District approve **Personnel Resolution Nos. 125A through 125I** in their entirety.

**Yeas:** Mr. Gross, Mr. Hardy, Mr. Hoffmaster, Mr. Hyneman, Mr. Lupia, Mr. Madara, Mrs. Mengle, Mr. Nelson, Mr. Voit. The motion **carried** unanimously.

**125A 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) Ms. Fiona DeHart, School Psychologist, Muhlenberg Elementary Center, Leave of Absence/FMLA, effective on or about February 14, 2020 through on or about the end of the 2019-2020 returning during the summer to begin preparations for the 2020-2021 school year.
- b) Ms. Jessica Sandoval, Instructional Assistant, Muhlenberg Elementary Center, Leave of Absence/FMLA, effective on or about December 17, 2019 through on or about February 28, 2020.
- c) Ms. Ewelina McDevitt, 4th Grade Teacher, C. E. Cole Intermediate School, Leave of Absence/FMLA, effective on or about March 23, 2020 through the end of the 2019-2020 school year returning the first contractual day of the 2020-2021 school year.
- d) Ms. Gabrielle Natale, Instructional Assistant, Muhlenberg Middle School, Leave of Absence/FMLA, effective on or about February 9, 2020 through on or about March 20, 2020.
- e) Mrs. Lisa Ermler, Clerical Assistant, Food Service, effective January 8, 2020 through on or about March 31, 2020.

**125B Mentor Assignments**

Resolved, that the Board of Education of the Muhlenberg School District approve the following mentor assignments at the professional rate of \$30.00 per hour for the 2019-2020 school year:

- a) Ms. Gretta Young, mentor for Ms. Ahri Agyapong, Special Education Teacher, C. E. Cole Intermediate School, for thirty (30) hours.



- b) Ms. Virginia Hornberger, mentor for Ms. Jenna Jusits, 4<sup>th</sup> Grade Teacher, C. E. Cole Intermediate School, for an additional thirty (30) hours.

**125C Acceptance of Resignation**

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

- a) Mrs. Cheri Garcia, Instructional Assistant, Muhlenberg Elementary Center, effective December 20, 2019.

**125D Co-Curricular Appointments**

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

- a) Mr. Kari Allen, Volunteer Junior High Boys Basketball Assistant Coach, effective January 9, 2020.
- b) Ms. Jacklyn Rusnock, Varsity Girls Softball Head Coach (J. Haas), effective January 9, 2020, at a salary of \$4,640 (year one).

**125E Aquatics Personnel for the 2019-2020 School Year**

Resolved, that the Board of Education of the Muhlenberg School District approve the following aquatics personnel for the 2019-2020 school year:

- a) Ms. Karin Althouse, Youth Aquatics Coach, at a salary of \$1,300.

**125F Professional Appointments**

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

- a) Ms. Jenna Jusits, Fourth Grade Teacher (J. Kratzer), C. E. Cole Intermediate School, effective January 9, 2020, at a prorated salary of \$51,146 (M, 18 Steps from the Top).
- b) Ms. Tara Henschel, English Teacher (M. Given), Muhlenberg High School, effective January 20, 2020, at a prorated salary of \$42,832 (B, 18 Steps from the Top).
- c) Ms. Christy Oxenford, 2<sup>nd</sup> Grade Teacher (Z. McDonough), Muhlenberg Elementary Center, effective January 9, 2020, at a prorated salary of \$45,849 (B, 16 Steps from the Top).
- d) Ms. Meredith Feather, Long-Term Substitute, 2<sup>nd</sup> Grade (C. Oxenford), effective February 3, 2020 through the end of the 2019-2020 school year, at a prorated salary of \$42,832 (B, 18 Steps from the Top).

**125G Completion of Probation**

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

- a) Ms. Kelly Quiles, 4.5 Hour Cafeteria Worker, Muhlenberg Elementary Center, completion of forty-five (45) day probation as of January 3, 2020, and recommended for permanent employment as of January 6, 2020.
- b) Mr. Nicholas Gehringer, Inside Maintenance Worker, completion of forty-five (45) day probation as of January 8, 2020, and recommended for permanent employment as of January 9, 2020.

**125H 2019-2020 Bus Monitors for the Second Semester**

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

Muhlenberg Elementary Center

- |                          |                            |
|--------------------------|----------------------------|
| a) Ms. Lisa Sroka        | g) Ms. Candace Katen       |
| b) Ms. Michele McCammitt | h) Ms. Annie Renninger     |
| c) Ms. Laurie Vlasak     | i) Ms. Sarah Kopetsky      |
| d) Ms. Jessica Gunter    | j) Ms. Kristina Antonellos |
| e) Ms. Katherine Girard  | k) Ms. Karly Dahlroos      |
| f) Ms. Maria Sterious    | l) Ms. Elizabeth McNichol  |

C. E. Cole Intermediate School

- |                                     |                         |
|-------------------------------------|-------------------------|
| a) Mr. William Sellars              | f) Ms. Amy Sharp        |
| b) Mr. Jeffrey Reiniger             | g) Mr. David Angove     |
| c) Ms. Megan Migliore               | h) Ms. Garielle Ramirez |
| d) Ms. Erin Wentzeli.               | i) Ms. Julia Purcell    |
| e) Ms. Cristina (Giampietro) Lillis | j) Ms. Laura Zubey      |

**125I Resignation of Co-Curricular Assignment**

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

- a) Ms. Susan Bristel, Advisor, Fellowship of Christian Students Club, Muhlenberg High School, effective January 3, 2020.

## **Management**

### **Resolution No. 126**

Moved by Mr. Madara and Mr. Hoffmaster, that the Board of Education of the Muhlenberg School District approve **Management Resolution No. 126** in its entirety.

**Yeas:** Mr. Hardy, Mr. Hoffmaster, Mr. Hyneman, Mr. Lupia, Mr. Madara, Mrs. Mengle, Mr. Nelson, Mr. Voit, Mr. Gross. The motion **carried** unanimously.

### **126 Emergency Disaster Relocation Agreement**

Resolved, that the Board of Education of the Muhlenberg School District approve the emergency disaster relocation agreement for Manor Care Health Services to use the Muhlenberg Middle School, 801 Bellevue Avenue, Laureldale, PA 19605 and the Muhlenberg High School, 400 Sharp Avenue, Reading, PA 19605 (Exhibit #105).

## **Physical Plant and Transportation**

### **Resolution No. 127**

Moved by Mr. Hoffmaster and Mr. Hyneman, that the Board of Education of the Muhlenberg School District approve **Physical Plant and Transportation Resolution No. 127** in its entirety.

**Yeas:** Mr. Hoffmaster, Mr. Hyneman, Mr. Lupia, Mr. Madara, Mrs. Mengle, Mr. Nelson, Mr. Voit, Mr. Gross, Mr. Hardy. The motion **carried** unanimously.

### **127 Sunday Facility Use Request**

Resolved, that the Board of Education of the Muhlenberg School District approve the following Sunday Facility Use Request (Exhibit #106):

- a) Muhlenberg Aquatic Group, use of the swimming pool at Muhlenberg High School on the following Sundays: January 12, 2020, January 19, 2020, January 26, 2020, February 9, 2020, February 23, 2020, March 1, 2020, and March 8, 2020 for training exercises and programs from 3:00 PM to 9:00 PM.



## Budget and Finance

### Resolution Nos. 128 – 130

Moved by Mr. Nelson and Mr. Voit, that the Board of Education of the Muhlenberg School District approve **Budget and Finance Resolution Nos. 128 through 130** in their entirety.

**Yeas:** Mr. Hyneman, Mr. Lupia, Mr. Madara, Mrs. Mengle, Mr. Nelson, Mr. Voit, Mr. Gross, Mr. Hardy, Mr. Hoffmaster. The motion **carried** unanimously.

### 128 Approval of Financial Reports

Resolved, that the Board of Education of the Muhlenberg School District approve the following financial reports and that they become part of the permanent record of the meeting (Exhibit #107):

Fund	Treasurer's Report	Financial Report	Bills Paid Month	Investments	Budget Transfers
General	Nov 2019	Nov 2019	Dec 2019 Ck#46927-47080 V#26177-26188 V#82-279127	Nov 2019	
Cafeteria	Nov 2019	Nov 2019	Dec 2019 Ck#6620-6647 V#2778-2780, 2792	Nov 2019	
Capital Reserve (Fund 32)	Dec 2019	Dec 2019			
Capital Projects Fund (Fund 39)	Dec 2019	Dec 2019	Dec 2019 Ck#1044-1045		
Activity	Nov 2019	Nov 2019			

### 129 Infinite Campus End User License Agreement

Resolved, that the Board of Education of the Muhlenberg School District approve the Infinite Campus End User License Agreement between Infinite Campus, Inc. and the Muhlenberg School District as presented (Exhibit #108).

### 130 E-Rate Services

Resolved, that the Board of Education of the Muhlenberg School District approve the agreement between Central Susquehanna Intermediate Unit and the Muhlenberg School District for Funding Year 2020 E-Rate Category 1 and Category 2 services in the amount of \$5,300 (funding from the Technology Budget) (Exhibit #109).

**Resolution No. 131**

Moved by Mr. Voit and Mr. Lupia, that the Board of Education of the Muhlenberg School District approve **Budget and Finance Resolution No. 131(A)** in its entirety.

**Yeas:** Mr. Lupia, Mr. Madara, Mrs. Mengle, Mr. Nelson, Mr. Voit, Mr. Gross, Mr. Hardy, Mr. Hoffmaster, Mr. Hyneman. The motion **carried** unanimously.

**131 Act 1 Index for 2020-2021 School Year**

Resolved, that the Board of Education of the Muhlenberg School District, as in accordance with Act 1 of 2006 hereby certifies that it will not raise the rate of any tax for the support of the district for the 2020-2021 fiscal year by more than its index as calculated by the Pennsylvania Department of Education - Act 1 Index for 2020-2021 is 2.6% adjusted to 3.6%, at a maximum of 1.1063 mills (Exhibit #110).

**Education**

**Resolution Nos. 132 - 134**

Moved by Mr. Voit and Mrs. Mengle, that the Board of Education of the Muhlenberg School District approve **Education Resolution Nos. 132 through 134** in their entirety.

**Yeas:** Mr. Madara, Mrs. Mengle, Mr. Nelson, Mr. Voit, Mr. Gross, Mr. Hardy, Mr. Hoffmaster, Mr. Hyneman, Mr. Lupia. The motion **carried** unanimously.

**132 Student Tuition Agreement**

Resolved, that the Board of Education of the Muhlenberg School District approve the student tuition agreement with New Story-Kenhorst for the 2019-2020 school year for student #38475 as presented (Exhibit #111).

**133 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, Acknowledgment of Compliance with Procedural Safeguards and Consent to Expulsion for the following student (Exhibit #112):

- a) Student "F", Muhlenberg Middle School

**134 Student Expulsion**

AND NOW, this 8th day of January, 2020, at a regular meeting of the Board of School Directors of Muhlenberg School District, the following Resolution is hereby adopted: BE IT RESOLVED:

1. Ratify the appointment of James E. Mancuso as counsel to the Administration for purposes of conducting an expulsion hearing on December 11, 2019 and ratify the appointment of S. Wayne Hardy, Thomas W. Gross, and Otto W. Voit, III as the School Board Disciplinary Hearing Committee ("Hearing Committee") for this matter; and
2. That the recommendations of the Hearing Committee at the Student Disciplinary Hearing held on December 11, 2019 are hereby accepted in full. Specifically, that the Adjudication in the matter of such student disciplinary action be and is hereby adopted and ratified in all respects as an action of the Board of School Directors of the Muhlenberg School District and that student No. 30154 is hereby expelled from the Muhlenberg School District from November 20, 2019 for the remainder of the 2019-2020 School Year, assigned to alternative education for the remainder of the 2019-2020 School Year and may be readmitted upon the recommendation of the Superintendent for readmission and the satisfactory completion of the terms of the expulsion decision as set forth in the Adjudication which is attached hereto, made a part hereof and incorporated herein by reference (Exhibit #113).

**Student Activities**

*No items at this time.*

**Minutes**

**Resolution No. 135**

**135 Approval of Minutes**

Moved by Mr. Hoffmaster and Mr. Voit, that the minutes of the Annual Organization Meeting, Committee of the Whole Meeting and the Regular Board Meeting of December 4, 2019 be approved as submitted.

**Yeas:** Mrs. Mengle, Mr. Nelson, Mr. Voit, Mr. Gross, Mr. Hardy, Mr. Hoffmaster, Mr. Hyneman, Mr. Lupia, Mr. Madara. The motion **carried** unanimously.

**Old Business**

*No items at this time.*



### **New Business**

*No items at this time.*

### **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 Month**

January	Mr. Otto W. Voit, III	April	Mrs. Cindy Mengle
February	Mr. Mark Nelson	May	Mr. Richard E. Hoffmaster
March	Mr. Garrett Hyneman		

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

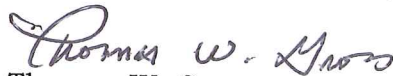
January 8	6:30 PM	Committee of the Whole Meeting; Regular Board Meeting
January 13	7:00 PM	RMCTC Annual Organization Meeting
February 5	7:00 PM	Committee of the Whole Meeting
February 10	6:30 PM	RMCTC Board Meeting
February 12	7:00 PM	Regular Board Meeting
March 4	7:00 PM	Committee of the Whole Meeting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

### **136 Adjourn Meeting**

Moved by Mr. Hoffmaster and Mr. Voit, that there being no further business to come before the Board, the meeting be adjourned. Meeting adjourned at 8:30 PM.

**Yeas:** Mr. Gross, Mr. Hardy, Mr. Hoffmaster, Mr. Hyneman, Mr. Lupia, Mr. Madara, Mrs. Mengle, Mr. Nelson, Mr. Voit. The motion **carried** unanimously.

Attest:

  
Thomas W. Gross  
Secretary