

MUHLENBERG SCHOOL DISTRICT
Regular Board Meeting Minutes
November 4, 2020
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Call to Order

The Regular Board Meeting of the Board of Education of the Muhlenberg School District was called to order on Wednesday, November 4, 2020 at 6:47 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
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
Director of Physical Plant and Transportation – Mr. Ken Patterson
Director of Special Education – Dr. Shawn Rutt
Supervisor of Special Education – Dr. Tyler Herman
Behavior Analyst – Mr. Zachary Milch
Director of Technology – Mr. Daniel Houck
Director of Federal Programs – Mrs. Cathy Shappell
Director of Food and Nutrition – Mr. Carey Kline
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 – Dr. Jeffery Ebert
Middle School Assistant Principal – Dr. Felicia Gonzalez
Elementary Center Principal – Mr. Kyle Crater

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

Linda Figueroa	Cathy Liszcz	Cristina Lillis	Darrin Dietrich
Colleen Shillady	Erika Watson	Inga Watson	Jaclyn Bellanca
Jenny Neuheimer	Jill McIntyre	Jolyn Casper	Judy Becker
Julie Kemmerer	Karen Snyder	Kathi Wolfe	Katie Iannacchino
Kristen Bagenstose	Laura Ricards	Michele McCammitt	Mrs. Moser
Penny Vojtasek	Alicia Houser		

Educational Presentations

There were none.

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 a copy of *What Happened at the BCIU Board Meeting* was included in the Board packet which provided an update.

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

Mrs. Mengle said they did not have a meeting yet this month; but, from last month's meeting, the RMCTC is still virtual.

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

Mr. Mathias said that there was a meeting on October 29th via Zoom. He said they gave an update on the new tax software which seems to be on schedule. The Board passed a resolution making it mandatory for an employer with more than fifteen employees to file online with this new system, effective January 1, 2021. Mr. Mathias said they are looking into some of the collections and distributions due to COVID-19 since the collections are into the second quarter of 2020. They reported that things were not as bad as they projected, but collections are decreased overall. This is not specific to Muhlenberg.

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

No report at this time.

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

No report at this time.

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

Mr. Lupia said the Township held a Budget meeting last week and it would be discussed at a future meeting. Last week was the opening of Carbon Lite, the plastic recycling plant, and it is the largest of its kind in the world. Amazon is opening up their facility and is hiring.

G. Educational Programs – Dr. Alan S. Futrick

No report at this time.

Solicitor's Comments – Mr. Brian F. Boland, Esq.

No report at this time.

Superintendent's Comments - Dr. Joseph Macharola

Dr. Macharola said steady as she goes. This pandemic will be defeated; keep the faith. He said the District staff is working hard; Administration is very concerned about the faculty, staff and most importantly the students. Dr. Macharola said the District will continue to monitor the data and he is with everyone in heart, mind and soul. God Bless everyone.

Board Business

Personnel

Resolution No. 71I

Moved by Mr. Voit and Mr. Hyneman, that the Board of Education of the Muhlenberg School District approve **Personnel Resolution No. 71I** in its entirety.

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

Comments/Questions/Concerns:

Mr. Gross said he was voting yes, but he did not like the practice of resigning and then re-hiring.

71I Acceptance of Superintendent's Resignation

Resolved, that the Board of Education of the Muhlenberg School District accept the resignation of Superintendent, Dr. Joseph E. Macharola.

Resolution No. 71J

Moved by Mr. Hyneman and Mr. Hoffmaster, that the Board of Education of the Muhlenberg School District approve **Resolution No. 71J** in its entirety.

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

71J Appointment of Superintendent

WHEREAS, there is presently a vacancy position in the Office of Superintendent of Schools of the Muhlenberg School District; and

WHEREAS, Dr. Joseph Macharola ("Dr. Macharola"), has fully demonstrated that he possesses all of the qualifications necessary and appropriate for the office of Superintendent of Schools; and

WHEREAS, the Board of School Directors of the Muhlenberg School District desire to fill the vacancy in the office of Superintendent of Schools by electing and approving Dr. Macharola to serve a term of four (4) years, commencing on November 4, 2020 through November 3, 2024.

NOW, THEREFORE, BE IT RESOLVED that the Board of School Directors hereby elects and approves Dr. Macharola to serve as Superintendent of Schools for a term commencing on November 4, 2020 through November 3, 2024, pursuant to the terms of the Employment Agreement attached hereto as Exhibit "A (#66)", which Exhibit "A (#66)" is made a part of the minutes of the proceedings of the Board of School Directors at its meeting of November 4, 2020. (Exhibit #66).

Resolution Nos. 71A – 71H

Moved by Mr. Hoffmaster and Mrs. Mengle, that the Board of Education of the Muhlenberg School District approve **Resolution Nos. 71A through 71H** 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.

71A Acceptance of Resignation

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

- a. Ms. Jennifer Votodian, Special Education Teacher, C. E. Cole Intermediate School, effective October 23, 2020.

71B Professional Appointments

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

- a. Ms. Alexandra Previti, English Teacher (C. Moyer), Muhlenberg Middle School, half days effective November 2, 2020, at an annual salary of \$45,949 (B, 16 Steps from the Top) prorated for days worked, including half days, until released fully from current employer per PA School Code.
- b. Ms. Jennifer Gulick, English Teacher (S. Ball), Muhlenberg Middle School, effective November 2, 2020, at a prorated salary of \$44,440 (B, 17 Steps from the Top).
- c. Mr. Tyler Moyer, Special Education Teacher (L. Yoder), Muhlenberg Middle School, effective upon release from current employer per PA School Code, at a prorated salary of \$67,067 (M+9, 10 Steps from the Top).

71C 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 2020-2021 school year:

- a. Ms. Jennifer Pacharis, mentor for Ms. Alexandra Previti, English, Muhlenberg Middle School, for sixty (60) hours.
- b. Ms. Nichole Barker, mentor for Ms. Jennifer Gulick, English, Muhlenberg Middle School, for sixty (60) hours.

71D 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. Liliana Perez, Instructional Assistant, Muhlenberg Elementary Center, Leave of Absence/FMLA, effective on or about October 22, 2020, through on or about January 4, 2021.
- b. Ms. Meredith Feather, Long-Term Substitute, Muhlenberg Elementary Center, Leave of Absence/FMLA, effective on or about January 4, 2021, through on or about March 22, 2021.

71E Classified Appointments

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

- a. Ms. Pryscilla Figueroa, Instructional Assistant (Allsop, G.), Muhlenberg Elementary Center, effective November 5, 2020, at a pay rate of \$14.58 per hour.
- b. Ms. Kylah Schlott, 3.5 Hour Cafeteria Assistant (S. Wagner), C. E. Cole Intermediate School, effective November 5, 2020, at a pay rate of \$12.57 per hour.

71F 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. Michelle Milliron, Class A Secretary, Business Office, completion of forty-five (45) day probation as of October 26, 2020, and recommended for permanent employment as of October 27, 2020.
- b. Mrs. Charlene Benner, Class A Secretary, Physical Plant and Transportation Department, completion of forty-five (45) day probation as of October 26, 2020, and recommended for permanent employment as of October 27, 2020.

71G 2020 Winter Coaching Assignments

Resolved, that the Board of Directors of the Muhlenberg School District approve the 2020 Winter Coaching Assignments as presented (Exhibit #67).

71H Approval of What's So Cool About Manufacturing Advisor

Resolved, that the Board of Education of the Muhlenberg School District approve a stipend of \$500 for Mrs. Erin Weir, Muhlenberg Middle School, to serve as the advisor for the 2020-2021 What's So Cool About Manufacturing Video Contest.

Management

There were no items.

Physical Plant and Transportation

There were no items.

Budget and Finance

Resolution Nos. 72 - 74

Moved by Mr. Voit and Mr. Hyneman, that the Board of Education of the Muhlenberg School District approve **Budget and Finance Resolution Nos. 72 through 74** in their entirety.

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

72 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 #68):

Fund	Treasurer's Report	Financial Report	Bills Paid Month	Investments	Budget Transfers
General	Sept 2020	Sept 2020	Oct 2020 Ck#48716-48919 V#26543-26612	Sept 2020	
Cafeteria	Sept 2020	Sept 2020	Oct 2020 Ck#6891-6928 V#2828-2835	Sept 2020	
Capital Reserve (Fund 32)	Oct 2020	Oct 2020	Oct 2020 Ck#899-901		
Capital Projects Fund (Fund 39)	Oct 2020	Oct 2020			
Activity	Sept 2020	Sept 2020			

73 2020 Affordable Care Act (ACA) Employer Reporting Services Proposal

Resolved, that the Board of Education of the Muhlenberg School District approve the proposed 2020 Affordable Care Act (ACA) Employer Reporting Services agreement with Conrad Siegel as presented (Exhibit #69).

74 Authorization to Dispose of Financial Records

Resolved, that the Muhlenberg School District Board of Directors authorize the disposal of district financial records as in accordance with Policy No. 800, Records Management as presented (Exhibit #70).

Education

Resolution Nos. 75 - 77

Moved by Mr. Lupia and Mrs. Mengle, that the Board of Education of the Muhlenberg School District approve **Education Resolution Nos. 75 through 77** 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.

75 Clinical Education Experience Agreement

Resolved, that the Board of Education of the Muhlenberg School District approve the proposed Clinical Education Experience Agreement to host a Speech and Language Pathology student from Misericordia University for the 2020-2021 school year as presented (Exhibit #71).

76 Approval of Agreement with All Abilities Fitness Center

Resolved, that the Board of Education of the Muhlenberg School District approve the agreement with All Abilities Fitness Center to provide an Adapted Fitness Class to four (4) special education classrooms beginning in November as presented (funded through Special Education Budget) (Exhibit #72).

77 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 (Exhibit #73).

Student Activities

There was none.

Minutes

Resolution No. 78

78 Approval of Minutes

Moved by Mr. Hoffmaster and Mr. Lupia, that the minutes of the Committee of the Whole Meeting of October 7, 2020 and the Regular Meeting of October 7, 2020 be approved as submitted.

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

Old Business

There was none.

New Business

Comments/Questions/Concerns:

Mr. Lupia asked at what point would the Board be able to meet in person in the next couple of months. He said the meetings could be held in a location where the Board could be spaced apart. Mr. Lupia said they meet face-to-face at the RMCTC. He said meeting via Zoom is bologna and the Board cannot let the virus control them. Mrs. Mengle said most of the RMCTC Committee Members are given a choice to be in person or via Zoom. She said she prefers Zoom because she must be careful since she is working and she tries to stay home as much as possible. Mr. Nelson said the Board should wait until the number of cases come down. He said there was one hundred plus new cases yesterday in Berks County; the numbers are going in the wrong direction.

Mr. Hoffmaster asked how many people in the District have been affected by the virus. Dr. Macharola said there were eighty-five staff members – almost one fifth of the entire staff has been either exposed to COVID-19, tested positive, had symptoms or had to quarantine. He said it is an incredible challenge – eighty-five employees, but students are not in school. Dr. Macharola said had students been in the buildings, school would have been shut down for five and half weeks. He said it is a very serious time in the state, especially in Berks County. The numbers are sky rocketing. The Department of Health and PDE have not mandated, but they have strongly recommended that the District remain virtual. Dr. Macharola said it has been a real challenge and one life lost is one too many. He said he does not think it should be taken lightly. No one wants the students back to school as much as he does, but he wants everyone safe.

Resolution No. 79

Moved by Mrs. Mengle and Mr. Hyneman, that the Board of Education of the Muhlenberg School District approve **Resolution No. 79** in its entirety.

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

79 Memoriam of Mrs. Lisa Ermler

Resolved, that we remember the passing of Mrs. Lisa Ermler who served in the Muhlenberg School District for twenty-seven (27) years (1993-2020) as a cafeteria aide, a Library Instructional Aide, and as a Clerical Assistant in the Cafeteria. 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.

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

November	Mr. Randall R. Madara	March	Mr. Garrett Hyneman
December	Mr. Thomas W. Gross	April	Mrs. Cindy Mengle
January	Mr. Otto W. Voit, III	May	Mr. Richard E. Hoffmaster
February	Mr. Mark Nelson		

Review of Board Meetings and Calendar of Events

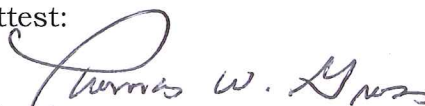
November 4	6:30PM	Committee of the Whole Mtg and Regular Board Mtg
December 2	6:30 PM	Annual Reorganization Meeting; Committee of the Whole Mtg; Regular Board Meeting

80 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 7:09 PM.

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

Attest:


Thomas W. Gross
Secretary