

MUHLENBERG SCHOOL DISTRICT
Regular Board Meeting Minutes
December 4, 2019
Muhlenberg High School – Lecture Hall
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, December 4, 2019 at 7:00 PM by Board President, Mr. S. Wayne Hardy.

Members Present

President – Mr. S. Wayne Hardy
Vice President – Mr. J. Tony Lupia, Jr.
Secretary – Mr. Thomas W. Gross
Assistant Secretary – Mrs. Cindy L. Mengle
Treasurer - Mr. Richard E. Hoffmaster
Member – Mr. Garrett E. Hyneman
Member – Mr. Randall R. Madara
Member – Mr. Mark J. Nelson
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
Supervisor of Accounts – Mr. Mark Moyer
Director of Buildings, Grounds and Transportation – Mr. Ken Patterson
Director of Special Education – Dr. Shawn Rutt
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 Assistant Principal – Mr. C. Eric Schaeffer
Middle School Principal – Mr. Jeffery Ebert
Elementary Center Principal – Mrs. Krista Venza
Elementary Center Assistant Principal – Mr. Antonio Mirabito

Visitors

Jolyn Casper	Steven Noll
Kevin Wright	Marci Noll
Deidre Lupia	Sammi Noll

Educational Presentations

There were no items at this time.

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 reported that a meeting was held on Thursday, November 21, 2019 and a copy of *What Happened at the BCIU Board Meeting* was included in the packet. He said he received information today from Pat Law regarding the mandatory training for school board members which will be held on Wednesday, December 11. Mr. Madara said the training is free and everyone is required to take the training.

Comments/Questions/Concerns:

Mr. Nelson said that there was an option to do it online. Dr. Macharola said this is part of Act 55 and Act 188, Compliant Training for School Board Directors, and the IU is providing the services that are required from the legislation that was passed. He said it is mandated service for all board members across the Commonwealth.

B. Reading-Muhlenberg CTC – Mrs. Cindy Mengle

No report at this time as there was no meeting scheduled for December. The RMCTC Re-Organization meeting will be held in January.

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

Mr. Voit reported that the meeting is scheduled for December 5th and he will be attending for Mr. Mathias. The Committee will be voting to approve next year's budget. He said he will have a report next month.

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. Meeting is the week of December 9th.

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

Mr. Lupia stated there was nothing to report at this time. He said they will be meeting in two weeks.

G. Educational Programs – Dr. Alan S. Futrick

Dr. Futrick congratulated and thanked Dr. Tim Moyer and Ms. Lori Steiner for a job well done hosting the Muhlenberg School District Hall of Fame dinner on Friday, November 29th at The DoubleTree. He said eleven former Muhlenberg students were inducted into the Hall of Fame, Eric Bahner, Chris Ciatto, Dennis Davies, Robert Dudek, Dolores Johnson, Barry Kyper, Art Murphy, Mike Rowley, Mary Spayd, Justin Spannuth, John Troutman, and Max Weller. Dr. Futrick said he found Max Weller's story very interesting. Max died in World War II and he was a 1941 graduate of Muhlenberg High School. Dr. Futrick said Mr. Weller fought in several battles including the Battle of the Bulge and at the dinner, Dennis Damiani shared a great story about Max's life. Dr. Futrick said it was nice to recognize someone like that. He said it was a great night and he wanted to thank them for putting it together representing Muhlenberg and all of the goodness that is here.

Solicitor's Comments – Mr. Brian F. Boland

No report at this time.

Superintendent's Comments - Dr. Joseph Macharola

Dr. Macharola took a moment to congratulate all of the board members that were sworn in – those that were newly elected, those that have been serving. He said it was truly a joy to see Judge Lillis administering the oath to these public servants who are working for the Muhlenberg School District. Dr. Macharola said he wanted to take a moment and congratulate them and to congratulate those board members who are in new chairs following the board reorganization. He asked them to work cooperatively with him and the administration as they continue to emerge the District and provide services that are physically, mentally, and emotionally needed for the children. Dr. Macharola said the bottom line is that the board and administration are here for the kids and he is hoping that they continue to emerge cooperatively so the District is able to provide those services for the children. It is really important to work together as one so that the students get the benefit from everyone who is servicing them.

Comments/Questions/Concerns:

Mr. Hardy thanked everyone for voting for him. He said he will continue to work with the board as the District continues down the road heading in a good direction. Mr. Hardy said the board will work together as a team which is the only way that anything will be accomplished. He said by working together, a lot can be accomplished no matter who is sitting in his seat.

Mr. Voit congratulated Mr. Hardy as the incoming President for the next year. He said the board is here for one reason. Mr. Voit said it is not about individual board members, it is about the school district. He said there is a lot of experience on the board and Mr. Voit said he is ready to help Mr. Hardy any way he can. Mr. Hardy thanked him.

Board Business

Personnel

Resolution Nos. 113A – 113I

Moved by Mr. Voit and Mrs. Mengle, that the Board of Education of the Muhlenberg School District approve **Personnel Resolution 113A – 113I** 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.

113A Acceptance of Resignations

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

- a) Ms. Megan Given, English Teacher, Muhlenberg High School, effective upon release from the Muhlenberg School District per PA School Code.
- b) Mrs. Jamie Kratzer, 4th Grade Teacher, C. E. Cole Intermediate School, effective December 31, 2019.

113B Professional Appointments

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

- a) Ms. Erin Anagnost, 4th Grade Teacher (A. Edwards), C. E. Cole Intermediate School, effective December 9, 2019 at a prorated salary of \$42,832 (B, 18 Steps from the Top).
- b) Ms. Tara Henschel, Long-Term Substitute English Teacher (I. Vincent), Muhlenberg High School, extension of current assignment through on or about February 3, 2019.

113C Mentor Assignments

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

- a) Mrs. Shannon Painter, co-mentor for Ms. Erin Anagnost, 4th Grade Teacher, C. E. Cole Intermediate School, for thirty (30) hours.
- b) Mr. Matthew Coldren, co-mentor for Ms. Erin Anagnost, 4th Grade Teacher, C. E. Cole Intermediate School, for thirty (30) hours.

113D Substitutes for the 2019-2020 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the Professional Salary Adjustments for the 2019-2020 school year as presented (Exhibit #96).

113E Classified Appointment

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

- a) Ms. Maria Cedeno, 4 Hour Cafeteria Worker, C. E. Cole Intermediate School, effective December 5, 2019, at a pay rate of \$14.83 per hour.

113F 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. Samantha Mengel, 4.5 Hour Cafeteria Worker, Muhlenberg High School, completion of forty-five (45) day probation as of November 15, 2019, and recommended for permanent employment as of November 16, 2019.
- b) Ms. Amanda Readinger, 3.5 Hour Cafeteria Worker, Muhlenberg High School, completion of forty-five (45) day probation as of November 15, 2019, and recommended for permanent employment as of November 16, 2019.
- c) Ms. Jennifer Neuheimer, Instructional Assistant, Muhlenberg Elementary Center, completion of thirty (30) day probation as of November 25, 2019, and recommended for permanent employment as of November 26, 2019.

113G Termination of Employee

Resolved, that the Board of Education of the Muhlenberg School District approve the termination of Ms. Amanda Gring, 3.5 Hour Cafeteria Worker, C. E. Cole Intermediate School, per Article VI of the Muhlenberg Education Support Personnel Collective Bargaining Agreement, effective November 25, 2019.

113H Co-Curricular Appointments

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

- a) Mr. Jeffrey M. Law, Varsity Wrestling Assistant Coach (T. Berna), effective November 19, 2019, at a salary of \$3,698 (year 1).
- b) Mr. Gary Pumphrey, Junior High Boys Basketball Assistant Coach (T. Charles), effective December 5, 2019, at a salary of \$3,263 (year 1).
- c) Mr. Colby Blankenbiller, Volunteer Varsity Bowling Assistant Coach, effective December 5, 2019.
- d) Ms. Melanie LaFaver, Volunteer Junior High Cheer Leading Assistant Coach, effective December 5, 2019.

113I Request for Extension of Leave of Absence and FMLA Leave

Resolved, that the Board of Education of the Muhlenberg School District approve the request for an extension to the leave of absence and FMLA leave for the following employee:

- a) Mrs. Iesha Vincent, English Teacher, Muhlenberg High School, extension of Leave of Absence/FMLA, effective January 21, 2020 through on or about February 3, 2020.

Management

There were no items at this time.

Physical Plant and Transportation

Resolution No. 114

Moved by Mr. Hoffmaster and Mr. Voit, that the Board of Education of the Muhlenberg School District approve **Physical Plant and Transportation Resolution No. 114** in its entirety.

Comments/Questions/Concerns:

Mr. Lupia asked what this is – is it for extra study or a prayer session. Dr. Macharola replied they are just meeting and using the facility – not for prayer. Mr. Lupia said it is on Sunday and he wasn't sure. Mr. Hyneman asked if it will involve students or is it just for the coaching staff. Dr. Macharola said students may attend if they want to. He said it is open for whatever they need it for as there will be adults present.

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

114 Sunday Facility Use Request

Resolved, that the Board of Education of the Muhlenberg School District approve the following Sunday Facility Use Request (Exhibit #97):

- a) Varsity Boys Basketball Head Coach, Mr. Tyrone Nesby, use of the Athletic Conference Room on Sunday mornings beginning Sunday, November 24, 2019 through Sunday, February 16, 2020 from 10:00 AM to 11:30 AM for student athlete study hall.

Budget and Finance

Resolution No. 115

Moved by Mr. Nelson and Mr. Hyneman, that the Board of Education of the Muhlenberg School District approve **Budget and Finance Resolution No. 115** 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.

115 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 #98):

Fund	Treasurer's Report	Financial Report	Bills Paid Month	Investments	Budget Transfers
General	October 2019	October 2019	November 2019 Ck#46734-46926 V#26136-26171	October 2019	
Cafeteria	October 2019	October 2019	November 2019 Ck#6575-6619 V#2772-2777	October 2019	
Capital Reserves (Fund 32)	November 2019	November 2019	November 2019 Ck#878-881		
Capital Projects Fund (Fund 39)	November 2019	November 2019	November 2019 Ck#1042-1043		
Activity	October 2019	October 2019			

Resolution No. 116

Moved by Mr. Hoffmaster and Mrs. Mengle, that the Board of Education of the Muhlenberg School District approve **Budget and Finance Resolution No. 116** in its entirety.

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

116 Real Estate Tax Assessment Appeal – General Battery & Ceramic, Corp.

WHEREAS, on November 6, 2019, General Battery & Ceramic Corp., filed a Real Estate Tax Assessment Appeal regarding the property located at 200 Spring Valley Road, Muhlenberg Township, Berks County, Pennsylvania, Property ID No. 66531809261883 (the "Real Estate Assessment Appeal");

WHEREAS, on November 26, 2019, John E. Muir, Esquire and Kozloff Stoult, Professional Corporation, Solicitors (the "Solicitors") for the Muhlenberg School District, filed a Notice of Intervention on behalf of the Muhlenberg School District to intervene in the Real Estate Assessment Appeal.

NOW THEREFORE, BE IT RESOLVED, that the actions taken by the Solicitors to intervene in the Real Estate Assessment Appeal are hereby ratified (Exhibit #99).

Resolution Nos. 117 and 118

Moved by Mr. Voit and Mr. Hoffmaster, that the Board of Education of the Muhlenberg School District approve **Budget and Finance Resolution Nos. 117 and 118** in their entirety.

Comments/Questions/Concerns:

Mr. Lupia asked what the Student Activity Account entails. He asked if the student was able to purchase things for the Science Club – how does that work? Dr. Macharola replied it is not a student activity account. It is student in the plural sense. He said this is traditional that when a class graduates they transfer the balance to the next classes coming in. Dr. Macharola said this is standard protocol. Mr. Lupia asked if it is to purchase science equipment. Dr. Macharola replied it's for the Science Club and the activities that the students are involved in. He said he could not necessarily say it is for a science element or a science piece – it's a club activity and the students work together and have science as an interest.

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

117 Close Student Activity Account

Resolved, that the Board of Education of the Muhlenberg School District authorize closing the student activity account for the “Class of 2019” and transferring the remaining balance to the Science Club activity account (Exhibit #100).

118 Fee Agreement for Special Education Attorney

Resolved, that the Board of Education of the Muhlenberg School District approve the fee agreement with Sweet, Stevens, Katz & Williams to provide Special Education Law services as presented (Exhibit #101).

Education

Resolution Nos. 119 - 121

Moved by Mr. Hoffmaster and Mr. Voit, that the Board of Education of the Muhlenberg School District approve **Education Resolution Nos. 119 through 121** 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.

119 Student Tuition Agreement

Resolved, that the Board of Education of the Muhlenberg School District approve the student tuition agreement with Hogan Learning Academy for the 2019-2020 school year for student #37754 (Exhibit #102).

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

Resolved, that the Board of Education of the Muhlenberg School District authorize the Admission of Fact, Waiver of Hearing, Acknowledgement of Compliance with Procedural Safeguards and Consent to Expulsion for the following student (Exhibit #103):

a) Student "D"- 2019-2020, Muhlenberg High School

121 Settlement Agreement and Release

Resolved, that the Board of Education of the Muhlenberg School District approve the settlement agreement and release for student #32652 as presented (Exhibit #104).

Student Activities

Minutes

Resolution No. 122

122 Approval of Minutes

Moved by Mr. Hoffmaster and Mr. Hyneman, that the minutes of the Committee of the Whole Meeting of November 6, 2019 and the Regular Meeting of November 13, 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

There was none.

Comments/Questions/Concerns:

Mr. Lupia asked what happened to the student representative that would attend board meetings. Dr. Macharola said it is a matter of getting kids that want to do that and they are working on it. He said students work or are involved in activities, but they are working on it because it would be nice.

New Business

Resolution No. 123

Moved by Mr. Voit and Mr. Hoffmaster, that the Board of Education of the Muhlenberg School District approve **Resolution No. 123** 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.

123 Superintendent Salary Increase for the 2019-2020 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve a three percent (3%) raise for the Superintendent of Schools together with a bonus \$2,500 effective July 1, 2019.

Comments/Questions/Concerns:

Mr. Voit congratulated Dr. Macharola. He said it was well deserved. Mr. Hardy also congratulated him. Dr. Macharola thanked everyone and for their graciousness. He said he is a humble servant.

Mr. Hoffmaster said he appreciated everyone for serving on the board and they will work together, all nine of them. He said the Superintendent has been leading the District the right way since he has been here. Mr. Hoffmaster said Dr. Macharola cares about the kids in the District; and that is what the board is here for – the kids

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.

Board Visitor of the Month

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

Review of Board Meetings and Calendar of Events

December 4	6:30 PM	Combined Annual Reorganization Meeting; Committee of the Whole Meeting; Regular Board Meeting
January 8	6:30 PM	Committee of the Whole Meeting; Regular Board Meeting
January 13	7:00 PM	RMCTC Annual Organization Meeting

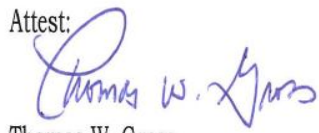
February 5	7:00 PM	Committee of the Whole Meeting
February 10	6:30 PM	RMCTC Board Meeting
February 12	7:00 PM	Regular Board Meeting
March 4	7:00 PM	Committee of the Whole Meeting
March 9	6:30 PM	RMCTC Board Meeting
March 11	7:00 PM	Regular Board Meeting
April 1	7:00 PM	Committee of the Whole Meeting
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

124 Adjourn Meeting

Moved by Mr. Hoffmaster and Mr. Lupia, that there being no further business to come before the Board, the meeting be adjourned. Meeting adjourned at 7:39 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