

MUHLENBERG SCHOOL DISTRICT  
Regular Board Meeting Minutes  
October 12, 2022  
Lecture Hall, Muhlenberg High School  
[www.muhsdk12.org](http://www.muhsdk12.org)

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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, October 12, 2022 at 7:03 PM by Board President, Mr. Garrett E. Hyneman.

**Members Present**

President – Mr. Garrett E. Hyneman  
Vice President – Mr. Otto W. Voit, III  
Treasurer – Mr. Richard E. Hoffmaster  
Secretary – Mrs. Cindy L. Mengle  
Member – Mrs. Kristyna Eagle  
Member – Mr. J. Tony Lupia, Jr.  
Member – Mr. Mark J. Nelson  
Member – Mr. Miguel Vasquez  
Solicitor – Mr. Brian F. Boland, Esq.  
Recording Secretary – Mrs. Tara L. Flowers

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**Members Absent**

Assistant Secretary – Ms. Janet Howard

**Administration Present**

Superintendent – Dr. Joseph E. Macharola  
Assistant Superintendent – Dr. Alan S. Futrick  
Business Manager- Shane M. Mathias, CPA  
Director of Physical Plant – Mr. Ken Patterson  
Director of Special Education – Dr. Shawn Rutt  
Supervisor of Special Education - Ms. Nicole Huntbach  
Director of Pupil Services - Mr. Michael Mish  
Licensed Behavior Specialist – Mr. Zachariah Milch  
Director of Technology – Mr. Daniel Houck  
Director of Food and Nutrition – Mr. Carey Kline  
Director of Human Resources - Dr. Jessica Heffner  
Data Administrator – Mr. Kevin Vanino  
Athletic Director – Dr. Tim Moyer  
High School Principal – Dr. Jeffery Ebert  
High School Assistant Principal - Mr. Frank Vecchio  
Junior High School Principal – Mr. Steve Baylor  
Junior High School Assistant Principal - Ms. Julianna Ciccarelli  
Junior High School Assistant Principal - Mr. Daniel Kramer  
C. E. Cole Intermediate Principal - Mr. Haniff Skeete  
C. E. Cole Intermediate Assistant Principal - Ms. Jaclyn Bellanca

Elementary Principal - Mr. Kyle Crater  
Elementary Assistant Principal - Ms. Ginny Hornberger  
Social Worker - Ms. Lauren Heydt  
Social Worker - Ms. Amanada Foulds  
Social Worker - Ms. Emily Carmichael  
Social Worker - Ms. Liliana Moore

### **Visitors**

Diane Benson  
Joyln Casper  
Tate DeWalt  
Brian Luse

### **Educational Presentations**

A. Second Reading of Policy - Dr. Joseph E. Macharola

Policy 104, *Discrimination/ Title IX Sexual Harassment Affecting Staff*

Policy Policy 104 was revised to include the new Title IX Coordinators and updated information:

#### Delegation of Responsibility

In order to maintain a program of nondiscrimination practices that is in compliance with applicable laws and regulations, the Board designates the Assistant Superintendent, Director of Pupil Services and Director of Human Resources as the district's Compliance Officer and Title IX Coordinators.

The Compliance Officer can be contacted at:

Address: 801 Bellevue Avenue, Reading, PA 19605  
Email: [futricka@muhsdk12.net](mailto:futricka@muhsdk12.net)  
Phone Number: 610-921-8000, ext. 1273

The Title IX Coordinators can be contacted at:

Address: 3630 Kutztown Road, Reading, PA 19605  
Email: [mishm@muhsdk12.net](mailto:mishm@muhsdk12.net)  
Phone Number: 610-921-8000, ext. 5531

Address: 801 Bellevue Avenue, Reading, PA 19605  
Email: [heffnerj@muhsdk12.net](mailto:heffnerj@muhsdk12.net)  
Phone Number: 610-921-8000, ext. 1240

**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 Report**

#### **A. Berks County Intermediate Unit – Mr. Miguel Vazquez**

Mr. Vazquez advised he was unable to attend the meeting, there is no report.

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

Mrs. Mengle advised they had their meeting on Monday night. The 9th grade tours were already completed. The welding project so far is on schedule. They restarted their adult education classes and they have an open house on October 20th. The reorganization meeting is going to be Monday, January 9th and there will be a dinner, invitations will be coming from Tina. Mrs. Mengle also advised of the order forms given out to Board members from the bakery department for Thanksgiving if they wanted to place any orders they can email Ms. Tina Delgado at the CTC to place the order, then they are to make payment when items are picked up.

#### Questions/Comments/Concerns:

*Mr. Voit pointed out on the form that if someone wanted to donate and not pick up the item, the CTC will take it to The Safe Berks. Mrs. Mengle responded yes.*

*Mr. Voit questioned whether there were any conversations yet about reforming the authority at the CTC. Mr. Hoffmaster advised they are working on that due to the bond issue.*

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

Mr. Mathias reported there was a meeting, however he could not attend. Mr. Mathias talked about looking at the agenda and there was really nothing that needed to be brought to the Board.

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

Mr. Voit talked about the conference coming up in a couple of weeks, then the annual voting session of the PSBA agenda for the subsequent year to work with the legislature.

#### **E. Muhlenberg Community Library – Submitted by Mr. Terry Heckman, read by Dr. Alan S. Futrick.**

Attached are the highlights from Monday, October 10<sup>th</sup> monthly library meeting:

- We will be holding our semi-annual Used Book Sale on November 10<sup>th</sup> (Thurs) and November 13<sup>th</sup> (Sat). This is an excellent opportunity for members of our community to purchase recently published books for pennies on the dollar.
- We will be hosting our Annual Christmas Holiday Open House on Saturday December 10<sup>th</sup>. There will be lots of prizes and surprises, a beautiful model train display, and perhaps a special guest visitor.
- At the countywide Berks Library meeting held last month, it was announced that for 2023 the state has provided a 17% increase in budget funding for all libraries across the Commonwealth of Pennsylvania.
- Our Primary business sponsor JP Mascaro has graciously decided to donate another quarterly \$2,500 to our library.
- In recent library attendance figures, we have experienced an 8.3% increase in total circulation this September over last September (4,962 vs 4,579) AND an in-person program attendance increase of 31.1% for this September over last September (497 vs 379). Business at our Library is very robust and growing every month.
- The Berks County Commissioners recently announced a county-wide Fine Forgiveness Program where they will pay each library a one time check for the amount of fines on our ledger. Our outstanding fine amount on record at the Muhlenberg Community Library is currently \$5,992.45. The county will pay us this amount with the sole condition being that NO FURTHER FINES WILL BE LEVIED ON ANY PATRON GOING FORWARD.

F. Educational Programs – Dr. Alan S. Futrick

Dr. Futrick spoke about the District's professional learning opportunities with the staff. He talked about the impact of the pandemic that is had on the children and the ever changing landscape of the society are continuing to provide new challenges to the school district. Dr. Futrick talked about being fortunate to have great direction from the District's Blueprint for Success, the Action Plan and its been able to provide the right kind of direction to help the District meet challenges as they come up. He talked about three things that the District is particularly focusing on; ultimately number one is school safety. He advised this past Monday the District had a SRP (Safety Response Protocols) training that Director Mish ran in conjunction with Muhlenberg Township Police Department. Dr. Futrick advised all of the staff members were trained in the Standard Response Protocol, it was a 90 minute training, it was very blunt, very clear of the type of situations that could occur, ways to

respond to those situations should be, and the staff was allowed to ask questions at the end of the training. Dr. Futrick advised Director Mish will be planning something else, another type of meeting to continually meet to discuss these issues at the forefront. He spoke about being unfortunate where the world is at, these are things that the District have to do to continually train all of the staff members on these things. Another thing that the District focused on was literacy, as one of the central parts of the District's Blueprint for Success. He talked about continuing to have pilot trainings with the K-6 teachers, the partnership with the BCIU where they are coming on board and training the District's junior high teachers and the District's intermediate school teachers on cross-disciplinary literacy and the District also have own instructional coaches providing trainings to all of the staff. He talked about the course currently *Doing the Talking, Does the Learning*; really stressing to people that the teacher themselves, their job isn't getting to talk the whole time in front of the students, it is to get the students to be engaged in the classroom and have them share their thoughts. Dr. Futrick stated that this is hard, very difficult to get kids to share out in a group of 26 or 27 kids and it is a challenge and it is something that the District continually provides support for the staff. He advised they are very positive training with literacy and will continue to have them at the next three in-service days. Dr. Futrick talked about another big thing, social-emotional learning. He advised that the District is so fortunate to have the social workers here in the district; another position that he shared with Dr. Macharola what the District has done without them. He advised the social workers working as a team and met with all of the teachers on de-escalation strategies, and they are meeting tomorrow to talk about how this training had gone as he briefly heard from them on Monday how it went and spoke about follow up training. He spoke about people not realizing that in a moment of a crisis, in the middle of a situation, how their response to something can "ramp up" somebody's actions and response. He spoke about it really being about teachers and all of the staff to try and bring everyone's level down, and it's difficult. He talked about how some people are gifted at it, and some people take a lot of work at it. The more types of training the District can do with the staff, the better they will be; also teaching the staff members how to teach coping skills. It is something today, at most parts don't have coping skills, and the District is trying to give them pathways and different alternatives dealing with if something doesn't go their way, how do they deal with it; it's a challenge that the teachers face every day in a classroom so this is another training that will be done and also focusing on mental health. The District cannot do enough to help the children grappling with mental health. The 9th graders in the district recently took a survey, about half of the district's 9th graders and all exhibited some type of behavior that would require a SAP (Student Assistant Program) referral. He explained this meaning something is going on in their lives that requires additional support from the school. Dr. Futrick advised based on this number, the need to "hone in" on the type of response, then once that number was determined it came to 1 out of 4 kids, or 22% of those kids needed immediate attention. Of this 22%, 15 students in 9th grade that actually had suicidal ideations. Dr. Furick explained the moment Mr. Milch got this information he was able to

call all of those parents; Mr. Milch was able to talk on the phone with them. Dr. Futrick spoke about imagining receiving this phone call, unaware of these things, however the nice thing is that 13 out of the 15 parents were already working with somebody from the outside to deal with these things. Dr. Futrick talked about how this speaks about a lot of the things the children are coming into school with each and every day and so different than it was just 10 years ago.

Dr. Macharola asked Dr. Futrick to speak on the District's K-12 social-emotional mental health program, probably the only school district in the state of Pennsylvania that has successfully piloted these programs into the schools to the degree the District has and asked Dr. Futrick to share how the K-12 program is working with the four social workers and behavior specialist.

Dr. Futrick reiterated that these are the things that the kids are coming to staff with now, in addition to teaching math, science, social studies, and literacy; the District is also teaching coping skills and how to deal with situations. At the K-6 level, there is a school counselor that teaches this program as a regular class every day to the District's children. He explained the teachers in the classroom are aware of the strategies that are being used and reinforcing it at the elementary level. Dr. Futrick spoke about the secondary level, the district is on a six day cycle, two or three out of those six days there is deliberate instruction at the secondary level on social-emotional learning and it is something that will never go away. Dr. Futrick talked about it not being taught at home, as many have not experienced it so they don't know how to do it, but it is something the District is doing. Dr. Futrick advised to make it very positive out of it, it is equipping the students with the tools that are going to need to be successful when they go out in society when graduating from Muhlenberg. He advised they will be able to look back and understand how to deal with things when they do not go their way; they understand how to grapple with diversity, they know how to be a team player, they know how to work cooperatively with other people, they know how to get along with people who are different from them. Dr. Futrick talked about there being so many good things in these programs that the District is using that it is just a matter of time that continually "chipping away" that come through the District's system that when they get to to twelfth grade, they have been hearing it through the years they will start grasping it. He talked about the other positive thing with this is also helping the District's staff to understand, before they can start teaching content, they have to know their kids; they have to know beyond their names, their interests, their family, what makes the student "tick." Dr. Futrick advised that this is ultimately what they are dealing with in the classroom; to have that connection with a kid in their class.

Dr. Macharola asked Dr. Futrick to share why it is so important that the students have a connection with school activities.

Dr. Futrick spoke about the need for the District to get the students involved in something; a club, a sport, an activity that they just don't show up to

Muhlenberg and come for lunch and go home. He explained they are here to be a part of the community because it is great for the teachers to get to know the kids outside the classroom. Dr. Futrick spoke about how he was talking to Dr. Ebert and a new teacher wanted to start a Dungeons and Dragons club, there was a little bit of a chuckle however he guarantees there will be 50 to 60 kids sitting in that club. He spoke about the new Anime club that is starting at the junior high and a new teacher shared with him that there are 70 kids signed up for it; and the eSports club has around 40 kids signed up as well. Dr. Futrick explained that eSports was actually a competitive sport that there are colleges that have eSport programs and the interest for the kids to get involved in this is "through the roof."

Questions/Comments/Concerns:

*Mr. Voit discussed with he, Mr. Nelson, and Mr. Hoffmaster they have been on the board "virtually forever." He spoke about when they started and all of the changes that have occurred over the twenty-four plus years, and they don't see certain things that are happening because their frame of reference is still in the past. Mr. Voit discussed eSports, well it's a video game, it is a lot more than that. He talked about the scholarships and advised that he appreciated Dr. Futrick bringing these items up because everything changes every day, and the board member's job is that they have to stay informed, ahead of the curve. Mr. Voit spoke about the administration when all of the resources requests come up, they appreciate that. Mr. Voit spoke about the mental illness that is going on, while they are committing resources as much as they absolutely can to help with that. He advised it would be nice to grasp an understanding of some underlying root causes. Mr. Voit advised without a linear thinking person without an underlying root cause, how can they subsequently treat someone. He asked if it was possible to have some sort of presentation to the Board on perhaps in thinking on what's going on so we can understand. He stated that they empathize, but they need to command resources to help solve the problem.*

*Mrs. Eagle talked about trauma, the trauma that they are dealing with, and the meaning of it to her compared to anyone else. She advised she received this as a teacher and would benefit as a board.*

*Mr. Voit spoke about some sort of presentation to the Board, so they are not behind the curve; and when speaking about eSports and they have over 60 millions dollars that the District is allocating and would appreciate any update.*

*Dr. Macharola thanked Dr. Futrick for a wonderful presentation. He advised for years now the District has been talking about mental health and this is not like tonight is the first time. He asked for the board to explain why we need this, and they all know what the District has experienced prior to the pandemic, they all know what happened during the pandemic, and there was no "fairy dust" coming here out of the pandemic. He spoke about these being long term issues that the District is dealing with. Dr. Macahrola reiterated the root cause, those in education know about problem solving there is plenty of text out there and*

plenty of research that uses the terminology "what is the root cause of these problems and what are the root causes of the issues." He explained the children coming into the school district, having 4,265 students now enrolled in the District. He spoke about the forecast that the District is already close to 80 to 100 students above what the District was supposed to be this year. Dr. Macharola talked about needing "thick skin" when you are dealing with the community and dealing with people, and dealing with perceptions. He talked about how the problems in the District are hard; the District is not a suburban school district, not a rural school district, the District is an urban school district. He explained that the District is not "gritty urban," but the District is urban and has a set of issues here that only happen in urban areas. He talked about what is seen in the District more and more are traumatized children and young adults coming from the most God-awful dysfunctional homes, the District has a Behavior Specialist and four social workers now that can attest to this at a greater and deeper level than ever understood before. Dr. Macharola talked about how the drug problem in the society is now overwhelming. He wanted to give a brief synopsis of what problems the District is dealing with and what the Board needs to know, but the biggest thing the Board has to understand is that Muhlenberg School District is now unofficially 77% minority, 72% economically disadvantaged; those numbers have doubled in nine years. He advised that what he is speaking about is not sarcastic comments, but these are things that everyone needs to embrace and understand and accept to move forward. Dr. Macahrola advised the District has wonderful people here, and Board members that understand this, but no one can be "logger headed" not to embrace this; this is who the District is. He spoke about this past week, the District is not only dealing with dysfunctional homes, the children that are coming in here are coming from parents that are involved in drugs, parents that are so dysfunctional that when the kids go home there are problems from the minute they go into their homes to the problem they arrive here. Dr. Macharola talked about the District does have food and provides security, not like the old days but there is food and security present in the school district. He talked about feeding the students at a rate, unforeseen numbers that are higher than ever before. He talked about the drug issues that are now compounding daily, and the District has evidence here where the District's students are involved in gang activities. He talked about remembering bringing this issue up a couple of years ago, as the leader of this district, two police departments and getting "cast off." He spoke about being upset as he was a few times here, in dealing with our own people about the problems that are right on the District's "doorsteps." He spoke about when having issues with gang violence, kids that think this is the pathway, having food and security, having the most God-awful homes some of the District's kids are coming from, not just born and raised in Muhlenberg but those that are moving in here. He then spoke about adding the academic side to this, almost every child that has moved into the Muhlenberg School District, not emphasizing cognitive abilities on standardized tests but they are either basic or below basic, most of them are below basic. He spoke about taking on kids that did not have a Muhlenberg education, did not have the teachers that cared, did not have the kind of support system and here the District is picking them up in the intermediate and junior high schools at a rate than never seen before. He



explained they are failing academically, theta failing academically from homes that are failing emotionally as well. He thanked the Board for positions, and he could not thank them enough for positions the District has because they are running and they are running hard. He advised what he talking about is not perception, he is telling them facts, but they are dealing with major drug issues in the District right now, dealing with considerable children that are coming from the most God-awful homes, the gang violence, the drugs, and the family with kids that are coming here who saw homicide in their own homes. He talked about social emotional mental health programs, as he said before he needed trauma doctors here, teachers that are "in the game." He spoke about past teachers leaving because they could not deal with the things happening in the District; and didn't understand Mulenberg or the things that were changing in the District. He thanked the current Board member that the District currently has that has stayed strong and has done it through COVID. He talked about coming out of COVID, factually 70 of the District's kids that needed hospitalization. He spoke about this past week, this District has dealt with some of the most awful things he has seen in nine years; and talking about loss of life. Dr. Macharola talked about saying this from day one, if a life is lost, this life cannot be taken back. He spoke about there not being a single night that he has not worried about them taking their life or the safety protocols, school violence; it's a worry as he wakes up in the night over this. He spoke about asking where the cameras are, can they see, are they locking the doors, are the maintenance workers taking care of things, everything that the District can possibly do to assure a safe environment. He explained these worries are one thing but the "luggage" that the kids are bringing into school is unbelievable. Dr. Macahrola advised the Board regarding the request for a presentation, he just spoke about the "nuts and bolts" of the presentation, next thing is to bring everyone in to do that. He advised that they cannot stop supporting and he will not sugarcoat what the truth is when he knows that the District is doing the right thing. Dr. Macahrola reiterated that this is an urban school district, the District has major issues and major concerns, and if this is not accepted then they should not be on this Board. He advised that the District's children's lives are so fragile, it is not even funny; and it is not going to be done this year or next year, or even the year after.

Mr. Voit advised what Dr. Macharola is describing, his point and his question is all of them on this Board have supported Dr. Macharola and there is a reason why he is the top one and the right superintendent for this District. Mr. Voit advised he has no problem embracing, his question is what do they need to embrace. He explained that Dr. Macharola lives it every single day, the Board does not. He talked about not assuming that they know, don't assume they are against it, just what is going on, what is it so they can better understand like what Dr. Macharola was describing today, yes they know there is a problem. He talked about the more education that the Board can be educated; by saying here is what is going on, here is what needs to be embraced, let's go. r. Voit advised that they are all with Dr. Macharola at the starting gates with him.

Dr. Macharola discussed the statistics, the District now has 851 children with IEPs, that's 250 more in the last nine years. There are 382 that are English Language Learners, the District has added so many complex things here that the Board has addressed regarding how the District has changed, but with this has come incredible dynamics that they are so accustomed to here. Mr. Voit agreed this was a fair statement. Dr. Macharola talked about looking back on one side and scratching his head because he has to live now, yesterday is over, today is what everyone needs to live and what is done today will prepare for the future. He talked about some of the events that have happened here regarding moving the District from this point to where the District needed to be now and what it took to get to this point; and it also being a community thing. He talked about the Board understanding a lot here what is happening, but it is also the social media. He discussed why things are so hard to track, and why the District has so many complex issues; all of these things are compounded now by the use of social media with the District's students. Dr. Macharola talked about what used to be a phone call or a conversation, now at their fingertips they are going through social media engines and kids are getting traumatized at a rate like never before; the threats are going out, not only in social media it is involving adults. He explained adults that have no stigma in the welfare of the children but they are involved in criminal activities and are directly getting connected with the kids in this District. He advised they saw a rise in this a couple of years ago and now it is just coming at a rate that it is not just going to be the school district and the Board, it's the community as well. He advised that the Muhlenberg community needs to get their arms around this and it is something very serious.

Mr. Hyneman commented that he was glad that the District is teaching life skills, this was something that was never taught when he was in school. He also advised that the emotional problems with students is not a Muhlenberg problem, it's a nationwide problem and all anyone has to do is read the literature. Mr. Hyneman spoke about working as a principal in seven school districts, some rural, some suburban, twenty-five years in center city Reading, three years in center city Allentown, the one school he was principal of there were two policemen and a District Justice full-time in the building with a 100 arrests by the end of the year and took two guns away. Mr. Hyneman advised that everything that Dr. Macharola said was correct, the District may not be center city Allentown, however the District is not Muhlenberg of 40 years ago; the District is evolving and the District have to evolve.

Mrs. Eagle thanked Mr. Voit for his comments regarding wanting to learn and know what is going on. She also explained that besides that they want to help the students, they want them to stop the cycle, and this is part of the District stepping in and helping.

Mr. Hoffmaster talked about being on the Board almost thirty years ago, there used to be parents out in the Board meetings but there are no parents anymore. He spoke about nobody caring. He advised that Dr. Macharola is speaking the truth.

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

There is no report at this time.

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

There is no report at this time.

**Board Business**

**Personnel**

**Resolution Nos. 49A – 49M**

Moved by Mr. Hoffmaster and Mrs. Eagle, that the Board of Education of the Muhlenberg School District approve **Resolution Nos. 49A through 49M** in their entirety.

**Yeas:** Mrs. Eagle, Mr. Hoffmaster, Mr. Hyneman, Mr. Lupia, Mrs. Mengle, Mr. Nelson, Mr. Vasquez, Mr. Voit. The motion **carried** unanimously.

**49A Acceptance of Resignations**

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

- a. Ms. Kayla Hoffmaster, Special Education Paraprofessional, Muhlenberg Junior High School, effective September 16, 2022.
- b. Ms. Gabrielle Ramirez, Special Education Paraprofessional, Muhlenberg Junior High School, effective October 11, 2022.
- c. Ms. Kasey Sanders, Special Education Teacher, Muhlenberg Elementary Center, pending release from Muhlenberg School District per PA School Code.
- d. Ms. Elena Muller, Cafeteria Assistant, Muhlenberg Elementary Center, effective September 23, 2022.
- e. Ms. Paige McGrogan, Special Education Teacher, Muhlenberg Elementary Center, pending release from Muhlenberg School District per PA School Code.
- f. Ms. Essence Figueroa, Cafeteria Worker, Muhlenberg High School, effective October 28, 2022.
- g. Ms. Madison Pyott, Special Education Paraprofessional, Muhlenberg High School, effective date changed to September 22, 2022.

**49B Administrative Appointment**

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

- a. Mr. Jennifer Doyle, Assistant Principal (L. Morris), Muhlenberg Junior High School, effective date to be determined, at a salary of \$83,600, prorated for days worked.

#### **49C Professional Appointments**

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

Mrs. Michelle Moyer, Special Education Teacher (L. Rhein), C. E. Cole Intermediate, pending release from current employer, at a salary of \$51,017 (B, 14 Steps from the Top), prorated for days worked.

- a. Ms. Brittany Parker, Math Teacher (M. Allen), Muhlenberg Junior High School, effective October 13, 2022, at a salary of \$52,395 (B + 24, 17 Steps from the Top), prorated for days worked.
- b. Ms. Alyssa Kline, Long-Term Substitute (newly created), Muhlenberg Junior High School, effective October 3, 2022, at a salary of \$44,982 (B, 18 Steps from the Top), prorated for days worked.
- c. Ms. Jessica Dynda, English Teacher (J. Doyle), Muhlenberg Junior High School, effective October 27, 2022, at a salary of \$89,879 (M + 30, 3 Steps from the Top), prorated for days worked.

#### **49D Classified Appointments**

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

- a. Mr. Matthew Watson, District Maintenance/Utility (N. Gehringer), Physical Plant, effective October 10, 2022, at a salary of \$45,159.65, prorated for days worked.
- b. Ms. Nini Garay, Paraprofessional (J. Beltran del Rio), C.E. Cole Intermediate, effective October 3, 2022, at a pay rate of \$15.17 per hour.
- c. Ms. Luisa De La Cruz Benjamin, Paraprofessional (E. Brumbach), Muhlenberg Elementary Center, effective October 11, 2022, at a pay rate of \$15.17 per hour.
- d. Ms. Kim Eschleman, Paraprofessional (M. Pyott), Muhlenberg High School, effective October 5, 2022, at a pay rate of \$15.17 per hour.
- e. Ms. Joann Brezna, Paraprofessional (K. Hoffmaster), Muhlenberg Junior High School, effective October 3, 2022, at a pay rate of \$15.17 per hour.
- f. Ms. Erica Brumbach, Class A Secretary (A. Wolf), Physical Plant and Transportation, effective October 3, 2022, at a salary of \$50,292, prorated for days worked.
- g. Ms. Denisse Jaquez, Class A Secretary (newly created), Muhlenberg Junior High School, effective October 20, 2022, at a salary of \$40,233.60, prorated for days worked.

- h. Ms. Christina Weil, 4.5 Hour Cafeteria Worker (I. Svetacheva-Knorr), C.E. Cole Intermediate, effective October 13, 2022, at a pay rate of \$15.43 per hour.
- i. Ms. Teresa Crumbliss, 3.5 Hour Cafeteria Assistant (E. Muller), Muhlenberg High School, effective October 13, 2022, at a pay rate of \$12.97 per hour.

#### **49E Co-Curricular Appointments**

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

- a. Ms. Dawn Weaver, Varsity Girls Volleyball Volunteer Assistant Coach, effective August 31, 2022.
- b. Ms. Makenze Sassaman, Varsity Girls Field Hockey Volunteer Assistant Coach, effective August 31, 2022.

#### **49F 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 2022-2023 school year (Exhibit #48):

Ms. Jill McIntyre, mentor for Ms. Kaili Brinker, Elementary Teacher, Muhlenberg Elementary Center, for sixty (60) hours.

- a. Ms. Michelle Chavoya, mentor for Ms. Jessica Clements, Elementary Teacher, Muhlenberg Elementary Center, for sixty (60) hours.
- b. Ms. Jessica Siegfried, mentor for Ms. Jessica Gajewski, School Counselor, Muhlenberg Elementary Center, for sixty (60) hours.
- c. Mr. Christopher Geddio, mentor for Ms. Kayla LaFaver, Elementary Teacher, Muhlenberg Elementary Center, for thirty (30) hours.
- d. Ms. Julia Purcell, mentor for Ms. Maria Masiado, Speech and Language Pathologist, Muhlenberg Elementary Center, for sixty (60) hours.
- e. Ms. Sarah Kopetsky, mentor for Ms. Elizabeth McCarty, Elementary Teacher, Muhlenberg Elementary Center, for ten (10) hours.
- f. Ms. Cynthia Meyers, mentor for Ms. Laura Musser, Long-term Substitute, Muhlenberg Elementary Center, for sixty (60) hours.
- g. Ms. Samantha Kopp, mentor for Ms. Stephanie Milch, ELL Teacher, Muhlenberg Elementary Center, for ten (10) hours.
- h. Mr. Tyler Adam, mentor for Mr. George Dunda, Long-term Substitute, Muhlenberg High School, for sixty (60) hours.
- i. Mr. Joseph Houck, mentor for Mr. Nicholas Sager, Phys. Ed/Wellness Teacher, Muhlenberg Junior High School, for sixty (60) hours.
- j. Ms. Lyn Lapp, mentor for Ms. Jessica Conley, Special Education Teacher, C.E. Cole Intermediate, for sixty (60) hours.

- k. Ms. Angela Haas, mentor for Ms. Samantha Sites, Long-term Substitute Teacher, C.E. Cole Intermediate, for sixty (60) hours.
- l. Ms. Alison Wallace, mentor for Ms. Laura Stewart, Long-term Substitute Teacher, C.E. Cole Intermediate, for sixty (60) hours.
- m. Mr. Donald Heinz, mentor for Ms. Makenzie Kistler, ELL Teacher, Muhlenberg Junior High School, for sixty (60) hours.
- n. Ms. Jennifer Pacharis, mentor for Mr. Michael Leister, English Teacher, Muhlenberg Junior High School, for sixty (60) hours.
- o. Ms. Amy Keller, mentor for Ms. Brittany Parker, Math Teacher, Muhlenberg Junior High School, for sixty (60) hours.

**49G 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. Lori Hain, Custodian, Leave of Absence/FMLA, effective on or about September 13, 2022 through on or about October 26, 2022.
- b. Ms. Brenda Torres, Cafeteria Worker, Leave of Absence, effective August 29, 2022 through October 5, 2022.

**49H Professional Salary Adjustments for the 2022-2023 School Year**

Resolved, that the Board of Education of the Muhlenberg School District approve the Professional Salary Adjustments for the 2022-2023 school year as presented (Exhibit #49).

**49I Sports Event Monitors for the 2022-2023 School Year**

Resolved, that the Board of Education of the Muhlenberg School District approve the following Sports Event Monitors for the 2022-2023 School Year at the pay rate of \$15.00 per hour:

- a. Mr. Joshua Messner
- b. Mr. Gary Pumphrey
- c. Ms. Jessica Sandoval
- d. Mr. Matthew Sola
- e. Mr. Theodore Werkheiser

**49J Grade Level Leaders for the 2022-2023 School Years**

Resolved, that the Board of Education of the Muhlenberg School District approve the listing of Grade Level Leaders for the 2022-2023 school year as presented (Exhibit #50).

**49K Department Chairpersons for the 2022-2023 School Year**

Resolved, that the Board of Education of the Muhlenberg School District approve the listing of Department Chairpersons for the 2022-2023 school year as presented (Exhibit #51).

**49L Aquatics Personnel for the 2022-2023 School Year**

Resolved, that the Board of Education of the Muhlenberg School District approve the following aquatics personnel for the 2022-2023 school year as presented (Exhibit #52).

**49M Co-Curricular Activities**

Resolved, that the Board of Education of the Muhlenberg School District approve the addition of the following club to Muhlenberg High School and Muhlenberg Junior High School's co-curricular activities, as presented (Exhibit #53).

**Management**

**Resolution No. 50**

Moved by Mr. Hoffmaster and Ms. Mengle, that the Board of Education of the Muhlenberg School District approve **Management Resolution No. 50** in its entirety.

**Yeas:** Mr. Hoffmaster, Mr. Hyneman, Mr. Lupia, Mrs. Mengle, Mr. Nelson, Mr. Vasquez, Mr. Voit, Mrs. Eagle. The motion **carried** unanimously.

**50 Adoption of Policies**

Resolved, that the Board of Education of the Muhlenberg School District adopt the following district policies (Exhibit #54):

200 Pupils

Policy No. 236.1, Threat Assessment

800 Operations

Policy No. 805, Emergency Preparedness and Response

Policy No. 808, Food Services

**Physical Plant and Transportation**

There are no items.

## Budget and Finance

### Resolution Nos. 51 - 53

Moved by Mrs. Eagle and Mr. Voit that the Board of Education of the Muhlenberg School District approve **Budget and Finance Resolution Nos. 51 through 53** in their entirety.

**Yeas:** Mr. Hyneman, Mr. Lupia, Mrs. Mengle, Mr. Nelson, Mr. Vasquez, Mr. Voit, Mrs. Eagle, Mr. Hoffmaster. The motion **carried** unanimously.

### 51 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 #55):

Fund	Treasurer's Report	Financial Report	Bills Paid Month	Investments	Budget Transfers
General	Aug 2022	Aug 2022	Sept 2022 Ck#52869-53074 V#27440-27496	Aug 2022	May 2022
Cafeteria	Aug 2022	Aug 2022	Sept 2022 Ck#7564-7605 V#2967-2975	Aug 2022	
Capital Reserve (Fund 32)	Sept 2022	Sept 2022	Ck#924-930		
Capital Projects Fund (Fund 39)	Sept 2022	Sept 2022			
Activity	Aug 2022	Aug 2022			

### 52 Student Activity Accounts

Resolved, that the Board of Education of the Muhlenberg School District authorize closing the student activity account for the "Class of 2022" and transferring the remaining balance to the "Class of 2023," "Class of 2024," "Class of 2025," accounts; and creating a new "Class of 2025" activity account (Exhibit #56).

### 53 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 (Exhibit #57):

- a. Chromebooks & Desktops – These items are broken or have reached end-of-life and have no usable value. (Exhibit – Oct22 Recycle.xlsx)
- b. Weight Room Equipment - These items will no longer be utilized in either weight room currently located at Muhlenberg High School and Muhlenberg Junior High School. Items that have not been sold, will be donated to non-profit agencies for community use.

## **Education**

### **Resolution Nos. 54 – 58**

Moved by Mr. Hoffmaster and Mr. Lupia, that the Board of Education of the Muhlenberg School District approve **Education Nos. 54 through 58** in their entirety.

**Yeas:** Mr. Vasquez, Mr. Voit, Mrs. Eagle, Mr. Hoffmaster, Mr. Hyneman, Mr. Lupia, Mrs. Mengl, Mr. Nelson. The motion **carried** unanimously.

**54**

### **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 (Exhibit #58):

- a. Student "A", Muhlenberg High School
- b. Student "B", Muhlenberg Junior High School
- c. Student "C", Muhlenberg High School

**55**

### **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 (Exhibit #59):

- a. The Restaurant Store, donation of numerous variety of food products for Family and Consumer Science classes at Muhlenberg Junior High School.
- b. Weis Markets, donation of \$400 as part of their Weis4School program to be utilized for events and items that benefit students at Muhlenberg Elementary Center.

**56 Berks County Intermediate Unit Special Education Agreement and Schedule "A" Agreement**

Resolved, that the Board of Education of the Muhlenberg School District approve the Special Education Agreement and Schedule "A" Agreement with the Berks County Intermediate Unit to provide special education services as presented (Exhibit #60).

**57 Conference Request**

Resolved, that the Board of Education of the Muhlenberg School District approve the following conference request (Exhibit #61):

- a. Dr. Jessica Heffner, to attend the PASPA Conference in Lancaster, PA on February 22, 2023 through February 24, 2023 at a cost not to exceed \$732.81 (funded through the Human Resources budget).

**58 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 2022-2023 School Year as listed (Exhibit #62).

**Student Activities**

*There was none.*

**Minutes**

**Resolution No. 59**

**59 Approval of Minutes**

Review minutes of the Committee of the Whole Meeting of September 14, 2022 and the Regular Board Meeting of September 14, 2022.

Moved by Mr. Hoffmaster and Mr. Voit, that the minutes of the Committee of the Whole Meeting of August 10, 2022 and the Regular Board Meeting of August 10, 2022.

**Yeas:** Mr. Lupia, Mrs. Mengle, Mr. Nelson, Mr. Vasquez, Mr. Voit, Mrs. Eagle, Mr. Hoffmaster, Mr. Hyneman,. The motion **carried** unanimously.

**Old Business**

*There was none.*

### **New Business**

*Mr. Lupia advised that the township is in the planning stage and looking to move forward with a Pickleball court in the Laurel Run Park.*

### **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 2022-2023

October	Mr. Garret Hyneman
November	Mrs. Krystina 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**


October 10	6:30 PM	RMCTC Board Meeting
October 12	7:00 PM	COW Meeting & Regular Board Meeting
November 2	7:00 PM	COW Meeting
November 9	7:00 PM	Regular Board Meeting
November 14	6:30 PM	RMCTC Board Meeting
December 5	6:30 PM	Annual Organization Meeting; COW; Regular Board Meeting

**60 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 7:47 PM.

**Yeas:** Mrs. Eagle, Mr. Hoffmaster, Mr. Hyneman, Mr. Lupia, Mrs. Mengle, Mr. Nelson, Mr. Vasquez, Mr. Voit. The motion **carried** unanimously.

Attest:

  
Cindy L. Mengle  
Secretary