The Board of Directors of Kutztown Area School District met for a board meeting on Monday, December 17, 2012 at 7:30 p.m. in the library of the Kutztown Area High School, pursuant to due notice to board members and the public.

**Present**
Pat Bealer, Randy Burch, Alan Darion, Amy Faust (8:30 arrival), Kurt Friehauf, Jim Shrawder (8:06 arrival), Carl Ziegler, Jordan Kemp (student representative)

**Absent**
Caecilia Holt, Craig Schroeder

**Also Present**
Katherine Metrick, David Miller, Rikki Clark, Matthew Link, Rebecca Beidelman, James Brown, Tracy Blunt, Erin Anderson, Barbara Richard, Chris Harrington, Eryn Ziegler, Rebecca Ziegler, Lindsay Schroeder, Leon Smith, James Ryan, Amy Howard, Terry Guers, Matthew Graeff, Kayla Fusselman, Barron Kistler, Kelly Miller, Lisa Mitchell, Loretta Sterner, Aaron Ashman, Alexis Miller

**Call to Order**
The meeting was called to order at 8:03 p.m. by President Ziegler.

**Welcome**
President Ziegler welcomed guests and opened the meeting with a moment of silence and Pledge of Allegiance to the flag. He asked everyone to sign the attendance book and mark the topic of comment next to his/her name. He requested that anyone wishing to speak on an agenda item please raise his/her hand to be recognized. He announced there was an executive session conducted prior to the meeting to discuss personnel matters. He indicated that this meeting was being tape recorded.

**Approval of Minutes**
Motion made by Pat Bealer, seconded by Kurt Friehauf, to approve the Minutes of the following meetings:
- November 19, 2012 School Board Meeting
- November 27, 2012 Policy and Curriculum Committee Meeting
- November 27, 2012 Facilities Committee Meeting
- December 3, 2012 Reorganization Meeting
- December 3, 2012 School Board Meeting
- December 10, 2012 Extra-Curricular Committee Meeting
- December 10, 2012 Student Achievement Committee Meeting

Roll call vote: Yes 5, No 0, Absent 3 (Faust, Holt, Schroeder), Abstain 1 (Darion)
Motion carried.

**Treasurer’s Report**
Motion made by Kurt Friehauf, seconded by Pat Bealer, to accept the treasurer’s report of the General Fund.

Roll call vote: Yes 6, No 0, Absent 3 (Faust, Holt, Schroeder)
Motion carried.

**Ratification of General Account Bills**
Motion made by Randy Burch, seconded by Pat Bealer, to ratify for payment the general account bills in the amount of $1,774,823.04.

Roll call vote: Yes 6, No 0, Absent 3 (Faust, Holt, Schroeder)
Motion carried.

**Approval of General Account Bills**
Motion made by Kurt Friehauf, seconded by Pat Bealer, to approve for payment the general account bills in the amount of $336,708.14.

Roll call vote: Yes 6, No 0, Absent 3 (Faust, Holt, Schroeder)
Motion carried.

**Approval of Construction Account Bills**
Motion made by Kurt Friehauf, seconded by Pat Bealer, to approve for payment the construction account bills in the amount of $1,259.30.

Roll call vote: Yes 6, No 0, Absent 3 (Faust, Holt, Schroeder)
Motion carried.

**Superintendent’s Report**
A few FFA student members thanked the board through a PowerPoint presentation for allowing them to attend the FFA National Convention in Indianapolis, Indiana.

Mrs. Metrick reported that in response to the tragedy in Connecticut, the district took a few extra steps to increase preparedness and safety, and address the needs of students in distress. Mrs. Metrick shared that the gifted students at the middle school, working with Jean Ziegler, and the Endeavor students at Kutztown Elementary School, working with Rebecca Ziegler, collected supplies to send to New Jersey victims of Hurricane Sandy. She also reported the budget presentations from the subcommittees will be presented at the board and committee meetings on January 7th and 14th.
Committee Reports

**EITC**
- **Pat Bealer**
  - No report.

**PSBA**
- **Pat Bealer**
  - Mrs. Bealer reported the state is continuing PSERS discussions. She reported committees were selected to review property taxes, and they discovered a few options on common grounds.

**ECC**
- **Randy Burch**
  - Mr. Burch reported Rob Gottlund from the Education Foundation presented background information on the foundation and how they work with the district. The committee recommended the foundation report to the Board on a more frequent basis to help utilize the foundation’s full potential.

**BCIU**
- **Carl Ziegler**
  - Mr. Ziegler reported the December meeting was cancelled.

**BCTC**
- **Pat Bealer**
  - Mrs. Bealer reported the student-built house is under roof and should be finished by next summer. She also reported a classic Ford Mustang that was restored by students will be raffled-off.

Policy and Curriculum

- **Caecilia Holt**
  - No report.

Student Achievement

- **Kurt Friehauf**
  - Dr. Friehauf reported Gillian Ryan, a KVA student, Skyped-in to report on the strengths, challenges, and opportunities for KVA, including the importance of coordinating curricula between the brick-and-mortar and the online courses.

Facilities

- **Pat Bealer**
  - Mrs. Bealer reported the committee discussed the prioritization of high school projects.

Personnel

- Motion made by Kurt Friehauf, seconded by Pat Bealer, to approve the following personnel items:
  1. The acceptance, with regret, of the resignation of Karl J. Olschesky as business administrator and board treasurer, effective no later than February 12, 2013, with the approval to advertise for the vacant position.
  2. The acceptance, with regret, of the resignation due to retirement of Melanie A. Wessner as an office aide at Greenwich-Lenhartsville Elementary School, effective June 30, 2013.
  3. The approval of Melissa M. Nolte as a substitute classroom and clerical aide for the 2012-2013 school year, effective December 18, 2012, at a rate of $9.75 per hour.
  4. The approval of Angela M. Bucci-Herb as an indoor twirling coach for the 2012-2013 school year at a stipend of $928 (includes 2% increase).
  5. The approval of Tucker B. Gordner as an assistant wrestling coach for the 2012-2013 school year, effective December 18, 2012, at a stipend of $2,100.
  6. The approval of Ashley M. Landis as a volunteer girls basketball coach for the 2012-2013 school year, effective December 18, 2012.
  7. The approval of measurements as assistant rifle coach for the 2012-2013 school year, at a stipend of $2,262 (prorated).
  8. The approval of Todd A. O’Neil as a substitute van driver for the 2012-2013 school year, effective December 18, 2012, at a rate of $10.00 per hour.

Roll call vote: Yes 7 No 0 Absent 2 (Holt, Schroeder)
Motion carried.

All Personnel are Approved Pending the District’s Receipt of All Mandated Credentials

Donation to Fire Company

- Motion made by Amy Faust, seconded by Kurt Friehauf, to approve a donation of $150.00 to the Kutztown Fire Company in appreciation of their donation of time and equipment.

Roll call vote: Yes 7 No 0 Absent 2 (Holt, Schroeder)
Motion carried.

Donation to Borough

- Motion made by Amy Faust, seconded by Al Darion, to approve a donation of $2,500 to the Borough of Kutztown for the use of the softball and baseball fields in the borough park.

Roll call vote: Yes 7 No 0 Absent 2 (Holt, Schroeder)
Motion carried.

Assurances for Comp. Plan

- Motion made by Pat Bealer, seconded by Kurt Friehauf, to approve the Safe and Supportive Schools Assurances and the Special Education Assurances, as required by the Comprehensive Plan, per the attached.

Roll call vote: Yes 7 No 0 Absent 2 (Holt, Schroeder)
Motion carried.
Independent Study

Motion made by Pat Bealer, seconded by Al Darion, to approve a Spanish III independent study for student #102592, pending identification of an instructor and receipt of paperwork.

Roll call vote: Yes 7  No 0  Absent 2 (Holt, Schroeder)
Motion carried.

Keystone Exam Scores

Motion made by Kurt Friehauf, seconded by Pat Bealer, to approve a student’s raw scores on the Keystone Exams be included on his/her transcript. A description of the raw score will be included in the district profile. The board will revisit the discussion in March for students who perform below proficient.

Roll call vote: Yes 7  No 0  Absent 2 (Holt, Schroeder)
Motion carried.

Conference Request

Motion made by Pat Bealer, seconded by Randy Burch, to approve Barbara L. Richard to attend the Annual PASPA Conference in Hershey, PA, on February 27-March 1, 2013, at a cost of $616.00.

Roll call vote: Yes 7  No 0  Absent 2 (Holt, Schroeder)
Motion carried.

Data Backup

Motion made by Jim Shrawder, seconded by Pat Bealer, to approve the quote of Higher Information Group to acquire and install a disk-to-disk backup solution at a cost of $6,992.29.

Roll call vote: Yes 7  No 0  Absent 2 (Holt, Schroeder)
Motion carried.

Behind-the-Wheel Program

Motion made by Kurt Friehauf, seconded by Amy Faust, to approve the agreement allowing the Berks County Intermediate Unit (BCIU) to provide behind-the-wheel instruction to Kutztown students that register for the BCIU Driver Education Behind-the-Wheel Program through the Berks County Intermediate Unit, at no cost to the district.

Roll call vote: Yes 7  No 0  Absent 2 (Holt, Schroeder)
Motion carried.

Receipt of Donations

Motion made by Pat Bealer, seconded by Randy Burch, to approve the following items for donation:

1. The approval to accept a donation of two collapsible indoor field hockey goals and one set of indoor field hockey side boards, total value of $3,000, from Michelle Fink.
2. The approval to accept a donation of $1,000 from Communities in Schools of PA to use for implementation of a drug free program.

Roll call vote: Yes 7  No 0  Absent 2 (Holt, Schroeder)
Motion carried.

High School Projects

Adjournment

Motion made by Kurt Friehauf, seconded by Amy Faust, to adjourn the meeting at 9:07 p.m.
Motion carried unanimously.

Respectfully submitted by,

Rikki L. Clark
School Board Secretary