Minutes
Of the
KUTZTOWN AREA SCHOOL DISTRICT
Board of Directors Meeting
Monday, June 17, 2013, 7:30 p.m.

The Board of Directors of Kutztown Area School District met for a board meeting on Monday, June 17, 2013 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
Randy Burch, Al Darion, Amy Faust, Kurt Friehauf, Craig Schroeder, Pat Bealer (9:18 p.m. departure), Carl Ziegler, Jim Shrawder, Jordan Kemp (student representative)

Absent
Caecilia Holt

Also Present
Katherine Metrick, David Miller, Rikki Clark, Matthew Link, Erin Anderson, Tracy Blunt, Jim Brown, Rebecca Beidelman, Barbara Richard, Bud Runkle, Melissa Leiby, Eryn Ziegler, Leon Smith, Ben McKnight, Tammy Miller, Michael Miller, Spencer Miller, Cindy Heiner, Donna Keglovits, Betty Imboden, Joyce Burch, Jessica Sternner, Kayla Fusselman, Diane Fusselman, Beth Patten, Terry Guers, Beth Stump, Sharon Sinko, Mike Sinko, Emily Reiss, Joan Dietrich, Paul Ache, Paul Ache Jr., Katie Ache, Robert Boyer, Trinity Hamm, Becky Hamm, Scott Hamm, Tom Capparell

Call to Order
The meeting was called to order at 7:37 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 Kurt Friehauf, seconded by Randy Burch, to approve the Minutes of the following meetings:
- May 20, 2013 School Board Meeting
- June 3, 2013 School Board Meeting
- June 10, 2013 Budget and Finance Committee Meeting
Roll call vote: Yes  8    No  0     Absent  1 (Holt)
Motion carried.

Treasurer’s Report
Motion made by Pat Bealer, seconded by Randy Burch, to accept the treasurer’s report of the General Fund.
Roll call vote:  Yes  8    No  0     Absent  1 (Holt)
Motion carried.

Ratification of General Account Bills
Motion made by Pat Bealer, seconded by Craig Schroeder, to ratify for payment the general account bills in the amount of $1,834,346.18.
Roll call vote:  Yes  8    No  0     Absent  1 (Holt)
Motion carried.

Approval of General Account Bills
Motion made by Pat Bealer, seconded by Randy Burch, to approve for payment the general account bills in the amount of $306,464.99.
Roll call vote:  Yes  8    No  0     Absent  1 (Holt)
Motion carried.

Approval of Construction Account Bills
Motion made by Pat Bealer, seconded by Randy Burch, to approve for payment the construction account bills in the amount of $3,066.15.
Roll call vote:  Yes  8    No  0     Absent  1 (Holt)
Motion carried.

Superintendent’s Report
Student Recognitions
- FFA State Competition Results: First Place
- National History Day Competition Results: First Place in Junior and Senior levels
- Kayla Fusselman: 2013 Kempton Fair Queen

Committee Reports
EITC
Pat Bealer
The committee is discussing a possible TCC merger.

PSBA
Pat Bealer
The budget discussion has been settled.

BCTC
Pat Bealer
Construction continues on the Route 183 facility.
Policy and Curriculum

The committee recommended the purchase of physics textbooks which were approved at the June 3rd Board meeting.

Facilities

The committee reviewed the high school project list.

Amy Faust

**Personnel**

Motion made by Randy Burch, seconded by Kurt Friehauf, to approve the following personnel items:

1. The approval of Karen H. Austin as a substitute teacher for the 2013 Summer Reading Program, effective June 17, 2013, at a rate of $24.50 per hour (then current curriculum rate).

2. The approval of the following 2013 Summer School Program bus drivers through Eshelman, effective June 17, 2013:
   - Melanie A. Kehl
   - William F. Brobst
   - Jeffrey R. White

3. The approval of the revision of Allison M. Scheidt’s salary as an elementary teacher, effective August 20, 2013, to $55,215, Bachelor’s +24, Step 3, per the KATA/KASD contract. Ms. Scheidt was previously approved at Bachelor’s, Step 3.

4. The approval of the following custodial/maintenance substitutes for the 2013-2014 school year, effective July 1, 2013, at a rate of $9.50 per hour:
   - Keith E. Fenstermacher
   - Steven O. Fordyce
   - Lisbeth E. Pedone
   - Arthur M. Poulsen
   - Elaine F. Stoudt
   - Diane M. Zettlemoyer

5. The approval of the following Senior Volunteer Tax Exchange Program participants for the 2013-2014 school year, effective July 1, 2013:
   - Dorothy M. Bailey
   - Gladys L. Derstine
   - Joyce C. Dietrich
   - Patricia R. Greenawalt
   - Lillian L. Karch
   - Peter B. Karch
   - Sandra A. Long
   - Mary Jane McKenzie
   - Audrey M. Miller
   - Kathleen A. Collins
   - Mary L. Ebling
   - Diane M. Graff

6. The acceptance of the change of date for the retirement of Eileen M. Cirulli from December 2, 2013 to November 18, 2013, per Mrs. Cirulli’s revised retirement letter dated June 17, 2013.

**2013-14 Budget**

Motion made by Amy Faust, seconded by Craig Schroeder, to approve the adoption of the final 2013-2014 Kutztown Area School District General Fund Budget with revenues of $28,605,700 and expenditures of $29,820,350 supported by Real Estate Tax (29.2465 mils); Per Capita Tax, Sec. 679 ($5.00); Per Capita Tax, Act 511 ($5.00); Local Services Tax ($5.00); Earned Income Tax (0.5%); Amusement Tax (5%-10%); and committed and uncommitted fund balance in the amount of $1,214,650.

**Support Personnel Compensation**

Motion made by Al Darion, seconded by Kurt Friehauf, to approve the support staff salary increases for the 2013-2014 school year, which includes the average increase not to exceed 2%, and the employee salary adjustments.

**Miscellaneous Pay Rates**

Motion made by Kurt Friehauf, seconded by Craig Schroeder, to approve the 2013-2014 miscellaneous pay rates per the attached.

**Policy Adoption**

Motion made by Randy Burch, seconded by Kurt Friehauf, to approve the second reading and adoption of the following policies:

- Policy 610 Purchases Subject to Bid/Quotation
- Policy 916 School Volunteers

**Software Assurance**

Motion made by Randy Burch, seconded by Kurt Friehauf, to approve the proposed 3-year Microsoft Server Product Purchasing Group Participation Agreement with the Lancaster-Lebabon Intermediate Unit 13, pending satisfactory review by the district solicitor, with annual costs associated with the licensing of the software as follows:

- Year 1 (2013-2014) - $26,591.55
- Year 2 (2014-2015) - $27,911.16
- Year 3 (2015-2016) - $27,911.16
Conference Requests
Motion made by Kurt Friehauf, seconded by Jim Shrawder, to approve the following conference requests:
1. The approval for Brenda L. Boyer to attend the iNACOL Blended and Online Learning Symposium on October 27-30, 2013 in Orlando, FL, at a cost of $1,500. Mrs. Boyer will also be presenting at the conference.
2. The approval for Alison M. Kocis-Westgate to attend the iNACOL Blended and Online Learning Symposium on October 27-30, 2013 in Orlando, FL, at a cost of $1,800. Mrs. Westgate will also be presenting at the conference.

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

Student Accident Policy
Motion made by Randy Burch, seconded by Kurt Friehauf, to approve the renewal of the student accident policy with Bollinger, Inc. for the year of August 17, 2013 through August 16, 2014, at an annual premium of $8,700 (same price as previous year).

Roll call vote: Yes 8 No 0 Absent 1 (Holt)
Motion carried.

Electricity Agreement
Motion made by Pat Bealer, seconded by Jim Shrawder, to approve the agreement with Hess Corporation to purchase electricity for 6.61 cents per kwh for the Maxatawny, Greenwich, and Albany buildings, for a period of 24 months commencing on the first meter read date on or after June 28, 2013.

Roll call vote: Yes 8 No 0 Absent 1 (Holt)
Motion carried.

Employee Assistance
Motion made by Randy Burch, seconded by Kurt Friehauf, to approve the renewal of the Employee Assistance Program Services Agreement with Inroads at Family Guidance Center for the year beginning July 1, 2013

Roll call vote: Yes 8 No 0 Absent 1 (Holt)
Motion carried.

Apple Banners
Motion made by Jim Shrawder, seconded by Kurt Friehauf, to remove the Apple Distinguished School banners from the wall in the high school library.

Roll call vote: Yes 7 No 0 Absent 1 (Holt) Present 1 (Darion)
Motion carried.

Recognition Banners
Motion made by Jim Shrawder, seconded by Kurt Friehauf, to direct the administration to develop a program utilizing banners for student recognition and bring a recommendation to the board.

Roll call vote: Yes 8 No 0 Absent 1 (Holt)
Motion carried.

Discussion Items High School Canopy Posts
Motion made by Al Darion, seconded by Kurt Friehauf, to authorize President Ziegler to approve a reasonable recommendation from the administration to repair the canopy posts at the high school
Motion carried unanimously.

Sidewalk Drainage Issue
Motion made by Amy Faust, seconded by Jim Shrawder, to authorize the use of $2,327 to fix the sidewalk drainage issue at the high school.

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

Adjournment
Motion made by Al Darion, seconded by Amy Faust, to adjourn the meeting at 9:36 p.m.
Motion carried unanimously.

Respectfully submitted by,

Rikki L. Clark
School Board Secretary