

Minutes
Of the
KUTZTOWN AREA SCHOOL DISTRICT
Board of Directors Meeting
Tuesday, April 2, 2013, 7:30 p.m.

The Board of Directors of Kutztown Area School District met for a board meeting on Tuesday, April 2, 2013 at 7:30 p.m. at Albany Elementary School, pursuant to due notice to board members and the public.

Present Randy Burch, Alan Darion, Amy Faust, Kurt Friehauf, Caecilia Holt, Carl Ziegler

Absent Pat Bealer, Craig Schroeder, James Shrawder

Also Present Katherine Metrick, David Miller, Rikki Clark, Matthew Link, Erin Anderson, Tracy Blunt, Barbara Richard, Tom Capparell, Donna Keglovits, Dan Clark, Karise Mace, Andrew Brett, Amy Howard, Tim Kyle

Call to Order The meeting was called to order at 7:41 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 Caecilia Holt, to approve the Minutes of the following meetings:
February 19, 2013 School Board Meeting
March 4, 2013 School Board Meeting

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

Treasurer's Report Motion made by Kurt Friehauf, seconded by Caecilia Holt, to accept the treasurer's report of the General Fund.

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

Ratification of General Account Bills Motion made by Kurt Friehauf, seconded by Randy Burch, to ratify for payment the general account bills in the amount of \$2,161,317.76.

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

Ratification of Construction Account Bills Motion made by Kurt Friehauf, seconded by Randy Burch, to ratify for payment the construction account bills in the amount of \$3,375.00.

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

Superintendent's Report Karise Mace presented the team results from the Odyssey of the Mind regional tournament:

KES Top Sea-cret team:	Non-competitive
KES Tumble-wood team:	Third Place
MS ARTchitecture team:	Third Place
MS Tumble-wood team:	Second Place

Mrs. Metrick reported the Honor Society chapter at the high school was selected as one of the 2013 Outstanding Service Project Award winners by NASSP and National Honor Society (NHS).

Mrs. Metrick also reported the high school's Moody's Mega Math Challenge team was one of 175 out of 1,054 teams that was chosen to advance to the second round of competition.

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

1. The approval to increase Tammy R. Miller's annual salary from \$37,887.77 to \$42,887.77 retroactive to January 21, 2013.
2. The approval to increase Cindy A. Heiner's annual salary from \$34,539.49 to \$39,539.49 retroactive to January 21, 2013.
3. The acceptance of the resignation of Clint D. Kiscadden as groundskeeper/maintenance worker, effective April 1, 2013.
4. The acceptance of the resignation of Erik M. Bowers as network administrator, effective April 22, 2013.
5. The approval of the following coaches for the 2012-2013 school year, effective March 19, 2013:

MS Softball Volunteer Coach	Danielle M. Collins	
MS Baseball Volunteer Coach/KU Intern	Glenn J. Hibbler, Jr. (KU Intern)	
Assistant Track Coach	Shelby L. Brett	\$1,075
6. The approval of Lori A. Werley as a full-time, 12-month administrative assistant for human resources, effective April 3, 2013, at a salary of \$31,750.
7. The approval of Julie A. Stricker as a full-time, 12-month data operations specialist, effective March 19, 2013 at a salary of \$45,000.

**Dental Plan
Renewal**

Motion made by Kurt Frieauf, seconded by Randy Burch, to approve the annual renewal of the dental plan with United Concordia for the 2013-2014 school year at the same premiums as the prior year.

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

BCTC Budget

Motion made by Kurt Frieauf, seconded by Caecilia Holt, to authorize the expenditures of the Berks Career & Technology Center's General Program for the period of July 1, 2013 through June 30, 2014 as set forth herein.

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

Summer School

Motion made by Al Darion, seconded by Kurt Frieauf, to approve the following summer programs and staffing for 2013:
Elementary Summer Reading Program

Staff: Kerri L. Schegan
Lori E. Arndt
Elizabeth I. Stump
Jane E. Venkauskas
Ann L. Dietrich

Librarian: Katharine S. Mannai (2 days per week)

Coordinator: Donna A. Keglovits (stipend of \$500)

Staff Dates: June 17-July 25 (Monday through Thursday), 24 days total (including one prep day) for 4.5 hours per day (weeks 1 and 6) and 3.5 hours per day (weeks 2-5), at a rate of \$24.50 per hour (current curriculum rate)
No School: Thursday, July 4

Student Dates: June 17-July 25 (Monday through Thursday), 23 days total
No School: Thursday, July 4

Cost: \$50

Middle School Summer School

Staff: Reading/Language Arts – PLACEHOLDER
Mathematics – PLACEHOLDER

Staff Dates: June 17-25 (Monday through Thursday), 24 days total (including one prep day) for 3 hours per day, at a rate of \$24.50 per hour (current curriculum rate)

Student Dates: June 17-July 25 (Monday through Thursday), 23 days total
No School: Thursday, July 4

Cost: \$75 per course for resident students; \$100 per course for out-of-district students

High School Summer School

Staff: English – PLACEHOLDER
Mathematics – PLACEHOLDER
Social Studies – PLACEHOLDER
Science – PLACEHOLDER

Staff Dates: June 17-25 (Monday through Thursday), 24 days total (including one prep day) for 3 hours per day, at a rate of \$24.50 per hour (current curriculum rate)

Student Dates: June 17-July 25 (Monday through Thursday), 23 days total
No School: Thursday, July 4

Cost: \$200 per course for resident students; \$225 per course for out-of-district students

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

Senior Class Trip

Motion made by Kurt Frieauf, seconded by Caecilia Holt, to approve a senior class trip to New York City on May 29, 2013, at a student cost of \$140. The school district will not incur any cost for this trip.

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

**E-Signature
Resolution**

Motion made by Kurt Frieauf, seconded by Randy Burch, to adopt the resolution identifying and authorizing Katherine D. Metrick, superintendent, to sign electronic agreements with the Pennsylvania Department of Education.

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

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Policies –

Motion made by Kurt Frieauf, seconded by Caecilia Holt, to approve the first reading of the following policies:

First Reading

- 004 Membership
- 123.1 Concussion Management
- 123.2 Sudden Cardiac Arrest
- 203 Immunizations and Communicable Diseases
- 822 AED/CPR
- 707.2 District Facilities Advertising

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

Showcase Glass Replacement

Motion made by Amy Faust, seconded by Randy Burch, to approve the quote from Kutztown Glass & Mirror Service to replace the plate glass in the showcases in the high school hallways and lobby with laminated safety glass, at a cost of \$2,508.67.

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

Dishwasher Replacement

Motion made by Amy Faust, seconded by Kurt Frieauf, to approve the quote from Singer to provide and install a dishwasher in the high school cafeteria kitchen, at a cost of \$44,034.33 paid for from the food service fund.

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

China Exchange Initiative

Motion made by Kurt Frieauf, seconded by Al Darion, to approve Katherine D. Metrick to participate in the China Exchange Initiative Administrator Shadowing Project, and to travel to China for 2-weeks in April 2014 at no cost to the district.

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

Discussion Items

- Sidewalk Replacement Bids
- Keystone Exam Results: Requirements for Students that did not Achieve Proficiency
- Tennis Court Repair and USTA Grant
- Budget/Retirement Incentive Update

Adjournment

Motion made by Amy Faust, seconded by Caecilia Holt, to adjourn the meeting at 9:18 p.m.
Motion carried unanimously.

Respectfully submitted by,

Rikki L. Clark, School Board Secretary