

*Minutes*  
Of the  
KUTZTOWN AREA SCHOOL DISTRICT  
Board of Directors Meeting  
Monday, November 4, 2013, 7:30 p.m.

The Board of Directors of Kutztown Area School District met for a regular board meeting on Monday, November 4, 2013 at 7:30 p.m., in Kutztown Elementary School, pursuant to due notice to board members and the public.

**Present** Randy Burch, Alan Darion, Pat Bealer, Caecilia Holt, Amy Faust, James Shrawder, Carl Ziegler, Kurt Frieauf

**Absent** Craig Schroeder

**Also Present** Katherine Metrick, David Miller, Rikki DeVough, Matt Link, Tracy Blunt, James Brown, Barry Flicker, Terry Guers, Donna Keglovits, Beth Stump, Deb Kulp

**Call to Order** The meeting was called to order at 7:34 p.m. by President Ziegler.

**Welcome** President Ziegler 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 indicated that this meeting was being tape recorded.

**Superintendent's Report** Audit Report for year ending June 30, 2013 – Linda Heimback, Herbein+Company Inc.

**Personnel** Motion made by Pat Bealer, seconded by Amy Faust, to approve the following personnel items:

1. The approval of Brenda A. Mullen as a part-time (4.25 work hours per day) cafeteria aide at the middle school, effective November 5, 2013, at a rate of \$8.75 per hour.
2. The approval of the following revised National Honor Society co-chairs at the high school and stipends for the 2013-2014 school year, effective October 31, 2013:

Sallie A. Sandler	\$428.75	(entire 2013-2014 school year)
Amy B. Howard	\$257.25	(3/4 of 2013-2014 school year)
3. The approval of Sharon A. Witman as a substitute cafeteria aide for the 2013-2014 school year, effective October 21, 2013, at a rate of \$8.50 per hour.
4. The approval of Lisa A. Graziano as a substitute classroom/clerical aide, cafeteria aide, and custodian for the 2013-2014 school year, effective November 5, 2013, at an hourly rate of \$9.75 for classroom/clerical, \$8.50 for cafeteria, and \$9.50 for custodial.
5. The approval of Loretta A. Augustin as a substitute classroom/clerical aide and custodian for the 2013-2014 school year, effective November 5, 2013, at an hourly rate of \$9.75 for classroom/clerical and \$8.50 for cafeteria.
6. The approval of Julia A. Tramontana as an assistant girls basketball coach for the 2013-2014 school year at a stipend of \$2,477.
7. The approval of Virginia A. Silfies as a substitute cafeteria aide for the 2013-2014 at a rate of \$8.50 per hour, effective September 19, 2013.
8. The approval of Tucker B. Gordon as an assistant wrestling coach for the 2013-2014 school year at a salary of \$2,100.
9. The approval of Steve E. Sharadin as a volunteer wrestling coach for the 2013-2014 school year.

**Roll call vote: Yes 8 No 0 Absent 1 (Shroeder)**

**Motion carried.**

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

**Student Board Representative** Motion made by Randy Burch, seconded by Jim Shrawder, to approve Corey Arnold to serve as student representative alternate to the Board of School Directors of the Kutztown Area School District for the 2013-2014 school year effective November 4, 2013.

**Roll call vote: Yes 8 No 0 Absent 1 (Shroeder)**

**Motion carried.**

**Travel Accident Insurance** Motion made by Caecilia Holt, seconded by Randy Burch, to approve the purchase of 24-hour Travel Accident Insurance for the 2014 calendar year, from the Pennsylvania School Boards Association (PSBA) Insurance Trust for the following employees at an annual cost of \$36 per person:

Katherine D. Metrick	David J. Miller	Rikki L. DeVough	Diane Barrie
Michael P. O'Neil	Matthew J. Link	Barbara L. Richard	

**Roll call vote: Yes 8 No 0 Absent 1 (Schroeder)**

**Motion carried.**

**Conference Requests**

Motion made by Al Darion, seconded by Pat Bealer, to approve Susan H. DeAngelis to attend the PA Educational Technology Expo and Conference (Pete & C) in Hershey, PA, on February 10-11, 2014, at a cost of \$650.00.

**Roll call vote: Yes 8 No 0 Absent 1 (Schroeder)**

**Motion carried.**

Motion made by Al Darion, seconded by Pat Bealer, to approve Donald (Bud) Runkle to attend the PA Educational Technology Expo and Conference (Pete & C) in Hershey, PA, on February 10-12, 2014, at a cost of \$657.74.

**Roll call vote: Yes 8 No 0 Absent 1 (Schroeder)**

**Motion carried.**

**Policy 204**

Motion made by Kurt Frieauf, seconded by Pat Bealer, to approve the first reading of Policy 204 Pupil Attendance.

**Roll call vote: Yes 7 No 1 (Faust) Absent 1 (Schroeder)**

**Motion carried.**

**Fund Balance Line Item**

Motion made by Pat Bealer, seconded by Amy Faust, to approve adding "Further Development of Kutztown Virtual Academy (KVA)" to the list of items that will have Committed Fund Balances in the June 30, 2013 audit report.

**Roll call vote: Yes 7 No 0 N/A 1 (Shrawder) Absent 1 (Schroeder)**

**Motion carried.**

**Fund Balance Commitment**

Motion made by Pat Bealer, seconded by Randy Burch, to approve the Commitment of Fund Balance as of June 30, 2013 for the following purposes in accordance with Policy 620:

Future Capital Projects	\$1,223,359
Future PSERS Contributions	\$1,360,310
Amounts Due to BCTC	\$ 209,839
Further Development of KVA	\$ 115,147

**Roll call vote: Yes 8 No 0 Absent 1 (Schroeder)**

**Motion carried.**

**Fund Balance Assignment**

Motion made by Pat Bealer, seconded by Kurt Frieauf, to approve the Assignment of Fund Balance as of June 30, 2013 in the amount of \$1,214,650, in accordance with Governmental Accounting Standards Board Statement No. 54.

**Roll call vote: Yes 8 No 0 Absent 1 (Schroeder)**

**Motion carried.**

**Financial and Compliance Report**

Motion made by Pat Bealer, seconded by Jim Shrawder, to approve the Financial and Compliance Report for the year ending June 30, 2013, including the Management Discussion and Analysis (MD&A).

**Roll call vote: Yes 8 No 0 Absent 1 (Schroeder)**

**Motion carried.**

**Budget Transfers**

Motion made by Pat Bealer, seconded by Caecilia Holt, to approve making the budget transfers that are included on the attached list.

**Roll call vote: Yes 7 No 1 (Darion) Absent 1 (Schroeder)**

**Motion carried.**

**Wheelchair Lift**

Motion made by Pat Bealer, seconded by Caecilia Holt, to approve a maintenance agreement with Garaventa USA, Inc. for the wheelchair lift at the high school for a cost of \$700 for one year.

**Roll call vote: Yes 8 No 0 Absent 1 (Schroeder)**

**Motion carried.**

**Student**

Motion made by Al Darion, seconded by Pat Bealer, to approve the following student achievement goal:

**Achievement Goal**

*Kutztown Area School District will increase the overall School Performance Profile (SPP) for each building. In addition:*

- 1) Growth in each category for each building will show a year's worth of growth or greater;*
- 2) The overall performance category will increase, and no single criterion will decrease more than 5%.*

**Roll call vote: Yes 8 No 0 Absent 1 (Schroeder)**

**Motion carried.**

**Comprehensive Plan** Motion made by Pat Bealer, seconded by Randy Burch, to approve the three-year Kutztown Area School District Comprehensive Plan effective July 1, 2014 through June 30, 2017, pending approval from the PA Department of Education (PDE).

**Roll call vote: Yes 7 No 1 (Faust) N/A (Shrawder) Absent 1 (Schroeder)**

**Motion carried.**

**Property Tax Proposal** Motion made by Amy Faust, seconded by Pat Bealer, to direct the administration to prepare a resolution to support the proposal (Senate Bill 76) for legislation to eliminate property tax.

**Roll call vote: Yes 6 No 2 (Bealer, Faust) Absent 1 (Schroeder)**

**Motion not carried.**

**Adjournment** Motion made by Amy Faust, seconded by Jim Shrawder, to adjourn the meeting at 8:49 p.m.

**Motion carried unanimously.**

Respectfully Submitted by,

Rikki L. DeVough  
School Board Secretary