

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

The Board of Directors of Kutztown Area School District met for a regular monthly board meeting on Monday, December 4, 2017 at 7:30 p.m., at the District Administration Building, pursuant to due notice to board members and the public.

**Present** Randy Burch, Michael Hess, Caecilia Holt, Eric Johnson, Karl Nolte, James Shrawder, Charles Shurr, Carl Ziegler

**Absent** Alan Darion

**Also Present** George Fiore, David Miller, Diane Quinn, Scott Hand, Erin Anderson, Ed Myers, Jim Brown, Donald Harakal, Debra Kenney, Michelle Batz, and Steve DeLucas – Reading Eagle

**Call to Order** The meeting was called to order at 7:36 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 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 Caecilia Holt, seconded by Karl Nolte, to approve the Minutes from the November 20, 2017 School Board Meeting.

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

**Superintendent's** Kutztown Good News

**Report** Audit Report – Herbein & Company

**Personnel** Motion made by Jim Shrawder, seconded by Michael Hess, to approve the following personnel items:

1. The approval of time off without pay for employee #1749 until the first workday of the 2018-19 school year.
2. The approval of Ryan Thomas as a resource person for Dee Gallion until the end of the 2017-18 school year at a rate of \$300 prorated beginning on December 5, 2017.
3. The approval of Nicole DeLong as a custodial substitute effective November 12, 2017 at a rate of \$9.50 per hour.
4. The approval of the following coaches, advisors, and stipends for the 2017-2018 school year, effective December 5, 2017.

Kelley Neyhart	HS Track & Field – Head Coach	\$6,100.00
Louann Reppert	HS Boys' Tennis – Head Coach	\$4,300.00
Shelby Brett	MS Track & Field – Head Coach	\$2,700.00
Randall Wert	HS Track & Field – Pole Vault Coach	\$2,500.00
Ryan Thomas	HS Track & Field – Assistant Coach (Throw)	\$2,400.00
Patrick Austin	HS Baseball – Assistant Volunteer Coach	
Bruce Adam	HS Baseball – Assistant Volunteer Coach	
Rob Howard	HS Baseball – Assistant Volunteer Coach	
Dale Reppert	HS Boys' Tennis – Assistant Volunteer Coach	

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

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

**Policy 204 -  
Second Reading**

Motion made by Charles Shurr, seconded by Caecilia Holt, to approve the second reading of Policy 204 – Attendance.

Motion made by Jim Shrawder, seconded by Caecilia Holt, for ten school days to be the required notice for parents to send their request for a non-school sponsored trip.

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

**Motion carried.**

Motion to approve Policy 204 as amended.

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

**Motion carried.**

**KATA 2018-19  
Salary Grid**

Motion made by Caecilia Holt, seconded by Eric Johnson, to approve the 2018-19 salary grid per the attached.

**Roll call vote: Yes 7 No 0 Abstain 1 (Shrawder) Absent 1 (Darion)**

**Motion carried.**

**Travel Accident  
Insurance**

Motion made by Michael Hess, seconded by Jim Shrawder, to approve the purchase of 24-hour Travel Accident Insurance effective December 5, 2017 through November 30, 2018, from the Pennsylvania School Boards Association (PSBA) Insurance Trust for the following employees at an annual cost of \$35.50 per person (same rate as prior year):

George F. Fiore  
Edward F. Yapsuga

Matthew J. Link  
Diane E. Quinn

David J. Miller  
Scott W. Hand

Rikki L. DeVough  
Christian T. Temchatin

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

**Motion carried.**

**Donations**

Motion made by Charles Shurr, seconded by Michael Hess, to approve the acceptance of donations of \$351.51 and \$679.25 from Christmas City Studio to be used for Kutztown Elementary Student Activities.

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

**Motion carried.**

**Middle School  
Softball Field**

Motion made by Karl Nolte, seconded by Randy Burch, to approve the recommendation of the Facilities Committee to approve Hursh's Landscape, Inc. to renovate the Middle School Softball field at a cost of \$5,389.00 per the attached quote.

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

**Motion carried.**

**New Business**

Dr. Johnson stated he is excited to serve for a second term.

**Public Comment**

Mrs. Batz addressed the board in reference to the middle school air quality. She thanked Mr. Brown and staff for how they handled the situation the prior week.

**Adjournment**

Motion made by Eric Johnson, seconded by Jim Shrawder, to adjourn the meeting at 8:19 p.m.

**Motion carried unanimously.**

Respectfully Submitted by,

Teresa A. Merkel  
Administrative Assistant for Central Registration  
and District Services

November 20, 2017

The Following Estimate/ Proposal is By and Between Hursh's Landscaping  
and Kutztown Area School District

Property Location : 50 Trexler Ave, Kutztown, PA 19530

**Scope of Job**

*Reconstruct Softball Field*

**Description of Work:**

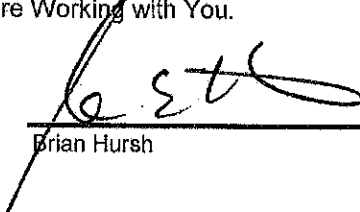
- Pull up and move home plate away from backstop 10", so that the back of the plate is 25' from back stop.
- Remove weeds, pitchers mound, and top 2" of soil up to grass line, and dispose.
- Measure 40' off of home plate and mark out pitching rubber
- Run a line 60' off of pitching rubber to mark the out line field line.
- Add diamond-tex infield mix from Martins Quarry from out field line to backstop.
- Use a transit to grade infield so that water runs off field.
- Measure 60' off of home plate with a string line and mark out the bases.
- Use screened soil as needed to grade remaining area between existing grass and infield so there is no lip around field.

*Estimate*

**\$5,389.00**

Please Review and Sign the "Terms and Conditions" that are with this contract  
Thank You for Your Business, It has been a Pleasure Working with You.

DATE: 11/20/2017

  
\_\_\_\_\_  
Brian Hursh

DATE: \_\_\_\_\_

\_\_\_\_\_  
Authorized Signature of  
Kutztown Area School District