

Minutes of the
KUTZTOWN AREA SCHOOL DISTRICT
Board of Directors Meeting
Monday, November 19, 2018 - 7:30 p.m.

The Board of Directors of Kutztown Area School District met for a regular monthly board meeting on Monday, November 19, 2018 at 7:30 p.m., in the High School Library, pursuant to due notice to board members and the public.

- Present** Randy Burch, Caecilia Holt, Eric Johnson, James Shrawder, Charles Shurr, Carl Ziegler, Porter Holt (Student Representative)
- Absent** Alan Darion, Michael Hess, Karl Nolte
- Also Present** George Fiore, Dave Miller, Christian Temchatin, Rikki DeVough, Scott Hand, Barry Flicker, Jim Brown, Leon Smith, Jeff Huffert, Christopher Smith
- Call to Order** The meeting was called to order at 7:39 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.
- Meeting Minutes** Motion made by Charles Shurr, seconded by Randy Burch, to approve the Minutes of the November 5, 2018, School Board Meeting.
Roll call vote: Yes 5 No 0 N/A 1 (Shrawder) Absent 3 (Darion, Hess, Nolte)
Motion carried.
- Treasurer's Report** Motion made by Caecilia Holt, seconded by Randy Burch, to approve the Treasurer's Report of the General Fund.
Roll call vote: Yes 6 No 0 Absent 3 (Darion, Hess, Nolte)
Motion carried.
- Ratification of General Account** Motion made by Caecilia Holt, seconded by Charles Shurr, to ratify for payment the general account bills (including manual checks) in the amount of \$1,870,587.64.
Roll call vote: Yes 6 No 0 Absent 3 (Darion, Hess, Nolte)
Motion carried.
- Approval of General Account** Motion made by Caecilia Holt, seconded by Michael Hess, to approve for payment the general account bills in the amount of \$469,134.56.
Roll call vote: Yes 6 No 0 Absent 3 (Darion, Hess, Nolte)
Motion carried.
- Approval of Construction Account** Motion made by Randy Burch, seconded by Caecilia Holt, to approve for payment the construction account bills in the amount of \$83,841.82.
Roll call vote: Yes 6 No 0 Absent 3 (Darion, Hess, Nolte)
Motion carried.
- Superintendent's Report** BCTC National Honor Society Induction
Veterans' Day
High School Musical
Communities Coming Together
Budget Town Hall Meeting
Future Ready PA Index
- Board Committee Reports**
- T.C.C.** No report.
- PSBA** No report.
- BCIU** The committee reviewed the advertising process to fulfill the position left due to the retirement of Carl Blessing.
- BCTC** No report.
- P & C** The committee received an update on the Ag program, reviewed new electives, and discussed Policies 331, 351, and 918.

ECC The committee reviewed open staff positions and fall sports numbers, as well as discussed band uniforms and athletic admission prices.

Facilities The committee received updates on the energy savings project by McClure which is moving along as planned, as well as reviewed the Ag barn project proposal, GES generator, and lunch scheduling/logistics.

Secondary Programming and Scheduling The committee received a presentation on the high school graduation requirements, and discussed advising schedules, secondary grading processes, and middle school required encore courses.

Personnel

Motion made by Eric Johnson, seconded by Randy Burch, to approve the following personnel items:

1. The approval of Melanie A. Ellis as an Eshelman bus/van driver for the 2018-2019 school year.
2. The approval of the following coaches, advisors, and stipends for the 2018-2019 school year:

Nora Harrison	MS Girls Basketball Assistant Coach	\$2,600.00
Thomas Alcaro	MS Wrestling Assistant Coach	\$2,400.00
Tammy Haring	Agriculture/Horticulture Club Volunteer	
Eileen Flynn	HS/MS Winter Track & Field Volunteer Assistant Coach	
Christie Thomas	HS/MS Winter Track & Field Volunteer Assistant Coach	
Kay Schwalm	HS/MS Winter Track & Field Volunteer Assistant Coach	
Zachary Beam	HS Volleyball Volunteer Assistant Coach	
Nathan Raudenbush	HS Wrestling Volunteer Assistant Coach	
Tammy Haring	Volunteer FFA Advisor	

All Personnel are Approved Pending Receipt of All Mandated Credentials

Roll call vote: Yes 6 No 0 Absent 3 (Darion, Hess, Nolte)
Motion carried.

Policy Maintenance

Motion made by Randy Burch, seconded by Charles Shurr, to approve the first reading of the following policies:
Policy 331 – Job Related Expense
Rescind Policy 301 – Abolishing a Position

Roll call vote: Yes 6 No 0 Absent 3 (Darion, Hess, Nolte)
Motion carried.

Motion made by Charles Shurr, seconded by Randy Burch, to approve the second reading and adoption of Policy 918 – Title I Parent and Family Engagement.

Roll call vote: Yes 5 No 1 (Shrawder) Absent 3 (Darion, Hess, Nolte)
Motion carried.

Fund Balance Approval

Motion made by Caecilia Holt, seconded by Randy Burch, to approve the following year end 6/30/2018 fund balance breakdown:

Nonspendable for Prepays	22,934
Committed for:	
▪ Future Capital Projects	1,556,895
▪ PSERS	555,000
▪ Due BCTC	28,307
▪ Development of KVA	44,211
Assigned	1,006,338
Unassigned	2,659,698
Total Fund Balance	\$5,873,383

Roll call vote: Yes 6 No 0 Absent 3 (Darion, Hess, Nolte)
Motion carried.

Group Life Insurance

Motion made by Charles Shurr, seconded by Caecilia Holt, to accept the offer from CM Regent Solutions to provide life insurance coverage to our employees at a cost of \$0.08 per \$1,000 of coverage for the period of 11/1/18 to 06/30/21. This replaces the previous rate of \$0.10 per \$1,000 of coverage.

Roll call vote: Yes 6 No 0 Absent 3 (Darion, Hess, Nolte)
Motion carried.

- Donation** Motion made by Randy Burch, seconded by Eric Johnson, to accept with gratitude, a donation from the Kutztown Elementary Parents Club to Kutztown Elementary School for a digital sound mixer, cabling, and storage case at an estimated total value of \$350.
Roll call vote: Yes 6 No 0 Absent 3 (Darion, Hess, Nolte)
Motion carried.
- Graduation Requirements** Motion made by Charles Shurr, seconded by Caecilia Holt, to approve the Kutztown Area School District graduation requirements.
Roll call vote: Yes 5 No 1 (Shrawder) Absent 3 (Darion, Hess, Nolte)
Motion carried.
- New Course Proposals** Motion made by Charles Shurr, seconded by Caecilia Holt, to approve the new high school courses.
Roll call vote: Yes 5 No 0 N/A 1 (Shrawder) Absent 3 (Darion, Hess, Nolte)
Motion carried.
- Conference Requests** Motion made by Charles Shurr, seconded by Caecilia Holt, to approve the following conference requests:
1. The approval of the request for Employee #457 to attend the Improving Schools Conference in Pittsburgh, PA, on January 13-16, 2019, at a cost of \$943.95.
2. The approval of the request for Employee #1420 to attend the Improving Schools Conference in Pittsburgh, PA, on January 13-16, 2019, at a cost of \$646.13.
3. The approval for Employee #1775 to attend the Discover Design Thinking Conference at Stanford University, Stanford, CA, on February 14-16, 2019, at a cost of \$1,569.00.
Roll call vote: Yes 6 No 0 Absent 3 (Darion, Hess, Nolte)
Motion carried.
- Sp.Ed. Paraprofessional Substitute Agreement** Motion made by Caecilia Holt, seconded by Randy Burch, to approve amended agreement with Kelly Educational Staffing to provide substitute services for special education paraprofessionals.
Roll call vote: Yes 6 No 0 Absent 3 (Darion, Hess, Nolte)
Motion carried.
- Adjournment** Motion made by Jim Shrawder, seconded by Charles Shurr, to adjourn the meeting at 8:31 p.m.
Motion carried unanimously.

Respectfully Submitted by,

Rikki L. DeVough
School Board Secretary