

*Minutes of the*  
KUTZTOWN AREA SCHOOL DISTRICT  
Board of Directors Meeting  
Monday, July 15, 2019 -8:00 p.m.

The Board of Directors of Kutztown Area School District met for a regular monthly board meeting on Monday, July 15, 2019, at 8:00 p.m., in the High School Library, pursuant to due notice to board members and the public.

**Present** Randy Burch, Michael Hess, Dennis Ritter, Jim Shrawder (remotely), Karl Nolte, Alan Darion, Charles Shurr, Carl Ziegler

**Absent** Eric Johnson

**Also Present** George Fiore, Christian Temchatin, James Brown, Jeff Huffert, Michele Schoener, Elizabeth Wessner

**Call to Order** The meeting was called to order at 8:08 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 Michael Hess, seconded by Dennis Ritter, to approve the Minutes of the June 17, 2019 School Board Meeting.

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

**Treasurer's Report** Motion made by Dennis Ritter, seconded by Jim Shrawder, to approve the Treasurer's Report of the General Fund.

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

**Ratification of General Account** Motion made by Michael Hess, seconded by Randy Burch, to ratify for payment the general account bills (including manual checks) in the amount of \$5,486,251.19.

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

**Approval of General Account** Motion made by Michael Hess, seconded by Karl Nolte, to approve for payment the general account bills in the amount of \$514,625.80.

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

**Ratification of Construction Account** Motion made by Jim Shrawder, seconded by Randy Burch, to ratify for payment the construction account bills (including manual checks) in the amount of \$21,067.00.

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

**Superintendent's Report** Dr. Fiore reported the Summer Maintenance and Technology Departments are hard at work preparing for the start of school.

**Board Committee Reports** **T.C.C.**                      No report.

**PSBA**                      The committee discussed the 2021 Civics Exam.

**BCIU**                      No report.

**BCTC**                      The committee approved the budget with two new positions and accepted a \$200,000 grant award.

**P & C** No report.

**ECC and Facilities** No report.

**Secondary Programming and Scheduling** No report.

**Personnel**

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

1. The approval of the extra-duty positions and stipends for the 2019-2020 school year, per the attached.
2. The acceptance of the resignation of Scott DuCoin as the Middle School Head Football Coach effective July 15, 2019.
3. The approval of Brandi Lees as a mathematics teacher at Kutztown Area Middle School effective August 13, 2019 at a salary of \$59,256.00 per Bachelor's Degree + 24, Step 2, of the KATA/KASD contract.
4. The approval of Brandi Lees as a per diem teacher, effective July 16, 2019, as needed to participate in professional development at the curriculum rate of \$27.00 per hour.
5. The approval of Karise Mace as a District Instructional Coach and Internship Coordinator effective August 13, 2019 at a salary of \$68,175.00 per Master's Degree, Step 6, of the KATA/KASD contract.
6. The approval of Karise Mase as a per diem teacher, effective July 16, 2019, as needed to participate in professional development at the curriculum rate of \$27.00 per hour.
7. Approval of salary increase for employee #1747 of \$1.69 per hour effective July 1, 2019.
8. Approval of salary increase for employee #1284 of \$1.71 per hour effective July 1, 2019.
9. The approval of Ambika Khanna to serve as clerical substitute at an hourly rate of \$14.00 during the summer.
10. The approval of Valerie Smeltz to serve as clerical substitute at an hourly rate of \$14.00 during the summer.
11. The acceptance of the resignation of LeAnn Silberman as Learning Support Para-educator at Greenwich-Lenhartsville Elementary School effective July 2, 2019.
12. The approval of the following participants in the Senior Volunteer Tax Exchange Program for the 2019-2020 school year:

Sandra Long	Donna Keglovits	Suzanne Barron
Janella Brislin Moyer	Grace Haas	Audrey Merkel
Charlotte Schroeder	Peter Karch	Judith Mehlretter

**All Personnel are Approved Pending Receipt of All Mandated Credentials**

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

**Policy Maintenance**

Motion made by Randy Burch, seconded by Charles Shurr, to approve the second reading of the following policies:

Policy 220- Student Expression/Distribution and Posting of Materials  
Policy 610- Purchases Subject to Bid/Quotation  
Policy 913- Nonschool Organizations/Groups/Individuals

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

**Textbook Adoption**

Motion made by Dennis Ritter, seconded by Jim Shrawder, to approve the purchase of 10 copies of *Environmental Science for the AP Course, 3rd Edition* by Andrew Friedland and Rick Relyea for use in AP Environmental Science at a total cost of \$1,420.40.

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

**Application Development**

Motion made by Michael Hess, seconded by Karl Nolte, to approve the Application Development Block Time Agreement with SL Technology, LLC to provide block time application development services in the amount of \$6,000.

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

- Donation** Motion made by Randy Burch, seconded by Michael Hess, to accept a donation, with gratitude, of \$305.17 from Lifetouch National School Studios to Greenwich-Lenhartsville Elementary School to fund field trips assemblies, and special projects for the students.  
**Roll call vote:** Yes 8 No 0 Absent 1 (Johnson)  
**Motion carried.**
- Employee Assistance Program** Motion made by Randy Burch, seconded by Charles Shurr, to approve the contract with Inroads at Family Guidance Center to offer the Employee Assistance Program for the period of July 1, 2019 to June 30, 2020 for an approximate cost of \$2,255 administrative fee and \$70 per hour for each counseling session. Each household member receives three covered sessions per contract year.  
**Roll call vote:** Yes 8 No 0 Absent 1 (Johnson)  
**Motion carried.**
- Liability Insurance** Motion made by Dennis Ritter, seconded by Randy Burch, to approve the renewal of the liability insurance package from Brown & Brown Insurance for a one-year period beginning July 1, 2019 at a cost of \$100,104.  
**Roll call vote:** Yes 8 No 0 Absent 1 (Johnson)  
**Motion carried.**
- Student Accident Insurance** Motion made by Randy Burch, seconded by Michael Hess, to approve the renewal of the Student Accident Insurance with Bollinger Specialty Group for a one-year period beginning on August 17, 2019 at a cost of \$11,672.  
**Roll call vote:** Yes 8 No 0 Absent 1 (Johnson)  
**Motion carried.**
- Custodial Services** Motion made by Randy Burch, seconded by Michael Hess, to approve the agreement with School Operations Services Group, Inc. (SOS) for the 2019-20 year to provide van drivers, custodial, food service, paraprofessionals, and clerical substitutes.  
 Motion made by Al Darion, seconded by Michael Hess, to amend the motion to include the wording "for when we are unable to fill the position through regular process" at the end of the motion.  
**Roll call vote:** Yes 7 No 1 (Nolte) Absent 1 (Johnson)  
**Motion carried.**  
 Motion made by Randy Burch, seconded by Jim Shrawder, to approve the agreement with School Operations Services Group, Inc. (SOS) for the 2019-20 year to provide van drivers, custodial, food service, paraprofessionals, and clerical substitutes for when we are unable to fill the position through regular process.  
**Roll call vote:** Yes 8 No 0 Absent 1 (Johnson)  
**Motion carried.**
- New Story (ESY)** Motion made by Michael Hess, seconded by Randy Burch, to approve the tuition agreements with New Story Schools and Services in Reading, PA for special education students at a cost of \$380 per enrolled day for the 2019 Extended School Year (ESY).  
**Roll call vote:** Yes 8 No 0 Absent 1 (Johnson)  
**Motion carried.**
- New Story** Motion made by Randy Burch, seconded by Dennis Ritter, to approve the tuition agreements with New Story Schools and Services in Reading, PA for special education students at a cost of \$380 per enrolled day for the 2019-2020 school year.  
**Roll call vote:** Yes 7 No 0 N/A 1 (Shrawder) Absent 1 (Johnson)  
**Motion carried.**
- Interpreting/Translation Services** Motion made by Randy Burch, seconded by Michael Hess, to approve the agreement with Karina Tejada, Margielene Soriano, and Idelisa Ventura to provide Spanish translation services.  
**Roll call vote:** Yes 8 No 0 Absent 1 (Johnson)  
**Motion carried.**
- School-Based ACCESS Program** Motion made by Randy Burch, seconded by Michael Hess, to approve the Pennsylvania School-Based ACCESS Program (SBAP) Local Education Agreement to Participate for the 2019-2020 school year.  
**Roll call vote:** Yes 8 No 0 Absent 1 (Johnson)  
**Motion carried.**
- Adjournment** Motion made by Jim Shrawder, seconded by Randy Burch, to adjourn the meeting at 8:37 p.m.  
**Motion carried unanimously.**

Respectfully Submitted by,  
 Rikki L. DeVough, School Board Secretary