

*Minutes*  
of the  
KUTZTOWN AREA SCHOOL DISTRICT  
Board of Directors Meeting  
Monday, June 18, 2012, 7:30 p.m.

The Board of Directors of Kutztown Area School District met for a regular board meeting on Monday, June 18, 2012 at 7:30 p.m., in the High School Library, pursuant to due notice to board members and the public.

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

**Absent**

**Also Present** Karl Olschesky, Rikki Clark, David Miller, Matthew Link, Cynthia Meyer, Rebecca Beidelman, James Brown, Barbara Richard, Katherine Metrick, Joann Buffum, Donna Keglovits, Donna Hill-Chaney, Jim Chaney, Janet Yost, Jeff Huffert, Melanie Wessner, Danielle Berger, Michele Schoener, Kimberly Brazina, Jordan Kemp, Julie Rabenold, Adam Rabenold, Brock Rabenold, Beth Stump, Suzanne Barron, Lisa Mitchell, Joyce Sturtevant, Pam Heid, Elizabeth Wessner, Pam Ashman, Jennifer Erb, Amy Howard, Erin Anderson, Lori Anderson, Beth Sica, Dawn Fahim

**Call to Order** The meeting was called to order at 7:40 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 Pat Bealer, seconded by Randy Burch, to approve the Minutes of the May 21 and June 4, 2012 School Board Meetings and the June 11, 2012 Budget and Finance Committee Meeting.  
**Roll call vote: Yes 9 No 0 Absent 0**  
**Motion carried.**

**Treasurer's Report** Motion made by Amy Faust, seconded by Pat Bealer, to accept the treasurer's report of the General Fund.  
**Roll call vote: Yes 9 No 0 Absent 0**  
**Motion carried.**

**Ratification of General Account Bills** Motion made by Kurt Frieauf, seconded by Pat Bealer, to ratify for payment the general account bills in the amount of \$3,818,761.21.  
**Roll call vote: Yes 9 No 0 Absent 0**  
**Motion carried.**

**Approval of General Account Bills** Motion made by Pat Bealer, seconded by Kurt Frieauf, to approve for payment the general account bills in the amount of \$334,591.83.  
**Roll call vote: Yes 9 No 0 Absent 0**  
**Motion carried.**

**Supt's Report** No report.

**Committee Reports** **EIT** No report.  
*Pat Bealer*

**PSBA** Mrs. Bealer reported the republicans are working on a budget with the possibility of extra funding. She also reported the bill to eliminate property taxes has been tabled, the EITC initiative will be expanded next year, and a bill is being considered for the accountability of charter schools.  
*Pat Bealer*

**ECC** Mrs. Faust reported the committee reviewed a policy on concussion safety which will be brought to the Policy and Curriculum Committee.  
*Amy Faust*

**BCIU** No report.  
*Carl Ziegler*

**BCTC** No report.  
*Pat Bealer*

**Policy and Curriculum** Mrs. Holt reported the committee received a presentation on the hybrid learning initiative pilot program at the high school and is currently awaiting additional information.  
*Kurt Friehauf*

**Student Achievement** No report.  
*Al Darion*

**Facilities** Mr. Olschesky reported the asbestos abatement project in the boiler room and the boiler and water softener replacement projects are moving forward.  
*Karl Olschesky*

**Personnel**

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

1. The acceptance, with regret, of the resignation due to retirement of Cynthia A. Meyer as assistant to the superintendent for technology and professional development effective June 30, 2012.
2. The approval of Allison M. Scheidt as a long-term substitute teacher at Kutztown Elementary School effective August 21, 2012 through approximately November 27, 2012 at a salary of \$100 for days 1-20, \$110 for days 21 through 45, and the remainder at Bachelor's, Step 1 (non-tenured) per the KATA/KASD contract.
3. The approval of the following coaches and salaries for the 2012-2013 school year:

Head Cross Country Coach	Kenrick D. Smith	\$2,800
Head Field Hockey Coach	Eryn L. Ziegler	\$4,092
Assistant Football Coach	Keith A. Leamer	\$2,477
4. The salary approval for Katherine D. Metrick at the per diem rate of \$546.58 per day for superintendent work completed prior to the start date on her signed contract.
5. The approval of an intermittent family medical leave (FMLA) for employee #1252 commencing on July 12, 2012 through approximately July 29, 2012.
6. The approval of the following Eshelman drivers for the 2012 summer programs:

Reuben S. Sweigert	William F. Brobst	Melissa Dietrich
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**Roll call vote: Yes 9 No 0 Absent 0**

**Motion carried.**

Motion made by Amy Faust, seconded by Pat Bealer, to approve Erin J. Anderson as an elementary school principal, effective July 2, 2012, at a salary of \$84,000.

**Roll call vote: Yes 9 No 0 Absent 0**

**Motion carried.**

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

**Business Admin. Compensation**

Motion made by Pat Bealer, seconded by Al Darion, to approve Karl J. Olschesky's 2012-2013 compensation as business administrator at a salary of \$90,640.

**Roll call vote: Yes 9 No 0 Absent 0**

**Motion carried.**

**Act 93 Personnel Compensation**

Motion made by Amy Faust, seconded by Pat Bealer, to approve the 2012-2013 Act 93 personnel compensation per the attached.

**Roll call vote: Yes 9 No 0 Absent 0**

**Motion carried.**

**Support Personnel Compensation**

Motion made by Jim Shrawder, seconded by Amy Faust, to approve the 2012-2013 support personnel compensation per the attached. Employees with less than six months of services will have wage increases deferred until six month anniversary and performance evaluation.

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

**Motion carried.**

**Acting Superintendent**

Motion made by Pat Bealer, seconded by Kurt Friehauf, to approve Nicholas Lazo, Jr. as acting superintendent, effective June 30, 2012, per the attached *Emergency and Exigent Circumstances* document, with compensation at his per diem rate and continuation of his current benefits.

**Roll call vote: Yes 9 No 0 Absent 0**

**Motion carried.**

**Elimination of Positions**

Motion made by Kurt Friehauf, seconded by Randy Burch, to approve, due to declining enrollment, the PDE certificated employee position of Assistant to the Superintendent for Information Technology and Professional Development be eliminated, effective June 30, 2012, pursuant to the Public School Code.

**Roll call vote: Yes 9 No 0 Absent 0**

**Motion carried.**

Motion made by Craig Schroeder, seconded by Randy Burch, to approve, due to declining enrollment, the PDE certificated employee position of Senior High School Assistant Principal be eliminated, effective June 30, 2012, pursuant to the Public School Code.

**Roll call vote: Yes 8**

**No 1 (Friehauf)**

**Absent 0**

**Motion carried.**

Motion made by Amy Faust, seconded by Pat Bealer, to approve, due to declining enrollment, the PDE certificated employee position of Teacher of the Gifted be eliminated, effective June 30, 2012, pursuant to the Public School Code.

**Roll call vote: Yes 5**

**No 4 (Darion, Faust, Friehauf, Holt)**

**Absent 0**

**Motion carried.**

Motion made by Randy Burch, seconded by Craig Schroeder, to approve, due to declining enrollment, the non-certificated Act 93 position of Athletic Director be reduced by 0.50, effective June 30, 2012, pursuant to the Public School Code.

**Roll call vote: Yes 8**

**No 1 (Friehauf)**

**Absent 0**

**Motion carried.**

Motion made by Pat Bealer, seconded by Jim Shrawder, to approve, due to declining enrollment, the non-certificated support staff position of one custodian be eliminated, effective June 30, 2012, pursuant to the Public School Code.

**Roll call vote: Yes 7**

**No 2 (Faust, Holt)**

**Absent 0**

**Motion carried.**

**General Fund  
Budget Adoption**

Motion made by Kurt Friehauf, seconded by Randy Burch, to restore the part-time music teaching position to full-time.

**Roll call vote: Yes 7**

**No 2 (Faust, Shrawder)**

**Absent 0**

**Motion carried.**

Motion made by Al Darion, seconded by Kurt Friehauf, to increase the property tax an additional 0.2 mils and allocate all but \$18,000 to the designated Future PSERS Contributions pension fund.

**Roll call vote: Yes 4 (Burch, Darion, Friehauf, Holt)**

**No 5**

**Absent 0**

**Motion not carried.**

Motion made by Jim Shrawder, seconded by Craig Schroeder, to allocate \$25,000 from fund balance pending lack of budgetary savings throughout the school year.

**Roll call vote: Yes 7**

**No 2 (Darion, Faust)**

**Absent 0**

**Motion carried.**

Motion made by Kurt Friehauf, seconded by Randy Burch, to approve the adoption of the final 2012-2013 Kutztown Area School District General Fund Budget with revenues of \$27,793,255 and expenditures of \$28,735,876 supported by Real Estate Tax (28.7577 mils); Per Capita Tax, Sec. 679 (\$5.00); Per Capita Tax, Act 511 (\$5.00); Local Services Tax (\$5.00); Earned Income Tax (0.5%); Amusement Tax (5%-10%); committed and uncommitted fund balance in the amount of \$950,000.

**Roll call vote: Yes 6**

**No 3 (Darion, Faust, Shrawder)**

**Absent 0**

**Motion carried.**

**ACCESS Program**

Motion made by Pat Bealer, seconded by Randy Burch, to approve the School Based ACCESS Program (SBAP) Continuation Agreement with LDP, Inc. d/b/a Leader Services for twelve consecutive months beginning July 1, 2012. The agreement provides for automatic annual renewal unless notice is given 90 days prior to renewal.

**Roll call vote: Yes 9**

**No 0**

**Absent 0**

**Motion carried.**

**Policy Adoption**

Motion made by Amy Faust, seconded by Jim Shrawder, to approve the second reading and adoption of Policy 006 Meetings.

**Roll call vote: Yes 6**

**No 3 (Bealer, Burch, Darion)**

**Absent 0**

**Motion carried.**

Motion made by Amy Faust, seconded by Al Darion, to approve the second reading and adoption of Policy 319.1 Intellectual Property.

**Roll call vote: Yes 8**

**No 1 (Faust)**

**Absent 0**

**Motion carried.**

Motion made by Pat Bealer, seconded by Amy Faust, to approve the second reading and adoption of Policy 121 Field Trips, Policy 210 Use of Medications, and Policy 822 Automated External Defibrillator (AED).

**Roll call vote: Yes 9**

**No 0**

**Absent 0**

**Motion carried.**

KASD Board of Directors Meeting Minutes

June 18, 2012

Page 4 of 5

**Homestead/  
Farmstead**

Motion made by Pat Bealer, seconded by Amy Faust, to approve the 2012-2013 Homestead and Farmstead Exclusion Resolution per the attached.

**Roll call vote: Yes 6**

**No 3 (Faust, Schroeder, Shrawder)**

**Absent 0**

**Motion carried.**

**Fund Balance  
Commitments**

Motion made by Pat Bealer, seconded by Randy Burch, to approve the following fund balance commitments as of June 30, 2012 in accordance with Policy 620. Additional amounts may be committed at the conclusion of the annual audit.

Future Capital Projects	\$ 533,359
Future PSERS Contributions	\$1,050,310
Amount Due to BCTC	\$ 238,146
Further Development of Virtual Academy (KVA)	\$ 200,000

**Roll call vote: Yes 9**

**No 0**

**Absent 0**

**Motion carried.**

**Workers' Comp.  
Insurance**

Motion made by Amy Faust, seconded by Pat Bealer, to approve the renewal of the workers' compensation insurance coverage with School Districts Insurance Consortium (SDIC) for the 2012-2013 fiscal year at a cost of \$93,665.

**Roll call vote: Yes 9**

**No 0**

**Absent 0**

**Motion carried.**

**Lunch Prices**

Motion made by Pat Bealer, seconded by Kurt Frieauf, to approve, in accordance with the Healthy, Hunger-Free Kids Act of 2010, the increase of lunch prices to \$2.35 at the elementary and middle schools and \$2.60 at the high school.

**Roll call vote: Yes 8**

**No 1 (Faust)**

**Absent 0**

**Motion carried.**

**Liability Insurance**

Motion made by Jim Shrawder, seconded by Amy Faust, to approve the renewal of the liability insurance package with the Pennsylvania School Boards Association (PSBA) Insurance Trust for a one year term beginning July 1, 2012 at a cost of \$74,135.

**Roll call vote: Yes 9**

**No 0**

**Absent 0**

**Motion carried.**

**HS Laptop Repair**

Motion made by Pat Bealer, seconded by Al Darion, to approve warranty, maintenance, and repairs to student-issued laptop computers be conducted by authorized Apple Inc. warranty and repair vendors, Double Click Computer of West Reading and Bethlehem, PA and J2Tech of Allentown, PA for the 2012-2013 school year.

**Roll call vote: Yes 9**

**No 0**

**Absent 0**

**Motion carried.**

**HS Laptop Fees**

Motion made by Amy Faust, seconded by Pat Bealer, to approve a district maintenance and repair fee of \$65.00 to be used for repairs to the student-issued laptop computers for the 2012-2013 school year. Fees for the maintenance and repair of the laptop computers for students approved for free or reduced lunch status will be discounted or paid for by the school district. Fees for the maintenance and repair for students who did not have a claim during the 2011-2012 school year will be \$55.00. This cost reduction is to promote/encourage responsible care for the school-issued laptop.

**Roll call vote: Yes 9**

**No 0**

**Absent 0**

**Motion carried.**

**Smile Program**

Motion made by Kurt Frieauf, seconded by Amy Faust, to approve the services of Mobile Dentists through the Smile Program for the 2012-2013 school year.

Motion made by Jim Shrawder, seconded by Caecilia Holt, to table the motion to approve the services of Mobil Dentists for the 2012-2013 school year.

**Roll call vote: Yes 6**

**No 3 (Burch, Darion, Frieauf)**

**Absent 0**

**Motion carried.**

**Transportation  
Contract**

Motion made by Amy Faust, seconded by Pat Bealer, to approve the transportation contract with the parent of student #104572.

**Roll call vote: Yes 7**

**No 0 Abstain 2(Frieauf, Shrawder)**

**Absent 0**

**Motion carried.**

**Agreement and  
Release**

Motion made by Amy Faust, seconded by Randy Burch, to approve the agreement and release for student #104572.

**Roll call vote: Yes 8**

**No 0**

**Abstain 1 (Frieauf)**

**Absent 0**

**Motion carried.**

**Tuition Agreement** Motion made by Amy Faust, seconded by Pat Bealer, to approve the tuition agreement between the Tulpehocken Area School District and the Kutztown Area School District for student #104572.

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

**Summer Bus Runs** Motion made by Pat Bealer, seconded by Amy Faust, to approve the bus/van runs for the 2012 summer programs, effective June 18, 2012.

**Roll call vote: Yes 9 No 0 Absent 0**  
**Motion carried.**

**Donation** Motion made by Amy Faust, seconded by Pat Bealer, to accept the donation from the Kutztown Area High School Class of 1946 in the amount of \$2,498.14. This donation will be utilized for auditorium lobby seating at the high school.

**Roll call vote: Yes 9 No 0 Absent 0**  
**Motion carried.**

**Special Ed Aide** Motion made by Kurt Friehauf, seconded by Caecilia Holt, to direct the administration to reassign a currently employed special education aide to the gifted program.

Motion made by Jim Shrawder, seconded by Al Darion, to amend the motion to support the reassigning of a special education aide to the gifted program if necessary.

**Roll call vote: Yes 5 No 4 (Burch, Friehauf, Holt, Ziegler) Absent 0**  
**Motion carried.**

**Public Comment** Beth Sica expressed her concern of the cut of a teacher in the gifted program and the effect on the program.

Beth Stump thanked the district for allowing her daughter to complete the school year via Skype.

Amy Howard requested clarification on the reassignment of duties for the assistant to the superintendent for technology and professional development.

**Discussion Items** *E-Rate Consulting Agreement*

Motion made by Amy Faust, seconded by Jim Shrawder, to direct Karl Olschesky and the Business Department to move forward with the E-Rate Consulting Agreement.

**Roll call vote: Yes 9 No 0 Absent 0**  
**Motion carried.**

**Adjournment** Motion made by Pat Bealer, seconded by Amy Faust, to adjourn the meeting at 9:22 p.m.

**Motion carried unanimously.**

Respectfully submitted by,

Rikki L. Clark  
School Board Secretary