

WILSON SCHOOL BOARD
Minutes
Monday, November 7, 2016

Wilson School District Strategic Vision Planks

WSD Vision Plank 1 – Improve upon or expand Wilson’s portfolio to advance student success.

WSD Vision Plank 2 – Grow Wilson regionally or nationally.

WSD Vision Plank 3 – Increase organizational agility and capacity.

WSD Vision Plank 4 – Creative development of existing and new infrastructure.

WSD Vision Plank 5 – Create a flatter organizational structure for stakeholder collaboration.

WSD Vision Plank 6 – Control for fiscal accountability.

The regular meeting of the Wilson School Board was called to order at 7:05 p.m. on Monday, November 7, 2016 in the Board Room, by Mr. Steve Ehrlich, Board President. The following Board members were present:

Steve Chmielewski
Steve Ehrlich
Brad Hart
Jason Hopp
Mike Martin
Robert Metzgar
Jay Nigrini
Carol Reid
Matt Wolf

Present: Mr. Baker, Dr. Mierzejewski, Ms. Schlosman, Ms. Lillis, Dr. A Flannery, Dr. Long, Ms. Kramer, Mr. Damiani, Mr. Stenger, Ms. Yeiser and Officer Johnson,

Public Attendees – attached

Pledge to the Flag

Announcement – Attorney Miravich

Executive Session – The board met in executive session prior to tonight’s board meeting for the purpose of discussing personnel issues and will reconvene following tonight’s board meeting to continue discussion.

Communications - none

Wilson Good News – Steve Ehrlich

Approval of Minutes (Consent)

Hearing no objection to approve the Wilson School Board minutes of October 17, 2016, President Ehrlich directed that a unanimous vote be cast to ratify/approve the minutes.

(AYES 9)

1.0 TREASURER'S REPORT/INVESTMENT REPORT/GENERAL FUND FINANCIAL REPORTS (No items)

2.0 PAYMENT OF BILLS: (Motion Carried)

Dr. Chmielewski moved, seconded by Mrs. Reid to approve the Payment of Bills as follows:

General Fund	\$1,742,985.26
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A roll call vote was recorded as follows:

(Ayes 9): Messrs.; Chmielewski, Ehrlich, Hart, Hopp, Martin, Metzgar, Nigrini, Wolf, and Mrs. Reid

3.0 FINANCIAL REPORTS: (No items)

4.0 Ratified/Approved the following: (Consent)

Hearing no objection to Agenda items 4.1 – 4.2 President Ehrlich directed that a unanimous vote be cast to ratify/approve the following: **(AYES 9)**

4.1 Ratified the out of state/overnight field trips as attached.

4.2 Approved the Out of Country Field Trip to London: Students from Drama classes, Grades 9 – 12th, will travel to London. They will tour Windsor Castle, Stratford Upon Avon, Stonehenge and Bath, attend The Royal Shakespeare Company workshop, and a Royal Shakespeare Company performance, and sightsee and tour London. Dates will be March 22 – 30, 2018. Students would miss two school days (and any snow make up days). The majority of these dates are during the anticipated Spring Break 2018. Cost to students/parents/guardians will be approximately \$3,800.00. Some fundraising will be done through candy sales. Students/parents/guardians will pay the cost of airfare and a shuttle bus to the Philadelphia Airport. Cost to the district would be two subs for two school days and any snow make-up days. Approximately 30 students will attend this trip with two teachers, Jodie and Karyn Reppert. The travel agency is EF Tours and they are handling insurance for this trip.

5.0 Superintendent's Report (Motion Carried)

Mr. Hopp moved, seconded by Mr. Hart to approve the Superintendent's report items #5.1 - #5.9 d. as follows:

5.1 Unpaid Leave

Elissa Kelleher, Special Education Teacher, High School, 11/2/16-11/4/16 (3 working days)

5.2 Retirements

Cynthia Cifrese, Itinerant Support Teacher, High School, eff. end of the 16-17 school year, 20 years with the Wilson School District

Brian Lewis, Learning Support Teacher, Southern Middle School, eff. 7/30/2017, 13 years with the Wilson school District

Rosemary Martin, Emotional Support Teacher, High School, eff. the end of the 16-17 school year, 26 years with the Wilson School District

Mary Ann Reed, Reading Specialist, Green Valley, eff. the last day of the 16-17 school year, 20 years with the Wilson School District

Phyllis Sands, Music Teacher, Whitfield, eff. the end of the 16-17 school year, 21 years with the Wilson School District

Shirley Sites, Grade 2, Whitfield, eff. the end of the 16-17 school year, 35 years with the Wilson School District

Gay Wentzel, Chemistry teacher, High School, eff. the end of the 16-17 school year, 25 years with the Wilson school District

5.3 Resignations

Elissa Kelleher, Special Education Teacher, High School, eff. 12/9/16

Jacqueline Klemens, In School Suspension Monitor, High School, eff. 11/15/16

Heidi Kreitz, Substitute Child Care Assistant, eff. 10/20/16

Timothy Latshaw, Substitute School Bus Driver, eff. 10/23/16

Margaret Nina, Custodian, West, eff. 9/27/16

Mary Ream, School Bus Driver, eff. 11/16/16

Beverly Morgan, Special Education Instructional Assistant, Shiloh Hills, eff. 11/18/16

Jenny Shepley, Substitute Teacher, eff. 11/5/16

Jennifer Bowen, Food Service Worker, Whitfield, eff. 11/07/16

Nancy Welde, Food Service Worker, Cornwall Terrace, eff. 08/28/15

5.4 Child Rearing Leave

Natasha Palm, English Teacher, West, beginning approximately 3/10/17 and ending approximately 5/29/17

Steffany Snell, ESL Teacher, Whitfield Elementary, beginning approximately 3/4/17 and ending approximately the beginning of the 18-19 school year

Bethany Snyder, Instructional Technology Coach, beginning approximately 3/1/17 and ending approximately 5/31/17

5.5 Change of Status

Dayna Balla, Autistic Special Education Instructional Assistant, Whitfield to Substitute Special Education Instructional Assistant, \$12.11 per hour, eff. 10/31/16

Lynne Bialek, Autistic Special Education Instructional Assistant to Emotional Support Special Education Instructional Assistant, High School, \$12.75 per hour, no change in hours, eff. 10/15/16 (new position)

Karie Braca, B to Masters, eff. 9/01/16 (confirmation of degree)

Mary Glassic, M to M+6, eff. 8/29/16

Susan Hemphill, Part time Transportation Secretarial Aide to Full Time Administrative Asst. to the Transportation Coordinator, \$14.89 per hour, eff. 10/3/16 (former Asst. Coordinator of Transportation position transition to AA to Coordinator of Transportation)

Eileen Jackson, Special Education Instructional Assistant, Southern, 22.5 hours per week to 29.5 hours per week, no change in rate, eff. 10/31/16 (specific student need)

Bonnie Kleinsmith, Job Coach, \$21.84 per hour, eff. 7/1/16 (new hourly rate missed on previous agenda)

Adam Molis, B to B+12, eff. 8/29/16

Laura Nina, Substitute Special Educational Instructional Assistant to Life Skills Special Education Instructional Assistant, Whitfield, 29.5 hours per week, \$13.11 per hour, eff. 11/9/16 (replacing Julie Pelker who resigned)

Cindy O'Neil, Food Service Worker, West, 25 hours per week, to 26.25 hours per week, no change in rate, eff. 8/29/16

Stephanie Skipper, 2nd shift Custodian, High School to 2nd shift Custodian, West, no change in hours or rate, eff. 10/31/16 (replacing Margaret Nina who resigned)

Jane Fehr, Monitorial Aide, Green Valley to Substitute Monitorial Aide, \$9.87 per hour, eff. 10/20/16

Kathleen Marr, Food Service Worker, Lower House, 21.25 hours per week to 22.5 hours per week, no change in rate, eff. 10/27/16

Lucy Miceli, Food Service Worker, Lower House, 20 hours per week to 21.25 hours per week, no change in rate, eff. 10/27/16

Christine Yoh, M+30 to M+45, eff. 8/29/16 (confirmation of degree)

5.6 Support Staff

Tammy Ambrose, Substitute Special Education Instructional Assistant, \$12.11 per hour, eff. 10/21/16

Jennifer Berlew, Preschool Assistant, 28.75 hours per week, \$11.35 per hour, Berkshire Heights, eff. 11/7/16 (replacing Jessica Strine who resigned)

Jennifer Bowen, Food Service Worker/ Cashier, Whitfield, 16.25 hours per week, \$9.87 per hour, eff. 11/1/16 (replacing Heather Ratkiewicz who transferred to sub status)

Amber Dutka, Learning Support Special Education Instructional Assistant, Southern, 29.5 hours per week, \$12.11 per hour, eff. 11/3/16 (replacing Mike Heckman who transferred to a sub IA)

Kayla Heiney, Learning Support Special Education Instruction Assistant, Shiloh Hills, 29.5 hours per week, \$12.11 per hour, eff. 11/7/16 (replacing Theresa Gelvin who resigned)

Lynn Lausch, Trip Driver, \$13.36 per hour, eff. 10/24/16

Samantha Smith, Autistic Special Education Instructional Assistant, West, \$13.11 per hour, 29.5 hours per week, eff. 10/17/16 (replacing Lauren Bender who resigned)

Kara Snyder, Child Care School Age Assistant, Spring Ridge, 25 hours per week, \$11.35 per hour, eff. 11/7/16 (replacing Amanda Seidel who had a change in status)

Cynthia Strickler, Van Driver, \$12.75 per hour, 15 hours per week, eff. 10/26/16

Wendy Yourkavitch, Substitute Bus Aide, \$9.87 per hour, eff. 10/17/16

Giovanna Borelli, Monitorial Aide, Green Valley, 2 hours per week, \$12.73 per hour, eff. 10/20/16 (replacing Jane Fehr who is having a change in status)

Maria Cabrera, Substitute School Bus Aide, \$9.87 per hour, eff. 11/1/16

5.7 Hourly Teachers

Jacqueline Gawronski, Skills Tutor, West, 17 hours per week, \$15.73 per hour, eff. 10/25/16

Christopher Weiss, Cornwall Terrace, 17 hours per week, \$19.22 per hour, eff. 10/26/16

5.8 Substitute Teachers eff. 11/8/16 unless otherwise noted

Jacob Ceccola	Edwin Guinther
Charles Cockrell, eff. 10/19/16	Scott Heidel
Daniel Czerny	Kayla Heiney
Deborah Davis	Brandy Orr, eff. 10/28/16
Maegan Day	Amanda Roth, eff. 10/25/16
Amy Frantz	Lindsay Swinehart, eff. 10/25/16
Linda Kay Golden	Susan Walmer
Heather Grandis	Kayla Welsh
Jacqueline Gawronski	Pamela Messenger
Ron Flicker, eff. 11/7/16	

5.9 Extracurricular

a) Summer Conditioning Program-

Tom Houck- \$2500.00
Roy Snyder- \$2500.00
Aaron Chapple- \$500.00
Rudy Ruth- \$500.00

b) Jada Stambaugh, Community Swim and Age Group Water Polo, \$7.75/hr.

c) High School Plays

High School 1st Play Director- Jody Reppert	\$1678.00
High School 1st Play Asst. - Karin Mohr	\$ 559.00
High School 2nd Play Director- Jody Reppert	\$1678.00
High School 2nd Play Asst.- Emily Fredericks	\$ 559.00
High School 3rd Play Director- Jody Reppert	\$1678.00
High School 3rd Play Asst.- Karyn Reppert	\$ 838.00
Musical Choreographer #1- Jen Caputo	\$ 573.00
Musical Choreographer #2- Erica Hassler	\$ 559.00
Musical Technical Director- Kevin Parks	\$ 573.00

d) The following is the list of staff stipends for Wilson West's 2016 musical *Shrek* (these positions are paid from the West Middle School Activities Fund Musical Club)

Choreographer	\$ 750.00
Assistant Choreographer	\$ 500.00
Scene Designer/Master Carpenter	\$ 500.00

Stage Manager	\$ 500.00
Costumes	\$ 500.00
Scenic Designer	\$ 500.00
Programs/Publicity/Tickets	\$ 500.00
Tech Director	\$ 250.00
Producer	\$ 250.00
Front of House Manager	\$ 50.00 (gift card)
Artists	\$ 25-50 (gift card)

6.0 Consent Items (**Consent**)

Hearing no objection to Agenda item 6.1 a President Ehrlich directed that a unanimous vote be cast to ratify/approve the following: (**AYES 9**)

6.1 Accepted with gratitude the following donation:

- a) A check in the amount of \$250.00 from Health Promotion Council to West Middle School to be designated for student activities.

Roll Call

7.0 Human Resources (**Motion Carried**)

Dr. Chmielewski moved, seconded by Mr. Wolf to approve Human Resource items #7.1 - #7.3 as follows

7.1 Approved Kathy Blume as Nurse Substitute Caller, \$1,000 for the 16-17 school year.

7.2 Approved paying Joel Dries for Quarter 1 Virtual Driver's Education according to the terms of the MOU in the amount of \$1,400 (One section at \$1,000 base fee plus \$50 per student * 8 students).

7.3 Approved the 2016-17 advisors – see attached.

A roll call vote was recorded as follows:

(**Ayes 9**): Messrs.; Chmielewski, Ehrlich, Hart, Hopp, Martin, Metzgar, Nigrini, Wolf, and Mrs. Reid

8.0 Pupil Services (**Motion Carried**)

Mrs. Reid moved, seconded by Dr. Chmielewski to approve Pupil Services item #8.1 as follows:

8.1 Ratified a contract with Capstone Academy to provide special education services to one special education student at the per diem rate of \$422.22, including all related services costs, beginning 11/07/16 and ending 6/14/17.

A roll call vote was recorded as follows:

(**Ayes 8**): Messrs.; Chmielewski, Ehrlich, Hart, Hopp, Metzgar, Nigrini, Wolf, and Mrs. Reid

(Nay 1): Mr. Martin

9.0 Technology & Media (Motion Carried)

Dr. Chmielewski moved, seconded by Mrs. Reid to approve Technology & Media item #9.1 as follows:

- 9.1 Granted permission** to donate obsolete and broken technology and media items to Harmonious Volunteer Center, Philadelphia, PA.

A roll call vote was recorded as follows:

(Ayes 9): Messrs.; Chmielewski, Ehrlich, Hart, Hopp, Martin, Metzgar, Nigrini, Wolf, and Mrs. Reid

10.0 Operations (Motion Carried)

Mr. Nigrini moved, seconded by Mr. Martin to approve Operations item #10.1 as follows:

- 10.1 Request permission** to use Capital Reserve Funds to pay for the sinkhole work to date at the High School/Lower House outside Gurski Stadium in the current amount of \$55,983.35.

A roll call vote was recorded as follows:

(Ayes 9): Messrs.; Chmielewski, Ehrlich, Hart, Hopp, Martin, Metzgar, Nigrini, Wolf, and Mrs. Reid

11.0 Finance (Motion Carried)

Dr. Chmielewski moved, seconded by Mr. Wolf to approve Finance item #11.1 as follows:

- 11.1 Approved** the settlement agreement between the District and the Pennsylvania Department of Human Services to settle all claims arising out of the cost settlement process for the 2012-2013 School Based Access Program, with such settlement contingent upon similar execution by the Department.

A roll call vote was recorded as follows:

(Ayes 9): Messrs.; Chmielewski, Ehrlich, Hart, Hopp, Martin, Metzgar, Nigrini, Wolf, and Mrs. Reid

12.0 Curriculum and Staff Development (No Items)

13.0 Transportation (No Items)

14.0 Food/Cafeteria (No Items)

15.0 Child Care (Motion Carried)

- 15.1 Approved** contracting with Forino to add ceiling grids and tiles and lower some light fixtures in Classroom 3 & 4 at Berkshire Heights Early Learning Center. The cost of this project will be \$10,490.00. All costs will be paid for by Wilson Child Care. No cost to the General Fund.

- 15.2** **Approved** contracting with Quality Plumbing Solutions, LLC to add (3) sinks and remove (1) water cooler in the Cafeteria at Berkshire Heights Early Learning Center. The cost of this project will be \$6,935.00. All costs will be paid for by Wilson Child Care. No cost to the General Fund.

A roll call vote was recorded as follows:

(Ayes 9): Messrs.; Chmielewski, Ehrlich, Hart, Hopp, Martin, Metzgar, Nigrini, Wolf, and Mrs. Reid

16.0 **Extra-Curricular (No Items)**

17.0 **Policies (1st Reading, 2nd Reading & Roll Call for 3rd & Final Reading)**

(Roll Call)

Mr. Hart moved, seconded by Dr. Chmielewski to approve Policy #907 as follows:

- 17.1** **Final reading** and adoption of the following revised policy:
Pol. #907 – School Visitors

A roll call vote was recorded as follows:

(Ayes 9): Messrs.; Chmielewski, Ehrlich, Hart, Hopp, Martin, Metzgar, Nigrini, Wolf, and Mrs. Reid

(No Vote Necessary)

- 17.2** **Second reading** of the following revised policy:
Pol. #801 – Open Records

- 17.3** **First reading** of the following revised policy:
Pol. #916 – School Volunteers

18.0 **Miscellaneous (No Items)**

COMMITTEE AGENDA ITEMS

COMMITTEE REPORTS

Berks Career and Technology Center Representative (Mr. Metzgar)

JOC met on 10/26; next meeting 12/8 at 7:00 p.m.

Berks County I.U. Board Representative (Mrs. Reid)

Board meetings will be going paperless in January. Our information will be dropped into an icloud box, which board members can access.

On October 18, Dr. Hackman and Carl Blessing went to Harrisburg to speak to our legislators to discuss the important contributions IUs are making in communities across the Commonwealth.

Professional development opportunities were offered for related arts educators during the county wide in-service day on October 10.

Berks E.I.T. Representative (Mrs. Schlosman)

No report

Curriculum Committee Chairman (Mrs. Reid)

Algebra Standards Proposal

They are going to run a pilot on a new delivery system for students who have not passed the algebra Keystone to see if it works better than the current system of differentiated instruction.

Foreign Language Curriculum Update

Work continues on the foreign language curriculum using backward design based on five focus areas derived from the national standards of speaking, reading, listening, writing and culture. They will have common assessments, and data for interpersonal language will be reported on a continuum. Outcomes are defined, but teachers get there on their own. The lesson plans are only suggestions.

Academic Coaching Update

Our tech coaches are now resource teachers as their focus has changed from how to use technology, to how to use it effectively in teaching. They have prescheduled times, as well as, times open for on-demand.

ISTEM Update

Grand opening of ISTEM lab on Oct. 27. Many donors helped provide funds for the lab. In the ISTEM lab, subjects are integrated and they reach content standards in a more engaging way with authentic learning. They learn not only to be problem solvers, but problem finders.

Twitter

Our digital footprint is expanding. On the bottom of our homepage is our Twitter account. Teachers can tweet out special things they are doing, which others can follow.

PSU Berks

Our Discovery teachers are presenting at Penn State Berks on Oct. 19, as a case study for a new graduate course at Penn State called CREATIT.

Teachers from Northampton and Danville Area School districts will visit our high school to see our 1:1 technology on November 3.

Extracurricular Committee Chairman (Mr. Wolf)

Football is still playing, all other fall sports are done. Winter sports start next Friday

Facilities Committee Chairman (Mr. Nigrini)

No report

Finance Committee Chairman (Mr. Ehrlich)

No report

Human Resources Committee Chairman (Mr. Hopp)

No report

Legislative/PA School Board Assn. Representative (Mr. Martin)

Vote

Public Relations Chairman (Mr. Hart/Kristin Kramer)

We had a successful I-STEM Lab Open House & Ribbon cutting, great turn out by parents, students and community. There was coverage in the Reading Eagle this past Sunday.

I-STEM is having their first Advisory Board meeting this Thursday, Nov. 10, 7:30am and I have been assisting the team with coordinating that mtg as well.

Media outreach about the Wilson West Pond Project Opening – this Wed., Nov. 8, 3:30pm, and the Middle School Career Day, this Friday, Nov. 11 at Southern, 8am-12pm

Next week, Nov. 14-18, American Education Week – our schools are hosting days for parents/guardian/family to visit the schools

Education Foundation Report (Mr. Nigrini/Kristin Kramer)

Working on EITC applications for potential funding

Developing a new marketing piece for year-end giving – first time we are doing this

2017 Budget process in the works

The Iron Chef committee began meeting and planning is under way for 2017 – which will be held on Sunday, March 26.

Technology Chairman (Dr. Chmielewski)

No report

Student Outreach (Emma O'Shea)

JROTC is hosting their annual vet ball this Saturday. Student Government, JROTC, and many other volunteers will be collaborating to help make this event a success.

This past Thursday, administrators and teachers from North Hampton High School and Danville High School visited Wilson and walked around classrooms to observe technology and how students were using chromebooks to enhance learning

Wilson students are hosting powder puff this Thursday. The proceeds to this event will go to Wilson Mini-THON

Mini-THON is also hosting a holiday fundraiser on December 9th. This fundraiser is called Parents night out in which parents can sign up to drop their children at the high school in order to get holiday shopping or anything else that they need done. The Mini-THON captains will be watching these kids and will have different activities set up for them in different rooms as well as having the gym open.

Wilson's Leo club, interact club, and student government are working together to collect supplies in order to fill a school bus and send these supplies to Haiti for disaster relief

Solicitor (Mr. Miravich)

No report

OTHER BUSINESS (President to permit public participation prior to any vote on Other Business)

PUBLIC PARTICIPATION - NON-AGENDA ITEMS

There being no further business, Mr. Hopp moved, seconded by Dr. Chmielewski to adjourn the meeting at 7:30 p.m. Motion carried.

Cheryl Raffauf, Board Secretary