

WILSON SCHOOL BOARD
Minutes
Monday, November 21, 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 7:06 p.m. on Monday, November 21, 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, Officer Johnson, Dr. Burnham, Ms. Romyn, Ms. Hart, Ms. Lorchak, Mr. Kaufmann, Mr. Zeiber.

Public Attendees – see attached

Presentation of Colors by JROTC

Pledge to the Flag

Public Participation Announcement – Attorney Miravich

Executive Session – The board met in executive session prior to tonight's board meeting for the purpose of discussing several personnel matters.

Communication

Wilson Good News – Steve Ehrlich

- **Congratulations** to Elizabeth Burkhart receiving the Society of Health and Physical Education (SHAPE) Teacher of the Year. Liz is now in the running for National Teacher of the year

- **Congratulations** to the Wilson High School Marching Band. They placed 3rd at their most recent band competition scoring a 95.2 which is the highest score received since the early 80's.
- **Congratulations** to Anthony Fiore, Grade 4 at Cornwall Terrace, was named Youth Ambassador for Keystone Military Stockings for Soldiers Program

Presentation – Herbein + Company - Audit Report

Approval of Minutes (Consent)

Hearing no objection to approve the Wilson School Board minutes of November 7, 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
(Motion Carried)**

Dr. Chmielewski presented the October 2016 Treasurer's Report, Investment Report and General Fund Financial Statements as attached. Dr. Chmielewski moved, seconded by Mrs. Reid to accept the Treasurer's Report and approve related invoices as presented and to include the General Fund Investment Accounts list and Board Summary Report for the period October 2016 in the permanent minutes.

A roll call vote was recorded as follows:

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

2.0 PAYMENT OF BILLS: (Roll Call)

Dr. Chmielewski moved, seconded by Mr. Martin to approve Payment of Bills as follows:

General Fund	\$ 2,434,648.26
Capital Reserve	\$ 238,606.15

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: (Roll Call)

Dr. Chmielewski moved, seconded by Mr. Wolf to approve the October Financial Reports as follows:

Cafeteria (October 2016)
 Child Care (October 2016)
 Activity Accounts:
 Wilson West MS (October 2016)
 Southern MS (October 2016)
 Senior High (October 2016)

A roll call vote was recorded as follows:

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

4.0 Ratification/Approval of the following: (Consent)

Hearing no objection to Agenda items 4.1 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.

5.0 Superintendent's Report (Motion Carried)

Dr. Chmielewski moved, seconded by Mrs. Reid to approve the Superintendent's Report as follows:

5.1 Child Rearing Leave

Kimberly Schickram, Grade 1, Cornwall Terrace, beginning approximately 3/24/17 and ending approximately 6/5/17

5.2 Unpaid Leave

Tammy Hahn, Grade 6 Teacher, West, 12/21/16 (1 working day)

5.3 Resignations

Jenn Berlew, Preschool Assistant, Berkshire Heights, eff. 11/7/16

Belinda Fabrizio, Teacher, Green Valley, eff. 11/11/16

Patricia Kroppe, Substitute Teacher, eff. 11/3/16

Carla Lang, Food Service Worker, West, eff. 11/15/16

Rick Lapi, Instructional Technology Coach, eff. 12/31/16

Janet Lewis, Food Service Worker, Spring Ridge, eff. 11/4/16

Delia Ortiz, Food Service Worker, Whitfield, eff. 11/14/16

Robert Reeser, School Bus Driver, eff. 12/7/16

5.4 Change of Status

Carmen Butler, Food Service Worker, Lower House to Study Hall Monitor, Southern, no change in rate, 20 hours per week, eff. 12/5/16 (replacing Laurie Kiritsis who transferred)

Maria Cabrera, Substitute Bus Aide to School Bus Aide, \$9.87 per hour, 27.5 hours per week, eff. 11/21/16 (new run)

Matt Citrone, TV Production Manager, \$46,508 per year to \$47,476 per year, eff. 12/1/16 (to comply with new FLSA regulations)

Benjamin Delp, Substitute Bus Driver to School Bus Driver, 15 hours per week, \$14.86 per week, eff. 11/11/16

Kayla Heiney, Special Ed IA, to Grade 2 Long Term Substitute, Green Valley, \$44,000 (pro rated), eff. 11/9/16- the end of the 16-17 school year (replacing Belinda Fabrizio who resigned)

William Kline, School Bus Aide, 23.75 hours per week to 33.75 hours per week, no change in rate, eff. 10/17/16 (new special needs run)

Robert Reeser, School Bus Aide, 22.5 hours per week to 21.25 hours per week, no change in rate, eff. 11/11/16 (replacing William Kline who is having a change in runs)

Narian Seepurshad, School Bus Driver, 25 hours per week to 20 hours per week, no change in rate, eff. 11/11/16 (replacing DiMarie Gonzalez who resigned)

Elaine Shoumlisky, Substitute Bus Aide to Bus Aide, \$9.87 per hour, 17.5 hours per week, eff. 11/11/16 (replacing Robert Reeser who is having a change in runs)

Stef Skipper, Custodian, West to Custodian, High School, no change in hours or rate, eff. 11/14/16

Archie Ulshafer, Substitute Bus Driver to Secretarial Aide, Transportation, 25 hours per week, \$12.11 per hour, eff. 11/15/16 (replacing Sue Hemphill who transferred)

Stephen Wagner, Van Driver, 29.5 hours per week to 36.25 hours per week, no change in rate, eff. 10/17/16 (new special needs van run)

Susan Yeager, Special Education Instructional Assistant, Cornwall Terrace to Substitute Special Education Instructional Assistant, \$12.11 per hour, eff. 11/15/16

Ginger Bouchard, Study Hall Monitor to WISSIC study hall monitor, no change in rate, 23.75 hours per week, eff. 11/17/16 (replacing Jackie Klemens who resigned)

Joanne Herilla, Study Hall monitor, 18.75 hours per week to 22.5 hours per week, no change in rate, eff. 11/16/16 (covering WISSIC for the last period of the day, taking hours from the open study hall position)

5.5 Support Staff

Jennifer Bardi, Food Service Worker, Shiloh Hills, 17.5 hours per week, \$9.87 per hour, eff. 11/14/16 (replacing Kathy Kutz who transferred)

Martin Flannery, Substitute Van Driver, \$12.75 per hour, eff. 11/8/16

Martin Flannery, Substitute Bus Aide, \$9.87 per hour, eff. 11/8/16

William Kline, Substitute Van Driver, \$12.75 per hour, eff. 11/7/16

Leslie Livingston, Substitute Van Driver, \$12.75 per hour, eff. 11/15/16

Melissa Rozetar, Autistic Special Education Instructional Assistant, Cornwall Terrace, \$13.11 per hour, 29.5 hours per week, eff. 11/7/16 (replacing Michele DiSabatino who had a change in status)

Kara Snyder, Assistant Child Care Supervisor, Spring Ridge, eff. 11/14/16 (change in previously approved start date)

Joanne Stauffer, Van Driver, 25 hours per week to 30 hours per week, no change in rate, eff. 10/17/16 (new run)

Beth Anastasio, Learning Support Special Education Instructional Assistant, Shiloh Hills, 29.5 hours per week, \$12.11 per hour, eff. 11/18/16 (replacing Bev Morgan who resigned)

5.6 Substitute Teachers eff. 11/22/16 unless otherwise noted

Kara Moraru, eff. 11/10/16

Christopher Weiss, eff. 10/24/16

5.7 Extracurricular

Jillian Breisch, Goal Setting Intramural, \$11.27 per hour

Patrick Warker, Swim Instructor and Age group water Polo, \$7.75 per hour

Water Polo Security Rate \$14.00/hr (addition to Help Rates Fall 2016)

2016/17 Winter Coaches (as attached)

A roll call vote was recorded as follows:

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

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- Bulldog Acrylic Painting, given to Wilson High School from Dr. Amy Flannery.

Roll Call

7.0 Human Resources (Motion Carried)

Mr. Hopp moved, seconded by Dr. Chmielewski to approve the Superintendent's Report items #7.1 - #7.4 as follows:

7.1 Approved the agreement and release between the Wilson School District and Belinda Fabrizio, effective 11/11/16.

7.2 Approved the Superintendent's 2016-2017 goals as attached.

7.3 Approved the MOU between the District and WEA regarding 2016-17 Chinese Language instruction.

- 7.4 Ratified** the appointment of Colonel Michael Dietrich, Senior Army Instructor, on a cost share basis with Department of the Army, Act 93 position, 10 month salary \$75,545.30 (Army reimburses ½ of this cost on a monthly basis) eff. 11/2/16. (Wilson agrees to retro pay the districts share effective 8/22/16), replaces William Coker who resigned.

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)

Dr. Chmielewski moved, seconded by Mrs. Reid to approve Pupil Services items #8.1 and #8.2 as follows:

- 8.1 Granted permission** to contract with New Story – Wyomissing, to provide educational services to one special education student at the per diem rate of \$376 per day, beginning 11/07/16 and ending 6/7/17.
- 8.2 Approved** the Affiliation Agreement between Alvernia University and the Wilson School District for the 2016-17 school year beginning November 1, 2016 for the purpose of providing experiential learning for Pre-License Occupational Therapy students.

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 (No Items)

10.0 Operations (Motion Carried)

Mr. Nigrini moved, seconded by Mrs. Reid to approve Operations items #10.1 & #10.2 as follows:

- 10.1 Approved** an additional \$100,000 in Capital Reserve Funds for Phase I of the Southern Middle School Stadium project.
- 10.2 Granted permission** to use KPN for the upgrades for Phase 1 of the Southern Middle School Stadium upgrades

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. Martin to approve Finance items #11.1 - #11.3 as follows:

- 11.1 Request permission** to submit the following delinquent accounts to Berks County Tax Claim Bureau:

- 3 Spring Township 2015 January Interim tax bills

- 1 Sinking Spring Borough 2015 January Interim tax bill

- 4 Lower Heidelberg Township 2015 January Interim tax bills

11.2 Approved awarding contracts for the purchase of fuel for the 2017-18 school year through the Berks County Joint Purchasing to Talley Petroleum Enterprises, Inc. at a price of \$1.4762 for unleaded gas and \$1.6463 for diesel.

11.3 Request permission to receive the audit report from Herbein + Company, Inc. for the year ended June 30, 2016.

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 (Motion Carried)

Dr. Chmielewski moved, seconded by Mr. Martin to approve Curriculum and Staff Development items #12.1 & #12.2 as follows:

12.1 Request approval of the Wilson School District Comprehensive Plan (July 2017 to June 30, 2020), as attached.

12.2 Request approval for the purchase of Plato courseware for the High School Algebra standards pilot in the amount of \$3,150 to the Edmentum Company. This courseware will be used to replace curriculum for a pilot group of 15 students currently enrolled in Algebra standards.

A roll call vote was recorded as follows:

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

13.0 Transportation (No Items)

14.0 Food/Cafeteria (No Items)

15.0 Child Care (Motion Carried)

Dr. Chmielewski moved, seconded by Mr. Metzgar to approve Child Care item #15.1 as follows:

15.1 Request to approve to contract with Berkshire Systems Group, Inc. for the relocation of the current data rack and extend the contents inside the data rack from the Main Office to the IT Room at Berkshire Heights Early Learning Center. The cost of this project will be \$2,595.00. 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 (Final Reading #801 Motion Carried)
and 2nd Reading #916)**

Mr. Nigrini moved, seconded by Mr. Martin to approve Policy #801 as follows:

- 17.1 Final Reading** of the following revised policy:
Pol. #801 – Open Records

A roll call vote was recorded as follows:

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

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

18.0 Miscellaneous (Motion Carried)

Mr. Metzgar moved, seconded by Dr. Chmielewski to approve the Resolution for participation in the Berks Co Joint Comp Plan project as follows:

- 18.1 Request approval** the Resolution authorizing the Wilson School District to participation in the Berks County Joint Comprehensive Plan Program project.

A roll call vote was recorded as follows:

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

COMMITTEE AGENDA ITEMS

COMMITTEE REPORTS

Berks Career and Technology Center Representative (Mr. Metzgar)

No meeting held in November, next meeting is December 8 at 7:00 p.m.

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

BCIU board is the governing body for Head Start so we went through some Head Start items.

Superintendents, assistant superintendents and BCIU Exec. Director Jill Hackman and Asst. Director Carl Blessing went to Harrisburg to meet with our local legislators about issues of concern for our schools. They also participated in a roundtable discussion with Senator Lloyd Smucker and Rep. Stan Saylor chairs of the Senate and House Education Committees.

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

No report, next meeting is 12/8 at 6:00 p.m.

Curriculum Committee Chairman (Mrs. Reid)

We had three presentations at our meeting.

Steve Rhoades and Tim Fick presented on the pond by Wilson West set up as an environmental study area. With help from Berks Nature and funded with \$10,000 from PA American Water and

help from 20 community sponsors, the vision became a reality. Students can test the water and connect to their tablets which download to a data file which come to a master sheet for the teacher. This information can be shared nationally and internationally. The project will continue in the future with the addition of an wildlife observation deck. Southern students will also have the opportunity to use the outdoor classroom.

Angela Mitsteifer went to TCRWP training to coaching experience in Reading Workshop. As part of the experience she taught students lessons in Reading Workshop in NYC schools. Engaged students+ passionate teachers+ quality literature = success. We need to create capacity in our teachers with coaching and continuous professional development. A coaching lab could coach a group of teachers and support their development and skill. The visit also reinforced our belief that we also need to build classroom libraries so children have the opportunity to choose high interest books within the reader's grasp. Need choice, variety, volume and quality.

Rick Lapi brought in students Sarah Wronko and Jasper Den Otter to present their United Wings, Wilson's team in the F1 finals in Austin, Texas. They were joined with a Mexican team and came out with a combined effort called United Wings Without Borders. The effort involved the use of interpreters. They were able to raise their goal amount of \$17,000 to be able to participate and were very excited about their accomplishments.

New Courses or course changes: High School- Virtual CP Financial planning .5 CR was offered in the summer and will now be offered in the school year. AP Capstone and AP Seminar will now count as English credit in grades 11-12. Costume Design in Theater Production and Costume Design in Musical Theater Production will be offered as .5 credit courses. (FCS). AP Human Geography will be an additional elective for social studies 1 CR. Another new course is AP Computer Science Principles. Middle School courses with name changes: 6th Grade Digital Literacy, 7th Grade Career Concepts, 8th grade Intro to Business Concepts and 8th grade Business Multimedia.

Next Meeting January 18, 2017

Extracurricular Committee Chairman (Mr. Wolf)

Football continues in post season play; Winter sports begins this Friday.

Facilities Committee Chairman (Mr. Nigrini)

Facilities will meet on Tuesday 12/6 at 5:30 p.m. (moved from 4:30 p.m.)

Finance Committee Chairman (Mr. Ehrlich)

Met before board to discuss Southern Track upgrades

Human Resources Committee Chairman (Mr. Hopp)

No report

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

No report

Public Relations Chairman (Mr. Hart)

Although it was raining, we had nice community turn out along with media in attendance for the West Pond ribbon cutting event.

We also had media attend our annual Middle School Career Day.

Kristin Kramer is working with the Director of Grandview Gallery on ways to help promote the gallery exhibits.

Education Foundation Report (Mr. Nigrini)

Kristin Kramer completed our new year-end giving marketing piece, which will mail shortly.

Currently working on WEF 2017 Budget.

Prepping for our next board meeting on Dec. 2.

Accepting Venture Grant Applications – deadline Nov. 30.

Technology Chairman (Dr. Chmielewski)

No report

Student Outreach (Jackie Strobel)

Wilson's Leo Club, interact club, and student government brought in a lot of supplies over the past week to send to Haiti for disaster relief. The club collaboration was a good way to get more students involved

Wilson Mini-THON will be hosting an assembly during the half day tomorrow as a way to promote the event, and help the students become more aware of what will be going on during the next few months. All of the captains will be there to explain their positions and introduce themselves. We will also be having a guest speaker, Elizabeth Woolridge. Her son Seth is a Four Diamond's Child and she will be sharing his story and how the Four Diamonds Organization has impacted their family.

Wilson's Theater Company put on a show called, "Peter and the Starcatcher" this past weekend. Some classes were able to go down and see the show during the school day on Thursday, and the students really enjoyed it.

Student government is working with interact to plan a volunteer event at Olivet's Boys and Girls Club in early December. We are hoping to get gifts for the children as well.

JROTC did another fantastic job with the vet ball this fall. The decorations and set up looked very nice and the veterans and their families really enjoyed themselves.

Solicitor (Mr. Miravich)

No report

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

- **Board Reminder:** Our next board meeting, on Monday, December 5th will be the Board Reorganization meeting.

PUBLIC PARTICIPATION - NON-AGENDA ITEMS

Enrollment as of November 15, 2016 is 5,987 students, which is an increase of 4 in the number of students from the October 13, 2016 report.

There being no further business, Dr. Chmielewski moved, seconded by Mr. Wolf to adjourn the meeting at 7:41 p.m. Motion carried.

Cheryl Raffauf, Board Secretary