

WILSON SCHOOL BOARD
Minutes
Board Reorganization
Monday, December 5, 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 reorganization meeting of the Wilson School Board was called to order at 7:05 p.m. on **Monday, December 5, 2016** in the Board/Staff Development Room of the Administration Building by Mr. Jason Hopp, president pro-tempore.

The following board members were present:

Steve Chmielewski

Steve Ehrlich

Brad Hart

Jason Hopp

Mike Martin

Robert Metzgar

Jay Nigrini

Carol Reid (by phone)

Excused: Matt Wolf

Staff Present: Mr. Baker, Dr. Mierzejewski, Ms. Schlosman, Ms. Lillis, Dr. Long, Ms. Kramer, Officer Johnson, Mr. Trickett, Mr. Wetherhold, Ms. Morgan, Mr. Zeiber

Others Present: Public Attendees: See attached

PLEDGE TO THE FLAG

ANNOUNCEMENT – PUBLIC PARTICIPATION

Order of Business – Jason Hopp

BOARD REORGANIZATION

R-1 President pro-tempore

R- 2 Nomination and election of President (conducted by the President pro-tempore).
Mr. Nigrini nominated Mr. Ehrlich for the position of Board President
Dr. Chmielewski moved, seconded by Mr. Metzgar to accept and close nominations
Hearing no further nominations

A roll call vote was recorded as follows:

Ayes 8, Messrs. Chmielewski, Ehrlich, Hart, Hopp, Martin, Metzgar, Nigrini, and Mrs. Reid ***Motion Carried***

- R- 3** Nomination and election of Vice-President (conducted by the new President).
Mr. Hopp nominated Mr. Wolf for the position of Board Vice President.
Mr. Hopp moved, seconded by Mr. Hart to accept and close the nominations
Hearing no objection to Agenda Item R-3 Mr. Ehrlich directed that a unanimous vote be cast to the following: (8 AYES) **Motion Carried**
- R- 4** **a)** Nomination and election of the Superintendent's Administrative Assistant to serve as the Board Secretary
b) Nomination and election of the Assistant Superintendent's Administrative Assistant to serve as the substitute Board Secretary.
- a)** Dr. Chmielewski nominated the Administrative Assistant to the Superintendent for the position of Board Secretary, Mr. Martin seconded
Hearing no further nominations,
Hearing no objection to Agenda Items R-4a; Mr. Ehrlich directed that a unanimous vote be cast to the following: (8 AYES) **Motion Carried**
- b)** Dr. Chmielewski nominated the Administrative Assistant to the Asst. Superintendent, for the position of Assistant Board Secretary, Mr. Hart seconded
Hearing no further nominations,
Hearing no objection to Agenda Items R-4b; Mr. Ehrlich directed that a unanimous vote be cast to the following: (8 AYES) **Motion Carried**
- R- 5** Request approval that the Board Secretary's salary be set at \$0.00.
Dr. Chmielewski moved, seconded by Mr. Metzgar to set the Secretary's salary for 2017 at \$0
Hearing no objection to Agenda Items R-5; Mr. Ehrlich directed that a unanimous vote be cast to the following: (8 AYES) **Motion Carried**
- R- 6** Request approval of the retention of John Miravich, Esquire, and Fox Rothschild LLP as solicitor for 2017.
Mr. Nigrini moved, seconded by Mr. Martin, to appoint John Miravich, Esquire and Fox Rothschild LLP as Solicitor for 2017.
A roll call was recorded as follows:
Ayes 8, Messrs. Chmielewski, Ehrlich, Hart, Hopp, Metzgar, Martin, Nigrini, & Mrs. Reid
Motion Carried
- R-7** Approve Setting the Solicitor's retainer fee for 2017 at \$10,000, with hourly rates of \$190 per hour for attorney time and \$210- \$225 per hour for special services (This represents no change in fees and rates).
Mr. Nigrini moved, seconded by Mr. Mr. Martin to set the Solicitor's retainer fees for 2017 as follows:
Retainer: \$10,000
Senior Attorney time: \$190/hr.
Special Services: \$210-225/hr.
A roll call was recorded as follows:

Ayes 8, Messrs. Chmielewski, Ehrlich, Hart, Hopp Metzgar, Martin, Nigrini, and Mrs. Reid
Motion Carried

R-8 Request Continuation in force of present Wilson School District policies.

Mr. Martin moved, seconded by **Dr. Chmielewski** to continue in force the present Wilson School District policies.

A roll call was recorded as follows:

Ayes 8, Messrs. Chmielewski, Ehrlich, Hart, Hopp, Metzgar, Martin, Nigrini, and Mrs. Reid

Motion Carried

R-9 Request Appointment of all non-officers of the School Board as assistant secretaries for the Wilson Board of School Directors.

Hearing no objection to Agenda Items R-9, Mr. Ehrlich directed that a unanimous vote be cast to the following: (**8 AYES**) ***Motion Carried***

Approved the appointment of all non-officers of the School Board as assistant secretaries for the Wilson Board of School Directors.

Approval of Minutes

Hearing no objection to approve the Wilson School Board minutes of November 21, 2016, President Ehrlich directed that a unanimous vote be cast to ratify/approve the minutes.

(**8 AYES**)

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

2.0 PAYMENT OF BILLS: (Roll Call)

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

General Fund	\$ 1,049,450.61
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A roll call was recorded as follows:

Ayes 8, Messrs. Chmielewski, Ehrlich, Hart, Hopp, Metzgar, Martin, Nigrini, and Mrs. Reid

3.0 FINANCIAL REPORTS: (No Items)

COMMUNICATIONS

4.0 Ratification/Approval of the following: (Consent)

Hearing no objection to Agenda 4.1 , Mr. Ehrlich directed that a unanimous vote be cast to the following: (**8 AYES**) ***Motion Carried***

4.1 **Approved** the revised 2016-17 Field Trip and Participations as attached.

5.0 Superintendent's Report (Personnel/Program Recommendations) (Motion Carried)

Dr. Chmielewski moved, seconded by Mr. Martin to approve the Superintendent's Report items #5.1 - #5.10 as follows:

5.1 Unpaid Leave

Rosemary Kase, Reading Specialist, Southern Middle School, 11/21/16 (1/2 working day)

5.2 Child Rearing Leave

Abby Kalejta, Mathematics Teacher, High School, beginning approximately 4/4/17 and ending approximately the beginning of the 17-18 school year

5.3 Resignations

Kimberly Spengler, Special Education Instructional Assistant, Cornwall Terrace, eff. 11/30/16

Aleli Cortes, Child Care Assistant Supervisor, Berkshire Heights, eff. 12/23/16

5.4 Change of Status

Leon Brent Ervin, Substitute School Bus Driver to School Bus Driver, 21.25 hours per week, \$14.86 per hour, eff. 11/29/16 (replacing Wendy Yoder who changed runs)

Lucy Miceli, Food Service Worker, 21.25 hours per week to 22.5 hours per week, no change in rate, eff. 10/27/16 (hours were incorrectly approved on a previous agenda)

Kathleen Verano, School Bus Driver, to 26.25 per week, no change in rate, eff. 11/29/16 (replacing Mary Ream who resigned)

Wendy Yoder, School Bus Driver, to 26.25 hours per week, no change in rate, eff. 11/29/16 (replacing Kathleen Verano who changed runs)

Denise Bentz, Administrative Asst. to the Child Care Coordinator, Berkshire Heights to ESL Aide, West, 29.5 hours per week, \$12.63 per hour, eff. 12/12/16 (new position)

5.5 Support Staff

Brittany Boyer, Autistic Support Special Education Instructional Assistant, \$13.31 per hour, Cornwall Terrace, 29.5 hours per week, eff. 12/7/16 (replacing Bailee Kretz who was offered the position but never started)

Carey Fisher, Autistic Support Special Education Instructional Assistant, \$13.31 per hour, Whitfield, 29.5 hours per week, eff. 12/7/16 (replacing Dayna Balla who had a change in status)

Lucille Holland, Autistic Support Special Education Instructional Assistant, \$13.31 per hour, Cornwall Terrace, 29.5 hours per week, eff. 12/5/16 (replacing Tonya DeMarco's position that was transferred from WH to CT)

Tina Sekulski, Substitute Kindergarten Aide, \$11.35 per hour, eff. 12/12/16

Ginger Bouchard, Study Hall Monitor- WISSIC room, 23.75 hours per week to 28.75 hours per week, no change in rate, eff. 11/17/16 (hours incorrectly approved on previous agenda)

Caryn Croll, Facilities Scheduler, Operations Building, 15 hours per week, \$12.11 per hour, eff. 12/6/16 (replacing Karen Fox who resigned)

5.6 Professional Hires

a) Amy Sullivan

Education

Masters of Science in Counseling, May 2008, West Chester University

Experience

Substitute School Counselor, STEM Academy, Downingtown Area School District, May 2016- June 2016

School Counseling Intern, January 2016- May 2016, Downingtown Area School District

Degree, Credit Year, Salary

M, CY 1, \$52,264

Assignment

Guidance Counselor, Whitfield, eff. 11/21/16 (2 sub days) LTS begins 11/29/16- approximately the end of February (replacing Rita Barbon while on medical leave)

b) Jennifer Allbee

Education

Master of Science in Library Science, Clarion University, August 2010

Experience

Library Media Specialist, Grades K-5, Oley Valley School District, August 2010- present

Degree, Credit Year, Salary

M +30, CY 1, \$59,409

Assignment

Librarian, Southern Middle School, eff. 2/6/17 (replacing Ann Yawornitsky who is retiring)

c) Candice Brenner

Education

Master of Education in School Counseling, West Chester University, May 2015

Experience

Long Term Substitute, Elementary School Counselor, Red Lion SD, November 2015- June 2015

Degree, Credit Year, Salary

M, CY 1, \$52,264

Assignment

LTS Guidance Counselor, Shiloh Hills, eff. 1/2/17-4/7/17 (replaces Carrie Berg while on maternity leave)

5.7 Substitute Teachers eff. 12/6/16

Debora Covell

Beverly Witte Mech

5.8 Certified Substitutes

Carmen Carpenter

5.9 Extracurricular

Adam Molis, Before the Flood intramural/Southern Middle School, \$11.37/hr.

Indoor Percussion Head, Brent Behrenshausen- \$3,724

Indoor Percussion Asst. 2, Brandon Perrone- \$1,397

Indoor Percussion Asst. 3, Jenny Shepley-\$1,118

Indoor Color Guard Head, Emma Osle- \$3,438

Indoor Color Guard Asst. 2, Ron Trostle- \$1,890

5.10 Extended Season Pay – 2016 Fall Season, as attached.

A roll call was recorded as follows:

Ayes 8, Messrs. Chmielewski, Ehrlich, Hart, Hopp, Metzgar, Martin, Nigrini, and Mrs. Reid

6.0 Consent Items (No Items)

Roll Call

7.0 Human Resources (Motion Carried)

Mr. Nigrini moved, seconded by Dr. Chmielewski to approve Human Resource item #7.1 as follows:

7.1 Approved the appointment of Jessica N. McAtamney to an Assistant Principal at the High School, 12-month, Act 93, \$91,529/yr, effective 1/30/17. Replaces Jeffery Ebert who resigned.

A roll call was recorded as follows:

Ayes 8, Messrs. Chmielewski, Ehrlich, Hart, Hopp, Metzgar, Martin, Nigrini, and Mrs. Reid

8.0 Pupil Services (Motion Carried)

Mr. Nigrini moved, seconded by Mr. Hart to approve Pupil Services item #8.1 as follows:

- 8.1 Approved a renewal 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.

A roll call was recorded as follows:

Ayes 7; Messrs. Chmielewski, Ehrlich, Hart, Hopp, Metzgar, Nigrini, and Mrs. Reid

Nay 1; Mr. Martin

9.0 Technology & Media (No Items)

10.0 Operations (Motion Carried)

Mr. Nigrini moved, seconded by Dr. Chmielewski to approve Operations items #10.1 and #10.2 as follows:

- 10.1 Granted permission** to enter into a contract with *ELA Sport, Athletic Facilities Design and Consulting*, in the amount of \$45,655.00, for the Southern Stadium Upgrades with terms approved by Administration.
- 10.2 Granted permission** to enter into a contract with *Field Turf (Clark Company)* through KPN (Keystone Purchasing Network) in the amount of \$723,607.90, for the SMS Stadium Upgrades with terms approved by Administration and reviewed by Fox Rothschild, LLP.

A roll call was recorded as follows:

Ayes 8, Messrs. Chmielewski, Ehrlich, Hart, Hopp, Metzgar, Martin, Nigrini, and Mrs. Reid

11.0 Finance (Motion Carried)

Mr. Hart moved, seconded by Mr. Martin to approve Finance item #11.1 as follows:

- 11.1 Approved** the appointment of Christine A. Schlosman as Wilson School District's Open Records Officer

A roll call was recorded as follows:

Ayes 8, Messrs. Chmielewski, Ehrlich, Hart, Hopp, Metzgar, Martin, Nigrini, and Mrs. Reid

A roll call was recorded as follows:

Ayes 8, Messrs. Chmielewski, Ehrlich, Hart, Hopp, Metzgar, Martin, Nigrini, and Mrs. Reid

12.0 Curriculum and Staff Development (Motion Carried)

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

- 12.1 Approved** the 2017- 2018 WSD Program of Studies Guide as recommended by the curriculum committee.

A roll call was recorded as follows:

Ayes 8, Messrs. Chmielewski, Ehrlich, Hart, Hopp, Metzgar, Martin, Nigrini, and Mrs. Reid

13.0 Transportation (No Items)

14.0 Food/Cafeteria (No Items)

15. Child Care (No Items)

16. Extra Curricular (No Items)

17.0 Policies (Motion Carried)

Dr. Chmielewski moved, seconded by Mr. Martin to approve Policy #916 as follows:

- 17.1 Final** reading and adoption of the following revised policy:
Pol. #916 – School Volunteers

A roll call was recorded as follows:

Ayes 8, Messrs. Chmielewski, Ehrlich, Hart, Hopp, Metzgar, Martin, Nigrini, and Mrs. Reid

18.0 Miscellaneous (Motion Carried)

Dr. Chmielewski moved, seconded by Mr. Metzgar to approve item #18.1 the contract renewal with Berks Lane as follows:

- 18.1 Approved** renewing the district sponsorship contract renewal with Berks Lane in the amount of \$2,000/yr.

A roll call was recorded as follows:

Ayes 8, Messrs. Chmielewski, Ehrlich, Hart, Hopp, Metzgar, Martin, Nigrini, and Mrs. Reid

COMMITTEE AGENDA ITEMS

COMMITTEE REPORTS

Berks Career and Technology Center Representative (Mr. Metzgar)

Next meeting 12/8 at 7:00

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

No Dec mtg

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

Meeting 12/8 at 6:00 p.m.

Curriculum Committee Chairman (Mrs. Reid)

No report

Extracurricular Committee Chairman (Mr. Wolf)

No report - Jason Hopp congratulated the Football team on a great season. Fall season extended to semi-final state competition. Appreciated the fan base that traveled. Would like the Extra Curricular committee to look have conversations with PIAA encouraging them to equal the playing field in all sports (private vs. public education leagues)

Facilities Committee Chairman (Mr. Nigrini)

Meeting tomorrow at 5:30

Finance Committee Chairman (Mr. Ehrlich)

No report

Human Resources Committee Chairman (Mr. Hopp)

No report

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

No report

Public Relations Chairman (Ms. Kramer)

Reaching out to media about the upcoming (12/12/16) 1:1 Site Visit by faculty and administrators from other districts.

- I-STEM Lab received some additional donations -- continuing to work with the team as they purchase additional tools and items for the Lab.

Education Foundation Report (Ms. Kramer)

- We had a successful board meeting this past Friday, Dec. 2 – recognized board members who served for several years who rolled off and we approved a slate of new members to join January.
- Year-end donor card was delivered to the post office last week and should be arriving at households within a few days. Not only is the fundraising campaign but it is also an awareness campaign.
- Venture Grant Fall application deadline was Nov. 30. –we had 16 applications which is a nice increase over the past few rounds! Currently organizing the applications which will be reviewed by the Allocation committee. Recipients will be notified the week of Dec. 19.
- We are continuing with the Strategic Planning process with meetings scheduled on 12/9 and 12/16.
- Our final Budget Meeting is scheduled for 12/16.

Technology Chairman (Dr. Chmielewski)

The school will host Discovery visits on 12/12.

Tech Committee waiting on recommendation from Cabinet with regard to tech fee.

Continuing to gather information on a new website manager.

Student Outreach (Emma O'Shea)

Every month student government awards two teachers' teacher of the month based on the students votes. November's teachers of the month were:

- Madam Piersol
- Mrs. James

Student Government and Interact will be visiting Olivet's Boys and Girls Club on Thursday, December 15th. We will be decorating mini stockings with them and are in the process of collecting little stocking that we can give to the kids.

Wilson's Interact Club will be volunteering at the polar plunge this weekend at Blue Marsh. This event will benefit the Restoring Hope Foundation.

Mini-THON's Holiday Fundraiser is this Friday in which parents can drop their children off at the high school for a donation of \$5 to Mini-THON. The Mini-THON captains will be watching the kids and are working hard to prepare various rooms and set up activities for them. Mini-THON will also be collecting coins in homeroom classes starting on December 12th, leading up to the holidays. The coins will be counted the day before holiday break and the classroom with the most money will earn a donut party.

Wilson's IM ABLE club will be hosting a fundraiser called Dine in the Dark this Saturday, December 10th. This event will help raise money to buy a bike for a Wilson student who is blind. Those who attend the event will be served dinner and will be eating with a blindfold in order to simulate what it is like to be blind. IM ABLE will be serving two dinners, one at 5 pm and one at 7 pm.

Solicitor (Mr. Miravich)

No report

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

➤ None

PUBLIC PARTICIPATION - NON-AGENDA ITEMS

There being no further business, motion was made and seconded to adjourn the meeting at 7:42 p.m. Motion carried.

Cheryl Raffauf, Board Secretary