WILSON SCHOOL BOARD
MEETING Minutes
Tuesday, February 21, 2017

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 7:03 p.m. on Tuesday, February 21, 2017 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: Dr. Mierzejewski, Ms. Schlosman, Ms.Lillis, Dr. A. Flannery, Dr. Long, Ms. Stoudt, Mr. Trickett, Mr. Bender, Ms. Romyn, Dr. Burnham, Ms. Shewmake, Mr. Wetherhold, Mr. Stenger, Ms. Yeiser, Ms. Hart, Dr. M. Flannery, Dr. Antonis, Mr. Good, Ms.Lorchak, Ms. Harris, Mr. Kaufmann, Mr. Zeiber, Mr. Koller, Ms. Moatz, Mr. Fitterling, Mr. DeGroff, Ms. Andes, Ms. Chestnut, Officer Johnson,

Public Attendee: (see attached)

Presentation of Colors - JROTC

PLEDGE TO THE FLAG

Executive Session – The board met in executive session on February 20, 2017 and prior to tonight's board meeting for the purpose of discussing personnel issues.

ANNOUNCEMENT – PUBLIC PARTICIPATION

COMMUNICATIONS –

WILSON GOOD NEWS – Mr. Ehrlich, Board President
Wilson's Technology Student Association had a very successful day at the Regional Conference on Saturday (2/11.) This was the first level of competition, and first chance for students to test the countless hours of hard work they have logged throughout this school year. As a result of the

Regional Conference, Wilson has qualified 24 students for the State Conference, which is held at Seven Springs Resort in late April.

First Place

Animatronics - Connor Cordes, Jake Hausman, Jake Lynam, Utkarsh Panchal, Andrew Parks, Steve Schultz

Biotechnology Design - Akanksha Bhusari, Noah Levine, Lydia Yenser, Lauren Yu, Andrew Kucenski, Jaimin Patel

Dragster Design - Amanda Le

Fashion Design - Katie Auman, Krista Hauseman, Jocelyn Powell, Ally Yu

Technology Bowl - Jake Hausman, Utkarsh Panchal, Andrew Parks

Technology Problem Solving - Noah Levine, Jaimin Patel

Webmaster - Akanksha Bhusari, Jaimin Patel, Jocelyn Powell

Second Place
Digital Video Production - Jess Chan, Amanda Le

Third Place

Dragster Design - Steven Schaffer

On Demand Video - Amanda Le, Ally Yu

Software Development - Caden Owen, Jocelyn Powell, Spencer Rosenmerkel, Oliver Pasterczyk

Structural Design and Engineering - Thanhbinh Nguyen, Parag Patel

Approval of Minutes (Consent)
Hearing no objection to approve the Wilson School Board minutes of February 6, 2017, 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 January 2017 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 January 2017 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: (Motion Carried)
Dr. Chmielewski moved, seconded by Mr. Hart to approve the Payment of Bills as follows:

General Fund	$ 2.389,328.10
Capital Reserve	$ 91,550.25

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: (Motion Carried)
Dr. Chmielewski moved, seconded by Mr. Hopp to approve the Financial Reports as follows:

Cafeteria (February 2017)
Child Care (February 2017)
Activity Accounts:
- Wilson West MS (February 2017)
- Southern MS (February 2017)
- Senior High (February 2017)

A roll call vote was recorded as follows:
(Ayes 9): Messrs.; Chmielewski, Ehrlich, Hart, Hopp, Martin, Metzgar, Nigrini, Wolf, and Mrs. Reid

(Item moved out of sequence at Superintendent's request)
10.0 Operations (Motion Carried)
Mrs. Reid moved, seconded by Mr. Wolf to approve Operations item #10.1 as follows:

10.1 Approved the Resolution authorizing the Wilson School District Board of Directors to enter into a License Agreement with the Board of Trustees of Reading Area Community College authorizing the use of Southern Middle School to offer classes and provide academic information/support for the time period August 21, 2017 until May 10, 2018 at an all-inclusive cost of $3,000 per classroom per semester.(as per the attached agreement)

A roll call vote was recorded as follows:
(Ayes 9): Messrs.; Chmielewski, Ehrlich, Hart, Hopp, Martin, Metzgar, Nigrini, Wolf, and Mrs. Reid

4.0 Ratified/Approved 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 (presented by Mr. Ehrlich) (Motion Carried)

Dr. Chmielewski moved, seconded by Mr. Wolf to approve the Superintendent's Report #5.1-#5.9 as follows:

5.1 **Resignations/End of Service**

Mary Crouse, Food Service Worker, effective 2/10/17

Susie Froelich, Substitute Monitorial Aide, effective 2/5/17

Mary Schuchman, Kindergarten Aide, GV, effective 6/8/16

Kristina Skaf, Special Ed Instructional Aide, West, effective 2/3/17

Bev Morgan, Substitute Special Education IA, eff. 2/15/17

5.3 Change of Status

Adrian Blanco, Substitute Special Ed Instructional Assistant, to Special Ed IA, $13.11/hr, 29.5 hours/week, effective 2/21/17 (replaces Kristina Skaf who resigned)

Mihaela Costache, Special Ed Instructional Assistant, to Substitute Special Ed IA, $12.11/hr, effective 2/3/17

Kristi Szczepkowski, Business Teacher, Southern to Instructional Technology Coach, eff. 2/20/17 (replacing Bethany Snyder while on maternity leave)

Jennifer Joiner, M+18 to M+24 due to credits earned, eff. 1/23/17

Rachel Nelson, B+18 to B+24, due to credits earned, eff. 1/23/17

5.4 Support Staff

Nesrin Amani, Kindergarten Aide, Spring Ridge, $11.35/hr, 15 hours/week, effective 2/6/17 (replaces Carson Kober who resigned)

Heather Biltcliff, Food Service Worker, Whitfield, $9.87/hr, 16.25 hours/week, effective 2/21/17 (replaces Jennifer Bowen who resigned)

Lynn Kyriss, Monitorial Aide, Green Valley, $9.87/hr, 6 hours/week, effective 2/10/17 (replaces Joanne King who resigned)

Shana Rose, Special Ed Instructional Assistant, Whitfield, $12.11/hr, 29.5 hours/week, effective 2/8/17 (replaces Maryann Whitsett who transferred)

Paul Shingleton, Substitute Bus Aide, $9.87/hr, effective 2/6/17

Lyubov Surita, Special Ed Instructional Assistant – Autistic Support, Spring Ridge,$13.11/hr, 29.5 hours/week, effective 2/13/17 (replaces Necole Johnson who resigned)

Stephanie Sweitzer, Substitute Monitorial Aide, $9.87/hr, effective 2/10/17

Sarah Tibbetts, Substitute Bus Aide, $9.87/hr, effective 2/14/17

Diane Valenti, Food Service Cashier, $9.87/hr, 26.25 hours/week, effective 2/13/17 (replaces Jeanne Pehlman who transferred)

Jeanne Pehlman, Breakfast Food Service worker, West, 6.25 hours per week, no change in rate, eff. 2/6/17 (replacing Shannon Lape who resigned)

5.5 Professional Staff

Julie Zezenski
Education
Alvernia University
Experience
BCIU, Life Skills Teacher
Degree, Credit Year, Salary
Bachelor's, CY 1, $44,000/yr
Assignment
Special Education Teacher - LTS, Southern & West Middle Schools, effective 2/15/17 (replaces Chris McAfee while on leave)

5.6 Substitute Teacher, $125/day, effective 2/22/17

Melissa Huhn

Lindsay Lee

Daniel Metzger

Emma Rossetti

Margaret Simons

Wafaa Taissir

Bivina Ulmer

Rebecca Winson

5.7 **Intramural**

Kathryn Ham, Cooking & Sewing after-school intramural, $11.27/hr

5.8 **Extracurricular**

Melissa Benamati – Junior Color Guard, $559

Elizabeth Hensley – Head Color Guard, $824

Kathryn Skrzat – Co-Director, SMS Musical, $1,397

Lauren Smith – Co-Director, SMS Musical $1,397

Tyler Rutt, HS Track asst., $2809.00

Taylor Spleen, Girls Lacrosse Volunteer

Seth Swiatowski, Boys Lacrosse Volunteer

5.9 **Request permission** to approve Spring 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 (No Vote)**

Roll Call

7.0 **Human Resources (Motion Carried)**
Dr. Chmielewski moved, seconded by Mr. Martin to approve Human Resource items #7.1 - #7.3 as follows:

7.1 **Approved** the Wilson Summer Parks Program Coordinator position at a stipend of $4,500 for the summer of 2017. (Cost reimbursed by Wilson Education Foundation)

7.2 **Approved** a $2,000 stipend to both Dr. Matthew Flannery and Kyle Wetherhold for Principal Mentorships for the 2016-2017 school year (Flannery/Morgan & Wetherhold/Trickett).

7.3 **Approved** a $300/week stipend to Mary Jo Dunn for additional responsibilities during the absence of a PID/WEF Executive Director, effective 1/23/17

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 (Approved items #8.1-8.2) Tabled Items #8.3-#8.5**
Mr. Hopp moved, seconded by Dr. Chmielewski to table Pupil Service items #8.3-8.5
A roll call vote was recorded as follows:
(Ayes 9): Messrs.; Chmielewski, Ehrlich, Hart, Hopp, Martin, Metzgar, Nigrini, Wolf, and Mrs. Reid

Mr. Hopp moved, seconded by Mrs. Reid to approve Pupil Service items #8.1 - #8.2 as follows:

8.1 **Granted permission** to waive tuition for the following student:
Female Student, Gr. 12, High School, from 1/25/17 until the end of the school year (as per Board Policy #202 – Eligibility of Non-Residents).

8.2 **Request approval** of the Memorandum of Understanding between Wilson School District and Berks County Children and Youth - Transportation Procedures Agreement and Transportation Procedures.

A roll call vote was recorded as follows:
(Ayes 9): Messrs.; Chmielewski, Ehrlich, Hart, Hopp, Martin, Metzgar, Nigrini, Wolf, and Mrs. Reid

8.3 **Tabled – No Vote:** **Request approval** of the 2017-18 WSD Calendar, as attached
8.4 **Tabled - No Vote:** **Request approval** to set the graduation date for the Class of 2018 for June 2, 2018
8.5 **Tabled – No Vote:** **Request approval** of the 2017-18 School Board meeting dates as noted on the 2017-18 calendar.

9.0 **Technology & Media (Motion Carried)**
Dr. Chmielewski moved, seconded by Mr. Metzgar to approve Technology & Media item #9.1 as follows:

9.1 **Granted permission** to terminate the 2014-15 and 2015-16 Tech Fee and Repair Program and close all student accounts for those school years**.**

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)
(item #10.1 was voted on earlier on the agenda)

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

10.2 **Approved** the Capital Reserve Project List for the 2017-18 school year, as recommended by the Facilities Committee (as attached)

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)
Mr. Hopp moved, seconded by Mr. Martin to approve Finance item #11.1 – #11.3 as follows:

11.1 **Approved** the 2017- 2018 BCIU Mandated Services Budget as presented.

11.2 **Approved** the Berks County Intermediate Unit (BCIU) proposal for tax bill services including the printing of school real estate and per capita tax bills and payment tracking using eTraxTrax software for the term of April 1, 2017 through June 30, 2019, per the attached agreement.

11.3 **Approved** the budget transfers dated January 12 through February 15, 2017

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)
Mr. Hart moved, seconded by Mr. Metzgar to approve Child Care items #15.1 - #15.3 as follows

15.1 **Approved** the bid process for the renovation and expansion of two of the existing child care bathrooms, located downstairs in main hallway, and renovation of one single bathroom in Classroom #1, at Berkshire Heights Early Learning Center. Cost will be paid for by Wilson Child Care. No cost to General Fund.

15.2 **Approved** to contract with River Valley Organics for the Supply and Delivery of playground mulch at Berkshire Heights Early Learning Center. Approximate cost of the project will be $3,384.36. All costs will be paid for by Wilson Child Care. No cost to the General Fund.

15.3 **Approved** to contract with The Playground Pros for the Installation of playground mulch at Berkshire Heights Early Learning Center. Approximate cost of the project will be $1,600.00. 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 (No Items)

18.0 Miscellaneous (No Items)

COMMITTEE AGENDA ITEMS
COMMITTEE REPORTS

Berks Career and Technology Center Representative (Mr. Metzgar)
Meet tomorrow at 6:30 p.m. Congratulations those students from Wilson who achieved Student of the Month recognition.

Berks County I.U. Board Representative (Mrs. Reid)
No report

Berks E.I.T. Representative (Mrs. Schlosman)
No report, next meeting March 30, 2017

Curriculum Committee Chairman (Mrs. Reid)
No report

Extracurricular Committee Chairman (Mr. Wolf)
No report (Swimming Boys – went undefeated this season)

Facilities Committee Chairman (Mr. Nigrini)
Discussion on a possible ADA study at Berkshire Heights with a proposed cost of $8,570 was put on hold for further discussion with the Board. The study would address the costs associated with making the building, classrooms and restrooms ADA compliant. The reasoning behind the suggestion for such a study is two-fold. First, if the District wanted to bring in a Head Start or Pre-K

Counts program into the building in an effort to fill the classrooms to capacity, the aforementioned programs would require full ADA compliance for children with special needs. Our current pre-school and child care program does not have any children enrolled that has special needs that would require any changes. Secondly, if the Board would consider selling the property to an outside entity, knowing the costs associated with renovations for ADA compliance would be helpful in negotiating an appropriate sales price.

Discussion on spending money on a traffic study at Whitfield was put on hold until further internal ideas and resources are thoroughly utilized. The traffic problem continues to be an issue of consternation to both staff and parents driving to the school. The problem may become more difficult in the future with the proposed utility plan that was changed recently. It was suggested that the Administration reach out to Brad Hart for his experience during his time as principal at Whitfield.

Final discussion on the new bleachers and two story press box and concession stand at Southern Middle School. In order to complete the project before the start of school in August, the recommendation is for two (2) 187 seat bleachers to be installed along the walking path together with a press box on top of a concession stand that will sit in between the bleachers. The bleachers along the hill will not be replaced. The approximate cost is $167,573. The original estimated cost of the bleacher replacement and press box through KPN was $285,906.

The Capital project list for 2017-18 was discussed and approved at cost of $1,660,750. The list should be included in the attachments with the 2/21 agenda.

Agreement to move forward with the RFP on a performance contract.

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 (Mr. Hart)
No report

Education Foundation Report (Mr. Nigrini)
No report

Technology Chairman (Dr. Chmielewski)
No report

<u>Student Outreach</u> (Emma O'Shea)
Mini-THON is this weekend!!! This week is crazy busy trying to tie up all of our loose ends and get everything together. Both Mini-THON and student government members have been working all hands on deck to get everything done. This week is also a spirit week to get everyone pumped up. There are different spirit days and themes everyday this week along with hot chocolate and donuts being sold on Friday. All of the Wilson schools have had fundraisers and put in their own efforts to help raise money for the kids. These totals will be revealed during community hours. Community hours is Saturday February 25th from 6-9 pm in which anyone can stop by and see what Mini-THON is all about before the dancers spend the rest of the night on their feet. Many clubs and sports teams are also getting involved in community hours by setting up booths and games. This is really a school effort and it is very cool to see everyone come together and be involved.

<u>Solicitor</u> (Mr. Miravich)
No Report

OTHER BUSINESS (President to permit public participation prior to any vote on Other Business**)**
Chris Trickett provided the board with information regarding our 2017 graduation ceremony. Due to change at the venue and miscommunication, Wilson was not on the books for graduation and the venue is now no longer available on that day. Mr. Hopp reiterated this is not Wilson's fault. Mr. Trickett will sending out a survey to all senior families. He will provide the board with an update after the survey is sent so the board can determine if a new graduation date needs to be set.

PUBLIC PARTICIPATION - NON-AGENDA ITEMS

Enrollment as of February 18, 2017 is 6,003 students which is an increase of 12 in the number of students from the January 11, 2017 report.

There being no further business, Mr. Hopp moved, seconded by Mr. Hart to adjourn the meeting at 7:45 p.m. Motion carried.

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Cheryl Raffauf, Board Secretary