

WILSON SCHOOL BOARD
MEETING Minutes
Monday, June 5, 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 7:16 p.m. on Monday, June 5, 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: Mr. Keifer, Ms. Lillis, Dr. A Flannery, Dr. Long, Ms. Troutman, Ms. Schlosman, Ms. Lindsey, Mr. Trickett, Dr. Burnham, Ms. Yeiser, and Officer Johnson

Public Attendee: (see attached)

POSTING OF COLORS

PLEDGE TO THE FLAG

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

ANNOUNCEMENT – Attorney Miravich

PUBLIC PARTICIPATION - Agenda Items

- Mr. Craig McHenry – Agenda Item # 11.2

COMMUNICATIONS –

- Dr. Paul C Davis, Judge of Election, Muhlenberg #6

PRESENTATIONS

- 1) **JROTC** - Col Michael Dietrich and Sgt James Dolan

Approval of Minutes – (Consent)

Hearing no objection to approve the Wilson School Board minutes of May 15, 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 (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	\$ 1,422,194.35
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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 Ratification/Approval of the following: (No items)

5.0 Superintendent's Report (Personnel/Program Recommendations) (Roll Call)

Mr. Martin moved, seconded by Mr. Metzgar to approve the Superintendent's report #5.1 - #5.9 as follows:

5.1 Resignations

Ellen Adams, Program Coordinator – GV, effective 6/9/17

Carla Dixon, Food Service Worker, effective 6/6/17

Debra Gaston, Breakfast Food Service Worker - SMS, effective 6/9/17

Travis Hume, Special Education Instructional Assistant, effective 6/8/17

Brenda Keeney, Food Service Worker, effective 6/9/17

Angela LaPuma, Food Service Worker, effective 5/19/17

Glenda Lara, Food Service Worker, effective 6/9/17

Patricia Minnich, Cashier – WMS, effective 5/30/17

Timothy Morrow, Custodian, effective 5/30/17

Grace Porter, Hourly Teacher – GV, effective 6/9/17

Charles Trovato, Math Teacher – High School, effective 6/9/17

Cynthia Wise, 1st Grade Teaching Assistant and Monitorial Aide – GV, effective 6/9/17

Timothy Stoltz, ESL teacher, Shiloh Hills, eff. 6/2/17

Erin Murphy, Autistic Support Teacher, West, eff. 6/16/17

Melissa Wild, change in resignation date to 8/1/17, previously approved as 6/9/17

5.2 Child Rearing Leave

Maria Witkowski, Speech Therapist – CT, effective 9/22/17 and returning at beginning of 4th quarter 2018

5.3 Days without Pay

Jillian Lynch, 5/31/17 (1/2 day)

5.4 Support Staff

Olivia Allison, Substitute Special Education Instructional Assistant, \$12.11/hr, effective 5/16/17

Lester Bare, Substitute Bus Aide, \$9.87/hr, effective 5/26/17

Abraham Olivas, Substitute Bus Aide, \$9.87/hr, effective 5/15/17

Vanessa Olivas, Substitute Bus Aide, \$9.87/hr, effective 5/11/17

5.5 Change of Status

Karie Braca, 4th Grade, Spring Ridge, to 5th Grade, Spring Ridge, effective 8/23/17 (replaces Nicole Millard who is transferring)

Tonya Cosgrove, Librarian - LTS, Spring Ridge, to Librarian – LTS, Spring Ridge, effective through the first semester of the 2017-2018 school year (replaces Colleen Jakubowicz while on child rearing leave)

Kimberly Duffy, Substitute Teacher, to 1st Grade, Green Valley, Master's Degree, Credit Year 1, \$52,264/yr, effective 8/23/17 (replaces Nancy Snyder who transferred)

Kaitlyn Galtere, Special Education Teacher, West MS, to Reading Specialist, West MS, effective 8/23/17 (replaces Lorie Spadafora who is retiring)

Madison Hauk, 3rd Grade – LTS, Cornwall Terrace, to 4th Grade – LTS, GV, effective 8/23/17 (replaces Mary Glassic while on sabbatical).

Amy Major, Emotional Support-West, LTS, to Emotional Support-West, effective 8/23/17 (replaces Mary Bowers who resigned).

Nicole Millard, 5th Grade, Spring Ridge, to 1st Grade, Spring Ridge, effective 8/23/17 (assumes Bubble grade)

Cheryl Raffauf, Administrative Assistant to the Superintendent, to Secretary, Green Valley, no change in rate – no salary increase for 2017-2018 and 2018-2019 school years, effective date TBD (will also retain Secretary to the School Board of Directors for the immediate future) (replaces Michelle Musseman who is resigning)

Bethany Snyder, Tech Coach, to 4th Grade, Spring Ridge, effective 8/23/17 (replaces Karie Braca who transferred)

Nancy Snyder, 1st Grade, Green Valley, to Reading Specialist, Green Valley, effective 8/23/17 (replaces Mary Ann Reed who is retiring)

Leon Jefferson, 2nd Shift custodian, Whitfield to 2nd Shift Custodian, West, no change in rate, eff. 6/12/17

5.6 Professional Hires

a) Colleen Czarnecki

Education

Master's Degree in Reading Education - Wilkes University

Experience

Kindergarten and Reading Teacher, North Penn School District, August 2010-present

Degree, Credit Year, Salary

Master's Degree, Credit Year 1, \$52,264/yr

Assignment

Kindergarten Teacher, Cornwall Terrace, effective 8/23/17 (replaces Christina Changalis – LTS)

b) Colleen Klepeis

Education

Master's Degree in Special Education – Alvernia University

Experience

Special Education and Homebound Teacher, Bethlehem Area School District – September 2015-present

Special Education Teacher, Wilson School District – 2009-2013

Degree, Credit Year, Salary

Master's Degree, Step 7, \$58,264/yr

Assignment

Special Education Teacher, West Middle School, effective 8/23/17 (replaces Kaitlyn Galtere who transferred)

c) Emily Snyder

Education

Bachelor's Degree in Music Education – Elizabethtown College

Experience

Music Teacher, Harford County Public Schools, Maryland – August 2016-present

Degree, Credit Year, Salary

Bachelor's Degree, Credit Year 1, \$44,000/yr

Assignment

Music Teacher, Cornwall Terrace & Whitfield, effective 8/23/17 (replaces Phyllis Sands who is retiring)

5.7 Substitute Teacher, \$125/day, effective 5/11/17

Brandon Buterbaugh

5.8 Extracurricular

Ethan Davis, Lifeguard/Swim Lesson Instructor, \$7.75/hr

Adonis Camacho- Santos, Community Swim Lesson Instructor, \$7.75/hr

5.9 Summer Employment

a) Summer Cleaning – 6/12/17-8/18/17 – 24 hours/week

Kathy Cooper - \$8.50/hr

Andrew Cunliffe - \$7.25/hr

Sharon DiBiase - \$7.25/hr

Lucy Miceli - \$7.25/hr

Sara Tibbetts - \$7.25/hr

Mary Ann VanReed - \$7.50/hr

b) Summer Grounds – 5/30/17-8/18/17 – 40 hours/week

Nathan Vath - \$8.25/hr

c) Summer Receiving – 7/3/17-7/28/17 – 40 hours/week

Brian Lewis - \$10.68/hr

d) Extended School Year (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-c, President Ehrlich directed that a unanimous vote be cast to ratify/approve the following: **(Ayes 9)**

6.1 Accept with gratitude the following donation:

- a) 6 AED devices, cabinets and signage for placement in our elementary buildings from Berks Heart Safe.
- b) \$500.00 from the Spring Township Lion's Club to the Technology Student Association (TSA), for the TSA National Conference.
- c) \$1,000 from Gary Coller, to be used at the discretion of the five elementary Libraries for the educational benefit of their students.

Roll Call

7.0 Human Resources (Motions Carried)

Mr. Hopp moved, seconded by Mr. Hart to approve Human Resource items #7.1 & #7.2 as follows:

7.1 Approved the Doctors, Dentists and Game Coverage as attached.

7.2 Approved the appointment of Scott Fairchild to Assistant Principal at the High School, 12 month, Act 93, \$93,360/yr, effective 7/1/17 (replaces Jeff Ebert who resigned)

A roll call vote was recorded as follows:

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

Mrs. Reid moved, seconded by Mr. Hart to approve Human Resource item #7.3 as follows:

7.3 Granted permission to approve the 2017 Summer Hours for Supplemental School Nurses:

Kathy Blume – HS	85 hours
Anne Sweeney – SO/CT	85 hours
Ellen Grossman-W	50 hours
Robin Lysakowski-WH	45 hours
Ann Tamaccio-Lower House	70 hours
Jeanean Vath-SL	45 hours
Ginger Motley-SR	45 hours
Angela Chmielewski-GV	12 hours
Gretchen Murphy-GV	33 hours

A roll call vote was recorded as follows:

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

(Abstain 1): Dr. Chmielewski

8.0 Pupil Services (Motion Carried)

Mr. Hart moved, seconded by Dr. Chmielewski to approve Pupil Services items #8.1 - #8.12 as follows:

- 8.1 Granted permission to contract** with New Story – Wyomissing, to provide ESY educational services to four special education students at the per diem rate of \$376 per day, beginning 6/26/17 and ending 8/4/17.
- 8.2 Granted permission to contract** with New Story – Wyomissing, to provide ESY educational services to one special education student at the per diem rate of \$276 per day, beginning 6/26/17 and ending 8/4/17.
- 8.3 Granted permission to approve the adoption** of the Settlement Agreement and Release to allow a special education student to attend the Wilson School District Summer 2017 Theatre Camp *instead* of ESY from July 10, 2017-July 20, 2017.
- 8.4 Granted permission** to ratify a contract with Barrett Therapy Services (BTS) to provide Speech-Language Services, Occupational Therapy, and Physical Therapy to special education students at the rate of \$90 per hour; during the Wilson School District ESY Program beginning 6/26/17 and ending 7/28/17.

- 8.5** **Granted permission** to approve the adoption of the Agreement and Release to directly pay New Story an amount not to exceed Ten Thousand, Five Hundred Twenty-Eight Dollars (\$10,528.00) for New Story's summer 2017 ESY program (which includes all speech and OT services), to comprise all claims raised by the parent of a special education student and to authorize the Board President and Secretary to execute the agreement on behalf of the district.
- 8.6** **Granted permission** to approve the adoption of an Agreement and Release to pay directly to Easter Seals of Eastern Pennsylvania the amount of one thousand, six hundred fifty-three dollars (\$1,653.00) for its six-week summer 2017 program, to settle and comprise all claims raised by the parents of a special education student relative to the 2017 ESY program and to authorize the Board President and Secretary to execute the agreement on behalf of the district.
- 8.7** **Ratified** the contract with Maxim to provide classroom nurse services at the rate of \$53.05/hour, beginning 6/26/17 and ending 7/28/17. (During our ESY).
- 8.8** **Approved** the purchase of 15 student slots with River Rock Academy for the 2017-2018 school year at a rate of \$116.70 per day for the first semester (92 school days) and 16 student slots at a rate of \$116.70 per day for the second semester (93 school days). River Rock will discount Wilson School District in lieu of rent bringing the annual cost to \$226,748.10.
- 8.9** **Granted permission** to waive tuition for the following students:
- A. Male, Gr. 6, Wilson West MS, Female, Gr. 3, and Female , Gr. 2, Green Valley Elementary School, from 5/8/17 until the end of the school year (as per Board Policy #202 – Eligibility of Non-Residents)
 - B. Male, Gr. 10, High School, from 5/19/17 until the end of the school year (as per Board Policy #202 – Eligibility of Non-Residents).
 - C. Female, Kindergarten, Green Valley Elementary School, from 5/1/17 until the end of the school year (as per board Policy #202 – Eligibility of Non-Residents).
- 8.10** **Approved** Robert Johnson, as Truant Officer (2017-18) and School Resource Officer.
- 8.11** **Ratified** a contract with OT4KIDS,LLC ; to fulfill a sensory integration need per IEP to a special education student at the rate of \$150 per hour; beginning 5/15/17 and going through 6/10/2018; this contract may be terminated earlier by either party.
- 8.12** **Granted permission** to approve the adoption of an Agreement and Release to pay directly to Easter Seals of Eastern Pennsylvania the amount of one thousand, six hundred Fifty-Three dollars (\$1,653.00) for its six-week summer 2017 program, to settle and comprise all claims raised by the parents of a special education student relative to the 2017 ESY program and to authorize the Board President and Secretary to execute the agreement on behalf of the district.

(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 Mr. Metzgar to approve Technology item #9.1 as follows:

- 9.1 Granted permission** to enter into leasing agreement for \$187,059.62 for the following items:
Senior High teacher laptops, Senior High tech ed desktops, Grades 2nd/3rd Chromebooks, \$96,547.80 annually for 48 months Grades 7th/10th Chromebooks, \$87,991.31 annually for 36 months

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 (No Items)

11.0 Finance (Motions Carried)

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

- 11.1 Approved** to replace Cynthia Mierzejewski with Steven Keifer as an authorized signer on the District's bank accounts.

A roll call vote was recorded as follows:

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

Mr. Wolf moved, seconded by Dr. Chmielewski to approve Finance item #11.2 as follows:

- 11.2 Granted permission** to deny a taxpayer request for penalty, interest and fees to be waived on a July 1, 2016 real estate tax bill.

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)

Mr. Wolf moved, seconded by Mr. Hart to approve Curriculum and Staff Development items #12.1 - #12.4 as follows:

- 12.1 Approved** Mr. Steven Keifer to be named as the authority directed to sign all contracts, agreements, grants and/or licenses with the Pennsylvania Department of Education through the E-Grant system, eff. 5/24/17.

- 12.2 Approved** the 2017-2018 Reading Area Community College/Wilson School District Dual Enrollment Agreement for as attached.
- 12.3 Approved** a foreign exchange for Jasper den Otter and Amanda Le to Shijiazhuang HS No. 1 in Shijiazhuang, China from January 20, 2018 to March 31 2018.
- 12.4 Approved** to pay Joel Dries for Quarter 4 Virtual Driver's Education according to the terms of the MOU in the amount of \$3,000 (One section at \$1,000 base fee plus \$50 per student * 40 students).

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 (Motion Carried)

Dr. Chmielewski moved, seconded by Mrs. Reid to approve Food Service items #14.1 a-d as follows:

14.1 Approved the following Food Service Bid Contracts through Berks County Joint Purchasing:

a) Bread Products (July 1, 2017 - June 30, 2018)

ATV Bakery Inc. = \$8,584.00

Morabito Bakery Company, Inc. = \$18,362.50

b) Grocery Products (July 1, 2017 - June 30, 2018)

Feeser's Inc. = \$38,346.91

Karetas Foods Inc. = \$5,880.14

Sysco foods of Central PA = \$27,206.23

US Foodservice of Allentown = \$19,740.71

c) NOI Grocery Products (July 1, 2017 - June 30, 2018)

Feeser's Inc. = \$25,056.15

Karetas Foods Inc. = \$1,979.30

Sysco foods of Central PA = \$8,903.40

US Foodservice of Allentown = \$29,230.10

d) Paper Products (July 1, 2017 - June 30, 2018)

Feeser's Inc. = \$727.46

Singer Equipment Company = \$10,029.66

A roll call vote was recorded as follows:

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

15.0 Child Care (Motion Carried)

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

15.1 Approved to contract with Forino for the remodel of the library, which includes an area for a staff lounge, at Berkshire Heights Early Learning Center. The cost of the project is \$18,390.00. All costs will be paid 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 (2nd Reading)

17.1 Policy #707 – Use of Facilities and Facility Rental Fees

18.0 Miscellaneous (Motion Carried)

Dr. Chmielewski moved, seconded by Mr. Hart to approve item #18.1 (Site Release Agreement) as follows:

18.1 Approved to enter into a Site Release Agreement permitting teacher Anthony Dusko to film at Green Valley Elementary and Shiloh Elementary in connection with programs being produced for Sesame Street at no cost to the District. (Separate releases are being obtained by Mr. Dusko from any participants and/or their parents).

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)

Mr. Metzgar shared end of year student recognitions as well as celebrated how well BCTC did with the Best of Berks House showing. Auction will be in August.

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

No report

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

No report

Curriculum Committee Chairman (Mrs. Reid)

Meet on Wednesday at 4:00

Extracurricular Committee Chairman (Mr. Wolf)

Spring sports did extremely well, 6 of 8 teams won county championships. Fall sports kick off on August 14.

Facilities Committee Chairman (Mr. Nigrini)

The lead testing from Berkshire Heights came back and the building is below federal benchmarks. (good news). Due to the mild winter savings, Facilities will look to replace a 1999 vehicle. High School fire panel will be replaced. Facilities will be re-arranging some roofing projects to allow projects to come within budget.

Finance Committee Chairman (Mr. Ehrlich)

Met this afternoon, continue to look at the 2017-18 budget. The budget will be an agenda item on the 6/19 agenda.

Human Resources Committee Chairman (Mr. Hopp)

No report

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

Some movement with pensions, and assessments, but nothing definite

Public Relations Chairman (Mr. Hart / Ms. Troutman)

- 85 students were recognized for their Academic Achievement at the High School Academic Recognition Ceremony on May 31. 20 special award scholarships were presented to graduating seniors as well as subject and academy awards for students in grades 9-12.
- 12 Wilson Students were recognized in the Reading Eagle Best of Berks, which celebrates the best and brightest graduating seniors in Berks County. Of those 12 students, one-- Jen Wallace, was recognized as a top finalist in the Foreign Language Category.
- Wilson had three students who qualified to compete in the National History Bee, which was held in Atlanta, GA over the weekend. Cole Chmielewski from West placed 74th/314 in the 8th grade division and Benjamin Born from Southern placed 127th/285 in the 7th grade division. Owen Fick also from West qualified, but did not attend.
- The Wilson High School team composed of Sarah Larkin, Andrew Allen, Marc Chmielewski, Jasper den Otter, and Quinn Spraut received an honorable mention in Moody's Math Mega Challenge, which resulted in a \$1,000 prize. The team placed 90th out of over 1100 times.
- The Wilson High School Academic Challenge Team recently traveled to Alexandria, Va., for the National Academic Championship. The team that competed was comprised of Wilson sophomores and juniors and is advised by retired Wilson teacher, John Magala.

Education Foundation Report (Mr. Nigrini / Ms. Troutman)

- Wilson received some positive PR in the Reading Eagle for our Annual Wilson Games, which were held at Gurski Stadium on Friday, May 19.
- The Wilson Graduation was featured in today's issue of the Eagle. A photo gallery is available on their website as well at readingeagle.com/graduation.

- Whitfield First grade teacher, Jackie Odagis was featured in today's edition of In Our Schools in the Reading Eagle.
- The last day for Wilson students is this Friday, June 9. Students will have a half day, with secondary being dismissed at 11 am and elementary at 11:45 am.

Technology Chairman (Dr. Chmielewski)

The website project live date is being pushed back to August 1. While July 1 is possible for a partial push out, it was best for it to be fully functional. Public Relations is working with Launch DM for branding, etc more will come from them mid-summer.

Student Outreach (Emma O'Shea)

No report

Solicitor (Mr. Miravich)

No report

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

No report

PUBLIC PARTICIPATION - NON-AGENDA ITEMS

- Mr. Connor Delaney – Business Privilege Tax

There being no further business, Mr. Hopp moved, seconded by Dr. Chmielewski to adjourn the meeting at 8:52p.m. Motion carried.

Cheryl Raffauf, Board Secretary