WILSON SCHOOL BOARD
Minutes
Monday, August 7, 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 7:08 p.m. on Monday, August 7, 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 (joined in by phone conference)
Robert Metzger
Carol Reid
Matt Wolf
Excused: Jay Nigrini

Present: Dr. Faidley, Ms. Lillis, Dr. Long, Dr. A. Flannery, Ms. Troutman, Ms. Schlosman, Mr. Stenger, Mr. Damiani, Mrs. Morgan, and Officer Johnson

Public Attendees: (see attached)

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

PLEDGE TO THE FLAG

ANNOUNCEMENT – Attorney Miravich

PUBLIC PARTICIPATION - Agenda Items

- None

COMMUNICATIONS –

- Thank you note from Jennifer Wallace to Mr. Ehrlich

Approval of Minutes – (Consent)
Hearing no objection to approve the Wilson School Board minutes of July 17, 2017, President Ehrlich directed that a unanimous vote be cast to ratify/approve the minutes.
(Ayes 8)

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 Mr. Wolf, to approve the Payment of Bills, as follows:

General Fund 16/17	$ 644,864.37
General Fund 17/18	$1,929,021.58

A roll call vote was recorded as follows:

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

3.0 FINANCIAL REPORTS: (No Items)

4.0 Ratification/Approval of the following: (No Items)

5.0 Superintendent's Report (Motion Carried)

Mr. Hopp moved, seconded by Dr. Chmielewski, to approve the Superintendent's Report items #5.1 - #5.7, as follows:

5.1 Resignations/End of Service

Esmerelda Adames, Special Education Instructional Assistant, effective 8/3/17

Christi Baer, Child Care Substitute, effective 8/1/17

Adrian Blanco, Special Education Instructional Assistant, West Middle School, effective 7/28/17

Linda Braun, Cashier, Green Valley, effective 8/4/17

Robert Findora, Guidance Counselor, Southern, effective 9/29/17

Jamie Harner, Special Education Teacher, High School, effective 9/15/17

Kelly Malandra, 1st Grade Teaching Assistant, Green Valley, effective 7/19/17

Adam Mietelski, Math Teacher, High School, effective 9/15/17

Kathy Morris, Special Education Instructional Assistant, Green Valley, effective 7/25/17

Brandy Orr, Hourly Teacher, Whitfield, effective 8/2/17

Kris Rubright, Special Education Instructional Assistant, Whitfield, effective 7/27/17

Colleen Skoczen, Special Education Instructional Assistant, Shiloh Hills, effective 7/24/17

Marybeth Sterner, Speech Therapist, Whitfield, effective 9/28/17

Lisa Vietz, Behavior Specialist, effective 10/4/17

Alec Whitsett, Special Education Instructional Assistant, Shiloh Hills, effective 7/29/17

Ashley Young, First Grade Teaching Assistant, Cornwall Terrace, effective 7/17/17

5.2 Child Rearing Leave

Christy Austerberry, effective approximately 11/22/17 and returning 1/3/18

Kelly Choate, effective approximately 11/28/17 and returning 2/12/18

Lauren Peterson, effective approximately 10/3/17 and returning 12/13/17

5.3 Change of Status

Candy Althouse, Custodian (floater), to 1st Shift Custodian, Green Valley, no change in rate, effective 7/31/17 (replaces Zach Withelder)

Edna Carroll, Administrative Assistant to the Assistant Superintendent, to Administrative Assistant to the Superintendent, $43,680/yr., effective 7/31/17 (replaces Cheryl Raffauf who transferred)

Kaila Dautrich, Substitute Teacher, to Preschool Head Teacher, full-time, $14.61/hr., effective 8/9/17 (replaces Ashleigh Kochel who resigned)

Joanne Goss, Autistic Support Instructional Assistant, Cornwall Terrace to Learning Support Instructional Assistant, Cornwall Terrace, $12.77/hr., no change in hours, eff. 8/28/17 (replacing Julia Braun who resigned)

Lori Metri, Special Education IA, High School, to Special Education IA, Spring Ridge, no change in rate or hour, effective 8/28/17 (replacing Melissa Wild who resigned)

Brandy Orr, Hourly Teacher, Spring Ridge, to Hourly Teacher, Whitfield, no change in rate or hours, effective 8/28/17 (position transferred from Spring Ridge to Whitfield)

Diane Valenti, Food Service Worker, West to Lead Food Service Worker, Green Valley, $11.54 per hour, 26.25 hours per week, effective 8/16/17 (replacing Elizabeth Hartman who is transferring)

Gabriella Wertheim, Child Care Assistant, Berkshire Heights to Child Care Substitute, $11.54/hr., effective 7/26/17

Zachary Withelder, 1st Shift Custodian, to Custodian- Split Shift, West Middle School, no change in rate, effective 7/31/17 (replaces Candy Althouse)

Angela Wright, Special Ed. IA, Conrad Weiser Decisions to Special Ed, IA, West, no change in rate, effective 8/28/17 (replacing Adrian Blanco who resigned)

5.4 Support Staff

Mary Derrer, Child Care Preschool Assistant, Berkshire Heights, 25 hours/week, $11.54/hr., effective 8/21/17 (replaces Gabriella Wertheim)

Michelle Frederick, Child Care Preschool Assistant, 28.75 hours/week, $11.54/hr., effective 8/21/17 (replaces Irene Becker)

Cheyenne Immel, Child Care School Age Assistant, 25 hours/week, $11.54/hr., effective 8/21/17 (replaces Patience Murray)

Kimberly Moonan, Child Care School Age Supervisor, Spring Ridge, 29.5 hours/week, $14.61/hr., effective 8/21/17 (replaces Rebecca Cunnius, who replaced Kathleen Wealand, she became a School Age Assistant)

Timothy Morrow, 2nd Shift Custodian, Shiloh Hills, 12.97/hr., effective 8/7/17 (replaces Xavier Tolentino who transferred)

Ashley Watts, Child Care Preschool Assistant, 10 hours/week, $11.54/hr., effective 8/21/17 (replaces Nicole Lecatsas)

5.5 Professional Hires

Christina Boucher

Education
Masters in Secondary Education, St. Joseph University

Experience
Math and Physics Teacher, Upper Merion Vantage Academy

Degree, Credit Year, Salary
B, CY 1, $44,000

Assignment
Math Teacher, LTS, 2017-2018 School Year, effective 8/23/17 (replaces Adam Mietelski who resigned)

Erin Keller

Education
Masters in Restorative Practices, Institute for Restorative Practices

Experience
6th Grade Teacher, Reading School District

Degree, Credit Year, Salary

M, CY 1, $52,286

Assignment
Special Education Teacher, High School, effective 8/23/17 (replaces Cindy Cifrese who retired)

Stephanie Kershner

Education
Masters of Education, English as 2nd Language, University of Turabo, September 2011.
Elementary Ed, Kutztown University, May 2007

Experience
Elementary Teacher, Reading School District, 2007- Present

Degree, Credit Year, Salary
M, CY 3, $54,389

Assignment
Grade 4, Shiloh Hills Elementary, effective 8/23/17 (replaces Stephanee Billman who transferred)

5.6 Extended School Year

Pam Grant, ESY IA, $14.03/hr., effective 7/1/17- 7/29/17

5.7 Extracurricular

Brandon Boyer, Community Swim Lesson Instructor, $7.75/hr.

John Spleen, Girls Lacrosse Camp, $975.00

William Waldron, Boys Lacrosse Camp, $1645.00

A roll call vote was recorded as follows:
(Ayes 8): Messrs.; Chmielewski, Ehrlich, Hart, Hopp, Martin, Metzgar, Wolf, and Mrs. Reid

6.0 Consent Items (Consent)
Hearing no objection to Agenda item #6.1, President Ehrlich directed that a unanimous vote be cast to ratify/approve the following: **(Ayes 8)**

6.1 Accepted with gratitude the following donation:
A Mackie 1604-VLZ Pro mixer from the Spring Township Police, estimated value $250.

Roll Call

7.0 Human Resources (Motion Carried)
Mr. Wolf moved, seconded by Mrs. Reid, to approve Human Resources items #7.1 & #7.2, as follows:

7.1 Authorized the Superintendent to make employment commitments to qualified applicants for the purpose of filling vacancies that occur after the August 7, 2017 Board meeting with action to be ratified by the Board of Education at the next official meeting.

7.2 Approved to increase Catherine Reber's Building Secretarial Training hours from the previously approved 30 hours to 35 hours.

A roll call vote was recorded as follows:
(Ayes 8): Messrs.; Chmielewski, Ehrlich, Hart, Hopp, Martin, Metzgar, Wolf, and Mrs. Reid

8.0 Pupil Services (Motion Carried 7-1-0)
Mr. Hart moved, seconded by Mr. Hopp, to approve Pupil Services items #8.1 - #8.6, as follows:

8.1 **Approved** to contract with BCIU, to provide programs and services to special education students as listed in Schedule A of the contract, at a cost of $185,550.00 for the 2017-2018 school year.

8.2 **Approved** the adoption of a Settlement Agreement and Release to establish an education fund to be held and managed by the district in the amount of thirty-five thousand dollars ($35,000.00) for legitimate educational expenses. To settle and comprise all claims raised by the parents of a special education student and to authorize the Board President and Secretary to execute the agreement on behalf of the District.

8.3 **Ratified** one contract with New Story, to provide educational services to two special education students at the per diem rate of $280 per day, beginning 8/28/17 and ending 6/7/18.

8.4 **Ratified** one contract with New Story, to provide educational services to one special education student at the per diem rate of $299 per day, beginning 8/28/17 and ending 6/7/18.

8.5 **Ratified** one contract with New Story, to provide educational services to two special education students at the per diem rate of $380 per day, beginning 8/28/17 and ending 6/7/18.

8.6 **Approved** to contract with Sweet, Stevens, Katz & Williams LLP, to provide legal consultation services to the district pertaining to special education during the 2017-2018 school year for the sum of twenty-five thousand two hundred dollars ($25,200.00).

A roll call vote was recorded as follows:
(Ayes 7): Messrs.; Chmielewski, Ehrlich, Hart, Hopp, Metzgar, Wolf, and Mrs. Reid
(Nays 1): Mr. Martin

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

9.1 **Granted permission** to enter into a 48-month lease for (4) copiers located in Lower House L302, Upper House rooms E218 and E313, and Whitfield office. Total lease for the (4) copiers, $546/month.

A roll call vote was recorded as follows:
(Ayes 8): Messrs.; Chmielewski, Ehrlich, Hart, Hopp, Martin, Metzgar, Wolf, and Mrs. Reid

10.0 Operations (Motion Carried)
Dr. Chmielewski moved, seconded by Mr. Wolf, to approve Operations items #10.1 - #10.4, as follows:

10.1 **Approved** a change order to the Southern Middle School Track Project contract, Change Order #1 – Field Turf – an increase of $14,072.00

10.2 **Approved** the roofing contract for Lower Heidelberg Building through Roof Connect National Roofing Services at a cost of $264,000.00.

10.3 **Approved** the roofing contract for the Administration Building and the High School B Wing through Roof Connect National Roofing Services at a cost of $377,300.00.

10.4 **Approved** to advertise for bids for the Performance-Based Energy/Operations Cost Reduction Program to cover various HVAC projects throughout the district.

A roll call vote was recorded as follows:
(Ayes 8): Messrs.; Chmielewski, Ehrlich, Hart, Hopp, Martin, Metzgar, Wolf, and Mrs. Reid

11.0 Finance (Motion Carried)
Dr. Chmielewski moved, seconded by Mr. Wolf, to approve Finance items #11.1 – #11.3, as follows:

11.1 **Approved** the request to remove Steve Keifer's name and replace with Dr. Richard Faidley, as a signer on all District bank accounts.

11. 2 **Approved** the IDEA-B agreement with BCIU in the amount of $962,599.02 to be used for special education costs in the 2017-18 fiscal year.

11.3 **Approved** the Amended Resolution Ratifying Tax Assessment Appeals and authorized further action by the Solicitor and Business Office (attached).

A roll call vote was recorded as follows:
(Ayes 8): Messrs.; Chmielewski, Ehrlich, Hart, Hopp, Martin, Metzgar, Wolf, and Mrs. Reid

12.0 Curriculum and Staff Development (Motion Carried)
Dr. Chmielewski moved, seconded by Mr. Wolf, to approve Curriculum and Staff Development item #12.1, as follows:

12.1 **Approved** the request for Dr. Richard Faidley 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, effective 7/18/2017.

A roll call vote was recorded as follows:
(Ayes 8): Messrs.; Chmielewski, Ehrlich, Hart, Hopp, Martin, Metzgar, Wolf, and Mrs. Reid

13.0 Transportation (No Items)

14.0 Food/Cafeteria (No Items)

15.0 Child Care (No Items)

16.0 Extra-Curricular (Motion Carried)
Mr. Wolf moved, seconded by Mr. Hart, to approve Extra-Curricular items #16.1 & #16.2, as follows:

16.1 **Permission granted** to approve the updated 2017/18 Fall Help Rates as attached. This has been updated to include the rates for Security for Water Polo.

16.2 **Permission granted** to approve the 2017 Fall Coaches Salaries/Stipends as attached. The 2016 stipend amounts listed to be amended and approved at a later date.

A roll call vote was recorded as follows:
(Ayes 8): Messrs.; Chmielewski, Ehrlich, Hart, Hopp, Martin, Metzgar, Wolf, and Mrs. Reid

17.0 Policies (No Vote – First Reading)

17.1 **First reading** of the following revised policy:
Pol. #808 - Food Services

17.2 **First reading** of the following revised policy:
Pol. #808.1 Free/Reduced-Price Meals

18.0 Miscellaneous (Motion Carried)
Dr. Chmielewski moved, seconded by Mrs. Reid, to approve Miscellaneous item #18.1, as follows:

18.1 **Permission** granted to Ed Kopicki of Systems Design Engineering, Inc., to obtain aerial images and video of the Green Valley Elementary and Wilson West Middle Schools for use for marketing/ advertising purposes for the 175th Anniversary of Lower Heidelberg Township.

A roll call vote was recorded as follows:
(Ayes 8): Messrs.; Chmielewski, Ehrlich, Hart, Hopp, Martin, Metzgar, Wolf, and Mrs. Reid

COMMITTEE AGENDA ITEMS
COMMITTEE REPORTS

Berks Career and Technology Center Representative (Mr. Metzgar)
The last meeting was in June, as there was no July meeting. The next meeting will be August 23 at the East Campus.

The open house for the student built house was held on July 15 and July 22. The auction of the house at 16 Career Court in Oley, will be held on-site on August 12 at 11 a.m.

Berks County I.U. Board Representative (Mrs. Reid)
Next meeting is August 17.

Berks E.I.T. Representative (Mrs. Schlosman)
At the meeting on August 1st it was voted to use Keymark for tax collection.

Curriculum Committee Chairman (Mrs. Reid)
Next Meeting: Wednesday, August 16, 2017 at 4:00 p.m.

Extracurricular Committee Chairman (Mr. Wolf)
Football camp started and Fall Sports greet is this Monday in the morning.

<u>Facilities Committee Chairman</u> (Mr. Nigrini)
No report.

<u>Finance Committee Chairman</u> (Mr. Ehrlich)
No report.

<u>Human Resources Committee Chairman</u> (Mr. Hopp)
No report.

<u>Legislative/PA School Board Assn. Representative</u> (Mr. Martin)
1.3 million from the Tobacco Fund to be used for education.

<u>Public Relations Chairman</u> (Mr. Hart / Ms. Troutman)
Wilson Good News:

Wilson High School members of Family, Career and Community Leaders of America recently travelled to Nashville, Tennessee for the 2017 National Leaders Conference. Wilson representatives Morgan Bechtel, Hassanatu Koroma and Lauren McKay attended leadership and program training, heard national speakers, met the National Executive Council and explored colleges and careers while attending the event. Hassanatu Kormoa also participated in State Officer training sessions and Leadership workshops as the PA FCCLA state secretary.

Congratulations to our Wilson swimmers who attained All-American honors. Rising Wilson junior Sophia Appler was honored in the 50-yard freestyle and Wilson's 200 free relay team of Appler, Natalie Tasca, Carolyn Pitorak and Alyssa Bubel also earned All-American status.

<u>Education Foundation Report</u> (Mr. Nigrini / Ms. Troutman)

The Wilson Education foundation received 10 venture grant applications for our Spring Allocation. Upon review by the allocation committee, we have approved the following grants for a total of $3,900:

Science and Innovations: Extreme Biosuits-- 8th grade gifted support teachers will engage in the engineering design process to make a model biosuit and then market their design to potential customers.

Wilson Literary Magazine *INK:* Wilson High School students will assemble a literary magazine that includes short stories, drama, poetry as well as other artistic submissions.

Outdoor Club Grant-- An outdoor club will be established at Wilson West where students can gather to learn about and gain appreciation of the outdoors.

Theater Artist in Residence-- As part of a project with Whitfield and Yocum Institute for Arts Education, Wilson High School Drama students will work with a theater artist to create original devised theater programs.

Learning with Legos in the Library-- The funds for this project will be used to purchase LEGO blocks, baseplates and accessories for the Middle School Makerspace, which will be an extension of the elementary Discovery classrooms.

Fly Fishing & the Tulpehocken-- Trout Unlimited is a national environmental group related to fly fishing with a goal of maintaining clean waters and is a partner with Wilson West for the Trout in the Classroom Project. This will be a club which will serve as an extension for those high school students that participated in the project.

Positive Behavior Intervention and Support Program-- This program is a framework for assisting school personnel in adopting and organizing evidence-based behavioral interventions that enhance both academic and behavior outcomes for students.

Technology Chairman (Dr. Chmielewski)
There was a savings on copier leases of $544/month. Website branding was discussed. Student computer cost of $20 and $10 are to include the 1st repair, under certain parameters. New teachers have been hired.

Student Outreach

Solicitor (Mr. Miravich)
No report.

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

PUBLIC PARTICIPATION - NON-AGENDA ITEMS
Community member, Steph Kocher, spoke about her concerns with the delay of the new website.

There being no further business, Mr. Hopp moved, seconded by Dr. Chmielewski, to adjourn the meeting at 7:35 p.m. Motion carried.

Respectfully submitted,

____

Edna T. Carroll, Board Secretary