

**WILSON SCHOOL BOARD
MEETING AGENDA
Monday June 19, 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.*

CALL TO ORDER – Steve Ehrlich, Board President

ROLL CALL

PLEDGE TO THE FLAG

ANNOUNCEMENT – Attorney Miravich

PUBLIC PARTICIPATION - Agenda Items

COMMUNICATIONS –

Approval of Minutes – June 5, 2017 (Voice Vote)

11.0 FINANCE (Roll Call)

11.1 Request approval of the 2017-2018 General Fund Budget with tax on real estate of 25.29 mills, as per resolution attached to permanent minutes, providing for expenditures of \$103,677,817.

11.2 Request approval of the Homestead and Farmstead Exclusion Resolution for 2017-2018. (attachment)

11.3 Request approval to place insurances with the following carriers for the 2017-18 school year as recommended by our insurance broker, Tompkins Insurance.

Line	Carrier	Amount
Package/Automobile	Utica	\$265,627
Umbrella	Utica	\$35,457
Workers' Compensation	Eastern Alliance	\$282,930
School Leaders E&O	Utica	Part of Package
Privacy	Westchester Fire	\$11,292

11.4 Request permission to approve a Resolution amending the resolution adopted on May 15, 2017 that authorized the incurrence of non-electoral debt by the School District in the aggregate amount of up to \$32,000,000 (collectively, the "Obligations") to designate each of the Obligations as a "qualified tax-exempt obligation," to the extent not "deemed designated", within the meaning of Section 265(b)(3)(B) of the Internal Revenue Code of 1986, as amended.

1.0 TREASURER'S REPORT/INVESTMENT REPORT/GENERAL FUND FINANCIAL REPORTS (Roll Call)

2.0 PAYMENT OF BILLS: (Roll Call)

General Fund	\$ 2,514,051.01
Capital Reserve	\$ 10,678.19

3.0 FINANCIAL REPORTS: (Roll Call)

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

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

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

5.1 Retirement

Michelle Fastow, Skills Development Tutor, West Middle School, effective 6/9/17, 23 years of service

Diane Hartz, Secretary, Southern MS, effective 9/15/17, 20 years of service

Leslie Lorah, School Bus Driver, effective 6/9/17, 9 years of service

5.2 Resignations

Kate Cogan, 5th Grade Teacher, Whitfield, effective 6/9/17

Andrew Milanek, Study Hall Monitor, High School, effective 6/6/17

Vanessa Olivas, School Bus Aide, effective 5/19/17

Jeffrey Schlack, School Bus Driver, effective 6/10/17

5.3 Child Rearing Leave

Dana Rosenberger, Discovery Teacher, Spring Ridge, effective 10/11/17 – 5/14/18

5.4 Day without Pay

Jillian Breisch, 5/23/17 (1/2 day)

5.5 Support Staff

Maria Santangelo, Substitute Secretarial Aide, \$12.11/hr, effective 6/12/17

Carol Wilhelm-Slabik, Substitute ESY Special Ed IA, \$12.11/hr, effective 6/26/17

5.6 Change of Status

Pam Grant, Special Ed IA – Autistic Support, to Special Ed IA – Learning Support, Green Valley, \$13.00/hr, 29.5 hours/week, effective 8/28/2017 (replaces Melissa Yeager who resigned)

Kimberly Wagner, Gifted/Social Citizenship Teacher (LTS), Cornwall Terrace, to 3rd Grade Teacher (TPE), B, CY2, effective 8/23/17 (replaces Nicole Pagan who resigned)

Miranda Wenrich, Learning Support Teacher (LTS), to Learning Support Teacher (TPE), Southern Middle School, B, CY2, effective 8/23/17 (replaces Brian Lewis who retired)

Shireen DeNault, Math Teacher (LTS), High School, to Math Teacher (TPE), High School, Master's Degree, CY 1.5, effective 8/23/17 (replaces Jake Peterson who transferred)

Tevor Fick, Substitute Teacher to TPE, Second Grade, Cornwall Terrace, effective 8/23/17(replaces Kelly Cherry who transferred)

Caitlyn Marrella, to Kindergarten, Whitfield, effective 8/23/17

5.7 Professional Hires

Joshua Burkhart

Education

Master's Degree – Mathematics Education, Salisbury University

Experience

Math Teacher – Stephen Decatur High School (MD), 2013-present

Degree, Credit Year, Salary

Master's Degree, Credit Year 1, \$52,264/yr (plus tuition assistance to current school district)

Assignment

Math Teacher (TPE) - High School, effective 8/23/17 (new position)

Hilary Hanford

Education

Bachelor's Degree – Mathematics Education, Albright College

Experience

Math Teacher – Aberdeen High School (MD), 2014-present

Degree, Credit Year, Salary

Bachelor's Degree plus 12 credits, Credit Year 1, \$45,500/yr

Assignment

Math Teacher (TPE) – High School, effective 8/23/17 (replaces Charles Trovato who resigned)

5.8 Professional Employee Status

Temporary Professional Employees who have fulfilled the requirements of Section 1108 of the School Code of Pennsylvania and are eligible for the status of Professional Employee, all effective 6/10/17:

Holly Armbuster

Jillian Bambrick

Kelly Cherrie

Laura Condos

Javius Galan

Christine Dolente

Michael Hennigan

Chelsey Herbine

Ashley Huff

Abby Kalejta

Brendan Larkin

Rachel Nelson

Kathryn Rothenberger

Matthew Schlegel

Jacklyn Staller

Laura Stewart-Pennock

Kathryn Stuckert

Daniel J. Sukanick, Jr.

Michele Sustello

Rachel Weidenhammer

Natalie Woodward

5.9 Extracurricular

Trudi Cusack, Security Guard, \$150 supplemental pay for Prom

Caleb Eberly, Community Swim/Age Swim/Age Water Polo Instructor, \$7.75/hr, effective 6/14/17

Malachi Eberly, Community Swim/Age Swim/Age Water Polo Instructor, \$7.75/hr, effective 6/14/17

Laurie Kiritsis, Security Guard, \$150 supplemental pay for Prom

Amy Major, Homework Club Intramural, West Middle School, \$11.27/hr, effective 5/11/17

Jason Gibble, Wrestling Volunteer (for Summer Open Gym), effective 6/12/17

Colin Shoher, Wrestling Volunteer (for Summer Open Gym), effective 6/12/17

Daniel Sachetta, Community Swim Instructor, \$7.75/hr

Christopher Baldwin, Aquatics Supervisor, \$12.00 (eff. 6/20/17)

Alexis Shollenberger, Head Lifeguard, \$8.50/hr (eff. 6/20/17)

5.10 Request permission to approve Extended Season Pay for Spring 2017, as attached

6.0 Consent Items (Voice Vote)

6.1 Accept with gratitude the following donation:

a) \$2600.00 from Berks Youth In America, to Wilson High School to be used for student supplies.

Roll Call

7.0 Human Resources (Roll Call)

Agenda Item #7.1 (Roll Call)

7.1 Request authorization for the Superintendent to make employment commitments to qualified applicants for the purpose of filling vacancies that occur after the June 19, 2017 Board meeting with action to be ratified by the Board of Education at the next official meeting.

Agenda Item #7.2 (Roll Call)

7.2 Request approval of the updated Act 93 and Support Staff job descriptions, effective 7/1/17, on file in the Human Resources Office.

Agenda Item #7.3 (Roll Call)

- 7.3 Request approval** to appoint Lori Castor to Accounting Manager – Finance Office, 12 month, Act 93, \$55,000/year, effective 7/1/17 (replaces vacancy created by promotion of Christine Schlosman)

Agenda Item #7.4 (Roll Call)

- 7.4 Request approval** of the 2017-2018 Support Staff Compensation Ranges, effective 7/1/17, per attached.

Agenda Item #7.5 (Roll Call)

- 7.5 Request approval** of the Administrative Merit Recommendations, effective 6/20/17, per attached.

Agenda Item #7.6 (Roll Call)

- 7.6 Request approval** of the attached Support Staff Salary Increases, effective 7/1/17, per attached.

Agenda Item #7.7 (Roll Call)

- 7.7 Request approval** of the attached Administrative Salary Increases, effective 7/1/17, per attached.

Agenda Item #7.8 (Roll Call)

- 7.8 Request approval** of Host Agreement with Lancaster Lebanon IU for Act 168 database (\$500 start-up; \$5/new employee)

8.0 Pupil Services (Roll Call)

- 8.1 Request permission** to enter the names of the **2017** Wilson graduates into the permanent minutes (as attached).

- 8.2 Request approval** to contract with The Vista School, to provide ESY educational services to one special education student at the rate of Seven Thousand Thirty-Five Dollars (\$7,035.00) from July 5, 2017 to August 17, 2017; including all related service costs.

- 8.3 Request approval** to contract with The Vista School, to provide educational services to one special education student at the rate of \$50,900.00 for the 2017-2018 school year, including all related service costs.

- 8.4 Request permission to ratify three** contracts with Capstone Academy, for the 2017-2018 school year; to provide educational services to three special education students at the rate of \$430.66 per day , including all related services costs, beginning 9/5/17 and ending 6/14/18.

- 8.5 Request permission to ratify** contracts with Hogan Learning Academy LLC, for the 2017-2018 school year; to provide education services to five special education students at the per diem rate of \$395.00 per student and

four special education students at the per diem discount rate of \$375.00 per student, including all related services costs, beginning 8/28/17 and ending 6/6/18.

8.6 Request permission to waive tuition for the following students:
Male, Jr., Gr. 2 and Female, Kindergarten, Shiloh Hills Elementary School, from 5/1/17 until the end of the school year (as per Board Policy #202 – Eligibility of Non-Residents)

8.7 Request approval of Officer Robert Johnson for attendance/residency verification work at a rate of \$25.00 per hour on an as needed basis, 2017-18.

8.8 Request permission to approve the adoption of the Settlement Agreement and Release to directly pay the Janus School tuition for the 2017 ESY, 2017-2018 school year; 2018 ESY; and 2018-2019 school year; including transportation and speech and language services. The district will only be responsible for 90% of the tuition. Also to pay Four Thousand Dollars (\$4,000.00) to settle attorney's fees and costs incurred by the parents after district receives proper documentation. 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.

9.0 Technology & Media (Roll Call)

9.1 Request approval to purchase PaperCut print management software from Phillips Office Solutions for \$23,639.68.

9.1 Request permission to donate broken and obsolete tech equipment to Harmonious Volunteers, Philadelphia PA.

10.0 Operations (Roll Call)

10.1 Request approval to purchase paper through the BCIU Joint Purchasing Board for the time period of July 1, 2017 to December 31, 2017, to the Awarded Vendors

10.2 Request approval to purchase custodial supplies through the BCIU Joint Purchasing Board for the time period of July 1, 2017 to April 30, 2018, to the Awarded Vendors.

10.3 Request approval to purchase a 2017 Ford Transit van from Tom Masano Ford at a cost of \$22,240.77 with the Co-Stars Contract, 025-148 through general fund monies at the recommendation of the Facilities Committee.

10.4 Request approval to purchase the interior Sortimo van package at a total cost of \$5,251.00 from Levan Machine & Truck under the Co-Stars Contract #025-072 with general fund monies at the recommendation of the Facilities Committee.

- 10.5 Request approval** to purchase a 2017 F250 Ford 4 X 4 regular cab pick-up from Tom Masano Ford at a cost of \$27,353.56 with the Co-Stars Contract 025-148 with general fund monies at the recommendation of the Facilities Committee.
- 10.6 Request approval** to purchase a plow and accessories at a cost of \$9,462.00 from Levan Machine & Truck under Co-Stars #025-072 with general fund monies at the recommendation of the Facilities Committee.
- 10.7 Request approval** of a service agreement with CM3 in a yearly amount of \$25,600, payable monthly at \$2133.34. The time period for this contract is July 1, 2017 to June 30, 2018. This covers every building, not just those under the performance contract as well as bi-monthly working dates on site and a quicker response to emergency situations.

11.0 Finance (Roll Call)

- 11.5 Request permission** to receive the Nomination of Board Treasurer for the July 2017- 2018
Nomination: Steve Chmielewski
- 11.6 Request permission** to elect Steve Chmielewski as Board Treasurer Election for the July 2017 – June 2018 term.
- 11.7 Request permission** to set the Treasurer Salary at \$0 for 2017-18 school year.
- 11.8 Request approval** of Resolution Ratifying Tax Assessment Appeals and authorizing further action by the Solicitor and Business Office (attached).
- 11.9 Request approval** to enter into the attached agreement with Veritax, Inc., for auditing and consulting services related to the administration and enforcement of the District's Act 511 mercantile and business privilege taxes.
- 11.10 Request permission** to submit all unpaid 2016 Per Capita tax bills to Statewide Tax Recovery, subject to payments collected through June 19, 2017.
- 11.11 Request approval** of the budget transfers dated May 11 through June 14, 2017.

12.0 Curriculum and Staff Development (Roll Call)

- 12.1 Request approval** of the Field Experience Agreement for student teacher and field experience placements between Drexel University – School of Education and the Wilson School District commencing on June 1, 2017 and terminating on June 30, 2018.

13.0 Transportation (Roll Call)

- 13.1 Request the approval** to advertise for bids to purchase 3 - diesel powered 72 passenger school buses; 1 - diesel powered 48 passenger, wheel chair equipped school bus; and 1 - gasoline powered 30 passenger school bus. Specifications attached.

New equipment would replace old vehicles which would be retired at auction.

14.0 Food/Cafeteria (Roll Call)

- 14.1 Request approval** of the 2017 - 2018 Food Service Budget in the amount of \$2,819,110.

Recommended pricing for all meals are noted as follows:

LUNCH

Grade K-5 = \$2.70

Grade 6-8 = \$2.90

Grade 9-12 = \$3.10

Adult = \$5.10

BREAKFAST

Grade K-5 = \$1.85

Grade 6-8 = \$2.05

Grade 9-12 = \$2.25

Adult = \$3.10

MILK

\$0.70 FOR ALL MILK

ALA CARTE

INCREASE AS NECESSARY

The elementary, middle school and adult pricing reflects an increase of 10 cents. High school pricing reflects a 70 cent decrease to align with returning to the federal meal program.

15.0 Child Care (No Items)

16.0 Extra-Curricular (No Items)

17.0 Policies (3rd & Final Reading) (Roll Call)

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

18.0 Miscellaneous (Roll Call)

- 18.1 Request permission** to enter into the attached Agreement with LaunchDM to provide professional services pertaining to the development of the District's Style Guide for \$3500. (Director of Public Relations is over-seeing this project).

COMMITTEE AGENDA ITEMS **COMMITTEE REPORTS**

Berks Career and Technology Center Representative (Mr. Metzgar)

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

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

Curriculum Committee Chairman (Mrs. Reid)

Assessment Grid and Timeline

We will be reducing the number of assessments but will be making sure the ones we use are valid. Study Island will be removed. We needed one more diagnostic so went with CDT which is aligned with the state standards and gives prescriptive information on what to do next and has information to help. It is budget neutral.

Science Scope and Sequence

The science scope and sequence is finished. It has common foundational elements and common assessments with an interactive table of contents. It is an inquiry based model. Lessons are based on the five E's: Engage, Explore, Explain, Extend and Evaluate.

Reading Recovery

Dr. Janet Bufalino, an associate professor at Shippensburg, will be our teacher leader, pending contract approval, for the upcoming year while we plan for our own in house training of all reading specialists and our professional development system which we hope to unveil in 2018-2019.

STEM -Project Lead the Way

We are investigating offerings in Biomedical Science as a pilot.

Curriculum Writing

We will begin curriculum writing in ELA, Art and Music this year.

Extracurricular Committee Chairman (Mr. Wolf)

Facilities Committee Chairman (Mr. Nigrini)

Finance Committee Chairman (Mr. Ehrlich)

Human Resources Committee Chairman (Mr. Hopp)

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

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

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

Technology Chairman (Dr. Chmielewski)

Student Outreach

Solicitor (Mr. Miravich)

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

PUBLIC PARTICIPATION - NON-AGENDA ITEMS

Enrollment as of June 10, 2017 (last day of school) is 6016 students which shows no change in the number of students from the May 10, 2017 report.