Exeter Township School District

3650 Perkiomen Avenue
Reading, Pa 19606

Board of School Directors
Meeting Agenda
March 13, 2011
EXETER TOWNSHIP SCHOOL DISTRICT

BOARD WORKSHOP

Tuesday, March 13, 2012
7:00 P.M.
Administration Building

SUBJECT: Meeting of the Exeter Township Board of School Directors on Tuesday, March 13, 2012, 7:00 p.m. at the administration building.

V. Business Functions: Mr. Staub

A. It is recommended that the Board of School Directors approve a resolution to change the annual return date and annual payment date for the School District’s business privilege tax from March 31 of each year to April 15 to be compatible with the collection date for personal income taxes. (See Attachment V-A)

B. It is recommended that the Board of School Directors authorize the expenditures of the Berks Career and Technology Center’s General Program for the period July 1, 2012 to June 30, 2013. The Exeter Township School District’s proportionate share of the cost for FY 2012-2013 will be $1,344,306. The District’s share for FY 2011-2012 is $1,386,829. The cost includes tuition payments for regular and special needs students, and debt service payments. The district’s proportionate share of the BCTC budget for regular education students is 9.641%, based on a three year enrollment average of 146 students. The special needs proportionate share is 7.216% based on current enrollment of seven students.

C. It is recommended that the Board of School Directors approve the relocation of District Central Administrative Offices to the former ML Lausch Elementary Building located at 200 Elm St., St. Lawrence Borough, and the purchase and service contracts to be executed by district administration in order to convert classroom space into offices and a board/multi-purpose meeting room. (See Attachment V-C)

D. It is recommended that the Board of School Directors authorize district administration and the district solicitor to take the necessary steps to sell or lease the current Administration Building located at 3650 Perkiomen Avenue, Reading, PA 19606.
VI. Personnel Committee: Dr. Bender

A. RESCINDED ACTION:

It is recommended that the board of school directors rescind the following action:

1. EXTRACURRICULAR:

   a. June 21, 2011 appointment of Daniel Hodowanec as Assistant Track Coach at an annual salary of $2,311 for the 2011-2012 school year;
   

B. RESIGNATIONS:

It is recommended that the board of school directors accept the following resignations:

1. CERTIFICATED:

   a. Eric Weidler – English as Second Language Teacher for the purpose of retirement effective the end of the 2011-2012 school year.

2. SUPPORT STAFF:

   a. Charlene Benner - Secretary S12 - Instructional Support/Student Attendance effective March 9, 2012;
   

3. FOOD SERVICES:

   a. Kelly Miller – cafeteria substitute effective February 23, 2012;
   
C. APPOINTMENTS:

It is recommended that the board of school directors approve or ratify the following appointments:

1. CERTIFICATED STAFF:
   a. Amended from November 15, 2011 Board Agenda: Justin Blatt – elementary long term substitute teacher, Level B+15, Step Three, at a prorated annual salary of $47,007 effective November 15, 2011 through and including April 27, 2012;
   
   b. Jennifer Vucenovic – elementary special education long term substitute teacher, Level B, Open Step, at a prorated annual salary of $40,000 effective March 30, 2012 through the last day of the 2011-2012 school year.

2. SUBSTITUTE TEACHERS:
   a. JoAnna Martinez
   b. Shannon Rhodes
   c. Jennifer Vucenovic

3. SUPPORT STAFF:
   a. Jennifer Vucenovic – support staff substitute.

4. FOOD SERVICES:

5. EXTRACURRICULAR:
   a. Zachary Rudy – High School Assistant Track Coach at an annual salary of $1070.50 effective the 2011-2012 school year.

D. CHANGE OF STATUS:

It is recommended that the board of school directors approve or ratify the following change of status:

1. SUPPORT STAFF:
2. FOOD SERVICES:
   a. Michele Michael – from cafeteria substitute to 2.0 hour general cafeteria position at an hourly rate of $9.00 effective March 5, 2012.

3. EXTRACURRICULAR:
   a. Megan Colon – from Junior Varsity Softball Coach to Varsity Assistant Softball Coach at no change in salary for the 2011-2012 school year;
   b. Teresa Fry – from Junior Varsity Assistant Softball Coach to Junior Varsity Softball Coach at no change in salary for the 2011-2012 school year.

E. LEAVE OF ABSENCE:

   It is recommended that the board of school directors approve or ratify the following request for leave of absence:

   1. CERTIFICATED STAFF:
      a. Sherilyn Reidinger – request for Professional Development Leave effective the first semester of the 2012-2013 school year and also effective the first semester of the 2013-2014 school year;

F. STAFF CONFERENCES:

   It is recommended that the board of school directors approve the following staff conferences:

   1. Attendee(s): Michele Rusk, Daniel Wilcheck
      Title: My Learning Plan Users Group Meeting
      Organization: Montgomery County Intermediate Unit
      Date(s): May 1, 2012
      Costs: Reg-$0; Trans-$37; Meals-$0; Lodging-$0; Sub-$0
      Total Cost: $37

      Staff Conferences, Estimated Fees:
      $ 37.00
2. Attendee(s): Susan Ummarino, Melissa Losito  
   Title: Teaching Self-Determination Skills: A Continuum Approach  
   Middle School Through High School  
   Organization: Berks County Intermediate Unit  
   Date(s): March 29, 2012  
   Costs: Reg-$0; Trans-$20; Meals-$0; Lodging-$0; Sub-$200  
   Total Cost: $220

3. Attendee(s): Karen Kochan, Jane Schimek  
   Title: Safety Care Initial Behavioral Safety Training  
   Organization: Berks County Intermediate Unit  
   Date(s): March 27, 28, 2012  
   Costs: Reg-$0; Trans-$15; Meals-$0; Lodging-$0; Sub-$0  
   Total Cost: $15

4. Attendee(s): Diana Bogust, Mark Ricketts  
   Title: Walking for Health Skills and Safety  
   Organization: Berks County Intermediate Unit  
   Date(s): March 20, 2012  
   Costs: Reg-$0; Trans-$0; Meals-$0; Lodging-$0; Sub-$0*  
   Total Cost: $0 *(BCIU will reimburse for substitutes)

5. Attendee(s): Jane Schimek  
   Title: RtII (Response to Instruction and Intervention) for ELL (English Language Learner) Students  
   Organization: PaTTAN, King of Prussia  
   Date(s): April 25, 2012  
   Costs: Reg-$0; Trans-$25; Meals-$0; Lodging-$0; Sub-$0  
   Total Cost: $25

6. Attendee(s): Suzanne Blankenbiller  
   Title: PCE (Practicing Clinician Exchange) Symposium  
   Organization: PCE, Parsippany, NJ  
   Date(s): June 9, 2012  
   Costs: Reg-$0; Trans-$120; Meals-$0; Lodging-$0; Sub-$0  
   Total Cost: $120

7. Attendee(s): Deborah Lambdin  
   Title: AP (Advanced Placement) Psychology Reader  
   Organization: The College Board, Kansas City, MO  
   Date(s): June 1 through June 9, 2012  
   Costs: Reg-$0; Trans-$0; Meals-$0; Lodging-$0; Sub-$400  
   Total Cost: $400
8. Attendee(s):  Julie Kline  
Title:  IRA (International Reading Association) 57\textsuperscript{th} Annual Convention  
Organization:  IRA, Chicago, IL  
Date(s):  April 30-May 2, 2012  
Costs:  Reg-$280; Trans-$0; Meals-$0; Lodging-$0; Sub-$0  
Total Cost: $280

9. Attendee(s):  Michquelena Potlunas, Brian Mishler  
Title:  2012 PMEA (Pennsylvania Music Educators Association) Annual Conference  
Organization:  PMEA, Lancaster  
Date(s):  April 20, 2012  
Costs:  Reg-$160; Trans-$0; Meals-$30; Lodging-$0; Sub-$200  
Total Cost: $390

10. Attendee(s):  Heather Claus, Amanda Delbo  
Title:  2012 PMEA (Pennsylvania Music Educators Association) Annual Conference  
Organization:  PMEA, Lancaster  
Date(s):  April 19, 20, 2012  
Costs:  Reg-$260; Trans-$80; Meals-$0; Lodging-$0; Sub-$400  
Total Cost: $740

11. Attendee(s):  Robin Neyer  
Title:  Gifted Education: Using Technology to Leverage Learning  
Organization:  Lancaster/Lebanon Intermediate Unit at Millersville University  
Date(s):  May 18, 2012  
Costs:  Reg-$75; Trans-$28; Meals-$0; Lodging-$0; Sub-$100  
Total Cost: $203

12. Attendee(s):  Deborah Alberici  
Organization:  PAGE, Exton  
Date(s):  May 4, 2012  
Costs:  Reg-$165; Trans-$0; Meals-$0; Lodging-$0; Sub-$0  
Total Cost: $165

13. Attendee(s):  Beth Kreischer  
Title:  Operation Safe Kids: Mandated Reporters  
Organization:  Berks County Children and Youth Services and the Community That Cares Campaign, Reading Crowne Plaza  
Date(s):  April 16, 2012  
Costs:  Reg-$40; Trans-$9; Meals-$0; Lodging-$0; Sub-$0  
Total Cost: $49
14. Attendee(s): Daniel Wilchek, Sybille Sparks, Joseph Way  
Title: State User Group Meeting  
Organization: Skyward, Harrisburg  
Date(s): April 25, 26, 2012  
Costs: Reg-$240; Trans-$272; Meals-$0; Lodging-$0; Sub-$0  
Total Cost: $512

15. Attendee(s): Karen Kochan  
Title: Pediatric Bipolar  
Organization: The Reading Hospital and Medical Center  
Date(s): April 17, 2012  
Costs: Reg-$0; Trans-$10; Meals-$0; Lodging-$0; Sub-$0  
Total Cost: $10

16. Attendee(s): Julie Kline  
Title: PAFPC (Pennsylvania Association of Federal Program Coordinators) Annual Conference  
Organization: Title I Division of Federal Programs, Hershey  
Date(s): March 27, 2012  
Costs: Reg-$200; Trans-$42; Meals-$0; Lodging-$0; Sub-$0  
Total Cost: $0 *(No Cost to District - Title I Funded)

VII. Student Functions: Mrs. Kutscher

A. It is reported that the following field trips within the 60-mile radius have been approved:

1. Participating Chess Club members to Carlisle on March 2-4, 2012 for PA Scholastic State Chess Tournament;

2. Junior high school Science Olympiad members to Kutztown University on March 14, 2012 to participate in Regional Science Olympiad Competition (snow-date: March 15, 2012);

3. Travel to Philadelphia International Airport to pick up German exchange students and transport them to the senior high school on March 28, 2012;

4. Travel to and tour Lancaster County and Kutztown University with German exchange students and their American partners on April 2, 2012;

5. Travel to and tour Philadelphia with German exchange students and their American partners on April 3, 2012;

6. Travel to Philadelphia International Airport with German exchange students for their return trip to Germany on April 19, 2012;
7. Senior high school Gifted students to Millersville University on March 27, 2012 to attend a Science and Math Conference, particularly for those students interested in these fields for a career path;

8. Senior high school Yearbook Club members to Courtyard by Marriott Harrisburg/Hershey on May 1, 2012 to select yearbook cover, colors and materials to be used for next year’s book;

9. Senior high school Technology Student Association members to Seven Springs in Somerset County on April 11 through 13, 2012 to participate in TSA (Technology Student Association) State Competition;

10. Junior high school and senior high school select band members to Wilson West Middle School on April 12, 2012 to participate in Berks Junior County Band rehearsal day;

11. Grades seven through nine select Chorus members to Wilson West Middle School on April 13, 2012 to participate in Junior High School County Chorus rehearsal;

12. Senior high school Photo II-III Photo Club members to Longwood Gardens on April 13, 2012; (rain-date: April 16, 2012);

13. Owatin Creek fourth grade students to Happy Landings on June 5, 2012 for 4th Grade Finale celebration;

14. Senior high school twelfth grade students to First Energy Stadium on April 26, 2012 to participate in Reading Phillies Education Day Game.

B. It is recommended that the following field trip, which is beyond the 60-mile radius, be approved:

1. Select senior high school choral students to Waynesboro Area Senior High School on March 8-9, 2012 to participate in the Region V Choral Festival.

Discussion Agenda:

**School Board Report**  
**Owatin Creek Elementary School**  
**March 13, 2012**

**Staff Development**  
* The second and third sessions of the BCIU Leadership Series, with Will Richardson and Douglas Fisher were attended by Owatin Creek representatives, Katie Macrina, Shelley Snyder, Carole Moyer, Deb Bitler and myself. We look forward to leading our staff members in developing and fine tuning our instructional practices with our
newly acquired information about technology integration and resources, collaborative learning and “productive group work”.

**Owatin Creek’s Professional Learning Community**

1. **Our areas of growth:**
   a. Using common formative assessments in math to plan and guide instruction.
   b. Time for teams to collaborate effectively: we’ve continued Instructional Planning Meeting days in addition to our regularly scheduled data team meetings.

2. We continue working on the refinement of Tier Teams and Tier Times as a way of providing reading support, enhancement and or enrichment within the Response to Intervention and Instruction Framework. We are looking forward to making modifications with regard to special education and gifted support.

3. Progress report of building/district goals as a result of continued refinement and clarification:
   a. District RtII Committee with representatives from all K-4 buildings. Subcommittee has developed a “common” flow chart for the intervention process.
   b. Fidelity checklists for “Soar to Success” introduced to professional staff and reading instructional aides.
   c. “Look For” document presented, regular classroom walkthroughs with Julie Kline and building administrators, “Look For Survey” developed with support from Dan Wilchek was provided to teachers at January In-service to help determine additional professional development needs with regard to core curriculum program.

**School Partnerships**

* Literacy Council and the Readers Win project in January ($3836.75).
* The Caron Foundation also provides sessions for third and second grade students with the PATHS program.
* Exeter Community Education Foundation **mini-grants**: (2) I-pads for Special Education low incidence classrooms – Erika Moyer ($1200) and Action Based Learning for Kindergarten ($597).
* J. P. Mascaro Recycling- “Respecting the Pond Environment & Ecosystem on Our Campus” – Carole Moyer
* Target Grant money ($2000) received by Sally Lamm and Deb Bitler was used for “One Book, One School” event with families involved in reading the book, “The Chocolate Touch”.
* Our APT continues to be actively involved at Owatin Creek. Along with assemblies and Family Nights, we hold monthly spirit days. We did our annual School Walk for Diabetes in late fall and raised a total of **$3,517.01**.

**Owatin Creek through mini-grants:**

1. *Storyworks* magazine- 4th grade teachers ($800)
2. Finishing 2 Flip Top Bench Tables- Mrs. Bainbridge, Art ($100 additional cost)
3. Nonfiction readers and CD’s- 1st grade teachers ($1000)
4. Guided reading materials/batteries/chargers - Mrs. Stern, Kindergarten ($1972)
5. Compass Learning Intervention programming- Owatin Creek Elementary ($9042)
6. Interactive Read Alouds – Dani Jupina, 2nd grade teachers ($1000)
7. Smart Music computer program & microphone – Mrs. Holleman ($140)
8. Lecdo Compass Laminator- Building administrators ($2780)
9. Intervention Lab Laptop Computers – ($8000)

**Building Focus and Goals**

* **Adaptations to our new facility** - This year we have met the challenge of major change as we moved from Jacksonwald to Owatin Creek. While many logistical details of a new elementary building, such as student movement, emergency procedures, and use of space, were being addressed, we continued to move toward a stronger academic program that meets the varying social, emotional, and academic needs of our students. Everyone has worked extremely hard to continue a student centered approach to teaching and learning.
* **Data and Technology** - One way we have continued to move forward is using our assessment data to make informed decisions about student achievement and any interventions that may be needed to assist students in obtaining the highest level of success that they can from their education here at Owatin. Student data has shaped our intervention strategies during tier time to better prepare our students for the state assessments, including the individualized identification of reading and mathematics standards and skills that students may need additional teaching and practice to master. Reading tier times in both third and fourth grade as well as the newly added math tier in third grade have given us an opportunity to instruct students on these missing skills or go beyond the standards if the skills are already secure. Additionally, in recognition that modern students learn in a variety of interactive ways through access to technology resources, iTouches, laptops and interactive smart boards have been integrated to assist a diverse group of students and make their interaction with their learning more engaging through intervention and enrichment programming. In the future, we will be adding grade level data boards that will visually represent individual student achievement so we make sure that every student receives the appropriate level of instruction.

* The **Compass Learning** program was developed to assist student achievement on PA standards based curriculum. As was discussed at the last Owatin Creek’s board report, we have been looking very closely at our student’s achievement through the many forms of data that are available to us. Our school has integrated the Compass Learning program as one piece of intervention to address areas of concern in the data. It is a computer based program that identifies areas of strengths and weaknesses and then creates a “learning path” for each individual student. The program has been very valuable providing student centered interaction with the curriculum, differentiating instruction based on individual needs, and scaffolding its instruction to assist students’ growth towards standards proficiency and beyond. In addition, every teacher has access to the program to make connections through the presentations they can do on the interactive white boards for whole class instruction with interactive lessons.

* **Elementary Math Night** was even larger this year as we had an estimated 700 plus students and parents attend the community event at Reiffton this year. The students were actively engaged in math games, puzzles, and demonstrations in the cafeteria as well as kinesthetic math activities in the gymnasium. In addition, students were treated to the district’s inflatable planetarium and demonstrations showcasing our iTouch technology in the media center. It was a great to see the positive interactions between students, staff, and parents. We thank all who volunteered or participated in a great community event. There is a video and a link to a Reading Eagle article about math night on the district website.

**Honors/Congratulations** go out to the following staff members at Owatin Creek:

* Classroom teachers and the RtII team - Conrad Weiser reading and intervention specialists came to observe our teachers using CAFÉ, Daily Five and Tier Time.

* Our RtII team: Deb Bitler, Kathie Mahoney, Diana Fetzer and Craig Sell for researching information about the RtII certification process, interacting with the Berks County RtII Network, and assisting in developing a plan for certification for our future.

* Owatin Creek professional staff members who put extra independent and leadership effort into pursuing professional development to continue making progress with the implementation of the RtII Framework, co-teaching, Being a Writer, Ladders to Literacy, Fountas & Pinnell assessments, Daily Five, CAFÉ, interactive whiteboards, and further defining our PLC.