BOARD OF SCHOOL DIRECTORS

VOTING MEETING AGENDA

MARCH 17, 2015

7:00 P.M.

ADMINISTRATION BUILDING
SUBJECT: Meeting of the Exeter Township Board of School Directors on Tuesday, March 17, 2015 at 7:00 p.m. at the Administration Building.

PRESENTATION:

A. Performance of the Junior High Chamber Strings under the direction of Ms. Dawn Keebler.

BUILDING/PROGRAM REPORT:

A. Reiffton Report – Dr. Greg Fries, Principal (Attachment Rpt-A)

I. Formal Opening:

Welcome and Opening Comments Regarding Board Process

II. Public Comment:

III. Minutes:

A. Board Workshop Minutes – February 10, 2015 (Attachment III.A)
B. Board Voting Minutes – February 17, 2015 (Attachment III.B)
C. Board Voting Minutes – December 17, 2014 – AS AMENDED
   The amended minutes reflect Mr. Diesinger’s nay vote on
   VI. Personnel, Item E. which was not listed in the approved
   minutes. (Attachment III.C)

IV. Treasurer’s Report: (Attachment IV)

V. Board Policy:

A. It is recommended that the Board of School Directors approves revised
   Policy 217 – Graduation Requirements (second reading). (Attachment V.A)
VI. **Business Functions:**

A. It is recommended that the board of school directors approve the schematic site plan, design, and cost estimate for a new transportation center to be constructed on district property located adjacent to the Owatin Creek Elementary School. The schematic design construction cost estimate is $3,395,000.

   *(Attachment VI.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, 2015 to June 30, 2016. The Exeter Township School District’s proportionate share of the cost for FY 2015-2016 will be $1,366,471. The District’s share for FY 2013-2014 is $1,363,434. 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 9.189%, based on a three year enrollment average of 136 students. The special needs proportionate share is 6.78% based on current enrollment of 8 students.

   *(Attachment VI.B)*

C. It is recommended that the Board of School Directors accept the Exeter Township School District Tax Collector audit prepared by Reinsel Kuntz Lesher, LLP for the period ending 12/31/2013.

   *(Attachment VI.C-1 & VI.C-2)*

D. It is recommended that the Board of School Directors approves budget transfers for the month of February, 2015, in the amount of $22,074.90.

   *(Attachment VI.D)*

E. It is recommended that the Board of School Directors authorizes District Administration to enter into an agreement with Emerald Data Solutions, Inc. to subscribe to one of the following BoardDocs board document management systems:

   1. **BoardDocs LT** – Entry level, cloud-based board document management system. Start-up fee $1,000; $2,700 per yr. recurring cost.

   2. **BoardDocs Pro** – State-of-the-art, cloud-based Governance Document Management Service from Emerald Data Solutions and the PSBA. Start-up fee $1,000; $9,000 per yr. recurring cost.

   *(Attachment VI.E)*

VII. **Personnel Committee:**

A. **RETIREMENTS:**

   It is recommended that the Board of School Directors accepts the following retirements:
1. CERTIFICATED STAFF:
   a. Deborah A. Lambdin – Senior High School Social Studies Teacher, effective at the end of the 2014-2015 school year, contingent upon verification from PSERS of retirement application.

2. SUPPORT STAFF:
   a. Barry D. Scheirer – Bus Aide, effective February 27, 2015.

B. RESIGNATIONS:

It is recommended that the Board of School Directors approves or ratifies the following resignations:

1. CERTIFICATED STAFF:

2. SUPPORT STAFF:

3. EXTRACURRICULAR STAFF:

C. APPOINTMENTS:

It is recommended that the Board of School Directors approves or ratifies the following appointments:

1. CERTIFICATED STAFF:
   a. Allison L. Stiles – Extension of Owatin Creek 4th Grade Long-Term Substitute Teacher position to continue through (and including) April 10, 2015.

2. SUBSTITUTE TEACHERS:
   a. Certificated:

   1) Kaitlyn Becker – Elementary
   2) Jesse Percoco – English 7-12
   3) Andrew Ward – Art
b. Guest Teachers:

1) Alexis Campbell – BA in Letters, Arts and Sciences  
2) Matthew Doyen – BA in History  
3) Andrew Quackenbos – BA in Preaching Ministry  
4) Garrett Zebrowski – BS – Business Management

3. SUPPORT STAFF:

a. Kari Hornberger – Reiffton 1-on-1 aide, at a rate of $10.50/hour (6.5 hours per day), effective March 16, 2015.

b. Jennifer Kiedeisch – Reiffton Part-Time Guidance Secretary (4.5 hours/day), replacing Eileen Malone, at a rate of $10.00/hour, effective March 9, 2015.

4. EXTRACURRICULAR STAFF:

a. Don Hutchison – SHS Junior Varsity Head Boys Tennis Coach, at a salary of $2,425 (Category 7, Level 4), effective for the 2014-2015 school year, with a start date to be determined.

b. Maria Hutchko – SHS Musical Assistant Director – Production, at a salary of $2,162 (Category 7, Level 1), effective for the 2014-2015 school year.


d. Richard Potts – SHS Varsity/JHS Discus Track Coach, at a salary of $2,162 (Category 7, Level 1), effective for the 2014-2015 school year, with a start date to be determined.


g. Courtney Smith – Interim JHS Head Track and Field Coach, at a salary of $2,520 (Category 7, Level 5), effective for the 2014-2015 school year.

5. SCHOOL HEALTH SERVICES:

D. CHANGE OF STATUS:

It is recommended that the Board of School Directors approves or ratifies the following requests for change of status:

1. SUPPORT STAFF:
   a. Virginia M. Fegley – Transferring from General Cafeteria position (2.0 hour/day) at Reiffton to a 2.5 hour/day position at Owatin Creek, with no change in hourly rate, effective February 17, 2015.
   b. Lynn M. O’Brien – Transferring from General Cafeteria position (3.0 hour/day) at Lorane to a 4.25 hour/day position at the Senior High, with no change in hourly rate, effective March 10, 2015.

E. LEAVES OF ABSENCE:

It is recommended that the Board of School Directors approves or ratifies the following requests for leaves of absence:

1. EXTRACURRICULAR STAFF:
   a. Christina Pinkerton – JHS Head Track and Field Coach, effective for the Spring season.

F. STAFF CONFERENCES:

It is recommended that the Board of School Directors approves the following staff conferences:

Staff Conferences, Estimated Fees:

1. Attendee(s): Eileen Cieniewicz
   Title: Teaching Self-Determination Skills
   Organization: BCIU
   Date(s): March 12, 2015
   Costs: Reg-$0; Trans-$0; Meals-$0; Lodging-$0; Sub-$0; Wages-$0
   Total Cost: $0.00

2. Attendee(s): Missy Losito, Trisha Maguire, Susan Ummarino
   Title: Reaching All Learners – Apple Technology for Special Needs
   Organization: Eastern Lebanon County School District
   Date(s): March 20, 2015
   Costs: Reg-$0; Trans-$51; Meals-$0; Lodging-$0; Sub-$220; Wages-$0
   Total Cost: $271.00
3. Attendee(s): **Meghan Bedwick**, Peggy Gumpert, Christy Haller, Julie Kline, Monica Weisser  
   Title: Enhance Team Functioning  
   Organization: PaTTAN  
   Date(s): March 31, 2015  
   Costs: Reg-$0; Trans-$0; Meals-$0; Lodging-$0; Sub-$0; Wages-$0  
   Total Cost: **$0.00**

4. Attendee(s): **Suzanne Miller**  
   Title: Spring Legal Roundup  
   Organization: PSBA  
   Date(s): April 7, 2015  
   Costs: Reg-$145; Trans-$20; Meals-$0; Lodging-$0; Sub-$0; Wages-$0  
   Total Cost: **$165.00**

5. Attendee(s): **Tera McFarland**  
   Title: Spring 2015 ACCESS PA Training  
   Organization: PA Power Library  
   Date(s): April 7, 2015  
   Costs: Reg-$0; Trans-$0; Meals-$0; Lodging-$0; Sub-$110; Wages-$0  
   Total Cost: **$110.00**

6. Attendee(s): **Suzanne Miller**  
   Title: Pupil Services: Now More Than Ever  
   Organization: PA Assoc. of Pupil Services Administrators (Lancaster, PA)  
   Date(s): April 15-17, 2015  
   Costs: Reg-$295; Trans-$150; Meals-$0; Lodging-$0; Sub-$0; Wages-$0  
   Total Cost: **$445.00**

7. Attendee(s): Lauri Barr, Marcie Elbin, Vicki Hiser, John McElwee, Alana Panzer, Sybille Sparks  
   Title: 2015 Keystone State Skyward User Group Conference  
   Organization: Skyward (Hershey/Grantville, PA)  
   Date(s): April 22-23, 2015  
   Costs: Reg-$750; Trans-$655.88; Meals-$0; Lodging-$0; Sub-$0; Wages-$0  
   Total Cost: **$1,405.88**

8. Attendee(s): Jason Deane, Nathan Fidler, Nancy Gajewski, Ann Rockowicz, Jill Rudy, Kate Sowers, Daniel Wilcheck, Brandon Ziegler  
   Title: Ed Tech Team PA Summit featuring Google for Education  
   Organization: Lancaster-Lebanon IU 13  
   Date(s): April 28-29, 2015  
   Costs: Reg-$2,112; Trans-$530; Meals-$0; Lodging-$0; Sub-$1,320; Wages-$0  
   Total Cost: **$3,962.00** *(paid for by grant funds)*
9. Attendee(s): Wendy Wegman  
   Title: School Libraries: Sparkling Learning Connections  
   Organization: PA School Librarians Association (Hershey, PA)  
   Date(s): April 30-May 2, 2015  
   Costs: Reg-$170; Trans-$0; Meals-$0; Lodging-$0; Sub-$220; Wages-$0  
   Total Cost: $390.00

10. Attendee(s): Sheldon Martin, Shawn Pauley  
    Title: Tech Talk Live 2015  
    Organization: Lancaster-Lebanon IU 13  
    Date(s): May 5-6, 2015  
    Costs: Reg-$650; Trans-$0; Meals-$0; Lodging-$0; Sub-$0; Wages-$0  
    Total Cost: $650.00

    Title: Autism Diagnostic Observation Schedule Clinical Workshop  
    Organization: Western Psychological Services (Malvern, PA)  
    Date(s): May 7-8, 2015  
    Costs: Reg-$2,137.50; Trans-$337.36; Meals-$0; Lodging-$0; Sub-$0; Other-$435.60  
    Total Cost: $2,910.46

12. Attendee(s): Emily Seeberger  
    Title: Flight Team Training  
    Organization: BCIU  
    Date(s): May 19-21, 2015  
    Costs: Reg-$275; Trans-$0; Meals-$0; Lodging-$0; Sub-$0; Wages-$0  
    Total Cost: $275.00

13. Attendee(s): Devon Fennelly  
    Title: Book Expo America  
    Organization: Book Expo America (New York City)  
    Date(s): May 28-29, 2015  
    Costs: Reg-$150; Trans-$50; Meals-$0; Lodging-$0; Sub-$220; Wages-$0  
    Total Cost: $420.00

Accumulated Estimate of Staff Conference Fees: $11,004.34

VIII. Student Functions: Mrs. Kutscher

A. It is reported that the following field trip(s), within the 60-mile radius, have been approved:

1. Senior High Quiz Bowl members to travel to BCIU on March 9, 2015 to participate in the Academic Challenge – County Playoff match.
2. Senior High Autistic Support students to travel to various locations in Exeter Township and surrounding communities for community-based instruction on the following dates: March 17, 19, 23, 26, 31, April 7, 9, 14, 16, 21, 22, 28, 30, and May 5, 7, 12, 14, 19, 21, 26 and 28, 2015.

3. Two Senior High Choral Music students to travel to PMEA Conference (Hershey) on March 25-28, 2015 to participate in the All-State Chorus.

4. Junior and Senior High Band students to travel to Wilson West Middle School on April 7, 2015, for Junior County Band rehearsal.

5. Junior High 7-9th grade Chorus members to travel to Wilson West Junior High School on April 9, 2015 to rehearse for the Junior County Orchestra.

6. Lorane Kindergarten students to travel to the Exeter Community Library on April 16, 2015 for an author presentation program.

7. Reiffton Life Skills students to travel to BCTC East on April 17, 2015 to tour the working kitchen.

8. Junior High Chorus members to travel to Kutztown Senior High School on April 18, 2015 to participate in a Get JazzEd program.

9. Jacksonwald 2nd grade students to travel to Hershey’s Chocolate World on April 22, 2015.

10. Senior High Vocal Music students to travel to the Reading IMAX movie theater on April 25, 2015, to view an Italian opera live-streamed from the Metropolitan Opera House.

11. Reiffton Autistic and Learning Support students to travel to Kutztown University on April 29, 2015, to participate in the Special Olympics.

12. Jacksonwald 4th Grade students to travel to Owatin Creek Elementary on May 11, 2015, for Battle of the Books.


14. Senior High Creative Expressions students to travel to Lorane Elementary on May 20, 2015, to perform for the 2nd, 3rd and 4th graders.

15. Senior High 10th Grade students to travel to HersheyPark on May 22, 2015.

16. Jacksonwald 4th Grade students to travel to Exeter Community Park on May 26, 2015 for the annual end-of-year picnic.
B. It is recommended that the following field trip(s), beyond the 60-mile radius, be approved:

1. Junior High 8th grade Math students to travel to Harrisburg on March 27-28, 2015 to participate in the State Mathcounts competition.

2. **One Senior High Choral Music student to travel to the NAFME All-Eastern Conference in Providence, RI on April 9-12, 2015 to participate in the All-Eastern Chorus.**

3. Senior High 11th grade AP Government and Politics students to travel to Harrisburg on April 15, 2015 to participate in Senator Schwenk’s Model Senate.

4. Junior High Tech Ed students to travel to Mt. Nittany Middle School (State College, PA) on May 2, 2015 to participate in the KidWind Challenge.

IX. **Curriculum/Programs:**

   Mr. Diesinger

X. **Curriculum Committee:**

   Mr. Diesinger

   A. It is reported that the following proposed textbooks for purchase for the 2015-2016 school term will be available for review for 30 days in the Administration Building:

   1. **Literature: Grade 9** – (Copyright 2012) – Holt McDougal – Grade 9

   2. **Literature: Grade 10** – (Copyright 2012) – Holt McDougal – Grade 10

X-1. **Technology Committee:**

   Mr. Jupina

XI. **Berks County Intermediate Unit Board of Directors:**

   Mr. Quinter

XII. **Athletic Committee:**

   Mr. Staub

XIII. **Legislative Liaison/Township Liaison:**

   Mr. Quinter

XIV. **Public Relations:**

   Mr. Cramer

XV. **Berks Career & Technology Center Joint Operating Committee:**

   Mr. Diesinger

XVI. **Facilities Committee:**

   Mr. Brady

XVII. **Audit Committee:**

   Mrs. O’Brien-Pieja
XVIII. Payment Requests:

Mrs. O’Brien-Pieja
(Attachment XVIII)

XIX. Superintendent’s Report:

Dr. Martin