

# **EXETER TOWNSHIP SCHOOL DISTRICT**

**200 ELM STREET  
READING, PENNSYLVANIA 19606**

**REVISED**



**BOARD OF SCHOOL DIRECTORS**

**VOTING MEETING AGENDA**

**SEPTEMBER 16, 2014**

**7:00 P.M.**

**ADMINISTRATION BUILDING**

**EXETER TOWNSHIP SCHOOL DISTRICT  
BOARD VOTING MEETING**

**Tuesday, September 16, 2014  
7:00 P.M.**

**Administration Building – Board Room**

SUBJECT: Meeting of the Exeter Township Board of School Directors on Tuesday, September 16, 2014 at 7:00 p.m. at the Administration Building.

I. Formal Opening:

Welcome and Opening Comments Regarding Board Process

II. Public Comment:

III. Minutes:

- A. Board Workshop Minutes – August 12, 2014 *(Attachment III.A)*
- B. Board Voting Minutes – August 19, 2014 *(Attachment III.B)*

IV. Treasurer’s Report: *(Attachment IV)*

V. Board Policy:

- A. It is recommended that the Board of School Directors approves revised Policy 202 – Eligibility of Non-Resident Students (fifth reading). *(Attachment V.A)*
- B. It is recommended that the Board of School Directors approves revised Policy 222 – Tobacco Use (fourth reading). *(Attachment V.B)*
- C. It is recommended that the Board of School Directors approves revised Policy 249 – Bullying/Cyberbullying (second reading). *(Attachment V.C)*

VI. Business Functions: Mr. Staub

- A. It is recommended that the Board of School Directors approves a sub-grant contract for implementation of the Individuals with Disabilities Education Act – Part B between the Berks County Intermediate Unit 14, grantee, and Exeter Township School District, the sub grantee or contractor, for a total amount of \$689,785.76, for the project period July 1, 2014 through June 30, 2015.

Furthermore, the Board of School Directors authorizes District Superintendent, Beverly A. Martin, Ed.D. to execute the agreement.

B. It is recommended that the Board of School Directors ratifies the following change orders for the Owatin Site Work Project:

- Compost Filter Stock per Conservation District Requirement: additional 1,650 l.f. \$8,959.50
- Removal and replacement of existing paved walks located in the rear of building. \$3,233.79
- Supply and place additional infield mix at softball field necessary to achieve grades and drainage of the softball field. \$5,592.27

*(Attachment VI.B)*

C. It is recommended that the Board of School Directors approves an annual service agreement with Siemens Industry, Inc. in the amount of \$26,180 to support and maintain the building automation systems at Jacksonwald Elementary and Owatin Creek Elementary. The annual cost is 1.7% higher than the prior year contract with Siemens.

D. It is recommended that the Board of School Directors approves AEM Architects, Inc. to complete the conceptual design for a new transportation center at Owatin Creek Elementary. The fees related to this phase of work are as follows: Schematics/Programming \$18,000; Land Development \$38,700; Design Development \$24,000; **Construction Documents \$57,900**. Fees are based on AEM proposal provided on April 7, 2014.

E. **It is recommended that the Board of School Directors authorizes a FY 2014-2015 purchase of additional Chromebooks for grades 10 through 12 to complete the computer laptop one-to-one initiative. The estimated cost to acquire 1,100+ Chromebooks is between \$375,000 and \$405,000.**

F. **It is recommended that the Board of School Directors approves one of the following student participation cost options as part of the one-to-one computer laptop program:**

1. **No upfront fee, first time incident responsible for cost of repair up to \$50, second incident cost of repair up to \$100, third incident cost of repair or replacement not to exceed \$275.**

**OR**

2. **Fee to participate of \$10 per year that covers up to three incidents over four years. Additional incident will be assessed at a value of the repair.**

**Mr. Joe Way, Technology Supervisor, will be available to discuss the options.**  
*(Attachment VI.F)*

A. RESIGNATIONS:

It is recommended that the Board of School Directors accepts the following resignations:

1. SUPPORT STAFF:

- a. **Dawn E. Craig – Part-Time Aide – Learning Support at Lorane, effective September 19, 2014.**
- b. Kathryn J. Dugan – Part-Time Aide – Reading at Reiffton, effective August 18, 2014.

B. APPOINTMENTS:

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

1. CERTIFICATED STAFF:

- a. Beth A. Simek – Reiffton Special Education Long-Term Substitute Teacher, replacing Ashley DeFiore while she is on leave, beginning August 28, 2014 through and including January 16, 2015.

2. SUBSTITUTE TEACHERS:

- a. 2014-2015 Substitute Teacher Roster (*Attachment VII.B.2.a*)

3. SUPPORT STAFF:

- a. Janice M. Reynolds – Substitute Van Driver, at a rate of \$10.50/hour, effective August 28, 2014.
- b. Jessica R. Schach – Substitute Bus Driver, at a rate of \$14.90/hour, effective August 26, 2014.
- c. **Brook E. Ziegler – Part-Time Aide – Reading at Reiffton, effective September 11, 2014.**

4. EXTRACURRICULAR STAFF:

- a. **Dena Burkhart – Junior High Exeter Express Advisor, at a salary of \$1,380 (Category 10, Level 1), for the 2014-2015 school year.**
- b. Trevor Fidler – Senior High Varsity Assistant Girls Soccer Coach (Interim), at a salary of \$2,162 (Category 7, Level 1), for the 2014-2015 school year.

- c. **Lauren Kiefer** – Senior High Photography Club Advisor, at a salary of \$1,922 (Category 8, Level 1), for the 2014-2015 school year.
- d. **Michelle Klusewitz** – Senior High Yearbook Assistant Advisor, at a salary of \$2,642 (Category 5, Level 1), for the 2014-2015 school year.
- e. **Marijana Lake** – Senior High Emergency Services Club Advisor, at a salary of \$1,922 (Category 8, Level 1), for the 2014-2015 school year.
- f. **Alexis Purr** – Junior High Head Pony Girls Soccer Coach, at a salary of \$1,922 (Category 8, Level 1), for the 2014-2015 school year.
- g. *Amended from August 19, 2014 Board Meeting*  
**Kristine Schmidt** – Senior High Musical Assistant Director – Choreographer, at a salary of \$1,819 (Category 9, Level 4), for the 2014-2015 school year.

5. SCHOOL HEALTH SERVICES:

- a. **Charles Givens, M.D.** – School physician for the Exeter Township School District for the 2014-2015 school year.
- b. **Randal Reinecker, D.D.S.** – School dentist for the Exeter Township School District for the 2014-2015 school year.

C. LEAVES OF ABSENCE:

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

1. CERTIFICATED STAFF:

- a. **Kyle F. Luckenbill** – Junior High School Music Teacher requesting up to seven (7) days of FMLA after the use of sick and personal days, beginning September 22, 2014 through and including October 9, 2014, with a return to the classroom on October 10, 2014.

D. It is recommended that the Board of School Directors approves the following resolution:

**WHEREAS, in accordance with the Opinion of the Commonwealth Court of Pennsylvania No. 240 C.D. 2013 and the Order of the Court of Common Pleas dated July 21, 2014 in Case 2012-26282, the Board of Directors in the Joseph Cambria termination as Head Girls' Basketball Coach matter has reweighed the evidence presented at the December 11,**

**2012 Local Agency Hearing discarding the hearsay testimony and an April 2011 letter.**

**THEREFORE, based on the Board's reweighing of the evidence, it is hereby resolved that in accordance with Section 514 of the School Code that the Board of Directors of the Exeter Township School District terminates Joseph C. Cambria as the Head Girls' Basketball Coach for the 2012-2013 school year.**

**E. STAFF CONFERENCES:**

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

Staff Conferences,  
Estimated Fees:

1. Attendee(s): Jason Deane  
Title: Reading Apprenticeship  
Organization: WestEd  
Date(s): September 15 – December 15 (evenings)  
Costs: Reg-\$0; Trans-\$0; Meals-\$0; Lodging-\$0; Sub-\$0; Wages-\$0  
**\$0.00** Total Cost: \$0.00
2. Attendee(s): Heather Shainline  
**Title: Continuum of Skills Training**  
**Organization: BCIU**  
**Date(s): October 8, 2014, December 8, 2014, February 17, 2015**  
**Costs: Reg-\$0; Trans-\$0; Meals-\$0; Lodging-\$0; Sub-\$300; Wages-\$0**  
**\$300.00** Total Cost: \$300.00
3. Attendee(s): Nancy Gajewski  
Title: Teacher Leader Meetings  
Organization: PA RAISE  
Date(s): October 8, 2014, December 2, 2014, April 13, 2015  
Costs: Reg-\$0; Trans-\$0; Meals-\$0; Lodging-\$0; Sub-\$0; Wages-\$0  
**\$0.00** Total Cost: \$0.00
4. Attendee: Tera McFarland  
Title: Berks Regional Librarians Group  
Organization: Berks Regional Librarians Group  
Date: October 13, 2014  
Costs: Reg-\$0; Trans-\$0; Meals-\$0; Lodging-\$0; Sub-\$0; Wages-\$0  
**\$0.00** Total Cost: \$0.00
5. Attendee(s): Lynne Duggan, Stacy Kiszczak, Chris Miller, Mary Row, Terri Ruoff, Shelly Sczechowski  
Title: Advanced Para – Reading Strand  
Organization: BCIU  
Date(s): October 13, 2014, January 19, 2015, June 15, 2015  
Costs: Reg-\$0; Trans-\$0; Meals-\$0; Lodging-\$0; Sub-\$0; Wages-\$0  
**\$0.00** Total Cost: \$0.00

Staff Conferences,  
Estimated Fees:

6. **Attendee(s): Jodi Bixler, Denise Gogluizza, Michelle Mills, Victoria Preston, Patricia Shull**  
**Title: Advanced Para – Inclusion Strand**  
**Organization: BCIU**  
**Date(s): October 13, 2014, January 19, 2015, June 15, 2015**  
**Costs: Reg-\$0; Trans-\$0; Meals-\$0; Lodging-\$0; Sub-\$0; Wages-\$0**  
**Total Cost: \$0.00**  
\$0.00
  
7. **Attendee(s): Kara Gruver**  
**Title: Low Incidence Strand Series**  
**Organization: BCIU**  
**Date(s): October 13, 2014, January 19, 2015, June 15, 2015**  
**Costs: Reg-\$0; Trans-\$0; Meals-\$0; Lodging-\$0; Sub-\$0; Wages-\$0**  
**Total Cost: \$0.00**  
\$0.00
  
8. **Attendee(s): Shelly Asdourian, Susan Purr**  
**Title: Advanced Para – Behavior Strand Series**  
**Organization: BCIU**  
**Date(s): October 13, 2014, January 19, 2015, June 15, 2015**  
**Costs: Reg-\$0; Trans-\$0; Meals-\$0; Lodging-\$0; Sub-\$0; Wages-\$0**  
**Total Cost: \$0.00**  
\$0.00
  
9. **Attendee(s): Victoria Preston**  
**Title: Behavioral Self Regulation**  
**Organization: BCIU**  
**Date(s): October 15, 2014**  
**Costs: Reg-\$0; Trans-\$0; Meals-\$0; Lodging-\$0; Sub-\$0; Wages-\$0**  
**Total Cost: \$0.00**  
\$0.00
  
10. **Attendee: Veronica Barna (two days), Suzanne Miller (three days)**  
**Title: Eastern PA Special Education Administrator's Conference**  
**Organization: PA Association of Intermediate Unit**  
**Date: October 29, 30 and 31, 2014**  
**Costs: Reg-\$150; Trans-\$208; Meals-\$0; Lodging-\$450; Sub-\$0; Wages-\$0**  
**Total Cost: \$808.00**  
\$808.00
  
11. **Attendee: Gloria Clay**  
**Title: Food Service Director, Commodity Exhibits**  
**Organization: PA Dept. of Agriculture and PASBO**  
**Date: November 4, 2014, November 5, 2014**  
**Costs: Reg-\$220; Trans-\$90; Meals-\$8; Lodging-\$109; Sub-\$0; Wages-\$0**  
**Total Cost: \$427.00**  
\$427.00
  
12. **Attendee: Dana Wurtz**  
**Title: Safety Care Initial Behavioral Safety Training**  
**Organization: BCIU**  
**Date: November 11-12, 2014**  
**Costs: Reg-\$0; Trans-\$0; Meals-\$0; Lodging-\$0; Sub-\$200; Wages-\$0**  
**Total Cost: \$200.00**  
\$200.00

Staff Conferences,  
Estimated Fees:

**\$0.00**

13. Attendee: Dee Narvaez  
Title: Safety Care Behavioral Safety Training – Recertification  
Organization: BCIU  
Date: March 18, 2015  
Costs: Reg-\$0; Trans-\$0; Meals-\$0; Lodging-\$0; Sub-\$0; Wages-\$0  
Total Cost: \$0.00

Accumulated Estimate of  
Staff Conference Fees:  
**\$1,735.00**

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 School Intro to Engineering Design Students to visit/tour American Crane on October 3, 2014.**
  2. The top 25 tenth and eleventh grade students will visit the University of Pennsylvania on October 8, 2014, to gain a better understanding of how to apply to competitive colleges.
  3. French Exchange Students to visit Independence Hall in Philadelphia on October 7, 2014.
  4. French Exchange Students to visit an Amish Farmhouse in Lancaster on October 8, 2014.
  5. French Exchange Students to visit the National Constitution Center in Philadelphia on October 14, 2014.
  6. **Senior High School British Literature students to visit the PA Renaissance Faire on October 16, 2014.**
  7. Jacksonwald Elementary Kindergarten class to Weaver’s Orchard in Morgantown on October 22, 2014.
  8. **Students in 9<sup>th</sup> Grade English to attend the Poe Evermore Program in Manheim on November 14, 2014.**
  9. Senior High School Life Skills Students for community based instruction in Exeter Township and surrounding communities on the following dates: September 25, October 2, October 9, October 16, October 23, October 30, November 6, November 13, November 20, December 4, December 11 and December 18, 2014; January 8, January 15, January 22, January 29, February 5, February 12, February 19, February 26, March 5, March 12, March 19, March 26, April 9, April 16, April 23, April 30, May 7, May 14, May 21 and May 28, 2015.



- B. It is recommended that the following field trips, which are beyond the 60-mile radius, be approved:
1. French Exchange Students to visit the Gettysburg Cyclorama Museum on October 9, 2014.
  2. Senior High Orchestra Students to visit New York City for a master class and to see a Broadway show on May 22, 2015.
  3. Senior High Lacrosse Trip to Damascus High School, Damascus, MD to participate in lacrosse tournament on Thursday, April 9, 2015 through Saturday, April, 11, 2015.
- C. It is recommended that the Board of School Directors approves an agreement with the Chester County Intermediate Unit for services to be rendered by the Brandywine Virtual Academy for full-service online courses and computer technology management from August 1, 2014 to June 30, 2015.
- D. It is recommended that the Board of School Directors approves an Act 48 Program Placement Agreement between the Exeter Township School District and Glen Mills School for Alternative Education Services for Disruptive Youth for the 2014-2015 school year at a tuition cost of \$127.00 per day.
- E. It is recommended that the Board of School Directors approves a Tuition Agreement with Hogan Learning Academy LLC and the Exeter Township School District for special education services for student #523091, beginning August 25, 2014 through the remainder of the 2014-2015 school year, at a cost of \$365 per day.
- F. It is recommended that the Board of School Directors approves a Tuition Agreement between the Exeter Township School District and Children's Home of Reading Day Academy for educational and counseling services for students for the 2014-2015 school year at a cost of \$150 per day for each special education student, and \$85 per day for each regular education student. For students who are attending Vo-Tech, the cost is \$75 per day for each special education student and \$42.50 per day for each regular education student.**
- G. It is recommended that the Board of School Directors approves a Tuition Agreement with The Pathway School and the Exeter Township School District for a therapeutic academic program for student # 170114, beginning September 4, 2014 through the remainder of the 2014-2015 school year, at a cost of \$48,195.**

IX. Curriculum/Programs:

Mr. Diesinger

X. Curriculum Committee: Mr. Diesinger

A. **It is recommended that the Board of School Directors approves the purchase of the following textbooks for the 2014-2015 school year:**

1. **Succeeding in Life and Career (Copyright 2012) – Frances Baynor Parnell, Author – Goodheart-Willcox, Publisher – Grades 9-12**
2. **Housing and Interior Design (Copyright 2012) – Evelyn L. Lewis and Carolyn S. Turner, Authors – Goodheart-Willcox, Publisher, Grades 9-12**

**These textbooks have been on display in the Exeter Township School District, Administration Building, 200 Elm Street, Reading, PA 19606 since August 11, 2014.**

XI. Technology Committee: Mr. Jupina

XII. Berks County Intermediate Unit Board of Directors: Mr. Quinter

XIII. Athletic Committee: Mr. Staub

XIV. District Growth/Legislative Liaison/Township Liaison: Mr. Quinter

XV. Public Relations: Mr. Cramer

XVI. Berks Career & Technology Center Joint Operating Committee: Mr. Diesinger

XVII. Facilities Committee: Mr. Brady

XVIII. Audit Committee: Mr. Staub

XIX. Payment Requests: Mrs. O'Brien-Pieja  
(Attachment XIX)

XX. Superintendent's Report: Dr. Martin

**Election of PSBA Officers for 2015** (Attachment 1)

A. **It is recommended that the Board of School Directors votes for one of the following candidates for the position of PSBA President-elect:**

1. **Charles Ballard**
2. **Kathy Swope**

B. **It is recommended that the board of school directors vote for Mark B. Miller to fill the position of PSBA Vice President.**

- C. It is recommended that the board of school directors vote for Otto W. Voit III to fill the position of PSBA Treasurer.
- D. It is recommended that the board of school directors vote for one of the following candidates for the position of PSBA At Large Representative (East):
1. Michael Faccinetto
  2. Robert M. Schwartz
  3. Edward J. Cardow

Discussion Agenda:

1. Reiffton School Report – Dr. Gregory Fries, Principal

**Reiffton School**  
**4355 Dunham Drive**  
**Reading, PA 19606**

**Program Report to the Board of Education**  
**Tuesday, September 16, 2014**

### **Enrollment**

- Grade 5 – 312
- Grade 6 – 322

### **Student Achievement**

- Reading specialists, learning support teachers, and teachers of the gifted are again “pushing in” to classrooms to help meet student needs.
- We are continuing to concentrate on balanced literacy in our communication arts classrooms.
- We are implementing the *Investigations* and *College Prep* math programs in our fifth and sixth grade classrooms. These programs support problem solving, reasoning, and discussion.
- As part of the implementation of our new math programs, math groupings in fifth and sixth grade are structured to promote collaborative learning.
- Our third cohort of teachers will be attending a class through the University of Pennsylvania. The Penn Literacy Network (PLN) offers practical strategies and concepts for increasing students’ engagement in reading, writing, speaking, and thinking across the elementary curriculum. This work corresponds with our secondary work in content literacy.
- Learning support teachers are continuing to use the *Read 180* and *System 44* programs in Communication Arts.

### **Teacher Observation**

- We have 10 new staff members that were hired over the summer.
- This will be our second year using the Teacher Effectiveness model for classroom observations. In October we will begin the process of observations.
- We will continue walk-throughs at Reiffton; we find it to be a valuable tool to gauge the learning taking place in our classrooms.

### **Programs and Initiatives**

- Learning Focused Collaborative Meetings
- Content Area Literacy
- Artist in Residence

### **School Climate and Culture**

- Representatives from each team meet monthly with administration to identify building-wide concerns and develop plausible solutions.
- Our Wellness Committee, along with administration, will continue to focus on ways to enhance issues of school climate.

### **Recent Activities/Upcoming Events**

- Fifth Grade Orientation
- Curriculum Overview Night
- Dairy Queen Night
- Holiday Concerts