

EXETER TOWNSHIP SCHOOL DISTRICT

**200 ELM STREET
READING, PENNSYLVANIA 19606**



BOARD OF SCHOOL DIRECTORS

VOTING MEETING AGENDA

FEBRUARY 17, 2015

7:00 P.M.

ADMINISTRATION BUILDING

**EXETER TOWNSHIP SCHOOL DISTRICT
BOARD VOTING MEETING**

**Tuesday, February 17, 2015
7:00 P.M.
Administration Building**

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

PRESENTATION:

- A. Results of Competitive Sale on February 11, 2015 – General Obligation Bonds, Series B of 2015 – Jamie Schlesinger, PFM
 - B. Update on Transportation Center Site Cost Estimate – Justin Istenes, AEM Architects, and Aristides Otero, Stackhouse Bensinger
- I. Formal Opening:
Welcome and Opening Comments Regarding Board Process
- II. Public Comment:
- III. Minutes:
- A. Board Workshop Minutes – January 13, 2015 *(Attachment III.A)*
 - B. Board Voting Minutes – January 20, 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 217 – Graduation Requirements (first reading).** *(Attachment V.A)*

- A. It is recommended that the Board of School Directors approves the Berks County Intermediate Unit Mandated Services Budget for the year 2015-2016 in the amount of \$1,796,027. The budget reflects a 2.1% increase in Berks Member Districts payments for BCIU mandated services over 2014-2015. Exeter Township School District's share of the budget is projected to be \$47,269.48, or \$972.18 higher than the current year.
- B. It is recommended that the Board of School Directors approves the FY 2015-2016 Preliminary General Fund Budget and authorize the submittal to the Department of Education on the required forms.
- C. It is recommended that the Board of School Directors authorizes school district officials to file with the PA Department of Education for exceptions to allow tax increases above the index as authorized by the 2006 Taxpayer Relief Act amended by Act 25 of 2011.
- D. It is recommended that the Board of School Directors authorizes school district officials to purchase a portable snow removal system to be used to remove snow from transportation vehicles. The total cost with assembly, installation and training is \$24,900. The vendor, Quintin Machinery, acknowledges that they are a sole source vendor, therefore, competitive bidding is not required.
(Attachment VI.D)
- E. It is recommended that the Board of School Directors approves budget transfers for the month of January, 2015, in the amount of \$88,461. *(Attachment VI.E)*
- F. It is recommended that the Board of School Directors approves the property tax refund in the amount of \$559.37 to the property owners Jonathan L. and Linda J. Gowombeck due to reduction granted per Court Order and Stipulation (Docket # 13-6599).** *(Attachment VI.F)*
- G. It is recommended that the Board of School Directors authorizes district administration to execute an electricity purchase contract with Direct Energy at a cost not to exceed a 5% increase. The results of the electricity purchase contract will be reported at a board meeting following execution of an agreement. The current electricity procurement agreement expires May 31, 2015. The current contract rate is 6.19 ¢/kWh and recent activity indicates fixed procurement rates are tracking at lows between 6.05¢/kWh and 6.27¢/kWh.**
- H. It is recommended that the Board of School Directors approves the submission of PLANCON Part K to the Pennsylvania Department of Education for the current refunding of the outstanding balance of General Obligation Bonds, Series of 2009A, and 2009B, which settled on January 5, 2015.**

A. RESCINDED ACTION:

It is recommended that the Board of School Directors rescinds the following action:

1. EXTRACURRICULAR STAFF:

- a. **Appointment of Michael J. Herman as SHS Junior Varsity Boys Tennis Coach, at a salary of \$2,246 (Category 7, Level 2), effective for the 2014-2015 school year.**

B. RETIREMENTS:

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

1. CERTIFICATED STAFF:

- a. Suzanne L. Blankenbiller – Owatin Creek Certified Nurse, effective November 30, 2015, contingent upon verification from PSERS of retirement application.
- b. Kathryn A. Dinkel – Jacksonwald 3rd Grade Teacher, effective at the end of the 2014-2015 school year, contingent upon verification from PSERS of retirement application.
- c. Teresa M. Fry – Senior High Physical Education Teacher, effective at the end of the 2014-2015 school year, contingent upon verification from PSERS of retirement application.
- d. Serry G. Gallagher – Senior High Counselor, effective at the end of the 2014-2015 school year, contingent upon verification from PSERS of retirement application.
- e. Beverly A. Luckenbill – Junior High Science Teacher, effective at the end of the 2014-2015 school year, contingent upon verification from PSERS of retirement application.

2. SUPPORT STAFF:

- a. Richard C. Koch – Bus Driver, effective April 2, 2015.
- b. **Judith Young Magee – Senior High School Cafeteria Worker, effective at the end of the 2014-2015 school year.**

C. RESIGNATIONS:

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

1. SUPPORT STAFF:

- a. Susan A. Christman – Confidential Secretary – Human Resources, effective February 12, 2015.
- b. Kimberly A. Evans – Reiffton Part-Time Aide – Learning Support, effective February 20, 2015.

2. EXTRACURRICULAR STAFF:

- a. Sara Alfiero – Senior High Junior Varsity Girls Softball Coach, effective January 27, 2015.

D. APPOINTMENTS:

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

1. ADMINISTRATIVE STAFF:

- a. Marcie Elbin – Supervisor of Human Resources, at an annual salary of \$56,500, effective April 1, 2015.

2. CERTIFICATED STAFF:

- a. Emily K. Kardoley – Senior High Math Long-Term Substitute Teacher, replacing Denise Stine while she is on leave, at a salary of \$40,000 (Open Step), beginning February 23, 2015 through the end of the 2014-2015 school year.
- b. David H. Marcinkowski – Senior High Special Education Long-Term Substitute Teacher, replacing Heather Hennessey while she is on leave, at a salary of \$40,000 (Open Step), pending receipt of all required documentation, effective February 9, 2015 through the end of the first semester of the 2015-2016 school year.
- c. Allison L. Stiles – Owatin Creek 4th Grade Long-Term Substitute Teacher, replacing Brett Diamond while he is on leave, at a salary of \$40,000 (Open Step), effective December 2, 2014 through February 27, 2015.

3. SUPPORT STAFF:

- a. Lauri A. Barr – Confidential Secretary to the Director of Human Resources, at a rate of \$19.30/hour, effective March 2, 2015.
- b. *Amended from January 20, 2015 Board Meeting*
Anthony J. Ciatto – Senior High Aide – In-School Suspension, at a rate of \$12.50/hour, *effective January 27, 2015.*
- c. Kelly A. Hancock – Reiffton Part-Time Aide – Reading, at a rate of \$10.00/hour, effective February 18, 2015; and Support Staff Substitute.
- d. Dana M. Holohan – Reiffton General Cafeteria Worker (2.75 hours/day), at a rate of \$10.50/hour, effective January 20, 2015.
- e. **Robert W. Kimble – Substitute Van Driver, at a rate of \$10.50/hour, effective February 11, 2015.**
- f. Gerri Lea Witzel – Cafeteria Substitute, at a rate of \$8.50/hour, effective January 26, 2015.

4. EXTRACURRICULAR STAFF:

- a. **Michael J. Herman – SHS Varsity Head Boys Tennis Coach, at a salary of \$2,745 (Category 5, Level 2), effective for the 2014-2015 school year.**
- b. **David H. Marcinkowski – JHS Head Softball Coach, at a salary of \$2,162 (Category 7, Level 1), effective for the 2014-2015 school year.**
- c. **Lisa A. McCoy – SHS Junior Varsity Assistant Softball Coach, at a salary of \$2,246 (Category 7, Level 2), effective for the 2014-2015 school year.**
- d. **Lisa M. Reppert – SHS Junior Varsity Softball Coach, at a salary of \$2,334 (Category 7, Level 3), effective for the 2014-2015 school year.**

E. LEAVES OF ABSENCE:

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

1. CERTIFICATED STAFF:

- a. Lorraine M. Blanski – Junior High Special Education Teacher, requesting a Professional Development Sabbatical, effective for the 2015-2016 school year.

F. 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. Keith B. Allen – Transferring from Part-Time Bus Driver to Full-Time (8 hours/day) Mechanic Helper/Custodian, at a rate of \$12.50/hour, effective February 18, 2015.
- b. Gina M. Michalski – Transferring from 4.25 hour/day cafeteria position at the Senior High to a 4.50 hour/day cafeteria position at the Junior High, at no change in hourly rate, effective February 4, 2015.
- c. Jennifer L. Ronayne – Transferring from Junior High Health & PE Long-Term Substitute to Owatin Creek Health & PE Long-Term Substitute, at no change in salary, beginning March 10, 2015 through the end of the 2014-2015 school year.
- d. Amended from December 16, 2014 Meeting
Daniel V. Wegman – Transferring from Senior High Aide – In School Suspension to Grounds/Relief position, at no change to base pay, effective January 27, 2015.

G. STAFF CONFERENCES:

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

Staff Conferences,
Estimated Fees:

1. Attendee(s): Bryan LeFever
Title: Counselor Day
Organization: University of Pittsburgh
Date(s): February 22-23, 2015
Costs: Reg-\$0; Trans-\$312; Meals-\$0; Lodging-\$0; Sub-\$0; Wages-\$0
\$312.00
Total Cost: \$312.00
2. Attendee(s): Elizabeth Weber
Title: 29th PASPA Conference (Harrisburg)
Organization: PA Assoc. of School Personnel Administrators (PASPA)
Date(s): February 27, 2015
Costs: Reg-\$125; Trans-\$40.25; Meals-\$0; Lodging-\$0; Sub-\$0; Tolls-\$7.30
\$172.55
Total Cost: \$172.55

Staff Conferences,
Estimated Fees:

3. **Attendee(s): Jill Weaver**
Title: Apple Learning Tour: Innovating Teaching, Engaging Students
Organization: BCIU
Date(s): March 2, 2015
Costs: Reg-\$0; Trans-\$0; Meals-\$0; Lodging-\$0; Sub-\$0; Wages-\$0
Total Cost: \$0.00

\$0.00
4. Attendee(s): Stephanie Isselmann, Erin Staub
Title: 2015 PA STEM Vision Conference
Organization: ASSET STEM Education (Hershey Lodge)
Date(s): March 6, 2015
Costs: Reg-\$0; Trans-\$142; Meals-\$40; Lodging-\$0; Sub-\$220; Tolls-\$17.40
Total Cost: \$419.40

\$419.40
5. Attendee(s): Robert Rothenberger, Kim Shaw
Title: PaTTAN
Organization: 2015 PSSA Administrator Training (BCIU)
Date(s): March 13, 2015
Costs: Reg-\$0; Trans-\$0; Meals-\$0; Lodging-\$0; Sub-\$0; Wages-\$0
Total Cost: \$0.00

\$0.00
6. Attendee(s): Todd Davies
Title: Collins Writing Workshop
Organization: Capital Area IU (Harrisburg)
Date(s): March 18, 2015
Costs: Reg-\$45; Trans-\$110.65; Meals-\$0; Lodging-\$0; Sub-\$0; Tolls-\$10.40
Total Cost: \$166.05

\$166.05
7. Attendee(s): Karen Denunzio, Julie Kline
Title: Collins Writing Workshop
Organization: Capital Area IU (Harrisburg)
Date(s): March 17-18, 2015
Costs: Reg-\$170; Trans-\$0; Meals-\$0; Lodging-\$0; Sub-\$0; Wages-\$0
Total Cost: \$170.00

\$170.00
8. Attendee(s): Tera McFarland, Kate Sowers
Title: Training Workshop
Organization: Berks Regional Group of ACCESS PA (BCIU)
Date(s): March 25, 2015
Costs: Reg-\$0; Trans-\$0; Meals-\$0; Lodging-\$0; Sub-\$0; Wages-\$0
Total Cost: \$0.00

\$0.00
9. **Attendee(s): Heidi Rochlin**
Title: National Council of Supervisors of Mathematics (NCSM) Annual Conference
Organization: NCSM (Boston, MA)
Date(s): April 12-15, 2015
Costs: Reg-\$295; Trans-\$396; Meals-\$200; Lodging-\$988.38; Sub-\$0; Tolls-\$25.00
Total Cost: \$1,904.38 (To be paid w/grant funds)

\$1,904.38

Staff Conferences,
Estimated Fees:

10. Attendee(s): Rebecca Lopic`
Title: PA Summit Featuring Google for Education
Organization: IU #13 (Lancaster/Lebanon)
Date(s): April 28-29, 2015
Costs: Reg-\$265; Trans-\$92; Meals-\$0; Lodging-\$0; Sub-\$220; Wages-\$0
\$577.00
Total Cost: \$577.00
11. Attendee(s): Jennifer Trumbauer
Title: Safety Care Recertification
Organization: BCIU
Date(s): April 29, 2015
Costs: Reg-\$0; Trans-\$0; Meals-\$0; Lodging-\$0; Sub-\$110; Wages-\$0
\$110.00
Total Cost: \$110.00

Accumulated Estimate of
Staff Conference Fees:
\$3,831.38

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 E3 Club students to travel to Reading Rocks Gym on January 24, 2015.
 2. Senior High Gifted students to travel to American Legion Post #367 (Whitehall, PA) on January 31, 2015, for the PA Oratorical Competition.
 3. Berks Christian School K, 1st, 3rd, and 7th grade students to travel to Jacksonwald Elementary School on February 6, 2015, for school dental exams as required by the Pennsylvania Department of Education.
 4. Junior High Music students to travel to the Senior High on February 10, 2015, for dress rehearsal and concert.
 5. Senior High Music student to travel to Kutztown High School on February 20-21, 2015, to participate in the District 10 Jazz Festival.
 6. Senior High Choral Music students to travel to Wilson High School on February 26-28, 2015, to participate in the Region V Choral Music Festival.
 7. Junior/Senior High Science Olympiad Team members to travel to Kutztown University on March 10, 2015, to compete in the Central Eastern Regional Science Olympiad.

8. Junior High Student Council members to travel to Penn State – Berks Campus on March 11, 2015, for the 18th Annual Rotary New Generations Youth Leadership Conference.
 9. **Senior High 11th grade NHS students to travel to Penn State – Berks Campus on March 12, 2015, for the Berks County High School Leadership and Ethics Conference.**
 10. Senior High 10th/11th grade students to travel to Penn State – Berks Campus on March 13, 2015, for the 2015 Young Leadership Conference Series.
 11. Owatin Creek 4th Grade Gifted students to travel to the BCIU on March 25, 2015 to participate in the STEM Design Challenge.
- B. It is recommended that the following field trip(s), beyond the 60-mile radius, be approved:
1. Senior High Music students (2) to travel to East Stroudsburg High School South on February 11-14, 2015, to take part in the Region V Band Festival.
 2. Senior High Band students to travel to Washington, DC on May 1, 2015 to perform at the Marine Barracks.
- C. It is recommended that the Board of School Directors adopts the 2015-2016 School Calendar. *(Attachment VIII.C)*
- D. It is recommended that the Board of School Directors approves a Tuition Agreement with New Story (Kenhorst Campus) for special education services for student #170515, beginning January 30, 2015 through the end of the 2014-2015 school year, at a cost of \$160 per day, plus the cost of additional services, as needed.
- E. **It is recommended that the Board of School Directors approves the 2015-2016 Soaring Eagle Program of Studies Catalog for the Junior High School students and staff.** *(Attachment VIII.E)*
- F. **It is recommended that the Board of School Directors approves the 2015-2016 Soaring Eagle Program of Studies Catalog for the Senior High School students and staff.** *(Attachment VIII.F)*
- G. **It is recommended that the Board of School Directors approves a Tuition Agreement between the Exeter Township School District and Valley Forge Educational Services for specialized educational services for the 2014-2015 school year, at an annual rate of \$49,115.**

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| IX. | <u>Curriculum/Programs:</u> | Mr. Diesinger |
| X. | <u>Curriculum Committee:</u> | Mr. Diesinger |
| XI. | <u>Berks County Intermediate Unit Board of Directors:</u> | Mr. Quinter |
| XII. | <u>Athletic Committee:</u> | Mr. Staub |
| XIII. | <u>Legislative Liaison/Township Liaison:</u> | Mr. Quinter |
| XIV. | <u>Public Relations:</u> | Mr. Cramer |
| XV. | <u>Berks Career & Technology Center Joint Operating Committee:</u> | Mr. Diesinger |
| XVI. | <u>Facilities Committee:</u> | Mr. Brady |
| XVII. | <u>Audit Committee:</u> | Mrs. O'Brien-Pieja |
| XVIII. | <u>Payment Requests:</u> | Mrs. O'Brien-Pieja
(Attachment XVIII) |
| XIX. | <u>Superintendent's Report:</u> | Dr. Martin |