

EXETER TOWNSHIP SCHOOL DISTRICT

**200 ELM STREET
READING, PENNSYLVANIA 19606**

REVISED



BOARD OF SCHOOL DIRECTORS

VOTING MEETING AGENDA

MARCH 17, 2015

7:00 P.M.

ADMINISTRATION BUILDING

**EXETER TOWNSHIP SCHOOL DISTRICT
BOARD VOTING MEETING**

**Tuesday, 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:

Dr. Timura

- 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 Leshner, 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:

Dr. Bender

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:
 - a. Raymond J. Sweeney – Junior High School Computer Applications Long-Term Substitute Teacher, effective February 27, 2015.
2. SUPPORT STAFF:
 - a. Tammy L. Steuer – Reiffton Aide, effective February 27, 2015.
3. EXTRACURRICULAR STAFF:
 - a. Kathy Galtere – Junior High Musical Director, effective February 16, 2015.

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.**
- c. Gary Mock – SHS Varsity Assistant Girls Lacrosse Coach, 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.**
- e. Brian Ramsey – SHS Varsity/JHS Pole-Vault Track Coach, at a salary of \$2,162 (Category 7, Level 1) **effective for the 2014-2015 school year.**
- f. Diane Scornavacchi – Interim Varsity/Junior Varsity High Shot-Put Track and Field Coach, at a salary of \$2,162 (Category 7, Level 1), **effective for the 2014-2015 school year.**
- 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:

- a. Leif E. Christiansen, D.O. – School physician for the Exeter Township School District for the remainder of the 2014-2015 school year.

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
\$0.00
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
\$271.00
Total Cost: \$271.00

Staff Conferences,
Estimated Fees:

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
\$0.00
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
\$165.00
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
\$110.00
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
\$445.00
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
\$1,405.88
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
\$3,962.00
Total Cost: \$3,962.00 (paid for by grant funds)

Staff Conferences,
Estimated Fees:

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
\$390.00
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
\$650.00
Total Cost: \$650.00
11. Attendee(s): Meghan Bedwick, Ed Glassic, Tara Koch, Karen Kochan, Lisa Krockner
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
\$2,910.46
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
\$275.00
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
\$420.00
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.**
13. Jacksonwald 4th grade students to travel to the Reading Public Museum and Neag Planetarium on May 14, 2015.
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