

# **EXETER TOWNSHIP SCHOOL DISTRICT**

**200 ELM STREET  
READING, PENNSYLVANIA 19606**



**BOARD OF SCHOOL DIRECTORS**

**VOTING MEETING AGENDA**

**APRIL 21, 2015**

**7:00 P.M.**

**ADMINISTRATION BUILDING**

**EXETER TOWNSHIP SCHOOL DISTRICT  
BOARD VOTING MEETING**

**Tuesday, April 21, 2015  
7:00 P.M.  
Administration Building**

SUBJECT: Meeting of the Exeter Township Board of School Directors on Tuesday,  
April 21, 2015 at 7:00 p.m. at the Administration Building.

**BUILDING/PROGRAM REPORT:**

- A. Food Services Report – Gloria Clay, Food Service Manager *(Attachment Rpt-A)*

**PRESENTATION:**

FY 2015-2016 Budget Update and Discussion – Anne Guydish

I. Formal Opening:

Welcome and Opening Comments Regarding Board Process

II. Public Comment:

III. Minutes:

- A. Board Workshop Minutes – March 10, 2015 *(Attachment III.A)*  
B. Board Voting Minutes – March 17, 2015 *(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 (fourth reading). *(Attachment V.A)*

VI. Business Functions: Dr. Timura

- A. It is recommended that the Board of School Directors approves budget transfers  
for the month of March, 2015, in the amount of \$148,165.  
*(Attachment VI.A)*

- B. It is recommended that the Board of School Directors approves a resolution in support of urging the Pennsylvania General Assembly to establish a new funding formula for basic education. *(Attachment VI.B)*
- C. It is recommended that the Board of School Directors authorizes the filing of a request for a special exception with the Zoning Hearing Board of Exeter Township for construction of a transportation center on District property located at 5000 Boyertown Pike; and directs the Administration, Directors, Solicitor, Architect and Engineer to take any and all necessary actions to carry out the request for a special exception.
- D. It is recommended that the Board of School Directors approves the property tax refund in the amount of \$2,499.00 to the property owners Thomas P. & Carol A. Herbert due to the exemption granted per the Department of Military and Veterans Affairs granted 7/1/2014. *(Attachment VI.D)*
- E. It is recommended that the Board of School Directors appoint Dr. Elizabeth A. Weber as the management representative to the Berks County School Districts Health Trust effective July 1, 2015 through June 30, 2017.
- F. It is recommended that the Board of School Directors ratifies the renewal of an electricity procurement agreement with Direct Energy for a 24 month period from June 1, 2015 through May 31, 2017. The fixed purchase price is 6.19 cents per kWh. This is the same price as in the current contract which expires May 31, 2015. The Board of School Directors authorized district administration to execute an electricity purchase contract with Direct Energy at a cost not to exceed a 5% increase at the February 17, 2015 meeting.
- G. It is recommended that the Board of School Directors authorizes the advertising for bids for the Lorane Elementary School parking lot paving project.
- H. It is recommended that the Board of School Directors ratifies an Information Technology Services Agreement with Global Data Consultants, LLC to perform professional services for ongoing support and enhancements to Exeter Township School District's network and computer infrastructure. The charge is \$118/hr. for a 50-hour block of service time. The specific services included are:
- MS SharePoint Services
  - Server operating system and associated application support
  - Application support clean up and security
  - Training and knowledge transfer
- I. It is reported that the Pennsylvania Department of Education has approved PlanCon Part K: Project Refinancing of Issuance of General Obligation Note, Series of 2015 to refund General Obligation Bonds, Series A of 2009 and Series B of 2009. The reimbursable percent on the refunded bonds is 23.53%. *(Attachment VI.I)*

- J. It is recommended that the Board of School Directors authorizes District Administration to accept a proposal from Conrad Siegel Actuaries for a Medical Reimbursement Plan Evaluation (Exflex) of Plan Compliance with Affordable Care Act Regulations at a cost not to exceed \$1,500; and the Board directs Administration to take steps to ensure compliance which may include the development of a plan document.

VII. Personnel Committee:

Dr. Bender

A. RETIREMENTS:

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

1. CERTIFICATED STAFF:

- a. Donald D. Zook – Reiffton 6<sup>th</sup> Grade Teacher, effective at the end of the 2014-2015 school year.

2. SUPPORT STAFF:

- a. Allan Ziembra – Groundkeeper, effective August 14, 2015.

B. RESIGNATIONS:

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

1. ADMINISTRATIVE STAFF:

- a. Veronica A. Barna – Special Education Assistant Supervisor, effective June 12, 2015.

2. SUPPORT STAFF:

- a. David Gibney, Sr. – Junior High Part-Time Aide – PCA/Multi-Disabled Support, effective April 10, 2015.

- b. Jennifer L. Kiedeisch – Reiffton Part-Time Guidance Secretary, effective March 30, 2015.

- c. Nancy A. Spohn – Cafeteria Substitute, effective March 24, 2015.

3. EXTRACURRICULAR STAFF:

- a. Lisa M. Reppert – Senior High Junior Varsity Softball Coach, effective April 1, 2015.

C. APPOINTMENTS:

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

1. CERTIFICATED STAFF:

- a. Michelle L. Obst – Special Education Long-Term Substitute Teacher for Victoria Willier, while she is on leave, at a salary of \$40,000 (Open Step), effective March 24, 2015 through the end of the 2014-2015 school year.
- b. Lauren R. Penkala – Junior High Computer Applications Long-Term Substitute Teacher for Ryan Myers, at a salary of \$40,000 (Open Step), effective April 1, 2015 through the end of the 2014-2015 school year.
- c. **Allison L. Stiles – Extension of Owatin Creek 4<sup>th</sup> Grade Long-Term Substitute Teacher position to continue through (and including) May 15, 2015.**

2. SUBSTITUTE TEACHERS:

a. **Certificated:**

- 1) **Stephanie Brok – Communication**
- 2) **Abagale Hartenstine – 4-8/Eng/Science**
- 3) **Jillian Lynch – Elementary**
- 4) **Stacey Oldham – Elementary**

b. Guest Teachers:

- 1) **Christine Breedy – B.A. – Sociology**
- 2) **Lisa Goletz – BA – Communications**
- 3) **Beth Ann Robinson – B.A. – Art**

3. SUPPORT STAFF

- a. Thomas K. Bennett – Substitute Bus Driver, at a rate of \$14.90/hour, with a start date contingent upon receipt of all required paperwork.
- b. Kathy M. Hitz – Senior High 2<sup>nd</sup> Shift Custodian, replacing Mike Fleck, at a rate of \$12.50/hour (plus \$.25/hour shift differential), with a start date contingent upon receipt of required paperwork.
- c. **Kimberly A. Senick – Aide Substitute**

- d. Gregory P. Ulrich – Senior High 2<sup>nd</sup> Shift Custodian, replacing Bill Snyder, at a rate of \$12.75 (\$12.50/hour plus \$.25/hour shift differential), effective April 22, 2015, contingent upon receipt of all required paperwork.

D. LEAVES OF ABSENCE:

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

1. ADMINISTRATIVE STAFF:

- a. Heather M. Kelly – Junior High School Reading Teacher, requesting FMLA, beginning August 24, 2015 through and including October 6, 2015, returning to the classroom on October 7, 2015.
- b. Amended from October 21, 2014 Board Meeting  
Victoria M. Willier – Special Education Itinerant Consultant Teacher, requesting FMLA after the use of sick days, effective March 23, 2015 through the end of the 2014-2015 school year.

2. SUPPORT STAFF

- a. Angela M. Heller – Reiffton Aide requesting FMLA after the use of sick days, beginning March 26, 2015 for 4-6 weeks.

E. 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. Michael K. Fleck – From Senior High Custodian to Electrician, replacing John Weller, at a rate of \$14.50/hour, effective April 22, 2015.
- b. Mary Ann Groff – From Substitute Bus Driver to Part-Time Bus Driver, at no change in rate, effective March 16, 2015.
- c. **Debra Nowotarski – From General Cafeteria position (3.0 hour/day) at Reiffton to a 4.25 hour/day position at the Senior High, with no change in hourly rate, effective May 4, 2015.**
- d. Lynn M. O'Brien – Resigned her 4.25 General Cafeteria position at the Senior High (4.25 hours/day) and returned to her former position (3/hours day) at Lorane, effective March 27, 2015.
- e. Janice M. Reynolds – From Substitute Bus Driver to Part-Time Bus Driver, at no change in rate, effective March 16, 2015.

f. Denise M. Sedler – From Substitute Bus Driver to Part-Time Bus Driver, at no change in rate, effective March 16, 2015.

2. EXTRACURRICULAR STAFF:

a. Lisa A. McCoy – From Senior High Junior Varsity Assistant Softball Coach to Senior High Junior Varsity Softball Coach, at no change in salary, effective April 1, 2015.

F. STAFF CONFERENCES:

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

Staff Conferences,  
Estimated Fees:

1. Attendee(s): Susan Cook  
Title: PA Inspired Leadership  
Organization: Early Childhood Executive Leadership Institute  
Date(s): April 8-9, June 22-23, and July 15, 2015  
Costs: Reg-\$0; Trans-\$40; Meals-\$0; Lodging-\$0; Sub-\$0; Wages-\$0  
**\$40.00** Total Cost: \$40.00
2. Attendee(s): Cindy Fox  
Title: ESP House of Delegates  
Organization: PSEA  
Date(s): April 16-17, 2015  
Costs: Reg-\$0; Trans-\$0; Meals-\$0; Lodging-\$0; Sub-\$0; Wages-\$0  
**\$0.00** Total Cost: \$0.00
3. Attendee(s): Todd Davies  
Title: Bridges Conference  
Organization: Wilkes University/Chester County IU (Cape May, NJ)  
Date(s): April 30 – May 1, 2015  
Costs: **Reg-\$250**; Trans-\$172.50; Meals-\$50; Lodging-\$190; Sub-\$0; Wages-\$0  
**\$662.50** Total Cost: \$662.50
4. Attendee(s): Alana Panzer  
Title: Application in Revenues  
Organization: PASBO  
Date(s): May 5, 2015  
Costs: Reg-\$125; Trans-\$32.36; Meals-\$0; Lodging-\$0; Sub-\$0; Wages-\$0  
**\$157.36** Total Cost: \$157.36
5. Attendee(s): Patricia Dahl  
Title: 43<sup>rd</sup> Annual Special Education Law Conference  
Organization: Lehigh University  
Date(s): May 8, 2015  
Costs: Reg-\$185; Trans-\$45.50; Meals-\$0; Lodging-\$0; Sub-\$0; Wages-\$0  
**\$230.50** Total Cost: \$230.50

Staff Conferences,  
Estimated Fees:

6. **Attendee(s): Joseph Way, Daniel Wilchek**  
**Title: 2015 National Conference**  
**Organization: International Society of Technology**  
**Date(s): June 29-30, July 1, 2015**  
**Costs: Reg-\$636; Trans-\$286; Meals-\$0; Lodging-\$0; Sub-\$0; Wages-\$0**  
**Total Cost: \$922.00**
7. Attendee(s): Linda Dell'Elmo  
Title: Executive Function Skills for Paraprofessional  
Organization: BCIU  
Date(s): July 7, 2015  
Costs: Reg-\$0; Trans-\$0; Meals-\$0; Lodging-\$0; Sub-\$0; Wages-\$94.02  
**Total Cost: \$94.02**
8. Attendee(s): Christina Pinkerton  
Title: AP Art History Summer Institute  
Organization: Immaculata University (@ MCIU)  
Date(s): July 13-17, 2015  
Costs: Reg-\$925; Trans-\$360; Meals-\$0; Lodging-\$0; Sub-\$0; Wages-\$0  
**Total Cost: \$1,285.00**
9. Attendee(s): Linda Dell'Elmo  
Title: Understanding the Needs of Grieving Children  
Organization: BCIU  
Date(s): July 14, 2015  
Costs: Reg-\$0; Trans-\$0; Meals-\$0; Lodging-\$0; Sub-\$0; Wages-\$94.02  
**Total Cost: \$94.02**
10. Attendee(s): Julie Kline  
Title: PSSA New Item Data Review, ELA Grades 6-8  
Organization: PDE  
Date(s): July 27-31, 2015  
Costs: Reg-\$0; Trans-\$0; Meals-\$0; Lodging-\$0; Sub-\$0; Wages-\$0  
**Total Cost: \$0.00**
11. Attendee(s): Patricia Phile  
Title: Safety Care Recertification – Behavioral Safety Training  
Organization: BCIU  
Date(s): August 5, 2015  
Costs: Reg-\$0; Trans-\$0; Meals-\$0; Lodging-\$0; Sub-\$0; Wages-\$79.38  
**Total Cost: \$79.38**

Accumulated Estimate of  
Staff Conference Fees:  
**\$3,564.78**

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 and Junior High Choral Music students to travel to Wilson West Middle School on April 8, 2015 to rehearse for Junior County Chorus.
2. Owatin Creek and Jacksonwald Kindergarten students to travel to the Exeter Public Library on April 16, 2015.
3. Senior High Photography students to travel to Longwood Gardens on April 27, 2015, for project work.
4. Owatin Creek MDS and LSS students to travel to Kutztown University on April 29, 2015 to participate in the Special Olympics.
5. **Junior High MDS students to travel to Kutztown University on April 29, 2015 to participate in the Special Olympics.**
6. Jacksonwald 3<sup>rd</sup> Grade students to travel to the DaVinci Science Center (Allentown) on April 30, 2015.
7. **Junior High 8<sup>th</sup> Grade Orchestra to travel to district elementary schools on April 30, 2015, to perform and recruit second graders to join the district String Program.**
8. Senior High School AP students to travel to the Administration Building on May 4, 5, 6, 7, 8, 11, 12 and 13 to take AP exams.
9. Senior High Yearbook staff to travel to the Marriott Courtyard (Harrisburg) on May 5, 2015 to meeting a professional graphic designer who will help them pick materials and design next year's yearbook cover.
10. Reiffton 6<sup>th</sup> Grade students to travel to the Senior High on May 6, 2015 for the Spring Concert rehearsal.
11. Jacksonwald 1<sup>st</sup> Grade students to visit Crystal Cave on May 6, 2015.
12. Lorane 4<sup>th</sup> Grade students to travel to Owatin Creek Elementary on May 11, 2015, for the Book Battle Final Competition.
13. Reiffton 6<sup>th</sup> Grade students to travel to the Franklin Institute on May 11, 13 and May 14, 2015 (one team each day).
14. Reiffton 5<sup>th</sup> Grade students to travel to the Senior High on May 12, 2015 for the Spring Concert rehearsal.
15. Owatin Creek 2<sup>nd</sup> Grade students to travel to Old Dry Road Farm on May 13, 2015.
16. Senior High Creative Expressions students to travel to Shiloh Hills Elementary School (Sinking Spring) on May 22, 2015, to perform student-written/directed plays.

17. Lorane 4<sup>th</sup> Grade students to travel to Happy Landings Park on May 26, 2015 for the annual 4<sup>th</sup> grade celebration.
  18. Jacksonwald 4<sup>th</sup> Grade students to travel to Reiffton School on May 28, 2015, for 5<sup>th</sup> Grade orientation.
  19. Lorane 4<sup>th</sup> Grade students to travel to Reiffton School on May 29, 2015, for 5<sup>th</sup> Grade orientation.
- B. It is recommended that the following field trip(s), beyond the 60-mile radius, be approved:
1. Senior High TSA Club members to travel to Seven Springs, PA on April 15-17, 2015, for the TSA state competition.
  2. Senior High Science Olympiad members to travel to Juniata College on April 24-25, 2015, to participate in the PA State Science Olympiad.
  3. Senior High varsity baseball team and coaches to Disney Wide World of Sports in Orlando, Florida from March 16-21, 2016, to participate in spring training, to play scrimmage games and use the practice facilities.
- C. It is recommended that the Board of School Directors approve June 8, 2015 as an Act 80 day for professional development in the 2014-2015 school year.
- D. It is recommended that the Board of School Directors approves a resolution supporting locally developed authentic assessments as drivers of instructions, calls on the governor, state legislature and state education boards and administrators to reexamine public school accountability systems and to develop a system based on multiple forms of evidence that does not require extensive standardized testing, and calls on the U.S. Congress and Administration to overhaul the Elementary and Secondary Education Act (aka “No Child Left Behind”).  
(Attachment VIII.D)

IX. Curriculum/Programs:

Mr. Diesinger

- A. It is recommended that the Board of School Directors authorize the appropriate school representative to submit to the Pennsylvania Department of Education contingent on federal and state funding of the following grants:
1. Title I
  2. Title II
  3. Title III
  4. Alternative Education
  5. Accountability Block Grant and/or Ready to Learn Grant

- X. Curriculum Committee: Mr. Diesinger
- A. It is recommended that the Board of School Directors approves the purchase of the following textbooks for the 2015-2016 school year:
1. Literature: Grade 9 – (Copyright 2012) – Holt McDougal – Grade 9
  2. Literature: Grade 10 – (Copyright 2012) – Holt McDougal – Grade 10
- B. 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. Chemistry: Grade 11 – (Copyright 2015) – Pearson
  2. **The Practice of Statistics** – (Copyright 2014) – W. H. Freeman and Company/BFW New York – Grade 11/12
- XI. Technology Committee: Mr. Jupina
- XII. Berks County Intermediate Unit Board of Directors: Mr. Quinter
- XIII. Athletic Committee: Mr. Staub
- XIV. 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: Mrs. O’Brien-Pieja
- XIX. Payment Requests: Mrs. O’Brien-Pieja  
(Attachment XIX)
- XX. Superintendent’s Report: Dr. Martin