

# WYOMISSING AREA SCHOOL DISTRICT

630 Evans Avenue  
Wyomissing, PA 19610

## *Our Mission*

*The Wyomissing Area School District, in partnership with parents and community, is committed to:*

- *educate all students to their fullest potential*
- *provide all students with the opportunity to acquire the knowledge and skills to be successful in the 21<sup>st</sup> century*
- *encourage all students to be productive, responsible citizens and lifelong learners.*

### Board of School Directors

Mrs. Michelle M. Davis, President  
Mr. Gregory L. Portner, Vice President  
Mrs. Angel L. Helm, Treasurer  
Mrs. Carolyn M. Bamberger  
Mrs. Lesa I. Butera  
Mr. Lawrence A. Fitzgerald  
Mrs. Karen R. McAvoy  
Scott C. Painter, Esq.  
Mrs. Anne P. Seltzer

### Non Members

Mrs. Corinne D. Mason, Board Secretary  
Mr. Matthew S. Stem, Assistant Superintendent

### Ex Officio Member

Mrs. Julia R. Vicente, Superintendent

## **SCHOOL BOARD MEETING**

Monday, August 27, 2012 – 6:00 P.M.  
Community Board Room

- I. **Call to Order – Mrs. Michelle M. Davis, Board President, Presiding**
  - II. **Pledge of Allegiance – Mrs. Davis**
  - III. **Announcement of Recording by the Public – Mrs. Davis**
  - IV. **Roll Call – Mrs. Mason**
  - V. **Welcome to Visitors & Announcement of Meetings – Mrs. Davis**
    - Policy/Personnel Committee Meeting – September 4, 2012, 5:00 p.m.
    - School Board Business Meeting with Committee Reports – September 10, 2012, 6:00 p.m.
    - Finance/Facilities Committee Meeting – September 19, 2012, 12:00 p.m.
    - Technology Committee Meeting – September 19, 2012, 3:30 p.m.
    - Curriculum Committee Meeting – September 20, 2012, 2:30 p.m.
    - School Board Business Meeting – September 24, 2012, 5:00 p.m.
- All listed meetings are held in the Community Board Room of the Jr./Sr. High School unless otherwise noted.
- VI. **Recognition – Mrs. Vicente**
    - A. New Teachers
  - VII. **Public Comment – Mrs. Davis**

*Speakers are requested to identify themselves by name and address.*

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**VIII. Routine Approvals – Mrs. Davis**

**MOTION**

- A. It is recommended that the Board of School Directors approve the following minutes:
- July 16, 2012 Regular Business Meeting

**MOTION**

- B. It is recommended that the Board of School Directors accept the Treasurer's Report.

**MOTION**

- C. It is recommended that the Board of School Directors approve payment of bills for the months of June and July 2012, as listed in the financial packet.

- 1) General Fund Accounting Check Summary
- 2) Athletic Fund Accounting Check Summary
- 3) Food Service Accounting Check Summary
- 4) Student Activity Accounting Check Summary
- 5) Capital Project Fund Accounting Check Summary

**IX. Superintendent's Report – Mrs. Vicente**

- District Instructional Focus
- Vital Signs

**A. Curriculum and Technology – no items**

**B. Finance and Facilities**

**MOTION**

It is recommended that the Board of School Directors approve the following Finance and Facilities items 1-8:

1. Approve donation from Jennifer Beane in the amount of \$250 through the Walmart Volunteerism Always Pays Program to be used toward the 6<sup>th</sup> grade Camp Conrad Weiser.
2. Approve donation from the Wyomissing Area Education Foundation in the amount of \$2,418.91 in EITC funds towards the purchase of a Lego Robotics Program for the JSHS.
3. Approve settlement agreement regarding JSHS student ID 202012 for \$30,000.
4. Approve settlement agreement regarding JSHS student ID 204277 for \$31,470.
5. Approve service agreement with Keppley Behavioral Consulting for 2012-13 at a rate of \$75 per hour for 28-30 hours per month for 10 months.  
*Background information: This contract is unchanged from last year.*

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6. Approve Tuition Contract Agreement with the Children’s Home of Reading for the CHOR Day Academy at a cost of \$140 per day and \$70 per half-day for the 2012-13 school year.

*Background information: This contract is unchanged from last year.*

7. Approve driver list for 2012-13 with the provision that names may be added or deleted at the discretion of Administration.

Bus #1	Joseph Konnick	Sub	Adam Casner
Bus #2	Richard Behney	Sub	Lynn Lausch
Bus #3	Melissa Young	Sub	Beth Mell
Bus #4	Florance Lanning	Sub	Richard Miller
Bus #5	Driver to be named	Sub	Jeffrey Ott
Bus #6	Virginia Lotz	Sub	Dominic Pezzino
Bus #7	William Jordan	Sub	Richard Cosgrave
Bus #8	Julio Centeno	Sub	Karl Koenig
Bus #9	Donna Aulenbach	Sub	Jeffrey Dohl
Bus #10	Mary Jo Hafer	Sub	David Heim
Bus #11	Tina Crupi	Sub	Tod Rickenbrode
Bus #20	James Hicks	Sub	Jean Salomon
Van #13	Sharon McNamara	Sub	Jn Guslay Salomon
Van #14	Domenic Pezzino, a.m. Tina Crupi, p.m.		

8. Approve transportation schedules for 2012-13.

*Background information: The complete list of transportation schedules is available from the Director of Business Affairs.*

**C. Personnel and Policy**

**MOTION**

It is recommended that the Board of School Directors approve the following Personnel and Policy items 1-13:

1. ASSISTANT SUPERINTENDENT CONTRACT
2. DIRECTOR OF BUSINESS AFFAIRS CONTRACT
3. RESIGNATIONS
  - a. Professional Staff
    - 1) **Caitlin Frazer**, LTS English Teacher, Jr./Sr. High School, resignation, effective last day worked June 11, 2012.
  - b. Support Staff
    - 1) **Jeannette Endy**, Cafeteria/Recess Monitor, WHEC, resignation effective last day worked June 7, 2012.

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- 2) **Michele Hughes**, Food Service Worker, Jr./Sr. High School, resignation, effective last day worked June 7, 2012.
- 3) **Linda Nickey**, Instructional Aide/Monitor, WHEC, revised resignation date of June 8, 2012.
- 4) **Molly Mantione**, Special Education Aide, WREC, revised resignation date of June 8, 2012.

4. APPOINTMENTS

a. Professional Staff

- 1) **Janice Kinney**, LTS English Teacher, effective August 13, 2012, at an annual salary to be determined by the new contract, but based on B-Step 1 (\$40,720) according to the 2010-2011 salary matrix.

*Background information: Ms. Kinney is a graduate of Kutztown University where she earned her Bachelor of Science in Education. Her certification is English. Ms. Kinney was formerly employed by the Reading School District as an English Teacher. She is replacing Caitlin Frazer who resigned.*

b. Support Staff

- 1) **Deirdre Emes**, Building & Grounds/IT Specialist, Jr./Sr. High School, effective August 28, 2012 at a rate of \$17.54/hr., 40 hrs./week.  
*Background information: This position is being filled as a result of a resignation.*
- 2) **Shari Bonino**, Instructional Aide, WREC, effective September 4, 2012 at an hourly rate of \$10.92, 35 hours/week.  
*Background information: This position fills a vacancy created by a resignation.*

c. Supplemental Staff

- 1) **Alexandra Kennedy**, Girls Volleyball Junior High Head Coach, at a stipend of \$1,494 effective for the 2012-13 school year.
- 2) **Franco Ferrandino**, transfer from substitute list to Part-time Weight Room Supervisor, approximately 6 hours/week not to exceed 15 hours/week, revised effective date of August 1, 2012.
- 3) **David McDermott**, transfer from substitute list to Part-time Weight Room Supervisor, approximately 9 hours/week not to exceed 15 hours/week, revised effective date of August 1, 2012.
- 4) **Carol Matz**, Back-up AESOP Coordinator, District-Wide, 1<sup>st</sup> semester substitute coordinator services at a stipend of \$2,500.

5. MENTOR TEACHERS

Presented for approval is the following Mentor Teacher for the new Professional Staff member for 2012-2013 School Year listed below:

<u>Mentor Teacher</u>	<u>Inductee</u>	<u>Assignment</u>	<u>Stipend</u>
Andrea Landrum	Janice Kinney	LTS English Teacher	\$500

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6. DEPARTMENT CHAIRS

Request approval for the following Science Department Chair for the 2012-13 school year at a stipend of \$1,750:

- a. **Shirley Gashi** – Science

7. CHANGE IN WORK HOURS

- a. Support Staff

- 1) **Karen Rapp**, Food Service Worker, JSHS, change in hours from 4 ¼ hours/day to 5 hrs./day, effective August 20, 2012.

*Background information: This change in hours has been made as a result of a Food Service Worker resignation and is necessitated by the student lunch room schedule and required food preparation.*

8. CHANGE/ADDITION TO WAGES

- a. Support Staff

- 1) **John P. Thomas, Jr.**, Substitute Custodian, wage rate increase from \$9.25/hour to \$10.00/hr.

*Background information: Mr. Thomas is receiving this rate as an extended assignment rate. This was missed on the August 13 agenda.*

9. APPROVAL OF THE FOLLOWING POSITION DESCRIPTIONS/POSITION TITLES:

- a. **Attendance Secretary** (Jr./Sr. High School)

*Background information: The position description/title change more closely reflects the responsibilities associated with the position as a result of the reorganization of 2011-12.*

- b. **Assistant Principal/Athletic Director Secretary** (Jr./Sr. High School)

*Background information: The position description/title change more closely reflects the responsibilities associated with the position. The title change is consistent with the administrator to whom this position reports as a result of the reorganization of 2011-12.*

- c. **Principal Secretary** (Jr./Sr. High School)

*Background information: The position description more closely reflects the responsibilities associated with the position as a result of the reorganization of 2011-12.*

- d. **Guidance Secretary** (Jr./Sr. High School)

*Background information: The position description more closely reflects the responsibilities associated with the position as a result of the reorganization of 2011-12.*

- e. **Instructional Aide** (District Wide)

*Background information: The position description has been revised to reflect consistency in position duties District-wide.*

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10. SUBSTITUTE LIST - ADDITIONS

- a. Professional
  - 1) **Tiffany Greene**, Teacher
  
- b. Support Staff
  - 1) **Kelly Cherrie**, Instructional Aide
  - 2) **Donna Putt**, Instructional Aide
  - 3) **Walter Line**, Crossing Guard

11. VOLUNTEERS (See Attached)

12. APPROVAL OF UPDATED WORKERS' COMPENSATION PANEL  
PHYSICIAN LIST (See Attached)

13. POLICIES – Second reading/adoption
- 123.1 Concussion Management (NEW)
  - 216 Student Records
  - 216.1 Supplemental Discipline Records

X. **Old Business – Mrs. Davis**

XI. **New Business – Mrs. Davis**

XII. **Right to Know Requests – Mrs. Davis**

		<b>Right-to-Know</b>			
		<b>Cost Analysis</b>			
		<b>06/01/12-07/31/12</b>			
<b>Date</b>	<b>Requested by</b>	<b>Description of Request</b>	<b>Personnel</b>	<b>Time</b>	<b>Cost</b>
6/8/12	Signature Info. Solutions	(1) Tax Certifications	G. Gantert	0.50	\$6.93
6/15/12	Signature Info. Solutions	(1) Tax Certifications	G. Gantert	0.50	\$6.93
6/18/12	Ryan Barber	Resumes and Contracts	S. Hungerford	0.25	\$4.64
			C. Steffy	1.00	\$22.23
6/18/12	Signature Info. Solutions	(1) Tax Certifications	G. Gantert	0.50	\$6.93
6/20/12	Signature Info. Solutions	(1) Tax Certifications	G. Gantert	0.50	\$6.93
7/2/12	Signature Info. Solutions	(2) Tax Certifications	G. Gantert	1.00	\$14.19
7/6/12	S. Zoz	Student Teaching Info.	B. DeMoss	0.50	\$10.24
			S. Hungerford	0.25	\$4.71
7/10/12	R. Smith	Postage machine lease	S.	0.50	\$9.42

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			Hungerford		
7/11/12	Signature Info. Solutions	(1) Tax Certification	G. Gantert	0.50	\$7.10
7/23/12	Signature Info. Solutions	(4) Tax Certifications	G. Gantert	2.00	\$28.38
7/26/12	Signature Info. Solutions	(1) Tax Certification	G. Gantert	0.50	\$7.10
7/31/12	Signature Info. Solutions	(2) Tax Certifications	G. Gantert	1.00	\$14.19
					\$149.92

**XIII. Updates from Organizations**

- A. WAEA
- B. AFSCME
- C. WAEF
- D. PTA

**XIV. Adjournment – Mrs. Davis**