

# 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  
Mr. Lawrence A. Fitzgerald, Treasurer  
Mrs. Carolyn M. Bamberger  
Mrs. Lesa I. Butera  
Mrs. Angel L. Helm  
Mrs. Karen R. McAvoy  
Scott C. Painter, Esq.  
Mrs. Anne P. Seltzer

### Non Members

Mrs. Corinne D. Mason, Board Secretary  
Mrs. Julia Vicente, Dir. of Elem. & Sec. Education

### Ex Officio Member

Mr. David P. Krem, Superintendent

## **SCHOOL BOARD MEETING**

Monday, March 26, 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 – April 10, 2012, 5:00 p.m.
  - School Board Business Meeting with Committee Reports – April 16, 2012, 6:00 p.m.
  - Finance/Facilities Committee Meeting – April 18, 2012, 12:00 p.m.
  - Technology Committee Meeting – April 18, 2012, 3:30 p.m.
  - Curriculum Committee Meeting April 19, 2012, 2:30 p.m.
  - School Board Business Meeting – April 30, 2012, 6:00 p.m.

All listed meetings are held in the Community Board Room of the Jr./Sr. High School unless otherwise noted.
- VI. **Public Comment – Mrs. Davis**

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

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**VII. Routine Approvals – Mrs. Davis**

**MOTION**

- A. It is recommended that the Board of School Directors approve the following minutes:
- February 13, 2012 Business Meeting with Committee Reports
  - February 27, 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 month of February 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

**VIII. Superintendent's Report – Mr. Krem**

**A. Curriculum and Technology**

**MOTION**

It is recommended that the Board of School Directors approve the following Curriculum and Technology item:

1. Approve secondary student #204840 to complete 2011-12 school year without payment of tuition in accordance with Policy 202.  
*Background information: Parent is moving from the District within 60 calendar days prior to the end of the school year.*

**B. Finance and Facilities**

**MOTION**

It is recommended that the Board of School Directors approve the following Finance and Facilities items 1-6:

1. Approve Budget Transfers in the amount of \$22,516.
2. Approve donation from the Wyomissing Area Education Foundation in the amount of \$500 to be used toward the costs of the 6<sup>th</sup> grade Camp Conrad Weiser trip.  
*Background information: These funds are from the Anne McCullough Endowment Fund.*
3. Approve donation from Fulton Bank in the amount of \$1,500 to be used toward the costs of the 6<sup>th</sup> grade Camp Conrad Weiser trip.

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4. Approve Berks Career & Technology Center 2012-13 Budget.  
*Background information: The proposed maximum share amount for the Wyomissing Area School District for 2012-13 is \$272,359 which is a decrease of 4.5% from 2011-12. The individual school district's contribution to the budget is determined by a proportionate share calculation that looks at audited enrollment figures from the three previous years.*
  
5. Approve BCIU 2012-13 Budget.  
*Background information: The Berks County Intermediate Unit is mandated by Legislative Act 102 of 1970 to provide a summary of its proposed budget for services to school districts (see salmon booklet). The BCIU budget provides career related and community-based activities to improve teaching and learning for educators and students as well as additional trainings to implement state and federal initiatives. The 2012-13 Budget reflects a zero increase to the District. Budgets for special education, transportation, nonpublic school services, federally funded programs and many miscellaneous services are not included.*
  
6. Approve NRG Building Services, Inc. for repairs and upgrades to the Administrative Office complex HVAC system controls in the amount of \$26,500.
  
7. Approve pilot program with Subway per proposal beginning April 16, 2012 through the end of the 2011-12 school year.  
*Background information: This is a tentative start date pending receipt of the final contract.*

**C. Personnel and Policy**

**MOTION**

It is recommended that the Board of School Directors approve the following Personnel and Policy items 1-7:

1. RETIREMENT INCENTIVE FOR PROFESSIONAL STAFF  
*Requesting Board approval for the following retirement incentive offered to professional staff:*
  - a. Conditions
    - 1) Professional Staff member must have at least 10 years of service in the Wyomissing Area School District;
    - 2) A signed letter of resignation must be delivered to the Director of Business Affairs office by 12:00 Noon on March 20, 2012;
    - 3) Resignation to be effective June 30, 2012;*If all of the above conditions are met, the lump sum of \$15,000 will be paid.*
  
2. RESIGNATIONS/RETIREMENTS
  - a. Professional Staff
    - 1) **Rita Belletti**, English Teacher, Jr./Sr. High School, retirement effective June 30, 2012.
    - 2) **Michael Farrara**, Industrial Arts Teacher, Jr./Sr. High School, retirement effective June 30, 2012.

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- 3) **Mary Hedbavny**, Guidance Counselor, WREC, retirement effective June 30, 2012.
- 4) **Carol King**, Librarian, Jr./Sr. High School, retirement effective June 30, 2012.
- 5) **Dr. Marcia Moyer**, Reading Specialist, WHEC/WREC, retirement effective June 30, 2012.
- 6) **G. Christopher Rada**, World Language Teacher, Jr./Sr. High School, resignation effective June 30, 2012.
- 7) **Victoria Wilson**, Psychologist, WHEC, retirement effective June 30, 2012.

*Background information: The above employment separations are a result of employee acceptance of the professional retirement incentive.*

#### b. Support Staff

- 1) **Karen Stavarski**, Special Education Secretary, resignation effective March 23, 2012.
- 2) **Vernon Levengood**, Food Service Worker, WHEC, effective the end of the 2011-2012 school year, June 8, 2012.

### 3. LEAVES

#### a. Professional Staff

- 1) **Dr. Marcia Moyer**, Reading Specialist, WHEC/WREC, FML effective March 12, 2012 until June 11, 2012.

### 4. APPOINTMENTS

#### a. Professional Staff

- 1) **Jessica Lengle, Transition Coordinator**, assigned as Special Education Department Chair effective March 12, 2012 at a prorated stipend of \$545 for the 2011-2012 school year.  
*Background information: This is a replacement position created by a resignation in July 2011.*

#### b. Support Staff

- 1) **Elba Beltran del Rio**, Special Education Instructional Aide, (WHEC) at an hourly rate of \$10.96, 35 hours per week, effective March 20, 2012.  
*Background information: Ms. Beltran del Rio's assignment was approved at the March 12, 2012 Board Meeting; however, an effective date was not determined at that time.*

#### c. Supplemental Staff

##### *Spring Athletics*

- 1) Approve 2011-2012 Spring Athletic Coaches and Stipends per attached list.
- 2) **Melissa Egan**, Girls' Softball JH Head Coach, Jr./Sr. High School at a stipend of \$2,085 effective March 12, 2012, pending receipt of all required employment documentation.

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*Background information: This coaching position is filled due to a resignation.*

- 3) **Mark Young**, Girls' Softball JH Assistant Coach, Jr./Sr. High School at a stipend of \$1,397 effective March 12, 2012, pending receipt of all required employment documentation.

*Background information: This coaching position is filled due to a resignation.*

5. ADDITIONS/DELETIONS TO THE DISTRICT SUBSTITUTE LIST

a. Professional Staff

- 1) **Stephen Coffey** – Teacher (ADDITION)
- 2) **Janet Gallagher** – Teacher (DELETION)

6. ADDITIONS/DELETIONS TO THE DISTRICT VOLUNTEER LIST

*(See Attached List)*

7. POLICIES

Second reading and adoption of the following policies:

- 218 – Student Discipline
- 226 – Searches
- 227 – Controlled Substances/Paraphernalia
- 317 – Disciplinary Procedures – Administrative Employees
- 348.1 – Relationships Between Adults and Students – Administrative Employees (NEW)
- 417 – Disciplinary Procedures – Professional Employees
- 448.1 – Relationships Between Adults and Students – Professional Employees (NEW)
- 517 – Disciplinary Procedures – Classified Employees
- 548.1 – Relationships Between Adults and Students – Classified Employees (NEW)
- 618 – School Activities Funds

IX. **Old Business – Mrs. Davis**

X. **New Business – Mrs. Davis**

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

		<b>Right-to-Know</b>			
		<b>Cost Analysis</b>			
		<b>02/01/12-02/29/12</b>			
<b>Date</b>	<b>Requested by</b>	<b>Description of Request</b>	<b>Personnel</b>	<b>Time</b>	<b>Cost</b>
2/22/12	Signature Info. Solutions	(1) Tax Certifications	G. Gantert	0.50	\$6.93
2/28/12	Signature Info. Solutions	(1) Tax Certification	G. Gantert	0.50	\$6.93
2/29/12	Signature Info. Solutions	(1) Tax Certification	G. Gantert	0.50	\$6.93
					\$20.79

XII. **Hearing from the WAEA**

XIII. **Hearing from AFSCME**

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- XIV. **Hearing from WAEF**
- XV. **Hearing from PTA**
- XVI. **Hearing from Student Representative**
- XVII. **Adjournment – Mrs. Davis**