

# WYOMISSING AREA SCHOOL DISTRICT 2015-4882

## Minutes February 11, 2015

The regular meeting with committee reports of the Board of School Directors convened at 6:00 p.m. in the Community Board Room of the Jr./Sr. High School with Mrs. McAvoy, Board President, presiding.

### PLEDGE OF ALLEGIANCE

Following the pledge of allegiance, Mrs. McAvoy asked if anyone would be recording the meeting. No one indicated the intent to record.

Board Members Present: Mrs. Butera, Mrs. Davis, Mrs. McAvoy, Mr. Painter, Mrs. Reese, Mrs. Reilly and Mrs. Seltzer.

Board Members Absent: Mr. Heinly and Mr. Portner

Administrative Staff Present: Mrs. Vicente, Mr. Stem, Mr. Boyer, Mr. Arnst, Dr. Babb, Mr. Cafoncelli, Dr. Jones, Mrs. Lengle, and Mr. Murray.

Attendees: Becca Gregg, Reading Eagle, Shelley Filer, recording secretary. An audience sign-in sheet is included as part of these official minutes.

### MEETING ANNOUNCEMENTS

Mrs. McAvoy announced there would be an Executive Session following the meeting to discuss legal and personnel matters.

The following meeting schedules and locations were announced.

- School Board Business Meeting – February 23, 2015, 6:00 p.m.
- Technology Committee Meeting – February 25, 2015, 12:00 p.m.
- Curriculum Committee Meeting – March 2, 2015, 12:00 p.m.
- Policy Committee Meeting – March 3, 2015, 12:00 p.m.
- Finance/Facilities Committee Meeting – March 4, 2015, 8:00 a.m.
- Personnel Committee Meeting – March 4, 2015, 12:00 p.m.

All listed meetings are held in the Community Board Room of the Jr./Sr. High School unless otherwise noted.

### PRESENTATION

Mr. Arnst provided an update on the status of Information Technology in the District. Network upgrades were made so the wireless system was capable of successfully supporting the 1:1 project at the JSHS. The FDA, FCC, and EPA were contacted for their positions on safe wireless use in schools. iPads from the 1:1 pilot were re-purposed as a mobile solution with 30 units per cart at WHEC. Also devices from the JSHS were re-purposed to replace end of life polycarbonate MacBooks at WHEC and WREC. iPads at WREC received the latest version of iOS and new Mobile Management Solution. Computer lab operating systems and applications were updated. The 1:1 Initiative at the JSHS is now in Phase V. Following the preparation, Digital Citizenship and Safety, deployment, and support, Phase V focuses rolling out Microsoft 365 for student use including the calendar, tasks, email, Word,

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Powerpoint and Excel in the cloud. Phase VI will focus on the STEM initiative, new software and web based integration opportunities, and staff development. The IT Department will continue to provide core system support in the District Office of CSIU, eSchool, Employee Portal, Active Directory, file servers, Web Help Desk and the installation of new transportation software. The department will continue to redistribute, recycle and reinvest by removing end of life hardware, electronic waste, and reinvesting directly into the District to support instruction.

COMMITTEE  
REPORTS

- A. Finance – Mr. Boyer reported that the committee heard a presentation on refunding and issuing new debt service from RBC Capital Markets for the proposed TRANE project. An update on the budget process for 2015-16 was provided and work has already begun to lower the deficit. Other topics of discussion included the transportation contract, the auditor engagement letter, WAEF grants and various donations. Although not discussed at the meeting, the BCIU Budget was given to all Board members to review.
  
- B. Facilities – Mrs. Reese said that although the February 4 meeting was cancelled, the committee heard a presentation from TRANE on January 28. Mr. Cafoncelli met with the Borough of Wyomissing to discuss the permits for the turfing project. A meeting was also held with the Borough and a representative from Turf Track and Court, LLC to discuss the tennis court project. The process will begin to obtain the permits since Michelle, from the Borough, saw no apparent problems. The security upgrades to the high school are complete and the receptionist will be relocating to the new office on February 12. A purchase order for the new scoreboards was issued on February 11. The field hockey scoreboard will be repaired when the new ones arrive.
  
- C. Curriculum – Mr. Davis reported that the committee met on February 2. Mr. Stem provided an update on the Educator Effectiveness Plan and the impact school data will have on teacher and principal evaluations. He also shared an update on PA Core and what is happening in K-6 with math and writing. The impact of Common Core at the high school was discussed. Work is currently being done with the Algebra I and II curriculum as well as grade 7-9 English classes. The committee also reviewed the final draft of the 2015-16 school calendar and endorsed the two motion items on the agenda as well as the Summer Safari Coordinator on the personnel agenda.
  
- D. Technology – Mr. Arnst announced the meeting is February 25.

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- E. Personnel – Mrs. Butera reported the committee met on February 4. She highlighted some agenda items and thanked the departing staff members for their service to the District.
- F. Policy – Mr. Painter reviewed the seven policies on the agenda for a first reading. A change was made to the attendance policy to reflect our standing procedures in that an educational trip request occurring during standardized testing can only be approved by the Superintendent. The remaining policies deal with the requirement to conduct an employment history review for new applicants.
- G. Berks County Intermediate Unit Board Report – Mrs. Seltzer reported the BCIU budget is expected to increase by 2.4% which is the first increase in seven years. They received an excellent audit review. BCIU successfully auctioned the Alsace building and property. The IU will have a \$35 million unfunded liability for PSERS. Due to new requirements for employee clearances the IU is considering purchasing a mobile fingerprinting unit that county schools will be able to use for a small fee. Dr. Hackman is meeting with Representative Rossi of the 126<sup>th</sup> District regarding the new regulations and implementation of Mandated Reporters and required training. Jason Bottiglieri was appointed as the new Assistant Director. Contract negotiations are ongoing.
- H. Berks Career & Technology Center Board Report – Mr. Painter said the general operating budget will likely be approved at their next meeting. It represents a 1.89% increase mostly for salary and benefits. As Wyomissing Area's enrollment at BCTC has increased over the last three years, we will see a proportionate increase in costs of approximately \$40,000. Mr. Painter said they toured the Service Occupations classroom which runs a program for students with IEPs to integrate into the workforce and become productive members of society in areas such as the food industry and janitorial services through a school-to-work program. BCTC is currently negotiating a new contract with support staff. Interviews are being conducted for the administrative director.
- I. Berks EIT Report – Mrs. Reese said the first combined meeting of Berks EIT/TCC was held on the 15<sup>th</sup>. The director of the EIT is leaving. Committees will be formed to help with the hiring. A one-year lease has been signed to retain current offices in Reading-Berks AAA building. Tax collection will remain status quo for our District. There is another meeting next week.
- J. Wyomissing Area Education Foundation – Mrs. Butera reported the last meeting was held January 8. The annual campaign that was mailed in December has already surpassed last year's donations to

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date. Committees are currently planning the scholarship reception and Toast events. Two grants are on the agenda for approval.

### PUBLIC COMMENT

William Murray asked if the proposed meeting with West Reading's Mayor had happened and if so what was the outcome. Mrs. McAvoy said she would speak with him after the meeting.

### **SUPERINTENDENT'S REPORT**

#### **A. CURRICULUM/ TECHNOLOGY**

Upon a motion by Mr. Painter, second by Mrs. Butera, the following Curriculum/Technology items were approved.

1. Approved Overnight Field Trip Request – PMEA Region V Chorus, Wilson High School, February 26-28, 2015.
2. Approved expulsion waiver agreement for secondary student ID#300580.

Yeas: Butera, Davis, McAvoy, Painter, Reese, Reilly and Seltzer.

Absent: Heinly and Portner

Nays: None. Motion carried.

The remaining Curriculum and Technology item was opened for discussion. Mrs. Vicente asked if anyone had any questions about the draft of the 2015-16 District calendar. Mrs. Davis explained that the main question the committee grappled with was the first day for students – August 24 or August 31. The 31<sup>st</sup> was chosen to allow athletes more time for preseason practice. The calendar mirrors much of the current calendar in terms of weather make-up days and final student day. Mr. Stem added that the 31<sup>st</sup> is consistent with past practice with a start date the Monday before Labor Day. Mrs. Vicente said the county is split with half the districts starting on August 24 and half starting on August 31. She expects BCTC will meet in the middle and start on August 26.

#### **B. FINANCE/ FACILITIES**

The Finance and Facilities items were opened for discussion. Mrs. Butera asked if the memorial donations to the Athletic Department were earmarked for anything specific. Mr. Boyer said Mr. Ferrandino is contacting a family member for guidance.

#### **C. PERSONNEL/ POLICY**

Upon a motion by Mrs. Seltzer, second by Mrs. Reese, the following Personnel/Policy items were approved.

##### 1. RESIGNATIONS/RETIREMENTS

###### a. Confidential Support Staff

- 1) **Sarah Hungerford**, Administrative Assistant, District Office, resignation, effective February 20, 2015.

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- b. Support Staff
  - 1) **Kelly Maillie**, Special Education Instructional Aide, WHEC, resignation effective February 6, 2015.
  - 2) **Marjorie Stevelton**, Food Service Worker, JSHS, retirement, effective the last work day for Food Service Workers in the 2014-15 school year.

## 2. LEAVE OF ABSENCE

- a. Professional Staff
  - 1) **Crisanne Bansner**, Teacher, JSHS, Intermittent Family Medical Leave, effective January 27, 2015 until a date to be determined.
  - 2) **Susan Derr**, Teacher, JSHS, Leave of Absence, effective March 18, 2015 to April 7, 2015, return to work April 8, 2015.
  - 3) **William Hartman**, Teacher, JSHS, Leave of Absence, effective date to be determined until the end of the 2014-15 school year.
- b. Confidential Support Staff
  - 1) **Linda Bentz**, Coordinator Child Accounting/Central Registration, District Office, end Intermittent Family Medical Leave effective January 20, 2015.
- c. Support Staff
  - 1) **Marjorie Stevelton**, Food Services Worker, JSHS, unpaid leave of absence May 11, 2015 to May 15, 2015 with a return to work date of May 18, 2015.

## 3. APPOINTMENTS

- a. Professional Staff
  - 1) **Jennifer Mangold**, Teacher, JSHS, to move to teacher on assignment to cover non-supervisory aspects of the Supervisor of Assessments and Instructional Interventions, no change in wages, effective date to be determined.  
*Background: Ms. Mangold's areas of responsibilities will primarily include: monitoring systems for disaggregating, communicating, and utilizing student data for improved instructional programming.*
- b. Supplemental Staff
  - 1) **Kami Fecho**, Summer Safari Coordinator, WREC, at the approved WAEA rate for work outside contract hours, not to exceed \$2,000 for

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the 2015 summer program.

### c. Athletic Staff

- 1) **Juliana Ciccarelli**, Varsity Girls' Lacrosse, Head Coach, at a stipend of \$3,406, for the Spring 2014-15 school year sports season.
- 2) **John Mieczkowski**, Boys' Volleyball, Head Coach, at a stipend of \$2,537, for the Spring 2014-15 school year sports season.

## 4. POSITION CHANGE

### a. Confidential Support Staff

- 1) **Robert Hennessey**, from IT Support Specialist to Technology Systems Technician at \$40,000/annually prorated for this fiscal year, effective February 10, 2015.

## 5. REQUEST APPROVAL FOR THE 2014-15 SPRING COACHES AND ASSOCIATED STIPENDS PER THE ATTACHMENT.

## 6. TEACHER MENTORS

Request approval of the following Teacher Mentor:

| <u>Mentor Teacher</u> | <u>Inductee</u> | <u>Assignment</u>   | <u>Stipend</u> |
|-----------------------|-----------------|---------------------|----------------|
| Brianna O'Neil        | Rebecca Sibbett | LTS Sp. Ed. Teacher | \$300          |

## 7. SUBSTITUTES

### a. Professional Staff

- 1) **Hanna Holland**, Teacher (Addition)
- 2) **Kelly Morrell**, Nurse (Addition)
- 3) **Megan Scott**, Teacher (Addition)
- 4) **Julie Schultz**, Teacher (Addition)
- 5) **Jennifer Troxell**, Teacher (Addition)

## 8. VOLUNTEERS

Yeas: Butera, Davis, McAvoy, Painter, Reese, Reilly and Seltzer.

Absent: Heinly and Portner

Nays: None. Motion carried.

Following the vote Mrs. Davis expressed her excitement that Mrs. Mangold has agreed to accept her new position to analyze the trends in the data and work with classroom teachers.

Mrs. McAvoy thanked the departing staff members for their service to the District and Mrs. Mangold for all she does for District.

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The remaining Personnel and Policy items were opened for discussion. There were no questions or comments.

**OLD BUSINESS**

Mrs. McAvoy announced that the petition filed by West Reading was served to the District and referred to legal counsel. Judge Rowley was assigned to the case and scheduled a hearing for February 17. Our counsel is filing a response to the petition.

On March 2, at a time to be determined, the argument on land use and the mandamus will take place.

Mr. Painter asked if the special exceptions were granted for the reurf project. Mrs. Reese said that is part of the current permitting process and Michelle from the Borough of Wyomissing expected no problems. Mrs. Butera said because we are not pursuing the intended expansion, many of the variances are no longer needed. Mrs. Reese said the field will be PIAA compliant.

**NEW BUSINESS**

None.

**UPDATES FROM ORGANIZATIONS**

None.

**ADJOURNMENT**

A motion was made by Mr. Painter, seconded by Mrs. Reese to adjourn at 6:45 p.m.

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Board Secretary