

WYOMISSING AREA SCHOOL DISTRICT 2015-4931

Minutes May 26, 2015

The regular meeting 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 their intent to record.

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

Board Member Absent: Mrs. Davis

Administrative Staff Present: Mrs. Vicente, Mr. Boyer, Mr. Arnst, Dr. Babb, Mr. Cafoncelli, Mrs. Johnson, Dr. Jones, Mrs. Kaag, Dr. Kuhn, and Mr. Murray.

Attendees: David Kostival, Reading Eagle, Shelley Filer, recording secretary. Audience sign-in sheet included as part of these official minutes.

MEETING ANNOUNCEMENTS

Mrs. McAvoy announced that an Executive Session was held before the May 11, 2015 meeting to discuss legal matters. An Executive Session was also held prior at 5:30 p.m. to discuss legal matters.

The following meeting schedules and locations were announced:

- Technology Committee Meeting – May 27, 2015, 12:00 p.m.
- Facilities Committee Meeting – June 2, 2015, 8:00 a.m.
- Policy Committee Meeting – June 2, 2015, 12:00 p.m.
- Finance Committee Meeting – June 3, 2015, 8:00 a.m.
- Personnel Committee Meeting – June 3, 2015, 12:00 p.m.
- Curriculum Committee Meeting – June 10, 2015, 3:30 p.m. **(Rescheduled)**
- School Board Business Meeting with Committee Reports – June 15, 2015, 6:00 p.m.

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

RECOGNITION

Mrs. Vicente introduced the Directors and Building Principals who had retiring employees to honor their staff members. Mrs. Kaag recognized Marjorie Stevelton; Dr. Kuhn recognized Patricia Kane, Dottie Brandt, Jill Hoffman, and Mary Hollinger; Dr. Jones recognized Bill Hartman; and Mr. Cafoncelli recognized Michael Hawkins. Each retiree was presented with a clock on behalf of the District and a resolution, copies of which are included with these official minutes.

Mrs. McAvoy announced a 10-minute recess at 6:13 p.m. for refreshments to honor the retirees. The meeting reconvened at 6:24 p.m.

PUBLIC COMMENT

Joseph Sohn referenced a Reading Eagle article from September 2014

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regarding accepting bids to refurbish the tennis courts. He asked how much the bids were and whether they were accepted. Mr. Boyer said three vendors submitted bids through the state procurement contract to get the best pricing.

ROUTINE APPROVALS

MEETING MINUTES

Upon a motion by Mrs. Seltzer, second by Mr. Portner, the Board approved the following minutes:

- April 13, 2015 Business Meeting with Committee Reports
- April 27, 2015 Regular Business Meeting

Yeas: Butera, Heinly, McAvoy, Painter, Portner, Reilly, Reese, and Seltzer.

Absent: Davis

Nays: None. Motion carried.

TREASURER'S REPORT

Upon a motion by Mr. Portner, second by Mrs. Butera, the Treasurer's Report for April 2015 was accepted as presented.

Yeas: Butera, Heinly, McAvoy, Painter, Portner, Reilly, Reese, and Seltzer.

Absent: Davis

Nays: None. Motion carried.

PAYMENT OF BILLS

Upon a motion by Mrs. Butera, second by Mrs. Seltzer payment of bills for the month of April 2015 was approved.

Yeas: Butera, Heinly, McAvoy, Painter, Portner, Reilly, Reese, and Seltzer.

Absent: Davis

Nays: None. Motion carried.

APPROVAL OF FACT FINDER'S REPORT

Upon a motion by Mr. Portner, second by Mrs. Seltzer the Board accepted the Fact Finder's Report pertaining to the Collective Bargaining Agreement with WAEA.

Yeas: Butera, Heinly, McAvoy, Painter, Portner, Reilly, Reese, and Seltzer.

Absent: Davis

Nays: None. Motion carried.

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SUPERINTENDENT'S REPORT

A. CURRICULUM/ TECHNOLOGY

Upon a motion by Mrs. Reilly, second by Mrs. Reese, the Board approved the Curriculum/Technology agenda items as follows.

1. Approved Class of 2015 Graduates pending compliance with all requirements.
2. Approved homebound instruction for secondary student ID #300640 for five hours per week from May 6, 2015 to June 8, 2015.
3. Approved homebound instruction for secondary student ID #202691 for 5.5 hours per week from May 6, 2015 to June 8, 2015.
4. Approved homebound instruction for secondary student ID #202818 for five hours per week from May 11, 2015 to June 8, 2015.

Yeas: Butera, Heinly, McAvoy, Painter, Portner, Reilly, Reese, and Seltzer.

Absent: Davis

Nays: None. Motion carried.

B. FINANCE/ FACILITIES

Upon a motion by Mrs. Butera, second by Mrs. Reilly, the Board approved the Finance/Facilities agenda items as follows.

1. Approved budget transfers in the amount of \$155,183.64 for supplies, scholarships, awards, replacement books, Special Education placement and transportation.
2. Approved donations from Wyomissing Area Education Foundation as follows:
 - \$925 toward Reading Fluency Station Learning Support Classroom at WREC
 - \$3,330 for 30 Raspberry Pis Model B and supplies
 - \$4,514.09 for two teleprompters for Wyo5Live Station.
3. Approved exonerations from per capita tax in the amount of \$1,390.
4. Approved submission of delinquent per capita tax to Statewide Tax Recovery in the amount of \$21,219.

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5. Approved Gregory Portner as Board Treasurer for the term July 1, 2015 to June 30, 2016 with no wage payments.
Background information: Per school code, the Board shall annually, during the month of May elect a treasurer to serve for one year, beginning the first day of July following such election.
6. Authorized the Business Administrator to print per capita bills dated July 1, 2015 under the same terms and rates as authorized for the July 1, 2014 bills. *Background information: To more efficiently schedule printing and staff time for preparation of the 2015 per capita bills, the Business Administrator has requested authorization to print these bills prior to adoption of the final budget and approval of the tax rates. Bills will be printed using the same terms and conditions as used for 2014 per capita bills.*
7. Approved Renewal of Contract with Caron Foundation to provide four days a week of SAP services in the amount of \$28,841.
8. Approved two-year agreement with Keystone Transportation to provide transportation services for 2014-15 (1.8%) and 2015-16 (1.9% increase).
9. Approved Service Level Agreement SMS and Special Education Applications Services with the BCIU (eSchool Plus agreement)
Background information: This is a one-year agreement totaling \$43,963 which includes all support for the systems.
10. Appointed Mark Boyer as management representative to the Berks County School District Health Trust for a two-year term effective July 1, 2015 to June 30, 2017.
11. Approved Standard ESY Agreement with Devereux PA for one elementary student, ID no. 205033 for the period June 29, 2015 through August 21, 2015.
Background information: Cost to the District is \$425/day until June 30, 2015, then \$435/day through August 21, 2015.
12. Approved filing an appeal of the assessed value of the Wyomissing Square Hotel (LERTA) of \$8,830,100 to \$24,178,000.
Background information: The appeal is being submitted to change assessed value of the hotel to sale value of the hotel before the appeal deadline.

Yeas: Butera, Heinly, McAvoy, Painter, Portner, Reilly, Reese, and Seltzer.

Absent: Davis

Nays: None. Motion carried.

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C. PERSONNEL/ POLICY

Upon a motion by Mrs. Butera, second by Mrs. Seltzer, the Board approved the Personnel/Policy agenda items as follows.

1. RESIGNATION/RETIREMENT

a. Professional Staff

- 1) **William Hartman**, Math Teacher, JSHS, retirement, effective June 9, 2015

b. Support Staff

- 1) **Dennis Lynch**, Van Driver, District-wide, resignation effective June 11, 2015.
- 2) **Marjorie Stevelton**, Food Service Worker, JSHS, update effective date of retirement to June 5, 2015.

2. LEAVE OF ABSENCE

a. Professional Staff

- 1) **Melissa Siegfried**, Special Education Teacher, WREC, intermittent Family Medical Leave, effective April 16, 2015 to May 21, 2015.

b. Support Staff

- 1) **Gloria Claudio**, Custodian, WREC, unpaid leave of absence April 29, 2015 to May 5, 2015, return to work May 6, 2015.
- 2) **Gail Latham**, Food Service Worker, WHEC, unpaid leave of absence May 14, 2015 to May 19, 2015, return to work May 20, 2015.
- 3) **Benito Diaz**, Custodian, WHEC, end of intermittent Family Medical Leave, effective May 22, 2015.
- 4) **Jared Reigel**, Custodian, end of intermittent Family Medical Leave, effective May 26, 2015.

3. APPOINTMENTS

a. Administrative Staff

- 1) **Lynette Waller**, Director of Elementary and Secondary Education, District Office, at a salary of \$120,000 pro-rated in accordance with an effective start date to be determined and subject to final approval of employment contract by the solicitor.

Background Information: Mrs. Waller is currently employed by the School District of Lancaster. Her entire professional career which spans 18 years has been serving students and families in SDoL first as an elementary teacher and then in various administrative roles which

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include Dean of Students, Assistant Elementary Principal, Elementary Principal, Coordinator of Professional Development, Director of Elementary Education and most recently as the Lead Instructional Director for Curriculum.

b. Professional Staff

- 1) **Beth Delp**, School Nurse, WHEC, effective August 18, 2015, at an annual salary to be determined by the new WAEA contract, but based upon B/Step 2 (\$41,820) in accordance with the current WAEA collective bargaining agreement salary matrix for the 2013-14 school year.

Background information: Ms. Delp's previous experience includes school nursing at another school district as well as substituting as a nurse for Wyomissing Area School District.

Additionally, she brings with her a wealth of experience as a pediatric nurse for the Children's Hospital of Philadelphia and the John Hopkins Hospital.

- 2) **Christine Paige**, ESL Teacher, WHEC, effective August 18, 2015, at an annual salary to be determined by the new WAEA contract, but based upon M+60/Step 9 (\$62,720) in accordance with the current WAEA collective bargaining agreement salary matrix for the 2013-14 school year.

Background information: Ms. Paige holds a Master's Degree and Pennsylvania Department of Education ESL Program Specialist K-12 Certification. Ms. Paige has extensive experience in working with English Language Learners and is experienced in assessing, monitoring, and adapting each student's educational needs to ensure their success.

- 3) Approved the following teacher to work as a substitute in the Summer Reading Academy Program effective June 22, 2015 to July 16, 2015 at the WAEA work outside contract hourly rate, not to exceed 16 hours/week:

a) **Tami Cantilina**

4. APPROVED TRAINING HOURS

Approved the following Paraprofessionals to attend a required training at their regular hourly rate of pay:

a. Support Staff

- 1) **Jessica Bailey** – June 11, 2015 (6 hours)

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2) **Holly Miller** – June 10, 2015 & June 11, 2015 (12 hours)

3) **Janelle Ferrara** – June 10, 2015 & June 11, 2015 (12 hours)

Background information: These individuals could not attend this required training during the school year due to the necessity for them to be present in the classroom to support their assigned students.

5. WORK OUTSIDE CONTRACT HOURS-HOMEBOUND INSTRUCTION

a. Professional Staff

1) **Christine Beidler**, Special Education Teacher, request approval for work outside the contract hours to provide three (3) hours/week homebound instruction for Student ID #300640, effective May 6, 2015 to June 8, 2015, at the WAEA work outside contract hourly rate.

2) **Teresa Wood**, Teacher, request approval for work outside the contract hours to provide two (2) hours/week homebound instruction for Student ID #300640, effective May 6, 2015 to June 8, 2015, at the WAEA work outside contract hourly rate.

3) **Michelle Hatt-Ciemiewicz**, Teacher, request approval for work outside the contract hours to provide one (1) hour/week homebound instruction for Student ID #202691, effective May 6, 2015 to June 8, 2015, at the WAEA work outside contract hourly rate.

4) **Greta Jones**, Special Education Teacher, request approval for work outside the contract hours to provide four and one half (4 1/2) hours/week homebound instruction for Student ID #202691, effective May 6, 2015 to June 8, 2015, at the WAEA work outside contract hourly rate.

5) **Lee Marie Gallagher**, Special Education Teacher, request approval for work outside the contract hours to provide five hours/week homebound instruction for Student ID #202818, effective May 11, 2015 to June 8, 2015, at the WAEA work outside contract hourly rate.

6. WORK OUTSIDE CONTRACT HOURS-TRAINING

a. Professional Staff

1) **Christine Beidler**, Special Education Teacher, June 10, 2015 and June 11, 2015, for a total of 12 hours at the WAEA work outside contract hourly

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rate.

- 2) **Kristin McLaughlin**, Special Education Teacher, June 10, 2015 and June 11, 2015, for a total of 12 hours at the WAEA work outside contract hourly rate.
- 3) **Eileen John**, Special Education Teacher, June 11, 2015, for a total of 6 hours at the WAEA work outside contract hourly rate.
- 4) **Cynthia Watras**, Special Education Teacher, June 11, 2015, for a total of 6 hours at the WAEA work outside contract hourly rate.

Background information: This is a necessary training for Special Education Teachers. These individuals could not attend training during the school year due to the necessity for them to be present in the classroom.

7. SUMMER WORK HOURS

Approved 2015 summer work outside contract hours per attachment.

8. SUBSTITUTES

- a. **Sharon Hague**, Food Service Worker (Addition)

9. POLICIES

Second reading/adoption of the following policies:

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| 108 | Adoption of Textbooks |
| 109 | Resource Materials and Challenges to Materials |
| 121 | Field Trips |
| 140 | Charter Schools |
| 227 | Controlled Substances |

Mrs. Vicente introduced newly appointed staff members in the audience: Christine Paige as the ESL Teacher for Wyomissing Hills Elementary and Lynette Waller as the Director of Elementary and Secondary Education, who upon completion of her Letter of Eligibility will move into the position of Assistant Superintendent.

Yeas: Butera, Heinly, McAvoy, Painter, Portner, Reilly, Reese, and Seltzer.

Absent: Davis

Nays: None. Motion carried.

OLD BUSINESS

None.

NEW BUSINESS

Mrs. Vicente reported on the success of the Science Days held at WHEC on May 18, and May 22, at WREC. WHEC students enjoyed assemblies

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provided by a traveling science show from the Franklin Institute and high school students from Joe Kollar's chemistry classes conducted experiments for students at WREC. Teachers also conducted additional experiments in their classrooms.

UPDATE FROM ORGANIZATIONS

None.

ADJOURNMENT

A motion was made by Mr. Portner, seconded by Mr. Painter to adjourn at 6:33 p.m.

Board Secretary