

# WYOMISSING AREA SCHOOL DISTRICT 2015-4940

## Minutes June 15, 2015

The regular meeting with committee reports of the Board of School Directors convened at 6:01 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, Mrs. Davis, Mr. Heinly, Mrs. McAvoy, Mr. Painter, Mr. Portner, Mrs. Reese, Mrs. Reilly and Mrs. Seltzer.

### Administrative Staff Present:

Mrs. Vicente, Mr. Boyer, Mrs. Waller, Mr. Arnst, Dr. Babb, Mr. Cafoncelli, Dr. Jones, Dr. Kuhn, Mrs. Lengle, and Mr. Murray.

### Attendees:

Carole Duran, Reading Eagle, and Shelley Filer, recording secretary. An audience sign-in sheet is included as part of these official minutes.

### MEETING ANNOUNCEMENTS

The following meeting schedules and locations were announced.

- School Board Business Meeting – June 22, 2015, 6:00 p.m.
- Technology Committee Meeting – June 24, 2015, 12:00 p.m.
- Curriculum Committee Meeting – August 3, 2015, 12:00 p.m.
- Facilities Committee Meeting – August 4, 2015, 8:00 a.m.
- Policy Committee Meeting – August 4, 2015, 12:00 p.m.
- Finance Committee Meeting – August 5, 2015, 8:00 a.m.
- Personnel Committee Meeting – August 5, 2015, 12:00 p.m.

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

Mrs. McAvoy announced an Executive Session was held before the meeting to discuss a legal matter and another would follow the meeting to discuss a legal matter and personnel items.

### RECOGNITION

Dr. Jones recognized BCTC Students of the Quarter: Jeffrey Tavarez, second time this year for Carpentry; Dawson Rath for Service Occupations; Saul Montoya who was recognized all four quarters this year in Technology Based Entrepreneurship; and Marissa Koch who placed first in the state competition for HOSA and received a JOC Scholarship for Excellence Award. Copies of proclamations given to the students are part of these official minutes.

### PRESENTATION

Mr. Arnst gave an update on the 1:1 initiative at the JSHS. Throughout the year several issues have been encountered with the ASUS 100T devices including breakage of screens and multiple repairs. The vendor and manufacturer were contacted to express the District's dissatisfaction. The manufacturer agreed to free shipping and one-time repair per tablet to remedy the situation. Extensive downtime for repairs

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and continued breakage in spite of the purchase of protective cases for grades 7-9 led to an increased deductible in the insurance coverage going into next year. In addition, the repair facility reported a shortage of parts. Those factors as well as a lower than expected market value of the tablets led to conversations regarding the future path of the initiative. Mr. Boyer presented options to convert to iPads with an Apple Leasing agreement with an attractive interest rate.

COMMITTEE  
REPORTS

- A. Finance – Mr. Portner reported the committee discussed several topics including the 1:1 program, prepayment of the 2009 bonds, the budget, the Food Service budget, the purchase of a new lawn tractor and other items listed as discussion on the agenda.
- B. Facilities – Mrs. Reese said the committee heard updates on the status of several projects. The ESCO project at WHEC is ahead of schedule. There was a slight delay in the permit process for the reurf project. Work will begin shortly. When the current turf was lifted off the field some drainage issues were discovered that will be remedied. The Stone House tennis court agreement is on the agenda for approval. Discussion continues on relocating the facilities maintenance area to utilize the space for STEM education.
- C. Curriculum – Mrs. Davis said the committee met on June 10 and reviewed the textbook and materials requests. Professional development is occurring in June. The committee’s recommendation is to approve the requested materials. The English and Science department chairs were successful in negotiating \$57,000 worth of free items. The purchase of these materials will be the first step in reestablishing the curriculum review cycle and corresponding textbook replacement cycle and it also supports the 1:1 project with the purchase of on-line licenses.
- D. Technology – Mr. Portner added that the problems with the ASUS tablets have consumed the time of the PSU interns who are then unable to assist with the other necessary tasks in the Technology Department. Mr. Arnst reported that the Web Help Desk tickets are below 50 with the efforts of Bob Hennessey.
- E. Personnel – Mrs. Butera reported the committee met on June 3. Items discussed are on the agenda for approval. She expressed her condolences to the family of the staff member who passed away.
- F. Policy – Mr. Painter reviewed the four policies listed for a first reading. Changes in the organization chart include updated position titles and chain of reporting. Changes to Policy 609 include collateralization of deposits that exceed FDIC limit. Policy 819 on Suicide Prevention and Response is a new policy recommended by

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PSBA. Policy 916 is updated to include the waiver of the FBI clearance for volunteers who have lived in PA for 10 years. Also a press release from the Governor's office has adjusted the fee structure for volunteers. Mrs. Vicente said a letter will go home to district families explaining the new process and forms will be on the website.

- G. Berks County Intermediate Unit Board Report – Mrs. Seltzer said at the last meeting year-end events were discussed including the prom. The food service contract is out for bids. A nominating committee for next year's Board was formed.
- H. Berks Career & Technology Center Board Report – Mr. Painter reported that the BCTC budget was unanimously passed by sending school districts. The schedule for next year was also approved with the first student day in the middle of starting days for sending districts to minimize conflicts. He also mentioned Marissa Koch was one of four recipients of a \$500 scholarship. Dr. Jones also added that the NOCTI scores were recently received and of the 15 seniors who took them, one received competent and 14 received advanced scores.
- I. Berks EIT Report – Mrs. Reese said a meeting was held June 4. Collections are up about 6% this year due to the aggressiveness of the new legal counsel. The offices are moving to a larger facility at 1125 Berkshire Blvd. under a 20-year lease. They are moving to Phase I of e-filing.
- J. Wyomissing Area Education Foundation – Mrs. Butera reported there was no meeting held.

PUBLIC COMMENT

None.

**SUPERINTENDENT'S  
REPORT**

**A. CURRICULUM/  
TECHNOLOGY**

Upon a motion by Mr. Painter, second by Mrs. Reese, the following Curriculum/Technology item was approved.

- 1. Approve textbooks for 2015-16:

**Mathematics Department - \$138,641.79**

- a. Algebra I – Holt-McDougal Algebra I, 100 print texts and 180 six-year online licenses, \$19,831.
- b. Algebra II – Holt McDougal Algebra II, 150 six-year online licenses, \$11,408.
- c. Precalculus – Larson Precalculus, 50 print texts and 60 six-year online licenses, \$17,160.

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- d. Go Math for K-6 2015 – Houghton Mifflin Harcourt, teacher resources and professional development, and three-year print subscription of student resources, \$73,224.52.
- e. Go Math for Grade 7 2014– Houghton Mifflin Harcourt, teacher resources and professional development, and three-year print subscription of student resources, \$17,018.27.

**Science Department - \$148,261.52**

- a. Pearson – Interactive Science 2011; Interactive Science 2012; Interactive Science 2013; Miller Levine Biology 2014; Chemistry 2012; Withgott Environment 5 AP 2014; Tarbuck Earth Science 14 2015; Camp Bio C&C 8 2015; Camp Bio 10 AP 2014; Conceptual Physics 2009; Physical Science 2011.

**English Department - \$47,752.60**

- a. Write Source K-5 2012 – Houghton Mifflin Harcourt, teacher resources and professional development, student books and skills books, \$40,769.
- b. Write source Grade 6 2012 – Houghton Mifflin Harcourt, teacher resources, student books and skills books, \$6,983.60.

Yeas: Butera, Davis, Heinly, McAvoy, Painter, Portner, Reese, Reilly and Seltzer.  
 Nays: None. Motion carried.

**B. FINANCE/  
FACILITIES**

Upon a motion by Mr. Portner, second by Mrs. Reilly, the following Finance/Facilities item was approved.

- 1. Adopted Final General Fund Budget for 2015-16 on form PDE as follows:

1000 Instruction.....	\$18,082,773
2000 Supporting Services.....	9,943,491
3000 Operation of Non-Instructional Services.....	947,900
4000 Facilities, Acquisition & Construction.....	0
5000 Financing Uses.....	3,506,763
<b>TOTAL GENERAL BUDGET EXPENSES.....</b>	<b>\$32,480,930</b>

5999 Budgetary Reserve	\$250,000
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- 2. Approved 2015 Annual Tax Levy Resolution  
*Background information: the 2015 tax levy includes a real estate tax of 29.7836 mills on the assessed value of all real*

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*property taxable for school purposes, which is an increase of 1.0% from 2014. All other tax levies are unchanged from 2014.*

3. Approved Homestead/Farmstead Resolution  
*Background information: PDE certified an amount of \$488,999 to be used for property tax reduction for 2015-16. The assessed value reduction that must appear as a homestead exclusion for each approved homestead is \$5,899. The real estate tax reduction amount applicable to each approved homestead for 2015-16 is \$175.71, which is an increase of \$2.44 from 2014-15.*
4. Approved extension to agreement with Herbein + Company, Inc. for the years ending June 30, 2015 and 2016.  
*Background information: The fees for 2015 and 2016 will not exceed \$20,750. There is an option to extend for the year ended June 30, 2017.*
5. Approved purchase of one Jacobsen Model R-311T Large Area Rotary Mower with Mulching Kit from Lawn and Golf Supply Co. at a cost not to exceed \$55,141.  
*Background information: The existing mower has reached the end of its useful life, the mower needs new tires and extensive repairs which could total over \$6,000. The current value of the mower as a trade in is \$3,000. The price of \$58,141, less the trade in of \$3,000 is being offered through PA State Contract #4400011381. Fund balance assigned for vehicle and equipment replacement will be used to purchase this item.*
6. Approved donation from the Wyomissing Football Parents Association in the amount of \$6,674 to purchase end zone clocks for the football team.  
*Background information: This amount will cover the entire cost of the clocks, including shipping expense.*
7. Approved resolution to prepay the remainder of the 2009 Bonds at a total cost of \$2,466,302.  
*Background information: This is the remainder of the 2009 Bonds that were not refunded by the 2015 Bond issues. Prepayment will have a positive effect on cash flow of \$54,111.*
8. Recommended ratification of Tennis Court Use Agreement with the Borough of Wyomissing for use of the six tennis courts located at the Stone House Borough Park.  
*Background information: Agreement is for an initial term of twenty-five (25) years with automatic extensions for one (1)*

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*year each after the initial term. The cost to the District will be one half of the cost of repaving the courts.*

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

Nays: None. Motion carried.

The Finance and Facilities items were opened for discussion. There were no questions or comments.

C. **PERSONNEL/  
POLICY**

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

Mrs. Butera corrected an earlier statement she made. Mrs. Mangold's appointment was approved at an earlier meeting and this agenda item reflects her effective date in the position. She also felt it important to note that the agenda includes a vote on the teacher contract.

1. APPROVED THE WAEA CONTRACT EFFECTIVE JULY 1, 2014 TO JUNE 30, 2019.
2. RESIGNATION/TERMINATION/DECEASED
  - a. Support Staff
    - 1) **Hilary Decker**, Paraprofessional JSHS, retirement, effective June 5, 2015.
    - 2) **Zachary Frantz**, Paraprofessional, JSHS, resignation, effective June 8, 2015.
    - 3) **Shari Kelly**, Food Services Coordinator, WREC, deceased, last day worked was May 26, 2015.
3. CHANGE POSITION/TRANSFER
  - a. Professional Staff
    - 1) **Jennifer Texter**, Itinerant Autistic Support Teacher, JSHS, to Learning Support Teacher, WHEC, effective August 25, 2015 no change in wage rate.
4. LEAVE OF ABSENCE
  - a. Professional Staff
    - 1) **Kristin McLaughlin**, K-12 Itinerant Learning Support Teacher, JSHS, end Family Medical Leave effective May 22, 2015, return to work May 26, 2015.
    - 2) **Eileen John**, Special Education Teacher, WREC, Family Medical Leave, on or about September 9, 2015 to on or about December 1, 2015.

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- 3) **Laura Zamperini**, Art Teacher, JSBS, update to Family Medical Leave, effective April 15, 2015 to May 27, 2015, return to work May 28, 2015, followed by intermittent Family Medical Leave until a date to be determined but not to exceed April 14, 2016.

b. Support Staff

- 1) **Hilary Decker**, Paraprofessional, JSBS, end Family Medical Leave effective May 29, 2015, return to work June 2, 2015.
- 2) **Gloria Claudio**, Custodian, WREC, unpaid Leave of Absence, June 2, 3, 4, 2015.

## 5. APPOINTMENTS

a. Administrative Staff

- 1) **Lynette Waller**, Director of Elementary and Secondary Education, District Office, update effective start date to June 15, 2015.
- 2) **Jennifer Mangold**, Supervisor of Assessments and Instructional Interventions, District Office, effective August 15, 2015 at an annual wage of \$74,000.

*Background information: This is a 10-month (220 day) position.*

b. Professional Staff

- 1) **Tammy Sarangoulis**, Teacher, Extended School Year (ESY) Program effective June 30, 2015 to July 30, 2015 at a rate of \$32/hour not to exceed 12 hours/week, pending completion of employment requirements.

*Background information: Ms. Sarangoulis is a certified Special Education teacher, has experience teaching in the special education environment, and has worked for the District in this capacity for the last four summers.*

- 2) Approved the following teachers to work in the Summer Extended School Year (ESY) Program effective June 30, 2015 to July 30, 2015 at the WAEA work outside contract hourly rate, not to exceed a maximum of 12 hours a week:

- a) **Christine Beidler**
- b) **Lauren Darr**
- c) **Lee Marie Gallagher**
- d) **Sarah Gallen**
- e) **Christa Greagori**
- f) **Eileen John**
- g) **Greta Jones**

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- h) **Jennifer Ninetto**
- i) **Karen Ostrander**
- j) **Colleen Sagwitz**
- k) **Christopher Miller (Substitute)**
- l) **Mary Reinert (Substitute)**
- 3) Approved the following nurse(s) to work in the summer programs effective June 22, 2015 to July 30, 2015 at the WAEA work outside contract hourly rate, not to exceed a maximum of 16 hours a week:
  - a) **Sallyanne McNichol**
  - b) **Erin George (Substitute)**
- 4) Approved the following Special Education Teacher to work in summer programs from June 30, 2015 to July 30, 2015 at the WAEA work outside contract hourly rate, not to exceed a maximum of 16 hours a week:
  - a) **Cynthia Watras**
- 5) Approved the following Special Education Teacher to work in 2015 summer programs at the WAEA work outside contract hourly rate, not to exceed a total maximum of 35 hours:
  - a) **Jodi Wirebach**
- 6) Approved the following Teachers to work in the Kindergarten Jump Start Program at the Wyomissing Hills Elementary Center effective July 8, 2015 to July 30, 2015 at a pay rate of \$32/hour not to exceed 12 hours/week:
  - a) **Amy Steffy**
  - b) **Roxanne Vallejo**
- 7) 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) **Holli Noll**
- c. Support Staff
  - 1) Approved the following paraprofessionals to work in the Summer Extended School Year Program (ESY) effective June 30, 2015 to July 30, 2015 at their regular hourly rate of pay not to exceed 10 1/2 hours/week:
    - a) **Cynthia Behr**
    - b) **Jessica Bailey**
    - c) **Robin Cosbey**
    - d) **Janelle Ferrara**
    - e) **Glenda Jarrett**



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- f) **Eve Pardo**
  - g) **Cheryl Santoro**
  - h) **Amanda Waszil**
  - i) **Holly Miller** (Substitute)
- 2) Approved the following van drivers for summer transportation needs at their regular rate of pay not to exceed a total of 75 shared hours/week from June 22, 2015 to July 30, 2015:
- a) **Richard Cosgrave**
  - b) **Maritza Quinones Lopez**
  - c) **Arthur Rickenbrode**
6. APPROVAL OF INTERN HOURS
- a. Approved Intern hours as follows:
    - 1) **Dharmendra Patel**, IT Intern, District Office, 110 hours from June 8, 2015 to June 30, 2015 at a wage rate of \$10.50/hour.
7. WORK OUTSIDE CONTRACT HOURS-TRAINING
- a. Professional Staff
    - 1) **Caitlin Gibbs**, Special Education Teacher, June 10, 2015 and June 11, 2015, for a total of 12 hours at the WAEA work outside contract hourly rate.
8. DEPARTMENT CHAIRS
- Request approval for the following Department Chairs for the 2015-16 school year at a stipend of \$1,750:
- |                                 |                    |
|---------------------------------|--------------------|
| Art Department                  | Jennifer Bowe      |
| English Department              | James Comerford    |
| Guidance Department             | Kim Lally          |
| Health/Phys. Ed./FCS Department | Matthew Babiarz    |
| Mathematics Department          | Crisanne Bansner   |
| Music Department                | Sharon Luyben      |
| Science Department              | Shirley Gashi      |
| Special Education Department    | Kristin McLaughlin |
| Technology Department           | Curtis Minich      |
| World Language Department       | Maria Gernert      |
9. REQUEST APPROVAL OF THE 2015-16 SCHOOL YEAR FALL COACHES AND ASSOCIATED STIPENDS PER ATTACHED.
10. SUBSTITUTES
- a. **Erin George**, Nurse (Addition)

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11. VOLUNTEER(S)

Yeas: Butera, Davis, Heinly, McAvoy, Painter, Portner, Reese, Reilly and Seltzer.  
Nays: None. Motion carried.

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

**OLD BUSINESS** None.

**NEW BUSINESS** Mrs. Davis mentioned that at Caron's 19<sup>th</sup> annual Berks County Community Service Awards Breakfast, Dr. Jones was recognized by Surgery Consultants of Berks County.

**UPDATES FROM ORGANIZATIONS** None.

**ADJOURNMENT** A motion was made by Mr. Portner, seconded by Mr. Painter to adjourn at 6:55 p.m.

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Board Secretary