

# WYOMISSING AREA SCHOOL DISTRICT 2015-4950

**Minutes** June 22, 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, Mrs. Davis, Mrs. McAvoy, Mr. Portner, Mrs. Reese, Mrs. Reilly, and Mrs. Seltzer.

Board Members Absent: Mr. Heinly and Mr. Painter

Administrative Staff Present: Mrs. Vicente, Mrs. Waller, Mr. Boyer, and Mr. Arnst,.

Attendees: Jeffrey Litts, Esq., Kegel Kelly, Almy & Lord; Becca Gregg, 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 meeting to discuss legal matters.

The following meeting schedules and locations were announced:

- Technology Committee Meeting – June 24, 2015, 12:00 p.m. **(Canceled)**
- Curriculum Committee Meeting – August 3, 2015, 3:30 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.
- School Board Business Meeting with Committee Reports – August 17, 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 recognized Hilary Decker, Paraprofessional at the JSHS for her retirement with 13 years of service. She will receive a clock and a resolution, a copy of which is included in these official minutes.

## PUBLIC COMMENT

None.

## **ROUTINE APPROVALS**

## MEETING MINUTES

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

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- May 11, 2015 Business Meeting with Committee Reports
- May 26, 2015 Regular Business Meeting

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

### TREASURER'S REPORT

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

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

### PAYMENT OF BILLS

Upon a motion by Mrs. Reese, second by Mrs. Davis payment of bills for the month of May 2015 was approved.

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

### **SUPERINTENDENT'S REPORT**

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

Upon a motion by Mrs. Davis, second by Mrs. Seltzer, the Board approved the Curriculum/Technology agenda item as follows.

1. Approved Overnight Field Trip Request – Model UN, Washington, DC, February 11-16, 2016.

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

Mrs. Davis questioned the duration of the trip because it is longer than in previous years. Mrs. Vicente clarified that the students are attending pre conference activities this year.

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

Upon a motion by Mr. Portner, second by Mrs. Reese, the Board approved the Finance/Facilities agenda items as follows.

1. Approved WAEF donations:
  - \$400 for GLOBE Atmospheric Cloud Chart grant application
  - \$1,000 for AP Testing
  - \$848 for AP Testing

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2. Approved educational placement agreement regarding student ID no. 203573 for 2014-15 ESY tuition agreement at the Hogan Learning Academy at a rate of \$365 per day for the period June 23, 2015 to August 5, 2015.
3. Approved educational placement agreement regarding student ID no. 203109 for 2014-15 ESY tuition agreement with Valley Forge Educational Services in an amount not to exceed \$7,545 for the period of July 6, 2015 to August 7, 2015.
4. Approved educational placement agreement regarding student ID no. 203109 for 2015-16 tuition agreement with Valley Forge Educational Services in an amount not to exceed \$51,575.
5. Approved settlement agreement and release regarding student ID 203371 for 2014-15 ESY tuition at the Hill Top Summer Camp in an amount that shall not exceed \$4,125 for the period of June 22, 2015 through July 31, 2015.
6. Approved transportation agreement with the Twin Valley School District to provide transportation services regarding student ID 203371 for the 2014-15 ESY at the Hill Top Summer Camp in an amount not to exceed \$2,673.  
*Background information: The first session will be \$108/ day fee for transportation and the second session will be \$81/ day.*

7. Approved depositories for 2015-16:

Fulton Bank  
Pennsylvania School District Liquid Asset Fund  
PLGIT  
Wells Fargo  
National Penn Bank

8. Approved BCIU Joint Purchasing bids as follows:

### Copy Paper:

Lindenmeyr Munroe	\$ 1,455.40
Contract Paper Group	\$13,825.60
<u>WB Mason</u>	<u>\$ 297.50</u>
Total	\$15,578.50

### Medical & Nursing Supplies:

Benco Dental Company	\$ 63.57
C & S Medical Supply	\$ 12.96
Everything Medical LLC	\$ 363.74
Henry Schein Inc.	\$ 38.94

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Moore Medical LLC	\$ 288.46
Pyramid School Products	\$ 3.98
<u>School Health Corp</u>	<u>\$ 24.03</u>
Total	\$ 795.68

## Classroom & Office Supplies:

Kurtz Bros	\$ 3,699.85
Pyramid School Products	\$ 1,854.63
Quill Corp	\$ 820.95
Standard Stationery Supply	\$ 38.17
Art Store	\$ 393.84
Cascade School Supplies	\$ 423.37
Demco Inc.	\$ 129.94
National Art & School Supplies	\$ 495.28
Philips Supply Company	\$ 82.00
School Specialty	\$ 101.54
Triarco Arts & Crafts	\$ 18.40
<u>WB Mason</u>	<u>\$ 1,944.71</u>
Total	\$10,002.68

## Art Supplies:

Art Store	\$ 197.28
Blick Art Materials	\$ 132.33
Cascade School Supplies	\$ 129.58
Commercial Art Supply	\$ 35.32
Kurtz Bros	\$ 480.54
National Art & School Supplies	\$ 687.12
Philips Supply Co.	\$ 83.16
Pyramid School	\$ 863.63
S & S Worldwide	\$ 70.78
School Specialty Inc	\$ 979.17
Standard Stationery Supply Co	\$ 254.53
<u>Triarco Arts &amp; Crafts</u>	<u>\$ 156.58</u>
Total	\$ 4,070.02

9. Authorized year-end budget transfers for 2014-15.  
*Background information: The audit for the 2014-15 fiscal year will take place over the summer months into the fall. Preparation for the audit will require additional budget transfer to be made. This agenda item will defer and approve the Business Administrator to authorize all of the necessary budget transfers required for the 2014-15 fiscal year that are needed after June 30, 2015.*
  
10. Approved Myers & Bell as Broker of Record for property, liability, E&O, umbrella and data breach insurance for 2015-16 and award contracts in the amount of \$87,037.

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11. Approved Loomis Company as Broker of Record for workmen's compensation for 2015-16 and award contract in the amount of \$71,687.
12. Approved 2014-15 tuition rate calculation - \$10,166.35 Elementary/ \$11,459.10 Secondary.
13. Approved budget transfers in that amount of \$12,131 for books, athletic rentals and special education expenses.
14. Approved exemptions of Per Capita Tax in the amount of \$22.00.
15. Approved Food Service Budget for 2015-16 in the amount of \$661,619.
16. Approved student lunch prices for the 2015-16 year:

### Elementary

	<u>Breakfast</u>	<u>Lunch</u>
Reduced	\$0.30	\$0.40
Paid	\$1.55	\$2.25
Adult	\$2.00	\$3.55

### Secondary

	<u>Breakfast</u>	<u>Lunch</u>
Reduced	\$0.30	\$0.40
Paid	\$1.65	\$2.95
Adult	\$2.00	\$3.55

*Background information: There are no recommended changes in the price from 2014-15 to 2015-16.*

17. Approved Independent Contractor Agreement with Ms. Jody Maryniak, MA, CCC-SLP for speech therapy services during the 2015-16 school year at a rate of \$55 per hour.  
*Background information: Ms. Maryniak's hourly rate is unchanged from 2014-15.*
18. Approved Legal Services Consultation Agreement with Sweet, Sevens, Katz & Williams LLP for legal services during the period August 1, 2015 through July 31, 2016 in the amount of \$14,000.  
*Background information: Agreement cost increased \$6,150 over 2014-15 cost. This increase is due to cost avoidance on additional expenditures that could be incurred throughout the year.*
19. Approved 2015-16 service agreement with Educational Based Services ("EBS") for speech and language pathology services at a rate of \$63.00 per hour for a minimum of 7 hours per week and not

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to exceed 35 per week.

*Background information: EBS's hourly rate is unchanged from 2014-15.*

20. Approved service agreement with Keppley Behavioral Consulting for services during 2015-16 at a rate of \$85 per hour for up to 60 hours per month for 10 months effective August 1, 2015.

*Background information: Keppley's hourly rate is unchanged from 2014-15.*

21. Approved Apple lease for 1120 iPads for the 7th through 12th grade 1:1 program.

*Background information: The term is 4 years for a total financed amount of \$421,650.60. The first payment will be made with budgeted funds from the current school year.*

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

Absent: Heinly and Painter

Nays: None. Motion carried.

### C. PERSONNEL/ POLICY

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

Mrs. McAvoy welcomed Sarah Gallen to the District staff and thanked Stephanie Heffner for her years of service.

1. APPROVED THE FOLLOWING STAFF WAGES FOR THE FISCAL YEAR OF JULY 1, 2015 TO JUNE 30, 2016 PER THE ATTACHED.
  - a. Administrative Staff
  - b. Professional Staff (per WAEA Salary Schedule 2015-16)
  - c. AFSCME Support Staff
  - d. Confidential Staff
  - e. Non-Supervisory Staff
2. RESIGNATIONS
  - a. Professional Staff
    - 1) **Stephanie Heffner**, Teacher, WHEC, resignation, effective June 9, 2015.
3. LEAVE OF ABSENCE
  - a. Support Staff
    - 1) **Regina Miller**, Custodian, WHEC, unpaid leave of absence June 22, 2015 to June 26, 2015, return to work June 29, 2015.

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## 4. APPOINTMENTS

### a. Professional Staff

- 1) **Sarah Gallen**, Itinerant Support Autistic Teacher, JSBS, at a rate of M/Step 2 (\$46,899/annually) on the WAEA 2015-16 Salary Schedule, effective August 18, 2015.

*Background information: Ms. Gallen has a M.Ed. Degree from Alvernia University with a specialization in Special Education as well as a Pennsylvania Department of Education Teacher Certification in Special Education N-12. Her past work experience includes Autistic Support and Life Skills.*

### b. Support Staff

- 1) **Erich Lutz**, IT Support Specialist, District Office, at \$36,000/annually, effective July 1, 2015, pending successful completion of all employment requirements.

*Background information: This position became vacant upon the promotion of a current IT Department employee to a position which was vacated by a resignation.*

## 5. POSITION CHANGE/EMPLOYMENT STATUS

### a. Professional Staff

- 1) **Catherine Aurentz**, from .25 Reading Teacher, WHEC, to full-time RTII Teacher, WHEC, effective August 25, 2015 with no change in base wage rate.
- 2) **Shauna Eastedt**, from RTII Teacher, WHEC/WREC, to RTII Teacher/ESL, WREC, effective August 25, 2015 with no change in base wage rate.

## 6. CHANGE IN ASSIGNMENT

### a. Support Staff

- 1) **Michael Hasara**, Custodian (8:00 a.m.-4:30 p.m.), JSBS, to 1<sup>st</sup> Shift (6:00 a.m.-2:30 p.m.), JSBS, effective July 1, 2015, no change in hourly wage rate.

*Background information: This change in assignment is due to the retirement of a 1<sup>st</sup> Shift Custodian.*

## 7. APPROVAL OF INTERN HOURS FOR THE FISCAL YEAR 2015-16 PER BELOW:

- a. **Eric Evans**, District-wide, \$10.50/hour, effective July 1,

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2015 to June 30, 2016, not to exceed a total of a total of 1,200 hours.

- b. **Dharmendra Patel**, District-wide, \$10.50/hour, effective July 1, 2015 to June 30, 2016, not to exceed a total of a total of 1,200 hours.
- c. **Kyle Rhoads**, District-wide, \$10.50/hour, effective July 1, 2015 to June 30, 2016, not to exceed a total of a total of 1,200 hours.

### 8. WORK OUTSIDE CONTRACT HOURS

#### a. Professional Staff

- 1) **Mary Rebecca Keller**, ESL Teacher, approve up to 15 hours at the WAEA work outside contract rate for testing ESL students for the District during the summer of 2015.

### 9. 2015-16 CO-CURRICULAR ADVISOR STIPENDS

Approved the 2015-16 School Year Co-Curricular Advisor Stipends per the attached

### 10. POLICIES

Second reading/adoption of the following policies:

008 Organization Chart

609 Investment of District Funds

819 Suicide Awareness, Prevention and Response (NEW)

916 Volunteers

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

Absent: Heinly and Painter

Nays: None. Motion carried.

### OLD BUSINESS

None.

### NEW BUSINESS

Mr. Litts explained that Mrs. Vicente is in the third year of her five-year contract. The Board has approached Mrs. Vicente and she has agreed to negotiate a new contract. Because the Department of Education is responsible for issuing the commission, in order to approve a new contract, since it is not within the last year of the current contract, Mrs. Vicente would have to resign before the Board can issue a new contract.

Mrs. Reilly provided an update on recent legislation requiring volunteers to obtain clearances every 36 months. A packet explaining the instructions will be posted on the website. She also reported the Senate approved the delay of implementing Keystone Exams as a graduation requirement until 2019; however, it still needs House approval. A panel gave a unanimous recommendation to develop a new formula for Basic Education Funding that would funnel more money to the districts with rising enrollment and

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more with students at poverty level. It includes a no harm clause which means no district would receive less funding than it already receives.

**UPDATE FROM  
ORGANIZATIONS**

None.

**ADJOURNMENT**

A motion was made by Mr. Portner, seconded by Mrs. Reilly to adjourn at 6:09 p.m.

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Board Secretary