

WYOMISSING AREA SCHOOL DISTRICT 2015-4959

Minutes August 17, 2015

The regular meeting with committee reports of the Board of School Directors convened at 6:04 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. Davis, Mrs. McAvoy, Mr. Painter, Mr. Portner, Mrs. Reese, Mrs. Reilly and Mrs. Seltzer.

Board Member Absent: Mrs. Butera and Mr. Heinly.

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

Attendees: Rep. Mark Gillen, Becca Gregg, 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.

- Technology Committee Meeting – August 26, 2015, 12:00 p.m.
- School Board Business Meeting – August 31, 2015, 6:00 p.m.
- Facilities Committee Meeting – September 1, 2015, 8:00 a.m.
- Policy Committee Meeting – September 1, 2015, 12:00 p.m.
- Finance Committee Meeting – September 2, 2015, 8:00 a.m.
- Personnel Committee Meeting – September 2, 2015, 12:00 p.m.
- Curriculum Committee Meeting – September 11, 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 prior to the meeting to discuss personnel.

RECOGNITION

Representative Mark Gillen presented Coach Joe Allen and members of the Boys' Track Team with a citation from the House of Representatives for their first place finish in the Class AA Boys' 3200 Meter Relay event during the 2015 PIAA State Track and Field Championships. The relay team consisted of Heriberto Colon, Joe Cullen, Kyle Shinn, and Jack DiCintio.

PRESENTATION

Mrs. Waller presented information on the preliminary PSSA data and explained the new cut scores. The 2015 assessment is the first time the test was totally aligned to the PA Core Standards and some of the content is being tested at a lower grade level than before; therefore, the

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results cannot be compared side-by-side with past PSSA results. Wyomissing Area students were consistently above the State average.

COMMITTEE REPORTS

- A. Finance – Mr. Boyer reported the committee met on August 5. The committee discussed settlement and tuition agreements for placements. Possibilities for committing the fund balance were discussed. The impasse of State budget will not likely substantially impact the District’s cash flow. Prepayment of the bond was discussed as well as the status of the 1:1 project. A contract with a paraprofessional substitute provider was discussed as it is difficult to secure substitutes for aide positions.
- B. Facilities – Mrs. Reese said the committee met on August 4 and discussed the two main projects occurring throughout the summer. The ESCO project at WHEC is substantially complete and teachers may return to their classrooms on August 18. The turf project is complete except for a few punch list items. Practices are being held on the field. The written decision on the tennis court renovations has not received from the zoning board. The stage in the JSHS auditorium needs to be replaced and will go out for bid.
- C. Curriculum – Mrs. Davis said the committee met on August 3. The major focus of the meeting was the preliminary PSSA data. Mrs. Waller also shared the K-12 assessment report. The committee received an update on induction for new teachers and the statewide rating of teachers. Two students were accepted in to the Maker Faire in New York City. The also discussed a prospective foreign exchange student for the 2015-16 school year. The September meeting is cancelled.
- D. Technology – Mr. Portner reported there was no meeting held.
- E. Personnel – Mrs. Vicente reported that what was discussed at the meeting is reflected on the agenda.
- F. Policy – Mr. Painter reported no meeting was held.
- G. Berks County Intermediate Unit Board Report – Mrs. Seltzer said the next meeting is August 20.
- H. Berks Career & Technology Center Board Report – Mr. Painter reported the last meeting was held June 24. It was the last meeting for Dr. Lees, Executive Director. Jim Kraft, building principal replaced him and since the other building principal resigned, both buildings have new administrators.

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- I. Berks EIT Report – Mrs. Reese said no meeting was held.
- J. Wyomissing Area Education Foundation – No report.

PUBLIC COMMENT

None.

SUPERINTENDENT'S REPORT

A. CURRICULUM/ TECHNOLOGY

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

1. Approved Council on International Educational Exchange as a Foreign Exchange Program Agency.
2. Approved foreign exchange student Sergio Perez Sanchez, effective for the 2015-16 school year.
Background information: Sergio is from Mexico and has been placed in the home of the Weaver family by the Council on International Educational Exchange (CIE)

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

B. FINANCE/ FACILITIES

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

1. Approved WAEF donations for the following items:
 - \$16,799.04 for WHEC K-2 Listening Centers
 - \$1,000 Creative Reading Center
2. Approved Settlement Agreement and Release for student ID#300540 for 2015 ESY program at no cost to the District.
3. Approved Settlement Agreement and Release for student ID#201978 for 2015-2016 and 2016-2017 school year and 2015 and 2016 ESY programs at a cost to the District in an amount of, not to exceed, \$18,400 per year.
Background information: This agreement is a reduction in placement expense of \$40,800 from the 2014-2015 school year.
4. Approved Settlement Agreement and Release for student ID#202691 for the 2015-2016 and 2016-2017 school year.
Background information: this agreement is an additional

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\$37,950 for the 2015-16 and \$39,850 for the 2016-2017 school years. This amount does include transportation costs for the 2015-16 school year.

5. Approved 2015-16 tuition agreement with Talk Institute and School for student ID 202394 at an annual cost of \$70,000.
Background information: The prior year agreement was in the amount of \$67,750, which would be an increase of 3.32%.
6. Approved 2015-16 tuition agreement with Hogan Learning Academy for student ID 203573 at a rate of \$375 per day.
Background information: This is a \$10 increase over the 2014-15 school year.
7. Approved BCIU service rates for 2015-16.
Background information: See attachments for Early Intervention, Speciation and IT rates.
8. Approved interscholastic student accident insurance premium in the amount of \$7,498 for 2015-16.
Background information: Premium is unchanged from 2014-15. Coverage is through American Management Advisors, Inc.
9. Approved request to close student activity account for the Class of 2014.
Background information: Per Board policy 618, this account is being closed one year after graduation of the class. Unused funds in the amount of \$136.99 (unaudited) will be transferred to the Senior High Student Body.
10. Approved driver list for 2015-16 with the provision that names may be added or deleted at the discretion of Administration.

Bus 1	Lotz, Virginia	Substitute/Trip Drivers:
Bus 2	Behney, Richard	Boltz, Bradley
Bus 3	Young, Melissa	Kirkhoff, Jacqueline
Bus 4	Lanning, Florance	Konnick Joseph
Bus 5	Scheetz, Craig	Lausch, Lynn
Bus 6	Hafer, Mary Jo	Michalowski, Cindy
Bus 7	Jordan, William	Plank, Michael
Bus 8	Kantner, Stephen	Quinones, Maritza
Bus 9	Aulenbach, Donna	Ramirez-Cruz, Bianca
Bus 10	Heim, David	Rickenbrode, Tod
Bus 11	Crupi, Tina	Salomon, Jean Aine
Van 12	Vincent, John	Welsh, Michael
Bus 14	McNamara, Sharon	

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Van 15 Creque, Anthony
Bus 19 Mell, Beth
Bus 19 Lanning, Megan - Aide
Bus 20 Hicks, James

11. Approved 2015-16 agreement with River Rock Academy Inc. for program services for Alternative Education for Disruptive Youth.

Background information: The agreement reserves two slots at an average per diem rate of \$125. Additional slots used will billed at a per diem cost of \$145.

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

C. **PERSONNEL/
POLICY**

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

Mrs. McAvoy clarified that pursuant to school code in order to open Mrs. Vicente's contract and make changes, it is necessary for her to resign before appointing her to a new term.

1. Approved resignation of **Julia R. Vicente**, Superintendent, District Office, effective August 17, 2015.
2. Approved appointment of **Julia R. Vicente**, Superintendent, District Office, effective August 18, 2015 for a five-year term in accordance with the terms and conditions of the employment contract.

3. RESIGNATIONS

a. Professional Staff

- 1) **Andrea Bensusan**, 4th Grade Teacher, WHEC, resignation, effective June 16, 2015.
- 2) **Mary O'Donnell**, Psychologist, WHEC, resignation, effective date to be determined.
- 3) **Marcia Hartzler**, .25 Strings Teacher, WHEC, resignation, effective date to be determined.

b. Support Staff

- 1) **Michael Hawkins**, Custodian, JSBS, update retirement date to June 24, 2015.
- 2) **Ammon Heckler**, Crossing Guard, WREC, resignation, effective June 8, 2015.
- 3) **Jean Cronrath**, Crossing Guard, WREC, resignation from part-time position, effective

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June 5, 2015, approval to substitute requested below.

- 4) **Lydia Snow**, Paraprofessional, JSBS, resignation, effective June 8, 2015.
- 5) **Courtney Dotterer Branham**, Instructional Aide, WREC, resignation, effective June 8, 2015.
- 6) **Corrine Suloff**, Paraprofessional, JSBS, resignation, effective June 8, 2015.
- 7) **Amy Steffy**, Instructional Aide, WHEC, resignation from aide position, effective June 8, 2015.

4. LEAVE OF ABSENCE

a. Professional Staff

- 1) **Karen Houck**, 3rd Grade Teacher, WHEC, restoration of health sabbatical, effective August 25, 2015 to the last day of the first semester of the 2015-16 school year, return to work the first day of the second semester of the 2015-16 school year.

b. Support Staff

- 1) **Madeline Humes**, Secretary, Special Education Department, ratification of unpaid leave of absence beginning June 29, 2015 to July 2, 2015, return to work July 6, 2015.
- 2) **Jane Lim**, Computer Lab Aide, WHEC, end Family Medical Leave, effective August 24, 2015, return to work August 25, 2015.
- 3) **Kathleen Rohm**, Paraprofessional, WHEC, unpaid leave of absence, November 3, 4, 5, 2015.

5. TRANSFER/POSITION CHANGE/SHIFT CHANGE

a. Professional Staff

- 1) **Colleen Reinecker**, Special Education Teacher/Assistive Technology, WREC/District-wide, to Special Education/Assistive Technology, JSBS, no change in wages, effective August 25, 2015.

b. Support Staff

- 1) **Jessica Landis**, Part-time Food Service Worker, WREC, to part-time (5 ½ hours/day) Food Service Site Coordinator, WREC, at a wage rate of \$12/hour effective August 25, 2015.
- 2) **Regina Miller**, 2nd Shift Custodian, WHEC, to 1st Shift Custodian (8:00 a.m.-4:30 p.m.), JSBS,

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effective August 24, 2015, no change in hourly pay rate.

6. APPOINTMENTS

a. Professional Staff

- 1) **Sarah Cirba**, 3rd Grade Teacher, WHEC, at a wage rate based upon B/Step 3 (\$43,901/annually) on the WAEA 2015-16 Salary Schedule, effective August 18, 2015.
Background information: Ms. Cirba acquired a Pennsylvania Department of Education Teaching Certification in Elementary Education K-6 through Kutztown University's teacher certification program. Ms. Cirba has served as a long term substitute teacher and daily substitute teacher for the District. This position is being filled as the result of a resignation.
- 2) **Beth Delp**, School Nurse, WHEC, update effective date to August 17, 2015, update to annual wages from B/Step 2 (\$41,820/annually) to B/Step 2 (\$43,109/annually) based upon the WAEA 2015-16 Salary Schedule.
Background information: Ms. Delp was previously approved prior to the settlement of the WAEA Collective Bargaining Agreement. The updated wage is in accordance with the terms of the 2015-16 Salary Schedule of the WAEA collective bargaining agreement.
- 3) **Ashley Ermold**, Long Term Substitute Science Teacher - 1st Semester, JSHS, at a wage rate of \$21,554.50 based upon B/Step 2 on the WAEA 2015-16 Salary Schedule, effective August 18, 2015 for the first semester of the 2015-16 School Year.
Background information: Ms. Ermold received her Bachelor's Degree from Shippensburg University. She has earned a Pennsylvania Department of Education Teaching Certification in Earth & Space Science (7-12), General Science (7-12), Environmental Science (K-12), and Middle School Science (7-9). This position is being filled as the result of a teacher on leave.
- 4) **Nicholas Fox**, Long Term Substitute Math Teacher, JSHS, at a wage rate based upon B/Step 2 (\$43,109/annually) on the WAEA 2015-16 Salary Schedule, effective August 18, 2015 for the 2015-16 school year.

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Background information: Mr. Fox received his Bachelor's Degree and Pennsylvania Department of Education Teaching Certification in Mathematics 7-12 through Penn State University's teacher certification program. Mr. Fox served the District in the capacity of an extended substitute math teacher in the 2014-15 school year. This position is being filled as the result of a teacher on leave.

- 5) **Hilary Haubrich**, Math Teacher, JSBS, at a wage rate based upon M/Step 6 (\$53,259/annually) on the WAEA 2015-16 Salary Schedule, effective August 18, 2015.
Background information: Ms. Haubrich received her Master's Degree through Cabrini College. She holds a Pennsylvania Department of Education Teaching Certification in Mathematics 7-12. This position is being filled as the result of a retirement.
- 6) **Steven Holst**, Long Term Substitute 4th Grade Teacher, WHEC, at a wage rate based upon B/Step 2 (\$43,109/annually) on the WAEA 2015-16 Salary Schedule, effective August 18, 2015 for the 2015-16 school year.
Background information: Mr. Holst holds a Pennsylvania Department of Education Teaching Certification in Elementary K-6 and Special Education PK-8. This position is being filled as the result of a teacher on a leave of absence.
- 7) **Claire Langdon**, 4th Grade Teacher, WHEC, at a wage rate based upon B/Step 2 (\$43,109/annually) on the WAEA 2015-16 Salary Schedule, effective August 18, 2015.
Background information: Ms. Langdon received her Bachelor of Science Degree in Education with a concentration in Reading from Kutztown University where she also acquired a Pennsylvania Department of Education Teaching Certification in Elementary Education K-6. This position is being filled as the result of a resignation.
- 8) **Chelsea Leber**, Mathematics Teacher, JSBS, at a wage rate based upon B/Step 2 (\$43,109/annually) on the WAEA 2015-16 Salary Schedule, effective August 18, 2015.
Background information: Ms. Leber received a

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Bachelor of Science Degree from Millersville University. She holds a Pennsylvania Department of Education Teaching Certification in Mathematics 7-12. This position is being filled as the result of a teacher who was reassigned to the new position of S.T.E.M. Specialist.

- 9) **Valerie Macaronis**, Social Studies Teacher, JSHS, at a wage rate based upon B/Step 3 (\$43,901/annually) on the WAEA 2015-16 Salary Schedule, effective August 18, 2015. *Background information: Ms. Macaronis received a Pennsylvania Department of Education Teaching Certification in Social Studies 7-12 and Library Media Specialist through Kutztown University's teacher certification program. This position is being filled due to the reassignment of a teacher into an administrative position.*
- 10) **Christine Paige**, ESL Teacher, WHEC, effective August 18, 2015, update to annual wages from M+60/Step 9 (\$62,720/annually) to M+60/Step 9 (\$64,994/annually) based upon the WAEA 2015-16 Salary Schedule. *Background information: Ms. Paige was previously approved prior to the settlement of the WAEA Collective Bargaining Agreement. The updated wage is in accordance with the terms of the 2015-16 Salary Schedule of the WAEA collective bargaining agreement.*
- 11) **Amy Steffy**, Long Term Substitute 1st Grade Teacher, WHEC, at a wage rate based upon B/Step 2 (\$43,109/annually) on the WAEA 2015-16 Salary Schedule, effective August 18, 2015 for the 1st Semester of the 2015-16 school year. *Background information: This position is being filled as the result of a teacher on a leave of absence.*
- 12) **Meredith Weisman**, 3rd Grade Teacher, WHEC, at a wage rate based upon M/Step 4 (\$49,019/annually) on the WAEA 2015-16 Salary Schedule, effective August 18, 2015. *Background information: Ms. Weisman acquired her Master of Science Degree from Saint Joseph's University. She holds a Pennsylvania Department of Education Teacher Certification*

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in Elementary Education K-6, Special Education N-12, and Reading Specialist K-12. This position is being filled as the result of a retirement.

b. Support Staff

- 1) **Vicki Mlynar**, Paraprofessional, JSBS, full-time (7 hours/day; 35 hours/week), at a wage rate of \$11.25/hour, effective August 25, 2015.

Background information: This position is being filled as the result of a retirement.

- 2) **Mariah Rutter**, Paraprofessional, JSBS, full-time (7 hours/day; 35 hours/week), at a wage rate of \$11.34/hour, effective August 25, 2015.

Background information: This position is being filled as the result of a resignation.

- 3) **Amy Holland**, Paraprofessional, JSBS, full-time (7 hours/day; 35 hours/week), at a wage rate of \$12.00/hour, effective August 31, 2015.

Background information: This position is being filled as the result of a resignation.

- 4) **Shirley Poon**, Paraprofessional, JSBS, full-time (7 hours/day; 35 hours/week), at a wage rate of \$11.34/hour, effective date to be determined.

Background information: This position is being filled as the result of a resignation.

- 5) **Sharon Hague**, Part-time Food Service Worker, JSBS, 4 hours/day, at a wage rate of \$10.04/hour, effective August 25, 2015.

Background information: This position is being filled as the result of a retirement.

- 6) **Gregory Mengel**, Crossing Guard, part-time (4 hours/day) at a wage rate of \$9.89/hour effective August 25, 2015.

Background information: The position was previously shared between two Crossing Guards. The position is now being filled by one Crossing Guard as the result of the resignation of the two Crossing Guards who previously shared the position.

- 7) **Ernest Harders**, Custodian, WHEC, full-time (8 hours/day), 2nd Shift, at a wage rate of \$11.14/hour, effective August 24, 2015.

Background information: This position is being filled as the result of internal reassignments which was precipitated by a resignation.

c. Supplemental Staff

- 1) **Erin Wentzel**, Junior High Girls' Volleyball

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Assistant Coach, at a stipend of \$945 for the 2015-16 School Year Fall Sports Season.

7. RATIFICATION OF SUBSTITUTE SUMMER WORK

a. Professional Staff

- 1) **Diane Torres**, Substitute Nurse, Extended School Year Program, ratification for substitute nursing performed during the Summer 2015 Extended School Year Program.
Background information: This ratification is the result of the necessity to acquire a nurse substitute for the school nurse during the Extended School Program. Ms. Torres is currently on the approved substitute list.

8. RATIFICATION OF WAGE RATE

- a. Ratified the wage rate of \$32/hour for the following non-supervisory staff who were approved for summer work hours:

- 1) **Daniel Giesen**, Athletic Trainer
- 2) **Lauren Gockley**, Athletic Trainer
Background information: The Athletic Trainers' summer hours were previously Board approved; however, the approval did not include a wage rate.

9. CHANGE TO ASSIGNED WORK HOURS

a. Support Staff

- 1) **Marsha DeHaven**, Part-time Food Service Worker, JSHS, from 5 hours/day to 4 hours/day, no change in hourly rate, effective August 25, 2015.
- 2) **Robin Ambrosiani**, Part-time Food Service Worker, WREC, from 2 ½ hours/day to 3 hours/day, no change in hourly wage rate, effective August 25, 2015.
- 3) **Madeline Humes**, Secretary, District Office, from 28 hours/week to 5.5 hours/day Monday-Thursday and 6 hours/day on Friday (28 hours/week), no change in hourly wage rate.
Background information: Ms. Humes was originally approved for hours per week. This requested action is to properly approve her at hours per day.
- 4) **Christine Smith**, Part-time Paraprofessional, JSHS, to full-time (7 hours/day; 35 hours/week), effective August 25, 2015, no change in hourly

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wage rate.

Background information: This change in status is the result of a full-time paraprofessional resignation.

10. DEPARTMENT CHAIR

Approved the following Department Chair for the 2015-16 school year at a stipend of \$1,750:

Social Studies Department

Joseph Alcaro

11. TEACHER MENTORS

Approved of the following Teacher Mentors for the 2015-16 school year:

<u>Mentor Teacher</u>	<u>Inductee</u>	<u>Assignment</u>	<u>Stipend</u>
Christopher Miller	Sarah Cirba	3 rd Grade Teacher	\$500.00
Sallyanne McNichol	Beth Delp	School Nurse	\$500.00
Brenda Phillips	Ashley Ermold	LTS Science Teacher	\$250.00
Todd Zechman	Nicholas Fox	LTS Math Teacher	\$500.00
Christine Beidler	Sarah Gallen	Special Ed. Teacher	\$500.00
Teresa Wood	Hilary Haubrich	Math Teacher	\$500.00
Gwen Gibson	Steven Holst	LTS 4 th Grade	\$500.00
Stephanie Myers	Claire Langdon	4 th Grade Teacher	\$500.00
Betsy Santoro	Chelsea Leber	Math Teacher	\$500.00
Chris Kersikoski	Val. Macaronis	Soc. Studies Teacher	\$500.00
Shauna Easteadt	Christine Paige	ESL Teacher	\$500.00
Danielle Metzger	TBD	LTS 3 rd Grade	\$250.00
Tony Wengerd	Amy Steffy	LTS 1 st Grade	\$250.00
Jeremiah Kozlowski	Mere. Weisman	3 rd Grade Teacher	\$500.00

12. APPROVED 2015-16 SCHOOL YEAR SUBSTITUTE RATES FOR PROFESSIONAL AND SUPPORT STAFF SUBSTITUTES PER THE ATTACHED CHARTS.

13. APPROVED 2015-16 FALL ATHLETIC COACH STIPENDS PER ATTACHMENT.

14. APPROVED 2015-16 CO-CURRICULAR ADVISOR STIPENDS PER ATTACHMENT.

15. SUBSTITUTES

a. Professional Staff

- 1) **Jessica Chinae** (Teacher) - Addition
- 2) **Rachel Ducine** (Teacher) – Addition
- 3) **Sharyn Beodeker** (Teacher) – Addition
- 4) **Erin George** (Nurse) – Deletion
- 5) **Colleen Sagwitz** - Deletion

b. Support Staff - Additions

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1) **Jean Cronrath** (Crossing Guard) - Addition

16. VOLUNTEERS

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

OLD BUSINESS

None.

NEW BUSINESS

Mr. Murray provided information on the upcoming active shooter drill on August 26 in which District staff will participate at the JSHS with local police departments.

UPDATES FROM ORGANIZATIONS

None.

ADJOURNMENT

A motion was made by Mr. Portner, seconded by Mrs. Reilly to adjourn at 6:43 p.m.

Board Secretary