

WYOMISSING AREA SCHOOL DISTRICT

630 Evans Avenue
Wyomissing, PA 19610

Our Mission

The Wyomissing Area School District, in partnership with parents and community, is committed to:

- *educate all students to their fullest potential*
- *provide all students with the opportunity to acquire the knowledge and skills to be successful in the 21st century*
- *encourage all students to be productive, responsible citizens and lifelong learners.*

Board of School Directors

Mrs. Karen R. McAvoy, President
Mrs. Jennafer K. Reilly, Vice President
Mr. Gregory L. Portner, Treasurer
Mrs. Lesa I. Butera
Mrs. Michelle M. Davis
Mr. Christopher W. Heinly
Scott C. Painter, Esq.
Mrs. Sandra A. Reese
Mrs. Anne P. Seltzer, Asst. Board Secretary

Non Members

Mr. Mark Boyer, Board Secretary
Mr. Matthew S. Stem, Assistant Superintendent

Ex Officio Member

Mrs. Julia R. Vicente, Superintendent

SCHOOL BOARD MEETING

Monday, January 12, 2015 – 6:00 P.M.
Community Board Room

- I. **Call to Order –Mrs. Karen R. McAvoy, Board President, Presiding**
- II. **Pledge of Allegiance – Mrs. McAvoy**
- III. **Announcement of Recording by the Public – Mrs. McAvoy**
- IV. **Roll Call – Mrs. Filer**
- V. **Welcome to Visitors & Announcement of Meetings – Mrs. McAvoy**
 - School Board Business Meeting – January 26, 2015, 6:00 p.m.
 - Technology Committee Meeting – January 28, 2015, 12:00 p.m.
 - Curriculum Committee Meeting – February 2, 2015, 12:00 p.m.
 - Policy Committee Meeting – February 3, 2015, 12:00 p.m.
 - Finance/Facilities Committee Meeting – February 4, 2015, 8:00 a.m.
 - Personnel Committee Meeting – February 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.

VI. **Committee Reports**

- A. Finance – Mr. Heinly
- B. Facilities – Mrs. Reese
- C. Curriculum – Mrs. Davis
- D. Technology – Mr. Portner
- E. Personnel – Mrs. Butera
- F. Policy – Mr. Painter
- G. Berks County Intermediate Unit Board Report – Mrs. Seltzer
- H. Berks Career & Technology Center Board Report – Mr. Painter

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- I. Berks EIT Report – Mrs. Reese
- J. Wyomissing Area Education Foundation – Mrs. Butera

VII. Public Comment – Mrs. McAvoy

Speakers are requested to identify themselves by name and address.

VIII. Superintendent’s Report – Mrs. Vicente

A. Curriculum and Technology

MOTION

It is recommended that the Board of School Directors approve the following Curriculum and Technology items 1-3:

1. Approve Overnight Field Trip Requests –
 - a. Penn State University High School Track Invitational, State College, PA, January 23-24, 2015.
 - b. District 10 Orchestra, Blue Mountain High School, February 4-7, 2015.
2. Approve Best Buddies Club
Background information: Members of this club will plan social events/activities for special education students with intellectual and development disabilities to create social opportunities and foster friendships for these students.
3. Approve Mini-THON Club
Background information: The Wyomissing Area Mini-THON is part of a program that inspires, empowers, and activates young adults in the fight against childhood cancer. Students in grades 9-12 may participate. The committee structure consists of three overall chairs, 15 committee leaders and 40 committee members.

B. Finance and Facilities

MOTION

It is recommended that the Board of School Directors approve the following Finance and Facilities items 1-4:

1. Approve Karen McAvoy, Gregory Portner and Mark Boyer as signers for the following approved depositories:
 - Fulton Bank
 - Pennsylvania School District Liquid Asset Fund
 - PLGIT
 - Wells Fargo
 - National Penn Bank

Background information: Account signers are being updated to reflect the current Board President, Treasurer and Secretary.

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2. Approve letter of engagement with Nicole Plank of Georgeadis Setley for legal representation regarding the matter of Lerch vs. Stirling, et al. at a rate of \$250 per hour.
3. Approve request to establish student activity account for the purpose of collecting and disbursing funds on behalf of the Ski Club.
4. Approve donations in the amount of \$21,135 from 40 donors to be used toward legal costs for the appeal of the Wyomissing Borough Zoning Hearing Board denial to the Berks County Court of Common Pleas.

The following Finance and Facilities items are for discussion:

5. Approve budget transfers in the amount of \$_____.
6. Approve donations from the Wyomissing Area Education Foundation as follows:
 - \$2,273.92 for grade level sensory kits.
 - \$2,700 for three quarter basses.
 - \$1,600 towards the purchase of android tablets.
 - \$950 towards the cost of water fountain/bottle filling station.
 - \$999 in EITC funds to be used towards the JSBS robotics program.
7. Approve donation from Patient First in the amount of \$1,089.27 to reimburse the purchase of grade-level reading books at WHEC.
8. Approve anonymous donation in the amount of \$1,440 to be used towards the purchase of soccer uniforms.
9. Approve field trip grant in the amount of \$540 from Reading Public Museum for 36 JSBS students.
Background information: This grant covers admission to the Museum and Planetarium and transportation.
10. Approve exoneration of parcel no. 96-4396-14-33-4370.
11. Approve lease agreement with the Scottish Rite Cathedral Association of Reading for use of their auditorium for commencement on June 5, 2015 for a fee of \$2,050 plus charges for security personnel.
12. Approve submission of delinquent real estate tax to ENM Law Group in the amount of \$_____.
Background information: The total amount of delinquent tax will be finalized by the January 26, 2015 meeting.

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13. Approve BCIU Joint Purchasing bids for copy paper as follows:

| | |
|----------------------|---------------|
| Contract Paper Group | \$12,003.00 |
| Lindenmeyr Munroe | 5,128.90 |
| <u>Quill Corp.</u> | <u>148.80</u> |
| Total | \$17,280.70 |

14. Approve Resolution 1-26-15-01 not to raise taxes above the index of 1.9% for the 2015-16 fiscal year.

Background information: Section 311(d)(1) of SS Act 1 permits a school district to elect to adopt a resolution indicating it will not raise the rate of any tax for the support of public schools for the following fiscal year by more than its index. Adoption of this resolution may be done in lieu of a preliminary budget. This resolution is to be adopted by January 29, 2015.

C. Personnel and Policy

MOTION

It is recommended that the Board of School Directors approve the following Personnel and Policy items 1-11:

1. RESIGNATIONS/RETIREMENTS

a. Professional Staff

- 1) **Dorothy Brandt**, ESL Teacher, WHEC, retirement, effective May 1, 2015.
- 2) **Jill Hoffman Heckler**, Elementary Teacher-Grade 3, WHEC, retirement effective the last teacher day of the 2014-15 school year.
- 3) **Mary Hollinger**, School Nurse, WHEC, retirement, effective the last WAEA professional work day of the 2014-15 school year.

b. Confidential Support Staff

- 1) **Andrew Hoover**, Technology Systems Technician, District Office, resignation effective January 16, 2015.

c. Support Staff

- 1) **Linda Hettrick**, Custodian, WREC, resignation effective January 5, 2015.

2. LEAVE OF ABSENCE

a. Professional Staff

- 1) **Carley Schopf**, Math Teacher JSHS, updated effective date of Family Medical Leave to December 2, 2014.

b. Support Staff

- 1) **Karen Conklin**, Special Education Instructional Aide, JSHS, Family Medical Leave effective January 15, 2015 ending on or about April 15, 2015.

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- 2) **Michael Hasara**, Custodian, JSBS, Family Medical Leave, update effective dates to November 14, 2014 to December 12, 2014 with a return to work date of December 15, 2014.
 - 3) **Suzanne Herbst**, Food Service Worker, WHEC, unpaid leave of absence, effective December 18 to December 23, 2014 with a return to work date of January 5, 2015.
 - 4) **James Jackson**, Maintenance-Plumber, District-wide, Family Medical Leave, effective January 16, 2015 until a date to be determined.
 - 5) **Kathy Schweitzer**, Special Education Instructional Aide, WHEC, Family Medical Leave, November 17, 2014 to December 4, 2014, with a return to work date to December 5, 2014.
3. POSITION CHANGE/TRANSFER
- a. Professional Staff
 - 1) **Nathaniel Miller**, Teacher, JSBS, transferred into the position of S.T.E.M. Specialist, no change in wage, effective date to be determined.
 - b. Support Staff
 - 1) **William Cary**, Custodian, JSBS, position change to Floater Custodian, District-Wide, effective January 13, 2015 with no change in daily/weekly hours or hourly wage rate.
 - 2) **Gloria Claudio**, Custodian, JSBS, transfer location to WREC, effective December 5, 2014 with no change in daily/weekly hours or hourly wage rate.
 - 3) **Julie Miller**, Custodian, WHEC, transfer location to JSBS, effective December 5, 2014 with no change in daily/weekly hours or hourly wage rate.
4. APPOINTMENTS
- a. Professional Staff
 - 1) **Christopher Klusewitz**, Long Term Substitute Math Teacher, JSBS, update effective date to December 15, 2014.
 - b. Support Staff
 - 1) **Jennifer Entzminger**, Floater Aide, WHEC, Part-time at 5 ½ hours/day (27 ½ hours/week), at an hourly wage rate of \$10.98/hour, effective January 13, 2015.
Background information: This position is being filled as the result of a resignation.
 - 2) **Natalie Loeb**, Café/Recess Monitor, WHEC, Part-time at 2 ½ hours/day (12 ½ hours/week), at an hourly wage rate of \$9.89/hour, effective January 13, 2015.
Background information: This position is being filled as the result of a resignation.
 - 3) **Josephine Winslow**, Classroom Instructional Aide (Kindergarten), WHEC, Part-time at 5 ½ hours/day (27 ½ hours/week), at an hourly wage rate of \$10.75/hour, effective January 13, 2015.

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

- 4) **Kyle Rhoads**, IT Intern, District-wide, \$10.50/hour, effective January 13, 2015 to June 30, 2015, not to exceed a total of 1,200 hours.

Background information: This position was approved by the Board on October 14, 2014 and is necessitated by the new District-wide IT initiatives inclusive of the ongoing technical support required for the 1:1 tablets distributed at the Jr./Sr. High School.

- 5) **Walter Line**, Crossing Guard, WREC, part-time at 4 hours/day, at a wage rate of \$9.89/hour, effective January 13, 2015.

c. Supplemental Staff

- 1) **Jennifer Mangold**, Co-Curricular Advisor, Mini-THON Club, at a stipend of \$2,224 for the 2014-15 school year.
- 2) **Christine Beidler**, Co-Curricular Co-Advisor, Best Buddies Club, at a stipend of \$347.50 for the 2014-15 school year.
- 3) **Cynthia Watras**, Co-Curricular Co-Advisor, Best Buddies Club, at a stipend of \$347.50 for the 2014-15 school year.

d. Athletic Staff

- 1) **Eric Uliasz**, Head Coach, Boys' and Girls' Track, at a stipend of \$3,197 for the 2014-15 school year winter sports season.
- 2) **Joseph Allen**, Assistant Coach, Boys' and Girls' Track, at a stipend of \$2,099 for the 2014-15 school year winter sports season.

5. TEACHER ON ASSIGNMENT

- a. **Frank Ferrandino**, Teacher, JSBS, assigned duties of Interim Athletic Director, for the 2014-15 school year at a stipend of \$16,500 in addition to annual salary.

6. ADMINISTRATOR ON ASSIGNMENT

- a. **Matthew Stem**, Assistant Superintendent, provision of Superintendent coverage from October 22, 2014 to December 1, 2014 at a stipend of \$5,000.

7. 2014-15 WINTER ATHLETICS

Request approval of the Updated 2014-15 Winter Athletic Coaching Staff and Stipends per the attachment.

Background information: This final revision of the coach roster reflects necessary changes resulting from resignations.

8. WORK OUTSIDE CONTRACT HOURS

a. Professional Staff

- 1) Requesting approval for the following teacher to be a tutor for the JSBS after school tutoring program scheduled for Tuesday, Wednesday, and Thursday effective on or about January 6, 2015 through May 13, 2015 at the WAEA wage rate for work outside contract hours. Hours worked will not exceed the total shared

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hours of 153 which have been allocated and approved for the Jr./Sr. High School tutoring program:

a) **Christopher Klusewitz**

Background information: Mr. Klusewitz will be utilized as a substitute for the JSHS tutoring program which supports students in Keystone subjects and PSSA remediation.

9. POSITION TITLE/CLASSIFICATION CHANGE REQUEST

- a. Request approval of the following position title and classification change:
Data Specialist (Professional classification) change to Supervisor of Assessments and Instructional Interventions (Administrative classification)

Background information: This change more closely reflects the responsibilities associated with the position.

10. SUBSTITUTES

a. Professional Staff

- 1) **Thomas McGee** (Teacher), Addition
- 2) **Amy Steffy** (Teacher), Addition

b. Support Staff

- 1) **Tracy Diehl** (Aide & Café/Recess Monitor Positions), Addition
- 2) **Natalie Loeb** (Café/Recess Monitor), Addition
- 3) **Gregory Mengel** (Crossing Guard), Addition
- 4) **Nicole Ortiz** (Aide & Café/Recess Monitor Positions), Addition

11. VOLUNTEERS

The following Personnel and Policy items are for discussion:

12. POLICIES

First reading of the following policies:

| | |
|-------|--|
| 317 | Conduct/Disciplinary Procedures – Administrative Employees |
| 317.1 | Educator Misconduct – Administrative Employees (NEW) |
| 417 | Conduct/Disciplinary Procedures – Professional Employees |
| 417.1 | Educator Misconduct – Professional Employees (NEW) |
| 517 | Conduct/Disciplinary Procedures – Classified Employees |
| 806 | Child Abuse |
| 916 | Volunteers |

IX. **Old Business – Mrs. McAvoy**

X. **New Business – Mrs. McAvoy**

XI. **Updates from Organizations**

- A. **WAEA**
- B. **AFSCME**
- C. **WAEF**
- D. **PTA**

XII. **Adjournment – Mrs. McAvoy**