

WYOMISSING AREA SCHOOL DISTRICT

630 Evans Avenue
Wyomissing, PA 19610

Our Mission

Inspiring Excellence, One Spartan at a Time!

Our Vision

*The Wyomissing Area School District aspires to be the **preeminent** public educational institution; as we:*

- *Prepare students to excel in a highly complex global community;*
- *Offer rigorous academics, cutting-edge technology and enriching extracurricular opportunities;*
- *Attract and retain the best team of administrators and staff; and*
- *Create a culture build on respect, trust and integrity.*

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

Ex Officio Member

Mrs. Julia R. Vicente, Superintendent

SCHOOL BOARD MEETING

Tuesday, May 26, 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**
 - 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.

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VI. Recognition – Mrs. Vicente

A. Retirees

VII. Public Comment – Mrs. McAvoy

Speakers are requested to identify themselves by name and address.

VIII. Routine Approvals – Mrs. McAvoy

MOTION

A. It is recommended that the Board of School Directors approve the following minutes:

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

MOTION

B. It is recommended that the Board of School Directors accept the Treasurer's Report.

MOTION

C. It is recommended that the Board of School Directors approve payment of bills for the months of April 2015, as listed in the financial packet.

- 1) General Fund Accounting Check Summary
- 2) Food Service Accounting Check Summary
- 3) Student Activity Accounting Check Summary
- 4) Capital Reserve Accounting Check Summary

IX. Approval of Fact Finder Report

MOTION

It is recommended that the Board of School Directors accept the Fact Finder Report as presented.

X. 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 1-4:

1. Approve Class of 2015 Graduates pending compliance with all requirements.
2. Approve homebound instruction for secondary student ID #300640 for five hours per week from May 6, 2015 to June 8, 2015.

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3. Approve homebound instruction for secondary student ID #202691 for 5.5 hours per week from May 6, 2015 to June 8, 2015.
4. Approve homebound instruction for secondary student ID #202818 for five hours per week from May 11, 2015 to June 8, 2015.

B. Finance and Facilities

MOTION

It is recommended that the Board of School Directors approve the following Finance and Facilities items 1-12:

1. Approve budget transfers in the amount of \$155,183.64 for supplies, scholarships, awards, replacement books, Special Education placement and transportation.
2. Approve 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. Approve exonerations from per capita tax in the amount of \$1,390.
4. Approve submission of delinquent per capita tax to Statewide Tax Recovery in the amount of \$21,219.
5. Approve 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. Authorize 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. Approve Renewal of Contract with Caron Foundation to provide four days a week of SAP services in the amount of \$28,841.
8. Approve two-year agreement with Keystone Transportation to provide transportation services for 2014-15 (1.8%) and 2015-16 (1.9% increase).

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9. Approve 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. Appoint 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. Approve 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. Approval to file 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.

C. Personnel and Policy

MOTION

It is recommended that the Board of School Directors approve the following Personnel and Policy items 1-9:

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.

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- 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 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) Approve 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**

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4. REQUEST APPROVAL FOR TRAINING HOURS

Request approval for 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)
- 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 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.

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- 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**

Request approval of 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:

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

XI. **Old Business – Mrs. McAvoy**

XII. **New Business – Mrs. McAvoy**

XIII. **Right to Know Requests – Mrs. McAvoy**

Right-to-Know					
Cost Analysis					
04/01/15-04/30/15					
Date	Requested by	Description of Request	Personnel	Time	Cost
04/05/15	B. Murray	Cash Position History	M. Boyer	2.00	\$81.42
04/13/15	N. Hoffa	Food Expense/AFR Data/Charter School Info	M. Boyer D. Kaag	2.00 3.00	\$81.42 \$58.62
04/20/15	J. McKiernan	Insurance/Waiver Information	M. Boyer KKAL	0.50	\$20.36 \$132.50
04/21/15	S. Larkin	Legal, ELA, and Turf, Track and Court invoices	M. Boyer KKAL	0.50	\$20.36 \$132.50
			Total		\$527.18

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XIV. Updates from Organizations

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

XV. Adjournment – Mrs. McAvoy