

# 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 built 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  
Mrs. Lynette R. Waller, Dir. of Elem. & Sec. Education

### Ex Officio Member

Mrs. Julia R. Vicente, Superintendent

## **SCHOOL BOARD MEETING**

Monday, June 22, 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 – 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.

**June 22, 2015 Board Meeting  
Agenda – Page 2**

**VI. Recognition – Mrs. Vicente**

A. Retiree

**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:

- May 11, 2015 Business Meeting with Committee Reports
- May 26, 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 May 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 Project 2009 Accounting Check Summary

**IX. 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 item:

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

**B. Finance and Facilities**

**MOTION**

It is recommended that the Board of School Directors approve the following Finance and Facilities items 1-21:

1. Approve WAEF donations:

**June 22, 2015 Board Meeting  
Agenda – Page 3**

- \$400 for GLOBE Atmospheric Cloud Chart grant application
  - \$1,000 for AP Testing
  - \$848 for AP Testing
2. Approve 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. Approve 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. Approve 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. Approve 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. Approve 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. Approve depositories for 2015-16:

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

8. Approve 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
Moore Medical LLC	\$ 288.46

**June 22, 2015 Board Meeting  
Agenda – Page 4**

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. Authorize 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. Approve Myers & Bell as broker or records for property, liability, E&O, umbrella and data breach insurance for 2015-16 and award contracts in the amount of \$87,037.
  
11. Approve Loomis Company as Broker of Record for workmen's compensation for 2015-16 and award contract in the amount of \$71,687.

**June 22, 2015 Board Meeting  
Agenda – Page 5**

12. Approve 2014-15 tuition rate calculation - \$10,166.35 Elementary/ \$11,459.10 Secondary.
13. Approve budget transfers in that amount of \$12,131 for books, athletic rentals and special education expenses.
14. Approve exemptions of Per Capita Tax in the amount of \$22.00.
15. Approve Food Service Budget for 2015-16 in the amount of \$661,619.
16. Approve 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. Approve 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. Approve 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. Approve 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 to exceed 35 per week.  
*Background information: EBS's hourly rate is unchanged from 2014-15*
20. Approve 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.*

**June 22, 2015 Board Meeting**  
**Agenda – Page 6**

21. Approve 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.*

**C. Personnel and Policy**

**MOTION**

It is recommended that the Board of School Directors approve the following Personnel and Policy items 1-10:

1. REQUEST APPROVAL FOR 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.
  
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.*

**June 22, 2015 Board Meeting  
Agenda – Page 7**

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 Easteadt**, 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.), JSHS, to 1<sup>st</sup> Shift (6:00 a.m.-2:30 p.m.), JSHS, 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, 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

Request approval of 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                                       |

X. **Old Business – Mrs. McAvoy**

XI. **New Business – Mrs. McAvoy**

**June 22, 2015 Board Meeting  
Agenda – Page 8**

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

		<b>Right-to-Know</b>			
		<b>Cost Analysis</b>			
		<b>05/01/15-05/31/15</b>			
<b>Date</b>	<b>Requested by</b>	<b>Description of Request</b>	<b>Personnel</b>	<b>Time</b>	<b>Cost</b>
	None				

**XIII. Updates from Organizations**

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

**XIV. Adjournment – Mrs. McAvoy**