

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, November 23, 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 Reorganization – December 7, 2015, 6:00 p.m.

All listed meetings are held in the Community Board Room of the Jr./Sr. High School unless otherwise noted.
- VI. **Recognition**
 - A. BCTC Students of the Quarter – Dr. Jones
- VII. **Presentation**
 - A. JSHS Data – Dr. Jones

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VIII. Public Comment – Mrs. McAvoy

Speakers are requested to identify themselves by name and address.

IX. Routine Approvals – Mrs. McAvoy

MOTION

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

- October 13, 2015 Business Meeting with Committee Reports
- October 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 month of October 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

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 1-2:

1. Approve Overnight Field Trips –
 - a. District 10 Orchestra to East Stroudsburg HS South, East Stroudsburg, PA, January 13-16, 2016
 - b. District Band to North Schuylkill HS, Ashland, PA, January 28-30, 2016
 - c. Chorale to New York City, March 11-12, 2016.
Background information: The District will monitor the national security level. We will decide accordingly due to a threat level of orange (high) or red (severe).
2. Approve homebound instruction for three hours per week for secondary student #203275 effective November 16, 2015 through January 26, 2016.

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B. Finance and Facilities –

MOTION

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

1. Approve budget transfers in the amount of \$1,050.
2. Approve donation from WAEF in the amount of \$1,500 for VEX robotics kit and electric vehicle kit.
3. Approve LERTA Resolution located in West Reading.
Background information: The LERTA Resolution is for the parcel located at 701 North 7th Avenue.
4. Approve change order for LowV to add two cameras to the press box in the amount of \$8,296.
Background information: This change order includes labor, mounting hardware, cameras, and wireless access points.
5. Approve correction to adult lunch price for 2015-16 to \$3.60.
Background information: Adults have been charged the correct price since the start of the school year. This item is being approved so that the correct pricing is reflected in the official Board minutes.
6. Approve donation from the Wyomissing Area Little League Board in the amount of \$250 for renovations to the high school baseball field.
7. Approve Memorandum of Understanding with West Reading Police Department and Wyomissing Borough Police Department.
Background information: Per the PA School Code we are required to re-execute our MOU every two years with each local police department having jurisdiction over our school property. There are no revisions since it was executed in 2013.
8. Approve transportation agreement with BCIU to transport one student to John Paul II Center at a rate of \$54.64 per day, from November 18, 2015 to June 30, 2016.
Background information: We are unable to provide transportation for this student due to the bell schedule and current van usage.
9. Approve Division 09 Contract Flooring to furnish all materials, necessary equipment and labor to complete the high school stage renovations in the amount of \$18,976.

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C. Personnel and Policy

MOTION

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

1. LEAVE OF ABSENCE

a. Professional Staff

- 1) **Kelly Keim**, 2nd Grade Teacher, WHEC, unpaid Leave of Absence, extended to the end of the 1st 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) **Robin Cosbey**, Part-time Paraprofessional, WHEC, unpaid leave of absence December 3, 2015 to December 18, 2015, with a return to work date of December 21, 2015 pending appropriate release to work documentation.
- 2) **Todd Coleman**, Custodian, JSHS, unpaid leave of absence, October 20, 21, 22, 2015, return to work October 23, 2015.
- 3) **Barbara Cuttler**, Paraprofessional, WHEC, unpaid leave of absence December 21, 22, 23, 2015, return to work January 4, 2016.
- 4) **Eve Pardo**, Paraprofessional, WHEC, Leave of Absence, on or about December 15, 2015 to January 26, 2015.
- 5) **David Summers**, Paraprofessional, JSHS, unpaid leave of absence November 9, 10, 11, 2015, return to work November 12, 2015.
- 6) **Ellen Weaver**, Library Aide, JSHS, end intermittent Family Medical Leave effective November 5, 2015.

2. APPOINTMENTS

a. Support Staff

- 1) **Tatiana Cardona**, Paraprofessional, JSHS, full-time (7 hours/day; 35 hours/week), at a wage rate of \$12.00/hour, effective December 7, 2015.

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

3. TEACHER MENTOR

Request approval of the following Teacher Mentor for the 2015-16 school year:

<u>Mentor Teacher</u>	<u>Inductee</u>	<u>Assignment</u>	<u>Stipend</u>
Dawn Main	Sharon Gulla	.25 Strings Teacher	\$375.00

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4. CHANGE TO WORK HOURS

Request approval of the following weekly van driver work hours effective November 24, 2015:

- a. **Keith Moyer** – 26 hours/week
- b. **Arthur Rickenbrode** – 28 hours/week

5. WORK OUTSIDE CONTRACT HOURS

a. Professional Staff

- 1) Requesting approval for the following teachers who have agreed to be tutors for the JSHS after school tutoring program scheduled for Tuesday, Wednesday, and Thursday effective January 5, 2016 through May 12, 2016 at the WAEA wage rate for work outside contract hours not to exceed a shared total of 204 hours:

- a) **Nicholas Fox**
- b) **Hilary Haubrich**
- c) **Chelsea Leber**
- d) **Meghan Tierney**

Background information: Students will be tutored in Keystone subjects and PSSA remediation.

- 2) Requesting approval for the following teachers who have agreed to be tutors for the WHEC after school tutoring program scheduled for Tuesday, Wednesday, and Thursday effective on or about December 8, 2015 through March 17, 2016 at the WAEA wage rate for work outside contract hours not to exceed a shared total of 405 hours:

- a) **Sarah Cirba**
- b) **Caitlin Gibbs**
- c) **Donna Fischer**
- d) **Claire Langdon**
- e) **Kelly McClennan**
- f) **Holli Noll**
- g) **Brianna O’Neil**
- h) **Nancy Robinson**
- i) **Erin Tyrrell**
- j) **Amy Stewart-Himes**
- k) **NancyLee Chaiko (substitute)**
- l) **Amy Miller-Cush (substitute)**

Background information: Students will be tutored in Leveled Literacy Interventions, Math, Reading, and Science.

- 3) Requesting approval for the following teachers who have agreed to be tutors for the WREC after school tutoring program scheduled for Tuesday, Wednesday, and Thursday effective on or about December 8, 2015 to March 17, 2016 at the WAEA wage rate for work outside contract hours not to exceed a shared total of 272 hours:

- a) **Keith Arnold**
- b) **Shauna Eastedt**
- c) **Kami Fecho**

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- d) **Kelly Ferrandino**
- e) **Michele Hetrich**
- f) **Erika Homan**
- g) **Bridgette Kozuch**
- h) **Andrea Kupiszewski**
- i) **Daniel Smith**
- j) **Rose Sneeringer**

Background information: Students will be tutored in Math and Reading.

- 4) Request ratification for the following teachers who have provided homebound instruction to student #203577 from October 26, 2015 to November 13, 2015, one hour per teacher per week at the WAEA work outside contract rate:
 - a) **Nicholas Fox**
 - b) **Timothy Hetrich**
 - c) **Jennifer Yetter**
- 5) Request ratification for the following teachers who have provided homebound instruction to student #203275 from October 26, 2015 to December 23, 2015, one hour per teacher per week at the WAEA work outside contract rate:
 - a) **Michele Hatt-Ciemiewicz**
 - b) **Nicholas Fox**
 - c) **Timothy Hetrich**

6. **2015-16 UPDATED CO-CURRICULAR ACTIVITY STIPENDS**

Request approval of the dated 2015-16 Co-Curricular Advisors and associated stipends per the attachment.

Background Information: The co-curricular advisors for the 2015-16 school year were previously approved; however, this updated list reflects an addition of three advisors for positions that were unfilled as well as the removal of an advisor for a club that is not operating this school year.

7. **SUBSTITUTES**

a. **Professional Staff**

- 1) **Mary Francis Ippoliti**, Nurse (Addition)

8. **VOLUNTEERS**

9. **POLICIES**

Second Reading and Adoption of the following Policies:

- 123.3 Concussion Management
- 249 Bullying/Cyberbullying

XI. **Old Business – Mrs. McAvoy**

XII. **New Business – Mrs. McAvoy**

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XIII. Right to Know Requests – Mrs. McAvoy

Right-to-Know					
Cost Analysis					
10/01/15-10/30/15					
Date	Requested by	Description of Request	Personnel	Time	Cost
10/19/15	S. Larkin	Meeting Minutes and Agendas for Facilities and Curriculum Committee Meetings	M. Boyer	0.25	\$16.04
10/26/15	C. Choi	Early Admission Data and Elementary Curriculum	L. Waller B. DeMoss	4.0 1.0	\$325.00 \$28.09
					\$369.13

XIV. Updates from Organizations

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

XV. Adjournment – Mrs. McAvoy