

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

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, June 16, 2014 – 6:00 P.M.
Community Board Room

- I. **Call to Order –Mrs. Michelle M. Davis, Board Vice President, Presiding**
- II. **Pledge of Allegiance – Mrs. Davis**
- III. **Announcement of Recording by the Public – Mrs. Davis**
- IV. **Roll Call – Mrs. Filer**
- V. **Welcome to Visitors & Announcement of Meetings – Mrs. Davis**
 - School Board Business Meeting – June 23, 2014, 6:00 p.m.
 - Technology Committee Meeting – June 25, 2014, 12:00 p.m.
 - Curriculum Committee Meeting – August 4, 2014, 12:00 p.m.
 - Finance/Facilities Committee Meeting – August 6, 2014, 11:00 a.m.
 - Personnel/Policy Committee Meeting – August 7, 2014, 12:00 p.m.
 - School Board Business Meeting with Committee Reports – August 11, 2014, 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. Permanent Art Collection – Mrs. Vicente
- VII. **Committee Reports**
 - A. Finance – Mr. Portner
 - B. Facilities – Mrs. McAvoy

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- C. Curriculum – Mrs. Davis
- D. Technology – Mr. Portner
- E. Personnel – Mrs. Davis
- F. Policy – Mrs. Seltzer
- G. Ad Hoc
 - Development Advisory – Mrs. Reilly
- H. Berks County Intermediate Unit Board Report – Mrs. Seltzer
- I. Berks Career & Technology Center Board Report – Mr. Painter
- J. Berks EIT Report – Mrs. Reese
- K. Wyomissing Area Education Foundation – Mrs. Butera

VIII. Public Comment – Mrs. Davis

Speakers are requested to identify themselves by name and address.

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 two-year agreement with Edulink, Inc. for an electronic teacher evaluation portal.

Background information: This program will allow administrators and teachers to conduct the Observation/Supervision/Evaluation process electronically. It is designed specifically for Pennsylvania and meets all state requirements. The funding source of this two-year agreement will be through the Race to the Top grant. Funds will be drawn down, once the service is purchased from the Berks County Intermediate Unit.

B. Finance and Facilities

MOTION

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

1. Adopt Final General Fund Budget for 2014-15 on form PDE-2028 as follows:

1000 Instruction.....	\$17,348,522
2000 Supporting Services.....	9,461,443
3000 Operation of Non-Instructional Services.....	881,360
4000 Facilities, Acquisition & Construction.....	0
5000 Financing Uses.....	<u>3,921,412</u>
TOTAL GENERAL BUDGET EXPENSES.....	\$31,612,737
5999 Budgetary Reserve	\$250,000

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2. Approve 2014 Annual Tax Levy Resolution.
Background information: The 2014 tax levy includes a real estate tax of 29.4887 mills on the assessed value of all real property taxable for school purposes, which is an increase of 1.5% from 2013. All other tax levies are unchanged from 2013.
3. Approve Homestead/Farmstead Resolution
Background information: PDE certified an amount of \$490,522.15 to be used for property tax reduction for 2014-15. The assessed value reduction that must appear as a homestead exclusion for each approved homestead is \$5,875. The real estate tax reduction amount applicable to each approved homestead for 2014-15 is \$173.27 which is an increase of \$5.37 from 2013-14.

The following Finance and Facilities items are for discussion:

4. Approve donations from the Wyomissing Area Education Foundations as follows:
 - \$88.16 in EITC funds towards the JSHS Robotics Program.
 - \$25 in additional funds for art display panels at the JSHS.
 - \$600 towards books and supplies for the 9th grade English classroom library.
 - \$609.51 for AP Test fees for students with financial hardship.
5. Approve donation in the amount of \$500 from the Borough of West Reading Basketball Exchange.
6. Approve educational placement agreement regarding student ID 201978 in an amount not to exceed \$20,797.10 for 2013-14.
Background information: This agreement extends an existing agreement to the end of 2013-14.
7. Approve educational placement agreement regarding student ID no. 203371 for 2013-14 ESY services at the Hill Top Summer Camp in an amount not to exceed \$4,100.
8. Approve 2013-14 ESY tuition agreement with Hogan Learning Academy for student ID 203573 at a rate of \$350 per day for the period June 23, 2014 to August 8, 2014.
9. Approve 2014-15 tuition agreement with Valley Forge Educational services for student ID no. 204714.
Background information: This tuition agreement is based on an existing educational placement agreement. The cost to the District for 2014-15 is \$49,000.
10. Approve 2014-15 tuition agreement with Valley Forge Educational services for student ID no. 203109.
Background information: This tuition agreement is based on an existing educational placement agreement. The cost to the District for 2014-15 is \$49,115.

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11. Approve service agreement with Keppley Behavioral Consulting for 2013-14 ESY services at a rate of \$85 per hour for up to 30 hours.

Background information: Ms. Keppley's hourly rate is unchanged from 2013-14.

12. Approve Independent Contractor Agreement with Ms. Jody Maryniak, MA, CCC-SLP for speech therapy services during the 2014-15 school year at a rate of \$55 per hour.

Background information: Ms. Maryniak's hourly rate is unchanged from 2013-14.

13. Approve BCIU Joint Purchasing bids as follows:

Copy Paper:

Lindenmeyr Munroe	\$ 3,856.24
<u>Contract Paper Group</u>	<u>11,900.00</u>
Total	\$15,756.24

Medical & Nursing Supplies:

C&S Medical	\$ 1,354.65
Henry Schein, Inc.	29.41
Medco	46.67
Moore Medical, LLC	777.04
School Health Corp.	72.42
<u>William V. MacGill & Co</u>	<u>361.20</u>
Total	\$ 1,354.65

14. Approve depositories for 2014-15:

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

15. Approve submission of Consolidated Application for Title I, Title II and Title III funds.

16. Authorize year-end budget transfers for 2013-14

Background information: The audit for the 2013-14 fiscal year will take place over the summer months into the fall. Preparation for the audit will require additional budget transfers to be made. This agenda item will defer and approve the Business Administrator to authorize all of the necessary budget transfers required for the 2013-14 fiscal year that are needed after June 30, 2014.

17. Approve Myers & Bell Insurance Agency, Inc. as Broker of Record for the Property, Liability, Errors & Omissions and Umbrella policies for the 2014-15 year.

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18. Approve The Loomis Company as Broker of Record for the Workman's Compensation policy for the 2014-15 year.

19. Award workman's compensation insurance contract for 2014-15 to _____ in the amount of \$ _____.
Background information: The Loomis Company currently acts as agent for our workman's compensation insurance. They are in the process of soliciting proposals from various carriers for coverage in 2014-15.

20. Award insurance contracts for 2014-15 to Ohio Casualty, Inc. for a total amount of \$ _____.
Background information: Ohio Casualty, Inc. has been selected for the District's Property, Liability, Auto, Boiler, Errors & Omissions, Umbrella, and Data Breach insurance for 2014-15.

21. Approve increase to student lunch prices for the 2014-15 year.
Background information: The lunch prices will be finalized for the June 23, 2014 meeting.

22. Approve Food Service Budget for 2014-15
Background information: The budget will be finalized for the June 23, 2014 meeting.

23. Approve tuition rates for 2013-14 as follows:
 - \$9,651.53 elementary
 - \$10,914.60 secondary*Background information: The tuition charge(s) for the fiscal year ending June 30, 2014 are based on the school's annual financial report and child accounting attendance reports submitted by the chief school administrator of the school district for the preceding school year which ended June 30, 2013. These charges have been calculated in accordance with the provisions of Section 2561 of the PA Public School Code of 1949, as amended.*

24. Approve increase to tax certification fee from \$20 to \$25 beginning July 1, 2014.

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 OF THE FOLLOWING NEW POSITIONS AND ACCOMPANYING POSITION GUIDES
 - a. Professional Staff
 - 1) Data Specialist

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Background information: This position will develop and implement Response to Intervention instructional system to increase student achievement.

2) **S.T.E.M. Specialist**

Background information: The S.T.E.M. (Science, Technology, Engineering, and Mathematics) Specialist will provide the necessary leadership and coordination to develop a K-12 interdisciplinary approach to S.T.E.M. Education.

2. RESIGNATIONS

a. Administrative Staff

- 1) **William Griscom, Jr.**, Director of Information Technology, resignation, effective June 30, 2014.

b. Professional Staff

- 1) **Cory Clark**, .25 Strings Teacher, WHEC, resignation, effective June 10, 2014.

c. Support Staff

- 1) **Otto Esenwein**, Van Driver, resignation, effective November 12, 2013, last day worked.
- 2) **Charles Hiestand**, Information Technology Intern, resignation, effective May 30, 2014.
- 3) **Karen Rapp**, Food Service Worker, JSBS, resignation, effective May 19, 2014.

3. LEAVE OF ABSENCE

a. Support Staff

- 1) **Pamela Anzulewicz**, Food Service Worker, JSBS, unpaid leave of absence June 2, 2014 to June 6, 2014, return to work on June 9, 2014.
- 2) **Joseph Ayala**, Custodian, WREC, Family Medical Leave, effective May 28, 2014 to June 6, 2014, return to work June 9, 2014.
- 3) **Linda Hettrick**, Custodial Foreperson, JSBS, unpaid leave of absence June 2, 3, 4, 5, 2014.

4. APPOINTMENTS

a. Professional Staff

- 1) **Colleen Reinecker**, Extended School Year (ESY) Program Coordinator, at a rate of \$32/hour not to exceed a total of 90 hours.
- 2) **Cara Frederick**, Speech and Language Pathologist, Extended School Year (ESY) Program effective June 24, 2014 to July 24, 2014 at a rate of \$32/hour not to exceed 9 hours/week.
- 3) **Tammy Sarangoulis**, Teacher, Extended School Year (ESY) Program effective June 24, 2014 to July 24, 2014 at a rate of \$32/hour not to exceed 12 hours/week, pending completion of employment requirements.

Background information: Ms. Sarangoulis is a certified Special Education teacher, has experience teaching in the special

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education environment, and has worked for the District in this capacity for the last three summers.

- 3) **Jennifer Ninetto**, Teacher, Extended School Year (ESY) Program effective June 24, 2014 to July 24, 2014 at a rate of \$32/hour not to exceed 12 hours/week.
Background information: Ms. Ninetto is a certified Special Education teacher and has experience teaching in the special education environment.
- 4) **Christa Greagori**, Teacher, Extended School Year (ESY) Program effective June 24, 2014 to July 24, 2014 at a rate of \$32/hour not to exceed 12 hours/week, pending completion of employment requirements.
Background information: Ms. Greagori is a certified Special Education Teacher and also holds a Certificate in Autism Education.
- 5) Approve the following teachers who will be working in the summer Extended School Year Program (ESY) Program, effective June 24, 2014 to July 24, 2014 at a rate of \$32/hour not to exceed 12 hours/week:
 - a) **Lee Marie Gallagher**
 - b) **Eileen John**
 - c) **Greta Jones**
 - d) **Christopher Miller**
 - e) **Karen Ostrander**
 - f) **Colleen Sagwitz**
 - g) **Cynthia Watras**
 - h) **Jodi Wirebach**
 - i) **Christine Beidler (substitute)**
 - j) **Cassandra Carfagno (substitute)**
 - k) **Mary Reinert (substitute)**
 - l) **Nicole Wentzel (substitute)**
- 6) Approve the following nurses who will be working in the summer Extended School Year Program (ESY) Program and Summer Reading Academy, effective June 23, 2014 to July 24, 2014 at a rate of \$32/hour not to exceed 15 ½ hours/week:
 - a) **Sallyanne McNichol**
 - b) **Denise Bononno (substitute)**
- 7) Approve the following teachers to work in the Summer Reading Academy Program effective June 23, 2014 to July 17, 2014 at a rate of \$32/hr., not to exceed 16 hours/week:
 - a) **Brittany Siggins**
Background information: The entire list of Summer Reading Academy Program Teachers was approved by the Board on May 19, 2014. This additional teacher is required due to an increase in student enrollment.
 - b) **Nancy Robinson (Substitute)**
 - c) **Andrea Kupiszewski (Substitute)**

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- 8) Approve the following teachers who will be working in the Summer Safari Program effective June 30, 2014 to August 14, 2014 at a rate of \$32/hr. maximum 9 hours/week:
 - a) **Andrea Bensusan**
 - b) **BJ Dramby**
 - c) **Chris Kersikoski**
 - d) **Kristin Homan**
 - e) **Jennifer Mangold**
 - f) **Mike Miller**
 - g) **Dan Smith**
 - h) **Curt Minich**
 - i) **Keith Arnold**
- b. Support Staff
 - 1) **Robert Hennessey**, IT Support Specialist, District-wide, \$37,000/annually prorated for this fiscal year, effective June 17, 2014, pending completion of all employment requirements.
 - 2) **Dharmendra Patel**, IT Intern, District-wide, \$10.50/hour, effective June 17, 2014, pending completion of all employment requirements.
 - 3) **Kristin Homan**, Special Education Instructional Aide, Extended School Year Program (ESY), effective June 24, 2014 to July 24, 2014, \$10.92/hour, not to exceed 10 ½ hours/week.
 - 4) **Amy Miller**, Special Education Instructional Aide, Extended School Year Program (ESY), effective June 24, 2014 to July 24, 2014, \$10.92/hour, not to exceed 10 ½ hours/week.
 - 5) Approve the following personnel who will be working as Special Education Instructional Aides in the summer Extended School Year Program (ESY) Program, effective June 24, 2014 to July 24, 2014 at their regular rate of pay not to exceed 10 ½ hours/week:
 - a) **Kim Bressler**
 - b) **Zachary Frantz**
 - c) **Kelly Maillie**
 - d) **Cheryl Santoro**
 - e) **Robin Cosbey**
 - f) **Glenda Jarrett**
 - g) **Rebecca Sibbett**
 - h) **Geoffrey Osman**
 - i) **Holly Miller (Substitute)**
 - j) **Karen Conklin (Substitute)**
 - 6) Approve the following van drivers at their regular rate of pay for a shared maximum of 75 hours/week to transport students for the summer programs effective June 23, 2014 to August 14, 2014.
 - a) **Richard Cosgrave**
 - b) **Maritza Quinones Lopez**
 - c) **Arthur Rickenbrode**

5. ADMINISTRATOR ON ASSIGNMENT

- a. **Dr. Corbett Babb**, Principal at WREC, to provide principal support at WHEC for summer 2014 at a stipend of \$5,000.

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6. 2014-15 FALL ATHLETICS
Request approval of the 2014-15 Fall Athletic Coaches per the attachment.

7. REQUEST APPROVAL OF THE 2014-15 SUBSTITUTE RATES
 - a. Professional Staff Substitute Rates (See Attached)
 - b. Support Staff Substitute Rates (See Attached)

8. SUBSTITUTES
 - a. Professional Staff (Additions)
 - 1) **Michele Biehl** (Teacher)
 - 2) **Cristina Giampietro** (Teacher)
 - b. Support Staff (Addition)
 - 1) **Glenda Jarrett** (Crossing Guard)

9. VOLUNTEERS

10. POLICIES
Second Reading and Adoption of the following policies:
 - 210 Medications
 - 210 Exhibit A – permission form

The following Personnel and Policy items are for discussion:

11. POLICIES
First reading of the following policies:
 - 102 Academic Standards
 - 105.1 Review of Instructional Materials by parents/Guardians and Students
 - 810.2 Transportation – Video/Audio Recording

- X. **Old Business – Mrs. Davis**

- XI. **New Business – Mrs. Davis**

- XII. **Updates from Organizations**
 - A. WAEA
 - B. AFSCME
 - C. WAEF
 - D. PTA

- XIII. **Adjournment – Mrs. Davis**