

WYOMISSING AREA SCHOOL DISTRICT 2013-4577

Minutes April 8, 2013

The regular meeting with committee reports of the Board of School Directors convened at 6:01 p.m. in the Community Board Room of the Jr./Sr. High School with Mrs. Butera, Board President, presiding.

PLEDGE OF ALLEGIANCE

Following the pledge of allegiance, Mrs. Butera asked if anyone would be recording the meeting. No one indicated the intent to record.

Board Members Present:

Mrs. Bamberger, Mrs. Butera, Mrs. Davis, Mrs. Helm (arr. 6:03 pm), Mr. Larkin, Mrs. McAvoy, Mr. Painter, Mr. Portner and Mrs. Seltzer.

Administrative Staff Present:

Mrs. Vicente, Mr. Stem, Ms. Stafford, Mr. Alvarez, Dr. Babb, Mr. Fries, Mr. Griscom, Ms. Lampe, Mrs. Morett, Mrs. Schwenk, Mrs. Smith and Mr. Stoltzfus.

Attendees:

Becca Gregg, Reading Eagle and Shelley Filer, recording secretary. An audience sign-in sheet is included as part of these official minutes.

MEETING ANNOUNCEMENTS

The following meeting schedules and locations were announced.

- Curriculum Committee Meeting – April 10, 2013, 2:30 p.m.
- School Board Meeting – April 22, 2013, 6:00 p.m.
- Technology Committee Meeting – April 24, 2013, 12:00 p.m.
- Finance/Facilities Committee Meeting – May 1, 2013, - 12:00 p.m.
- Personnel/Policy Committee Meeting – May 7, 2013, 5:00 p.m.

All listed meetings are held in the Community Board Room of the Jr./Sr. High School unless otherwise noted.

Mrs. Butera announced that an Executive Session was held on March 18, 2013 at 5:00 p.m. to discuss personnel and no action was taken.

COMMITTEE REPORTS

- A. Finance – Mrs. Helm reported that the committee met on April 6, and the primary focus was on the budget and resolving the projected deficit.
- B. Facilities – Mrs. Bamberger reported that the committee met on April 6. The main topic of discussion was the rebid of the boiler room project. Bids were opened later that afternoon. The nine bids ranged from \$940,000 to \$1,050,000. The bids were reviewed by the consulting engineer and the solicitor. The lowest bid is on the agenda for approval. The other two components of the original project will be handled later. Focus is on accomplishing the boiler room project over the summer months.

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- C. Curriculum – Mrs. McAvoy said that at last month’s meeting instructional technology initiatives such as a flipped classroom were discussed. Mrs. Davis invited a girl scout to observe who was able to offer some insight on instructional technology.
- D. Technology – Mr. Portner said last month’s meeting was cancelled.
- E. Personnel – Mrs. Seltzer reported that the committee met April 2. Some items were discussed in Executive Session. Most of what was discussed is on the agenda for approval.
- F. Policy – Mr. Painter reported that there are 11 policies presented for a first reading. Several of them have to do with clarifying language that in the event of inconsistencies with Policy 806 on Child Abuse and our crafted policies 248.1, 348.1, 448.1 and 548.1 that the state legislated Policy 806 will be the deciding factor. Policies 302 and 312 relating to employment contracts and assessment of the Superintendent and Assistant Superintendent were reviewed by the solicitor to make sure that recently adopted legislation does not alter what currently exists, but will be incorporated in future contracts for employees in those positions.
- G. Ad Hoc Development Advisory – Mrs. Davis reported that the committee met March 12. Signage in the new gym was confirmed so Ms. Lampe can begin soliciting sponsorships. Other priority projects that were discussed include document cameras, stage lighting in the auditorium, 6th grade camp, and updates to WYO 5 Live to enhance broadcasting capabilities. Another primary focus is exploring options to raise capital for the field project.
- H. Berks County Intermediate Unit Board Report – Mrs. Seltzer reported that the meeting was March 21. The IU received their audit results and did quite well. The employee contracts have been settled; however, additional furloughs may be necessary due to budget concerns. The café has already been outsourced. The 43rd Annual Convention for Berks County School Directors is April 25, at Conrad Weiser West Elementary.
- I. Berks Career & Technology Center Board Report – Mr. Painter reported that the meeting was held March 27. Settlement occurred on the CDL property and they hope to have students in the program for the fall. Wyomissing had a gold medal winner at the Family Career and Community Leaders of America competition – Jaquan Gordon in Culinary Arts.
- J. Berks EIT Report – Mr. Larkin reported that the last meeting was held on March 26. There was nothing of significance to report.

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- K. Wyomissing Area Education Foundation – Mrs. Butera reported that the last meeting was held March 12. The Scholarship Reception will be held on May 8, in the Community Board Room. The invitations to “The Toast” were mailed at the end of March and responses are already coming in. The annual campaign has amassed over \$25,000 in donations already.
- L. Legislative Report – Mrs. McAvoy reported that the spring legislative meeting will be held May 23, at the Owatin Creek Elementary School. A new handbook focusing on labor relations is now available on PSBA’s website. Upcoming educational opportunities are also listed on PSBA’s website.

PUBLIC COMMENT

None

SUPERINTENDENT’S REPORT

A. CURRICULUM/ TECHNOLOGY

Upon a motion by Mr. Painter, second by Mrs. McAvoy, the following Curriculum/Technology items were approved:

1. Approved Overnight Field Trip Requests
 - a. PMEA Region V Chorus, Hamburg, PA, March 22-23, 2013.
 - b. PMEA Music Festival, Erie, PA, April 17-20, 2013.
 - c. Sixth grade to Camp Conrad Weiser, May 22-24, 2013.

Yeas: Bamberger, Butera, Davis, Helm, Larkin, McAvoy, Painter, Portner and Seltzer.

Nays: None. Motion carried.

B. FINANCE/ FACILITIES

Upon a motion by Mrs. Helm, second by Mr. Portner, the following Finance/Facilities items were approved:

1. Approved letter to legislators regarding PlanCon Part G.
Background information: This letter is being sent to members of the Pennsylvania General Assembly to highlight the impact of the massive backlog of school construction projects at PlanCon Part G, specifically as it pertains to the Wyomissing Area School District.
2. Approved ELA Sport for professional engineering and geo-technical engineering and consulting to develop detailed plans for improvements to the subsurface conditions at the stadium field as per their proposal dated March 26, 2013 for a cost not to exceed \$70,350.

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3. Awarded a contract for the Jr/Sr High School boiler room project to Cook's Service Co. in the amount of \$943,500.
4. Authorized administration to advertise and accept bids for construction work related to Stadium Field subsurface improvements.

Yeas: Bamberger, Butera, Davis, Helm, Larkin, McAvoy, Painter, Portner and Seltzer.

Nays: None. Motion carried.

The Finance and Facilities items were opened for discussion. Mrs. Butera thanked the various donors for their contributions. Mrs. Seltzer asked for details on the donation from Patient First. Mr. Stem explained that they contacted us wishing to support our efforts in reading. The teachers expressed that in using the Readers Workshop model, the students had no way to organize their books. Patient First donated the funds to purchase book bins. The students acknowledged the donation with thank you cards.

C. PERSONNEL/ POLICY

Upon a motion by Mr. Portner, second by Mrs. Seltzer, the following Personnel/Policy items were approved:

1. RESIGNATION/RETIREMENT

a. Support Staff

- 1) **Keith Heltzinger**, Custodian, Jr./Sr. High School, retirement effective June 20, 2013.

b. Supplemental Staff

- 1) **Susan Wojciechowski**, Senior High Assistant Field Hockey Coach, Jr./Sr. High School, resignation, effective last day worked October 10, 2012.
- 2) **Mark Young**, Girls' Softball JH Assistant Coach, Jr./Sr. High School, resignation, effective last day worked May 16, 2012.

2. LEAVE OF ABSENCE

a. Administrative Staff

- 1) **Theresa Lampe**, Director of Development, Family Medical Leave effective March 22, 2013 to March 27, 2013.

b. Professional Staff

- 1) **Nicole Wentzel**, return from Family Medical Leave, effective May 8, 2013.
- 2) **Dorothy Brandt**, Teacher, WHEC, Family Medical Leave, effective April 4, 2013 to May 28, 2013.

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c. Support Staff

- 1) **Keith Heltzinger**, Custodian, Jr./Sr. High School, unpaid leave April 17, 18, 19, 2013.
- 2) **Lori Rohrbach**, Special Education Instructional Aide, Jr./Sr. High School, unpaid leave April 22, 23, 24, 2013.

3. APPOINTMENTS

a. Support Staff

- 1) **Davina Minton**, Café/Recess Monitor, WREC, \$9.89/hr., 2 ¼ hr./day, update effective date to April 1, 2013.
Background information: Ms. Minton was previously approved at the March 11, 2013 Board Meeting.
- 2) **Rosdanell Gomez**, Special Education Instructional Aide, WHEC, full-time at 7 hrs./day at \$11.55/hr., update effective date to March 25, 2013.
Background: Ms. Gomez was previously approved at the March 11, 2013 Board Meeting.
- 3) **Robin Cosbey**, Special Education Instructional Aide, WHEC, part-time at 6 ½ hrs./day at \$11.55/hr., update effective date to April 4, 2013.
Background: Ms. Cosbey was previously approved at the March 11, 2013 Board Meeting.

b. Supplemental Staff

- 1) **Brittany Owens**, Junior High Assistant Coach-Softball, at a stipend of \$1,119 pro-rated to \$895.00 for the 2012-13 school year.
Background information: Ms. Owens' stipend amount is pro-rated because she is beginning employment after the start of the sport season.

4. CHANGE IN WAGES

a. Support Staff

- 1) **Elba Beltran del Rio**, Special Education Instructional Aide, WHEC, ratification of wage increase to \$11.17/hr., effective retroactive to July 1, 2012.
Background information: This wage increase was processed December 28, 2012 in accordance with the terms of an AFSCME Grievance Resolution Agreement signed

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December 18, 2012.

- 2) **Susan Kroninger**, Medical Access Secretary, District Office, ratification of wage increase to \$18.24/hr., effective retroactive to July 1, 2012.
Background information: This wage increase was processed December 28, 2012 in accordance with the terms of an AFSCME Grievance Resolution Agreement signed December 18, 2012.
- 3) **Carol Eck**, Special Education Instructional Aide, WHEC, ratification of wage increase to \$11.17/hr., effective retroactive to July 1, 2012.
Background information: This wage increase was processed December 28, 2012 in accordance with the terms of an AFSCME Grievance Resolution Agreement signed December 18, 2012. Ms. Eck resigned employment with the District effective January 31, 2013. Her resignation was approved at the February 11, 2013 Board Meeting.

5. SUBSTITUTES

- a. Professional Staff
 - 1) **Lindsay Crist**, Teacher (Addition)
 - 2) **Sue Deacon**, Teacher, (Deletion)
- b. Support Staff
 - 1) **Alyssa Beck**, Food Service Worker (Deletion)

6. VOLUNTEERS

7. POLICIES

- a. Approve request to waive Policy 202 and allow elementary student ID#203955 to finish the 2012-13 school year without payment of tuition due to extenuating circumstances.
Background information: Student will be residing with a relative outside the District due to the recent death of the parent. Timeframe extends beyond the 60 calendar day provision in the policy for eligibility of non-resident students. Transportation to and from school is the responsibility of the relative.
- b. Second reading and adoption of the following policy:
702.1 Naming and Advertising Rights

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Yeas: Bamberger, Butera, Davis, Helm, Larkin, McAvoy, Painter, Portner and Seltzer.

Nays: None. Motion carried.

Mrs. Butera thanked Mr. Heltzinger for his service to the District.

The remaining Personnel and Policy items were opened for discussion. There were no questions or comments.

OLD BUSINESS None.

NEW BUSINESS None.

UPDATES FROM ORGANIZATIONS None.

ADJOURNMENT A motion was made by Mrs. Seltzer, seconded by Mr. Portner to adjourn at 6:27 p.m.

Board Secretary