

# WYOMISSING AREA SCHOOL DISTRICT 2013-4584

## Minutes April 22, 2013

The regular meeting of the Board of School Directors convened at 6:02 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, Mr. Larkin, Mrs. McAvoy, Mr. Painter, Mr. Portner and Mrs. Seltzer.

### Administrative Staff Present:

Mrs. Vicente, Mr. Stem, Ms. Stafford and Dr. Jones.

### Attendees:

Steve DeLucas, Reading Eagle, and Shelley Filer, recording secretary. Audience sign-in sheet included as part of these official minutes.

### MEETING ANNOUNCEMENTS

Mrs. Butera announced that an Executive Session would be held following the meeting to discuss personnel.

The following meeting schedules and locations were announced:

- 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.
- Curriculum Committee Meeting – May 8, 2013, 2:30 p.m.
- School Board Business Meeting with Committee Reports – May 13, 2013, 6:00 p.m.

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

### PUBLIC COMMENT

None.

### **ROUTINE APPROVALS**

### MEETING MINUTES

Upon a motion by Mrs. Helm, second by Mrs. Seltzer, the Board approved the following minutes.

- March 11, 2013 Business Meeting with Committee Reports

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

Nays: None. Motion carried.

### TREASURER'S REPORT

Upon a motion by Mrs. Davis second by Mr. Portner, the Treasurer's Reports for February and March 2013 were accepted as presented.

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

Nays: None. Motion carried.

### PAYMENT OF BILLS

Upon a motion by Mr. Painter, second by Mrs. McAvoy, payment of bills for the month of March 2013 was approved.

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

Nays: None. Motion carried.

### **SUPERINTENDENT'S REPORT**

#### **A. CURRICULUM/ TECHNOLOGY**

No items

#### **B. FINANCE/ FACILITIES**

Upon a motion by Mrs. Seltzer, and second by Mr. Painter, the Board approved the Finance/Facilities agenda items as follows.

During discussion Mr. Portner commented on the amount of budget transfers and felt the Board should be mindful of this during the budget process as there appears to budgeted items that were not needed. Ms. Stafford explained that the transfers are required to make sure that expenses are coded correctly.

Mrs. Bamberger commented on the listed settlement and hoped that future legislators are more mindful of the hardship that unfunded state mandates place on districts. Mrs. Helm requested that the item regarding the settlement be voted on separately. Mrs. Seltzer and Mr. Painter agreed to the amended motion.

#### 1. Approved Budget Transfers in the amount of \$43,815

| Account Code                        | Transfer Amount | Reason for Transfer  |
|-------------------------------------|-----------------|--|
| 10-1221-580-000-30-081-000-000-0012 | \$ (500.00)     | Transfer unused budget in JSHS deaf/hearing impaired mileage account to cover overdrawn account for deaf/hearing impaired supplies purchases |
| 10-1221-610-000-00-000-000-000-0012 | \$ 500.00       |  |
| 10-1225-580-000-30-081-000-000-0012 | \$ (500.00)     | Transfer unused budget in JSHS speech pathology mileage account to cover overdrawn account for JSHS speech pathology supplies purchases      |
| 10-1225-610-000-30-081-000-000-0012 | \$ 500.00       |  |
| 10-1100-513-000-30-081-130-001-0000 | \$ (140.00)     | Transfer unused budget in JSHS science department contracted transportation account to cover JSHS science department supplies                |
| 10-1100-610-000-30-081-130-001-0000 | \$ 140.00       |  |

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|                                     |                |   |
|-------------------------------------|----------------|---|
|                                     |                | purchases   |
| 10-1211-561-000-30-081-000-000-0012 | \$ (6,000.00)  | Transfer unused budget in JSBS life skills tuition account to cover overdrawn account for JSBS life skills supplies purchases                               |
| 10-1211-610-000-30-081-000-006-0012 | \$ 6,000.00    |   |
| 10-1225-330-000-30-081-000-000-0012 | \$ (2,500.00)  | Transfer unused budget in JSBS speech pathology professional services account to cover overdrawn account for JSBS speech pathology supplies purchases       |
| 10-1225-610-000-00-000-000-020-0012 | \$ 2,500.00    |   |
| 10-2120-580-000-30-081-250-001-0000 | \$ (200.00)    | Transfer unused budget in JSBS guidance office travel account and book account to cover overdrawn account for JSBS guidance office software purchases       |
| 10-2120-640-000-30-081-250-001-0000 | \$ (150.00)    |   |
| 10-2120-648-000-30-081-250-001-0000 | \$ 350.00      |   |
| 10-2120-610-000-30-081-250-001-0000 | \$ (225.00)    | Transfer unused budget in JSBS guidance office supplies account to cover overdrawn account for JSBS guidance office organization membership dues            |
| 10-2120-810-000-30-081-250-001-0000 | \$ 225.00      |   |
| 10-1233-563-000-30-081-000-000-0012 | \$ (11,000.00) | Transfer unused budget in JSBS autistic support tuition account to cover overdrawn account for WHEC autistic support software purchases                     |
| 10-1233-648-000-10-020-000-000-0012 | \$ 11,000.00   |   |
| 10-1221-330-000-30-081-000-000-0012 | \$ (6,000.00)  | Transfer unused budget in JSBS deaf/hearing impaired professional services account to cover overdrawn account for deaf/hearing impaired supplies purchases  |
| 10-1221-610-000-00-000-000-000-0012 | \$ 6,000.00    |   |
| 10-2818-758-000-00-000-000-000-0007 | \$ (1,600.00)  | Transfer unused budget in new technology capitalized equipment account to cover overdrawn account for audiovisual supplies purchases (7th grade iPad pilot) |
| 10-2818-610-000-00-000-000-000-0002 | \$ 1,600.00    |   |
| 10-2818-758-000-00-000-000-000-0007 | \$ (5,000.00)  | Transfer unused budget in new audiovisual capitalized equipment account to cover overdrawn account for software purchases (7th grade iPad pilot)            |
| 10-2818-648-000-00-000-000-000-0003 | \$ 5,000.00    |   |
| 10-2818-610-000-00-000-000-000-0007 | \$ (10,000.00) | Transfer unused budget in miscellaneous technology supplies account to cover overdrawn account for new technology non-capitalized equipment purchases       |
| 10-2818-768-000-00-000-000-000-0003 | \$ 10,000.00   |   |

2. Approved donation from the Wyomissing Hills Social Committee in the amount of \$500 towards 6<sup>th</sup> Grade Camp at Camp Conrad Weiser.

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3. Approved the following donations through the Development Office towards the purchase of stage lighting:

- \$100 from S.D & K.L. Bell
- \$100 from Patti Jo & Michael Brown
- \$150 from Alan & Anne Seltzer
- \$100 from Edward & Barbara Fromuth
- \$125 from Dale & Susan Derr
- \$500 from Berks Eye Physicians
- \$500 from White Star Tours

4. Approved donation from Patient First in the amount of \$1,057.85 to reimburse the cost of book bins at WHEC.

5. Approved Berks County Joint Purchasing bids for art supplies as follows:

|                             |            |
|-----------------------------|------------|
| Art Store, Inc.             | \$1,448.08 |
| Cascade School Supplies     | 565.05     |
| Dick Blick Art Materials    | 106.40     |
| Kurtz Bros                  | 171.34     |
| Nat'l Art & School Supplies | 909.54     |
| Nasco                       | 19.47      |
| Phillips Supply Co          | 110.62     |
| Quill Corporation           | 1,769.20   |
| Triarco Arts & Crafts       | 84.55      |
| <hr/>                       |            |
| Total                       | \$5,184.25 |

6. Approved exonerations from per capita tax.

*Background information: The complete listing is available from the Interim Business Manager.*

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

Nays: None. Motion carried.

Upon a motion by Mrs. Bamberger, second by Mr. Painter, the Board approved the following Finance/Facilities item.

During discussion several Board members expressed their concern with the frequency, amount, and ability to budget for these types of settlements. Mrs. Vicente explained that settlements are made based on the advice of legal counsel and are considered on a case-by-case basis. Board members questioned what services the District could provide to avoid getting to the

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point of needing a settlement. Mrs. Vicente said since each case has different circumstances it would be inappropriate to generalize and there is no one-size-fits-all solution. Mrs. Butera indicated that all school districts statewide are facing this problem. Mrs. Helm requested a two-year tally of these settlements. Mrs. Bamberger also requested that the tally include agreements to provide services in outside placements.

7. Approved settlement regarding WHEC student in the amount of \$31,500 which includes \$25,000 payable to the ARC Community Trust and \$6,500 for legal fees.

Yeas: Bamberger, Larkin, Painter, Portner and Seltzer.

Nays: Butera, Davis, Helm and McAvoy. Motion carried.

**C. PERSONNEL/  
POLICY**

Upon a motion by Mr. Painter, second by Mrs. McAvoy, the Board approved the Personnel/Policy agenda items as follows.

Mrs. Seltzer expressed her thanks to Jill (Julia) Hoffman for her many years of service to the District.

**1. RESIGNATIONS/RETIREMENTS**

**a. Support Staff**

- 1) **Julia Hoffman**, Food Service Worker, Jr./Sr. High School, retirement effective June 6, 2013.

**b. Supplemental Staff**

- 1) **Brian Fryberger**, JH Head Coach-Girls Soccer, resignation effective last day worked May 17, 2012.

**2. LEAVE OF ABSENCE**

**a. Professional Staff**

- 1) **Christine Helinek**, Art Teacher, WHEC/WREC, Leave of Absence, effective April 10, 2013 to a date to be determined.
- 2) **Karen Ostrander**, Special Education Teacher, WREC, Family Medical Leave, effective August 20, 2013 to on or about September 13, 2103.

**b. Support Staff**

- 1) **Bruce Henne**, Crossing Guard, WREC, unpaid leave of absence April 22, 23, 24, 25, 26, 2013 and May 6, 7, 8, 9, 10, 2013.
- 2) **Rosdanell Gomez**, Special Education Instructional Aide, WHEC, unpaid leave of absence, April 8, 9, 10, 11, 2013.
- 3) **Jennifer Wolfe**, Special Education Instructional Aide, WREC, unpaid leave of absence May 2, 3, 6, 2013.

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- 4) **Jennifer Dietrich**, Café/Recess Monitor, WHEC, unpaid leave of absence April 16, 17, 18, 19, 2013.
- 5) **Ashlynnne Khaldaoui**, Instructional Aide, WHEC, unpaid leave of absence April 19, 22, 23, 24, 2013.

### 3. VOLUNTEERS

### 4. POLICIES

Second reading/adoption of the following policies:

248.1 Relationships Between Adults and Students

302 Employment of Superintendent/Assistant Superintendent

312 Performance Assessment of Superintendent/Assistant Superintendent

348.1 Relationships Between Adults and Students

408 Employment Contract

448.1 Relationships Between Adults and Students

508 Employment

548.1 Relationships Between Adults and Students

611 Purchases Budgeted

806 Child/Student Abuse

822 Automated External Defibrillator (AED)/Cardiopulmonary Resuscitation (CPR)

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

Nays: None. Motion carried.

### OLD BUSINESS

Mrs. Seltzer reminded the Board of the upcoming BCIU event April 25 at Conrad Weiser West Elementary. The speaker is Frank Noonan, Commissioner of the PA State Police.

Mr. Larkin commented on the error on this year's tax form from Berks EIT.

### NEW BUSINESS

Mrs. Davis expressed her gratitude to Brenda Steele for her assistance in planning the Senior lunch.

Mrs. Seltzer commented on a presentation she attended on Bullying 101 hosted by SPELL (Supporting Parents for Exceptional Learners for Life). She shared a copy of the presentation with the other Board members. She also reported on a news item regarding a dangerous craze called the Cinnamon Challenge whereby teenagers attempt to swallow a spoonful of cinnamon to get high which can result in paralysis of the throat, and in some cases death.

# **WYOMISSING AREA SCHOOL DISTRICT** 2013-4590

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**UPDATE FROM  
ORGANIZATIONS**

Mrs. Butera expressed her appreciation to the PTA for their efforts in planning and preparing events for Staff Appreciation Week.

**ADJOURNMENT**

A motion was made by Mrs. Bamberger, seconded by Mr. Portner to adjourn at 6:24 p.m.

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Board Secretary