

# WYOMISSING AREA SCHOOL DISTRICT 2013-4601

## Minutes May 28, 2013

Mrs. Butera, Board President announced at 6:01 p.m. that the Board was waiving the advertised starting time of the meeting to recognize the spring athletes, a music student and District retirees. The boys' tennis team and coaches were recognized for their 2013 PIAA Class AA Team Tennis Championship and Ricardo Saad finished as PIAA Class AA State Champion. Dylan Bynon who plays flute and piccolo was recognized for being selected through audition, recommendation, and application to represent Pennsylvania in the Sounds of America Honor Band during a concert tour of Europe this summer. District retirees included Justine Coleman, Christine Helinek, Keith Heltzinger, Julia Hoffman, Linda Korey, and Brenda Steele.

The regular meeting of the Board of School Directors convened at 6:28 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, Dr. Babb, Mr. Fries, Mrs. Morett, and Mr. Stoltzfus.

### 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 was held before the meeting to discuss personnel. No action was taken.

The following meeting schedules and locations were announced:

- Personnel/Policy Committee Meeting – June 4, 2013, 5:00 p.m.
- Finance/Facilities Committee Meeting – June 5, 2013, 12:00 p.m.
- School Board Business Meeting with Committee Reports – June 10, 2013, 6:00 p.m.
- Curriculum Committee Meeting – June 12, 2013, 2:30 p.m.
- Technology Committee Meeting – June 26, 2013, 12:00 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 Mr. Portner, second by Mr. Painter, the Board approved the following minutes.

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- April 8, 2013 Business Meeting with Committee Reports
- April 22, 2013 Business Meeting

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

Nays: None. Motion carried.

### TREASURER'S REPORT

Upon a motion by Mrs. Seltzer second by Mrs. McAvoy, the Treasurer's Report for April 2013 was accepted as presented.

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. Seltzer, payment of bills for the month of April 2013 was approved.

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

Nays: None. Motion carried.

### **SUPERINTENDENT'S REPORT**

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

Upon a motion by Mrs. McAvoy, and second by Mrs. Davis, the Board approved the Curriculum/Technology agenda items as follows.

Mrs. Davis commented on the thorough presentation that highlighted the upcoming changes to AP Spanish made by Spanish teacher Margaret Shomgard.

Dr. Babb gave an overview of the grant received from J.P. Mascaro & Sons. Earlier in the year they provided a free assembly on respect. In conjunction with the assembly we applied for their grant and received \$2500 to use toward our School-wide Effective Behavior Supports program to improve school climate by supporting positive behaviors.

1. Approved Class of 2013 Graduates pending compliance of all requirements.

2. Approved Textbook Requests for the 2013-14 school year.

a. AP Spanish

1) *Temas SE + SS + AP\* Spanish Lang. & Culture + SS*, Vista Higher Learning, 2014, \$3,838.92

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### b. AP World History

- 1) *Stearns World Civilization*, Pearson Education, 2011, \$6,749.56

3. Accepted Respect Program Education Grant in the amount of \$2,500 from J.P. Mascaro & Sons.

*Background information: This grant will be used for the SWEBS curriculum.*

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

Nays: None. Motion carried.

## B. FINANCE/ FACILITIES

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

1. Approved Budget Transfers in the amount of \$18,152.

<i>Account Code</i>	<i>Transfer Amount</i>	<i>Reason for Transfer</i>
10-2818-758-000-00-000-000-0002	\$(1,270.00)	Transfer unused budget in new AV equip account to cover overdrawn account for instructional software (ExamView and Sibelius software for teacher laptops).
10-2818-648-000-00-000-000-0003	\$1,270.00	
10-2818-610-000-00-000-000-0007	\$ (97.00)	Transfer unused budget in tech misc. supplies account to cover overdrawn account for new AV equipment (document cameras).
10-2818-758-000-00-000-000-0003	\$ 97.00	
10-2818-610-000-00-000-000-0007	\$(3,500.00)	Transfer unused budget in tech misc. supplies account to cover overdrawn account for tech equipment (walkie-talkies, mini-server)
10-2818-768-000-00-000-000-0003	\$3,500.00	
10-2610-151-000-10-021-000-000-0000	\$(4,095.00)	Transfer funds from buildings & grounds budget salary accounts to technology budget salary accounts to properly reflect salary account code distribution for the Buildings & Grounds/IT Specialist position.
10-2610-151-000-10-022-000-000-0000	\$(1,870.00)	
10-2610-151-000-30-081-000-000-0000	\$(5,735.00)	
10-2818-151-000-10-020-000-000-0000	\$5,850.00	
10-2818-151-000-30-081-000-000-0000	\$5,850.00	
10-2610-460-000-10-021-000-004-0000	\$ (100.00)	Transfer unused budget in WHEC extermination services account to cover overdrawn account for WREC buildings & grounds supplies purchases
10-2610-610-000-10-022-000-004-0000	\$ 100.00	
10-2620-460-000-10-022-000-004-0000	\$(100.00)	Transfer unused budget in WREC

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10-2620-610-000-30-081-000-004-0000	\$ 100.00	extermination services account to cover overdrawn account for JSHS buildings & grounds supplies purchases
10-2620-460-000-30-081-000-004-0000	\$(500.00)	Transfer unused budget in JSHS extermination services account to cover overdrawn account for JSHS buildings & grounds supplies purchases
10-2620-610-000-30-081-000-004-0000	\$ 500.00	
10-2620-411-000-10-021-000-004-0000	\$(200.00)	Transfer unused budget WHEC disposal services account to cover overdrawn account for JSHS buildings & grounds supplies purchases
10-2620-610-000-30-081-000-004-0000	\$ 200.00	
10-2620-411-000-10-022-000-004-0000	\$(200.00)	Transfer unused budget WREC disposal services account to cover overdrawn account for JSHS buildings & grounds supplies purchases
10-2620-610-000-30-081-000-004-0000	\$ 200.00	
10-2620-411-000-30-081-000-004-0000	\$(300.00)	Transfer unused budget JSHS disposal services account to cover overdrawn account for JSHS buildings & grounds supplies purchases
10-2620-610-000-30-081-000-004-0000	\$ 300.00	
10-2620-350-000-30-081-000-004-0000	\$(300.00)	Transfer unused budget in buildings & grounds JSHS safety/security account to cover overdrawn account for JSHS buildings & grounds supplies purchases
10-2620-610-000-30-081-000-004-0000	\$ 300.00	

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

- \$500 from Stephen P. & Lisa M. Banco
- \$500 from Mary M. Zervanos Dialectos
- \$500 from Brian K. & Sarah C. Reedy
- \$100 from William N. & Sharon P. Luyben
- \$1,000 from Robert A. & Lauren R. Unger

3. Approved the following donations from the Wyomissing Area Education Foundation:

- \$1,200 – 9<sup>th</sup> grade English classroom library
- \$1,996 – acoustic shells for auditorium

4. Approved donation from Wyomissing Area Music Association in the amount of \$3,200 for acoustic shells for auditorium.

5. Approved BCIU rates for 2013-14 programs and services – Alternative Education: \$82 per hour, Emotional Support: \$172 per

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hour. See attachments for Early Intervention and Special Education rates.

6. Approved interscholastic student insurance premium in the amount of \$7,280.

*Background information: This is an increase of 2.825% from last year. Coverage is through American Management Advisors, Inc.*

7. Approved annual maintenance services agreement with NRG Building Services, Inc. for the TAC/Invensys Building Control System in the amount of \$24,660.

*Background information: The price for the annual service agreement is no cost increase from previous year. The cost includes the software subscription fee as well as training and upgrades.*

8. Approved the following as required for Stadium Field subsurface remediation:

- a. Stadium Solutions, Inc. for collection and distribution of storm water from the existing home bleachers in the amount of \$14,729 per Costars contract #COSTARS-014-082.
- b. Barrasso Excavation, Inc. for utility remediation in the amount of \$129,650 per sealed bid submitted May 15, 2013.
- c. Hayward Baker, Inc. for compaction grouting in the amount of \$223,430 per sealed bid submitted May 15, 2013.
- d. Hummer Turfgrass System, Inc. for turf, lawn and irrigation system repair and restoration in the amount of \$95,700 per Costars contract #COSTARS-029-011.

*Background information: The total of the four construction contracts shown above is \$463,509. The engineers construction cost estimate including construction contingency is \$471,701. The total project cost estimate is \$632,339 which includes soft costs.*

9. Approved Berks County Joint Purchasing bid for Trash Removal and Recycling.

- a. 4 cubic yard trash dumpster - \$14.57 per pick-up
- b. 4 cubic yard recycle dumpster - \$8.00 per pick-up
- c. 3 cubic yard recycle dumpsters - \$6.00 per pick-up

*Background information: This is a two-year bid beginning July 1, 2013 through June 30, 2015. The new trash dumpster pricing is a decrease of \$1.35 per pick-up. The recycle dumpster pricing is a decrease of \$7.77 and \$9.77 per pick-up. The old hauler is Waste Management of PA, Inc. and new hauler is Republic Services, Inc.*

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10. Approved Berks County Joint Purchasing bids for custodial supplies.

Hillyard Company (Co-Stars)	\$26,002.66
Jersey Paper Plus, Inc.	162.20
Clean Image, Inc.	400.50
Pennsylvania Paper and Supply	338.00
Calico Industries Inc.	2,617.50
Hassinger & Company Inc.	53.10
MJ Earl Inc.	2,223.00
Pyramid School Products, Inc.	28.80
Singer Equipment Company	3,637.50
Xpedx	124.50
<u>Philip Rosenau Co, Inc.</u>	<u>41.26</u>
Total	\$35,629.02

11. Approved Berks County Joint Purchasing bids for medical & nursing supplies.

Henry Schein, Inc.	\$ 279.92
Physician Sales & Service	1,858.41
The Glove Box, Inc.	48.40
United Health Supplies	1,457.12
<u>William MacGill &amp; Company</u>	<u>65.58</u>
Total	\$ 3,709.83

12. Approved Berks County Joint Purchasing bids for classroom & office supplies.

Art Store, Inc.	\$ 821.39
Cascade School Supplies	1,019.67
Kurtz Bros.	4,679.32
National Art & School Supplies	2,062.16
Office Basics, Inc.	3,272.69
Phillips Supply Co	263.51
Pyramid School Products, Inc.	912.56
Quill Corporation	1,097.16
Standard Stationery Supply	667.11
<u>WB Mason</u>	<u>854.48</u>
Total	\$15,649.75

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13. Approved tuition rates for 2012-13 as follows:

- \$9,592.31 elementary
- \$11,350.43 secondary

*Background information: The tuition charge(s) for the fiscal year ending June 30, 2013 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, 2012. These charges have been calculated in accordance with the provisions of Section 2561 of the PA Public School Code of 1949, as amended.*

14. Approved submission of delinquent per capita tax in the amount of \$14,135 to Statewide Tax Recovery.

*Background information: April 30, 2013 was the deadline for per capita payments under the penalty period. A complete list of the filing can be obtained from the Interim Business Manager.*

15. Appointed Christine L. Stafford as Board Secretary for a four-year term beginning July 1, 2013 through June 30, 2017.

16. Approved Gregory Portner as School Board Treasurer for the term July 1, 2013 through June 30, 2014 with no wage payments.

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

Nays: None. Motion carried.

**C. PERSONNEL/  
POLICY**

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

**1. RESIGNATIONS/RETIREMENTS**

**a. Support Staff**

- 1) **Rosdanell Gomez**, Special Education Instructional Aide, WHEC, resignation effective May 3, 2013 last day worked.

**2. LEAVE OF ABSENCE**

**a. Professional Staff**

- 1) **Robin Kline**, Teacher, WREC, Family Medical Leave, effective May 7, 2013 until a date to be determined.
- 2) **Sarah Rugg**, Teacher, WHEC, Family Medical Leave, effective May 6, 2013 until the end of the school year, returning the beginning of the 2013-14 School Year.
- 3) **Karen Houck**, Teacher, WHEC, Family Medical

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Leave effective May 9, 2013 returning to work on May 14, 2013.

- 4) **Christine Helinek**, Teacher, WHEC/WREC, May 3, 2013 with a return to work on May 13, 2013.
- 5) **Joan Mathews**, Teacher, JSHS, end Family Medical Leave, upon return to work effective May 20, 2013.

### b. Support Staff

- 1) **Karen Sichak**, Reading Aide, unpaid leave of absence May 13, 14, 15, 16, 2013, return to work May 20, 2013.
- 2) **Barry Matz**, Custodian/Inventory Specialist, Jr./Sr. High School, Family Medical Leave, effective May 7, 2013 until a date to be determined.
- 3) **Susan Lehr**, Secretary, WHEC, Intermittent Family Medical Leave effective June 4, 2013 until a date to be determined.
- 4) **Jared Reigel**, Custodian, Jr./Sr. High School, Intermittent Family Medical Leave effective May 24, 2013 until a date to be determined.
- 5) **Meredith Groff**, Reading Aide, WREC, Family Medical Leave effective May 14, 2013 until a date to be determined.

## 3. SUBSTITUTES

### a. Professional Staff

- 1) **Lee Beth Cranmer**, Teacher (Addition)

### b. Support Staff

- 1) **Karen Rapp**, Custodial (Addition)

## 4. VOLUNTEERS

## 5. POLICIES

Second Reading and Adoption of the following:

- |       |                               |
|-------|-------------------------------|
| 610   | Purchases Subject to Bid      |
| 800.1 | Electronic Records/Signatures |

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

Nays: None. Motion carried.



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## **OLD BUSINESS**

At Mrs. Helm's request, Dr. Babb reported on the positive camp experience the sixth graders had in spite of the wet weather. He said the new chaperone system worked well. Mrs. Helm reported that she heard many favorable comments about the experience from parents.

## **NEW BUSINESS**

None.

## **UPDATE FROM ORGANIZATIONS**

On behalf of WAEA, Margaret Shomgard shared items from Wyomissing Hills Elementary:

- Kindergarten has been working on a Flat Froggy project. Froggy has been sent and returned from family and friends all over the world.
- Third grade completed their famous American reports.

Andrea Bensusan reported on the following events at West Reading Elementary:

- Twenty six graders attended a presentation on Syria and the Middle East by a parent. Then they walked to the Aladdin Restaurant to sample cuisine of the region.
- As a science project, sixth graders were asked to make a cucumber boat and compete against their peers at the Cucumber Regata at the Stone House.
- Fiesta Day
- Simulation of an Aztec market. Cocoa beans were used as currency to trade for items.
- Fifth grade had a math carnival.

Cathy Barra reported on events from the music department:

- Katie Weidner, grade 11, participated in PMEA All-state Chorus.
- Ian Brackbill, grade 11 participated in PMEA All-state Orchestra.
- Five students were chosen for Berks County Honors Jazz Choir to participate in Berks Jazz Fest.

Mike Miller reported on the three Public Art Works projects:

- A year-long mural project in the 600 block of Cherry St. entitled "West Reading Is," sponsored by the Elm Street Project is complete.
- A mural for Opportunity House is a continuing project begun last summer in conjunction with PA Migrant Education in the Reading School District and will be installed following the end of the school year.
- A two-year long glass mosaic project is taking longer than expected. Two panels are expected to be installed in the fall with the third being completed the following school year.

Mrs. Bensusan expressed the appreciation of the staff for the attendance of Mrs. Vicente and Mr. Stem at so many student-related events.

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**ADJOURNMENT**

A motion was made by Mr. Portner, seconded by Mr. Larkin to adjourn at 6:43 p.m.

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Board Secretary