

# WYOMISSING AREA SCHOOL DISTRICT 2013-4632

## Minutes August 12, 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 (by phone), Mrs. McAvoy, Mr. Painter, Mr. Portner and Mrs. Seltzer.

### Board Member Absent:

Mr. Larkin

### Administrative Staff Present:

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

### 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 – August 14, 2013, 2:30 p.m.
- School Board Business Meeting – August 26, 2013, 6:00 p.m.
- Technology Committee Meeting – August 28, 2013, 12:00 p.m.
- Personnel/Policy Committee Meeting – September 3, 2013, 5:00 p.m.
- Finance/Facilities Committee Meeting – September 4, 2013, 12:00 p.m.

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

### RECOGNITION

The Board recognized Arlene K. Wagner who retired June 7, 2013 after thirteen years of service to the District.

### COMMITTEE REPORTS

- A. Finance – Ms. Stafford reported that the committee met earlier in the day. Routine items were discussed that are listed on the agenda. The committee received an update on the audit process and was informed that the bond market has not reopened allowing us to refinance our bonds and reap the desired savings.
- B. Facilities – Mrs. Bamberger reported that the committee meeting was held earlier in the day. The committee received updates on two major projects taking place over the summer: the boiler room project and the field remediation. There is concern that the boiler room project may not be finished by the start of school so the contractor is working weekends. The underground remediation of

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the field has been completed. Now the surface is being restored hopefully completed in time for the first football game, weather permitting.

- C. Curriculum – Mrs. McAvoy said the committee will meet on August 14.
- D. Technology – Mr. Portner reported that although the committee has not met since May, the Technology Department has been busy with the installation of items previously approved. The next meeting is August 28.
- E. Personnel – Mrs. Seltzer reported that the committee met on August 6 and reviewed the many items on the agenda for approval.
- F. Policy – Mrs. Seltzer reported that a new policy on nepotism is being developed.
- G. Ad Hoc Development Advisory – Mrs. Davis reported the committee is working on a community fundraising project to be unveiled in October that will enhance the fields.
- H. Berks County Intermediate Unit Board Report – Mrs. Seltzer reported there was no meeting in July. The Board meets on August 15.
- I. Berks Career & Technology Center Board Report – Mr. Painter reported there was no meeting in July. The meeting is at the end of August. Mr. Portner provided an update on the CDL center.
- J. Berks EIT Report – No report.
- K. Wyomissing Area Education Foundation – Mrs. Butera reported that the next meeting is September 10.
- L. Legislative Report – Mrs. McAvoy had nothing to report.

### PUBLIC COMMENT

None

### **SUPERINTENDENT'S REPORT**

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

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

1. Approved expulsion waiver agreement for secondary student ID#205035.

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

Absent: Larkin.

Nays: None. Motion carried.

**B. FINANCE/  
FACILITIES**

Mrs. Vicente introduced Cheri Woyurka as the Interim Director of Special Education. She is on loan to us from the Berks County Intermediate Unit.

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

1. Approved agreement with Berks County Intermediate Unit for Interim Director of Special Education Services.  
*Background information: The contract term begins August 5, 2013 with services scheduled to be provided 4 days per week and ending November 22, 2013 or upon securing a fulltime district special education administrator. The rate is \$500 per day. Rate includes all expenses including travel; there are no additional fees.*
2. Approved a Contract with Berkshire Systems Group, Inc. to provide alarm monitoring services at a cost of \$1780 per year.  
*Background information: Alarm monitoring services were previously provided by Security First, Inc. The contract will extend year to year and can be cancelled by either party with 30 days' notice.*

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

Absent: Larkin.

Nays: None. Motion carried.

The Finance and Facilities items were opened for discussion. Mrs. Butera thanked the various donors for their generosity. Mrs. Davis said she appreciated seeing the breakdown of costs of the educational placements to help with future budgeting.

**C. PERSONNEL/  
POLICY**

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

1. RESIGNATION/RETIREMENT
  - a. Administrative Staff
    - 1) **Corbin Stoltzfus**, Assistant Principal/Athletic Director, JSHS, resignation effective date to be determined.

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b. Professional Staff

- 1) **Erin Schwenk**, Speech and Language Pathologist, Jr./Sr. High School, resignation effective July 24, 2013.
- 2) **Amanda Bareuther**, French Teacher, JSHS, resignation effective June 10, 2013.
- 3) **Tammy Sarangoulis**, Special Education Teacher, Extended School Year Program, termination effective July 25, 2013 due to the end of the summer program.

*Background information: Ms. Sarangoulis was hired specifically for the Extended School Year Program which ended July 25, 2013.*

c. Support Staff

- 1) **Roseanne Tice**, Attendance Secretary, JSHS, retirement effective on or about September 6, 2013.

2. LEAVE OF ABSENCE

a. Administrative Staff

- 1) **Cheryl Morett**, Director of Special Education, Family Medical Leave effective June 20, 2013 to July 19, 2013.

b. Professional Staff

- 1) **Eileen John**, Special Education Teacher, WREC, end Family Medical Leave and return to work effective August 2, 2013.
- 2) **Sarah Rugg**, Kindergarten Teacher, WHEC, end Family Medical Leave effective November 4, 2013 and begin leave absence effective November 5, 2013 to the end of the first semester on or about January 22, 2014.
- 3) **Kelly Keim**, Teacher, WHEC, end Family Medical Leave and return to work effective August 2, 2013.

c. Support Staff

- 1) **Barry Matz**, Custodian/Inventory Specialist, JSHS, end Family Medical Leave June 18, 2013, returning to work June 19, 2013.
- 2) **Rupa Patel**, Special Education Aide, WHEC, unpaid leave of absence August 20, 2013. Return date to be determined.
- 3) **Elizabeth D'Amico-Perez**, Custodian, WHEC, Family Medical Leave effective July 11, 2013 with return to work effective August 5, 2013.
- 4) **Meredith Groff**, Classroom Aide, WREC, end

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Family Medical Leave and return to work effective August 20, 2013.

- 5) **Susan Lehr**, Secretary, WHEC, end intermittent Family Medical Leave effective June 21, 2013.
- 6) **Madeline Humes**, part-time Special Education Secretary, District Office, unpaid leave of absence, effective June 24, 2013 to June 28, 2013 and July 15, 2013 to July 18, 2013.

### 3. POSITION CHANGE/PROMOTIONS

#### a. Administrative Staff

- 1) **Diane Kaag**, Cafeteria Manager, Jr./Sr. High School, promoted to Director of Food Services effective August 13, 2013, 210 days, at an annual salary of \$35,000.

*Background Information: This position is being filled as a result of the retirement of the Director of Food Services at the end of the 2012-13 school year.*

#### b. Professional Staff

- 1) **Caitlin Gibbs**, Special Education Teacher, WHEC, position change to Behavior Support Teacher, no change in wages, effective date to be determined.

### 4. APPOINTMENTS

#### a. Professional Staff

- 1) **Cara Frederick**, Speech and Language Pathologist, Jr./Sr. High School, at an annual salary of M+45/Step 9 (\$62,420) based upon the WAEA Salary Schedule, effective August 13, 2013.

*Background information: Ms. Frederick acquired her Master's Degree in Speech Pathology from Bloomsburg University. She holds the following credentials: PA Speech & Language Pathology License, American Speech Language and Hearing Association's Certificate of Clinical Competence, and PA Teaching Certification in Speech and Language Impaired. Ms. Frederick has worked as a Speech and Language Pathologist in various settings inclusive of hospital, rehabilitation centers, and schools. She has provided therapy to individuals from pediatric through adult.*

- 2) **Meredith Rosa**, French Teacher, Jr./Sr. High School, at an annual salary of B/Step 1(\$40,720)

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based upon the WAEA Salary Schedule, effective August 13, 2013.

*Background information: Ms. Rosa acquired her Bachelor's Degree from Lafayette College majoring in French and Italian. She holds her PA Teaching Certification in French K-12. Ms. Rosa has studied abroad in France and Italy.*

- 3) **Bridget Mayberry**, Student Assistance Specialist, District-wide, at an annual salary of \$51,220 based upon M/Step 6 on the WAEA Salary Schedule, effective August 13, 2013.  
*Background information: Ms. Mayberry holds a PA Dept. of Education Certification in the following areas: Home and School Visitor K-12 and Secondary School Counselor 7-12. She has experience providing counseling in a variety of venues and most recently has worked as a student crisis counselor.*
- 4) **Lauren Fiorentino**, Long-Term Substitute, 1<sup>st</sup> Grade Teacher, WHEC, at annual salary of B/Step 1 (\$40,720) based upon the WAEA Salary Schedule, effective August 20, 2013 until the end of the first semester of the 2013-14 school year.  
*Background information: Ms. Fiorentino will be a long-term substitute for a teacher who is currently on a leave of absence.*
- 5) **Brittany Robinson**, Long-Term Substitute, Kindergarten Teacher, WHEC, at annual salary of B/Step 1 (\$40,720) based upon the WAEA Salary Schedule, effective August 20, 2013 until the end of the first semester of the 2013-14 school year.  
*Background information: Ms. Robinson will be a long-term substitute for a teacher who is currently on a leave of absence.*
- 6) **Nicole Daub**, .5 ESL Teacher, WREC, at an annual salary of \$20,360 based upon B/Step 1 on the WAEA Salary Schedule, effective August 13, 2013.  
*Background information: Ms. Daub acquired her Bachelor's Degree from Lebanon Valley College. She holds the following PA Teaching Certifications: English as a Second Language Program Specialist and Elementary K-6. Ms. Daub has ESL Teaching experience in grades K through 6.*

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- 7) **Kristen Heist-Albright**, .6 Art Teacher, WREC/WHEC, at an annual salary of \$26,112 based upon M/Step 1 on the WAEA Salary Schedule, effective August 13, 2013.

*Background information: Ms. Albright received her Master of Fine Arts Degree from the University of Arizona. She holds a PA Teaching Certification in Art K-12. Ms. Albright has previous experience working in the District as an Art substitute.*

- 8) Ratify the following nurses who substituted in the 2013 summer Extended School Year Program at a rate of \$32/hour:

- a) **Denise Bononno, Nurse**
- b) **Diane Torres, Nurse**

b. Support Staff

- 1) Ratify the following personnel who worked as Instructional Aides in the summer Extended School Year Program effective June 25, 2013 to July 25, 2013 not to exceed 10 ½ hrs./wk. per their regular rate of pay:

- a) **Glenda Jarrett**
- b) **Diana Swavely**

- 2) **Regina Miller**, Custodian, WHEC, 8 hours/day; 40 hours/week, \$11/hr., effective August 19, 2013 pending completion of all employment requirements.

*Background information: This position is being filled due to the retirement of a custodian.*

c. Athletics

- 1) **Lauren Guido**, Junior Varsity Head Coach (Field Hockey), JSHS, at a stipend of \$1,251, effective the beginning of the 2013-14 sports season.
- 2) **William McCanney**, Varsity Assistant Coach (Boys Soccer), at a stipend of \$1,703, effective the beginning of the 2013-14 sports season.
- 3) **Megan Marabella**, Junior High Assistant Coach (Field Hockey), JSHS, at a stipend of \$1,001, effective the beginning of the 2013-14 sports season.
- 4) **Suzanne Shelton**, Junior High Head Coach (Girls Volleyball), at a stipend of \$1,251, effective the beginning of the 2013-14 sports season.

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- 5) **Lindsey Smith**, Varsity Assistant Coach (Girls Volleyball), at a stipend of \$1,626, effective the beginning of the 2013-14 sports season.
- 6) **Cali Snell**, Varsity Head Coach (Girls Volleyball), at a stipend of \$2,572, effective the beginning of the 2013-14 sports season.

### 5. MENTOR TEACHERS

Presented for approval are the following Mentor Teachers for 2013-2014 School Year for the new professional staff members:

| <u>Mentor Teacher</u> | <u>Inductee</u>        | <u>Assignment</u>        | <u>Stipend</u> |
|-----------------------|------------------------|--------------------------|----------------|
| Maria Gernert         | Meredith Rosa          | French Teacher           | \$500          |
| Michele Hetrich       | Nicole Daub            | ESL Teacher              | \$500          |
| Robert Kucharczuk     | Kristen Heist-Albright | Art Teacher              | \$500          |
| Jessica Lenge         | Cara Frederick         | Speech/Lang. Pathologist | \$500          |
| David Skovera         | Bridget Mayberry       | Student Assistance Spec. | \$500          |

### 6. WORK OUTSIDE CONTRACT HOURS

#### a. Administrative Staff

- 1) **Tony Alvarez**, Dean of Students, JSHS, ratify payment of summer work related to the All-Hazard Plan at per diem rate of \$325.81 not to exceed two days.

#### b. Professional Staff

- 1) **Kelly Ferrandino**, Teacher, WREC, to provide homebound instruction for elementary student ID #203304 for a maximum of three hours per week beginning March 4, 2013 and extended to June 25, 2013 as stipulated in the 504 plan, at the WAEA wage rate for work contract outside work hours.

### 7. APPROVAL OF RECOMMENDED SALARY INCREASES FOR SUPERINTENDENT AND ASSISTANT SUPERINTENDENT.

*Background information: Increases are retroactive to July 1, 2013.*

### 8. APPROVAL OF FALL ATHLETIC COACHES

- 1) Request approval of the attached coach stipends for the 2013-2014 Fall Athletic Season. (See Attached)

### 9. APPROVE THE FOLLOWING TEACHERS FROM TEMPORARY PROFESSIONAL EMPLOYEE STATUS TO PROFESSIONAL EMPLOYEE STATUS (TENURE)



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- a. **Shauna Mehlbaum**
- b. **Karen Ostrander**

## 10. VOLUNTEERS

Phone call with Mrs. Helm was dropped at 6:17 p.m.

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

Absent: Helm and Larkin.

Nays: None. Motion carried.

Mrs. Butera thanked Mr. Stoltzfus for his service to the District and wished him well in his next endeavor. Mr. Stoltzfus said he appreciated all the support he received and thoroughly enjoyed his two years here.

Mrs. Seltzer recognized Mrs. Tice for all her years of service to the District and said she will be missed by all. Mrs. Butera wished her well in retirement.

Mrs. Butera congratulated Mrs. Kaag on her promotion to Director of Food Services.

### **OLD BUSINESS**

None.

### **NEW BUSINESS**

None.

### **UPDATES FROM ORGANIZATIONS**

None.

### **ADJOURNMENT**

A motion was made by Mr. Portner, seconded by Mr. Painter to adjourn at 6:20 p.m.

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Board Secretary