

WYOMISSING AREA SCHOOL DISTRICT 2013-4641

Minutes August 26, 2013

The regular meeting 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, Mr. Larkin, Mrs. McAvoy, Mr. Painter, Mr. Portner and Mrs. Seltzer.

Administrative Staff Present:

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

Attendees:

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

MEETING ANNOUNCEMENTS

The following meeting schedules and locations were announced:

- Personnel/Policy Committee Meeting – September 3, 2013, 5:00 p.m.
- Finance/Facilities Committee Meeting – September 4, 2013, 12:00 p.m.
- School Board Business Meeting with Committee Reports – September 9, 2013, 6:00 p.m.
- Curriculum Committee Meeting – September 11, 2013, 2:30 p.m.
- School Board Business Meeting – September 23, 2013, 6:00 p.m.
- Technology Committee Meeting – September 25, 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

Mrs. Vicente commented on the smooth and successful start to the new school year. She gave a summary of the opening day in-service regarding the theme for the year of being the BEST in Action: Building Capacity, Empowering Others, Strengthening Relationships, Together. This theme was symbolized in a lapel pin that each staff member received. She presented each Board member with one also.

Mr. Stem provided biographical information and introduced the new professional staff: Nicole Daub, Cara Frederick, Kristen Heist-Albright, Melissa Kucharczuk, Bridget Mayberry and Meredith Rosa,

PUBLIC COMMENT

None.

ROUTINE APPROVALS

MEETING MINUTES

Upon a motion by Mr. Portner, second by Mrs. Davis, the Board approved

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the following minutes.

- June 10, 2013 Business Meeting with Committee Reports
- June 24, 2013 Regular Business Meeting

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

Nays: None. Motion carried.

TREASURER'S REPORT

Upon a motion by Mr. Painter second by Mrs. McAvoy, the Treasurer's Reports for June and July 2013 were accepted as presented.

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

Nays: None. Motion carried.

PAYMENT OF BILLS

Upon a motion by Mr. Larkin, second by Mrs. Bamberger, payment of bills for the months of June and July 2013 was approved.

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

Nays: None. Motion carried.

SUPERINTENDENT'S REPORT

A. CURRICULUM/ TECHNOLOGY

Upon a motion by Mr. Painter, and second by Mrs. McAvoy, the Board approved the Curriculum/Technology agenda item as follows.

During discussion Mrs. Davis questioned the dates of the trip as the competition usually lasts longer. Upon review it was noted that the trip was indeed February 13-16, not February 13-14, as originally listed. Mr. Painter and Mrs. McAvoy agreed to the amended motion correcting the dates.

1. Approved Overnight Field Trip Request – Model UN Club, Washington, DC, February 13-16, 2014.

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

Nays: None. Motion carried.

B. FINANCE/ FACILITIES

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

1. Approved donation from Randy and Dawn Weidner in the amount of \$200 through the Development Office towards the purchase of

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stage lighting.

2. Approved donation from Primera, Inc. in the amount of \$100 through the Development Office to be used for kindergarten supplies.
3. Approved the following donations from the Wyomissing Area Education Foundation:
 - \$3,233.05 to be used towards the purchase of a kiln for the JSHS art department.
 - \$2,000 to be used towards the Pennsylvania Shakespeare Festival performance and workshop to be hosted by the JSHS English department.
4. Approved Request to Close Student Activity Account for the Class of 2012.

Background information: Per Board policy 618, this account is being closed one year after graduation of the class. Unused funds are transferred to the Senior High Student Body.
5. Approved the following agreements for 403(b) and 457(b) plan administration:
 - Kades-Margolis Retirement Plan Consulting Services Agreement
 - TSA Consulting Group, Inc. Retirement Plan Compliance and Administration Services Agreement
 - Adoption Agreement
 - Investment Provider Service Agreement

Background information: Kades Margolis, the District's 403(b) Plan Consultant, has changed its third party administrator for 403(b) and 457(b) plan administration from Employer Admin Services, Inc. to TSA Consulting Group. These agreements are necessary to transition the District's plan to TSA Consulting Group.
6. Approved agreement with Sunbelt Staffing for speech therapy services during the 2013-14 school year at a rate of \$60 per hour.
7. Approved Independent Contractor Agreement with Ms. Jody Maryniak, MA CCC-SLP, for speech therapy services during the 2013-14 school year at a rate of \$55 per hour.
8. Approved Consulting Agreement with Ms. Claire Maher Choutka, M.Ed., BCBA for behavioral services during the 2013-14 school

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year at a rate of \$125 per hour for up to 18 hours per week.

9. Approved Healthcare Staffing Agreement with Medical Staffing Network at a rate not to exceed \$40 per hour for per diem health professionals.

Background information: In the event that nurses from our District substitute list are not available, qualified healthcare professionals will be provided to substitute for the District's nursing staff. Rates vary depending on professional license and type of day worked.

10. Approved 2013-14 subscription with BCIU & SafeSchools for required staff PA Act 126 Child Abuse Training at a rate of \$4.50 per employee.

Background information: SafeSchools will provide a three hour training course, designed as three (3) one (1) hour sessions, in compliance with the Pennsylvania Department of Education's Act 126, Mandated Child Abuse Recognition and Reporting Training. Such training shall meet with PDE's approval in the issuance of Act 48 credit.

11. Approved Extended School Year Services Agreement with Valley Forge Educational Services for two students, ID nos. 201327 and 204714, for the period July 1, 2013 to August 2, 2013 in the amount of \$7,215 per student.

12. Approved tuition agreements with New Story for student ID no. 203879 as follows:

- 2013 ESY tuition agreement: \$175 per classroom day for the period June 24, 2013 to August 9, 2013.

13. Approved tuition agreement with Opportunities School for student ID no. 300377 as follows:

- 2012-13: \$3,732 for partial-year attendance from May 1, 2013 to June 15, 2013.

14. Approved tuition agreement with Opportunities School for student ID no. 300332 as follows:

- 2012-13: \$6,639 for partial-year attendance from April 4 to June 15, 2013.

15. Approved educational placement agreement regarding student ID no. 204277 as follows:

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- 2013-14: Not to exceed \$36,010
- 2014-15: Not to exceed \$37,635
- 2015-16: Not to exceed \$39,342
- 2016-17: Not to exceed \$41,134

Background information: This is a renewal of a previous settlement to cover tuition costs.

16. Approved educational placement agreement regarding student ID no. 202394 as follows:

- 2013-14: Not to exceed \$66,400
- 2014-15: Not to exceed \$69,000
- 2015-16: Not to exceed \$71,800
- 2016-17: Not to exceed \$74,700

Background information: This is a renewal of a previous settlement to cover tuition costs.

17. Approved educational placement agreement regarding student ID no. 204714 as follows:

- 2013-14: Not to exceed \$47,000
- 2014-15: Not to exceed \$49,000

Background information: This is a renewal of a previous settlement to cover tuition costs.

18. Approved educational placement agreement regarding student ID no. 201327 as follows:

- 2013-14: Not to exceed \$47,000
- 2014-15: Not to exceed \$48,880
- 2015-16: Not to exceed \$50,835
- 2016-17: Not to exceed \$52,869

Background information: This is a renewal of a previous settlement to cover tuition costs.

19. Approved Individual Services Contract with Lindamood-Bell Learning Centers for student ID no. 201978 for up to 240 hours of one-to-one instruction at a rate of \$98.10 per hour, not to exceed \$23,544 for the 2013-14 school year.

20. Approved driver list for 2013-14 with the provision that names may be added or deleted at the discretion of Administration.

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Bus #1	Joseph Konnick	Substitutes/Trip drivers:
Bus #2	Richard Behney	Adam Casner
Bus #3	Melissa Young	Lynn Lausch
Bus #4	Florance Lanning	Jean Solomon
Bus #5	Craig Scheetz	Richard Cosgrave
Bus #6	Virginia Lotz	Beth Mell
Bus #7	William Jordan	Jn Guslay Salomon
Bus #8	Bradley Boltz	David Heim
Bus #9	Donna Aulenbach	Jeffrey Ott
Bus #10	Mary Jo Hafer	Michael Welsh
Bus #11	Tina Crupi	Maryann Henry
Bus #20	James Hicks	Dominic Pezzino
Bus #41	Sharon McNamara	Karl Koenig
Van#15	Narian Seepurshad	A. Tod Rickenbrode

21. Approved transportation schedules for 2013-14.
Background information: The complete list of transportation schedules is available from the Interim Business Manager.
22. Approved recommendation for changes to visitor registration procedures.
23. Approved Change Orders for Contract No. 1 Barrasso Excavating, Inc. for the Stadium Field Subsurface Project in the amount of \$8,188.00.
Background information: Additional cost incurred to relocate a water line in the path of the new sanitary sewer line (\$2200); Extend the construction entrance due to weather (\$3495); Work delay due to weather (\$0); Repair seven sinkholes discovered during installation of new sewer lines (\$4693); Eliminate removal of topsoil (-\$2200).
24. Approved the Annual Service Agreement with the TRANE Company for service and preventative maintenance for chillers and rooftop HVAC units. The agreement is a three year agreement at a cost of \$66,251 over the three years.
Background information: The agreement reflects all equipment at WREC which is no longer covered by the construction warrantee as well as a 4% increase for other buildings. A discount of 3% is also offered if services paid at the start of each year.

Yeas: Bamberger, Butera, Davis, Helm, Larkin, McAvoy, Painter, Portner and Seltzer.
Nays: None. Motion carried.

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**C. PERSONNEL/
POLICY**

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

1. APPROVED WAEA COLLECTIVE BARGAINING AGREEMENT MEMO OF UNDERSTANDING.

Background information: The attached Exhibit E is Memorandum of Understanding to the WAEA collective bargaining agreement effective July 1, 2011 to June 30, 2014 which was approved at the February 25, 2013 Board meeting.

2. RESIGNATIONS/RETIREMENTS/FURLOUGHS

a. Professional Staff

- 1) **Mary Huesken**, part-time Music Teacher, WHEC, resignation effective date to be determined.

b. Support Staff

- 1) **Lori Rohrbach**, Special Education Instructional Aide, JSBS, resignation effective last date worked June 7, 2013.
- 2) **Jennifer Wolfe**, Special Education Instructional Aide, WREC, resignation effective last date worked June 7, 2013
- 3) **Jeffrey Schloth**, Special Education Instructional Aide, JSBS, resignation effective August 29, 2013.
- 4) **Franco Ferrandino**, weight room supervisor, JSBS, furlough, effective last date worked June 6, 2013, due to the change in the Weight Room policy.
- 5) **David McDermott**, weight room supervisor, JSBS, furlough, effective last date worked June 7, 2013, due to the change in the Weight Room policy.

3. LEAVE OF ABSENCE

a. Professional Staff

- 1) **Jodi Reardon**, Health/Phys. Ed. Teacher, JSBS, Family Medical Leave, update effective date to August 20, 2013 until a date to be determined.

4. BUILDING TRANSFERS

a. Support Staff

- 1) **Linda Wynne**, Special Education Instructional Aide, building transfer from WREC to JSBS, effective August 20, 2013.
- 2) **Robin Cosbey**, Special Education Instructional

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Aide, building transfer from WHEC to WREC, effective August 20, 2103.

- 3) **William Cary**, Custodian, building transfer from JSHS to WREC, effective August 20, 2013.
- 4) **William Harcar**, Custodian, building transfer from WREC to WHEC, effective August 20, 2013.
- 5) **Julie Miller**, Custodian, building transfer from JSHS to WHEC, effective August 20, 2013.
- 6) **Elizabeth Perez-D'Amico**, Custodian, building transfer from WHEC to JSHS, effective August 20, 2013.

5. APPOINTMENTS

a. Professional Staff

- 1) **Cara Frederick**, Speech and Language Pathologist, correct location to WHEC, at an annual salary of M+45/Step 9 (\$61,420) based upon the WAEA Salary Schedule, effective August 13, 2013.
Background: Ms. Frederick was approved at the August 12, 2013 Board Meeting. Her building location has been updated appropriately.
- 2) **Melissa Kucharczuk**, Autistic Support Classroom Teacher, WHEC, at an annual salary of B/Step 2 (\$41,820) based upon the WAEA Salary Schedule, effective August 20, 2013.
Background information: Ms. Kucharczuk has PA Department of Education Teacher Certification in Elementary K-6 and Special Education N12. Her prior experience includes teaching in an Autistic Support Classroom.
- 3) **Greta Jones**, Long Term Substitute Teacher, Special Education, JSHS, at an 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. Jones will be providing direct instruction within the Special Education program at the JSHS.
- 4) **Andrew Childs**, Long Term Substitute Math Teacher, JSHS, at an annual pro-rated salary of B/Step 1 (\$40,720), effective August 27, 2013 for the 2013-14 school year.
Background information: Mr. Childs is substituting for a teacher who is on a Leave of Absence for the 2013-14 school year.

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- 5) **Nicole Munz**, Long Term Substitute Physical Education Teacher, JSHS, at an annual pro-rated salary of B/Step 1 (\$40,720), effective August 27, 2013, length of term to be determined.
Background information: Ms. Munoz is substituting for a teacher who is on a Family Medical Leave.

b. Athletic Staff

- 1) **Marybeth Langdon**, Junior High Head Coach-Field Hockey, at a stipend of \$1,668, effective the beginning of the 2013-14 sports season.
2) **Karli Martin**, Junior High Head Coach-Soccer (Girls), at a stipend of \$1,981, effective the beginning of the 2013-14 sports season.

6. MENTOR TEACHERS

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

<u>Mentor Teacher</u>	<u>Inductee</u>	<u>Assignment</u>	<u>Stipend</u>
Caitlin Gibbs	Melissa Kucharczuk	Autistic Support Tchr	\$500

7. APPROVAL OF UPDATED FALL ATHLETIC COACHES

8. SUBSTITUTES

a. Support Staff

- 1) **Carla Becker**, Aide
2) **Renee Canova**, Aide
3) **Susan Ellington**, Aide
4) **Zachary Frantz**, Aide
5) **Sandra Guinther**, Aide
6) **Davina Minton**, Food Service

9. VOLUNTEERS

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

Nays: None. Motion carried.

OLD BUSINESS

None.

NEW BUSINESS

Mrs. Vicente announced a proposal to host the second mini-THON for the 2013-2014 school year to benefit the 4Diamonds Fund at Hershey Medical Center. The event will be held March 1-2 from 7pm to 7am at the JSHS. Students in grades 9-12 will be fundraising throughout the year for this

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important event. We hope to have even greater success than the event in 2012 when over \$10,000 was raised with over 100 participants.

UPDATE FROM ORGANIZATIONS

None.

ADJOURNMENT

A motion was made by Mr. Portner, seconded by Mrs. Seltzer to adjourn at 6:16 p.m.

Board Secretary