

WYOMISSING AREA SCHOOL DISTRICT 2013-4651

Minutes September 9, 2013

The regular meeting with committee reports 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. McAvoy, Mr. Painter, Mr. Portner and Mrs. Seltzer.

Board Members Absent: Mrs. Helm and Mr. Larkin

Administrative Staff Present: Mrs. Vicente, Mr. Stem, Ms. Stafford, Mr. Alvarez, Dr. Babb, Mr. Fries, Mr. Griscom, Dr. Jones, Mrs. Kaag, Ms. Lampe and Mrs. Smith.

Attendees: David Kostival, Reading Eagle and Shelley Filer, recording secretary. An audience sign-in sheet is included as part of these official minutes.

MEETING ANNOUNCEMENTS

Mrs. Butera announced an Executive Session was held August 26, 2013. Personnel and legal issues were discussed. No action was taken.

The following meeting schedules and locations were announced.

- Curriculum Committee Meeting – September 11, 2013, 2:30 p.m.; JSHS Principal's Conference Room.
- School Board Business Meeting – September 23, 2013, 6:00 p.m.
- Technology Committee Meeting – September 25, 2013, 12:00 p.m.
- Personnel/Policy Committee Meeting – October 1, 2013, 5:00 p.m.
- Finance/Facilities Committee Meeting – October 2, 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 the retirement of Roseann Tice, support staff employee for 35 years. A copy of the resolution is included in these official minutes.

COMMITTEE REPORTS

- A. Finance – Ms. Stafford reported that the auditors are on site and when they finish their work, the Business Office will begin work on the 2014-15 budget.
- B. Facilities – Mrs. Bamberger said the committee meeting was held September 4. An update was provided on the stadium field which has been repaired and sodded and is ready for the next football

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game. The boiler room project is substantially complete with only punch list items remaining. Mrs. Bamberger commended Mr. Fries and his staff for the handling of both major projects. Since the meeting, another concern has surfaced at Wyomissing Hills Elementary regarding warping of the gymnasium floor. SSM Group is investigating the cause.

- C. Curriculum – Mrs. McAvoy reported the last meeting was held August 14. Topics of discussion included the Observation Supervision and Evaluation Plan and reinstating the post-prom party. The next meeting is September 11.
- D. Technology – Mr. Portner reported that the meeting was August 28. The Mimeo Teach project is nearly complete. Mr. Griscom is investigating alternatives to the Smart Net warranty we are currently paying. He is proposing using the money by forgoing the warranty expenses to purchase new equipment that doesn't require the warranty and using the parts from the old equipment for repairs. This will require a budget transfer.
- E. Personnel – Mrs. Seltzer reported that interviews for the Business Administrator and Director of Special Education are scheduled for next week. Other items that were discussed are on the agenda for approval.
- F. Policy – Mr. Painter reported that the committee is developing a draft of a nepotism policy. They discussed an amendment to the dress code that addresses piercings. Mr. Jones is being asked for input on the issue. Another topic of discussion was the creation of an honor code.
- G. Ad Hoc Development Advisory – Mrs. Davis reported that the committee is asking the Board to approve a capital campaign to raise funds for the Spartan Pride Stadium Project to enhance the current field by making it a safe, aesthetic, and appropriate environment for our athletes and community.
- H. Berks County Intermediate Unit Board Report – Mrs. Seltzer reported that topics discussed included the Head Start program and federal aid.
- I. Berks Career & Technology Center Board Report – Mr. Painter reported the CDL facility is complete and there is a ribbon cutting ceremony on September 16. Assessment scores were received for BCTC students. Of the 16 Berks County district served by BCTC, Wyomissing Area students ranked first in reading with 67 % at proficient or higher and fifth in math with 50% at proficient or

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higher.

- J. Berks EIT Report – No report.
- K. Wyomissing Area Education Foundation – Mrs. Butera said the first meeting is tomorrow morning.
- L. Legislative Report – Mrs. McAvoy announced that October 16 is the PASA-PSBA School Leadership Conference in Hershey. Featured speakers are Mike Eruzione and Captain Richard Phillips who was held hostage by the Somalia pirates.

PUBLIC COMMENT

None

SUPERINTENDENT'S REPORT

A. CURRICULUM/ TECHNOLOGY

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

Mr. Stem reviewed the draft of the Observation Supervision and Evaluation Plan. The Plan is based on the Danielson framework consisting of four domains: Planning and Preparation (20%); Classroom Environment (30%); Instruction (30%); and Professionalism (20%). The scores in these domains make up 85% of the teacher's summative rating; the other 15% is based on their school's Performance Profile. The Plan is in draft form which will allow us to adapt the plan as PDE makes further determinations on how non-classroom professionals will be evaluated.

1. Approved homebound instruction for secondary student ID #201301, August 26, 2013 – October 4, 2013, four hours per week.
2. Approved participation of **Ian Brackbill** as a member of the NAFME All-National Honors Ensemble in Nashville, TN, October 27-30, 2013
Background information: Student was selected through an audition process. Cost to the District is \$500 to be paid from budget code 10-3200-894-000-30-081-000-001-JSHS.
3. Approved draft of 2013-14 WASD Observation Supervision and Evaluation Plan.
Background information: The Wyomissing Area School District Supervision and Evaluation plan was developed to adhere to the state's new Act 82 guidelines. The process was piloted successfully during the 2012-2013 school year and this

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plan was created collaboratively with our K-12 teachers and administrators. It is going forward in draft form to allow for modifications based on the release of additional components by the state in the upcoming year.

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

Absent: Helm and Larkin.

Nays: None. Motion carried.

The Curriculum and Technology items were opened for discussion. Mrs. Davis explained that the parent committee is proposing holding the post-prom event at the high school. The activities and raffles would run from 11:00 pm to 5:00 am including breakfast. To promote class camaraderie, all juniors and senior would be invited to attend regardless of whether or not they attended the prom. Because Spring Ford High School has had previous success with this plan, the committee is considering using their model.

**B. FINANCE/
FACILITIES**

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

During discussion Mrs. Bamberger suggested that in order for the capital campaign to be successful, the Board needs to commit financially to the project as well. That amount could be determined at a later date and could be a topic of discussion at a future Facilities Committee meeting.

1. Approved Change Orders for Contract No. 1 Barrasso Excavating, Inc. for the Stadium Field Subsurface Project in the amount \$24,795.

Background Information: Extend the sanitary sewer line from the Field House and connect to the municipal main on Girard Avenue (\$21,795); Repair additional sinkholes discovered in utility trenches (\$2,200); Fill abandoned utility pipes with grout (\$800).

2. Approved establishing a Capital Campaign to raise funds for the Spartan Pride Stadium Project.

Background information: The Board is approving the establishment of a Capital Campaign to solicit community funding for sponsorships to defray costs of the field enhancement.

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

Absent: Helm and Larkin.

Nays: None. Motion carried.

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The Finance and Facilities items were opened for discussion. Mrs. Butera thanked the Spartan Grapplers Mat Club for their donation. Ms. Stafford said there are currently three income-based per capita exonerations requested.

- C. **PERSONNEL/
POLICY** Upon a motion by Mrs. McAvoy, second by Mrs. Seltzer, the following Personnel/Policy items were approved:
1. RESIGNATION/RETIREMENT
 - a. Professional Staff
 - 1) **Melissa Devlin**, RTII Teacher, JSHS, resignation effective date to be determined.
 - b. Supplemental Staff
 - 1) **Al Sobotor**, Assistant Boys Varsity Basketball Coach, resignation effective the last date worked of February 15, 2013.
 2. LEAVE OF ABSENCE
 - a. Support Staff
 - 1) **Jane Lim**, Classroom Aide, WHEC, unpaid leave of absence, September 30, October 1, October 2, October 3, October 4, 2013. Return to work October 7, 2013.
 3. BUILDING TRANSFERS
 - a. Professional Staff
 - 1) **Mary Rebecca Freymoyer**, ESL Teacher, from WREC/JSHS to JSHS only, effective August 20, 2013.
 - b. Support Staff
 - 1) **Holly Miller**, Special Education Instructional Aide, building transfer from WHEC to JSHS, effective August 20, 2013.
 4. APPOINTMENTS
 - a. Support staff
 - 1) **Maritza Quinones Lopez**, Substitute Van Driver, to part-time Van Driver, 12 ½ hours/week, \$10.16/hour, effective August 29, 2013.
 - b. Athletic Staff
 - 1) **Randy Skokowski**, Junior High Head Coach-Boys' Soccer, at a stipend of \$2,085, effective the beginning of the 2013-14 sports season.
 - 2) **Kaytlyn Degenhart**, Junior High Assistant Coach Girls' Volleyball, at a prorated stipend of \$682, effective September 10, 2013.

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5. WORK OUTSIDE CONTRACT HOURS

a. Professional Staff

- 1) **Joseph Allen** to provide homebound instruction for secondary student ID #201301, effective August 26, 2013-October 4, 2013, 4 hours per week at the WAEA contract rate for work outside contract hours.

6. MENTOR TEACHER

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

<u>Mentor Teacher</u>	<u>Inductee</u>	<u>Assignment</u>	<u>Stipend</u>
Carley Schopf	Andrew Childs	LTS Math Teacher	\$500

7. VOLUNTEERS

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

Absent: Helm and Larkin.

Nays: None. Motion carried.

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

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 6:51 p.m.

Board Secretary