

WYOMISSING AREA SCHOOL DISTRICT 2013-4672

Minutes October 28, 2013

The regular meeting of the Board of School Directors convened at 6:00 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 (arr. 6:22), Mrs. McAvoy, Mr. Painter, Mr. Portner and Mrs. Seltzer.

Administrative Staff Present:

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

Attendees:

Becca Gregg, 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 following the October 15, 2013 meeting to discuss a personnel issue. No action was taken.

The following meeting schedules and locations were announced:

- Personnel/Policy Committee Meeting – November 5, 2013, 5:00 p.m.
- Finance/Facilities Committee Meeting – November 6, 2013, 12:00 p.m.
- Curriculum Committee Meeting – November 13, 2013, 2:30 p.m.
- School Board Business Meeting with Committee Reports – Monday, November 11, 2013, 6:00 p.m.
- Technology Committee Meeting – November 20, 2013, 12:00 p.m.
- School Board Business Meeting – November 25, 2013, 6:00 p.m.

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

PRESENTATIONS

Mrs. Smith shared data from the WHEC PSSA scores from 2006-2013 and the Performance Profile. WHEC's Performance Profile rating was 80.5. The attendance rate has been steady for the last three years at 97%. PSSA Math scores for grades 3-4 have been steadily strong since 2006. PSSA Reading scores have had a slight downward trend; however the 4th grade class had a 4% increase in students who scored at the Advanced level. PSSA Science, tested in only 4th grade, has dipped slightly since 2008. Mrs. Smith also shared the SWEBS program and points of pride from WHEC.

PUBLIC COMMENT

Mr. Brian Karr voiced his opposition to the installation of a fence around the stadium.

WYOMISSING AREA SCHOOL DISTRICT 2013-4673

Minutes October 28, 2013

ROUTINE APPROVALS

MEETING MINUTES

Upon a motion by Mrs. Helm, second by Mr. Painter, the Board approved the following minutes:

- September 9, 2013 Business Meeting with Committee Reports
- September 23, 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 Mr. Portner, the Treasurer's Report for September 2013 was 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 Mrs. Davis, second by Mr. Larkin, payment of bills for the month of September 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 Mrs. Seltzer, and second by Mrs. McAvoy, the Board approved the Curriculum/Technology agenda items as follows.

1. Approved expulsion waiver agreement for elementary student ID#203586.
2. Approved Overnight Field Trip Request – Penn State University High School Track and Field Invitational, State College, PA January 24-25, 2014.
Background information: Per the attachment, no district monies were used to fund this trip.
3. Approved Field Trip Request – Model UN Club to Delaware Invitational Model United Nations Conference at Salesianum School, Wilmington, DE, December 7, 2013.

Minutes October 28, 2013

4. Approved homebound instruction for secondary student ID#300497 for five hours per week for three months, effective date to be determined.

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

Nays: None. Motion carried.

**B. FINANCE/
FACILITIES**

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

During discussion Mr. Painter asked for clarification on the item regarding the designation of the fund balance and ability to transfer funds. Ms. Stafford indicated the only allocation that is irreversible is where funds are actually transferred between the general fund and capital reserve for security measures.

Mrs. Davis commented on the resounding success of the Jeff Yalden assembly.

Mrs. Butera thanked the various donors for their generous donations.

1. Approved 2012-13 end-of-year budget transfers in the amount of \$404,000.
2. Approved 2013-14 budget transfers in the amount of \$1,060,038.98.
Background information: \$934,456.43 represents special education salaries, benefits and other expenses which were reclassified to match student disabilities.
3. Approved the following donations from the Wyomissing Area Education Foundation:
 - a. \$3,550 to help launch the School-Wide Effect Behavior Support (SWEBS) Program.
 - b. \$2,500 to sponsor a presentation by Jeff Yalden, a youth motivational speaker, at the JSHS.
 - c. \$350 to repair/replace display panels used in the district art show.
4. Approved the following donations through the Development Office towards the purchase of stage lighting:
 - a. \$500 from Maria Cooper-Ziolkowski
 - b. \$100 from Marsha and John Gleason

WYOMISSING AREA SCHOOL DISTRICT 2013-4675

Minutes October 28, 2013

5. Approved request to establish student activity account for Best Buddies.

Background information: Best Buddies is a volunteer movement that creates opportunities for one-to-one friendships for people with intellectual and developmental disabilities.

6. Approved 2013-14 Facilities Use Agreement with YMCA of Reading and Berks County for use of the pool for athletic practices and events at a total of \$6,000.

Background information: This is a renewal of last year's agreement. There are no changes in terms or cost.

7. Approved 2013-14 service agreement with Educational Based Services, Inc. for speech and language pathology services at a rate of \$63 per hour for 7-35 hours per week.

Background information: This replaces the agreement with Sunbelt Staffing for speech and language pathology services that was rescinded on September 23, 2013.

8. Approved designation of fund balance for the year ending June 30, 2013 as follows:

a. (Non-spendable)		
Prepaid expenses/inventory	\$	42,894.48
b. (Restricted) Grants	\$	15,491.48
c. (Committed)		
Transfer to Capital Reserve – Security	\$	250,000.00
d. (Committed) PSERS	\$	3,065,585.00
e. (Committed) Curriculum Enhancements	\$	462,700.71
f. (Committed)		
Vehicle/Equipment Replacement	\$	300,000.00
g. (Assigned) Budgetary Reserve	\$	250,000.00
h. (Unassigned) (8% maximum)		<u>\$ 2,483,607.04</u>
		\$ 6,870,278.71

Background information: The total increase to fund balance from the previous fiscal year is \$1,351,936.89.

Minutes October 28, 2013

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

Nays: None. Motion carried.

**C. PERSONNEL/
POLICY**

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

Mrs. Vicente introduced Steven Murray as the new Assistant Principal for the JSHS.

1. RESIGNATION/RETIREMENT/TERMINATION

a. Professional Staff

- 1) **Melissa Devlin**, Teacher, JSHS, resignation effective October 25, 2013.
- 2) **Nicole Munz**, Long Term Substitute Health/Phys. Ed. Teacher, JSHS, resignation effective October 30, 2013.
- 3) **Christopher Talley**, Special Education Teacher, JSHS, resignation effective November 15, 2013.

b. Support Staff

- 1) **Marci Luckenbill-Felty**, Special Education Instructional Aide, JSHS, resignation effective October 29, 2013.

2. LEAVE OF ABSENCE

a. Professional Staff

- 1) **Danielle Metzger**, Teacher, WHEC, end Family Medical Leave effective October 18, 2013 with a return to work date of October 21, 2013.
- 2) **Robert Kucharczuk**, Teacher, WHEC/WREC, Family Medical Leave effective October 21, 2013 to November 1, 2013, return to work November 4, 2013.

b. Support Staff

- 1) **Bruce Henne**, Crossing Guard, WREC, unpaid Leave of Absence, effective October 21, 22, 23, 24, 25, 2013 and November 11, 12, 13, 14, 15, 2013.

3. REASSIGNMENT

a. Professional Staff

- 1) **Kristen McLaughlin**, Special Education Teacher-Learning Support, JSHS, to Special Education Teacher-Emotional Support, JSHS, effective November 12, 2013.

Minutes October 28, 2013

4. APPOINTMENTS

a. Administrative Staff

- 1) **Steven Murray**, Assistant Principal, JSHS, at an annual pro-rated wage of \$86,500, effective date to be determined.

Background: Mr. Murray was awarded a Master of Science in Education degree from Wilkes University and an Administrative Certificate from Alvernia University. His most recent administrative assignment has been an Associate Principal. The vacancy that Mr. Murray is filling is the result of a resignation.

b. Professional Staff

- 1) **Lauren Darr**, Special Education Teacher-Learning Support, JSHS, at an annual pro-rated salary based upon B+15/Step 2 (\$42,120) of the WAEA Salary Schedule, effective November 12, 2013.

Background information: Ms. Darr is filling a position which was vacant as the result of a resignation.

- 2) **Matthew Werner**, .6 English Teacher, JSHS, at an annual pro-rated salary of \$25,272 based upon B+15/Step 1 of the WAEA Salary Schedule, effective date to be determined.

Background information: Mr. Werner is being hired as the result of a resignation.

c. Support Staff

- 1) **Linda Hettrick**, Custodian Foreperson, JSHS, full-time at 8 hours/day (40 hours/week), \$14.90/hour, updated effective date to October 21, 2013.

d. Supplemental Staff

- 1) **Amy Miller-Cush**, Elementary SAP Team Coordinator, WHEC, at a stipend of \$700 for the 2013-14 School Year.

5. CHANGE IN HOURS

a. Support Staff

- 1) **Tara Parenti**, Food Service Worker, JSHS, part-time at 5 hours/day (25 hours/week), \$10.09/hr, effective October 16, 2013.

Background information: Ms. Parenti was previously approved. This is a correction to the approved daily/weekly hours for the position.

WYOMISSING AREA SCHOOL DISTRICT 2013-4678

Minutes October 28, 2013

6. WORK OUTSIDE CONTRACT HOURS

a. Professional Staff

- 1) **Lee Marie Gallagher**, teacher, JSHS, to provide homebound instruction for secondary student ID #300497 for a maximum of five (5) hours per week for three (3) months effective start date to be determined, at the WAEA wage rate for work outside work hours.

7. SUBSTITUTES

a. Professional Staff

- 1) **Julie Heffner**, Teacher (Addition)
- 2) **Suzanne Shelton**, Teacher (Addition)
- 3) **Amanda Waszil**, Teacher (Addition)
- 4) **Jennifer Ronayne**, Teacher (Addition)
- 5) **Steven Holst**, Teacher (Addition)
- 6) **Lauren Kralles**, Teacher (Addition)
- 7) **Kimberly Wiseman**, Teacher (Addition)
- 8) **Tania Hollos**, Teacher (Addition)
- 9) **Alyssa Ruzicka**, Teacher (Addition)
- 10) **Michael Anderson**, Teacher (Addition)
- 11) **Ashley Gartner**, Teacher (Addition)
- 12) **Adrianna Gentile**, Teacher (Addition)
- 13) **Kimberly Barndt**, Teacher (Addition)
- 14) **Jane Ney**, Teacher (Addition)
- 15) **Barbara Vind**, Teacher (Addition)

8. VOLUNTEERS

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

Nays: None. Motion carried.

OLD BUSINESS

Mrs. Butera announced that this was Ms. Stafford's last meeting as Interim Business Manager and thanked her for her service and the contributions she has made to the District. Ms. Stafford responded that the community should be proud of the efforts of the Board in putting students' needs first. She also thanked and commended Mrs. Vicente and Mr. Stem for their leadership.

NEW BUSINESS

None.

UPDATE FROM ORGANIZATIONS

None.

WYOMISSING AREA SCHOOL DISTRICT 2013-4679

Minutes October 28, 2013

ADJOURNMENT

A motion was made by Mrs. Seltzer, seconded by Mr. McAvoy to adjourn at 7:05 p.m.

Board Secretary