

WYOMISSING AREA SCHOOL DISTRICT

630 Evans Avenue
Wyomissing, PA 19610

Our Mission

The Wyomissing Area School District, in partnership with parents and community, is committed to:

- *educate all students to their fullest potential*
- *provide all students with the opportunity to acquire the knowledge and skills to be successful in the 21st century*
- *encourage all students to be productive, responsible citizens and lifelong learners.*

Board of School Directors

Mrs. Lesa I. Butera, President
Mrs. Angel L. Helm, Vice President
Mr. Gregory L. Portner, Treasurer
Mrs. Carolyn M. Bamberger
Mrs. Michelle M. Davis
Mr. John A. Larkin
Mrs. Karen R. McAvoy
Scott C. Painter, Esq.
Mrs. Anne P. Seltzer

Non Members

Mrs. Corinne D. Mason, Board Secretary
Mr. Matthew S. Stem, Assistant Superintendent

Ex Officio Member

Mrs. Julia R. Vicente, Superintendent

SCHOOL BOARD MEETING

Monday, April 8, 2013 – 6:00 P.M.
Community Board Room

- I. **Call to Order –Mrs. Lesa I. Butera, Board President, Presiding**
 - II. **Pledge of Allegiance – Mrs. Butera**
 - III. **Announcement of Recording by the Public – Mrs. Butera**
 - IV. **Roll Call – Ms. Stafford**
 - V. **Welcome to Visitors & Announcement of Meetings – Mrs. Butera**
 - Curriculum Committee Meeting – April 10, 2013, 2:30 p.m.
 - School Board Meeting – April 22, 2013, 6:00 p.m.
 - Technology Committee Meeting – April 24, 2013, 12:00 p.m.
 - Finance/Facilities Committee Meeting – May 1, 2013, - 12:00 p.m.
 - Personnel/Policy Committee Meeting – May 7, 2013, 5:00 p.m.
- All listed meetings are held in the Community Board Room of the Jr./Sr. High School unless otherwise noted.
- VI. **Committee Reports**
 - A. Finance – Mrs. Helm
 - B. Facilities – Mrs. Bamberger
 - C. Curriculum – Mrs. McAvoy
 - D. Technology – Mr. Portner
 - E. Personnel – Mrs. Seltzer
 - F. Policy – Mr. Painter

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G. Ad Hoc

- Development Advisory – Mrs. Davis

H. Berks County Intermediate Unit Board Report – Mrs. Seltzer

I. Berks Career & Technology Center Board Report – Mr. Painter

J. Berks EIT Report – Mr. Larkin

K. Wyomissing Area Education Foundation – Mrs. Butera

L. Legislative Report – Mrs. McAvoy

VII. Public Comment – Mrs. Butera

Speakers are requested to identify themselves by name and address.

VIII. Superintendent's Report – Mrs. Vicente

A. Curriculum and Technology

MOTION

It is recommended that the Board of School Directors approve the following Curriculum and Technology item:

1. Approve Overnight Field Trip Requests
 - a. PMEA Region V Chorus, Hamburg, PA, March 22-23, 2013.
 - b. PMEA Music Festival, Erie, PA, April 17-20, 2013.
 - c. Sixth grade to Camp Conrad Weiser, May 22-24, 2013.

B. Finance and Facilities

MOTION

It is recommended that the Board of School Directors approve the following Finance and Facilities items 1-4:

1. Approve letter to legislators regarding PlanCon Part G.
Background information: This letter is being sent to members of the Pennsylvania General Assembly to highlight the impact of the massive backlog of school construction projects at PlanCon Part G, specifically as it pertains to the Wyomissing Area School District.
2. Approve ELA Sport for professional engineering and geo-technical engineering and consulting to develop detailed plans for improvements to the subsurface conditions at the stadium field as per their proposal dated March 26, 2013 for a cost not to exceed \$70,350.
3. Award a contract for the Jr/Sr High School boiler room project to Cook's Service Co. in the amount of \$943,500.
4. Authorize administration to advertise and accept bids for construction work related to Stadium Field subsurface improvements.

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The following Finance and Facilities items are for discussion:

5. Approve Budget Transfers in the amount of \$_____.
Background information: Budget transfers will be itemized on the April 22, 2013 Board agenda.
6. Approve the following donations through the Development Office towards the purchase of stage lighting:
 - \$100 from S.D & K.L. Bell
 - \$100 from Patti Jo & Michael Brown
 - \$150 from Alan & Anne Seltzer
 - \$100 from Edward & Barbara Fromuth
 - \$125 from Dale & Susan Derr
 - \$500 from Berks Eye Physicians
 - \$500 from White Star Tours
7. Approve donation from Patient First in the amount of \$1,057.85 to reimburse the cost of book bins at WHEC.
8. Approve Berks County Joint Purchasing bids for medical & nursing supplies and art supplies.
Background information: The bid information will be listed on the April 22, 2013 Board meeting.
9. Approve settlement regarding student ID #203975 in the amount of \$31,500 which includes \$25,000 payable to the ARC Community Trust and \$6,500 for legal fees.
10. Approve exonerations from per capita tax.
Background information: The complete listing will be finalized by the April 22, 2013 Board meeting and will be available from the Interim Business Manager.

C. Personnel and Policy

MOTION

It is recommended that the Board of School Directors approve the following Personnel and Policy items 1-7:

1. RESIGNATION/RETIREMENTS

a. Support Staff

- 1) **Keith Heltzinger**, Custodian, Jr./Sr. High School, retirement effective June 20, 2013.

b. Supplemental Staff

- 1) **Susan Wojciechowski**, Senior High Assistant Field Hockey Coach, Jr./Sr. High School, resignation, effective last day worked October 10, 2012.

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- 2) **Mark Young**, Girls' Softball JH Assistant Coach, Jr./Sr. High School, resignation, effective last day worked May 16, 2012.

2. LEAVE OF ABSENCE

a. Administrative Staff

- 1) **Theresa Lampe**, Director of Development, Family Medical Leave effective March 22, 2013 to March 27, 2013.

b. Professional Staff

- 1) **Nicole Wentzel**, return from Family Medical Leave, effective May 8, 2013.
- 2) **Dorothy Brandt**, Teacher, WHEC, Family Medical Leave, effective April 4, 2013 to May 28, 2013.

c. Support Staff

- 1) **Keith Heltzinger**, Custodian, Jr./Sr. High School, unpaid leave April 17, 18, 19, 2013.
- 2) **Lori Rohrbach**, Special Education Instructional Aide, Jr./Sr. High School, unpaid leave April 22, 23, 24, 2013.

3. APPOINTMENTS

a. Support Staff

- 1) **Davina Minton**, Café/Recess Monitor, WREC, \$9.89/hr., 2 ¼ hr./day, update effective date to April 1, 2013.
Background information: Ms. Minton was previously approved at the March 11, 2013 Board Meeting.
- 2) **Rosdanell Gomez**, Special Education Instructional Aide, WHEC, full-time at 7 hrs./day at \$11.55/hr., update effective date to March 25, 2013.
Background: Ms. Gomez was previously approved at the March 11, 2013 Board Meeting.
- 3) **Robin Cosbey**, Special Education Instructional Aide, WHEC, part-time at 6 ½ hrs./day at \$11.55/hr., update effective date to April 4, 2013.
Background: Ms. Cosbey was previously approved at the March 11, 2013 Board Meeting.

b. Supplemental Staff

- 1) **Brittany Owens**, Junior High Assistant Coach-Softball, at a stipend of \$1,119 pro-rated to \$895.00 for the 2012-13 school year.
Background information: Ms. Owens' stipend amount is pro-rated because she is beginning employment after the start of the sport season.

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4. CHANGE IN WAGES

c. Support Staff

- 1) **Elba Beltran del Rio**, Special Education Instructional Aide, WHEC, ratification of wage increase to \$11.17/hr., effective retroactive to July 1, 2012.

Background information: This wage increase was processed December 28, 2012 in accordance with the terms of an AFSCME Grievance Resolution Agreement signed December 18, 2012.

- 2) **Susan Kroninger**, Medical Access Secretary, District Office, ratification of wage increase to \$18.24/hr., effective retroactive to July 1, 2012.

Background information: This wage increase was processed December 28, 2012 in accordance with the terms of an AFSCME Grievance Resolution Agreement signed December 18, 2012.

- 3) **Carol Eck**, Special Education Instructional Aide, WHEC, ratification of wage increase to \$11.17/hr., effective retroactive to July 1, 2012.

Background information: This wage increase was processed December 28, 2012 in accordance with the terms of an AFSCME Grievance Resolution Agreement signed December 18, 2012. Ms. Eck resigned employment with the District effective January 31, 2013. Her resignation was approved at the February 11, 2013 Board Meeting.

5. SUBSTITUTES

a. Professional Staff

- 1) **Lindsay Crist**, Teacher (Addition)
- 2) **Sue Deacon**, Teacher, (Deletion)

b. Support Staff

- 1) **Alyssa Beck**, Food Service Worker (Deletion)

6. VOLUNTEERS

7. POLICIES

- a. Approve request to waive Policy 202 and allow elementary student ID#203955 to finish the 2012-13 school year without payment of tuition due to extenuating circumstances.

Background information: Student will be residing with a relative outside the District due to the recent death of the parent. Timeframe extends beyond the 60 calendar day provision in the policy for eligibility of non-resident students. Transportation to and from school is the responsibility of the relative.

- b. Second reading and adoption of the following policy:
702.1 Naming and Advertising Rights

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The following Personnel and Policy items are for discussion:

8. POLICIES

First reading of the following policies:

- 248.1 Relationships Between Adults and Students
- 302 Employment of Superintendent/Assistant Superintendent
- 312 Performance Assessment of Superintendent/Assistant Superintendent
- 348.1 Relationships Between Adults and Students
- 408 Employment Contract
- 448.1 Relationships Between Adults and Students
- 508 Employment
- 548.1 Relationships Between Adults and Students
- 611 Purchases Budgeted
- 806 Child/Student Abuse
- 822 Automated External Defibrillator (AED)/Cardiopulmonary Resuscitation (CPR)

IX. Old Business – Mrs. Butera

X. New Business – Mrs. Butera

XI. Updates from Organizations

- A. WAEA
- B. AFSCME
- C. WAEF
- D. PTA

XII. Adjournment – Mrs. Butera