

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 22, 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**
 - 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.
 - Curriculum Committee Meeting – May 8, 2013, 2:30 p.m.
 - School Board Business Meeting with Committee Reports – May 13, 2013, 6:00 p.m.

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

- VI. Public Comment – Mrs. Butera**

Speakers are requested to identify themselves by name and address.

**April 22, 2013 Board Meeting
Agenda – Page 2**

VII. Routine Approvals – Mrs. Butera

MOTION

- A. It is recommended that the Board of School Directors approve the following minutes:
- March 11, 2013 Business Meeting with Committee Reports

MOTION

- B. It is recommended that the Board of School Directors accept the Treasurer's Report.

MOTION

- C. It is recommended that the Board of School Directors approve payment of bills for the month of March 2013, as listed in the financial packet.

- 1) General Fund Accounting Check Summary
- 2) Athletic Fund Accounting Check Summary
- 3) Food Service Accounting Check Summary
- 4) Student Activity Accounting Check Summary

VIII. Superintendent's Report – Mrs. Vicente

A. Curriculum and Technology – no items

B. Finance and Facilities

MOTION

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

1. Approve Budget Transfers in the amount of \$43,815.

| Account Code | Transfer Amount | Reason for Transfer |
|-------------------------------------|-----------------|--|
| 10-1221-580-000-30-081-000-000-0012 | \$ (500.00) | Transfer unused budget in JSHS deaf/hearing impaired mileage account to cover overdrawn account for deaf/hearing impaired supplies purchases |
| 10-1221-610-000-00-000-000-000-0012 | \$ 500.00 | |
| 10-1225-580-000-30-081-000-000-0012 | \$ (500.00) | Transfer unused budget in JSHS speech pathology mileage account to cover overdrawn account for JSHS speech pathology supplies purchases |
| 10-1225-610-000-30-081-000-000-0012 | \$ 500.00 | |
| 10-1100-513-000-30-081-130-001-0000 | \$ (140.00) | Transfer unused budget in JSHS science department contracted transportation account to cover JSHS science department supplies purchases |
| 10-1100-610-000-30-081-130-001-0000 | \$ 140.00 | |

April 22, 2013 Board Meeting

Agenda – Page 3

| | | |
|-------------------------------------|----------------|---|
| 10-1211-561-000-30-081-000-000-0012 | \$ (6,000.00) | Transfer unused budget in JSHS life skills tuition account to cover overdrawn account for JSHS life skills supplies purchases |
| 10-1211-610-000-30-081-000-006-0012 | \$ 6,000.00 | |
| 10-1225-330-000-30-081-000-000-0012 | \$ (2,500.00) | Transfer unused budget in JSHS speech pathology professional services account to cover overdrawn account for JSHS speech pathology supplies purchases |
| 10-1225-610-000-00-000-000-020-0012 | \$ 2,500.00 | |
| 10-2120-580-000-30-081-250-001-0000 | \$ (200.00) | Transfer unused budget in JSHS guidance office travel account and book account to cover overdrawn account for JSHS |
| 10-2120-640-000-30-081-250-001-0000 | \$ (150.00) | guidance office software purchases |
| 10-2120-648-000-30-081-250-001-0000 | \$ 350.00 | |
| 10-2120-610-000-30-081-250-001-0000 | \$ (225.00) | Transfer unused budget in JSHS guidance office supplies account to cover overdrawn account for JSHS guidance office |
| 10-2120-810-000-30-081-250-001-0000 | \$ 225.00 | organization membership dues |
| 10-1233-563-000-30-081-000-000-0012 | \$ (11,000.00) | Transfer unused budget in JSHS autistic support tuition account to cover overdrawn account for WHEC autistic support |
| 10-1233-648-000-10-020-000-000-0012 | \$ 11,000.00 | software purchases |
| 10-1221-330-000-30-081-000-000-0012 | \$ (6,000.00) | Transfer unused budget in JSHS deaf/hearing impaired professional services account to cover overdrawn account for deaf/hearing impaired supplies |
| 10-1221-610-000-00-000-000-000-0012 | \$ 6,000.00 | purchases |
| 10-2818-758-000-00-000-000-000-0007 | \$ (1,600.00) | Transfer unused budget in new technology capitalized equipment account to cover overdrawn account for audiovisual |
| 10-2818-610-000-00-000-000-000-0002 | \$ 1,600.00 | supplies purchases (7th grade iPad pilot) |
| 10-2818-758-000-00-000-000-000-0007 | \$ (5,000.00) | Transfer unused budget in new audiovisual capitalized equipment account to cover overdrawn account for software purchases |
| 10-2818-648-000-00-000-000-000-0003 | \$ 5,000.00 | (7th grade iPad pilot) |
| 10-2818-610-000-00-000-000-000-0007 | \$ (10,000.00) | Transfer unused budget in miscellaneous technology supplies account to cover overdrawn account for new technology |
| 10-2818-768-000-00-000-000-000-0003 | \$ 10,000.00 | non-capitalized equipment purchases |

2. Approve donation from the Wyomissing Hills Social Committee in the amount of \$500 towards 6th Grade Camp at Camp Conrad Weiser.
3. 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

**April 22, 2013 Board Meeting
Agenda – Page 4**

- \$125 from Dale & Susan Derr
 - \$500 from Berks Eye Physicians
 - \$500 from White Star Tours
4. Approve donation from Patient First in the amount of \$1,057.85 to reimburse the cost of book bins at WHEC.
5. Approve Berks County Joint Purchasing bids for art supplies as follows:

| | |
|-----------------------------|------------|
| Art Store, Inc. | \$1,448.08 |
| Cascade School Supplies | 565.05 |
| Dick Blick Art Materials | 106.40 |
| Kurtz Bros | 171.34 |
| Nat'l Art & School Supplies | 909.54 |
| Nasco | 19.47 |
| Phillips Supply Co | 110.62 |
| Quill Corporation | 1,769.20 |
| Triarco Arts & Crafts | 84.55 |
| <hr/> | |
| Total | \$5,184.25 |

6. Approve settlement regarding WHEC student in the amount of \$31,500 which includes \$25,000 payable to the ARC Community Trust and \$6,500 for legal fees.
7. Approve exonerations from per capita tax.
Background information: The complete listing is 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 1-4:

1. RESIGNATIONS/RETIREMENTS

a. Supplemental Staff

- 1) **Julia Hoffman**, Food Service Worker, Jr./Sr. High School, retirement effective June 6, 2013.

b. Supplemental Staff

- 1) **Brian Fryberger**, JH Head Coach-Girls Soccer, resignation effective last day worked May 17, 2012.

2. LEAVE OF ABSENCE

a. Professional Staff

- 1) **Christine Helinek**, Art Teacher, WHEC/WREC, Leave of Absence, effective April 10, 2013 to a date to be determined.

**April 22, 2013 Board Meeting
Agenda – Page 5**

- 2) **Karen Ostrander**, Special Education Teacher, WREC, Family Medical Leave, effective August 20, 2013 to on or about September 13, 2103.

b. Support Staff

- 1) **Bruce Henne**, Crossing Guard, WREC, unpaid leave of absence April 22, 23, 24, 25, 26, 2013 and May 6, 7, 8, 9, 10, 2013.
- 2) **Rosdanell Gomez**, Special Education Instructional Aide, WHEC, unpaid leave of absence, April 8, 9, 10, 11, 2013.
- 3) **Jennifer Wolfe**, Special Education Instructional Aide, WREC, unpaid leave of absence May 2, 3, 6, 2013.
- 4) **Jennifer Dietrich**, Café/Recess Monitor, WHEC, unpaid leave of absence April 16, 17, 18, 19, 2013.
- 5) **Ashlynn Khaldouy**, Instructional Aide, WHEC, unpaid leave of absence April 19, 22, 23, 24, 2013.

3. VOLUNTEERS

4. POLICIES

Second reading/adoption 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**

**April 22, 2013 Board Meeting
Agenda – Page 6**

XI. Right to Know Requests – Mrs. Butera

| | | | | | |
|-------------|---------------------------|---|------------------|-------------|-------------|
| | | Right-to-Know | | | |
| | | Cost Analysis | | | |
| | | 03/01/13-03/31/13 | | | |
| Date | Requested by | Description of Request | Personnel | Time | Cost |
| 3/13/13 | Signature Info. Solutions | (2) Tax Certifications | G. Gantert | 1.0 | \$14.20 |
| | | | | | |
| 3/14/13 | Signature Info Solutions | Delinquent RE tax report | G. Gantert | 0.50 | \$7.10 |
| | | | S. Hungerford | 2.00 | \$37.66 |
| | | | J. Litts | 0.25 | \$63.75 |
| | | | J. Xavios | 2.00 | n/c |
| | | | | | |
| 3/15/13 | Signature Info. Solutions | (3) Tax Certifications | G. Gantert | 1.50 | \$21.30 |
| | | | | | |
| 3/25/13 | P. Haas | Collective Bargaining Agreement w/ WAEA | S. Hungerford | 0.50 | \$9.42 |
| | | | | | |
| 3/27/10 | Signature Info Solutions | (1) Tax Certification | G. Gantert | 0.50 | \$7.10 |
| | | | | | |
| | | | | | \$160.53 |

XII. Updates from Organizations

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

XIII. Adjournment – Mrs. Butera