

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

Ms. Christine L. Stafford, Assistant Board Secretary
Mr. Matthew S. Stem, Assistant Superintendent

Ex Officio Member

Mrs. Julia R. Vicente, Superintendent

SCHOOL BOARD MEETING

Tuesday, May 28, 2013 – 6:00 P.M.
Community Board Room

Recognition

- A. Spring Athletes – Mr. Stoltzfus
- B. Music Student – Ms. Barra
- C. Retirees – Mrs. Vicente

II. Call to Order – Mrs. Lesa I. Butera, Board President, Presiding

III. Pledge of Allegiance – Mrs. Butera

IV. Announcement of Recording by the Public – Mrs. Butera

V. Roll Call – Ms. Stafford

VI. Welcome to Visitors & Announcement of Meetings – Mrs. Butera

- Personnel/Policy Committee Meeting – June 4, 2013, 5:00 p.m.
- Finance/Facilities Committee Meeting – June 5, 2013, 12:00 p.m.
- School Board Business Meeting with Committee Reports – June 10, 2013, 6:00 p.m.
- Curriculum Committee Meeting – June 12, 2013, 2:30 p.m.
- Technology Committee Meeting – June 26, 2013, 12:00 p.m.

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

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VII. Public Comment – Mrs. Butera

Speakers are requested to identify themselves by name and address.

VIII. Routine Approvals – Mrs. Butera

MOTION

A. It is recommended that the Board of School Directors approve the following minutes:

- April 8, 2013 Business Meeting with Committee Reports
- April 22, 2013 Regular Business Meeting

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 April 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
- 5) Capital Project Fund Accounting Check Summary

IX. 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 items 1-3:

1. Approval of Class of 2013 Graduates pending compliance of all requirements.
2. Approve Textbook Requests for the 2013-14 school year.
 - a. AP Spanish
 - 1) *Temas SE + SS + AP* Spanish Lang. & Culture + SS*, Vista Higher Learning, 2014, \$3,838.92
 - b. AP World History
 - 1) *Stearns World Civilization*, Pearson Education, 2011, \$6,749.56
3. Accept Respect Program Education Grant in the amount of \$2,500 from J.P. Mascaro & Sons.

Background information: This grant will be used for the SWEBS curriculum.

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B. Finance and Facilities

MOTION

It is recommended that the Board of School Directors approve the following Finance and Facilities items 1-16:

1. Approve budget transfers in the amount of \$18,152 as follows:

<i>Account Code</i>	<i>Transfer Amount</i>	<i>Reason for Transfer</i>
10-2818-758-000-00-000-000-0002	\$ (1,270.00)	Transfer unused budget in new AV equip account to cover overdrawn account for instructional software (ExamView and Sibelius software for teacher laptops).
10-2818-648-000-00-000-000-0003	\$ 1,270.00	
10-2818-610-000-00-000-000-0007	\$ (97.00)	Transfer unused budget in tech misc. supplies account to cover overdrawn account for new AV equipment (document cameras).
10-2818-758-000-00-000-000-0003	\$ 97.00	
10-2818-610-000-00-000-000-0007	\$ (3,500.00)	Transfer unused budget in tech misc. supplies account to cover overdrawn account for tech equipment (walkie-talkies, mini-server)
10-2818-768-000-00-000-000-0003	\$ 3,500.00	
10-2610-151-000-10-021-000-000-0000	\$ (4,095.00)	Transfer funds from buildings & grounds budget salary accounts to technology budget salary accounts to properly reflect salary account code distribution for the Buildings & Grounds/IT Specialist position.
10-2610-151-000-10-022-000-000-0000	\$ (1,870.00)	
10-2610-151-000-30-081-000-000-0000	\$ (5,735.00)	
10-2818-151-000-10-020-000-000-0000	\$ 5,850.00	
10-2818-151-000-30-081-000-000-0000	\$ 5,850.00	
10-2610-460-000-10-021-000-004-0000	\$ (100.00)	Transfer unused budget in WHEC extermination services account to cover overdrawn account for WREC buildings & grounds supplies purchases
10-2610-610-000-10-022-000-004-0000	\$ 100.00	
10-2620-460-000-10-022-000-004-0000	\$ (100.00)	Transfer unused budget in WREC extermination services account to cover overdrawn account for JSHS buildings & grounds supplies purchases
10-2620-610-000-30-081-000-004-0000	\$ 100.00	
10-2620-460-000-30-081-000-004-0000	\$ (500.00)	Transfer unused budget in JSHS extermination services account to cover overdrawn account for JSHS buildings & grounds supplies purchases
10-2620-610-000-30-081-000-004-0000	\$ 500.00	
10-2620-411-000-10-021-000-004-0000	\$ (200.00)	Transfer unused budget WHEC disposal services account to cover overdrawn account for JSHS buildings & grounds supplies purchases
10-2620-610-000-30-081-000-004-0000	\$ 200.00	
10-2620-411-000-10-022-000-004-0000	\$ (200.00)	Transfer unused budget WREC disposal services account to cover overdrawn account for JSHS buildings & grounds supplies purchases
10-2620-610-000-30-081-000-004-0000	\$ 200.00	

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10-2620-411-000-30-081-000-004-0000	\$	(300.00)	Transfer unused budget JSBS disposal services account to cover overdrawn
10-2620-610-000-30-081-000-004-0000	\$	300.00	account for JSBS buildings & grounds supplies purchases
10-2620-350-000-30-081-000-004-0000	\$	(300.00)	Transfer unused budget in buildings & grounds JSBS safety/security account to
10-2620-610-000-30-081-000-004-0000	\$	300.00	cover overdrawn account for JSBS buildings & grounds supplies purchases

2. Approve the following donations through the Development Office towards the purchase of stage lighting:
 - \$500 from Stephen P. & Lisa M. Banco
 - \$500 from Mary M. Zervanos Dialectos
 - \$500 from Brian K. & Sarah C. Reedy
 - \$100 from William N. & Sharon P. Luyben
 - \$1,000 from Robert A. & Lauren R. Unger
3. Approve the following donations from the Wyomissing Area Education Foundation:
 - \$1,200 – 9th grade English classroom library
 - \$1,996 – acoustic shells for auditorium
4. Approve donation from Wyomissing Area Music Association in the amount of \$3,200 for acoustic shells for auditorium.
5. Approve BCIU rates for 2013-14 programs and services – Alternative Education: \$82 per hour, Emotional Support: \$172 per hour. See attachments for Early Intervention and Special Education rates.
6. Approve interscholastic student insurance premium in the amount of \$7,280.
Background information: This is an increase of 2.825% from last year. Coverage is through American Management Advisors, Inc.
7. Approve annual maintenance services agreement with NRG Building Services, Inc. for the TAC/Invensys Building Control System in the amount of \$24,660.
Background information: The price for the annual service agreement is no cost increase from previous year. The cost includes the software subscription fee as well as training and upgrades.
8. Approve the following as required for Stadium Field subsurface remediation:
 - a. Stadium Solutions, Inc. for collection and distribution of storm water from the existing home bleachers in the amount of \$14,729 per Costars contract #COSTARS-014-082.
 - b. Barrasso Excavation, Inc. for utility remediation in the amount of \$129,650 per sealed bid submitted May 15, 2013.

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- c. Hayward Baker, Inc. for compaction grouting in the amount of \$223,430 per sealed bid submitted May 15, 2013.
- d. Hummer Turfgrass System, Inc. for turf, lawn and irrigation system repair and restoration in the amount of \$95,700 per Costars contract #COSTARS-029-011.

Background information: The total of the four construction contracts shown above is \$463,509. The engineers construction cost estimate including construction contingency is \$471,701. The total project cost estimate is \$632,339 which includes soft costs.

- 9. Approve Berks County Joint Purchasing bid for Trash Removal and Recycling.
 - a. 4 cubic yard trash dumpster - \$14.57 per pick-up
 - b. 4 cubic yard recycle dumpster - \$8.00 per pick-up
 - c. 3 cubic yard recycle dumpsters - \$6.00 per pick-up

Background information: This is a two-year bid beginning July 1, 2013 through June 30, 2015. The new trash dumpster pricing is a decrease of \$1.35 per pick-up. The recycle dumpster pricing is a decrease of \$7.77 and \$9.77 per pick-up. The old hauler is Waste Management of PA, Inc. and new hauler is Republic Services, Inc.

- 10. Approve Berks County Joint Purchasing bids for custodial supplies.

Hillyard Company (Co-Stars)	\$26,002.66
Jersey Paper Plus, Inc.	162.20
Clean Image, Inc.	400.50
Pennsylvania Paper and Supply	338.00
Calico Industries Inc.	2,617.50
Hassinger & Company Inc.	53.10
MJ Earl Inc.	2,223.00
Pyramid School Products, Inc.	28.80
Singer Equipment Company	3,637.50
Xpedx	124.50
<u>Philip Rosenau Co, Inc.</u>	<u>41.26</u>
Total	\$35,629.02

- 11. Approve Berks County Joint Purchasing bids for medical & nursing supplies.

Henry Schein, Inc.	\$ 279.92
Physician Sales & Service	1,858.41
The Glove Box, Inc.	48.40
United Health Supplies	1,457.12
<u>William MacGill & Company</u>	<u>65.58</u>
Total	\$ 3,709.83

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12. Approve Berks County Joint Purchasing bids for classroom & office supplies.

Art Store, Inc.	\$ 821.39
Cascade School Supplies	1,019.67
Kurtz Bros.	4,679.32
National Art & School Supplies	2,062.16
Office Basics, Inc.	3,272.69
Phillips Supply Co	263.51
Pyramid School Products, Inc.	912.56
Quill Corporation	1,097.16
Standard Stationery Supply	667.11
WB Mason	854.48
<hr/>	
Total	\$15,649.75

13. Approve tuition rates for 2012-13 as follows:

- \$9,592.31 elementary
- \$11,350.43 secondary

Background information: The tuition charge(s) for the fiscal year ending June 30, 2013 are based on the school's annual financial report and child accounting attendance reports submitted by the chief school administrator of the school district for the preceding school year which ended June 30, 2012. These charges have been calculated in accordance with the provisions of Section 2561 of the PA Public School Code of 1949, as amended.

14. Approve submission of delinquent per capita tax in the amount of \$14,135 to Statewide Tax Recovery.

Background information: April 30, 2013 was the deadline for per capita payments under the penalty period. A complete list of the filing can be obtained from the Interim Business Manager.

15. Appoint Christine L. Stafford as Board Secretary for a four-year term beginning July 1, 2013 through June 30, 2017.

16. Approve Gregory Portner as School Board Treasurer for the term July 1, 2013 through June 30, 2014 with no wage payments.

C. Personnel and Policy

MOTION

It is recommended that the Board of School Directors approve the following Personnel and Policy items 1-6:

2. RESIGNATIONS/RETIREMENTS

a. Support Staff

- 1) **Rosdanell Gomez**, Special Education Instructional Aide, WHEC, resignation effective May 3, 2013 last day worked.

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3. LEAVE OF ABSENCE

a. Professional Staff

- 1) **Robin Kline**, Teacher, WREC, Family Medical Leave, effective May 7, 2013 until a date to be determined.
- 2) **Sarah Rugg**, Teacher, WHEC, Family Medical Leave, effective May 6, 2013 until the end of the school year, returning the beginning of the 2013-14 School Year.
- 3) **Karen Houck**, Teacher, WHEC, Family Medical Leave effective May 9, 2013 returning to work on May 14, 2013.
- 4) **Christine Helinek**, Teacher, WHEC/WREC, May 3, 2013 with a return to work on May 13, 2013.
- 5) **Joan Mathews**, Teacher, JSHS, end Family Medical Leave, upon return to work effective May 20, 2013.

b. Support Staff

- 1) **Karen Sichak**, Reading Aide, unpaid leave of absence May 13, 14, 15, 16, 2013, return to work May 20, 2013.
- 2) **Barry Matz**, Custodian/Inventory Specialist, Jr./Sr. High School, Family Medical Leave, effective May 7, 2013 until a date to be determined.
- 3) **Susan Lehr**, Secretary, WHEC, Intermittent Family Medical Leave effective June 4, 2013 until a date to be determined.
- 4) **Jared Reigel**, Custodian, Jr./Sr. High School, Intermittent Family Medical Leave effective May 24, 2013 until a date to be determined.
- 5) **Meredith Groff**, Reading Aide, WREC, Family Medical Leave effective May 14, 2013 until a date to be determined.

4. SUBSTITUTES

a. Professional Staff

- 1) **Lee Beth Cranmer**, Teacher (Addition)

b. Support Staff

- 1) **Karen Rapp**, Custodial (Addition)

5. VOLUNTEERS

6. POLICIES

Second Reading and Adoption of the following:

- | | |
|-------|-------------------------------|
| 610 | Purchases Subject to Bid |
| 800.1 | Electronic Records/Signatures |

X. Old Business – Mrs. Butera

XI. New Business – Mrs. Butera

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XII. Right to Know Requests – Mrs. Butera

		Right-to-Know			
		Cost Analysis			
		04/01/13-04/30/13			
Date	Requested by	Description of Request	Personnel	Time	Cost
3/6/13	L. Waxler	Club Advisor Stipends	S. Hungerford	0.25	\$4.71
			C. Steffy	0.50	\$11.29
4/3/2013	Signature Info. Solutions	(4) Tax Certifications	G. Gantert	2.00	\$28.40
4/10/2013	Signature Info Solutions	(1) Tax Certification	G. Gantert	0.50	\$7.10
4/12/2013	Signature Info Solutions	(2) Tax Certifications	G. Gantert	1.00	\$14.20
4/23/2013	Signature Info Solutions	(2) Tax Certifications	G. Gantert	1.00	\$14.20
4/30/2013	Signature Info. Solutions	(1) Tax Certification	G. Gantert	0.50	\$7.10
					\$87.00

XIII. Updates from Organizations

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

XIV. Adjournment – Mrs. Butera