

# 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 21<sup>st</sup> 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, Board Secretary  
Mr. Matthew S. Stem, Assistant Superintendent

### Ex Officio Member

Mrs. Julia R. Vicente, Superintendent

## **SCHOOL BOARD MEETING**

Monday, August 12, 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 – August 14, 2013, 2:30 p.m.
    - School Board Business Meeting – August 26, 2013, 6:00 p.m.
    - Technology Committee Meeting – August 28, 2013, 12:00 p.m.
    - Personnel/Policy Committee Meeting – September 3, 2013, 5:00 p.m.
    - Finance/Facilities Committee Meeting – September 4, 2013, 12:00 p.m.
- All listed meetings are held in the Community Board Room of the Jr./Sr. High School unless otherwise noted.
- VI. **Recognition**
    - A. Retiree
  - VII. **Committee Reports**
    - A. Finance – Mrs. Helm
    - B. Facilities – Mrs. Bamberger
    - C. Curriculum – Mrs. McAvoy
    - D. Technology – Mr. Portner

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- E. Personnel – Mrs. Seltzer
- F. Policy – Mr. Painter
- 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

**VIII. Public Comment – Mrs. Butera**

*Speakers are requested to identify themselves by name and address.*

**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 item:

1. Approve expulsion waiver agreement for secondary student ID#205035.

**B. Finance and Facilities**

**MOTION**

It is recommended that the Board of School Directors approve the following Finance and Facilities items 1-2:

1. Approve agreement with Berks County Intermediate Unit for Interim Director of Special Education Services.  
*Background information: The contract term begins August 5, 2013 with services scheduled to be provided 4 days per week and ending November 22, 2013 or upon securing a fulltime district special education administrator. The rate is \$500 per day. Rate includes all expenses including travel; there are no additional fees.*
2. Approve a Contract with Berkshire Systems Group, Inc. to provide alarm monitoring services at a cost of \$1780 per year.  
*Background information: Alarm monitoring services were previously provided by Security First, Inc. The contract will extend year to year and can be cancelled by either party with 30 days' notice.*

**The following Finance and Facilities items are for discussion:**

3. Approve donation from Randy & Dawn Weidner in the amount of \$200 through the Development Office towards the purchase of stage lighting.
2. Approve donation from Primera, Inc. in the amount of \$100 through the Development Office to be used for kindergarten supplies.

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3. Approve the following donations from the Wyomissing Area Education Foundation:
  - \$3,233.05 to be used towards the purchase of a kiln for the JSHS art department.
  - \$2,000 to be used towards the Pennsylvania Shakespeare Festival performance and workshop to be hosted by the JSHS English department.
4. Approve Request to Close Student Activity Account for the Class of 2012.  
*Background information: Per Board policy 618, this account is being closed one year after graduation of the class. Unused funds are transferred to the Senior High Student Body.*
5. Approve the following agreements for 403(b) and 457(b) plan administration:
  - Kades-Margolis Retirement Plan Consulting Services Agreement
  - TSA Consulting Group, Inc. Retirement Plan Compliance and Administration Services Agreement
  - Adoption Agreement
  - Investment Provider Service Agreement*Background information: Kades Margolis, the District's 403(b) Plan Consultant, has changed its third party administrator for 403(b) and 457(b) plan administration from Employer Admin Services, Inc. to TSA Consulting Group. These agreements are necessary to transition the District's plan to TSA Consulting Group.*
6. Approve agreement with Sunbelt Staffing for speech therapy services during the 2013-14 school year at a rate of \$60 per hour.
7. Approve Independent Contractor Agreement with Ms. Jody Maryniak, MA CCC-SLP, for speech therapy services during the 2013-14 school year at a rate of \$55 per hour.
8. Approve Consulting Agreement with Ms. Claire Maher Choutka, M.Ed., BCBA for behavioral services during the 2013-14 school year at a rate of \$125 per hour for up to 18 hours per week.
9. Approve 2013-14 subscription with BCIU & SafeSchools for required staff PA Act 126 Child Abuse Training at a rate of \$5.50 per employee.  
*Background information: SafeSchools will provide a three hour training course, designed as three (3) one (1) hour sessions, in compliance with the Pennsylvania Department of Education's Act 126, Mandated Child Abuse Recognition and Reporting Training. Such training shall meet with PDE's approval in the issuance of Act 48 credit.*

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10. Approve Extended School Year Services Agreement with Valley Forge Educational Services for two students, ID nos. 201327 and 204714, for the period July 1, 2013 to August 2, 2013 in the amount of \$7,215 per student.
11. Approve Extended School Year Tuition Agreement with New Story for student ID no. 203879 at a rate of \$175 per day.
12. Approve educational placement regarding student ID no. 204277 as follows:
  - 2013-14 \$32,510
  - 2014-15 \$34,135
  - 2015-16 \$35,842
  - 2016-17 \$37,634

*Background information: This is a renewal of a previous settlement to cover tuition costs.*

13. Approve educational placement regarding student ID no. 202394 as follows:
  - 2013-14 \$66,400
  - 2014-15 \$69,000
  - 2015-16 \$71,800
  - 2016-17 \$74,700

*Background information: This is a renewal of a previous settlement to cover tuition costs.*

14. Approve educational placement regarding student ID no. 204714 as follows:
  - 2013-14 \$47,000
  - 2014-15 \$49,000

*Background information: This is a renewal of a previous settlement to cover tuition costs.*

15. Approve driver list for 2013-14 with the provision that names may be added or deleted at the discretion of Administration.

<b>Bus #1</b>	Joseph Konnick	<b>Substitutes/Trip drivers:</b>
<b>Bus #2</b>	Richard Behney	Adam Casner
<b>Bus #3</b>	Melissa Young	Lynn Lausch
<b>Bus #4</b>	Florance Lanning	Jean Solomon
<b>Bus #5</b>	Craig Scheetz	Richard Cosgrave
<b>Bus #6</b>	Virginia Lotz	Beth Mell
<b>Bus #7</b>	William Jordan	Jn Guslay Salomon
<b>Bus #8</b>	Bradley Boltz	David Heim
<b>Bus #9</b>	Donna Aulenbach	Jeffrey Ott
<b>Bus #10</b>	Mary Jo Hafer	Michael Welsh
<b>Bus #11</b>	Tina Crupi	Maryann Henry
<b>Bus #20</b>	James Hicks	Dominic Pezzino
<b>Bus #41</b>	Sharon McNamara	Karl Koenig

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**Van#15** Narian Seepurshad

A. Tod Rickenbrode

16. Approve transportation schedules for 2013-14.

*Background information: The complete list of transportation schedules is being finalized and will be available from the Interim Business manager prior to the August 26, 2013 Board meeting.*

17. Approve recommendation for changes to visitor registration procedures.

18. Approve Change Orders for Contract No. 1 Barrasso Excavating, Inc. for the Stadium Field Subsurface Project in the amount of \$8,188.00.

*Background information: Additional cost incurred to relocate a water line in the path of the new sanitary sewer line (\$2200); Extend the construction entrance due to weather (\$3495); Work delay due to weather (\$0); Repair seven sinkholes discovered during installation of new sewer lines (\$4693); Eliminate removal of topsoil (-\$2200).*

19. Approve the Annual Service Agreement with the TRANE Company for service and preventative maintenance for chillers and rooftop HVAC units. The agreement is a three year agreement at a cost of \$66,251 over the three years.

*Background information: The agreement reflects all equipment at WREC which is no longer covered by the construction warrantee as well as a 4% increase for other buildings. A discount of 3% is also offered if services paid at the start of each year.*

### C. Personnel and Policy

#### **MOTION**

It is recommended that the Board of School Directors approve the following Personnel and Policy items 1-10:

#### 1. RESIGNATION/RETIREMENT/TERMINATION

##### a. Administrative Staff

- 1) **Corbin Stoltzfus**, Assistant Principal/Athletic Director, JSHS, resignation effective date to be determined.

##### b. Professional Staff

- 1) **Erin Schwenk**, Speech and Language Pathologist, Jr./Sr. High School, resignation effective July 24, 2013.
- 2) **Amanda Bareuther**, French Teacher, JSHS, resignation effective June 10, 2013.
- 3) **Tammy Sarangoulis**, Special Education Teacher, Extended School Year Program, termination effective July 25, 2013 due to the end of the summer program.

*Background information: Ms. Sarangoulis was hired specifically for the Extended School Year Program which ended July 25, 2013.*

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#### c. Support Staff

- 1) **Roseanne Tice**, Attendance Secretary, JSHS, retirement effective on or about September 6, 2013.

## 2. LEAVE OF ABSENCE

#### a. Administrative Staff

- 1) **Cheryl Morett**, Director of Special Education, Family Medical Leave effective June 20, 2013 to July 19, 2013.

#### b. Professional Staff

- 1) **Eileen John**, Special Education Teacher, WREC, end Family Medical Leave and return to work effective August 2, 2013.
- 2) **Sarah Rugg**, Kindergarten Teacher, WHEC, end Family Medical Leave effective November 4, 2013 and begin leave absence effective November 5, 2013 to the end of the first semester on or about January 22, 2014.
- 3) **Kelly Keim**, Teacher, WHEC, end Family Medical Leave and return to work effective August 2, 2013.

#### c. Support Staff

- 1) **Barry Matz**, Custodian/Inventory Specialist, JSHS, end Family Medical Leave June 18, 2013, returning to work June 19, 2013.
- 2) **Rupa Patel**, Special Education Aide, WHEC, unpaid leave of absence August 20, 2013. Return date to be determined.
- 3) **Elizabeth D'Amico-Perez**, Custodian, WHEC, Family Medical Leave effective July 11, 2013 with return to work effective August 5, 2013.
- 4) **Meredith Groff**, Classroom Aide, WREC, end Family Medical Leave and return to work effective August 20, 2013.
- 5) **Susan Lehr**, Secretary, WHEC, end intermittent Family Medical Leave effective June 21, 2013.
- 6) **Madeline Humes**, part-time Special Education Secretary, District Office, unpaid leave of absence, effective June 24, 2013 to June 28, 2013 and July 15, 2013 to July 18, 2013.

## 3. POSITION CHANGE/PROMOTIONS

#### a. Administrative Staff

- 1) **Diane Kaag**, Cafeteria Manager, Jr./Sr. High School, promoted to Director of Food Services effective August 13, 2013, 210 days, at an annual salary of \$35,000.

*Background Information: This position is being filled as a result of the retirement of the Director of Food Services at the end of the 2012-13 school year.*

#### b. Professional Staff

- 1) **Caitlin Gibbs**, Special Education Teacher, WHEC, position change to Behavior Support Teacher, no change in wages, effective date to be determined.

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#### 4. APPOINTMENTS

##### a. Professional Staff

- 1) **Cara Frederick**, Speech and Language Pathologist, Jr./Sr. High School, at an annual salary of M+45/Step 9 (\$62,420) based upon the WAEA Salary Schedule, effective August 13, 2013.  
*Background information: Ms. Frederick acquired her Master's Degree in Speech Pathology from Bloomsburg University. She holds the following credentials: PA Speech & Language Pathology License, American Speech Language and Hearing Association's Certificate of Clinical Competence, and PA Teaching Certification in Speech and Language Impaired. Ms. Frederick has worked as a Speech and Language Pathologist in various settings inclusive of hospital, rehabilitation centers, and schools. She has provided therapy to individuals from pediatric through adult.*
- 2) **Meredith Rosa**, French Teacher, Jr./Sr. High School, at an annual salary of B/Step 1 (\$40,720) based upon the WAEA Salary Schedule, effective August 13, 2013.  
*Background information: Ms. Rosa acquired her Bachelor's Degree from Lafayette College majoring in French and Italian. She holds her PA Teaching Certification in French K-12. Ms. Rosa has studied abroad in France and Italy.*
- 3) **Bridget Mayberry**, Student Assistance Specialist, District-wide, at an annual salary of \$51,220 based upon M/Step 6 on the WAEA Salary Schedule, effective August 13, 2013.  
*Background information: Ms. Mayberry holds a PA Dept. of Education Certification in the following areas: Home and School Visitor K-12 and Secondary School Counselor 7-12. She has experience providing counseling in a variety of venues and most recently has worked as a student crisis counselor.*
- 4) **Lauren Fiorentino**, Long-Term Substitute, 1<sup>st</sup> Grade Teacher, WHEC, at annual salary of B/Step 1 (\$40,720) based upon the WAEA Salary Schedule, effective August 20, 2013 until the end of the first semester of the 2013-14 school year.  
*Background information: Ms. Fiorentino will be a long-term substitute for a teacher who is currently on a leave of absence.*
- 5) **Brittany Robinson**, Long-Term Substitute, Kindergarten Teacher, WHEC, at annual salary of B/Step 1 (\$40,720) based upon the WAEA Salary Schedule, effective August 20, 2013 until the end of the first semester of the 2013-14 school year.  
*Background information: Ms. Robinson will be a long-term substitute for a teacher who is currently on a leave of absence.*
- 6) **Nicole Daub**, .5 ESL Teacher, WREC, at an annual salary of \$20,360 based upon B/Step 1 on the WAEA Salary Schedule, effective August 13, 2013.  
*Background information: Ms. Daub acquired her Bachelor's Degree from Lebanon Valley College. She holds the following PA Teaching Certifications: English as a Second Language*

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*Program Specialist and Elementary K-6. Ms. Daub has ESL Teaching experience in grades K through 6.*

- 7) **Kristen Heist-Albright**, .6 Art Teacher, WREC/WHEC, at an annual salary of \$26,112 based upon M/Step 1 on the WAEA Salary Schedule, effective August 13, 2013.

*Background information: Ms. Albright received her Master of Fine Arts Degree from the University of Arizona. She holds a PA Teaching Certification in Art K-12. Ms. Albright has previous experience working in the District as an Art substitute.*

- 8) Ratify the following nurses who substituted in the 2013 summer Extended School Year Program at a rate of \$32/hour:
- a) **Denise Bononno, Nurse**
  - b) **Diane Torres, Nurse**

#### b. Support Staff

- 1) Ratify the following personnel who worked as Instructional Aides in the summer Extended School Year Program effective June 25, 2013 to July 25, 2013 not to exceed 10 ½ hrs./wk. per their regular rate of pay:

- a) **Glenda Jarrett**
- b) **Diana Swavely**

- 2) **Regina Miller**, Custodian, WHEC, 8 hours/day; 40 hours/week, \$11/hr., effective August 19, 2013 pending completion of all employment requirements.

*Background information: This position is being filled due to the retirement of a custodian.*

#### c. Athletics

- 1) **Lauren Guido**, Junior Varsity Head Coach (Field Hockey), JSHS, at a stipend of \$1,251, effective the beginning of the 2013-14 sports season.
- 2) **William McCanney**, Varsity Assistant Coach (Boys Soccer), at a stipend of \$1,703, effective the beginning of the 2013-14 sports season.
- 3) **Megan Marabella**, Junior High Assistant Coach (Field Hockey), JSHS, at a stipend of \$1,001, effective the beginning of the 2013-14 sports season.
- 4) **Suzanne Shelton**, Junior High Head Coach (Girls Volleyball), at a stipend of \$1,251, effective the beginning of the 2013-14 sports season.
- 5) **Lindsey Smith**, Varsity Assistant Coach (Girls Volleyball), at a stipend of \$1,626, effective the beginning of the 2013-14 sports season.
- 6) **Cali Snell**, Varsity Head Coach (Girls Volleyball), at a stipend of \$2,572, effective the beginning of the 2013-14 sports season.



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#### 5. MENTOR TEACHERS

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

<u>Mentor Teacher</u>	<u>Inductee</u>	<u>Assignment</u>	<u>Stipend</u>
Maria Gernert	Meredith Rosa	French Teacher	\$500
Michele Hetrich	Nicole Daub	ESL Teacher	\$500
Robert Kucharczuk	Kristen Heist-Albright	Art Teacher	\$500
Jessica Lenge	Cara Frederick	Speech/Language Pathologist	\$500
David Skovera	Bridget Mayberry	Student Assistance Specialist	\$500

#### 6. WORK OUTSIDE CONTRACT HOURS

##### a. Administrative Staff

- 1) **Tony Alvarez**, Dean of Students, JSHS, ratify payment of summer work related to the All-Hazard Plan at per diem rate of \$325.81 not to exceed two days.

##### b. Professional Staff

- 1) **Kelly Ferrandino**, Teacher, WREC, to provide homebound instruction for elementary student ID #203304 for a maximum of three hours per week beginning March 4, 2013 and extended to June 25, 2013 as stipulated in the 504 plan, at the WAEA wage rate for work contract outside work hours.

#### 7. APPROVAL OF RECOMMENDED SALARY INCREASES FOR SUPERINTENDENT AND ASSISTANT SUPERINTENDENT.

*Background information: Increases are retroactive to July 1, 2013.*

#### 8. APPROVAL OF FALL ATHLETIC COACHES

- a. Request approval of the attached coach stipends for the 2013-2014 Fall Athletic Season. (See Attached)

#### 9. APPROVE THE FOLLOWING TEACHERS FROM TEMPORARY PROFESSIONAL EMPLOYEE STATUS TO PROFESSIONAL EMPLOYEE STATUS (TENURE)

- 1) **Shauna Mehlbaum**
- 2) **Karen Ostrander**

#### 10. VOLUNTEERS

##### X. Old Business – Mrs. Butera

##### XI. New Business – Mrs. Butera

##### XII. Updates from Organizations

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

##### XIII. Adjournment – Mrs. Butera