

WYOMISSING AREA SCHOOL DISTRICT 2014-4714

Minutes January 27, 2014

The regular meeting of the Board of School Directors convened at 6:01 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. Butera, Mrs. Davis, Mr. Heinly, Mrs. McAvoy, Mr. Painter, Mr. Portner, Mrs. Reese, Mrs. Reilly and Mrs. Seltzer.

Administrative Staff Present:

Mrs. Vicente, Mr. Younkin, Mrs. Kaag, Mr. Murray, 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 at 5:00 p.m. to discuss personnel and legal issues. No action was taken; however, an item that was discussed during the Executive Session would be brought forward under old business.

The following meeting schedules and locations were announced:

- Curriculum Committee Meeting – Monday, February 3, 2014, 12:00 p.m.
- Finance/Facilities Committee Meeting – Wednesday, February 5, 2014, 11:00 a.m.
- Personnel/Policy Committee Meeting – Thursday, February 6, 2014, 12:00 p.m.
- School Board Business Meeting with Committee Reports – Monday, February 10, 2014, 6:00 p.m.
- School Board Business Meeting – Monday, February 24, 2014, 6:00 p.m.
- Technology Committee Meeting – Wednesday, February 26, 2014, 12:00 p.m.

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

RECOGNITION

Mrs. Vicente announced that January is School Board Recognition Month. She thanked the Board members for their service to the District and its students. In addition to the certificate provided by PSBA, each member received a token gift in appreciation for the countless volunteer hours of service.

PUBLIC COMMENT

Sandy Matz said she hoped the tennis courts would be open in the spring for residents to use.

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ROUTINE APPROVALS

MEETING MINUTES

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

- December 3, 2013 Reorganization
- December 3, 2013 Regular Business Meeting.

Yeas: Butera, Davis, Heinly, McAvoy, Painter, Portner, Reese, Reilly and Seltzer.

Nays: None. Motion carried.

TREASURER'S REPORT

Upon a motion by Mr. Portner second by Mrs. Reilly, the Treasurer's Reports for November and December 2013 were accepted as presented.

Yeas: Butera, Davis, Heinly, McAvoy, Painter, Portner, Reese, Reilly and Seltzer.

Nays: None. Motion carried.

PAYMENT OF BILLS

Upon a motion by Mr. Painter, second by Mrs. McAvoy, payment of bills for the months of November and December 2013 was approved.

Yeas: Butera, Davis, Heinly, McAvoy, Painter, Portner, Reese, Reilly and Seltzer.

Nays: None. Motion carried.

SUPERINTENDENT'S REPORT

A. CURRICULUM/ TECHNOLOGY

Upon a motion by Mrs. Seltzer, and second by Mrs. Reese, the Board approved the Curriculum/Technology agenda items as follows.

1. Approved Overnight Field Trip Requests
 - a. Region V Chorus, Chambersburg, PA, February 13-15, 2014.
 - b. PMEA All-State Choral Festival, Hershey, PA, March 26-29, 2014.

Mrs. Seltzer commented on the continued accomplishments of our talented vocalists which is a testament to the music department.

Yeas: Butera, Davis, Heinly, McAvoy, Painter, Portner, Reese, Reilly and Seltzer.

Nays: None. Motion carried.

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**B. FINANCE/
FACILITIES**

Upon a motion by Mrs. Davis, and second by Mrs. Seltzer, the Board approved the Finance/Facilities agenda items as follows.

During discussion Mr. Portner clarified that the resolution being approved only allows a tax increase of 2.1% which is index allowed by the state. This increase amounts to approximately \$450,000; however, including this there is still a projected deficit in excess of \$500,000. In the coming months, administrators will be working to reduce the deficit before the final budget is approved.

Mrs. Davis indicated that with a projected increase of over \$800,000 in PSERS contribution for next year, the tax increase doesn't even cover that increased expense.

Mrs. Butera thanked WAEF for their generous donation which completed the Mimio board project. She also thanked the anonymous donor for the generous contribution to the stadium project.

1. Approved addition to AEM Architects professional services contract to provide design for fire alarm system and emergency lighting upgrades at WHEC as part of the Corridor 300/400 renovation project at a cost of \$16,900.
Background Information: A purchase order in the amount of \$9,900 was previously issued to AEM Architects for the preparation of design and construction documents, bidding and construction phase support for the renovation/refurbishment project. It is recommended the fire alarm and emergency lighting upgrades be completed concurrently
2. Approve anonymous donation in the amount of \$5,000 for the Spartan Pride Stadium Project.
3. Approved donation from the Wyomissing Area Education Foundation in the amount of \$10,335 in EITC funds to partially reimburse the cost of Mimio boards at the JSHS and WHEC.
4. Approved submission of delinquent real estate tax to ENM Law Group in the amount of \$456,456.21.
5. Approved agreement with PA Association of School Business Officials for Interim School Business Official Services.
6. Approved BCIU Joint Purchasing bids for copy paper to Lindenmeyr Munroe in the amount of \$15,435.

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7. Approved contract with PA School Boards Association for the Policy News Network+ Service for an annual fee of \$1,850.
Background information: This is an upgrade to the current level of policy services and is designed to assist the District in developing and maintaining a current, compliant Administrative Regulations Manual. The annual fee is an increase of \$851 from the current level of service.

8. Approved contract with River Rock Academy Inc. for alternative education placements for three secondary students at \$130/day per student, discounted to \$125/day per student effective February 1, 2014 as follows:

Student ID#300268 – December 10, 2013 – December 10, 2014

Student ID#201769 – December 18, 2013 – December 18, 2014

Student ID#203802 – December 18, 2013 – December 18, 2014

9. Approved Resolution 1-27-14-01 not to raise taxes above the index of 2.1% for the 2014-15 fiscal year.

Background information: Section 311(d)(1) of SS Act 1 permits a school district to elect to adopt a resolution indicating it will not raise the rate of any tax for the support of public schools for the following fiscal year by more than its index. Adoption of this resolution may be done in lieu of a preliminary budget. This resolution is to be adopted by January 31, 2014.

Yeas: Butera, Davis, Heinly, McAvoy, Painter, Portner, Reese, Reilly and Seltzer.

Nays: None. Motion carried.

C. PERSONNEL/ POLICY

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

Mrs. Davis thanked Mrs. Paulson for her many dedicated years of service and said she will be truly missed. Mrs. Butera echoed that statement and also thanked Ms. Reber for her service.

1. RESIGNATION/RETIREMENT/TERMINATION

a. Professional Staff

- 1) **Colleen Paulson**, Teacher, WHEC, retirement, effective the end of the 2013-14 school year.

b. Support Staff

- 1) **Dayna Reber**, Special Education Instructional Aide, WHEC, resignation effective January 31, 2014.

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2. LEAVE OF ABSENCE

a. Professional Staff

- 1) **Kami Fecho**, Teacher, WHEC, Family Medical Leave, December 27, 2013 until January 10, 2014 with a return to work date of January 13, 2014.

b. Support Staff

- 1) **Linda Hettrick**, Custodial Foreperson, leave of absence effective January 7, 2014 to January 22, 2014.

3. APPOINTMENTS

a. Supplemental Staff

- 1) **Stephen Longenecker**, Vocal Director, JSHS, at a stipend of \$660 for the 2013-14 school year.

4. WAGE CHANGE

a. Administrative Staff

- 1) **Diane Kaag**, Director of Food Services, wage increase from \$35,000/annually to \$40,000/annually. The \$5,000 increase will be paid over the remainder of the fiscal year.
Background information: This increase is associated with meeting the performance expectations for this position per the terms of Ms. Kaag's promotion.

5. CHANGE OF HOURS

a. Support Staff

- 1) **Karen Rapp**, Food Service Worker, JSHS, increase hours from 5 hours/day to 5 ½ hours/day (27 ½ hours/week), effective January 28, 2014, no change in hourly wage rate.
Background information: This increase in hours is the result of a change in duties and internal workload reassignment due to a resignation. These hours are within the budgeted hours of the Food Services Department for the 2013-14 school year.
- 2) **Cheryl Maus**, Food Service Worker, JSHS, increase hours from 4 hours/day to 5 hours/day (25 hours/week), effective January 28, 2014, no change in hourly wage rate.
Background information: This increase in hours is the result of Ms. Maus being moved into a position which was vacated as the result of a resignation.

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6. POSITION CHANGE

a. Support Staff

- 1) **Marsha DeHaven**, Food Service Worker (Floater), District-wide, 4 hours/day, to Food Service Worker, JSBS, 5 hours/day (25 hours/week), effective January 28, 2014, no change in hourly wage rate.

Background information: This change is the result of internal staff changes precipitated by two resignations in the Food Services Department.

7. WORK OUTSIDE CONTRACT HOURS

a. Professional Staff

- 1) **Kelly Ferrandino**, teacher, to provide homebound instruction for secondary student ID# 203304 for one hour per week from September 17, 2013 through the end of the 2013-14 school year as stipulated in the 504 plan, at the WAEA wage rate for work outside contract hours.

8. SUBSTITUTES

a. Professional Staff

- 1) **Joseph Occhiogrosso**, Teacher (Addition)
- 2) **Janet Orwig**, Teacher (Addition)

b. Support Staff

- 1) **Annemarie Melcher**, Crossing Guard (Deletion)

9. VOLUNTEERS

10. POLICIES

Second Reading and Adoption of the following:

610 Purchases Subject to Bid/Quotation

611 Purchases Budgeted

Yeas: Butera, Davis, Heinly, McAvoy, Painter, Portner, Reese, Reilly and Seltzer.

Nays: None. Motion carried.

OLD BUSINESS

FILING OF APPEAL TO ZONING BOARD FOR SPARTAN PRIDE STADIUM PROJECT

Mrs. Butera announced that following the Board's approval of the Spartan Pride Stadium Project in December, the District received a letter from the Wyomissing Borough's Zoning Officer, dated January 9, 2014, denying the permit. An appeal must be filed with the Zoning Hearing Board within 30 days of the decision. Because the 30-day window expires before the next

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Board meeting, formal action is needed at this meeting to appeal the finding.

Upon a motion by Mrs. Reese, second by Mrs. Seltzer, the Board approved following motion.

Mr. Portner commented that this may only be the first step in a lengthy process.

1. Approved motion to appeal the Zoning Officer's decision letter of January 9, 2014, which determined that various zoning approvals and land development approval are required for the Stadium Fence Project, to the Zoning Hearing Board for Wyomissing Borough.

Yeas: Butera, Davis, Heinly, McAvoy, Reese, Reilly and Seltzer.

Nays: Painter and Portner. Motion carried.

NEW BUSINESS

None.

RIGHT-TO-KNOW REQUESTS

Mrs. Davis commented that this [fence project Right-to-Know-requests] has been our most costly listing of Right-to-Know expenses yet. Not only is the process of answering Right-to-Know requests costly, but time consuming as well. Other Board members also commented that the listing shows extra costs incurred other than staff time and questioned whether next month's expense is expected to be as high.

UPDATE FROM ORGANIZATIONS

None.

ADJOURNMENT

A motion was made by Mr. Portner, seconded by Mrs. Painter to adjourn at 6:17 p.m.

Board Secretary