

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. Michelle M. Davis, Vice President
Mr. Gregory L. Portner, Treasurer
Mr. Christopher W. Heinly
Mrs. Karen R. McAvoy
Scott C. Painter, Esq.
Mrs. Jennafer Reilly
Mrs. Sandra A. Reese
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, January 27, 2014 – 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 – Mrs. Filer**
- V. **Welcome to Visitors & Announcement of Meetings – Mrs. Butera**
 - 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.
- VI. **Recognition – Mrs. Vicente**
 - A. School Board Recognition Month
- VII. **Public Comment – Mrs. Butera**

Speakers are requested to identify themselves by name and address.

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VIII. Routine Approvals – Mrs. Butera

MOTION

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

- December 3, 2013 Reorganization Meeting
- December 3, 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 months of November and December 2013, as listed in the financial packet.

- 1) General Fund Accounting Check Summary
- 2) Food Service Accounting Check Summary
- 3) Student Activity Accounting Check Summary
- 4) Capital Project Fund Accounting Check Summary
- 5) Capital Reserve Fund 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 item:

1. Approve 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.

B. Finance and Facilities

MOTION

It is recommended that the Board of School Directors approve the following Finance and Facilities items 1-9:

1. Approve 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

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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. Approve 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. Approve submission of delinquent real estate tax to ENM Law Group in the amount of \$456,456.21.
5. Approve agreement with PA Association of School Business Officials for Interim School Business Official Services.
6. Approve BCIU Joint Purchasing bids for copy paper to Lindenmeyr Munroe in the amount of \$15,435.
7. Approve 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. Approve 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. Approve 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.

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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. 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.

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, JSJS, 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, JSJS, 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.

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- 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.

6. POSITION CHANGE

a. Support Staff

- 1) **Marsha DeHaven**, Food Service Worker (Floater), District-wide, 4 hours/day, to Food Service Worker, JSHS, 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 |

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			
		11/01/13-12/31/13			
Date	Requested by	Description of Request	Personnel	Time	Cost
11/4/2013	Signature Info. Solutions	Tax Certifications	G. Gantert	0.50	\$7.21
11/12/2013	D. Tierney	Communications/documents/agreements Concerning donors. Invoices related to stadium project.	B. DeMoss S. Filer C. Fries S. Hungerford T. Lampe M. Stem J. Vicente KKAL	1.75 10.50 3.00 13.00 5.75 1.75 2.50 2.5	\$36.23 \$248.43 \$132.00 \$247.52 \$267.89 \$115.43 \$188.05 \$637.50
11/21/2013	S. Larkin	Vandalism information. Uniform policy information. Naming rights information.	S. Filer S. Hungerford M. Stem J. Vicente KKAL	4.75 2.00 0.25 0.25 0.75	\$112.39 \$38.08 \$16.49 \$18.81 \$191.25
11/26/2013	K. Gent	Football and lacrosse gate receipts	S. Hungerford	1.00	\$19.04
12/7/2013	L. Tierney	Listing of stadium project meetings with community	S. Hungerford	0.75	\$14.28
					\$2,290.60

XIII. Updates from Organizations

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

XIV. Adjournment – Mrs. Butera