

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, Asst. Board Secretary
Scott C. Painter, Esq.
Mrs. Jennafer K. Reilly
Mrs. Sandra A. Reese
Mrs. Anne P. Seltzer

Non Members

Mr. Mark Boyer, Board Secretary
Mr. Matthew S. Stem, Assistant Superintendent

Ex Officio Member

Mrs. Julia R. Vicente, Superintendent

SCHOOL BOARD MEETING

Monday, August 25, 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**
 - Technology Committee Meeting – August 27, 2014, 12:00 p.m.
 - Curriculum Committee Meeting – September 2, 2014, 12:00 p.m.
 - Finance/Facilities Committee Meeting – September 3, 2014, 11:00 a.m.
 - Personnel/Policy Committee Meeting – September 4, 2014, 12:00 p.m.
 - School Board Business Meeting with Committee Reports – September 8, 2014, 6:00 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. New Teachers - Principals
- VII. Presentation**
 - A. Overview of 2014 District Focus – Mrs. Vicente
- VIII. Public Comment – Mrs. Butera**

Speakers are requested to identify themselves by name and address.

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IX. Routine Approvals – Mrs. Butera

MOTION

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

- July 23, 2014 Special Board 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 June and July 2014, 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 2009 Fund Accounting Check Summary
- 5) Capital Project 2010 Fund Accounting Check Summary
- 6) PSDLAF
- 7) Fulton Tax Account

X. 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 Request – Model UN Club, Washington, DC, February 12-15, 2015.

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 donation from Mr. Daniel P. Batty of UFinancial in the amount of \$600.
2. Approve donation from Wyomissing Area Education Foundation in the amount of \$350 in McCullough funds for supplies for a secondary student.

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3. Approve 2013-14 ESY agreement with Valley Forge Educational services for student ID no. 203109 in the amount of \$7,360.
Background information: This agreement is based on an existing educational placement agreement. The cost to the District for 2013-14 ESY is \$7,360.
4. Approve 2014-15 tuition agreement with Hogan Learning Academy for student ID 203573 at a rate of \$365 per day.
5. Approve 2014-15 tuition agreement with Hill Top Preparatory School for student ID 301978 in the amount of \$40,800.
6. Approve 2014-15 service agreement with Educational Based Services (“EBS”) for speech and language pathology services at a rate of \$63 per hour for a minimum of 7 hour per week and not to exceed 35 hours per week.
7. Approve 2014-15 software support contract with FileWave (USA) Inc. in the amount of \$8,844.
Background information: This contract includes the cost of licenses and support for management of software installation on teacher and student devices.
8. Approve two-year agreement with BCIU for BrightBytes Clarity for Schools, at a cost of \$0.95/student/per year based on K-12 student enrollment as of September 1, 2014 (year one) and K-12 student enrollment as of September 1, 2015 (year two).
Background information: This survey tool gathers student and teacher data regarding technology use that will ensure effective implementation of the 1:1 initiative at the JSHS.
9. Approve the following change orders for the Interior Finishes Refurbishment, Fire Alarm System Replacement & Emergency Lighting Upgrades at WHEC:
 - Balton Contruction – CO No. GC-1 (\$1,108.06) (deduction)
 - Hirneisen Electric – CO No. EC-1 \$2,525.00 (add)

C. Personnel and Policy

MOTION

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

1. RESIGNATIONS
 - a. Professional Staff
 - 1) **Lucinda Schaeffer**, Teacher, WHEC, resignation, effective August 21, 2014.
 - b. Support Staff
 - 1) **Kim Latino**, Special Education Instructional Aide, JSHS, resignation effective last day worked June 12, 2014.

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- 2) **Diana Swavely**, Special Education Instructional Aide, JSHS, resignation effective last day worked June 13, 2014.
- 3) **Amelia Essig**, Classroom Instructional Aide, WHEC, resignation effective last day worked June 13, 2014.
- c. Athletics
 - 1) **Kristin Hawley**, Coach-Girls Basketball, resignation, effective February 4, 2014.

2. LEAVE OF ABSENCE

- a. Professional Staff
 - 1) **Carley Schopf**, Math Teacher, JSHS, Family Medical Leave followed by Leave of Absence, effective on or about December 17, 2014 with an anticipated return to work at the beginning of the 2016-17 school year.
 - 2) **Karen Houck**, Teacher, WHEC, intermittent Family Medical Leave, effective August 19, 2014 to October 16, 2014.
 - 3) **Amy Latourelle**, School Nurse, WREC, unpaid leave of absence effective September 16, 17, 18, 19, 2014
- b. Support Staff
 - 1) **John Kasopsky**, Maintenance/Carpenter, JSHS, Family Medical Leave, effective September 2, 2014 until a date to be determined.

3. POSITION CHANGES/TRANSFERS/CHANGE OF HOURS

- a. Professional Staff
 - 1) **Kristin McLaughlin**, Special Education Teacher, JSHS, from Special Education Teacher (JSHS) to K-12 Itinerant Learning Support Teacher, District Wide, effective August 19, 2014, no change in wage.
 - 2) **Shauna Easteadt**, Part-time RTII Teacher, WREC, to Full-time RTII Teacher, WHEC/WREC, at an annual salary based upon B/Step 2 (\$41,820) according to the WAEA salary matrix for the 2013-14 school year, effective August 19, 2014. Subsequent wage changes will be in accordance with the WAEA collective bargaining agreement.
Background Information: Ms. Easteadt will be providing RTII at both the Wyomissing Hills and West Reading Elementary Centers. Her position has become full-time as the result of a resignation.
- b. Support Staff
 - 1) **Cheryl Maus**, Food Service Worker, JSHS, change in hours from 5 hours/day to 5 ½ hours/day, no change in hourly rate.
Background information: Ms. Maus is acquiring these hours due to a resignation.

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4. APPOINTMENTS

a. Professional Staff

- 1) **Thomas McGee**, Long Term Substitute Teacher, WHEC, effective August 13, 2014, for the first semester of the 2014-15 school year, at an annual salary to be determined by the new WAEA contract, but based upon B/Step 1 (\$40,720) according to the WAEA salary matrix for the 2013-14 school year.
Background information: Mr. McGee has his Instructional Level II teaching certification through the Pennsylvania Department of Education in the areas of Elementary K-6 and Educational Specialist Instructional Technology. His previous experience includes 7 years' experience teaching 4th Grade.
- 2) **Meghan Tierney**, Math Teacher, JSHS, request ratification effective August 19, 2014, at an annual salary to be determined by the new WAEA contract, but based upon B/Step 1 (\$40,720) according to the WAEA salary matrix for the 2013-14 school year. Subsequent wage changes will be in accordance with the WAEA collective bargaining agreement.
Background information: Ms. Tierney holds a Bachelor of Science Degree from Albright College and has acquired her Secondary Mathematics (Grade 7-12) through the Pennsylvania Department of Education.

b. Support Staff

- 1) **Cynthia Behr**, Special Education Instructional Aide, WHEC, full-time at 7 hours/day (35 hours/week), at a wage rate of \$11.55/hour, effective August 26, 2014.
Background information: This position is being filled as the result of a resignation.
- 2) **Amy Cruley**, Part-time Food Service Worker, JSHS, 5 hours/day, at a wage rate of \$9.89, effective date pending receipt of all employment requirements.
Background information: This position is being filled as the result of a resignation.
- 3) **Barbara Cuttler**, Special Education Instructional Aide, WREC, full-time at 7 hours/day (35 hours/week) at a wage rate of \$11.55/hour, effective August 26, 2014.
Background information: This position is necessitated due to student need and the absorption of a classroom that was previously contracted through BCIU.
- 4) **Lauren Fiorentino**, Part-Time Classroom Instructional Aide (Kindergarten), WREC, 5 ½ hours/day (27 ½ hours/week) at wage rate of \$10.75/hour, effective August 19, 2014.
Background information: This is one of the three additional Kindergarten Aide positions which was previously approved by the Board.
- 5) **Kathleen Hipszer**, Special Education Instructional Aide, JSHS, full-time at 7 hours/day (35 hours/week) at a wage rate of \$11.55 hour, effective August 26, 2014.

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Background information: This position is being filled as the result of a resignation.

- 6) **Jessica Landis**, Part-time Food Service Worker, WREC, 3 hours/day, at a wage rate of \$9.89/hour, effective date pending receipt of all employment requirements.

Background information: This position is being filled as the result of a resignation.

- 7) **Lydia Snow**, Special Education Instructional Aide, JSBS, full-time at 7 hours/day (35 hours/week) at a wage rate of \$10.92/hour, effective date pending receipt of employment requirements.

Background information: This position is being filled as the result of a resignation.

- 8) **Julie Keller**, Classroom Instructional Aide (Kindergarten), WHEC, part-time at 5 ½ hours/day, at an hourly wage rate of \$10.25/hour, effective date pending receipt of employment requirements.

Background information: This position is being filled as the result of a resignation.

- 9) **Tara Reilly**, Instructional Aide, WHEC, part-time at 4 ½ hours/day, at an hourly wage rate of \$10.25/hour, effective date pending receipt of employment requirements.

Background information: This position is being filled as the result of an internal transfer to one of the newly approved Kindergarten Aide positions.

c. Athletic Staff

- 1) **Amanda Bezner**, Girls' Soccer Assistant Coach, at a stipend of \$2,043, for the 2014 Fall Sports Season.
2) **Terri Stallone**, Girls' Volleyball Assistant Coach, at a stipend of \$1,522, for the 2014 Fall Sports Season.

5. REQUEST APPROVAL FOR TRAINING HOURS

- a. Request ratification of training time for the following special education instructional aides for a required training at their regularly hourly rate of pay. Attendees, dates, and hours worked are listed below:

August 18, 2014 – 5 ½ hours

Karen Conklin

Steven Holst

Jennifer Kohler

Bernadette Lis

Marie Minnich

August 21, 2014 – 5 ½ hours

Christine Jaskolka

Eve Pardo

Corrine Suloff

- b. Request ratification of work time for **Pamela Gartner**, Library Aide, for time worked from August 15, 2014 to August 20, 2014, total 6 ¾ hours, at her regular hourly rate of pay.

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Background information: This time was spent assisting the Librarian to re-organize the Library after the renovation in preparation for the students' return to school.

6. MENTOR TEACHERS

Presented for approval are the following Mentor Teachers for the 2014-2015 School Year for newly hired professional staff members:

<u>Mentor Teacher</u>	<u>Inductee</u>	<u>Assignment</u>	<u>Stipend</u>
Jeannie Reid	Greta Jones	Special Education Teacher	\$500
Mary Reinert	Jennifer Ninetto	Special Education Teacher	\$500
Lindsay Rada	Jennifer Yetter	English Teacher	\$500
Crisanne Bansner	Meghan Tierney	Math Teacher	\$500
Kim Lally	Allison Lowry	LTS Guidance Counselor	\$250
Jennifer Littlefield	Thomas McGee	LTS 4 th Grade Teacher	\$250
Sally McNichol	Amy Latourelle	Nurse	\$500

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

- a. **Shauna Easteadt**
- b. **Lee Marie Gallagher**
- c. **Ryan McBrearty**
- d. **Christine Beidler**
- e. **Carley Schopf**
- f. **Cynthia Watras**
- g. **Nicole Wentzel**

8. SUBSTITUTES

- a. Professional Staff (Additions)
 - 1) **Alexandra Thomas**, Teacher

9. VOLUNTEERS

10. POLICIES

Second Reading and Adoption of the following policies:

- | | |
|-------|---------------------------------|
| 105 | Curriculum Development |
| 106 | Guides for Planned Instruction |
| 107 | Adoption of Planned Instruction |
| 114 | Gifted Education |
| 217 | Graduation |
| 235.1 | Surveys |

XI. Old Business – Mrs. Butera

XII. New Business – Mrs. Butera

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XIII. Right to Know Requests – Mrs. Butera

		Right-to-Know			
		Cost Analysis			
		06/01/14-07/31/14			
Date	Requested by	Description of Request	Personnel	Time	Cost
6/13/14	K. Gent	Copy of F. Hafer's RTK request and records provided to him	S. Hungerford KKAL	1.00 0.25	\$19.42 \$66.25
6/30/14	S. Larkin	Legal invoice	S. Hungerford	0.50	\$9.71
6/30/14	S. Larkin	ELA invoice	S. Hungerford	0.50	\$9.71
7/7/14	K. Gent	E-mails between WASD and ELA Group	S. Hungerford KKAL J. Vicente	2.00 0.50 3.00	\$38.84 \$132.50 \$234.24
7/18/14	W. Murray	LERTA documents	S. Hungerford	1.00	\$19.42
7/28/14	Signature Info Solutions	Tax Certification	G. Gantert	0.50	\$7.35
					\$537.44

XIV. Updates from Organizations

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

XV. Adjournment – Mrs. Butera