

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. Michelle M. Davis, President
Mr. Gregory L. Portner, Vice President
Mrs. Angel L. Helm, Treasurer
Mrs. Carolyn M. Bamberger
Mrs. Lesa I. Butera
Mr. Lawrence A. Fitzgerald
Mrs. Karen R. McAvoy
Scott C. Painter, Esq.
Mrs. Anne P. Seltzer

Non Members

Mrs. Corinne D. Mason, Board Secretary
Mr. Matthew S. Stem, Assistant Superintendent

Ex Officio Member

Mrs. Julia R. Vicente, Superintendent

SCHOOL BOARD MEETING

Monday, November 19, 2012 – 6:00 P.M.
Community Board Room

- I. **Call to Order – Mrs. Michelle M. Davis, Board President, Presiding**
- II. **Pledge of Allegiance – Mrs. Davis**
- III. **Announcement of Recording by the Public – Mrs. Davis**
- IV. **Roll Call – Mrs. Mason**
- V. **Welcome to Visitors & Announcement of Meetings – Mrs. Davis**
 - School Board Reorganization – December 3, 2012, 6:00 p.m.
 - School Board Business Meeting – December 3, 2012, following Reorganization

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

- VI. **Recognition**
 - A. Fall Athletes – Mr. Stoltzfus
- VII. **Presentation**
 - A. Audit Report – Linda Himeback, Herbein + Company, Inc.
- VIII. **Report from Student Representative**
- IX. **Public Comment – Mrs. Davis**

Speakers are requested to identify themselves by name and address.

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X. Routine Approvals – Mrs. Davis

MOTION

- A. It is recommended that the Board of School Directors approve the following minutes:
- October 9, 2012 Business Meeting with Committee Reports
 - October 22, 2012 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 October 2012, 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

XI. Superintendent's Report – Mrs. Vicente

A. Curriculum and Technology – no items

B. Finance and Facilities

MOTION

It is recommended that the Board of School Directors approve the following Finance and Facilities items 1-8:

1. Approve anonymous donation in the amount of \$250 to be used towards the Archive Room project.
2. Approve Early Intervention transportation agreement with BCIU for one student at a rate of \$48.04 per day for the 2012-13 school year.
3. Approve settlement agreement with parents of student ID# 203694 in the amount of \$9,500.
4. Approve Kegel Kelin Almy & Lord LLP as solicitor.
5. Approve 2011-12 Audit Report with \$1,035,137 to be added to the designated fund balance.
6. Approve Herbein + Company to perform a functional review at a cost not to exceed \$7,500.

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7. Approve administration to advertise and accept bids for the JSHS boiler room project.
8. Approve Race to the Top monies in the amount of \$14,389. This will amend the 2012-2013 Budget as follows:

<u>Revenue</u>			<u>Expense</u>		
8734-000-998	RTT3	\$14,389	2271-330-998-10-021	Prof. Svcs.	\$ 3,288
			2271-330-998-10-022	Prof. Svcs.	3,287
			2271-330-998-30-081	Prof. Svcs.	3,288
			2818-330-998-10-021	Tech. Prof. Svcs.	1,509
			2818-330-998-10-022	Tech. Prof. Svcs.	1,509
			2818-330-998-30-081	Tech. Prof. Svcs.	<u>1,508</u>
		<u>\$14,389</u>			\$14,389

C. Personnel and Policy

MOTION

It is recommended that the Board of School Directors approve the following Personnel and Policy items 1-7:

1. LEAVES

a. Professional Staff

- 1) **Sharon Luyben**, Music Teacher, Jr./Sr. High School, Family Medical Leave effective November 6, 2012 until a date to be determined.
- 2) **Kristy Martin**, Special Education Teacher, Jr./Sr. High School, return to work from Family Medical Leave effective November 19, 2012.

b. Support Staff

Joseph Palubinsky, Custodian, Jr./Sr. High School return to work from Leave of Absence effective November 20, 2012.

2. TRANSFERS

a. Support Staff

- 1) **Jennifer Dietrich**, Café'/Recess Monitor, WREC, transfer to WHEC, effective December 3, 2012, as the Café'/Recess Monitor, 2 ½ hours/day, no change in hourly rate.
Background information: This position is being filled due to a resignation.

3. APPOINTMENTS

a. Administrative Staff

- 1) **Ashley Smith**, Principal, WHEC, effective date to be determined, at an annual prorated salary of \$90,000 for the remainder of this school year and an annual salary of \$90,000 for the 2013-14 school year. Salary beyond the 2013-14 school year will be

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determined in accordance with the appropriate District processes/procedures.

Background information: Ms. Smith has acquired the following Commonwealth of Pennsylvania Department of Education certifications: Principal (K-12); Special Education (N-12), and Music Education (K-12). She is currently employed as the Assistant Principal at the Conrad Weiser Middle School where she has implemented numerous successful student programs including the Olweus Bullying Prevention Program, a homework intervention program, an academic intervention program, and an RtII Program.

This position is filled as a result of a resignation which occurred at the close of the 2010-2011 school year.

b. Professional Staff

- 1) **Jessica Walters**, Long Term Substitute 1st Grade Teacher, WHEC, at a prorated annual salary to be determined by the new contract, but based on B/Step 1 (\$40,720/annually) according to the 2010-2011 salary matrix, effective on or about December 17, 2012 until the end of the 2012-13 school year pending receipt of all required employment documentation.

Background information: Ms. Walters is a graduate of Shippensburg University with a Bachelor of Science Degree in Education majoring in Elementary Education with a Minor in Reading. She has Elementary Teacher (K-6) certification through the Pennsylvania Department of Education. Ms. Walters will provide coverage for Toni Wengerd who will be on Family Medical Leave.

4. WORK OUTSIDE CONTRACT HOURS

a. Professional Staff

- 1) Request approval for the following teachers to provide after school tutoring to students in their respective buildings per the WAEA contract hourly wage rate for work outside contract hours to coincide with the after school program which will operate from December 4, 2012 to April 25, 2013:

Wyomissing Hills Elementary Center

NancyLee Chaiko	Stephanie Myers
Meredith Emkey	Brittany Robinson
Caitlin Gibbs	Nancy Robinson
Stephanie Heffner	Luci Schaeffer
Kelly Keim	Douglas Shuey
Amanda Kraft	Amy Stewart-Himes
Danielle Metzger	Jill Werley

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West Reading Elementary Center

Kristin Allen	Eileen John
Keith Arnold	Bridgette Kozuch
Kelly Ferrandino	Andrea Kupiszewski
Erika Homan	Rose Sneeringer

Jr./Sr. High School

William Hartman
Nathaniel Miller
Todd Zechman

5. SUPPLEMENTAL STAFF

a. ATHLETICS

- 1) **Alexandra Kennedy**, Junior High Assistant Basketball Coach, 2012-13 school year, at a stipend of \$1,286.

Background information: The winter athletic coach stipends were previously approved at the November 5, 2012. Ms. Kennedy is filling a vacancy due to the resignation. This reflects an increase of \$35 from the previously approved stipend list. An updated stipend list is attached.

6. SUBSTITUTES

b. Professional Staff (Addition)

- 1) Erika Baer - Teacher

7. VOLUNTEERS

The following Personnel and Policy items are for discussion:

8. POLICIES

First reading of the following policies:

209.1	Food Allergy Management (New)
249	Bullying/Cyberbullying

XII. Old Business – Mrs. Davis

XIII. New Business – Mrs. Davis

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XIV. Right to Know Requests – Mrs. Davis

		Right-to-Know			
		Cost Analysis			
		10/01/12-10/31/12			
Date	Requested by	Description of Request	Personnel	Time	Cost
10/10/12	Signature Info. Solutions	(4) Tax Certification	G. Gantert	2.00	\$28.38
10/18/12	Signature Info. Solutions	(1) Tax Certification	G. Gantert	0.50	\$7.10
10/23/12	Signature Info. Solutions	(1) Tax Certification	G. Gantert	0.50	\$7.10
					\$42.58

XV. Updates from Organizations

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

XVI. Adjournment – Mrs. Davis