

# WYOMISSING AREA SCHOOL DISTRICT 2014-4732

## Minutes March 10, 2014

The regular meeting with committee reports of the Board of School Directors convened at 6:03 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. Stem, Dr. Babb, Mr. Fries, Mr. Griscom, Dr. Jones, Mr. Murray and Mrs. Smith.

### Attendees:

Liam Migdail-Smith and Ben Hasty, Reading Eagle, Shelley Filer, recording secretary. An audience sign-in sheet is included as part of these official minutes.

### MEETING ANNOUNCEMENTS

The following meeting schedules and locations were announced.

- School Board Business Meeting – March 24, 2014, 6:00 p.m.
- Technology Committee Meeting – March 26, 2014, 12:00 p.m.
- Curriculum Committee Meeting – March 31, 2014, 12:00 p.m.
- Finance/Facilities Committee Meeting – April 2, 2014, 12:00 p.m.
- Personnel/Policy Committee Meeting – April 3, 2014, 12:00 p.m.
- School Board Business Meeting with Committee Reports – April 7, 2014, 6:00 p.m.

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

Mrs. Butera announced that an Executive Session was held following the meeting of February 24, 2014 to discuss a personnel matter and prior to the meeting to discuss legal and personnel matters. No action was taken at either session.

### RECOGNITION

Dr. Jones recognized junior Omar Ortiz for his achievement as Student of the Quarter in Automotive Technology II for two consecutive quarters at Berks Career and Technology in the 2013-14 school year. A copy of the Board's proclamation is included in these official minutes.

### COMMITTEE REPORTS

A. Finance – Mr. Portner reported that at the meeting on March 5, there were two major topics of discussion. The process for refinancing the bonds will move forward as the savings reaped will now be more than \$320,000. The budget deficit has been reduced to \$308,000 and administration will continue to review the budget for more areas

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to trim.

- B. Facilities – Mrs. McAvoy reported the committee met on March 5. The timeline was reviewed for the renovations to the 300/400 hallways at WHEC. The preliminary design concept for the locked vestibule at the JSHS to enhance security was reviewed. The harsh winter has necessitated the purchase of a new pick-up/plow truck which is listed on the agenda for approval. Mrs. McAvoy also reported that she contacted the Borough of Wyomissing to meet regarding the refurbishment of the tennis courts because they had previously expressed interest in helping with the project. Also our attorney has contacted the Borough's attorney to see whether a meeting could be arranged before the zoning hearing to reach a resolution to the fence installation. The Borough has refused both meetings until after the zoning hearing meeting which is scheduled for March 31, at 4:00 pm in the Wyomissing Public Library. Also per the information received from the Board of Elections, we are unable to pose the question of the fence project on a referendum because it is more of an opinion poll. On the agenda is an item requesting the approval to submit an application to the Borough of Wyomissing for a fence without brick pillars. There are no additional costs to do so. Mrs. Butera commented that the first choice is still the fence with the brick columns if it is approved.
- C. Curriculum – Mrs. Davis said the committee met March 3. Mr. Stem provided the committee with an update on the PA Core. The District will ensure that the PA core standards are addressed in daily instruction and will continue to implement the best instructional practices that ensure authenticity and high levels of student engagement. The impact of a faculty retirement in the Family and Consumer Science Department was discussed. The budget deficit needs to be covered before this position can be finalized. Mr. Stem provided an update on the 21<sup>st</sup> Century Learning. The Technology Department feels we will be able to equip grades 9-12 with 1:1 devices in the near future, but first appropriate professional development will need to be provided. Mrs. Davis also reported that the mobility rate (transfer of students in and out of the District) is 22-23% this school year. The committee reviewed the assessment calendar at the JSHS including quarterly assessments and mid-terms.
- D. Technology – Mr. Portner said the committee met on February 25, and the focus of the meeting was an upgrade to the security system due to limited storage capacity needed for additional cameras, quality of the existing cameras, gaps in coverage in stairwells and hallways, and upgraded software to view video footage. The committee will review proposals and make a recommendation to the Board at a later date. There is \$250,000 set aside in the capital

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budget to defray the cost.

- E. Personnel – Mrs. Davis reported that the items discussed at the meeting are listed on the agenda for approval.
- F. Policy – Mrs. Seltzer explained changes to the policies listed for a first reading. Policy 220 limits District oversight to items distributed or posted on school property or using school property. Students wishing to post or distribute material must submit a copy to the principal one day in advance of the desired posting date. Next month's meeting will focus on the process of clearing student athletes with head injuries before starting a sport. Mr. Painter suggested a further review of the language in Policy 220 before the second reading to make sure it is consistent with our student conduct policies.
- G. Ad Hoc Development Advisory – Mrs. Butera said the committee met to review and update the Spartan Pride Project pages on the website.
- H. Berks County Intermediate Unit Board Report – Mrs. Seltzer reported the meeting is next week.
- I. Berks Career & Technology Center Board Report – Mr. Painter reported that the preliminary budget was passed at the February meeting and should appear on the agenda for approval at the March 24 meeting.
- J. Berks EIT Report – Mrs. Reese said the meeting on February 25 was introductory to the new members. The merger of Berks EIT with the Tax Collection Committee was discussed. Berks EIT is investigating options to move their offices for expansion purposes.
- K. Wyomissing Area Education Foundation – Mrs. Butera said two grants were approved. One grant was for electronic balances for the JSHS chemistry labs. The other is for safe room boxes in each of the buildings. Ten parties are confirmed for the Toast event. There is ongoing discussion on how to increase revenue. The next meeting is March 11.

**PRESENTATION**

Mrs. Vicente presented an overview of the upcoming Comprehensive Planning, formerly known as Strategic Planning. The District's plan must be submitted by November 30, 2014, spans three years, and will begin implementation on July 1, 2015. The main elements of Comprehensive Planning include: What we want for all students; what we commit to; what we know to be important, what we do; and what we accomplish.

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## PUBLIC COMMENT

Carl Tritton asked for clarification of which tennis courts were being discussed in the Facilities Committee Meeting report and whether the mobility rate discussed was across the District or just at the high school. He also suggested including an insert in tax bills to determine the taxpayers' opinion on the fence project since it isn't a viable question for a referendum.

Rich Johnston questioned if the fence surrounding the locked tennis courts will be repaired to keep students from gaining access to the courts if they are still deemed unsafe for use.

## **SUPERINTENDENT'S REPORT**

### **A. CURRICULUM/ TECHNOLOGY**

Upon a motion by Mr. Painter, second by Mr. Portner, the following Curriculum/Technology items were approved.

1. Approved extension to homebound instruction for secondary student ID#300497 at five hours per week until June 13, 2014.  
*Background information: Request for approval of extension was submitted to PDE per policy 117.*
2. Approved Overnight Field Trip Request – State Mathcounts Competition, Hershey, PA, March 7-8, 2014.

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

Nays: None. Motion carried.

### **B. FINANCE/ FACILITIES**

Upon a motion by Mrs. Seltzer, second by Mrs. McAvoy, the following Finance/Facilities items were approved.

Mr. Painter requested that the item regarding the application to the Borough of Wyomissing be voted on separately. Mrs. Seltzer and Mrs. McAvoy agreed to the amended motion.

1. Approved purchase of one 2015 F-350 Ford pickup/plow truck from Manderbach Ford at a cost not to exceed \$24,500.  
*Background information: The existing 2000 GMC pickup truck has reached the end of its useful life. Over the past 2 months the transmission required rebuild as well as the 4-wheel drive assembly. The truck has body and floor board rust damage. The GMC truck will be traded-in for new vehicle and the exact purchase price will reflect the trade-in value offered. The purchase is a CO-STARS Procurement.*

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2. Authorized administration to enter into a Demand Response Program Agreement with Hess Energy Marketing, LLC.
3. Approved Resolution No. 03-10-14-01 approving appointment of an Assistant Board Secretary.

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

Nays: None. Motion carried.

Upon a motion by Mrs. Reilly, second by Mrs. Seltzer, the following Finance/Facilities item was approved.

4. Authorized administration to submit an application with the Borough of Wyomissing for the installation of a fence without brick columns around the School District's stadium complex.

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

Nays: Painter and Portner. Motion carried.

### C. PERSONNEL/ POLICY

Upon a motion by Mr. Portner, second by Mrs. Reese, the following Personnel/Policy items were approved.

Mrs. Davis and Mrs. Butera thanked Shari Bonino for her years of service to the District. Mrs. Seltzer commended Mike Miller for his willingness to fill the Art Club Advisor position.

#### 1. RESIGNATION

##### a. Support Staff

- 1) **Shari Bonino**, Classroom Instructional Aide, WREC, resignation effective March 14, 2014.

#### 2. LEAVE OF ABSENCE

##### a. Support Staff

- 1) **Janice Szilli**, Bookkeeper, District Office, intermittent Family Medical Leave, effective January 22, 2014 until January 21, 2015.
- 2) **Regina Miller**, Custodian, WHEC, Leave of Absence, effective February 4, 2014 to February 27, 2014 with a return to work date February 28, 2014.
- 3) **Patricia Magrann**, Instructional Aide, WHEC, Leave of Absence, effective May 8, 9, 12, 2014.

#### 3. APPOINTMENTS

##### a. Professional Staff

- 1) **Cassandra Carfagno**, Long Term Substitute

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Special Education Teacher, JSHS, at a pro-rated wage based upon B/Step 1 (\$40,720) on the WAEA salary schedule, effective January 30, 2014, the first day of the second semester, until the end of the 2013-14 school year.

*Background Information: Ms. Carfagno holds a Special Education PDE Teacher Certification and has been assigned to teach Special Education classes due to the reorganization of the Special Education Department classroom teacher assignments as the result of a teacher placed on assignment.*

- 2) **Jordan Demko**, .5 Long Term Substitute Physical Education Teacher, JSHS, at a pro-rated wage based upon B/Step 1 (\$20,360) on the WAEA salary schedule, effective January 30, 2014, the first day of the second semester, until the end of the 2013-14 school year.

*Background Information: Mr. Demko holds a Health/Phys. Ed. PDE Teacher Certification and has been assigned to teach Health/Phys. Ed. classes as the result of a teacher placed on assignment.*

b. Support Staff

- 1) **Pamela Anzulewicz**, Food Service Worker (Floater), District-wide, 4 hours/day (20 hours/week), \$9.89/hour, update effective date to February 26, 2014.
- 2) **Pamela Gartner**, Library Aide, WHEC, part-time at 5.5 hours/day, (27.5 hours/week), \$10.50/hour, effective date to be determined upon successful completion of all employment requirements.
- 3) **Kelly Maillie**, Special Education Instructional Aide, WHEC, from part-time to full-time, 35 hours/week, effective March 11, 2014, no change in hourly wage.

*Background information: This change is the result of the resignation of a full-time Special Education Instructional Aide and is based upon student need.*

c. Supplemental Staff

- 1) **Michael Miller**, Elementary Art Club Advisor, at a stipend of \$592 for the 2013-14 school year.

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### 4. TRANSFER

#### a. Professional Staff

- 1) **Tony Alvarez**, JSHS Dean of Students to Special Education Teacher, at a pro-rated wage based upon M+15/Step 11 (\$62,720) on the WAEA salary schedule effective March 11, 2014.

### 5. WORK OUTSIDE CONTRACT HOURS

#### a. Professional Staff

- 1) **Lee Marie Gallagher**, Teacher, JSHS, to provide extended homebound instruction for secondary student ID #300497 from February 21, 2014 for a maximum of five (5) hours per week until June 13, 2014.

### 6. SUBSTITUTES

#### a. Professional Staff

- 1) **Christine Bitting**, Nurse – Addition upon successful completion of pre-employment requirements.
- 2) **Athena Elzer**, Guest Teacher.

### 7. VOLUNTEERS

Yeas: Butera, Davis, Heinly, McAvoy, Painter, Portner, Reese, Reilly and Seltzer.  
Nays: None. Motion carried.

The remaining Personnel and Policy items were opened for discussion. There were no questions or comments.

### OLD BUSINESS

None.

### NEW BUSINESS

Mrs. Seltzer commended the junior high students for the success of the drama presentation of *Willy Wonka Junior*.

Dr. Jones congratulated the students and staff on the success of the Mini-THON which more than doubled the fundraising goal.

Mrs. Davis mentioned the upcoming post-prom event to be held at the JSHS as a safe post-prom activity for all juniors and seniors regardless of their attendance at the prom.

### UPDATES FROM ORGANIZATIONS

None.

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**ADJOURNMENT**

A motion was made by Mrs. Seltzer, seconded by Mr. Portner to adjourn at 6:52 p.m.

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Board Secretary