

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

Ms. Christine L. Stafford, Board Secretary
Mr. Matthew S. Stem, Assistant Superintendent

Ex Officio Member

Mrs. Julia R. Vicente, Superintendent

SCHOOL BOARD MEETING

Monday, April 7, 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 – April 23, 2014, 12:00 p.m.
 - School Board Business Meeting – April 28, 2014, 6:00 p.m.
 - Curriculum Committee Meeting – May 5, 2014, 12:00 p.m.
 - Finance/Facilities Committee Meeting – May 7, 2014, 11:00 a.m.
 - Personnel/Policy Committee Meeting – May 8, 2014, 12:00 p.m.
 - School Board Business Meeting with Committee Reports – May 12, 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. **Committee Reports**
 - A. Finance – Mr. Portner
 - B. Facilities – Mrs. McAvoy
 - C. Curriculum – Mrs. Davis
 - D. Technology – Mr. Portner
 - E. Personnel – Mrs. Davis
 - F. Policy – Mrs. Seltzer

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G. Ad Hoc

- Development Advisory – Mrs. Butera and Mrs. McAvoy

H. Berks County Intermediate Unit Board Report – Mrs. Seltzer

I. Berks Career & Technology Center Board Report – Mr. Painter

J. Berks EIT Report – Mrs. Reese

K. Wyomissing Area Education Foundation – Mrs. Butera

VII. Presentation

A. Special Education Plan – Mrs. Lengle

VIII. Public Comment – Mrs. Butera

Speakers are requested to identify themselves by name and address.

IX. 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 1-7:

1. Appoint Mark Boyer as Board Secretary for the remainder of the term ending June 30, 2017.

Background information: The current term runs from July 1, 2013 to June 30, 2017; Mr. Boyer is replacing Christine L. Stafford.

2. Approve Lesa Butera, Gregory Portner and Mark Boyer as signers for the following banking accounts:

Fulton Bank:

Tax Account

General Account

Athletic Account

Food Service Account

Investment Account

Payroll Account

Lacrosse Account

Scholarship Account

Student Activities CD

PSDLAF:

General Fund

Capital Reserve

2009 Construction Fund

2010 Construction Fund

Federal Funds

PLGIT:

General Fund

G.O. Bonds, Series of 2003

Wells Fargo:

Kenneth Hoverter Memorial

Scholarship Fund

National Penn Bank

Scholarship CD

Hoverter Scholarship CD

3. Approve Julia Vicente, Corbett Babb, Corey Jones and Mark Boyer as signers for the Fulton Bank Student Activity account.

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4. Approve agreement with Mack Employment for substitute custodial services.
5. Approve award of the following construction contracts for the Interiors Refurbishment, Fire Alarm and Emergency Lighting Upgrades Project at Wyomissing Hills Elementary Center.
 - a. Contract #1 - General Construction to Balton Construction, Inc. at a cost of \$150,822.
 - b. Contract #2 – Electrical Construction to Hirneisen Electric, Inc. at a cost of \$95,730.

Background information: Balton Construction, Inc. and Hirneisen Electric, Inc. were low bidders resulting from the public bid process.

6. Approve award of a contract with TRANE for the removal of an air handling unit serving the Jr./Sr. High School cafeteria with a new and larger air handling unit to supply conditioned air to the cafeteria and extend the system into the kitchen at a cost of \$128,890. The purchase is a TCPN (The Cooperative Purchasing Network) procurement.

Background information: The existing air handling unit is 20 years old and a water coil has ruptured. The estimated cost to repair the ruptured coil and the adjacent coil is approximately \$70,000. A new unit will have a longer life for all components and offer improved energy efficiency.

7. Approve award of a contract with Security First, Inc. for upgrade of the building access control system at Wyomissing Hills Elementary Center, Jr./Sr. High School and Field House at a cost of \$11,156.

Background information: The access control system is manufactured by Keri Systems, Inc. a proprietary system. Security First, Inc. is the local representative of the manufacturer. The existing access control system operates on Microsoft XP which is no longer supported exposing system operations to potential failure. Upgrade of the system makes the access control system identical to the more efficient system installed at West Reading Elementary Center.

The following Finance and Facilities items are for discussion:

8. Approve Berks County Joint Purchasing bids for classroom & office supplies.
Background information: The bid information will be available for the April 28, 2014 Board meeting.
9. Approve a three-year contract for \$18,000 with Lightspeed Systems through Trebron Company, Inc. in the amount of \$18,000 for Lightspeed Web Filter for 2,300 individuals.
Background information: This is a savings of \$1,200 annually, with a change in coverage from 1,200 devices to unlimited devices and 2,300 individuals.

C. Personnel and Policy

MOTION

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

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1. COORDINATION AGREEMENT

- a. Request approval of an agreement between the Berks Career & Technology Center and the Wyomissing Area School District for the 2013-14 school year for the Coordination of the Delivery of Medical Services.

Background information: The purpose of this agreement is to provide collaboration between the nursing staff of these two entities regarding medical needs for District students attending the Berks Career & Technology Center.

2. RESIGNATION/RETIREMENT

- a. Administrative Staff

- 1) **Craig Fries**, Director of Building and Grounds, retirement, effective June 30, 2014.

- b. Supplemental Staff

- 1) **Barbara Burke**, Substitute Teacher, resignation, effective last day worked February 11, 2014.
 - 2) **Suzanne Shelton**, Substitute Teacher and Coach, resignation, effective last day worked December 4, 2013.
 - 3) **Kaytlyn Degenhart**, Coach, resignation, effective last day worked December 3, 2013.

3. LEAVE OF ABSENCE

- a. Professional Staff

- 1) **Michael Vecchio**, Teacher, JSHS, Family Medical Leave effective April 1, 2014 to a date to be determined.

- b. Support Staff

- 1) **Christine Smith**, Instructional Aide (Floater), JSHS, unpaid leave of absence May 21, 22, 23, 2014, return to work May 27, 2014.

4. CHANGE OF POSITION/HOURS

- c. Support Staff

- 1) **Cheryl Maus**, Food Service Worker, (JSHS) part-time from 4 hours/day to 5 hours/day (25 hours/week), no change in hourly wage rate, effective April 8, 2014.

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

- 2) **Pamela Anzulewicz**, Food Service Worker-Floater (District-wide) to Food Service Worker (JSHS), part-time at 4 hours/day (20 hours/week), no change in hourly wage rate, effective April 8, 2014.

Background information: This is a position change due to an internal movement which was precipitated by a resignation. There is no change in hours or hourly wage.

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5. APPOINTMENTS

a. Support Staff

- 1) **Kristin Batastini**, Food Service Worker-Floater, (District-wide) part-time 4 hours/day (20 hours/week) at \$9.89/hour effective April 8, 2014.
Background information: This position is being staffed as the result internal changes in the department as the result of a resignation.
- 2) **Christine Jaskolka**, Instructional Aide Floater, WHEC, part-time 5 ½ hours/day (27 ½ hours/week) at \$10.92/hour, effective April 8, 2014.
Background information: This position was approved at the June 24, 2013 Board Meeting.

6. SUBSTITUTES

a. Professional Staff

- 1) **Stephanie Roncase**, Teacher (Addition)
- 2) **Brook Turner**, Teacher (Addition)
- 3) **Matthew Werner**, Teacher (Addition)

b. Support Staff

- 1) **Diane Schaeffer**, Aide (Addition)

7. VOLUNTEERS

8. POLICIES

Second Reading/Adoption of the following policy:

220 Student Expression/Distribution and Posting of Materials

The following Personnel and Policy items are for discussion:

9. POLICIES

First Reading of the following policy:

123.3 Concussion Management

X. Old Business – Mrs. Butera

XI. New Business – Mrs. Butera

XII. Updates from Organizations

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

XIII. Adjournment – Mrs. Butera