

# 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 21<sup>st</sup> 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, April 28, 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 – 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.
  - School Board Business Meeting – **Tuesday**, May 27, 6:00 p.m.
  - Technology Committee Meeting – May 28, 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. Public Comment – Mrs. Butera**

*Speakers are requested to identify themselves by name and address.*

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**VII. Routine Approvals – Mrs. Butera**

**MOTION**

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

- March 10, 2014 Business Meeting with Committee Reports
- March 24, 2014 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 March 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 Fund Accounting Check Summary

**VIII. 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 items 1-4:

1. Approve 2013-14 School Calendar Adjustment  
*Background information: After using five built-in snow days, school was additionally closed on February 3, February 5, and February 13, 2014. The calendar will be adjusted to indicate the last student day as June 13 and the last .5 teacher in-service day for 2013-14 as June 16, 2014.*
2. Approve Special Education Plan  
*Background information: The plan which is part of Comprehensive Planning was presented to the Board at the April 7, 2014 meeting. The three-year plan effective July 1, 2014 to June 30, 2017, is due to PDE by May 1, 2014.*
3. Approve expulsion waiver for secondary student ID#204790.
4. Approve Resolution Opposing Restricting Federal Medical Assistance Reimbursement.

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**B. Finance and Facilities**

**MOTION**

It is recommended that the Board of School Directors approve the following Finance and Facilities items 1-3:

1. Approve Berks County Joint Purchasing bids for classroom & office supplies as follows:

The Art Store, Inc.	\$ 393.71
Cascade School Supplies	974.75
Elgin School Supply	127.35
Kurtz Bros.	1,919.87
National Art & School Supplies	1,567.78
Office Basics	860.42
Phillips Supply Co.	413.09
Pyramid School Products	2,825.76
School Specialty	381.89
<u>Standard Stationery Supply</u>	<u>344.27</u>
Total	\$9,808.89

2. 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.*

3. Approve exonerations from per capita tax in accordance with Policy No. 605.

*Background information: The complete listing is available from the Business Administrator.*

**C. Personnel and Policy**

**MOTION**

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

1. REQUEST APPROVAL FOR JOB TITLE/POSITION GUIDE

- a. Administrative Staff

- 1) Request approval of the job title of Supervisor-Special Education and the associated position guide.

*Background information: This position will assume administrative duties associated with the efficient functioning of the Special Education Department.*

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**2. RESIGNATION**

a. Confidential Support Staff

- 1) **Matthew McGowan**, IT Support Specialist, District Office, resignation effective April 16, 2014.

b. Supplemental Staff

- 1) **Samantha Simcox**, Girls' Varsity Basketball-Assistant Coach, resignation, effective last day worked February 6, 2013.
- 2) **Karli Martin**, Girls' JH Soccer-Head Coach, resignation, effective last day worked October 21, 2013.
- 3) **Keegan Moyer**, Girls' Varsity Soccer-Head Coach, resignation, effective last day worked October 21, 2013.

**3. LEAVE OF ABSENCE**

a. Professional Staff

- 1) **Dorothy Brandt**, Teacher, WHEC, Intermittent Family Medical Leave effective April 21, 2014 to on or about June 16, 2014.
- 2) **William Dramby**, Teacher, JSHS, end Intermittent Family Medical Leave effective April 11, 2014.
- 3) **Mary Hollinger**, Nurse, WHEC, unpaid Leave of Absence effective May 13, 2014 (p.m.), May 14, 15, 16, 2014 with return to work on May 19, 2014.
- 4) **Michael Vecchio**, Teacher, JSHS, Family Medical Leave effective April 1, 2014 to April 16, 2014. Return to work April 21, 2014.

b. Support Staff

- 1) **Gloria Claudio**, Custodian, JSHS, unpaid Leave of Absence April 8, 9, 10, 11, 2014 returning to work April 14, 2014.
- 2) **Benito Diaz**, Custodian, WHEC, end intermittent Family Medical Leave effective April 22, 2014.
- 3) **Madeline Humes**, Secretary, District Office, Family Medical Leave effective May 19, 2014 with a return date on or about July 1, 2014.
- 4) **Pamela Miller**, Classroom Instructional Aide, WHEC, unpaid Leave of Absence April 14, 15, 16, 2014 returning to work April 21, 2014.
- 5) **Christine Smith**, Instructional Aide (Floater), JSHS, unpaid Leave of Absence May 21, 22, 23, 2014 returning to work May 27, 2014.

**4. APPOINTMENTS**

a. Administrative Staff

- 1) **Jessica Lengle**, Supervisor-Special Education, District Office, at a pro-rated annual salary of \$80,000, effective April 29, 2014. This is a 10-month (220 day) position.

*Background information: Mrs. Lengle has been serving since November 2013 as the Special Education Liaison.*

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5. STIPEND ADJUSTMENT

a. Supplemental Staff

- 1) **Thomas Baldwin**, Boys' Lacrosse-Assistant Coach, stipend adjustment from \$1,500 to \$2,517 for the 2013-14 school year.
- 2) **Kayla Carson**, Girls' Lacrosse-Assistant Coach, stipend adjustment from \$1,500 to \$1,718 for the 2013-14 school year.

6. SUBSTITUTES

a. Professional Staff

- 1) **Shauna Easteadt** – Teacher (Addition)

7. VOLUNTEERS

8. POLICIES

Second Reading and Adoption of the following policy:  
123.3 Concussion Management

IX. **Old Business – Mrs. Butera**

X. **New Business – Mrs. Butera**

**MOTION**

It is recommended that the Board of School Directors approve the following items:

1. Appoint Anne P. Seltzer representative to the Berks County Intermediate Unit Board for a three-year term from July 1, 2014 – June 30, 2017.
2. Appoint Sandra A. Reese as delegate to the Tax Collection Committee (TCC) and Mark Boyer and Gregory L. Portner as alternates.

XI. **Right to Know Requests – Mrs. Butera**

		<b>Right-to-Know</b>			
		<b>Cost Analysis</b>			
		<b>03/01/14-03/31/14</b>			
<b>Date</b>	<b>Requested by</b>	<b>Description of Request</b>	<b>Personnel</b>	<b>Time</b>	<b>Cost</b>
3/4/2014	S. Larkin	ELA & KKAL Invoices	S. Hungerford	0.25	\$4.76
3/31/2014	S. Larkin	KKAL Invoice	S. Hungerford	0.25	\$4.76
					\$9.52

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**XII. Updates from Organizations**

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

**XIII. Adjournment – Mrs. Butera**