

WYOMISSING AREA SCHOOL DISTRICT

630 Evans Avenue
Wyomissing, PA 19610

Our Mission

Inspiring Excellence, One Spartan at a Time!

Our Vision

*The Wyomissing Area School District aspires to be the **preeminent** public educational institution; as we:*

- *Prepare students to excel in a highly complex global community;*
- *Offer rigorous academics, cutting-edge technology and enriching extracurricular opportunities;*
- *Attract and retain the best team of administrators and staff; and*
- *Create a culture built on respect, trust and integrity.*

Board of School Directors

Scott C. Painter, Esq., President
Mr. Ryan S. Redner, Vice President
Mr. George A. Zeppos, Treasurer
Mrs. Laurie M. Waxler, Asst. Board Secretary
Mrs. Susan G. Larkin
Mrs. Sandra A. Reese
Mrs. Jennafer K. Reilly
Mrs. Terrie A. Taylor
Mrs. Maria C. Ziolkowski

Non Members

Mr. Mark Boyer, Board Secretary
Mrs. Lynette Waller, Assistant Superintendent

Ex Officio Member

Mrs. Julia R. Vicente, Superintendent

SCHOOL BOARD MEETING

Monday, January 9, 2017 – 6:00 P.M.
Community Board Room

- I. Call to Order –Scott C. Painter, Esq., Board President, Presiding**
- II. Pledge of Allegiance – Mr. Painter**
- III. Announcement of Recording by the Public – Mr. Painter**
- IV. Roll Call – Mrs. Filer**
- V. Welcome to Visitors & Announcement of Meetings – Mr. Painter**
 - School Board Business Meeting – January 23, 2017, 6:00 p.m.
 - Finance Committee Meeting – February 1, 2017, 8:00 a.m.
 - Policy Committee Meeting – February 1, 2017, 3:30 p.m.
 - Personnel Committee Meeting – February 2, 2017, 12:15 p.m.
 - Curriculum/Technology Committee Meeting – February 6, 2017, 11:00 a.m.
 - Facilities Committee Meeting – February 7, 2017, 8:00 a.m.

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

**January 9, 2017 Board Meeting
Agenda – Page 2**

VI. Presentation

A. Mini-THON

VII. Committee Reports

- A. Finance – Mrs. Ziolkowski
- B. Facilities – Mr. Zeppos
- C. Curriculum/Technology – Mrs. Waxler
- D. Personnel – Mrs. Reilly
- E. Policy – Mrs. Larkin
- F. Berks County Intermediate Unit Board Report – Mrs. Reilly
- G. Berks Career & Technology Center Board Report – Mr. Redner
- H. Berks EIT Report – Mrs. Reese
- I. Wyomissing Area Education Foundation – Ms. Ziolkowski
- J. Legislative Report – Mrs. Larkin

VIII. Public Comment – Mr. Painter

Speakers are requested to identify themselves by name and address.

IX. 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 1-3:

- 1. Approve Overnight Field Trip Request
 - a. Sixth grade to Camp Conrad Weiser, May 24-26, 2017.
- 2. Approve homebound instruction for secondary student ID#202798 from December 12, 2016 through January 9, 2017.
- 3. Approve instruction in the home for secondary student ID#204678 from January 3, 2017 to April 3, 2017.

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 Service Agreement with Utility Refund Agency to review utility bills for recommendations for savings, credits and refunds.
Background information: There is no cost to this agreement unless refunds are issued, at that time 50% of the initial refund is owed to Utility Refund Agency.
- 2. Approve Resolution not to raise taxes above the index of 2.5% for the 2017-18 fiscal year.
Background information: Section 311(d) (1) of SS Act 1 permits a school district to elect to adopt a resolution indicating it will not raise the rate of any tax for the support of public schools for the following fiscal year by more than its index.

January 9, 2017 Board Meeting

Agenda – Page 3

Adoption of this resolution may be done in lieu of a preliminary budget. This resolution is to be adopted by January 26, 2017.

3. Approve Apple lease for 250 MacBook Airs, 230 iPad Air w/ cases, 8 Mobility Carts, and 35 Apple TVs for teacher laptop replacement and WREC Technology enhancements.
Background information: the term is 4 years for a total financed amount of \$356,284.80. The first payment will be made with budgeted funds from the current school year.
4. Approved Donations for fence project in the following amounts:
 - a. \$5,000 for a pillar by four donors
 - b. \$34,420 for bricks by 130 donors
5. Approve Donations for stadium sound system in the amount of:
 - a. \$1,000 from the Wyomissing Lacrosse Club
 - b. \$800 from the Wyomissing Area Music Association*Background information: The donations are going towards the replacement of the sound system at the football field. The donations will be held until the sound system is purchased.*
6. Approve Donations from the Wyomissing Area Youth Football Association for new football roll tackle rings in the amount of \$525.
7. Approve Donations from Walmart through recognition of Jennifer Beane, volunteer service:
 - a. \$250 towards the Football Program
 - b. \$250 towards the Fence Project
8. Approved Donation from the Kula Foundation in the amount of \$28.61.
Background information: The donation is from the Red Robin rewards program and will be deposited in the general fund.

The following Finance and Facilities items are for discussion:

9. Approve designation of fund balance for the year ending June 30, 2016 as follows:

a. (Non-spendable) Prepaid Expense/Inventory	\$18,613.00
b. (Restricted) Grants	\$30,605.01
c. (Committed) Trans. to Cap. Reserve – Future Cap. Proj	\$477,243.61
d. (Committed) Curriculum Enhancements	\$1,141,001.00
e. (Committed) PSERS	\$4,193,192.00
f. (Committed) Vehicle/Equipment Replacement	\$194,859.00
g. (Committed) Instrument Replacements	\$30,000.00
h. (Committed) Field House Equipment	\$47,415.00
i. (Assigned) Budgetary Reserve	\$192,601.00
j. (Unassigned)	\$2,587,599.26

January 9, 2017 Board Meeting

Agenda – Page 4

10. Approve Scott C. Painter, George Zeppos, and Mark Boyer as signers for the following approved depositories:

- a. Fulton Bank
- b. Pennsylvania School District Liquid Asset Fund
- c. PLGIT
- d. Wells Fargo
- e. BB&T

11. Approve budget transfers in the amount of \$_____.

12. Approve submission of delinquent real estate tax to ENM Law Group in the amount of \$_____

Background information: The total amount of delinquent tax will be finalized by the January 23, 2017 meeting.

C. Personnel and Policy

MOTION

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

1. RESIGNATIONS/RETIREMENT

a. Professional Staff

- 1) **Patti Armstrong**, Elementary Teacher, (WHEC) retirement, effective the last contract day for teachers in the 2016-17 school year.
- 2) **Melissa Gehman**, Special Education Teacher-Learning Support, JSHS, update effective date of resignation to January 20, 2017.
- 3) **Nicole Wentzel**, Special Education Teacher, JSHS, update effective date of resignation to January 13, 2017.

b. Support Staff

- 1) **Tania Maldonado**, Part-time Food Service Worker, WHEC, resignation effective December 23, 2016.
- 2) **Nicole Ortiz**, Part-time Kindergarten Aide, WHEC, resignation effective January 6, 2017.

2. LEAVE OF ABSENCE

a. Professional Staff

- 1) **Laurie Balatgek**, Librarian, JSHS, end Family Medical Leave, effective January 6, 2017, return to work January 9, 2017.
- 2) **Lauren Darr**, Special Education Teacher, JSHS, Family Medical Leave, effective January 9, 2017 to January 13, 2017, return to work January 17, 2017.
- 3) **Amber Rishel**, School Psychologist, leave of absence effective November 29, to December 5, 2016, return to work December 6, 2016.
- 4) **Sarah Rugg**, Kindergarten Teacher, WHEC, unpaid leave of absence effective December 8, 2016 through June 8, 2017, return to work the first day of the 2017-18 school year.

January 9, 2017 Board Meeting
Agenda – Page 5

- b. Confidential Support Staff
 - 1) **Charisse Steffy**, HR Generalist, update Family Medical Leave, November 7, 2016 to January 2, 2017, return to work January 3, 2017.

3. APPOINTMENTS

- a. Professional Staff
 - 1) **Amanda Budwash**, Special Education Teacher-Learning Support, JSHS, M/Step 8 (\$57,657) pro-rated in accordance with an effective start date of February 6, 2017.
Background information: This position is being filled as the result of a resignation.
 - 2) **Sally McAvoy**, Special Education Teacher-Autistic Support, JSHS, B/Step 3 (\$46,000), effective date to be determined.
Background information: This position is being filled as the result of a resignation.
- b. Support Staff
 - 1) **Aysha Awan**, Paraprofessional, (WHEC) part-time at 6 ½ hours/day, at a wage rate of \$12.00/hr., effective date to be determined based upon successful completion of pre-employment requirements.
Background information: This position is being filled as the result of a resignation.
 - 2) **Katelyn Correll**, Floater Aide, JSHS, part-time at 5 ½ hours/day, at a wage rate of \$12.00/hr., effective date to be determined based upon successful completion of pre-employment requirements.
Background information: This position is being filled as the result of a resignation.
- c. Confidential Support Staff
 - 1) **Rickey Hoffman**, Accountant, District Office, part-time at 27 ½ hours/week (5 ½ hours/day), at an annual wage rate of \$36,000 pro-rated in accordance with an effective start date to be determined pending successful completion of pre-employment requirements.
Background information: This position was approved by the Board at the September 26, 2016 Board Meeting.
 - 2) **Roy Fulkersin**, Systems Support Specialist, District Office, full-time at 37 hours/week, at a wage rate of \$41,000 pro-rated in accordance with an effective start date to be determined pending successful completion of pre-employment requirements.
Background information: This position is being filled as the result departmental re-organization.
 - 3) **Marcia Guinther**, Child Accounting and Central Registration Coordinator, District Office, full-time at 37 hours/week at an annual salary of \$30,500, prorated in accordance with an effective updated start date of January 4, 2017.

4. WORK OUTSIDE CONTRACT HOURS

- a. Professional Staff

January 9, 2017 Board Meeting

Agenda – Page 6

- 1) Request approval for the following teacher to receive compensation for providing instruction in the home to secondary student #204678 from January 3, 2017 to April 3, 2017 at the WAEA work outside contract rate for a maximum of five hours per week.
 - a) **Christine Beidler**
- 2) Request ratification for the following teacher to receive compensation for providing homebound instruction for secondary student #202798 from December 12, 2016 through January 9, 2017 at the WAEA work outside contract rates for a maximum of five hours per week.
 - a) **Teresa Wood**
- 3) Request approval for the following teachers who have agreed to be tutors for the JSHS after school tutoring program scheduled for Tuesday, Wednesday, and Thursday effective January 24, 2017 to May 11, 2017 at the WAEA wage rate for work outside contract hours not to exceed a shared total of 405 hours.
 - a) **Michele Hatt-Ciemiewicz**
 - b) **Chelsea Leber**
 - c) **Meghan Tierney**
- 4) Request ratification approval for the following teachers who have agreed to be tutors for the WHEC after school tutoring program scheduled for Tuesday, Wednesday, and Thursday effective December 13, 2016 to March 30, 2017 at the WAEA wage rate for work outside contract hours not to exceed a shared total of 405 hours.
 - a) **Caitlin Bambrick**
 - b) **Lauren Fiorentino**
 - c) **Donna Fischer**
 - d) **Claire Langdon**
 - e) **Holli Noll**
 - f) **Brianna O'Neil**
 - g) **Erin Tyrrell**
 - h) **NancyLee Chaiko (substitute)**
 - i) **Sarah Cirba (substitute)**
 - j) **Kelly McClennan (substitute)**
 - k) **Amy Miller-Cush (substitute)**
- 5) Requesting approval for the following teachers who have agreed to be tutors for the WREC after school tutoring program scheduled for Tuesday, Wednesday, and Thursday effective December 6, 2016 to March 23, 2017 at the WAEA wage rate for work outside contract hours not to exceed a shared total of 272 hours:
 - a) **Keith Arnold**
 - b) **Shauna Easteadt**
 - c) **Kelly Ferrandino**
 - d) **Michele Hetrich**
 - e) **Erika Homan**
 - f) **Andrea Kupiszewski**

January 9, 2017 Board Meeting

Agenda – Page 7

- g) **Daniel Smith**
- h) **Nancy Boyer (substitute)**
- i) **Bridgette Kozuch (substitute)**

5. SUMMER WORK HOURS

a. Administrative

- 1) Request approval for **Jennifer Mangold**, Supervisor of Assessments and Instructional Interventions, District Office, to receive payment for hours worked outside her contract, 13 days (July 5, 2016 to July 26, 2016) the per diem rate of \$336.36/day. *Background information: Ms. Mangold's additional time was necessary to complete data collection required for mandatory reporting.*

6. WAGE CORRECTIONS

a. Support Staff

- 1) **Rebecca Botvin**, Classroom Instructional Aide, WREC, \$11.10/hr.
- 2) **Audrey Colapreto**, Food Service Worker, JSHS, \$13.96/hr.
- 3) **Elizabeth Perez D'Amico**, Custodian, WREC, \$14.45/hr.
- 4) **Timothy Romig**, Custodian, WHEC, \$12.08/hr.
- 5) **Charles Rothermel**, Paraprofessional, WHEC, \$11.72/hr.
Background information for 1-5: The noted hourly rates are for the 2016-17 school year and are retroactive to July 1, 2016 or the employee's effective date if hired after July 1, 2016. The hourly rates for the above individuals were incorrectly listed in Exhibit B of the AFSCME agreement approved December 5, 2016.

7. WAGE INCREASES

a. Professional Staff

Request approval for the following teacher(s) to receive course credit salary advancement (column movement) in accordance with the terms of the WAEA Collective Bargaining Agreement, per the effective dates noted below:

- 1) **Kelly Keim**, Elementary Teacher, WHEC, M+30/Step 7 to M+45/Step 7 (\$59,763) effective December 1, 2016.

8. VOLUNTEERS

The following Personnel and Policy items are for discussion:

9. POLICIES

First reading of the following policies:

- 336 Personal Necessity Leave – Administrative Employees
- 405 Employment of Substitute Professional Employees
- 436 Personal Necessity Leave – Professional Employees
- 505 Employment of Substitute and Short-Term Employees
- 536 Personal Necessity Leave – Classified Employees

January 9, 2017 Board Meeting
Agenda – Page 8

- X. Old Business – Mr. Painter**
- XI. New Business – Mr. Painter**
- XII. Updates from Organizations**
 - A. WAEA**
 - B. AFSCME**
 - C. WAEF**
 - D. PTA**
- XIII. Adjournment – Mr. Painter**