

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, June 12, 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 – June 19, 2017, 6:00 p.m.
 - Curriculum/Technology Committee Meeting – July 28, 2017, 11:00 a.m.
 - Facilities Committee Meeting – August 1, 2017, 8:00 a.m.
 - Finance Committee Meeting – August 2, 2017, 8:00 a.m.
 - Policy Committee Meeting – August 2, 2017, 3:30 p.m.
 - Personnel Committee Meeting – August 3, 2017, 12:15 p.m.

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

**June 12, 2017 Board Meeting
Agenda – Page 2**

VI. Committee Reports

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

VII. Public Comment – Mr. Painter

Speakers are requested to identify themselves by name and address.

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 1-5:

1. Approve instruction in the home for secondary student ID#300970 from May 31, 2017 to June 7, 2017 for a maximum of 8 hours per week.
2. Approve ESY instruction in the home for secondary student ID#300970 from June 27, 2017 to July 27, 2017 for a maximum of 6 hours per week.
3. Approve request for textbooks for the World Language Department Spanish III & IV.
 - a. *EntreCulturas Level 3*, textbooks and 6-year Explorer bundle subscription, 2016, Wayside Publishing, \$4,532.84.
Background information: This is a budgeted expense for the 2017-18 school year.
4. Approve splitting the Cooking Club by grade levels 7-8, and 9-12 beginning 2017-18 school year.
Background information: This split is necessary to maximize the club experience due to increased student participation. There is no additional cost as the stipend has been split to cover co-advisors.
5. Adjusted summer Work Outside Contract listing to incorporate hours for the Summer School Monitor.
Background information: The hours needed were taken from RTII and reallocated for Summer School Monitoring. No additional hours were added.

June 12, 2017 Board Meeting

Agenda – Page 3

B. Finance and Facilities

MOTION

It is recommended that the Board of School Directors approve the following Finance and Facilities items 1-5:

1. Adopt Final General Fund Budget for 2017-18 on form PDE as follows:

1000 Instruction.....	\$20,076,348
2000 Supporting Services.....	\$10,406,631
3000 Operation of Non-Instructional Services.....	\$ 1,025,068
4000 Facilities, Acquisition & Construction.....	\$ 0
TOTAL GENERAL BUDGET EXPENSES.....	\$35,254,770

5999 Budgetary Reserve.....	\$250,000
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2. Approve 2017 Annual Tax Levy Resolution
Background information: the 2017 tax levy includes a real estate tax of 30.0665 mills on the assessed value of all real property taxable for school purposes, which is an increase of .0% from 2016. All other tax levies are unchanged from 2016.
3. Approve Homestead/Farmstead Resolution
Background information: PDE certified an amount of \$485,046.05 to be used for property tax reduction for 2017-18. The assessed value reduction that must appear as a homestead exclusion for each approved homestead is \$5,926. The real estate tax reduction amount applicable to each approved homestead for 2017-18 is \$178.17, which is an increase of \$1.36 from 2016-17.
4. Approve purchase of replacement indoor freezer unit for the food service department from Edward Don & Company. Total cost of the freezer unit is \$73,174.17.
Background information: Unit will be paid through Food Service fund and Capital Reserve Fund.
5. Approve contract with Security First to upgrade door access system to integrate elevators district-wide in the amount of \$16,788.

The following Finance and Facilities items are for discussion:

6. Approve budget transfers in the amount of \$_____.
7. Approve WAEF donations:
 - a. \$ 4,300 for Calculators for the TI-Nspire Program
 - b. \$163.14 for Optics & Photography Artist in Residence
8. Approve educational placement agreement regarding student ID no. 203573 for 2017-18 ESY tuition agreement at the Hogan Learning Academy at a rate of \$360 per day for the period June 21, 2017 to August 8, 2017.
Background information: This is an increase of \$5 per day over the 2016-17 rate.

June 12, 2017 Board Meeting

Agenda – Page 4

9. Approve service agreement with Keppley Behavioral Consulting for services during 2017-18 ESY at a rate of 85.00 per hour not to exceed 200 hours.

Background information: Keppley's hourly rate is unchanged from 2016-17.

10. Approve depositories for 2017-18:

Fulton Bank
Pennsylvania School District Liquid Asset Fund
PLGIT
Wells Fargo
BB&T

11. Approve BCIU Joint Purchasing bids as follows:

Copy Paper:

Lindenmeyr Munroe	\$
Contract Paper Group	\$
<u>WB Mason</u>	<u>\$</u>
Total	\$

Medical & Nursing Supplies:

Benco Dental Company	\$
C & S Medical Supply	\$
Everything Medical LLC	\$
Henry Schein Inc.	\$
Moore Medical LLC	\$
Pyramid School Products	\$
<u>School Health Corp</u>	<u>\$</u>
Total	\$

Classroom & Office Supplies:

Kurtz Bros	\$
Pyramid School Products	\$
Quill Corp	\$
Standard Stationery Supply	\$
Art Store	\$
Cascade School Supplies	\$
Demco Inc.	\$
National Art & School Supplies	\$
Philips Supply Company	\$
School Specialty	\$
Triarco Arts & Crafts	\$
<u>WB Mason</u>	<u>\$</u>
Total	\$

Art Supplies:

Art Store	\$
Blick Art Materials	\$
Cascade School Supplies	\$
Commercial Art Supply	\$
Kurtz Bros	\$

June 12, 2017 Board Meeting

Agenda – Page 5

National Art & School Supplies	\$
Philips Supply Co.	\$
Pyramid School	\$
S & S Worldwide	\$
School Specialty Inc	\$
Standard Stationery Supply Co	\$
<u>Triarco Arts & Crafts</u>	<u>\$</u>
Total	\$

12. Approved Consolidated Applications for Title I, II, III funds
13. Authorize year-end budget transfers for 2016-17
Background information: The audit for the 2016-17 fiscal year will take place over the summer months into the fall. Preparation for the audit will require additional budget transfer to be made. This agenda item will defer and approve the Business Administrator to authorize all of the necessary budget transfers required for the 2016-17 fiscal year that are needed after June 30, 2017.
14. Approved Myers & Bell as broker or records for property, liability, E&O, umbrella and data breach insurance for 2017-18 and award contracts in the amount of \$87,689 *Background information: This is an increase of 3.66% over the prior year).*
15. Approve _____ as Broker of Record for workmen's compensation for 2017-18 and award contract in the amount of \$_____.
16. Approve 2016-17 tuition rate calculation - \$10,457.41 Elementary/ \$12,208.50 Secondary.
17. Approve Substitute Bus Driver for G & L Transportation (formerly Keystone)
 - a. **Wilma Herrera**
18. Approve Independent Contractor Agreement with Jodi Maryniak, MA, CCC-SLP for speech therapy services during the 2017-18 school year at a rate of \$55 per hour, effective July 1, 2017. *Background information: Ms. Maryniak's hourly rate is unchanged from 2016-17.*
19. Approve three donations for brick pavers in the amount of \$450.
20. Approve nine donations towards the sound system replacement for the A-Field in the amount of \$2,735.
21. Approve purchase of sound system in the amount of \$_____from _____.
Background information: System will be paid through partial donations totaling \$5,035 and general fund.
22. Approve purchase of replacement fitness equipment from Webster's Fitness Products Inc. (COSTARS 14. #14-059) in the amount of \$42,480.

June 12, 2017 Board Meeting

Agenda – Page 6

Background information: equipment will be paid for with committed fund balance for athletic equipment.

23. Approve purchase or Forecast 5 Analytics in the amount of \$6,600.

Background information: Services include license agreements for 5Sight and 5Cast products. Pricing is reduced by \$900 due to Consortium pricing with Berks County IU.

24. Approve the establishment of a \$5 fee for all reprinted W2s.

25. Approve Food Service Budget for 2017-18 in the amount of \$744,721.

26. Approve student lunch prices for the 2017-18 year:

Elementary

	<u>Breakfast</u>	<u>Lunch</u>
Reduced	\$0.30	\$0.40
Paid	\$1.55	\$2.50
Adult	\$2.30	\$3.80

Secondary

	<u>Breakfast</u>	<u>Lunch</u>
Reduced	\$0.30	\$0.40
Paid	\$1.65	\$3.10
Adult	\$2.30	\$3.80

Background information: There is a recommended increase in the student lunch price for elementary of \$.15 and secondary of \$.05. There is also a recommended increase to Adult lunch price of \$.05.

27. Approve purchase of floor stripping machine from Penn Valley Chemical in the amount of \$7,209.83 (COSTAR pricing).

28. Approve JSHS STEM Wing Construction Project.

C. Personnel and Policy

MOTION

It is recommended that the Board of School Directors approve the following Personnel and Policy items 1-11:

1. RESIGNATION

a. Administrative Staff

- 1) **Julia R. Vicente**, Superintendent, effective date to be determined in accordance with the terms and conditions of the employment contract.

**June 12, 2017 Board Meeting
Agenda – Page 7**

2. LEAVE OF ABSENCE

a. Professional Staff

- 1) **Jodi Reardon**, Physical Education Teacher, JSHS, end of Family Medical Leave August 1, 2017, return to work on August 2, 2017.

b. Support Staff

- 1) **Patricia Magrann**, Paraprofessional, WHEC, end of leave of absence June 5, 2017, return to work June 6, 2017.

3. APPOINTMENTS

a. Professional Staff

- 1) **Mindy Devlin**, Autistic Support Teacher, WHEC, B+15/Step 13, \$48,933, effective August 15, 2017.

Background information: Ms. Devlin received her B.S. in Elementary Education Early Childhood from Kutztown University and her Special Education N-12 Certification from Alvernia University. For the last year she has been an Autistic Support Teacher at School District of Lancaster, Price Elementary. This is a new position due to student need.

b. Confidential Support Staff

- 1) **Deborah Weise**, HR Generalist, District-wide, at a prorated annual salary of \$47,500, effective June 27, 2017, pending successful completion of employment requirements.

4. DEPARTMENT CHAIRS

Request approval for the following Department Chairs to share duties for the first quarter of the 2017-18 school year:

a. Special Education Department

- 1) **Christine Beidler**, Grades 7-12, at a stipend of \$218.75
- 2) **Eileen John**, Grades K-6, at a stipend of \$218.75.

5. REQUEST APPROVAL FOR TRAINING/WORK HOURS

a. Professional Staff

Request approval for the following teacher to complete required training and receive compensation at the WAEA work outside contract hourly rate per below:

June 12 and June 13, 2017 Safety Care Training (6 hours each day)

- 1) **Sally McAvoy**

b. Support Staff

Request approval for the following paraprofessionals to complete required training and receive compensation at their regularly hourly rate of pay per below:

June 23, 2017 – CPR/First Aid Training (5 hours)

- 1) **Mary Boyle**
- 2) **Victoria DeFazio**
- 3) **Jillian Disla**

June 12, 2017 Board Meeting

Agenda – Page 8

August 15, 2017 – CPR/First Aid Training (5 hours)

- 1) **Donna Bottiglieri**
- 2) **Glenda Jarrett**
- 3) **Holly Miller**
- 4) **Vicki Mlynar**
- 5) **Schenley Slabonik**

August 21, 2017 – CPR/First Aid Training (5 hours)

- 1) **Jennifer Entzminger**
- 2) **Eve Pardo**
- 3) **Jessica Seyler**
- 4) **Lauren Yelinek**

6. WORK OUTSIDE CONTRACT HOURS

a. Professional Staff

- 1) **Michele Hatt-Ciemiewicz**, Summer School Monitor, WREC, for a maximum of 40 hours, effective June 19, 2017 to July 20, 2017 at the WAEA work outside contract hourly rate.
Background information: These hours were reallocated from the RTII category previously approved on the Summer Hours listing. There is no additional cost.
- 2) **Amy Latourelle**, Certified Trainer to perform CPR/First Aid Training on June 23, 2017; August 15, 2017; and August 21, 2017 for 6 hours/day at the WAEA work outside contract hourly rate.
- 3) **Greta Jones**, to receive compensation for providing instruction in the home for student ID#300970 as follows:
 - a) May 31, 2017 to June 7, 2017 for a maximum of 8 hours per week at the WAEA work outside contract hourly rate.
 - b) ESY from June 27, 2017 to July 27, 2017 for a maximum of 6 hours per week at the WAEA work outside contract hourly rate.
- 4) Request approval for the following teachers to receive compensation for administering final exams to homebound student ID#203304 for a maximum of 1 ½ hours/subject area:
 - a) **Michele Hatt-Ciemiewicz**
 - b) **Timothy Hetrich**
 - c) **Meghan Tierney**

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) **Meghan Tierney**, Math Teacher, JSHS, from B/Step 3 B+15/Step 3 (\$47,480), effective June 1, 2017.

June 12, 2017 Board Meeting

Agenda – Page 9

8. REQUEST APPROVAL OF THE 2017-18 SCHOOL YEAR FALL COACHES AND ASSOCIATED STIPENDS PER ATTACHED.

9. SUBSTITUTES

- a. **Robin Harders**, temporary substitute custodian, District-wide, \$9.25/hr., 32 hrs./week effective June 13, 2017 to August 22, 2017.

10. VOLUNTEERS

11. POLICY

- a. Approve appointment of Susan Larkin and Terrie Taylor as Voting Delegates for the PSBA Delegate Assembly Meeting
Background information: The PSBA Bylaws authorize school districts of the third class to appoint two voting delegates to the 2017 Delegate Assembly, to be appointed by majority vote from among the members of the school district's governing body. This year's meeting of the Assembly will be held on Friday, October 20, 2017.

The following Personnel and Policy items are for discussion:

12. POLICIES

First Reading of the following policy:
808 Food Services

IX. Old Business – Mr. Painter

X. New Business – Mr. Painter

XI. Updates from Organizations

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

XII. Adjournment – Mr. Painter