

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 26, 2017 – 6:15 P.M.
Community Board Room

- I. Call to Order – Mr. 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**

- 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.
- School Board Business Meeting with Committee Reports – August 14, 2017, 6:00 p.m.

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

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VI. Public Comment – Mr. Painter

Speakers are requested to identify themselves by name and address.

VII. Routine Approvals – Mr. Painter

MOTION

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

- May 8, 2017 Business Meeting with Committee Reports
- May 22, 2017 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 May 2017, 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 Projects Accounting Check Summary
- 5) Capital Reserve 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 1-2:

1. Approve applying for a grant through the United States Tennis Association to include tennis in the curriculum for Physical Education and provide an afterschool program.
2. Approve instructional resource for Applied Computers
 - a. Comprehensive Microsoft Office 365 Word 2016 and Excel 2016, Shelly Cashman Services, Vermaat 1st Edition, 2017 in the amount of \$9,578.40.
Background information: The cost of this resource will come from the Curriculum Fund Balance.

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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 1-23:

1. Approve budget transfers in the amount of \$263.
2. Approve WAEF donations:
 - a. \$ 4,300 for Calculators for the TI-Nspire Program
 - b. \$163.14 for Optics & Photography Artist in Residence
3. 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.
4. 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.
5. Approve depositories for 2017-18:
 - Fulton Bank
 - Pennsylvania School District Liquid Asset Fund
 - PLGIT
 - Wells Fargo
 - BB&T

6. Approve BCIU Joint Purchasing bids as follows:

Copy Paper:

Lindenmeyr Munroe	\$ 3,190.40
Office Basics Inc.	\$ 9,439.60
Total	\$12,630.00

Medical & Nursing Supplies:

Benco Dental Company	\$ 157.43
Cintas First Aid & Safety	\$ 3.06
Everything Medical LLC	\$ 693.89
Henry Schein Inc.	\$ 92.97
Medco	\$ 50.11
Moore Medical LLC	\$ 786.31
Pyramid School Products	\$ 38.55
School Nurse Supply Inc.	\$ 85.65
Total	\$ 1,907.97

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Classroom & Office Supplies:

Kurtz Bros	\$ 4,009.72
Pyramid School Products	\$ 1,741.18
Quill Corp	\$ 608.70
Standard Stationery Supply	\$ 1,996.91
Art Store	\$ 1,478.07
Cascade School Supplies	\$ 733.00
Nasco	\$ 622.67
National Art & School Supplies	\$ 2,766.55
Office Basics Inc.	\$ 1,359.20
Phillips Supply Company	\$ 367.57
School Specialty	\$ 1,362.75
Total	\$17,046.32

Art Supplies:

Art Store	\$ 323.64
Blick Art Materials	\$ 354.51
Cascade School Supplies	\$ 157.12
Kurtz Bros	\$ 9.26
Nasco	\$ 1,279.95
National Art & School Supplies	\$ 1,444.26
Pyramid School	\$ 441.85
S & S Worldwide	\$ 41.02
School Specialty Inc	\$ 2,769.57
Standard Stationery Supply Co	\$ 111.52
Triarco Arts & Crafts	\$ 110.88
Total	\$ 7,043.58

7. 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.
8. Approved Myers & Bell as broker of records for property, liability, E&O, umbrella, workmen's compensation and data breach insurance for 2017-18 and award contracts in the amount of \$161,052.
9. Approve 2016-17 tuition rate calculation - \$10,457.41 Elementary/ \$12,208.50 Secondary.
10. Approve Substitute Bus Driver for G & L Transportation (formerly Keystone)
 - a. **Wilma Herrera**
11. 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

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hour, effective July 1, 2017. *Background information: Ms. Maryniak's hourly rate is unchanged from 2016-17.*

12. Approve four donations for brick pavers in the amount of \$1,450.
13. Approve ten donations towards the sound system replacement for the football field in the amount of \$2,835.
14. Approve purchase of sound system for a not-to-exceed amount of \$9,985.
Background information: System will be paid through partial donations totaling \$5,135 and general fund.
15. Approve purchase of replacement fitness equipment from Webster's Fitness Products Inc. (COSTARS 14. #14-059) in the amount of \$42,480.
Background information: equipment will be paid for with committed fund balance for athletic equipment.
16. Approve purchase of 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.
17. Approve the establishment of a \$5 fee for all reprinted W2s.
18. Approve Food Service Budget for 2017-18 in the amount of \$744,721.
19. 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.
20. Approve purchase of floor stripping machine from Penn Valley Chemical in the amount of \$7,209.83 (COSTAR pricing).
21. Approve JSHS STEM Wing Construction Project

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22. Approve Contract for Professional Services with PSBA for Superintendent search in the amount of \$5,000.
23. Approve contract for STAR 360, a three-year agreement for all products and services for all three buildings and professional in the amount of \$66,525.
Background information: STAR 360 is a screening and progress monitoring tool for reading and math. It will enable teachers to screen students for their current performance levels and to progress monitor students receiving intervention support services. STAR 360 is aligned to PA Common Core Standards and will enable teachers to monitor students' progress toward state standards throughout the year. This is a cost savings of \$11,000 due to consortium pricing through BCIU. The cost will be paid out of curriculum fund balance. Additional cost savings are anticipated through the elimination of other assessment programs during the 2017-18 school year.

C. Personnel and Policy

MOTION

It is recommended that the Board of School Directors approve the following Personnel and Policy items 1-13:

1. APPROVE MEMORANDUM OF UNDERSTANDING BETWEEN THE WYOMISSING AREA SCHOOL DISTRICT AND THE DISTRICT COUNCIL 88, LOCAL 1615 AMERICAN FEDERATION OF STATE, COUNTY, AND MUNICIPAL EMPLOYEES, AFL-CIO.
2. RETIREMENT/RESIGNATION/TERMINATION
 - a. Administrative Staff
 - 1) **Julia R. Vicente**, Superintendent, update effective date of resignation to July 31, 2017.
 - b. Athletic Staff
 - 1) **Peter McGowan**, Girls' Varsity Volleyball Assistant Coach, resignation effective October 18, 2016.
 - 2) **Chelsea Leber**, Assistant JH Softball Coach, resignation effective May 18, 2017.
3. LEAVE OF ABSENCE
 - a. Professional Staff
 - 1) **Colleen Reinecker**, Special Education Teacher, JSHS, Family Medical Leave, on or about October 26, 2017, followed by a leave of absence with a return to work of August 2, 2018.
 - 2) **Sarah Rugg**, Kindergarten Teacher, WHEC, end of leave of absence effective August 1, 2017, return to work August 2, 2017.
 - b. Support Staff
 - 1) **Timothy Antosy**, Custodian, WHEC, unpaid leave of absence June 9, 2017 to June 16, 2017, return to work June 19, 2017.
 - 2) **Deirdre Emes**, Buildings & Grounds/IT Specialist, unpaid leave of absence June 27, 2017 to June 30, 2017, return to work July 3, 2017.

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4. APPOINTMENTS

a. Administrative Staff

- 1) **Lynette R. Waller**, Acting Superintendent, effective August 1, 2017 to July 31, 2018, at a per diem rate of \$621.96
Background information: Per PDE requirements, an appointment of an Acting Superintendent may not extend beyond one calendar year. Mrs. Waller will serve until the appointment of a new Superintendent.

b. Professional Staff

- 1) **Taia Bachman**, Chemistry Teacher, JSBS, at a wage rate based upon B/Step 3 (\$46,420), effective August 15, 2017, pending successful completion of required employment paperwork.
Background information: Ms. Bachman received a B.A. in Chemistry and Psychology from Franklin and Marshall College and her Secondary School Education certification from Alvernia University. She was previously a teacher for Gillingham Charter School.
- 2) **Mindy Devlin**, Autistic Support Teacher, WHEC, B+15/Step 4, \$48,933, effective August 15, 2017.
Background information: Corrects Step identifier from approval at the June 12, 2017 Board meeting, but has no effect on actual salary.
- 3) **Julie Gulling**, French Teacher, JSBS at a wage rate based upon B+15/Step 3 (\$47,900), effective August 15, 2017, pending successful completion of required employment paperwork.
Background information: Ms. Gulling received her B.A. in French and Liberal Arts from Saint Vincent College and certification in French K-12 Education from Albright College. She has been a French Teacher at Holy Name/Berks Catholic High School since 2009.
- 4) **Lauren Kern**, Science Teacher, JSBS, at a wage rate based upon B/Step 3 (\$46,420), effective August 15, 2017, pending successful completion of required employment paperwork.
Background information: Ms. Kern graduated from Alvernia University in May 2017 with a B.A. in Middle Level Education: Math and Science. She completed her student teaching at the JSBS.
- 5) **Kelli Kilhullen**, Kindergarten Teacher, WHEC, at a wage rate based upon B/Step 3 (\$46,420), effective August 15, 2017.
Background information: Ms. Kilhullen graduated from Penn State University-Berks Campus with a B.S. in Childhood Education and Early Adolescent Education. She was a long-term substitute in the District last year.
- 6) **Alexander Krick**, Mathematics Teacher, JSBS, at a wage rate based upon M/Step 4 (\$54,381), effective August 15, 2017, pending successful completion of required employment paperwork.

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Background information: Mr. Krick graduated from Penn State University with a B.S. in Mathematics Education. He received his Master's degree from DeSales University in Educational Technology. He was most recently employed by the Antietam School District.

- 7) **Sara Price**, Elementary Teacher, Summer STEAM Academy, rescind appointment.

Background information: There was no enrollment in the class offered; therefore, Ms. Price's services were not needed for Summer STEAM Academy.

- 8) **Katherine Wheaton**, Kindergarten Teacher, WHEC, at a wage rate based upon B/Step 3 (\$46,420), pending successful completion of required employment paperwork.

Background information: Ms. Wheaton graduated from Kutztown University with a degree in Elementary Education, certification in Grades PK-4. She was previously employed by the Reading School District as a third grade teacher at Lauer's Park Elementary.

5. APPROVAL OF INTERN HOURS FOR THE FISCAL YEAR 2017-18 PER BELOW:

- a. **Matthew Baratta**, District-wide, \$10.50/hour, effective July 1, 2017 to June 30, 2018, not to exceed a total of a total of 1,200 hours.
- b. **Jacob Schaefer**, District-wide, \$10.50/hour, effective July 1, 2017 to June 30, 2018, not to exceed a total of a total of 1,200 hours.

6. POSITION CHANGE/TRANSFER

a. Professional Staff

- 1) **Sarah Rugg**, Kindergarten Teacher to Grade 1 Teacher, WHEC, effective the 2017-18 school year, no change is wages.

7. INCREASE IN HOURS

a. Professional Staff

- 1) **Devon Benensky**, .6 English Teacher, JSHS to full-time English Teacher, JSHS, effective August 22, 2017, no change to salary step on the WAEA 2017-18 salary schedule.

Background information: This additional .4 position was approved in the 2017-18 budget.

8. 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) **William Dramby**, JSHS, from M+15/Step 13 to M+30/Step 13 (\$74,929) effective the 2017-18 school year.

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- 2) **Chris Nugent**, JSHS, from M/Step 12 to M+15/Step 12 (\$71,372) effective the 2017-18 school year.
- b. Support Staff
 - 1) **Elizabeth Perez D’Amico**, Custodian, WREC, \$14.67/hr., retroactive to July 1, 2016 per agreement with AFSCME.
- c. REQUEST APPROVAL FOR THE FOLLOWING STAFF WAGES FOR THE FISCAL YEAR OF JULY 1, 2017 TO JUNE 30, 2018 PER THE ATTACHED.
 - 1) Administrative Staff
 - 2) Professional Staff
 - 3) Support Staff
 - 4) Confidential Staff
 - 5) Non-supervisory Staff

9. ADDITIONAL WAGES

- a. Confidential Staff
 - 1) **Charmaine Beck**, Benefits Coordinator, stipend of \$1,150.
 - 2) **Shelley Filer**, Administrative Assistant to the Superintendent, stipend of \$1,350.

Background information: These stipends are to compensate Mrs. Beck and Mrs. Filer for assuming and fulfilling responsibilities of the Human Resources Department in the interim following the retirement of the HR Generalist and the start date of her replacement.

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

11. REQUEST APPROVAL OF THE 2017-18 SCHOOL YEAR CO-CURRICULAR ADVISORS AND ASSOCIATED STIPENDS PER ATTACHED.

12. VOLUNTEERS

13. POLICIES

Second reading and adoption of the following policies:
808 Food Service

IX. Old Business – Mr. Painter

X. New Business – Mr. Painter

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XI. Right to Know Requests – Mr. Painter

RTK Request	Date of Request	Solicitor Fees	Staff Assigned	Staff Hours
Please supply a list all evacuations (actual and practice drill) to the Afield/Football Field that have been made by the JSHS Staff and Students in the last 10-15 years. Please include date, time and reason.	5/19/2017		M. Boyer C. Jones	0.25
What is the percentage of “illegal aliens” enrolled as students at Wyomissing school district.	5/25/2017		M. Boyer	0.50
Resignation letter of Julia R. Vicente	6/14/2017		M. Boyer	0.25
All personal files	6/20/2017			

XII. Updates from Organizations – Mr. Painter

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

XIII. Adjournment – Mr. Painter