

WYOMISSING AREA SCHOOL DISTRICT 2011-4319

Minutes June 13, 2011

The regular meeting with committee reports of the Board of School Directors convened at 6:01 p.m. in the Community Board Room of the Jr./Sr. High School with Mrs. Davis, Board President, presiding.

PLEDGE OF ALLEGIANCE

Following the pledge of allegiance, Mrs. Davis asked if anyone would be recording the meeting. No one indicated the intent to record.

Board Members Present:

Mrs. Bamberger, Mrs. Davis, Mr. Fitzgerald, Mr. Larkin, Mr. Painter, Mr. Portner, Mrs. Sakmann and Mrs. Seltzer.

Board Member Absent

Mrs. Helm

Administrative Staff Present:

Mr. Krem, Mrs. Vicente, Mrs. Mason, Mr. Fries, Mrs. Morett, and Mrs. Motze.

Attendees:

Mr. Brian Boland, Kozloff Stoudt, Mr. David Kostival, Reading Eagle, and Shelley Filer, recording secretary. Audience sign-in sheet included as part of these official minutes.

MEETING ANNOUNCEMENTS

Following the roll call by the Board secretary, Mrs. Davis welcomed everyone and noted that there will be no committee meetings in the month of July.

The following meeting schedules and locations were announced.

- School Board Meeting – June 27, 2011, 7:00 p.m.

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

STUDENT ATHLETE RECOGNITION

Mrs. Davis read a proclamation recognizing the season achievements of the boys' tennis team. A copy of the proclamation is included in these official minutes.

RECOGNITION OF RETIREES

The following individuals who retired during the 2010-2011 school year were honored:

Tammy Lobaugh and Carolyn Okla, teachers from Wyomissing Hills Elementary; Richard Schlegel, Buildings & Grounds Department; Karl Schneiderhan, van driver; Judy Simmons, food service and crossing guard; Barbara Troxel, Coordinator of Child Accounting & Central Registration; and Betty Youndt, Jr./Sr. High School Principal's Secretary.

Each was presented with an engraved clock and a resolution which is included in these official minutes. Mrs. Davis announced a 10-minute recess to enjoy refreshments and congratulate the retirees.

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COMMITTEE REPORTS

- A. Finance – Mrs. Mason announced that the Finance Committee meeting was held on June 6. Most of what was discussed are agenda items for this meeting. It was decided there would be no meeting in July. Additional topics included the installation of the Smartboards at WREC and the canopy for the WREC project.
- B. Facilities – Mr. Larkin reported that the Facilities Committee meeting was held on June 6. Board members toured WREC on June 8. Despite a tight timeframe for completion, progress has been moving along well. He expects the building to open on time. He commended Mr. Fries, Dick Brown, and the contractors for their work. He also reported that all capital projects underway for the District are necessary repairs.
- C. Curriculum – Mrs. Sakmann reported there was no June meeting.
- D. Technology – Mr. Fitzgerald reported that personnel items were discussed at the June 6 meeting. There will be no July meeting.
- E. Personnel – Mr. Painter reported that interviews for the JSHS Assistant Principal and WHEC Principal would be commencing soon.
- F. Policy – Mr. Portner reported that the Policy Committee met on June 7. The three policies remaining under review are: Dress and Grooming, Professional Sexual Misconduct and Student Wellness.
- G. Ad Hoc Committees
 - Community Relations – Mrs. Seltzer reported the committee met on May 31. Their focus has shifted from communication to bullying. The next meeting will be in the fall.
 - Economic Development – Mrs. Bamberger reported that the last meeting was May 11. The committee is excited with the hiring of the Director of Development. In light of this hiring, the committee will be dissolved. Mrs. Bamberger recommended that the Director report to the Board through the Finance Committee. She thanked committee members for their participation and hard work.
- H. Berks County Intermediate Unit Board Report – Mrs. Seltzer reported there is a meeting June 16.
- I. Berks Career & Technology Center Board Report – Mr. Painter that the budget was approved at the last meeting. The next meeting is

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June 22.

J. Berks EIT Report – No report.

K. Wyomissing Area Education Foundation – Mrs. Bamberger reported that the “Toast to the Teacher” was very successful and surpassed the Foundation’s expectations.

L. Legislative Report – No report

PUBLIC COMMENT None

SUPERINTENDENT’S REPORT

A. CURRICULUM/ TECHNOLOGY

Upon a motion by Mrs. Sakmann and second by Mrs. Seltzer, the following Curriculum and Technology items were approved:

1. Approved secondary student #204482 to complete 2010-11 school year without payment of tuition, in accordance with Policy 202.
Background information: Parents moved from district within 60 days prior to the end of the school year.
2. Approved secondary student #204204 to complete 2010-11 school year without payment of tuition, in accordance with Policy 202.
Background information: Parents moved from district within 60 days prior to the end of the school year.
3. Approved homebound instruction for secondary student #200123 for four hours per week, effective May 17 – June 3, 2011.

Yeas: Bamberger, Fitzgerald, Larkin, Painter, Portner, Sakmann, Seltzer and Davis.

Absent: Helm

Nays: None. Motion carried.

B. FINANCE/ FACILITIES

Upon a motion by Mr. Painter and second by Mr. Portner, the following Finance and Facilities items were approved:

1. Approved Budget Transfers in the amount of \$15,200.
2. Approved year end Budget Transfers for 2010-11.
Background information: The audit for the 2010-11 fiscal year will take place over the summer months into the fall.

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Preparation for the audit will require additional budget transfers to be made. This agenda item will defer and approve the Director of Business Affairs to authorize all of the necessary budgetary transfers required for the 2010-11 fiscal year that are needed after June 30, 2011.

3. Approved Berks County Joint Purchasing bids for trash removal.
4-yard trash dumpster \$15.92 per pick-up
4-yard paper/cardboard recycling dumpster \$15.77 per pick-up
Background information: This is a two-year bid beginning July 1, 2011 through June 30, 2013. The trash dumpster pricing is an increase of \$1.00 per pick-up. The recycling dumpster pricing includes service for material that was previously managed in two separate dumpsters and is a net increase of \$1.61 per pick-up.
4. Approved Caron Contract for 2011-12 in the amount of \$8,657.
Background information: This contract includes drug and alcohol prevention and intervention, student evaluations and SAP team consultations at a cost of \$8,657 per year for a full day service each week.
5. Approved Myers and Bell Insurance Agency, Inc. as Broker of Record for the 2011-12 school year.
6. Approved School District Depositories for 2011-12:

Fulton Bank
PA School District Liquid Asset Fund
PLGIT
Wachovia Bank
7. Approved tuition rates for 2010-11 - \$10,111.87 elementary, \$11,557.71 secondary.
Background information: The tuition charge(s) for the fiscal year ending June 30, 2010, are based on the school's annual financial report and child accounting attendance reports submitted by the chief school administrator of the school district for the preceding school year which ended June 30, 2009. This charge(s) has been calculated in accordance with the provisions of Section 2561 of the PA Public School Code of 1949, as amended.
8. Approved BCIU Agreement rates for 2011-12 programs and services – Alternative Education: \$77/ hour, Emotional

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Support: \$160/hour. See attachments for Early Intervention and Special Education rates.

Background information: All rates are unchanged from last school year.

9. Approved Interscholastic student insurance premium in the amount of \$6,875.
Background information: There is no increase from last year. Coverage is through American Management Advisors, Inc.
10. Approved KDI for the furnishing and delivery of the District-Wide Optimized Print Services Program in the amount of \$270,470.
11. Approved contract with Haverford Systems for installation of interactive whiteboards at WREC at a cost of \$18,848 per COSTARS contract 003-099.
12. Authorized administration to accept bids for the HVAC project at WHEC.
13. Approved due process settlement in the amount of \$26,000 for 2011-12.
14. Approved Ernest Werstler to serve as Interim Director of Business Affairs for the period June 21, 2011 to August 1, 2011.
15. Approved the following donations from the Wyomissing Area Education Foundation:
 - \$1493.91 to be used for the purchase of equipment for the classroom response system to be used at the JSHS.
 - \$1,088 to be used for training pay for teachers for the classroom response system at the JSHS.
 - \$1,888.18 in EITC Funds to be used towards the installation of interactive whiteboards at WREC.
 - \$4,893.40 to be used for the purchase of a set of 20 TI-nspire graphing calculators and the accompanying Navigator System to be used at the JSHS.
16. Approved SDFSA Grant in the amount of \$9,423.
Background information: This grant is to cover the cost of training nine JSHS staff members to become part of the SAP team. The basis of the request for the grant is to improve school attendance and reduce the number of disciplinary

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infractions which will positively impact academic achievement.

- 17. Approved Rotary District Simplified Grant in the amount of \$2,241.46 to be used for the purchase of document cameras for WREC.

Background information: With the assistance of a projector and a screen, the document cameras display hard copies of written notes, documents, diagrams and other objects without the need for transparencies.

- 18. Approved \$0.10 increase to student and adult lunch prices for the 2011-12 school year.

Background Information: The increase in the lunch rate is needed because of the rise in food costs.

- 19. Approved Food Service Budget for 2011-12.

- 20. Adopted Final General Fund Budget for 2011-12.

The Final General Fund Budget for the following expenditures is recommended for approval:

1000 Instruction.....	\$15,580,335
2000 Supporting Services.....	9,089,914
3000 Operation of Non-Instructional Services....	823,133
4000 Facilities, Acquisition & Construction.....	-0-
<u>5000 Financing Uses</u>	<u>4,590,366</u>
TOTAL GENERAL BUDGET EXPENSES.....	\$30,083,748

and that the Board re-enact the following local taxes for the 2011-12 school year:

- 1. Real Estate Tax.....28.2845 Mills
- 2. Local Services Tax (to a maximum of)..... \$10.00
 - Wyomissing Borough..... \$5.00
 - West Reading Borough..... \$5.00
- 3. Earned Income Tax..... 1.0%
- 4. Business Privilege Tax (to a maximum of)..... 1.5 Mills
- 5. Per Capita Tax, Act 679 Capita Tax, Act 679..... \$5.00
- 6. Per Capita Tax, Act 511 (to a maximum of)..... \$10.00
 - Wyomissing Borough..... \$5.00
 - West Reading Borough..... \$5.00
- 7. Real Estate Transfer Tax (to a maximum of)..... 1.0%
 - Wyomissing Borough..... .5%
 - West Reading Borough..... .5%

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The budget includes all staff positions and salaries, and requires a .3905 mill tax increase

Mrs. Mason commented that as part of a new process we must follow in accordance with our Policy 620 – Fund Balance, and the GASB regulation that goes into effect this year, with adoption of this budget the Board is committing \$1.2 million for future PSERS’s payments. If the Board chooses to allocate more funds following the 2010-11 audit is adopted, they may do so at that time.

Mrs. Davis commended Mrs. Mason and Mr. Griscom for their work in reducing the District-Wide Optimized Print Services Program at a savings of \$70,000 per year from our current contract.

Yeas: Bamberger, Fitzgerald, Larkin, Painter, Portner, Sakmann, Seltzer and Davis.

Absent: Helm

Nays: None. Motion carried.

**C. PERSONNEL/
POLICY**

Upon a motion by Mr. Painter, second by Mrs. Seltzer, the following Personnel/Policy items were approved:

Mrs. Davis thanked Dr. Speace and Mr. Roberts for their service to the District.

Mr. Painter clarified that the amount being paid for the services of Mr. Alvarez did not exceed the \$65,000 budgeted figure although the allocation is listed differently.

1. POSITION GUIDES

a. Confidential Support Staff

- 1) Bookkeeper (new)
- 2) Human Resources Generalist (new)
- 3) Enterprise Systems Engineer (formerly Technology Services Coordinator)
- 4) Technology Systems Technician (formerly Network Communications Specialist)
- 5) IT Support Specialist (new)

2. APPOINTMENTS

a. Administrative

- 1) **Tony Alvarez**, Special Education Teacher at the JSHS, to perform duties of teacher on assignment as Interim Dean of Students, with no change in base professional salary or benefits, with a stipend of \$6,180, effective the 2011-12 school year.

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- 2) **Corey E. Jones**, Junior-Senior High School Principal, \$105,000 per year, effective July 1, 2011, pending receipt of necessary documentation.

Background Information: Mr. Jones is currently working on his Doctorate at Immaculata University. He earned his Master's in Educational Leadership at Wilkes University and his Bachelor of Science in Education at Shippensburg University. Since 2008 to present, Mr. Jones has been employed by the Spring-Ford School District as the High School House Principal. Prior to this time, he was the High School Principal at Conestoga Valley School District from 2006-08 and the High School Assistant Principal/Director of Athletics at Tulpehocken Area School District from 2005-06. Mr. Jones was the Dean of Students and taught junior high Social Studies at Exeter Township School District from 1999-2005. He will be replacing Dr. Speace.

- 3) **Theresa C. Lampe**, Director of Development, \$90,000 per year pro-rated, effective date to be determined, pending receipt of necessary documentation.

Background Information: Since January 2009, Ms. Lampe has been the Director of Development for the Pottstown School District and the Executive Director for the Foundation for Pottstown Education. Prior to this time, she was the Economic Development Director for the Borough of Pottstown, the Executive Deputy Director and the Brownfields Development Manager, Community and Economic Development, for the Berks County Industrial Development Authority. Ms. Lampe's salary for the 2011-12 year is being fully funded by donated monies.

b. Confidential Support Staff

- 1) **Janice L. Szilli**, full-time Bookkeeper at the District Office, \$37,000 per year, pro-rated, effective June 20, 2011, pending receipt of necessary documentation.
- 2) **Michael L. Matz**, transfer from Technology Services Coordinator to Enterprise Systems Engineer, \$65,000 per year, effective July 1, 2011.

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- 3) **Matthew J. McGowan**, transfer from Apple Web Systems Specialist to Technology Systems Technician, \$40,000 per year, effective July 1, 2011.

c. **CHANGE IN HOURS**

- 1) **Charles R. Hiestand, III**, Information Technology Intern, \$10.00/hr., change from not to exceed 266.5 hours, to not to exceed 306.5 hours, effective May 9 – June 30, 2011.
Background Information: Funds for the Information Technology Intern are through contracted services and were already budgeted for 2010-11.

Yeas: Bamberger, Fitzgerald, Larkin, Painter, Portner, Sakmann, Seltzer and Davis.

Absent: Helm

Nays: None. Motion carried.

The remaining Personnel and Policy items were opened for discussion. Mr. Painter asked for clarification on the process for granting professional status to the temporary professional employees. Mr. Krem indicated that it would be discussed in Executive Session.

OLD BUSINESS

None.

NEW BUSINESS

Mrs. Davis stated that interviews for the JSBS Assistant Principal/Athletic Director and WHEC Principal will be upcoming.

HEARING FROM WAEA

None.

HEARING FROM AFSCME

None.

HEARING FROM WAEF

None.

ADJOURNMENT

A motion was made by Mrs. Seltzer, seconded by Mr. Fitzgerald to adjourn at 6:41 p.m. Mrs. Davis announced that an Executive Session would be held immediately following the meeting.

Corinne D. Mason
Board Secretary