

WYOMISSING AREA SCHOOL DISTRICT 2006-3757

Minutes January 23, 2006

The regular meeting of the Board of School Directors convened at 7:33 p.m. in the Community Board Room with Mr. Snyder, Board President, presiding.

Board Members Present: Mrs. Barnett, Mr. Deem, Mr. Fitzgerald, Mr. Hinsey, Mr. Larkin, Dr. Shuttlesworth, Mrs. Sakmann, Mrs. McCready, and Mr. Snyder.

Administrative Staff Present: Dr. Dietz, Dr. Riedel, Dr. Kennedy, Mr. McDonnell, and Mr. Dawson.

Attendees: Mr. Boland, Kozloff Stoudt and Mr. Darren Youker, Reading Eagle.
See list of attendees included as part of these official minutes.

PLEDGE OF ALLEGIANCE

Mr. Snyder called the meeting to order and announced an executive session was held on January 17, 2006, at the conclusion of the work session and no action was taken by the Board. He announced the Board would meet in executive session after the board meeting for personnel reasons and no action would be taken.

PUBLIC COMMENT

None.

APPROVED MEETING MINUTES

Upon motion by Mr. Deem, and second by Mrs. Sakmann, the minutes of the following meetings were approved as presented and included as part of these official minutes.

December 5, 2005 Reorganization Board Meeting

RATIFIED FINANCIAL REPORTS

Upon motion by Mrs. Barnett, and second by Dr. Shuttlesworth, payment of properly approved vendor invoices for the General Fund, and 2001 and 2003 G.O. Bond, November and December 2005 and January 2006 were approved.

Yeas: Barnett, Deem, Fitzgerald, Hinsey, Larkin, McCready, Sakmann, Shuttlesworth, and Snyder.

Nays: None. Motion carried.

CORRESPONDENCE

Dr. Dietz read a letter from a parent thanking the district for assisting in the October 30 Fitzzy 5K Run/Walk. He also reported that an email was received from a Wyomissing Hills Elementary Center parent, praising the staff members for their outstanding work in assisting their child.

SUPERINTENDENT'S UPDATES

Dr. Dietz reported on the district goals, explaining 13 tasks were completed since the last update.

SUPERINTENDENT'S REPORT

Prior to reviewing his report, Dr. Dietz commented on the additional items on the addendum for the Board's approval that includes the appointment of professional staff members Andrew Hoffert and Jennifer Lengel, and the bid award to Weidenhammer Systems for the district telecommunications system.

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In addition, it was pointed out that Policy 137.1 was distributed prior to the meeting and is included in the Superintendent's Report as a second reading/adoption.

APPROVED SUPERINTENDENT'S REPORT

Upon motion by Mrs. Sakmann, second by Mrs. Barnett, the Superintendent's report, including the addendum, was approved and included as part of these official minutes.

Yeas: Barnett, Deem, Fitzgerald, Hinsey, Larkin, McCready, Sakmann, Shuttlesworth, and Snyder.

Nays: None. Motion carried.

FINANCE

DEBT SERVICE FOR JR./SR. HIGH PROJECT

Mr. McDonnell reported on the debt service needs and borrowing an additional \$1.4 million for the high school project. He commented that there was no action that needed to be taken this evening, but indicated he was working with RBC Dain Rauscher on funding options and would bring additional information to the next meeting. He also distributed a debt service schedule outlining the repayment of the additional \$1.4 million without any impact on increasing tax millage.

FACILITIES

SPEC. ED./BUSINESS OFFICE/ TECH. PROJECT

Dr. Dietz distributed a draft scope of the project provided by Crabtree Rohrbaugh Architects.

Dr. Shuttlesworth commented that he would be meeting with Mr. McDonnell and Mr. Larkin regarding a financing plan for the project, and the Finance and Facilities liaisons would be meeting with administration to discuss needs assessment for the project and possible options. After those meetings take place, the liaisons will report to the Board at the February work session.

The Superintendent commented on the possibility of utilizing the Board Room on a temporary basis for relocation of the copy center to avoid costs associated with the renovation of the district office storage area.

President Snyder reported that he didn't think it would be a problem to relocate Board meetings to the cafeteria on a temporary basis during the project.

SCHOOL ACTIVITIES & ATHLETICS

APPROVED SPRING ATHLETIC COACHES' LIST

A motion was made by Mr. Fitzgerald and seconded by Mr. Deem to approve the spring athletic coaches' list for 2005-06.

Yeas: Barnett, Deem, Fitzgerald, Hinsey, Larkin, Sakmann, Shuttlesworth, and Snyder.

Abstain: McCready

Nays: None. Motion carried.

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TECHNOLOGY

Mr. Snyder commented that although he didn't initially appoint a technology liaison, after discussion with Board members, he is appointing Mrs. Sakmann and Mr. Fitzgerald as co-liaisons for technology.

SCHOOL BOARD MEMBER REPORTS

Mr. Larkin reported on the last meeting at the Berks Career & Technology Center.

Mrs. McCready announced the next EIT Board meeting is January 24. She reminded Mrs. Barnett that she is the alternate representative, and Mrs. Barnett requested a list of the future meetings that Mrs. McCready will supply.

Mr. Snyder indicated the BCIU newsletter, which detailed events, was shared with the Board members.

Mr. Snyder announced there is a legislative session scheduled at the BCIU for February 2, 2006.

Mrs. Sakmann announced the WAEF gift giving campaign has begun and they are pleased with the progress thus far.

Dr. Dietz indicated there is no report for the Joint Borough Partnership, but he will be contacting Mr. Scribner to schedule a meeting.

Mr. Snyder announced the dates for the next two meetings on February 21 and February 27, 2006.

OLD BUSINESS

None.

NEW BUSINESS

Dr. Dietz announced that it is "Board Recognition Month." He distributed materials provided by PSBA to honor Board members for their service to the district.

PUBLIC COMMENT

None.

ADJOURNMENT

There being no further business, a motion was made by Mrs. Barnett and seconded by Mr. Larkin to adjourn to executive session at 8:07 p.m.

Arthur J. McDonnell
Board Secretary

SUPERINTENDENT'S REPORT

To: Members of the Board of School Directors

The superintendent respectfully submits the following information and recommendations for Board approval:

I. Personnel

A) EMPLOYEE

1. Approve Professional Staff Resignation – **Tamzen Didyong**, Itinerant Learning Support Teacher and Transition Coordinator at the Jr./Sr. High School, resignation letter December 19, 2005, resignation effective in 60 days or as soon as position is filled.
2. Approve Professional Staff Retirements –
 - a. **L. Terry Kennedy**, Secondary Science Teacher, effective at the end of the 2005-06 school year.
 - b. **James E. Stephens**, Secondary Technology Education Teacher, effective at the end of the 2005-06 school year.

Background Information: The administration is appreciative of Mr. Kennedy and Mr. Stephens' early notification of their retirements.

3. Approve Support Staff Resignations –
 - a. **Anne Spayd**, custodian/inventory specialist, effective December 7, 2005.
 - b. **Charles Moore**, custodian, effective January 9, 2006.
4. Approve Professional Staff Appointments – [See addendum to Superintendent's Report.]
 - a. _____ Itinerant Learning Support Teacher and Transition Coordinator at the Jr./Sr. High School effective _____ at an annual salary to be determined by the new contract, based on a _____, Step ____ position.
 - b. _____ Elementary Spanish Teacher at Wyomissing Hills Elementary Center effective _____ at an annual salary to be determined by the new contract, based on a _____, Step ____ position.
5. Approve Support Staff Appointments –
 - a. **William Harcar**, custodian, 12-month per year, full-time, first shift at the Jr./Sr. High School for 8 hours per day at \$11.12 per hour, effective January 2, 2006.
 - b. **Maryann Reiver**, custodian, 12-month per year, full-time, second-shift at the Jr./Sr. High School for 8 hours per day at \$10.41 per hour, effective February 6, 2006.
 - c. **Barry Matz**, custodian/inventory specialist, 12-month per year, full-time, first-shift at the Jr./Sr. High School for 8 hours per day at \$12.47 per hour, effective January 17, 2006.
6. Approve After-School Support Program Instructors at West Reading Elementary Center – The following instructors will provide a maximum of 2 sessions per week (not to exceed 20 hours) of after-school instruction in reading or math effective January 18, 2006, at \$28/hour. Any

currently employed teacher or approved professional staff substitute may serve as an after-school program substitute at the rate of \$28 per hour.

- a. **Andrea Bensusan** – 6th grade reading
 - b. **Lucinda Schaeffer** – 6th grade math
 - c. **Erica Homan** – 5th grade math
 - d. **Mary Rebecca Freymoyer** – 5th grade reading
7. Approve After-School Support Program Instructors at Wyomissing Hills Elementary Center – The following instructors will provide a maximum of 3 hours per week (not to exceed 24 hours) of after-school instruction in reading or math effective January 24, 2006, at \$28/hour. Any currently employed teacher or approved professional staff substitute may serve as an after-school program substitute at the rate of \$28 per hour.
- a. **Jill Heckler** – 3rd grade math
 - b. **Jill Wojciechowski** – 4th grade math
 - c. **Nancy Robinson** – 2nd grade reading
 - d. **Andrea Boerger** – 2nd grade reading
 - e. **Stephanie Heffner** – 3rd grade reading
 - f. **Karen Sichak** – 4th grade reading
8. Approve After-School Support Program Instructor Substitute – **Nancy Robinson**, substituted for the approved after-school program at Wyomissing Hills Elementary Center on December 1, 2005, for one hour at the rate of \$28.
9. Approve Establishing of Substitute Rate for Maintenance Worker – base rate \$9.65 per hour, with an increase after 10 consecutive days substituting for the same person, to \$10.39 per hour retroactive to the first day.
10. Approve SAT Tutorial Class Instructor Appointments –
- a. **Joan Matthews**, Verbal Instructor, \$28 per hour for a maximum of 10 hours beginning February 2006.
 - b. **Christine Orzechowski**, Verbal Instructor, \$28 per hour for a maximum of 10 hours beginning February 2006.
 - c. **Thomas Ritter**, Math Instructor, \$28 per hour for a maximum of 10 hours beginning February 2006.
 - d. **Peter Minear**, Math Instructor, \$28 per hour for a maximum of 10 hours beginning February 2006.
- Background Information: The SAT test will take place on April 1, 2006. The number of teachers required will be determined based on the number of students that register to participate in the tutorial classes. A student fee is charged to attend.*
11. Approve Homebound Instructor – **Lucinda Schaeffer**, special education teacher, to provide homebound instruction for one grade 5 student for a maximum of 5 hours per week effective January 2, 2006, to approximately February 3, 2006, at a rate of \$28 per hour.

12. Approve Extension of Maternity/Child Rearing Leave – **Maria Gernert**, Secondary Spanish Teacher, requested an extension of her previously approved leave. She has requested a change from January 2, 2006, to the first day of the third quarter.
13. Approve Emergency “On-Call” Stipend – \$600 stipend for the 2005-06 school year to **William Hartman, Jr./Sr.** High School Principal.
14. Ratify Support Staff Unpaid Leaves –
 - a. **Tonya Miller**, part-time ESL Aide at Wyomissing Hills Elementary Center, unpaid leave for December 23, 2005, and January 2, 3, 4, 5, & 6, 2006.
 - b. **Sheila Nastro**, crossing guard, unpaid leave for January 4, 5, 6, 9, and 10, 2006.
 - c. **Grace Long**, Special Education Instructional Aide at West Reading Elementary Center, unpaid leave from October 25, 2005, to December 20, 2005.
15. Approve Schedule Change for Employee – **Arlene Wagner**, Family and Consumer Science Teacher and part-time Special Education Aide, increase of one hour in teaching time to 5 hours per day, and decrease of one hour in aide time to 3 hours per day, effective the beginning of the second semester.
16. Approve District volunteer list.
17. Approve substitute list for professional/support staff.

II. Curriculum

- A) Approve Homebound instruction for one grade 5 student, ID #201133, effective January 2, 2006, until approximately February 3, 2006.
- B) Approve graduation credit changes due to implementation of the six-day cycle at the Jr./Sr. High School beginning with the Class of 2010 (next year’s freshman class) as follows:

Credits	Current	Proposed
Credits needed by the end of 9 th grade	6.4	6.5
Credits needed by the end of 10 th grade	12.8	13
Credits needed by the end of 11 th grade	19.2	20
Credits needed to graduate	26.4	26.5

Background Information: Due to numerous course changes and the addition of the six-day cycle at the Jr./Sr. High School, the changes are recommended for approval beginning with next year’s freshman class, which is the Class of 2010. Classes 2006, 2007, 2008, and 2009 would continue to follow the current structure.

III. Finance

- A) Approve 2004 Per Capita Tax Exonerations and Submission of Delinquent Per Capita to Statewide Tax Recovery.

Background Information: Each year the West Reading Tax Collector and the WASD Tax office provide a list of exoneration requests, which are removed from the delinquent per capita list. The updated delinquent per capita list is then submitted to the District's delinquent tax collector, Statewide Tax Recovery. A complete list of the exonérations can be obtained from the Director of Business Affairs.

B) Approve Submission of Delinquent Real Estate Taxes to BMF Law Group

Background Information: The District has entered into a Board approved contract for the collection of delinquent real estate taxes with BMF Law Group. The process for collection will begin this month, and the list of taxpayers will be sent to BMF shortly.

IV. Facilities

V. School Activities & Athletics

- A) Ratify winter track trip to Montgomery, Maryland on Saturday, January 14, 2006.
- B) Approve winter track trip to Penn State University.
- C) Accept Wyomissing Area Youth Football \$5,000 donation for scoreboard project.
- D) Accept Wyomissing Area Football Boosters \$2,000 donation for scoreboard project.

VI. Technology

A) Approve Participation in the Berks County Intermediate Unit WAN-E Rate Consortium.

Background information: The Berks County Intermediate unit is providing an opportunity to participate in a consortium to bring high-speed broadband connections and Internet2 at an affordable price to county school districts.

B) Approve Bid for Telecommunications System.

Background Information: Information will be provided by Mr. Laubach, Director of Technology Services, at the January 23, 2006, meeting.

VII. Policy

A) Approve First Reading of Policies –

- 1. 005 Organization
- 2. 006 Meetings
- 3. 011 Board Governance Standards/Code of Conduct (New)

B) Approve Second Reading/Adoption of Policies –

- 1. 137 Home Education Plans
- 2. 137.1 Co-curricular Participation by Home Education Students
- 3. 140.1 Co-curricular Participation by Charter/Cyber Charter Students

C) Approve Rescinding Policy 004.1 Student Representative to the School Board

VIII. Community Relations

- A) Approve school calendar for 2006-07.

IX. Other Items

- A) Approve Superintendent Search Consultant, Dr. William J. Leary, Jr., Glenside, PA, in accordance with proposal as submitted.
- B) Approve Daniel K. Snyder, Esq., as representative to the Berks County Intermediate Unit Board of Directors effective January 19, 2006, to June 30, 2006.

Additions to Superintendent's Report
January 23, 2006

I. Personnel

A) EMPLOYEE

4. Approve Professional Staff Appointments –

- a. **Andrew Hoffert**, Itinerant Learning Support Teacher and Transition Coordinator at the Jr./Sr. High School, effective date to be determined, at an annual salary to be determined by the new contract, based on a 2004-05 M, Step 4 position.

Background Information: Mr. Hoffert has a B.S. in Special Education from Pennsylvania State University and a M.Ed. from Lehigh University. He was previously employed by the Blue Mountain School District.

- b. **Jennifer Lengel**, Elementary Spanish Teacher at Wyomissing Hills Elementary Center, effective date to be determined, at an annual salary to be determined by the new contract, at a B, Step 1 position.

Background Information: Ms. Lengel has a B.A. in Spanish from Moravian College and was previously employed by Lincoln-Edison Charter School in York, PA.

VI. Technology

- B) Approve bid for district telecommunications system submitted by Weidenhammer Systems, Inc., per bid specifications with a base bid of \$241,812.

Background Information: The district currently has a separate phone system for each building. The new system will replace all three systems with a single, robust, IP solution that provides direct intra-district calling and enhanced conferencing capabilities. It also addresses the maximum capacity problem with the JSBS phone system so that we are able to provide phones for all new construction areas and voicemail for all staff members

After reviewing bids from Worldnet, D&E Communications, and Weidenhammer, the telecommunications system vendor that the Wyomissing Area School District has selected is Weidenhammer Systems Inc., with a base bid of \$241,812. Weidenhammer's proposal was the lowest bid and we look forward to working with them to enhance the districts telecommunications.